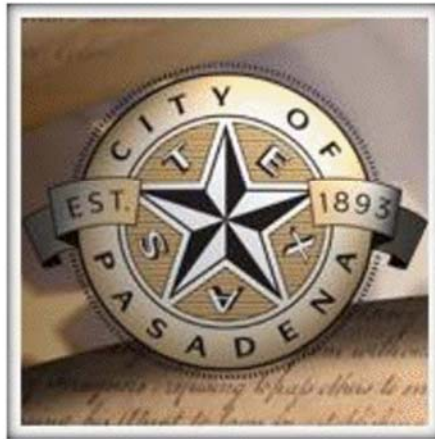


2014 - 2015 Annual Action Plan



**CITY OF PASADENA
TEXAS**

**JOHNNY ISBELL
MAYOR**

**Prepared By
Community Development Office
City of Pasadena, Texas
1114 Davis Street
Suite 312
Pasadena, Texas 77506**

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 primarily three funding sources: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG). The City of Pasadena anticipates receiving approximately \$2,225,184 for use towards community development services, affordable housing, and homeless prevention and shelter services for Program Year 2014 (PY2014) beginning October 1, 2014 through September 30, 2015.

The entire City's housing and community development projects serve in the census tract areas that represent the highest density of low income populations, and/or serve as a direct benefit to low income individuals. Maintaining the current housing stock in these areas is a high priority. Neighborhood revitalization is also a predominant consideration. The City of Pasadena's priority objectives are to improve the livability and quality of life for low income, disadvantaged and often underserved citizens.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The 2013-2017 Consolidated Plan and PY2014 Annual Action Plan represents the City's ambitions to improve quality of life for residents in the low-to-moderate income areas of Pasadena. The City's primary objectives are as follows:

- Developing and maintaining an adequate supply of safe, sanitary and decent housing that is affordable and accessible to residents within the low- to moderate-income guidelines;
- Reducing homelessness by providing supportive services through local shelters and non-profit agencies;
- Ensuring fair housing to all residents of Pasadena,
- Reducing slum and blight in residential, commercial and industrial areas of the City by utilization of Code Enforcement; and,
- Preparing to meet urgent needs of the community as critical situations arise.

The City of Pasadena is committed to the proper implementation of a balanced Community Development Program that maximizes benefit to low and moderate income persons both directly and through the improvements of their neighborhoods. Through the provision of decent housing, a suitable living environment, educational and supportive services, we intend 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

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

Corrections of the original Program Year 2013 -2017 Five-Year Consolidated Plan and 2014 Annual Action Plan, delayed the start of Program Year 2014 from beginning in October 2013 to instead begin in February 2014. This delay has put a strain on both the subrecipient agencies, as well as the City's ability to meet required deadlines. The City is working diligently to obtain the Timeliness Requirement as established for CDBG and to meet the HOME Commitment Deadline Requirement as established for the HOME Program.

Each year, the City evaluates its past performance as part of the Consolidated Annual Performance and Evaluation Report (CAPER) as required by HUD. The PY2013 CAPER will be completed in December 2014 for public review.

During PY2014, the Community Development Department has undertaken drastic changes in policies and procedures and is currently receiving technical assistance for all programs.

Through the present date, accomplishments in services and projects are as follows:

Housing:

- Approximately five single-family, owner-occupied residential homes were rehabilitated (or reconstructed) under the HOME Housing Rehabilitation Services Program.

Homeless:

- A total of 116 unduplicated clients have been assisted with Homelessness Prevention financial assistance: 66 households received rental assistance, and 50 households received utility assistance.
- A total of 92 unduplicated clients received shelter and essential services.

Public Services:

- Provided 983 elderly and/or disabled clients with transportation service vouchers.
- Provided 3,031 clients with access to the Food Bank by supporting shelter operational costs.
- Provided 167 total clients with shelter services.
- Provided 251 total clients with GED & ESL classes.

Public Improvements:

- 2012 CDBG Sidewalks - This project is under construction and is approximately 15% complete.
- Marshall Street Rehabilitation - This project is 100% complete.
- Magnolia Street Paving & Drainage - This project is under construction and is approximately 30% complete.
- 2013 Golden Acres Wastewater Rehabilitation - This project is underway and is approximately 78% complete.
- Pineswept Subdivision Sanitary Sewer Rehabilitation - This project is under construction and is approximately 85% complete.
- 2011-2012 CDBG Wastewater Rehabilitation - This project is 82% complete.
- West Ellaine Avenue Rehabilitation Project - 0% complete, Notice to Proceed recently issued on June 16, 2014.

Other: Through collaborative efforts made, the projects and services listed above have allowed the City to expend Federal funds in a more timely manner; therefore, the City will reach the Timeliness Requirement established for the CDBG Program. Additionally, Community Development Staff has participated in multiple trainings including but not limited to Fair Housing, Foundations in Environmental Review, Basically CDBG, Integrated Disbursement Information System (IDIS) trainings.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

All public hearings and meetings are held at City Hall in the City Council chambers. The location is well-known and accessible to all residents and adequate space is provided to accommodate large residential groups. The meeting places are accessible to the disabled 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 they 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.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The public hearing held for the 2014 Annual Action Plan review had a total of seven participants. Attendants stressed the need for services to be provided for homebound seniors, especially the "Meals on Wheels" program. The Community Development office has been made aware of the need and is diligently working to determine a method to address this need.

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

All comments received will be accepted and reviewed.

7. Summary

The 2013 - 2017 Five-Year Consolidated Plan and the 2014 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 establishes a strategic plan to address those needs.

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	PASADENA	
CDBG Administrator		
HOPWA Administrator		
HOME Administrator		
ESG Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The institutional structure for implementation of the Consolidated Plan involves coordination of non-profit agencies and various city departments. The City of Pasadena, specifically the Community Development Department, is considered the Lead Agency and is responsible for implementation for the Consolidated and Annual Action Plans. The city provides funding and coordinates with non-profit organizations that provide public services that benefit Pasadena residents. A major strength of the city's institutional structure is in the access to the various city departments and to a large number of very capable non-profit organizations who are highly competent in using available resources and leveraging funds in order to achieve the desired housing and service opportunities.

Consolidated Plan Public Contact Information

For questions regarding the 2013-2017 Five-Year Consolidated Plan or the 2014 Annual Action Plan, contact the City of Pasadena Community Development Department by phone at (713) 475-7294 or submit your comments to:

City of Pasadena Community Development Department

ATTN: Citizen Participation 2014

P.O. Box 672, Pasadena, TX 77502

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

1. Introduction

Coordination and consultation with public and private agencies is important to the City of Pasadena when developing its Annual Action Plan. The City of Pasadena Community Development Department works with a number of City Departments, the Pasadena Housing Authority, non-profit agencies and other surrounding entities to ensure the process is both comprehensive and inclusive. 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 throughout 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 is constantly working to improve coordination and will continue to work with many of the non-profits in the community to address the community's priority needs, especially those of target low-income persons, as well as special needs populations. In June 2014, the Community Development office met with an aging and disability resource center to promote special needs services. This agency specializes in providing counseling, long-term care planning, education and training, respite care and housing navigation services free of charge for elderly and/or disabled persons. The Community Development office is distributing this agency's information to the targeted clientele.

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 Community Development Department continues to work closely with the Continuum of Care (CoC) and the Coalition for the Homeless of Houston/Harris County (Coalition). The department's ESG Program Coordinator is a member of 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, develop performance standards and develop policies and procedures for operation of HMIS. The Community Development department also consults with the Coalition via phone and e-mail on identifying priorities for ESG funding allocation. The Coalition and CoC's recommendations are taken into consideration in the funding decisions.

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 Coalition for the Homeless of Houston/Harris County serves as the lead agency for the Houston/Harris/Fort Bend County Continuum of Care 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 also 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 in the region. The CoC is working towards a collaborative effort approach with the preference of Rapid Rehousing instead of Homelessness Prevention. The City's fiscal year does not match the implementation schedule of this structure; therefore, the City will review participation in this approach at a later time.

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	THE BRIDGE OVER TROUBLED WATERS, INC
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Bridge Over Troubled Waters serves victims of domestic violence and sexual assault. Data on services provided and clients served were submitted for review to determine the level of need necessary to serve this clientele.
2	Agency/Group/Organization	PROJECT JOY & HOPE, TX
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project Joy & Hope provides shelter services for families of seriously ill children. An interview was conducted with the Executive Director to discuss the need of the services provided.
3	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 Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Pasadena attends meetings and workgroups to address the needs of the homeless and implement coordinated access.
4	Agency/Group/Organization	Harris County Community Services Department
	Agency/Group/Organization Type	Other government - County

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Harris County Community Services Director was consulted via email and provided feedback on homelessness strategies.

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, has aligned the priorities of the City's homeless strategies with the Continuum-wide priorities for homelessness.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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

Citizen participation is encouraged throughout the year. The City of Pasadena has an active Community Development Advisory Board (CDAB) that meets regularly to prioritize needs, review substantial amendments and provide funding recommendations for each new program year. The Board is comprised of residents throughout the city, with an emphasis on those living in CDBG Target Areas. The Community Development Department has held two public comment hearings on Tuesday, May 13, 2014, which were published in the Pasadena Citizen on April 27, 2014. These hearings were to allow citizens and agencies of the community to present any information on the community needs, provide comments on past performance and present expectations for the future. Unfortunately, no persons attended either of the scheduled times and no written comments were received. In addition to the above mentioned hearings, the Community Development office published a Notification of Funding Available (NOFA) in the Pasadena Citizen on April 27 and May 1, 2014 that listed two mandatory application workshops for potential agencies to learn basic information about the federal programs included in this plan. Community Development staff made a large effort to notify a vast amount of non-profit agencies throughout the City by sending e-mails and publishing notices in the Pasadena Citizen, the general circulation newspaper for the community. Funding recommendation for Program Year 2014 were published on June 1, 2014. This publication also established the required thirty (30) day comment period for citizens to review and comment on the Draft 2014 Annual Action Plan and provided information for the scheduled Public Hearings, within the thirty (30) day comment period. The thirty (30) day comment period began on June 2, 2014 and will terminate on July 1, 2014. All citizens were encouraged to submit any comments either in person or by mail.

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	Public Hearing	Minorities Non-targeted/broad community	No attendants were present.	No comments were received.	Not applicable.	
2	Newspaper Ad	Non-Profit Agencies & Service Providers	Notification of Funding Available: Twenty-five representatives attended the mandatory application workshops that were published in the notice.	No comments were received.	Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	2014 Annual Action Plan Review: Seven people attended the Public Hearing for review of the Draft 2014 Annual Action Plan.	One written comment was received in regards to the need of a "Meals on Wheels" program to benefit home-bound seniors and disabled persons of the community.		

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

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	1,645,056	35,000	0	1,680,056	0	Program Year 2014 allocation is expected in the amount of \$1,345,056. Anticipated Program Income to be received is approximately \$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	447,346	65,000	0	512,346	0	Program Year 2014 allocation is expected in the amount of \$447,346. 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	132,782	0	0	132,782	0	Program Year 2014 allocation is anticipated in the amount of \$132,782.

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 Program subrecipients are required to provide matching contributions of \$0.25 for every \$1.00 of funding expended. This is usually achieved by volunteer hours worked, donations of funds, supplies and equipment.

Emergency Solutions Grant (ESG) 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 from the Housing Rehabilitation/Reconstruction program. CDBG program income is collected through lien payoffs which usually has accumulated 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: \$1,047,290	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3500 Persons Assisted
2	Special Needs Services	2013	2017	Non-Housing Community Development	Citywide	Public Services	CDBG: \$131,755	Public service activities other than Low/Moderate Income Housing Benefit: 220 Persons Assisted
3	Adult Basic Education	2013	2017	Non-Housing Community Development	Citywide	Public Services	CDBG: \$15,000	Public service activities other than Low/Moderate Income Housing Benefit: 805 Persons Assisted
4	Health Services	2013	2017	Non-Housing Community Development	CDBG Low/Mod Income Tracts	Public Services	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 450 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 120 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homelessness	2013	2017	Homeless	Citywide	Homelessness	CDBG: \$12,000 ESG: \$122,823	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Homeless Person Overnight Shelter: 100 Persons Assisted Homelessness Prevention: 50 Persons Assisted
6	Housing Rehabilitation	2013	2017	Affordable Housing	Citywide	Affordable Housing	HOME: \$335,510	Homeowner Housing Rehabilitated: 3 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Infrastructure Improvements
	Goal Description	Infrastructure improvements could include the following: street, water and sewer improvements, enhancement and renovation of sidewalk and pathway paving, and flood and drainage improvements. The City evaluates the need for improved storm drainage to prevent flooding, sidewalk renovations to include ADA compliance and wastewater and improvements throughout the CDBG target areas.
2	Goal Name	Special Needs Services
	Goal Description	Pasadena has a high demand for services that support the elderly and/or disabled residents of the community. The City is trying to meet this underserved need by supporting a transportation program and a program that can provide meals to homebound, income-eligible seniors and disabled residents. Although other services are also needed, at this time the City does not directly fund services specifically for mental health, HIV/AIDS and substance abuse, but does support the submission of applications for agencies with experience or providing these special services.

3	Goal Name	Adult Basic Education
	Goal Description	The City's goal is to increase adult education opportunities through literacy and ESL programs. Additionally, the City strives to enhance residents' job marketing skills through employment training materials and /or services. By providing educational opportunities for adults, such as the GED & ESL programs, the language barrier will decrease. Additionally, access to employment databases and circulation materials to further education on job skills, office programs, and other necessary employment skills will promote the reduction of poverty in the community.
4	Goal Name	Health Services
	Goal Description	The City's goal to provide a healthy and safe environment is facilitated through the City of Pasadena Health Department Nuisance Abatement Program and the City of Pasadena Animal Control and Adoption - Spay and Neuter Program. The City of Pasadena Health Department Nuisance Abatement Program reduces the health risk and slum and blight by eliminating hazardous situations and nuisances throughout the concentrated low-to-moderate income areas of the City. The City of Pasadena Spay and Neuter Program reduces potential health risks by eliminating the capability of over-population of animals by providing a voucher program to income-eligible households.
5	Goal Name	Homelessness
	Goal Description	The City's goal is to utilize ESG Program Funds to provide Emergency Shelter Operations and Essential Services to homeless persons as well as provide Rental Assistance and Financial Assistance to extremely low income households through Homelessness Prevention. Additionally, CDBG Funds will be utilized to assist with operations and shelter services to support the food bank by rent and utility assistance of the facility.
6	Goal Name	Housing Rehabilitation
	Goal Description	The City will provide a Housing Rehabilitation Program using HOME funds through the Community Development Department. This program will benefit income eligible households with home repairs to promote affordable housing.

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, the City will provide affordable housing to. This estimate, for Program Year 2014, is based on the number of households that have been assisted during Program Year 2013. The information estimated below is solely on the assistance that is anticipated to be provided under the 2014 Housing Rehabilitation Services Program. Further assistance of affordable housing could be provided under programs yet to be determined by the possibility to reprogram prior year funds.

Income Categories	To Date (PY2013)	2014 HOME Goals
0-30%	3	1
31-50%	5	1
51-80%	2	1
Total	10	3

AP-35 Projects – 91.220(d)

Introduction

For Program Year 2014, the City of Pasadena Community Development Department proposes to fund seventeen (17) qualifying projects.

#	Project Name
1	CDBG Program Administration
2	Housing Rehabilitation Administration
3	2014 Waterline Replacement
4	2014 Red Bluff Terrace Outfall Replacement
5	Transportation Services - Elderly & Disabled
6	Pasadena Community Ministry Operations and Services
7	Adult Literacy - Twin Oaks GED & ESL
8	Health Services - C.O.P. Animal Control
9	Health Services - C.O.P. Health Department Nuisance Abatement
10	Job Seeking Sources - C.O.P. Library
11	Meals on Wheels & Senior Services
12	Housing Rehabilitation Loans/ Deferred Payment Loans
13	Unprogrammed HOME CHDO
14	ES14 Pasadena
15	HOME Program Administration

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 through 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 primary obstacle to meeting underserved needs is limited 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 is in 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	Citywide
	Goals Supported	Infrastructure Improvements Housing Rehabilitation Homelessness Adult Basic Education Health Services Special Needs Services
	Needs Addressed	Affordable Housing Public Facilities and Improvements Code Enforcement Homelessness Public Services
	Funding	CDBG: \$329,011
	Description	Funding used for program administration.
	Target Date	9/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Program administration.
2	Project Name	Housing Rehabilitation Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$80,000
	Description	This project will fund the Housing Rehabilitation Specialist staff to oversee construction and site work completed for HOME housing rehabilitation projects.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	This project will provide additional administrative support for the HOME housing rehabilitation program.
3	Project Name	2014 Waterline Replacement
	Target Area	CDBG Low/Mod Income Tracts
	Goals Supported	Infrastructure Improvements

Needs Addressed	Public Facilities and Improvements																																
Funding	CDBG: \$806,790																																
Description	This project will assist approximately 1,500 low-moderate income residents by improving water pressure, water quality, and enhanced fire protection services.																																
Target Date	9/30/2015																																
Estimate the number and type of families that will benefit from the proposed activities	The area served by this waterline replacement project is bound by low to moderate income households, whose living conditions will be improved by increased water quality, pressure and fire protection. The proposed project will directly benefit approximately 1,500 people in the described area with enhanced living conditions and new and improved sustainability.																																
Location Description	<p>1114 Davis St., Pasadena, TX, 77506</p> <p>Census Tract: 322000</p> <p><u>ACTIVITY ADDRESSES:</u></p> <table border="0"> <thead> <tr> <th>STREET NAME:</th> <th>FROM:</th> <th>TO:</th> <th>BLOCK NUMBERS:</th> </tr> </thead> <tbody> <tr> <td>Sunset St.</td> <td>Richey St.</td> <td>500 ft. South of Natchez St.</td> <td>900-1200 block</td> </tr> <tr> <td>W. Ellaine St.</td> <td>Richey St.</td> <td>Mobile St.</td> <td>900-1200 block</td> </tr> <tr> <td>Natchez St.</td> <td>Richey St.</td> <td>Mobile St.</td> <td>900-1100 block</td> </tr> <tr> <td>Buchanan St.</td> <td>Houston Ave</td> <td>Pasadena Blvd</td> <td>1500-2100 block</td> </tr> <tr> <td>Harding St.</td> <td>Houston Ave</td> <td>Pasadena Blvd</td> <td>1500-2000 block</td> </tr> <tr> <td>Madison St.</td> <td>Harding St.</td> <td>Houston Ave</td> <td>1100-1210 block</td> </tr> <tr> <td>Taft St.</td> <td>Harding St.</td> <td>Houston Ave</td> <td>1100-1210 block</td> </tr> </tbody> </table>	STREET NAME:	FROM:	TO:	BLOCK NUMBERS:	Sunset St.	Richey St.	500 ft. South of Natchez St.	900-1200 block	W. Ellaine St.	Richey St.	Mobile St.	900-1200 block	Natchez St.	Richey St.	Mobile St.	900-1100 block	Buchanan St.	Houston Ave	Pasadena Blvd	1500-2100 block	Harding St.	Houston Ave	Pasadena Blvd	1500-2000 block	Madison St.	Harding St.	Houston Ave	1100-1210 block	Taft St.	Harding St.	Houston Ave	1100-1210 block
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Buchanan St.	Houston Ave	Pasadena Blvd	1500-2100 block																														
Harding St.	Houston Ave	Pasadena Blvd	1500-2000 block																														
Madison St.	Harding St.	Houston Ave	1100-1210 block																														
Taft St.	Harding St.	Houston Ave	1100-1210 block																														

	Planned Activities	The planned construction activities will improve water pressure, water quality and fire protection services for the residents of this service area. The 2014 Waterline Improvements Project includes replacing existing 2-inch waterlines located in the backyard easements of the houses and installing new 6-inch waterlines with appropriate valves, fittings and fire hydrants along the streets listed in the Location Description section. It is planned that all of the service lines will be disconnected from the existing 2-inch waterlines and re-installed to the new 6-inch lines. The existing 2-inch waterlines will be cut, plugged and abandoned in place.
4	Project Name	2014 Red Bluff Terrace Outfall Replacement
	Target Area	CDBG Low/Mod Income Tracts
	Goals Supported	Infrastructure Improvements
	Needs Addressed	Public Facilities and Improvements
	Funding	CDBG: \$240,500
	Description	This project will assist approximately 2,000 people in the low-moderate area by improving streets, curbs, water and sewer lines.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	This proposed project will serve approximately 2,000 people of low to moderate income in the Northeastern area of the Pasadena. Improving the outfalls in these areas will provide relief to drainage systems in the Red Bluff Terrace Subdivision. The number of complaints from ponding water in the street right-of-way and flooding will also be reduced.

	Location Description	1114 Davis St., Pasadena, TX, 77506 Census Tract: 322800 The area to be served by this project is in the Red Bluff Subdivision located in the Northeastern portion of the City of Pasadena along Cotton Patch Bayou. The area to be served by this particular project is bounded by Pasadena Freeway 225 in the North, Delta Street in the West, Burke Street in the East and Thomas Street in the South. The subdivision has been witnessing major flooding during heavy rains, in which water could not flow freely in the existing storm sewer system, therefore backing up in the neighborhood. The Cotton Patch Bayou has outfalls at four different locations: Bearle Street, Ingersoll Avenue, Garvey Street and Huntington Street.
	Planned Activities	The 2014 CDBG - Outfall Replacement Project includes replacing existing 24-inch outfalls with proposed 42-inch corrugated metal and reinforced concrete pipes to drain storm water from the Red Bluff Terrace Subdivision, along four streets including Bearle Street, Ingersoll Avenue, Garvey Street and Huntington Street.
5	Project Name	Transportation Services - Elderly & Disabled
	Target Area	Citywide
	Goals Supported	Special Needs Services
	Needs Addressed	Public Services
	Funding	CDBG: \$81,755
	Description	Fund the Parks and Recreation Department to provide transportation service vouchers to eligible seniors and/or disabled citizens of Pasadena. Also, funds provide support for an administrative salary to qualify and promote the Transportation program through the Madison Jobe Senior Center under Parks and Recreation.
	Target Date	9/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	The transportation for low income elderly and disabled program works in conjunction with the RIDES (Specialized Transportation for Harris County) to provide free FARE Card loads for those low income elderly and disabled residents of Pasadena who meet the specific low income criteria, as well as other criteria required by the program. This program plans to serve approximately 200 unduplicated clients.
	Location Description	Madison Jobe Senior Center 1700 E. Thomas, Pasadena, TX, 77506
	Planned Activities	CDBG funds will support the Transportation Program and fund the RIDES Coordinator position to administer the program. The elderly, ages 65 plus, and the disabled, ages 18 to 64, residing in the City of Pasadena must meet program eligibility requirements to receive a FARE card through the City of PASadena Transportation Subsidy Program, and one's income cannot exceed income limits.
6	Project Name	Pasadena Community Ministry Operations and Services
	Target Area	Citywide
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	CDBG: \$12,000
	Description	Funds will provide assistance for operational costs, rent and utilities for Pasadena Community Ministries. A food pantry and donation center is located in and serviced by Pasadena Community Ministries.
	Target Date	8/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Pasadena Community Ministries operates programs to assist homeless individuals and programs to help in prevention of families becoming homeless or hungry. A food bank is offered within their facility, along with services and essential items to help provide necessities to families in need. CDBG funds assist with operational costs, utilities and rent in order to maintain the shelter and allow the programs offered to continue by paying for operational costs such as rent and utilities.
	Location Description	2301 South Houston Rd Pasadena, TX 77502

	Planned Activities	The CDBG funds will pay for rent and utility costs to operate Pasadena Community Ministries. This agencies operates a food bank and donation center to provide extremely low-income households with essential items.
7	Project Name	Adult Literacy - Twin Oaks GED & ESL
	Target Area	Citywide
	Goals Supported	Adult Basic Education
	Needs Addressed	Public Services
	Funding	CDBG: \$10,000
	Description	Twin Oaks operates an adult education and literacy program including General Educational Development (GED) and English as a Second Language (ESL) courses to further educate adults and defeat the language barrier to improve employability.
	Target Date	8/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 50 unduplicated low-moderate Pasadena residents will benefit from this activity.
	Location Description	3222 Pasadena Blvd, Pasadena, TX, US, 77503

	Planned Activities	<p>Two ESL ("English as A Second Language") classes and two GED ("General Educational Development") classes are proposed to be funded, with at least fifty (50) students participating in the four classes. The Fall semester will be October 2014 through January 2015, and the Spring semester will be February 2015 through June 2015. The classes will begin at a basic competency level and progress through the year to more advanced competencies. CDBG funds will support the teacher compensation for the fourteen-week Fall semester classes and for the first six weeks of the Spring semester. Twin Oaks will then pay for the final eight-weeks of the teacher compensation to complete the semester.</p> <p>Provide funding for teacher salaries to operate GED, ESL and literacy classes in addition to workforce development.</p>
8	Project Name	Health Services - C.O.P. Animal Control
	Target Area	Citywide
	Goals Supported	Health Services
	Needs Addressed	Public Services
	Funding	CDBG: \$15,000
	Description	This project directly benefits low- to moderate-income residents, and indirectly benefits the entire community of Pasadena by providing spay and neuter services to prevent overpopulation and spread of diseases and health risks throughout the community. During breeding season, unaltered animals escape and contribute to over population of stray animals and the spread of disease.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	This program anticipated assisting an estimated 450 low- to moderate-income households with spay and neuter service vouchers.
	Location Description	5150 Burke Rd, Pasadena, TX 77504

	Planned Activities	This activity will allow approximately 450 low- to moderate-income households have their pets spayed or neutered by providing vouchers for subsidized assistance to receive services from S.N.A.P. in order to control disease and reduce over population of stray animals.
9	Project Name	Health Services - C.O.P. Health Department Nuisance Abatement
	Target Area	CDBG Low/Mod Income Tracts
	Goals Supported	Health Services
	Needs Addressed	Public Services
	Funding	CDBG: \$15,000
	Description	The unmet community need this project addresses is ensuring all neighborhoods, concentrating on low- to moderate-income areas, are assessed for existing public health nuisances and the abatement thereof. This project will benefit target areas by reducing blight and unsanitary conditions; thereby reducing health hazard and promoting revitalization throughout the community.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	It is expected that this project will address 100 undiulicated properties. Approximately one unit of service is equal to one property cleanup, including mowing and debris removal and/or decking of an abandoned swimming pool.
	Location Description	1114 Davis St. Pasadena, TX, 77506
	Planned Activities	Planned activities include lot and health hazards clearances for properties within Pasadena's jurisdiction, with concentration in the low- to moderate-income areas.
10	Project Name	Job Seeking Sources - C.O.P. Library
	Target Area	Citywide
	Goals Supported	Adult Basic Education
	Needs Addressed	Public Services

	Funding	CDBG: \$5,000
	Description	CDBG funds provided to the Library will support the purchase of educational material for career and workforce development of adults. By providing databases and materials focused on career training and development, the library is able to enhance job hunters' skills. This need can be evaluated by the number of circulating items and database use statistics.
	Target Date	9/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	The City of Pasadena Library provides job seeking residents resources to assist them with job skills and career paths; as well as promote English language literacy and basic adult educational services. Materials offered by the Pasadena Library through their Career Services Center target residents who desire to improve their education level, specifically those who are seeking employment training. This activity will be a city-wide benefit: we are expecting 705 database hits and 50 collection checkouts.
	Location Description	1201 Jeff Ginn Memorial Dr, Pasadena, TX, US, 77506
	Planned Activities	The planned activity will be enriched career source materials for Pasadena residents.
11	Project Name	Meals on Wheels & Senior Services
	Target Area	Citywide
	Goals Supported	Special Needs Services
	Needs Addressed	Public Services
	Funding	CDBG: \$50,000
	Description	The Meals on Wheels Program will deliver healthy and nutritious meals to home bound elderly and disabled Pasadena residents.
	Target Date	8/31/2015

	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that this project will benefit twenty (20) unduplicated seniors, persons over the age of 60, and disabled persons who are home bound.
	Location Description	
	Planned Activities	This project will provide meals for approximately 20 unduplicated homebound seniors or disabled persons.
12	Project Name	Housing Rehabilitation Loans/ Deferred Payment Loans
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	HOME: \$335,510
	Description	Housing Rehabilitation provides minor to moderate rehabilitation to homes owned and occupied by low- to moderate-income residents of Pasadena.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates serving a minimum of two low- to moderate-income households during Program Year 2014.
	Location Description	Not applicable.
	Planned Activities	The City plans to provide rehabilitation services to a minimum of two low- to moderate-income households.
13	Project Name	Unprogrammed HOME CHDO
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation

	Needs Addressed	Affordable Housing
	Funding	HOME: \$67,102
	Description	The Community Housing Development Organization (CHDO) for Program Year 2014 funding has not yet been determined.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The Community Housing Development Organization (CHDO) for Program Year 2014 funding has not yet been determined.
	Location Description	
	Planned Activities	The Community Housing Development Organization (CHDO) for Program Year 2014 funding has not yet been determined.
14	Project Name	ES14 Pasadena
	Target Area	Citywide
	Goals Supported	Homelessness
	Needs Addressed	Homelessness
	Funding	ESG: \$132,782
	Description	Emergency Solutions Grant (ESG) funds will provide Program Administration support, Financial support for Emergency Shelters and financial assistance to households within the Homelessness Prevention Component.
	Target Date	8/31/2015

	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that local shelters and service providers may assist approximately 108 homeless persons through Emergency Shelter operations and essential services, and approximately 50 households will be served through Homelessness Prevention.
	Location Description	
	Planned Activities	Planned Activities include Rental Assistance and Housing Relocation and Stabilization Services provided through Homelessness Prevention subrecipients; Emergency Shelter Operations and Essential Services will be provided through Emergency Shelter subrecipients. Program Administration is minimal, but will assist in administering the ESG Program.
15	Project Name	HOME Program Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$44,734
	Description	Home Program Administration will allow financial support in administration of the Home Program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
Planned Activities	N/a	

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 serve 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 Pasadena city limits. Approximately 65% of the 2014 allocation of CDBG funds will be utilized to benefit this geographic area.

The remainder of funds will be utilized to benefit client-based activities that are available to any income-eligible resident of Pasadena, regardless of them residing within a low-income census tract.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Typically, infrastructure projects are prioritized geographically to areas with concentration of low-income households.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing activities undertaken by the City will address the needs of homeless, non-homeless, and special needs households. Various programs will provide these households with rental assistance, new units or rehabilitated units. At this time, no acquisition is planned. The goals for affordable housing and further details on the projects included are provided 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	25
The Production of New Units	2
Rehab of Existing Units	2
Acquisition of Existing Units	0
Total	29

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 assistance through subrecipient activities under the Homeless Prevention Program Component.

AP-60 Public Housing – 91.220(h)

Introduction

The Pasadena Housing Agency is one of the premier agencies providing housing opportunities for all segments of the low- to moderate-income population. The Pasadena Housing Agency provides Section 8 Housing Choice Vouchers (HCVs) but does not manage or own public housing developments.

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

THE PHA strives to increase the number of graduates in its Family Self-Sufficiency Program. its self-sufficiency programs.

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

To provide first-time homebuyer assistance through local banks and other lenders to thirty (30) new homebuyers during the next five (5) years.

None of the efforts of PHA to increase the number of subsidized units can be successful in improving the living environment in Pasadena without improving the economic conditions of residents. Therefore, the plan calls for providing increased social services, including educational opportunities and Family Self-Sufficiency Programs for Section 8 residents.

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

The City of Pasadena's Housing Agency is not designated as a "troubled" agency by HUD.

Discussion

All of the strategies outline in the most current PHA Plan address the need for better quality housing units for the low-income population, additional housing units for the low-income, additional homeownership opportunities for the moderate-income and additional service to move low- and very low-income residents into the moderate-income status and off of the subsidized housing rolls.

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

Introduction

The City of Pasadena is coordinating with The Coalition for the Homeless of Houston/Harris County/Fort Bend County as well as other entitlement grantees receiving ESG funding throughout the community to align priorities and funding across the continuum for programs addressing the needs of Pasadena residents experiencing, or 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 plans to provide financial support, through the ESG Program, to emergency shelters anticipating to assist 200 beneficiaries.

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 emergency shelters that are able to provide comprehensive case management to shelter residents to ensure stability and self-sufficiency in the transition to permanent housing and independent living. This will help in preventing individuals and families who were recently homeless from becoming homeless again.

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.

Through the ESG Program, the City of Pasadena plans to provide Homelessness Prevention through rental assistance and financial assistance activities, to prevent and avoid households becoming homeless.

Discussion

It is difficult to measure chronic homelessness in Pasadena. Many chronically homeless individuals gravitate into Houston where there are day shelters, meal programs and inner-city encampments. The situations that define a person as chronically homeless - severe mental illness, chronic substance abuse and physical disabilities - are under-reported. The City of Pasadena has worked closely with the Coalition for the Homeless and other ESG grantees within the Continuum of Care to develop continuum wide strategies to end and prevent homelessness for the region's most vulnerable populations.

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

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

Introduction

The City of Pasadena Community Development Department is committed to affirmatively furthering fair housing and overcoming identified barriers to affordable housing. These efforts have resulted in the creation of a Fair Housing workgroup, development of specific goals and objectives to overcome barriers to affordable housing and support for projects that encounter the negative effects of public policies.

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 Community Development Department has projects that ameliorate the negative effects of public policies. Additionally, the City has created the Fair Housing workgroup, which is working to identify barriers to affordable housing and strategies to overcome these barriers.

Discussion

The City of Pasadena has developed specific goals and objectives that 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-income persons through eventual elimination of lead-based paint hazards, encouragement of home ownership, minor home repair, rehabilitation of single family dwellings, provision of rental assistance, new construction and development of partnerships. The City's Fair Housing workgroup identifies possible barriers to housing choice and affordable housing which are violations to the Fair Housing Act and strategies to overcome these barriers. With all projects, Pasadena places a high priority on projects serving seniors and persons with disabilities.

AP-85 Other Actions – 91.220(k)

Introduction

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

Actions planned to address obstacles to meeting underserved needs

Pasadena will continue to assess and rehabilitate housing of low-to-moderate income homeowners. Additionally, the senior population is considered underserved; therefore, the City is looking to explore ways to provide additional services to assist these needs. Unfortunately, funding sources and limitation are adding more complications to properly address these priority needs.

Actions planned to foster and maintain affordable housing

Pasadena will encourage private developers, non-profit developers and landlords to maintain their properties and to provide education to new homeowners on home maintenance.

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
- Requirements for lead-based paint inspections by firms performing risk assessments for the City of Pasadena include: Copy of certification to perform risk assessments, copies of risk assessor's state/EPA certification license, copy of analytical laboratory EPA recognition, 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

The City of Pasadena is committed to working with public and private schools and training centers in providing low- and moderate-income persons with adequate educational and job training opportunities to obtain and maintain quality employment.

The City of Pasadena is also committed to working with public and private industries in promoting new jobs and retaining current employment.

The City of Pasadena will support economic development efforts aimed at job creation and job retention, particularly when employment opportunities are created and made available to low and moderate income individuals.

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

The basis for assigning the priority given each non-homeless special population need is a combination level of need, available resources of the individual, available community resources and citizen input through the surveys and Community Development Advisory Board priorities. As a result, those in need of public or subsidized housing receive the highest priority. 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 has a high priority. The frail elderly are not able to live alone for the most part, so housing is not a big issue for them. Additionally, most are institutionalized or living with relatives who can assess supportive services for them, again reducing the priority to a medium level.

Discussion

The City of Pasadena Community Development Department addresses these needs through project funding, but supplements projects with other 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 following provides details on program specific requirements for each of the three entitlement programs, Community Development Block Grant, HOME Investment Partnership and Emergency Solutions Grant.

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(l)(2)

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

The City 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:

As determined by currently adopted policies and procedures of each related programs, the HOME program has requirements of an affordability period. Provisions ensure that the City of Pasadena recoups all or a portion of the HOME assistance provided to the homebuyer (closing cost, down payment and/or junior mortgage), if the property assisted does not meet principle residency requirements and other provisions as required by regulation.

The City of Pasadena shall reduce the HOME Investment amount to be recaptured on a pro-rata basis for the time the homeowner has owned and occupied the housing, measured against the entire affordability period (i.e., a forgivable period). The HOME subsidy will be forgiven annually upon the anniversary of the closing-date.

Note, Program Policies and Procedures, or written guidelines of any program administered by the Community Development Department are subject to change as program requirements deem necessary.

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:

As expressed above, guidelines for resale or recapture ensure the affordability of units acquired with HOME funds. It is required that a HOME-provided unit remain occupied by a low-income homeowner throughout the term of the required affordability period. If a house purchased with HOME funds is sold during the affordability period, recapture or resale provisions as per 24 CFR 95.254 shall apply to ensure the continues provision of affordable homeownership.

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 currently does not have projects within this category.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(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 demonstrated 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. Current of previous funded agencies- timeliness reimbursement request/ draw request.
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 Preventions.
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 as program requirements insist.

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 has not yet established a coordinated access system. The Coalition for the Homeless, the lead agency for the CoC is under contract with HUD to receive technical assistance on establishing such a system.

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

The City of Pasadena releases a request for proposals/applications annually to solicit projects for ESG funding. The City's Community Development Advisory Board, which consists of representatives appointed by the mayor evaluates the proposals/applications. The funds are awarded by the Board, with City Council approval, to community-based organizations providing shelter and essential services and Homelessness Prevention.

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 Community Development Department uses survey information obtained from the homeless in the community to find out the needs and solutions to assist them. The City consults with formerly homeless individuals through sub-recipient agencies and takes their input into consideration in the development of the City's Action Plan.

5. Describe performance standards for evaluating ESG.

For all activities funded by HUD allocations, received by the City of Pasadena and awarded to subrecipients for Program implementation and prior to project implementation and expenditure of funds, execution of a contract is required. 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 to ensure that the program is implemented and completed in a time and cost effective manner in accordance with all applicable statutory requirements.

Discussion

The City strives to meet all program specific requirements as detailed in the enabling legislation and program guidelines. City staff works with subrecipients to ensure that these requirements are met and oversees internal operations towards the same goal.

