

Executive Summary

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

1. Introduction

The City of Pasadena Community Development Department assists the low-income population by providing and supporting community programs, facilities and services through the distribution of three, primary, federal funding sources: Community Development Block Grant (CDBG), Home Investment Partnership (HOME) Program and the Emergency Solutions Grant (ESG). The City of Pasadena anticipates receiving approximately \$2,126,514 in Program Year 2015 funds for use towards community development services, affordable housing, public improvements, homelessness prevention and emergency shelter services. These federal funds are allocated in the City of Pasadena's Annual Action Plan, and the Action Plan is designed to be a collaborative process to provide residents with the opportunity to develop the plan.

2. Summarize the objectives and outcomes identified in the Plan

The 2013-2017 Consolidated Plan and Program Year 2015 Annual Action Plan represents the City's ambitions to improve the quality of life for residents, primarily in the low-income areas of Pasadena. The City's primary objectives follow:

- Develop and maintain an adequate supply of safe, sanitary and decent housing that is affordable and accessible to residents within low-income guidelines by utilizing CDBG and HOME funds to assist with housing rehabilitation efforts;
- Reduce homelessness by providing supportive services through local shelters and non-profit agencies; and,
- Ensure fair housing choice opportunities to all residents of Pasadena.

In order to address these needs, the City of Pasadena has developed goals and measurable outcomes in housing, homelessness prevention and emergency shelter, public facility improvements and public services. The City is committed to the proper implementation of a balanced Community Development Program that maximizes benefit to low-income persons both directly and through the improvements of their neighborhoods. By providing decent housing, suitable living environments, educational and supportive services, the City of Pasadena, TX intends to improve our low-income neighborhoods and provide our

citizens with the needed resources to assist them in breaking both generational and circumstantial poverty.

3. Evaluation of past performance

During Program Year 2014, beginning October 1, 2014, the City of Pasadena Community Development Department revised and implemented changes in policies and procedures for the Emergency Solutions Grant (ESG) Program and the Home Investment Partnership (HOME Program). The Community Development Department has addressed and closed the remaining open findings from the 2010 On-Site Monitoring and Technical Assistance Visit, and is currently addressing open findings from the 2013 On-Site Monitoring and Technical Assistance Visit. Additionally, the City of Pasadena Community Development Department is working to diligently meet all deadline requirements including CDBG Timeliness, HOME Commitment and ESG deadlines.

Beginning October 1, 2014, through the present date of June 2015, accomplishments in services and projects follow:

Public Services:

- Provided 730 total clients, 158 new elderly and/or disabled clients with transportation service vouchers.
- Provided 3,179 total clients, 1,583 new clients with access to the Food Bank by supporting shelter operational costs.
- Provided 45 clients with Spay and Neuter vouchers.

Homeless Services:

- Provided shelter to 39 unduplicated domestic violence victims and their children, totaling 1,415 days of shelter.

Public Facilities Improvements:

- Completed the 2012 CDBG Sidewalk Project;
- Completed the Marshall Street Rehabilitation Project;
- Completed the 2013 Golden Acres Wastewater Rehabilitation project;
- Completed the Pineswept Subdivision Sanitary Sewer Rehabilitation Project;
- Completed the 2011-2012 CDBG Wastewater Rehabilitation Project;
- Completed the West Ellaine Avenue Rehabilitation Project.

4. Summary of Citizen Participation Process and consultation process

All public hearings and meetings are held in well-known locations which are accessible to all residents and adequate space is provided to accommodate large residential groups. The meeting places are accessible to disabled persons and every effort is made to ensure that there are no barriers to attendance. The public notices alert residents and provide contact information so that individuals may request special accommodations, such as interpreters for the deaf or non-English speakers. These measures help to ensure that the citizens of Pasadena, especially the residents of the affected areas, have opportunities to articulate their community development needs and preferences as they relate to CDBG, HOME and ESG Program funding, participate in the development of program priorities and objectives, and have their questions addressed.

5. Summary of public comments

All comments received in regards to development and implementation of the 2015 Annual Action Plan will be reviewed and accepted by the Community Development Department. One fair housing survey was completed, but no comments were received in regards to the 2015 Annual Action Plan.

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

All comments received are accepted and reviewed.

7. Summary

The 2013 - 2017 Five-Year Consolidated Plan and the 2015 Annual Action Plan represent the City of Pasadena's vision for improving the quality of life in the low- to moderate-income areas of the City. The Annual Action Plan is based on the Consolidated Plan's elements that identify housing, homeless, community needs and resources, and further implements a strategy to address those needs.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Agency Role	Name	Department/Agency
Lead Agency	PASADENA	
CDBG Administrator	PASADENA	Sara Rogers
HOPWA Administrator		
HOME Administrator	PASADENA	Rhonda Embry
ESG Administrator	PASADENA	Heather Garza
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The City of Pasadena, specifically the Community Development Department, is considered the Lead Agency responsible for the preparation and administration of the City’s Consolidated and Annual Action Plans. The institutional character of the City allows for strong collaboration and implementation of the Consolidated Plan and Annual Action Plan with non-profit agencies and various city departments. The City of Pasadena awards funding to non-profit organizations that provide public services that specifically benefit Pasadena residents and address high priority community needs. These select non-profit organizations have the capacity and capability to leverage funds and utilize available resources in order to achieve the desired housing and service outcomes.

Consolidated Plan Public Contact Information

For questions regarding the 2013-2017 Five-Year Consolidated Plan or the 2015 Annual Action Plan, contact the City of Pasadena Community Development Department by phone at (713) 475-7294, or submit inquiries and comments to:

City of Pasadena Community Development Department
ATTN: Citizen Participation
P.O. Box 672
Pasadena, TX 77502
CommDev@ci.pasadena.tx.us

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

1. Introduction

The City of Pasadena coordinates and consults with public and private agencies throughout the development of its Annual Action Plan. The City of Pasadena Community Development Department ensures the process is both comprehensive and inclusive by working with a number of city departments, the Pasadena Housing Authority, local non-profit agencies and regional organizations. The Community Development Department secures information for other city departments, private organizations and residents regarding existing conditions and strategies for addressing short term and long-term community needs. Community Development staff will continue to meet with and strategize with a variety of groups and agencies through the year to solicit input regarding the City's programs and to plan for future activities.

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

The City of Pasadena Community Development Department is working to improve coordination with various non-profit groups in the Pasadena community to address the community's priority needs, especially those of targeted low-income persons and special needs populations.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Coalition for the Homeless of Houston/Harris County serves as the lead agency for the Houston/Harris County/ Fort Bend County Continuum of Care (CoC) structure. The Steering Committee uses recommendations from network and task groups to guide policy development for the CoC, including funding and project prioritization. This structure was put in place to provide a more coordinated response to homelessness, where all funding in the region is targeted toward strategic solutions working to end homelessness throughout the region. The CoC is working towards a collaborative effort approach with the preference for Rapid Re-housing, instead of such intense focus on Homelessness Prevention activities.

The City's fiscal year does not match the implementation schedule of this structure; therefore, the City will review participation at a later time.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Community Development Department continues to work closely with the Continuum of Care (CoC) and the Coalition for the Homeless of Houston/Harris County (Coalition). Community Development holds a voting chair within the Steering Committee for the Houston Area CoC and participates in the ESG Funders Workgroup, a subcommittee of the CoC, coordinated by the Coalition. The Steering Committee is a governing committee of the CoC composed of seventeen members, who are representatives from across the community. Both groups collaborate on how to allocate ESG funds, and develop performance standards and policies for operation of HMIS. Community Development also consults with the Coalition on identifying priorities for ESG funding allocations and recommendations are taken into consideration with funding decisions.

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

Table 2 - Agencies, groups, organizations who participated

1	Agency/Group/Organization	COALITION FOR THE HOMELESS OF HOUSTON - HARRIS COUNTY
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Pasadena Community Development Department attends and participates in Steering Committee meetings and the ESG Funders Workgroup to address the needs of the homeless population and discuss funding priorities and program written standards.

Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Coalition for the Homeless of Houston/Harris County	The City of Pasadena, to the best effort, aligns the priorities of the City's homeless strategies with the Continuum-wide priorities for homelessness.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting.

All public hearings and meetings are held in well-known locations which are accessible to all residents and adequate space is provided to accommodate large residential groups. The meeting places are accessible to disabled persons and every effort is made to ensure that there are no barriers to attendance. The public notices alert residents and provide contact information so that individuals may request special accommodations, such as interpreters for the deaf or non-English speakers. These measures help to ensure that the citizens of Pasadena, especially the residents of the affected areas, have opportunities to articulate their community development needs and preferences about the CDBG, HOME and ESG Programs, participate in the development of priorities and objectives, and have their questions addressed.

The City of Pasadena began its citizen participation and consultation process on April 16, 2015 with the release of the first Public Notice. This notice informed the public on anticipated funding to be received by the City of Pasadena from the U.S. Department of Housing and Urban Development, funding priorities, and dates for mandatory application workshops for non-profits, service providers, businesses, and city departments interested in applying for CDBG, ESG and HOME funds. Two application workshops were provided to educate interested parties on basic requirements for CDBG, ESG and HOME programs, with a mandatory requirement for applicants to attend one workshop..

On May 17, 2015, a second Public Notice was released to inform the community of the Citizen Review Public Hearings scheduled for June 3, 2015 at 10:00 A.M. and 2:00 P.M. Additionally, information regarding the Citizen Review Public Hearing was included as an insert with the City's water bill distributed to residents. These hearings provided the public with opportunities to participate in an advisory role in the planning, implementation, and assessment of programs administered through the Community Development Department. A survey has been created and made available during the public hearings and on the Community Development webpage to allow residents to rate various program priorities, community needs and fair housing. Only one resident attended the public hearing held on June 3, 2015 at 10:00 A.M. and no attendants were present for the second hearing held that afternoon at 2:00 P.M.

Agencies interested in applying for funds gave presentations to the Community Development Advisory Board on May 27, 2015 in City Hall Council Chambers. On May 28, 2015, a meeting was held between the Community Development Department and the Community Development Advisory Board to discuss funding recommendations for the upcoming 2015 Program Year activities and projects.

On June 18, 2015, a Public Notice was published in the Pasadena Citizen newspaper, a newspaper of general circulation, to notify the community of how Program Year 2015 CDBG, ESG and HOME Program funding will be utilized. Also, the public was notified of the required 30-day public comment period beginning Thursday, June 19, 2015 and ending Friday, July 18, 2015, and the public hearings scheduled on Thursday, July 9, 2015 at 10:00 A.M. and 2:00 P.M. during the public comment period. No community residents were in attendance to either of the public hearing, only City of Pasadena staff were present. Also, no verbal or written comments were submitted or received.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-profits, subrecipients, business	2015 CDBG/HOME/ESG Consolidated Program Application Process: The mandatory Application Workshop received 39 participants which included local businesses, non-profits, subrecipients, and city departments interested in program funding for the 2015 Program Year.	Not applicable.	Not applicable.	
2	Public Hearing	All residents of Pasadena	The Citizen Review Public Hearing had only one attendant.	A City of Pasadena & Fair Housing Survey was completed by the one attendant of the Public Hearing. The survey has been made available online, although no additional survey responses have yet been received.	Not applicable.	http://esurv.org/online-survey.php?surveyID=LNM MGJ_169662a3
3	Newspaper Ad	Non-targeted/broad community	Public Notice was released to notify the community of funding recommendations for Program Year 2015 funds.	None.	N/A	
4	Public Hearing	Non-targeted/broad community	Two public hearings were held during the 30-day comment period to allow residents of the community to provide feedback of the draft 2015-2016 Action Plan funding recommendations. No attendants were present.	None.	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Entitlement grant resources totaling \$2,126,514 are planned for the next fiscal year (October 1, 2015 through September 30, 2016) to address obstacles to meet underserved needs, foster decent housing, support public services and improve public facilities, while enhancing the coordination between public and private agencies. The results of these activities will be reported in the Consolidated Annual Performance and Evaluation Report, to be published in December 2016.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,593,820	35,000	0	1,628,820	0	The CDBG allocation for Program Year 2015 is expected in the amount of \$1,593,820. Program Income is anticipated in the amount of \$35,000.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	386,059	65,000	0	451,059	0	The HOME allocation for Program Year 2015 is expected in the amount of \$386,059. Program Income is anticipated in the amount of \$65,000.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	146,635	0	0	146,635	0	The ESG allocation for Program Year 2015 is anticipated in the amount of \$146,635.

Table 5 - Expected Resources - Priority Table

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

Community Development Block Grant (CDBG) funds will leverage City General Fund and Bond Fund dollars for all infrastructure, revitalization, park and public facility projects.

Home Investment Partnership (HOME) Program partners are required to provide matching contributions of \$0.25 for every \$1.00 of funding expended. This is usually achieved by volunteer hours worked, donation of funds, supplies and equipment.

Emergency Solutions Grant (ESG) Program subrecipients are required to provide matching contributions of 100% of federal dollars expended. This is also achieved by shelter donations of supplies, equipment, funding and volunteer hour services. Also, some subrecipient agencies will meet matching requirements by contributing a portion of operational costs in addition to ESG funds, therefore, splitting the expense.

Program income is accumulated through the HOME and CDBG programs only. HOME program income is acquired by the amortized loans of the Housing Rehabilitation Services Program. CDBG program income is collected through lien payoffs, which usually include administrative fees, interest and service costs.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

This is not applicable.

Discussion

This is not applicable.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure Improvements	2013	2017	Non-Housing Community Development	CDBG Low/Mod Income Tracts	Public Facilities and Improvements	CDBG: \$728,547	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5315 Persons Assisted
2	Housing Rehabilitation	2013	2017	Affordable Housing	Citywide	Affordable Housing	CDBG: \$100,000 HOME: \$289,544	Homeowner Housing Rehabilitated: 2 Household Housing Unit
4	Code Enforcement	2013	2017	Non-Housing Community Development	CDBG Low/Mod Income Tracts	Code Enforcement	CDBG: \$207,435	Other: 600 Other
5	Homelessness	2013	2017	Homeless	CDBG Low/Mod Income Tracts	Homelessness	CDBG: \$15,900 ESG: \$146,635	Overnight/Emergency Shelter/Transitional Housing Beds added: 160 Beds Homelessness Prevention: 75 Persons Assisted
6	Adult Basic Education	2013	2017	Non-Housing Community Development	CDBG Low/Mod Income Tracts Citywide	Public Services	CDBG: \$54,500	Public service activities other than Low/Moderate Income Housing Benefit: 450 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Health Services	2013	2017	Non-Housing Community Development	Citywide	Public Services	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted
8	Special Needs Services	2013	2017	Non-Housing Community Development	CDBG Low/Mod Income Tracts Citywide	Public Services	CDBG: \$158,673	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Infrastructure Improvements
	Goal Description	Infrastructure improvements include water and sewer rehabilitation activities to improve water quality and pressure, and to ensure the enhancement of drainage and fire protection services to Pasadena residents. Need is based upon the evaluation of service improvements within the CDBG target areas.
2	Goal Name	Housing Rehabilitation
	Goal Description	Housing Rehabilitation provides minor to moderate rehabilitation to homes owned and occupied by low to moderate income residents of Pasadena. If rehabilitation needs are too excessive, the City will provide demolition and reconstruction of single - family homes owned and occupied by low to moderate income residents of Pasadena. Also, lead based paint assesment and abatement, if applicable, is required for all housing rehabilitation activities.

4	Goal Name	Code Enforcement
	Goal Description	The City has an aggressive initiative for nuisance abatement activities. To maintain safe neighborhoods and produce a healthy community environment the City plans to allocate funding for Code Enforcement staffing. Code Enforcement Officers will investigate such conditions as junked vehicles, dangerous buildings and vacant properties, lot clearance, high weeds, grass, trash and debris, the need for housing demolition, etc.
5	Goal Name	Homelessness
	Goal Description	The Homelessness goal supports the broad range of homeless prevention and street outreach activities, critically homeless, rapid rehousing, domestic violence victims and assistance with childcare and employment searches and training. Funding will support essential needs and operational costs of the local shelters and transitional housing of Pasadena. HMIS database management and administration will also be supported.
6	Goal Name	Adult Basic Education
	Goal Description	The City anticipates the funding of English as a Second Language classes (ESL) for adults, as well as educational support classes for parents to increase their employability skills, and assist in their child's education.
7	Goal Name	Health Services
	Goal Description	Health services are a necessity for the Pasadena community. Anticipated health services will focus on the homebound elderly and/or disabled, through vaccinations, medication delivery services, in addition to well-being and insurance consultations.

8	Goal Name	Special Needs Services
	Goal Description	The transportation of the elderly and disabled is a major public service provided within the City of Pasadena. This program is highly requested and supported by citizens of the community. However, services are also needed for mental health, HIV/AIDS and substance abuse. The City does not currently fund these services, but supports the submission of applications for funding from agencies with experience providing these special need services.

Table 7 – Goal Descriptions

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

In general, the City utilizes HOME Investment Partnership Program dollars for affordable housing projects. The table below estimates the number of households, by income category, to whom the City will provide affordable housing. This estimate, for Program Year 2015, is based on the number of households that have been assisted during Program Year 2014. The information estimated below is solely on the assistance that is anticipated to be provided under the 2015 Housing Rehabilitation Service Program. Further assistance of affordable housing could be provided under programs yet to be determined with the possibility to reprogram prior year funds.

INCOME CATEGORIES	TO DATE (PY2014)	2015 HOME GOALS
0-30%	3	1
31-50%	9	1
51-80%	5	1
TOTAL	17	3

AP-35 Projects – 91.220(d)

Introduction

Below is a summary of eligible projects that will take place during the program year that address the City's priority needs. Specific objectives are detailed in the individual project descriptions below. The Community Development Department captures the accomplishments of its activities and projects through a reporting process which requires City Departments and partner agencies to report on the beneficiaries of HUD-funded activities.

#	Project Name
1	CDBG Program Administration
2	Housing Rehabilitation Administration
3	2015 CDBG Waterline Replacement Project
4	Code Enforcement
5	Adult Literacy and Education - Public Service
6	Pasadena Community Ministries Operations
7	Transportation Services for Elderly and Disabled Persons
8	Health Services for Elderly and Disabled Persons
9	HOME Program Administration
10	CHDO Housing Set Aside
11	Housing Rehabilitation Services
12	ES15 Pasadena

Table 8 – Project Information

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

The allocated priorities were based upon the City of Pasadena's approved PY2013- 2017 Consolidated Plan which was constructed with input from public service agencies, residents of Pasadena and city departments. It was determined that a high priority level should be assigned to the following: Infrastructure Improvements, Special Needs Services, Adult Basic Education, Health Services, Homelessness and Housing Rehabilitation. The reasons for allocation priorities and obstacles follow:

- The primary obstacle to meeting underserved needs is limited availability of federal and local funding. The needs of the community are greater than the available local and federal funds.
- The aging of residential units and increased numbers of under-resourced residents

in conjunction with a lack of public housing leads to a limited housing stock available to low-to-moderate residents.

- Additionally, the City has a high demand to find qualified agencies with the capacity to operate programs efficiently and within compliance of applicable Federal Regulations.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	CDBG Program Administration
	Target Area	CDBG Low/Mod Income Tracts Citywide
	Goals Supported	Infrastructure Improvements Housing Rehabilitation Code Enforcement Homelessness Adult Basic Education Health Services Special Needs Services
	Needs Addressed	Affordable Housing Public Facilities and Improvements Code Enforcement Homelessness Public Services
	Funding	CDBG: \$318,765

	Description	The Community Development Department has the primary responsibility for the administration, planning, organizing and monitoring of the City's Community Development Block Grant (CDBG) Program. In addition, Community Development is responsible for implementing required procedures to ensure City compliance with specific U.S. Department of Housing and Urban Development (HUD) and other federal regulations.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Administration will serve all programs and projects.
	Location Description	The Community Development Department is located at 1114 Davis Street, Pasadena, Texas 77506, in the City of Pasadena Municipal Services Building, Suite 312.
	Planned Activities	CDBG funds will be used to support full time staff and administrative costs associated with the monitoring and oversight of the CDBG program including contracting, compliance, grant management, monitoring and fiscal related activities.
2	Project Name	Housing Rehabilitation Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$135,000
	Description	Housing Rehabilitation Program Administration will support administration, inspection, and management costs necessary to administer the Housing Rehabilitation Services and Energy Efficiency Programs as needed.
	Target Date	9/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that a minimum two eligible households will be provided housing rehabilitation services. Therefore, approximately two households will receive assistance under the Housing Rehabilitation Services Program - Project No. 11.
	Location Description	The City of Pasadena Community Development Department, located at 1114 Davis Street, Pasadena, Texas 77506, in the City of PASadena municipal Services Building, will administer the Housing Rehabilitation Services Program and the CDBG Energy Efficiency Program.
	Planned Activities	Housing Rehabilitation Program Administration funds will be utilized to support staff costs associated with application in-take, eligibility determination, project inspections and oversight of construction and site work completed for housing rehabilitation projects.
3	Project Name	2015 CDBG Waterline Replacement Project
	Target Area	CDBG Low/Mod Income Tracts
	Goals Supported	Infrastructure Improvements
	Needs Addressed	Public Facilities and Improvements
	Funding	CDBG: \$728,547
	Description	The 2015 CDBG Waterline Replacement Project will assist approximately 208 households by improving water pressure, water quality and enhanced fire protection services. The service area will include census tracts 323300.01, 323300.02, 323400.01 and 323400.02, which is approximately 62.13% low- to moderate-income.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	The area served by this waterline replacement project includes low- to moderate-income households, whose living conditions will be improved by increased water quality, pressure and fire protection. Approximately 208 households will benefit from this activity. Goal Outcome Indicator beneficiary data derives from Census Tract information: 323300.01, 323300.02, 323400.01 and 323400.02.

	<p>Location Description</p>	<p>Construction oversight will be provided by the City of Pasadena Public Works Department, located at 1114 Davis Street, Pasadena, Texas 77506, in the City of Pasadena Municipal Services Building.</p> <p>This project will replace waterlines on the following streets:</p> <ul style="list-style-type: none"> • E. Austin (Pasadena Blvd. to Cleveland) - Block Numbers 6400 to 6700; • Cleveland (Lafferty to E. Austin) - Block Numbers 6400 to 6600; • Lafferty (Wilma Louis to Pasadena Blvd.) - Block Numbers 6300 to 6400; • Leroy (Eva to Pasadena Blvd.) - Block Number 2700; • Van Buren (Leroy to Pasadena Blvd.) - Block Numbers 6400 to 6700; • Monroe (Pasadena Blvd. to Pasadena Blvd.) - Block Numbers 6400 to 6700; • Eva (Lafferty to Leroy) - Block Numbers 6400 to 6600; • Garner (Leroy to Pasadena Blvd.) - Block Numbers 6300 to 6400.
	<p>Planned Activities</p>	<p>The planned construction activities will provide adequate water pressure and better water quality for the residents in this service area. The 2015 CDBG Waterline Replacement Project includes replacing existing 2-inch waterlines along the backyard easements of several streets, with new 6-inch waterlines along street right of ways, with appropriate valves, fittings and fire hydrants. The existing 2-inch waterlines will be cut and abandoned in place and new 6-inch waterlines will be installed along the street right of ways. The service lines will be rerouted to the new 6-inch waterlines.</p>
<p>4</p>	<p>Project Name</p>	<p>Code Enforcement</p>
	<p>Target Area</p>	<p>CDBG Low/Mod Income Tracts</p>
	<p>Goals Supported</p>	<p>Code Enforcement</p>
	<p>Needs Addressed</p>	<p>Code Enforcement</p>
	<p>Funding</p>	<p>CDBG: \$207,435</p>

	Description	CDBG funds will be utilized to support full time, proactive efforts, education and inspections completed by the CDBG Target Area Code Enforcement Inspectors.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	Code Enforcement violation inspections will be conducted in the designated CDBG Low/Mod Target Area.
	Planned Activities	Specifically, CDBG funds will be used to pay for City Code Enforcement salaries to focus on code inspections within the low- to moderate-income eligible areas.
5	Project Name	Adult Literacy and Education - Public Service
	Target Area	Citywide
	Goals Supported	Adult Basic Education
	Needs Addressed	Public Services
	Funding	CDBG: \$54,500
	Description	Adult education and literacy programs will be provided for approximately 450 low-income persons. ESL ("English as a Second Language") classes, will assist to further educate adults and address the language barrier to improve employability. Additionally, literacy and language proficiency instruction, career readiness workshops and parenting classes will be provided to low-income adults.
	Target Date	9/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that approximately 450 low-income persons will benefit from the proposed activities.
	Location Description	Twin Oaks will hold ESL classes at their location: 3222 Pasadena Blvd, Pasadena, TX, 77503. Pasadena School District will host workshops and provide individual counseling sessions throughout the Pasadena area; such as school campuses, the district's professional development center, apartment complexes, Neighborhood Centers, etc.
	Planned Activities	By utilizing CDBG funds to support teacher salaries, Twin Oaks will provide four ESL ("English as a Second Language") classes. It is anticipated that approximately 50 low-income students will participate in the courses. The classes will begin at a basic competency level and progress throughout the year to a more advanced English language proficiency. Additionally, the Pasadena Independent School District (PISD) is proposing to provide parent workshops/ trainings, in both English and Spanish, throughout the school year. The focus will be to acquire and strengthen job skills such as basic literacy, language proficiency and computer skills. Parents will also be given the opportunity to obtain certificates in professional trades such as plumbing, electrical and computer technologies. Furthermore, PISD will host parenting sessions to assist parents with learning how to support their children through accessing available educational resources. CDBG funds will be used to support the salary for the Program Coordinator, who is responsible for administration of the activity. It is anticipated that approximately 400 low- to moderate-income individuals will be assisted.
6	Project Name	Pasadena Community Ministries Operations
	Target Area	Citywide
	Goals Supported	Homelessness

	Needs Addressed	Homelessness Public Services
	Funding	CDBG: \$15,900
	Description	Pasadena Community Ministries operated programs to assist homeless individuals and low-income households with food and clothing. A donation center and food bank is offered within the facility, along with services and essential items to help provide necessities to families in need.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Pasadena Community Ministries anticipates serving approximately 1600 unduplicated residents with food and necessary items.
	Location Description	Pasadena Community Ministries is located at 2301 South Houston Road, Pasadena, Texas, 77502.
	Planned Activities	CDBG funds will be utilized to support costs for operations, rent and utilities of Pasadena Community Ministries.
7	Project Name	Transportation Services for Elderly and Disabled Persons
	Target Area	Citywide
	Goals Supported	Special Needs Services
	Needs Addressed	Public Services
	Funding	CDBG: \$158,673
	Description	The City of Pasadena Parks and Recreation Department, specifically the Madison Jobe Senior Center, works in conjunction with RIDES (Specialized Transportation for Harris County) to provide free FARE Card loads to eligible elderly and/or disabled residents of Pasadena. The transportation services provided by this program allow clients to make medical appointments, grocery shopping, and errands necessary to meet life needs.
	Target Date	9/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	An estimated 300 unduplicated clients will benefit from transportation services. The elderly, age 62 and greater, and the disabled, ages 18 to 61, residing within the City of Pasadena must meet program eligibility requirements to receive a transportation service voucher (FARE card) through the City of Pasadena Transportation Subsidy Program.
	Location Description	The Transportation Services Program is administered by the Madison Jobe Senior Center, located at 1700 E. Thomas, Pasadena, Texas 77506.
	Planned Activities	CDBG funds will be utilized to support staff costs directly related to administration of the Transportation Program. Funds will also pay for transportation service vouchers (FARE card) to eligible elderly and/or disabled persons residing within Pasadena.
8	Project Name	Health Services for Elderly and Disabled Persons
	Target Area	Citywide
	Goals Supported	Health Services
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Lava Services has proposed to provide health services to homebound elderly and/or disabled clients. Services may consist of home vaccinations, medication delivery, health counseling and insurance consultation services.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that approximately 75 homebound elderly and/or disabled clients will receive assistance with health services.
	Location Description	Lava Services is located at 1802 Strawberry, Suite C, Pasadena Texas 77502.

	Planned Activities	A licensed pharmacist, or pharmacy technicians, will provide client vaccinations, medication delivery, health counseling and insurance consultation services. CDBG funds will be utilized to support staff salaries and operational expenses.
9	Project Name	HOME Program Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	HOME: \$38,605
	Description	The Community Development Department has the primary responsibility for the planning, organizing and monitoring of the City's Home Investment Partnership (HOME) Program. In addition, Community Development staff coordinates the activities and administers required procedures to ensure City compliance with specific U.S. Department of Housing and Urban Development (HUD) and other federal regulations.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
Location Description	The Community Development Department is located at 1114 Davis Street, Pasadena, Texas 77506, in the City of Pasadena Municipal Services Building, Suite 312.	
Planned Activities	HOME funds will be used to support full time staff and administrative costs associated with the administration, monitoring, and oversight of the HOME program including contracting, compliance, loan servicing, grant management and fiscal related activities.	
10	Project Name	CHDO Housing Set Aside
	Target Area	Citywide

	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	HOME: \$57,909
	Description	CHDO funds in the amount of \$57,908.85 have been set aside for CHDO related housing development.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	Not applicable.
	Planned Activities	The City of Pasadena is currently in need of a Certified CHDO. Request for Proposals will be republished. Activity will commence after selection is finalized.
11	Project Name	Housing Rehabilitation Services
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	HOME: \$354,544
	Description	The City of Pasadena Community Development Department will continue to administer the Housing Rehabilitation Services Program to assist income eligible homeowners with home repairs.
	Target Date	9/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates assisting a minimum of two income eligible households during Program Year 2015.
	Location Description	The Housing Rehabilitation Services Program will be administered by the City of Pasadena Community Development Department, located at 1114 Davis Street, Pasadena, Texas 77506 in the City of Pasadena Municipal Services Building.
	Planned Activities	Community Development plans to assist at least two eligible households with rehabilitation. Households must be income eligible, single-family and owner occupied. Rehabilitation may consist of minor or moderate repairs, or depending on the severity of the condition, demolition and reconstruction may be necessary.
12	Project Name	ES15 Pasadena
	Target Area	Citywide
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	ESG: \$146,635
	Description	The Emergency Solutions Grant (ESG) Program will provide assistance under the Emergency Shelter and Homelessness Prevention program components, and support administrative activities.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that approximately 160 unduplicated clients will receive assistance under the Emergency Shelter Program Component, of which approximately 60 clients served will be domestic violence victims and their children. Through Homelessness Prevention, it is anticipated that approximately 75 households will be assisted with short/medium term rent and utility payments to prevent evictions and homelessness.
	Location Description	

Planned Activities	<p>The Emergency Solutions Grant (ESG) Program will provide financial support to local emergency shelters by assisting with costs related to shelter operations and essential services. Funds expended towards Emergency Shelter and Street Outreach Program Components are not to exceed 60% of the annual ESG Program allocation, as described in 24 CFR 576.100. The City anticipates utilizing funds in the amount of \$87,981 toward Emergency Shelter activities, and does not plan to provide Street Outreach during Program Year 2015.</p> <p>Financial assistance in the form of rent and utility payments and stabilization services will be provided through homelessness prevention activities. Approximately \$47,656.37 will be used to support Homelessness Prevention activities, such as rent and utility payment assistance to extremely low-income households.</p> <p>Program Administration costs will be supported with \$10,997.63, which does not exceed the 7.5% allowance of 2015 ESG funds.</p>
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AP-50 Geographic Distribution – 91.220(f)

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

Generally the CDBG, HOME and ESG programs benefit the entire City of Pasadena in accordance with program requirements of each grant.

The CDBG Low/Mod Income Target Area includes all of the concentrated low-income census tracts within the Pasadena City limits. Approximately 59% (\$935,982) of the 2015 allocation of CDBG funds will be utilized to benefit this geographic area. Projects and programs that are counted in the calculation for the percentage of funds include the 2015 CDBG Waterline Replacement Project and Code Enforcement. Please see the *City of Pasadena 2015 Program Year CDBG Projects and Programs* map on found in the Unique Appendices section.

Also calculated, 58.7% (\$935,982) of the 2015 allocation of CDBG funds will be utilized to benefit geographic areas with higher minority percentages. Please refer to the *City of Pasadena 2015 Program Year Estimated Minority (Hispanic) Concentration of Low- to-Moderate Income Target Area* map included in the Unique Appendices section. The remainder of funds will be utilized to benefit client-based activities that are available to any income-eligible resident of Pasadena, regardless of whether they reside within a low-income census tract.

The boundaries of the geographic area coincide with the boundaries of the census tracts which have been identified through examination of the 2010 U.S. Census Data as having median incomes below 80 percent of the area median income. These tracts are located primarily in the Northern parts of the City and include census tract numbers 3219, 3220, 3221, 3222, 3227, 3228, 3230, 3231, 3233, 3234, 3235, 3239, 3241, 3422 and 3424. In general, the CDBG Target Area is bound by State Highway 225 in the north and the corporate limits to the west. The eastern boundary begins at the intersection of Highway 225 and Glenmore, proceeding south on Glenmore to Red Bluff Road southeast to Spencer, proceeding west on Spencer to Preston; take Preston north to Southmore then west on Southmore to Strawberry Road, south on Strawberry Road to Allen Genoa; northwest to Shaver, then Shaver to north Allendale and proceed west on Allendale to western corporate limits. The majority of the target area is residential with a mix of commercial properties and parts of the target area are located adjacent to refineries.

Area-based CDBG investments are allocated geographically within the target areas delineated in the target area map, while beneficiary-based investments are allocated city-wide.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Low/Mod Income Tracts	59
Citywide	15

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically.

The City of Pasadena Community Development Department solicits competitive applications for the receipt and use of CDBG, HOME and ESG Program funds to address specific objectives and priority needs. The City does not prescribe a specific percentage of funding to target areas. However, the City has identified target areas within the corporate limits that have 51% or greater low- to moderate-income populations. Additionally, areas within the target area that possess aging infrastructure are prioritized for improvements. During Program Year 2015, one public facilities improvement project will be funded through CDBG. Please refer to the attached maps, within the Unique Appendices section, with census tracts and block group numbers, and the associated chart with related data.

Discussion.

The City of Pasadena is mindful of the location of services and seeks to ensure equitable distribution of funding to serve families in need across the City. Although the CDBG Low/Mod Income Target Areas is the primary service area, additional target areas will be identified. Target areas are identified based on income determination data and revitalization efforts needed. The City allocates funding based on priorities identified in its 2013-2017 Five Year Consolidated Plan and proposals submitted in its annual application process.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing activities undertaken by the City of Pasadena will primarily address the needs of non-homeless and special needs households. Various programs will provide these households with rental assistance, new units or rehabilitated units, but no acquisition is planned at this time. The City's affordable housing goals and projects are detailed below.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	2
Special-Needs	2
Total	4

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	2
Acquisition of Existing Units	0
Total	2

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

Discussion

The City will strive to utilize all three funding sources to best provide housing assistance, but at this time the HOME Program is most known for providing housing rehabilitation services to single-family homes. The ESG Program will provide rental and utility assistance through subrecipient activities under the Homelessness Prevention Program Component.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Pasadena strives to ensure all residents have decent and affordable housing. This goal is facilitated through the Pasadena Housing Department's Housing Choice Voucher Program.

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

The City of Pasadena's Housing Program is a Voucher Program only. The City of Pasadena does not own, nor does it administer a Public Housing Program. However, for the Housing Choice Voucher Program, the City of Pasadena plans to continue to assist and administer the allocated 1079 voucher participants with their rental assistance within the Housing Choice Voucher HUD requirements in accordance with 24 CFR 982 during the next year.

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

The City of Pasadena does not own, nor does it administer a Public Housing Program for residents. However, the City of Pasadena encourages families to achieve self-sufficiency and homeownership through the Family Self Sufficiency Program, available to current Housing Choice Voucher Program clients.

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

Not Applicable

Discussion

While the City does not administer a Public Housing Program, eligible residents are provided housing vouchers through the Housing Choice Voucher Program. The goal of this program is to promote participants to achieve self-sufficiency and obtain homeownership.

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

Introduction

The City upholds a strong partnership with the Coalition for the Homeless of the Greater Houston Area, Harris County and Fort Bend County. This partnership combines priorities and funding across the continuum for programs to address the needs of the City of Pasadena’s residents who are experiencing or are at risk of homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The City of Pasadena does not currently fund Street Outreach through the Emergency Solutions Grant (ESG) Program.

Addressing the emergency shelter and transitional housing needs of homeless persons.

The City of Pasadena anticipates funding \$87,981 to local Emergency Shelters, one of which, will assist victims and children of domestic violence. In funding the Emergency Shelters, The City seeks to assist 160 unduplicated clients through the Emergency Shelter Program Component, of which approximately 60 clients will be domestic violence victims and their children.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City of Pasadena plans to fund \$87,981, the maximum 60% of the total ESG Grant, to local emergency shelters. Emergency shelters who are funded will provide comprehensive

case management to its residents, ensuring effective transitioning from shelter to independent living.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City will provide \$47,656.37 to the Homelessness Prevention Component of the Emergency Solutions Grant Program, to assist households who are at-risk of homelessness. The City plans to provide rental and utility assistance to approximately 75 households.

Discussion

The City will continue to build an even stronger partnership with the Coalition for the Homeless and other ESG grantees within the Continuum to develop community wide strategies to end and prevent homelessness for the City's population. The City's priorities will continue to change with the growing populations of various needs. In partnership with the Coalition for the Homeless, the City of Pasadena will continue to maximize the use of the Emergency Solutions Grant (ESG) Program funds to assist households who are experiencing homelessness or who are at risk.

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

Introduction

The City of Pasadena believes the most significant barriers to affordable housing in Pasadena to be non-profit capacity for affordable housing, economic market conditions for low- to moderate-income homebuyers, and reductions in federal assistance.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.

The City of Pasadena has reviewed the public policies to determine their impact on affordable housing. The City found that there are no policies that contribute to the concentration of racial/ethnic minorities, and no city building codes or ordinances that limit the development or improvement of affordable housing in Pasadena.

Discussion

The City of Pasadena has developed specific goals and objectives to address the housing needs of low-to-moderate income populations within the City's jurisdiction. These housing goals are aimed at creating the opportunity for adequate, affordable, accessible housing for extremely low, very low, and low-to-moderate income persons through the elimination of lead based-paint hazards, encouragement of home ownership, minor home repairs, rehabilitation of single family dwellings, provision of rental assistance, new construction and development of partnerships. Pasadena places a high priority on projects serving seniors and person with disabilities.

AP-85 Other Actions – 91.220(k)

Introduction

Many homeowners, particularly elderly and/or disabled homeowners, cannot afford to maintain or repair their homes. The Community Development Department is committed to assisting these low- to moderate-income homeowners repair and rehabilitate their deteriorating homes.

Actions planned to address obstacles to meeting underserved needs.

Pasadena will continue to assess and rehabilitate housing for low- to moderate-income homeowners. Additionally, the senior population is considered underserved; therefore, the City plans to explore additional services to assist this population. Unfortunately, limited funding sources present an added challenge to properly address these priority needs.

Actions planned to foster and maintain affordable housing.

The City of Pasadena plans to foster and maintain affordable housing by providing housing rehabilitation services, and the development of affordable housing once a Community Housing Development Organization (CHDO) is certified as a partner with the City.

Actions planned to reduce lead-based paint hazards.

The City continues to take actions to ensure that all housing programs meet the lead-based paint and disclosure provisions required under Title X. Plans to address lead-based issues include:

- Continued distribution of the "Protect Your Family from Lead in Your Home" pamphlet to homeowners receiving Housing Rehabilitation;
- Continued inspection for potential lead hazard for all houses which receive HUD funds for rehabilitation and households receiving rental and financial assistance through Homelessness Prevention;
- Continued treatment of lead hazards on rehabilitation projects;
- Training and certification for staff supervising work on projects which require lead based paint reduction activities; and,
- Enforcement of requirements for lead-based paint inspections by firms performing risk assessments for the City of Pasadena to include a copy of certification to perform risk assessments, copies of risk assessor's state/EPA certification license, copy of analytical laboratory EPA recognition, and copy of risk assessment firm's

radiation safety license or registration

Actions planned to reduce the number of poverty-level families.

The primary goals for reducing the number of poverty-level families are:

- Increase educational opportunities
- Increase employment opportunities
- Reduce drug, gang and crime activities
- Collaborate with local agencies to secure additional resources and reduce duplication of efforts

Actions planned to develop institutional structure.

Internally, the City of Pasadena Community Development Department works in conjunction with other City departments including, but not limited to, the City Controller's Office, Code Enforcement, Parks and Recreations, Purchasing and Public Works. The City's current structure highlights commitment to ensuring that all functions perform in a concerted manner to guarantee an efficient and effective use of public and private resources with maximum output in the form of accomplishments. Underlying this effort is the recognized need to maintain a high level of coordination on projects involving other City departments and/or outside agencies.

The City of Pasadena Community Development Department will address gaps and improve institutional structure using the following strategies:

- Discover, work with and financially support community housing development organizations (CHDOs) to develop affordable housing within the community;
- Use high level communication and project coordination among City departments and support the City's efforts to revitalize and/or stabilize low- and moderate-income neighborhoods;
- Reduce and/or alleviate gaps in services and expedite the delivery of community development services to eligible residents.

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

The basis for assigning the priority given to each non-homeless special population need is a combination level of need, available resources of the individual, available community

resources and citizen input based on surveys and the Community Development Advisory Board's recommended priorities. Those in need of public or subsidized housing receive the highest priority, and the Pasadena Housing Agency gives priority to the elderly and disabled in its application process. Therefore, housing for the elderly, physically disabled and mentally disabled are a high priority.

Discussion

The City of Pasadena Community Development Department addresses obstacles to meet underserved needs, poverty and foster affordable housing through project funding, but supplements projects with other City services to provide resources for low-income residents and neighborhoods.

Program Specific Requirements

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

Introduction

The Projects Table (AP-35 Project and AP-38-Projects Summary) lists all projects planned with Program Year 2015 CDBG funds. The following table identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

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

The City of Pasadena is not utilizing other forms of investment beyond those identified in Section 92.205.

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

Recapture Provisions:

The City of Pasadena will enforce the Recapture Provisions in cases where HOME funds are provided as a direct subsidy to a homebuyer. Recaptured funds as a result of property being sold, rented or vacated within the affordability period must be used for HOME eligible projects. Recaptured funds are not considered program income and cannot be used for planning and administrative costs. *Direct HOME subsidy* is the entire amount of HOME assistance that enabled the homebuyer to purchase the home. The direct subsidy includes down payment assistance, closing costs, rehabilitation costs or other HOME assistance provided directly to the homebuyer or homeowner.

The HOME rule limits recapture to available net proceeds. Therefore, the City can only recapture what is available from net proceeds. Net proceeds is the sales price minus superior loan repayment (other than HOME funds) and any closing costs. The City of Pasadena will reduce the amount of direct HOME subsidy on a pro-rata basis for the time the original homebuyer has owned and occupied the home, measured against the required affordability period.

Resale Provisions:

Resale provisions ensure that the HOME-assisted units remain affordable throughout the entire affordability period. The Resale Provisions are used in cases where HOME funding is provided directly to a developer to reduce development costs, thereby, making the price of the home affordable to the buyer. Referred to as "development subsidy", these funds are not repaid by the developer to the City, but remain with the property for the length of the affordability period. Specific examples where resale provisions would be used include:

- Funds are provided to developers for acquisition and development of property or to acquire affordable ownership units;
- Funds are provided for site preparation or improvement, including demolition; and,
- Funds are provided for construction materials and labor.

The City of Pasadena will administer its resale provisions by ensuring that if the property is sold during the period of affordability, the price at resale provides the original HOME-assisted homebuyer with a fair return on investment. It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his or her investment because the home sold for less or the same price as the original purchase price.

All HOME-assisted units "designated as affordable units" shall meet the following criteria:

- The subsequent purchaser must be low-income as defined by HOME and occupy the home as the principal residence;
- The sales price must be affordable to the subsequent purchaser. Affordable is defined as limiting the principal, interest, taxes and insurance (PITI) amount to no more than 30% of the new purchaser's household monthly income;
- Under no circumstances may the "affordable" sales price exceed 95% of the median purchase price for the area; and,
- The City of Pasadena's definition of reasonable range of low-income homebuyers are families between 60 to 80 percent of area median income.

Recapture or resale provisions must be detailed and outlined in accordance with 24 CFR 92.254 in marketing brochures, written agreements and all legal documents with homebuyer. Recapture or resale may be used within a project, but not both. Combining provisions to create hybrids is not allowed.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Affordability for homeownership projects undertaken using the recapture provision shall be ensured through the use of real estate lien notes and/or restrictive covenants outlining the City's recapture provisions. Homeownership projects undertaken using the resale provisions shall use deed restrictions, covenants running with the land, or

other similar mechanisms per 92.254(a)(5)(i)(A) to ensure the resale requirements are met. The period of affordability specified in the mortgage will be the minimum period for the project as specified above. The period of affordability is based on the total amount of HOME funds invested in the housing project.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of Pasadena does not anticipate using HOME funds to refinance existing debt, secured by multifamily housing that is being rehabilitated with HOME funds.

Emergency Solutions Grant (ESG) Reference 91.220(I)(4)

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

Generally, proposals will be evaluated and preference given to those which:

1. Allow for the most efficient and cost effective use of ESG Program Funds, so that many homeless individuals and families as possible will be assisted.
2. Demonstrate a commitment to the project in terms of time, effort, resources, etc.
3. Include a realistic, detailed financial package that documents the ability of the applicant entity to match the Emergency Solutions Grant funds and demonstrates the ability to leverage financing from other sources.
4. Prove the ability of the applicant entity to carry out the proposed activities within the program year.
5. Demonstrate effectiveness in serving the homeless, including the ability to establish, maintain, and/or improve the self-sufficiency of homeless individuals.
6. Timely submission of accurate and complete reimbursement request/ draw request by current or previously funded agencies.
7. Agencies will enter all beneficiary data into HMIS in accordance with the CFTH requirements.
8. Subrecipients will classify their programs and beneficiaries into the following categories: Street Outreach, Emergency Shelter, Rapid Rehousing and Homeless Prevention.
9. The City will ensure that subrecipients provide matching ESG funds. Each subrecipient will provide a dollar-for-dollar match for ESG funds with funds from other public or private sources.
10. Records are to be kept to verify the category of homelessness as required by HUD regulations.
11. The City will inspect all shelters receiving ESG funds as well as all rental units or

other non-congregate housing for which ESG funds are used.

The above is not listed in any order of priority. The City of Pasadena has the final decision making authority on the selection of proposals to be funded. Additionally, the written standards listed above are subject to change with program requirements.

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

The Houston/ Harris County/ Fort Bend County Continuum of Care (CoC) is currently in the process of establishing a coordinated access system. Through HUD technical assistance, the CoC has also developed and is testing forms to filter out priority households, shelter and emergency placements, and assessment for rapid re-housing and transitional housing.

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

The City of Pasadena releases a request for proposals/applications annually to solicit projects for ESG funding, and the Community Development Department reviews and evaluates the proposals/applications based on completion of the application and program eligibility. The Community Development Advisory Board, which consists of representatives appointed by the Mayor, evaluate the proposals/applications and provide funding recommendations for the upcoming program year. The final approval of funding rests with the City of Pasadena City Council.

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

The City has ensured at least one agency funded through ESG has a homeless or formerly homeless individual in a position to offer recommendations on policies and services funded under ESG. The City also consults with formerly homeless individuals through subrecipient agencies and takes their input into consideration in the development of the City's Action Plan. Although the City does not currently have a

previously homeless representative on the advisory board, one will be appointed in the future. The City has designated a representative who is a part of the CoC Steering Committee.

5. Describe performance standards for evaluating ESG.

An executed contract between the City of Pasadena and the subrecipient is required for all activities funded by HUD allocations, prior to project implementation and expenditure of funds. The contract document will provide the basis for all expenditures, monitoring of project production and compliance.

In addition to delineating the basic standards and regulations in effect for the particular funding sources, the contract will set forth responsibilities and procedures for each party, establish performance/product measure, and specify monitoring review schedules and products. The contract ensures that the program is implemented and completed in a time and cost effective manner and in accordance with all applicable statutory requirements.

Discussion

The City will continue to partner with the Coalition for the Homeless and other ESG grantees within the Continuum to end and prevent homelessness. As the program regulations change, the City will strive to meet all of the requirements. The City is constantly seeking to improve the ESG program and maximize both the quality and quantity of service provided to the City's homeless and those who are at risk of being homeless.