

Draft Substantial Amendment



2019 ANNUAL ACTION PLAN



COMMUNITY DEVELOPMENT
Pasadena, Texas

1149 Ellsworth Dr, 5th Floor
Pasadena, TX 77506



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MAYOR

Executive Summary

AP-05 EXECUTIVE SUMMARY - 24 CFR 91.200(C), 91.220(B)

1. Introduction

The 2019 Annual Action Plan represents the second year of the 2018-2022 Consolidated Plan approved by the U.S. Department of Housing and Urban Development (HUD). This plan is the City of Pasadena Community Development Department's official application for HUD entitlement grants and proposes programs and services to be funded during the City's Fiscal Year (FY) 2020 Community Development Program Year (PY) 2019 (October 1, 2019-September 30, 2020). There are three sources of federal program funds included within this application, as follow:

- Community Development Block Grant (CDBG),
- Home Investment Partnerships Program (HOME), and
- Emergency Solutions Grants Program (ESG).

The City of Pasadena anticipates receiving \$2,275,086 in Program Year 2019 funds for use towards public facility improvements, community development services, affordable housing, emergency shelter services and rapid re-housing. For each of the five years of the Consolidated Plan, the City is required to prepare an Annual Action Plan to inform citizens and HUD of the City's intended actions during that particular year. At the end of each program year, the City must prepare a Consolidated Annual Performance and Evaluation Report (CAPER) to provide information to HUD and citizens about that year's accomplishments towards achieving the goals and objectives identified for that year.

On April 2, 2020, the City of Pasadena received notification from HUD of a special allocation of CDBG funds to be used to prevent, prepare for, and respond to the Coronavirus (COVID-19). This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

The CARES Act will provide \$1,010,137 in Community Development Block Grant Coronavirus (CDBG-CV) funds to the City. Similar to CDBG funding, CDBG-CV funds are to be used for activities that support the unique needs of low- and moderate-income persons who have been affected by COVID-19. It is important to note that some standard requirements have been adjusted for this special allocation.

2. Summarize the objectives and outcomes identified in the Plan

The 2018-2022 Consolidated Plan and the 2019 Annual Action Plan represents the City's ambition to improve the quality of life for residents, primarily in the low-to moderate-income areas of Pasadena. As

required by HUD, each activity is linked to one of three federal program objectives: 1) decent housing, 2) suitable living environments, or 3) economic development. Each objective is matched with one of three outcomes: 1) availability/accessibility, 2) affordability, or 3) sustainability. The City hopes to achieve these objectives and outcomes in PY 2019 through the activities listed below:

- Develop and maintain an adequate supply of safe, sanitary and decent housing that are affordable and accessible to residents within low-to moderate-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;
- Assist in constructing a public facility to serve youth and children of the City of Pasadena and who have been affected by domestic violence; 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, emergency shelter, rapid re-housing, public facilities and improvements and public services.

The City is committed to the proper implementation of a balanced Community Development Program that maximizes benefit to low-to moderate-income persons both directly and through the improvements of their neighborhoods. By providing decent housing, suitable living environments and supportive services, the City of Pasadena intends to improve our low-to moderate-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

Program Administration:

To ensure compliance, the City of Pasadena Community Development Department has implemented revisions in its policies and procedures and continues to diligently work to meet all deadline requirements for CDBG timeliness, HOME commitment and ESG obligation and expenditure deadlines.

Program Beneficiaries:

Beginning October 1, 2018, through April 2019 accomplishments in services and projects were as follows:

Public Services:

- Provided 214 new elderly and/or disabled clients with transportation service vouchers.
- Provided shelter and transitional services to 194 unduplicated women.

Homeless Services:

- Provided shelter to 194 unduplicated women and children, totaling 6,484 days of shelter.
- Provide 12 unduplicated victims of domestic violence with rental and/or utility assistance.

Public Facilities and Improvements:

- Began construction on the Wafer Street Paving and Drainage Improvements Project.

Affordable Housing:

- Constructed 5 new homes to eligible program participants, thereby providing safe, sanitary and decent housing that is affordable and accessible to residents within low-income guidelines.

4. Summary of Citizen Participation Process and consultation process

The Community Development Department actively encourages community involvement and provides residents with opportunities to become involved in the development of the Annual Action Plan. Opportunities for citizen input are provided throughout the planning process via publications, postings, and public hearings. Public meetings are held in well-known locations with adequate space to accommodate large residential groups, and are accessible to disabled persons. 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 2019 Annual Action Plan will be reviewed and accepted by the Community Development Department. Copies of public notices and comments (if applicable) will be provided in Appendix I of this document. Appendix I incorporates comments received, if any, from the public hearings and the 30-day comment period that concluded on June 28, 2019.

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

The Community Development Department did not receive and/or reject any comments.

7. Summary

The 2019 Annual Action Plan represents detailed activities for the second year of the 2018-2022 Consolidated Plan, and provides 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 elements of the Consolidated Plan that identify housing, homeless, community needs and resources, and further implements a strategy to address those needs.

The City of Pasadena Community Development Department strives to further address needs of the community by continuing to promote citizen participation, evaluating past performance and responding to past experience with improved efficiency.

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

The City of Pasadena Community Development Department serves as the lead agency responsible for administering the programs covered by the 2019 Annual Action Plan, which includes the:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- Emergency Solutions Grants (ESG)

Consolidated Plan Public Contact Information

For questions regarding the 2019 Annual Action Plan, please contact the Community Development Department at (713) 475-7294 or submit your comments to:

City of Pasadena, Community Development Department
1149 Ellsworth Dr., 5th Floor
Pasadena, TX 77506
CommDev@pasadenatx.gov

1. Introduction

The City of Pasadena coordinates and consults with public and private agencies throughout the development of its Action Plan. Partnerships with both public and private entities are crucial for the City of Pasadena to effectively service the community. To ensure the process is both comprehensive and inclusive, the Community Development Department is working with a number of city departments, the Pasadena Housing Authority, local non-profit agencies, and regional organizations.

The Community Development Department secures information from other city departments, private organizations and residents regarding existing conditions and strategies for addressing short-term and long-term community needs. The 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 public, private, and non-profit groups in the Pasadena community to address the community's priority needs, especially those of targeted low-to moderate-income persons and special needs populations. The City strives to partner with public and private agencies to ensure funding priorities are in line with current community development goals, and continues to enhance coordination among housing and service providers to better serve the community.

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 City of Pasadena Community Development Department works closely with the Continuum of Care (CoC) and the CoC Lead Agency, and holds a seat on the CoC Steering Committee. The CoC Steering Committee voted to align with the

goals designated in the federal strategic plan to end homelessness, which includes a goal to end family homelessness by 2020.

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 City of Pasadena Community Development Department continues to work closely with the Continuum of Care (CoC), which is comprised of five local jurisdictions (City of Pasadena, City of Houston, Harris County, Fort Bend County, Montgomery County) and the Coalition for the Homeless of Houston/Harris County (Coalition). Representatives from each of these jurisdictions participate in meetings, referred to as the Public Funders Workgroup, a group within the CoC structure which ensures that all members of the CoC are targeting funding towards continuum-wide goals. This group assists in updating and maintaining standards for the provision of assistance and performance. These continuum-wide performance measures are used to evaluate performance and determine resource allocations based on data from HMIS.

In an effort to remain in compliance with the homeless participation requirement in 24 CFR 576.405(a), the City of Pasadena remains active within the Coalition for the Homeless and seeks guidance from the Consumer Representatives (previous homeless individuals) which currently hold a voting chair on the Steering Committee. The Community Development Department also makes every effort to attend all seminars and trainings that are provided by the Coalition for homelessness and homelessness prevention. The City of Pasadena requires subrecipients to maintain a Board of Directors, where at least one position is held by a previously homeless individual.

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 - Veterans Homelessness Needs - Unaccompanied Youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Pasadena Community Development Department attends and participates in Steering Committee meetings and the Public Funders Workgroup to address the needs of the homeless population and discuss funding priorities and program written standards. The City of Pasadena also seeks guidance from the Consumer Representatives (previously homeless individuals) that currently hold a voting chair on the Steering Committee.
2	Agency/Group/Organization	The Bridge Over Troubled Waters, Inc.
	Agency/Group/Organization Type	Services-Children Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically Homeless Homeless Needs - Families with Children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied Youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Pasadena Community Development Department consults with The Bridge Over Troubled Waters in regards to the needs of homeless individuals and domestic violence victims within the community. Furthermore, The Bridge Over Troubled Waters operates a child care program for their residents.
3	Agency/Group/Organization	Pasadena Housing Authority
	Agency/Group/Organization Type	Housing Services - Housing Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pasadena Housing Authority was consulted to provide information on the needs of the Housing Choice Voucher (HCV) Program in the City of Pasadena, including the number of clients currently being provided rental assistance and the continuous goals of the Family Self-Sufficiency Program.
4	Agency/Group/Organization	Madison Jobe Senior Center
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Grantee Department
	What section of the Plan was addressed by Consultation?	Fair Housing

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Madison Jobe Senior Center personnel and participants were consulted at the 2018 Pasabilities Expo on October 13, 2018, regarding Fair Housing, Equal Opportunity and additional community needs. Community Development Department personnel provided informational materials including Fair Housing brochures and grievance forms. Fair Housing materials are available to the public and posted throughout the facility. Participants did not propose any concerns of Fair Housing issues, as many of them are aging in place within their own home.
5	Agency/Group/Organization	Pasabilities Expo
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Service-Fair Housing Health Agency Other Government - County Regional Organization Grantee Department
	What section of the Plan was addressed by Consultation?	Fair Housing, Specials Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Development Department personnel consulted with many service providers at the 2018 Pasabilities Expo on October 13, 2018, regarding Fair Housing, Equal Opportunity and additional community needs. Community Development Department personnel provided informational materials including Fair Housing brochures and grievance forms. Fair Housing materials were available to the public and posted throughout the facility. Participating agencies and service providers include, but were not limited to: Galveston-Houston Families Exploring Down Syndrome, Best Buddies, The Harris Center for Mental Health and IDD, A Helping Hand-Home Care Service, Transportation RIDES Program, RiverKids Pediatric Home Health, Pasadena Dental Care, City of Pasadena Housing Program, The Arc of Greater Houston, Disability Rights Texas, Next Step Transition Center, The Children's Therapy Center Inc., Clear Captions, and CapTel Outreach.
6	Agency/Group/Organization	Harris County Public Health and Environmental Services
	Agency/Group/Organization Type	Other Government - County
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Department was directed to the Harris County Public Health and Environmental Services - Lead Hazard Control Program webpage, regarding Harris County households with children affected by lead-based paint hazards and contamination. The Community Development Department intends to further evaluate the age of housing stock and household composition to determine the need for lead-based paint strategies within Pasadena.
7	Agency/Group/Organization	Community Development Advisory Board
	Agency/Group/Organization Type	Business and Civic Leaders Advisory Committee

	What section of the Plan was addressed by Consultation?	Overall Community Development & Policies
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Community Development Advisory Board has participating members who are also members of various committees and organizations throughout the community. Additionally, the Community Development Department consults with executive directors and business representatives of local agencies, such as Baker Ripley Neighborhood Center, The Bridge Over Troubled Waters, and the Pasadena Chamber of Commerce.
8	Agency/Group/Organization	AT&T
	Agency/Group/Organization Type	Broadband and Digital Divide Services
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Broadband and Digital Divide Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	AT&T was consulted to provide information on the needs and resources available for broadband internet services and meeting the digital divide in the City of Pasadena.
9	Agency/Group/Organization	Pasadena Office of Emergency Management
	Agency/Group/Organization Type	Other Government - Local Planning Organization
	What section of the Plan was addressed by Consultation?	Emergency Management, Flood Management & Public Land and Water Resources
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pasadena Office of Emergency Management was consulted to provide information on the overall emergency management services, management of flood prone areas and public land and water resources in the City of Pasadena.

10	Agency/Group/Organization	Pasadena Police Department
	Agency/Group/Organization Type	Services - Victims Other Government - Local Law Enforcement Organization - Correctional Institution
	What section of the Plan was addressed by Consultation?	Crime Intervention and Prevention
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pasadena Police Department was consulted to provide information on a broad range of crime statistics, prevention and intervention services for the City of Pasadena.
11	Agency/Group/Organization	Pasadena Independent School District-Special Education Team
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Assist with education, employment and other life skills needs.
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Pasadena Independent School District-Special Education Team was consulted to provide information on the services provided to special needs students and how to assist in overcoming obstacles individuals face transitioning into adulthood.

12	Agency/Group/Organization	Community Safety Fair & Hurricane Workshop
	Agency/Group/Organization Type	PHA Services - Housing Services-Children Services-Health Services-Employment Service-Fair Housing Health Agency Other Government - Federal Other Government - County Other Government - Local Regional Organization Planning Organization Business Leaders Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Public Housing Needs Lead-based Paint Strategy Local Health, Youth Facilities, Employment & Metro-Wide Planning & Transportation Responsibilities

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Community Development Department personnel consulted with many service providers at the 2019 Community Safety Fair & Hurricane Workshop on June 1, 2019. Participating agencies and service providers include, but were not limited to: Harris County Fire Marshal's Office, Shell Pipeline Company, Department of Labor (OSHA), Habitat for Humanity, The Salvation Army Boys & Girls Club, Harris County Office of Homeland Security & Emergency Management, Harris County Precinct 2 Com. Adrian Garcia, Lone Star Legal Aid, City of Pasadena Public Library, Centerpoint Energy, HCPHES-Nutrition and WIC Services, Harris County Public Health, American Red Cross, Pasadena Health Dept., National Weather Service, Pasadena Emergency Communications Group, Pasadena Housing Office, Harris County Lead Program, Pasadena Chamber of Commerce, and City of Pasadena Fire Marshal. The Community Development Department intends to communicate future funding opportunities and planning initiatives with local and surrounding agencies to ensure all residents have access to information and available services. At this event, the Community Development Department provided informational materials to all attendants, including Fair Housing brochures and grievance forms.</p>
13	<p>Agency/Group/Organization</p>	<p>Micheal E. Debakey VA Medical Center</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Homeless Services-Health Services-Employment Publicly Funded Institution/System of Care</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Persons with HIV/AIDS, Mental, Social & Health Services for Veterans</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Micheal E. Debakey VA Medical Center was consulted to provide information on the various needs and/or services for veterans once released from hospitals or transitional programs.
14	Agency/Group/Organization	U.S. Department of Housing and Urban Development - Office of Environment & Energy
	Agency/Group/Organization Type	Other Government - Federal
	What section of the Plan was addressed by Consultation?	HUD Environmental Training
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The U.S. Department of Housing and Urban Development - Office of Environment & Energy, was consulted to through training sessions attended by the City of Pasadena staff to learn how to properly access, review and mitigate environmental concerns and hazards.
15	Agency/Group/Organization	HCA Houston Healthcare Southeast
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services-Health Services - Victims Health Agency Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Mental and Healthcare Facility

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The HCA Houston Healthcare Southeast was consulted to provide information on a broad range of health services including HIV/AIDS, mental health and chronic illnesses available to the public.
16	Agency/Group/Organization	HOME Coalition
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Fair Housing Enforcement
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The HOME Coalition was consulted to provide information on addressing affordable housing concerns and fair housing issues in today's housing market.
17	Agency/Group/Organization	Harris County Protective Services for Children & Adults
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services-Homeless Services - Victims Child Welfare Agency Other Government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with Children Homelessness Needs - Unaccompanied Youth Foster Care, Child Welfare Agency
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Harris County Protective Services for Children & Adults was consulted to provide information on wide range of services provided to clients and their goal to ensure the well-being of Harris County youth and their families through effective, integrated service delivery.

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

Narrative

The City of Pasadena Community Development Department is working to improve coordination with various public, private, and non-profit groups in the Pasadena community to address the community's priority needs, especially those of targeted low-to moderate-income persons and special needs populations. The City strives to partner with public and private agencies to ensure funding priorities are in line with current community development goals, and continues to enhance coordination among housing and service providers to better serve the community.

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 groups. The meeting places are accessible to disabled persons and every effort is made to ensure there are no barriers to attendance. The public notices alert residents and provide contact information so individuals may request special accommodations, such as interpreters for the deaf or non-English speakers. These measures help to ensure 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.

On January 9, 2019 the City of Pasadena began its citizen participation and consultation process with the publication of the Citizen Review Public Hearings scheduled on January 28, 2019 at 10:00 A.M. and 2:00P.M. A second Public Notice was released on February 20, 2019 and March 6, 2019 notifying the public of 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 workshop for non-profits, service providers, businesses, and City departments interested in applying for CDBG, ESG and HOME funds. An application workshop was provided to educate interested parties on basic requirements for CDBG, ESG and HOME programs, with a mandatory requirement for applicants to attend. A third Public Notice for citizen review was released on May 1, 2019 and public hearing held on May 16, 2019 to gather citizen input for priority needs.

Additionally, information regarding all Public Hearings was posted to the City webpage to broaden community awareness. 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.

Agencies interested in applying for funds gave presentations to the Community Development Advisory Board and staff members on April 24, 2019 in City Hall Council Chambers. Upon conclusion of the applicants' presentations, a meeting was held between the Community Development Department and the Community Development Advisory Board to discuss funding recommendations for the upcoming 2019 Program Year activities and projects.

On May 29, 2019, a Public Notice was published on the City’s webpage and the Pasadena Citizen newspaper, a newspaper of general circulation, to notify the community of how Program Year 2019 CDBG, ESG and HOME Program funding will be utilized for the 2019 Annual Action Plan. In addition, the public was notified of the required 30-day public comment period beginning Thursday, May 30, 2019 and ending Friday, June 28, 2019, with public hearings scheduled on Thursday, June 13, 2019 at 10:00 A.M. and 2:00 P.M. during the public comment period, no comments were submitted.

Public Notices

- 1st Citizen Review: January 9, 2019
- Notice of Funding: February 20, 2019 and March 6, 2019
- 2nd Citizen Review: May 1, 2019
- Proposed Annual Action Plan 2019: May 29, 2019

The City of Pasadena has requested a waiver of certain regulatory requirements in accordance with the guidance issued by the U.S. Department of Housing and Urban Development on April 1, 2020. The waiver allows the City of Pasadena to amend the 2019 Annual Action Plan utilizing expedited citizen participation procedures to balance the need to respond quickly to the growing spread and effects of COVID-19. Expedited procedures include reasonable notice and opportunity to comment shortened to no less than five (5) days.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community	Public Notices were posted in the Pasadena Citizen for two Citizen Review Hearings, Notice of Funding and the Proposed 2019 Action Plan.	N/A	N/A	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p>	<p>January 28, 2019 no attendees.</p> <p>May 16, 2019 no attendees. June 13, 2019 no attendees.</p>	N/A	N/A	N/A
3	Public Meeting	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p>	<p>A Workshop was held on March 21, 2019 for potential applicants. Seventeen participants were in attendance.</p>	N/A	N/A	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community	Public Notices were posted on the City of Pasadena's Webpage for Citizen Review Hearings, Notice of Funding and the Proposed 2019 Action Plan.	N/A	N/A	https://www.pasadenatx.gov/622/Plans-Notices

Table 4 – Citizen Participation Outreach

EXPECTED RESOURCES

AP-15 EXPECTED RESOURCES – 91.220(C)(1,2)

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Introduction

The City of Pasadena is an entitlement jurisdiction that receives federal funds annually through the U.S. Department of Housing and Urban Development including Community Development Block Grant Funds (CDBG), Emergency Solutions Grants Funds (ESG) and HOME Investment Partnerships Program (HOME). Through the use of federal, state and local funds the City plans to carry out the objectives set forth in the 2018 – 2022 Consolidated Plan.

Entitlement grant resources totaling \$2,275,086 are estimated for the next fiscal year (October 1, 2019 through September 30, 2020) 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 2020.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	1,632,083	0	0	1,632,083	4,767,917	The CDBG allocation for Program Year 2019 is anticipated in the amount of \$1,632,083.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	502,792	65,000	0	567,792	1,097,208	The HOME allocation for Program Year 2019 is anticipated in the amount of \$502,792. 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	140,211	0	0	140,211	419,789	The ESG allocation for Program Year 2019 is anticipated in the amount of \$140,211.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG – CV	Public – federal	Administration and Planning Public Services	1,010,137	0	0	1,010,137	0	The CDBG-CV allocation will fund eligible CDBG activities to prevent, prepare for, and respond to Coronavirus.

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, Bond Fund dollars and/or private sources for any of the following: infrastructure, revitalization, park and public facilities projects.

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

Emergency Solutions Grants (ESG) Program subrecipients are required to provide matching contributions of 100% of federal dollars expended. This is achieved by shelter donations of supplies, equipment, funding and volunteer hour services. Also, some subrecipient agencies 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 program only. HOME program income is acquired by repayment of amortized loans provided to households assisted by the Housing Rehabilitation Services Program.

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

N/A

Discussion

N/A

Annual Goals and Objectives

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Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure Improvements	2018	2022	Non-Housing Community Development	CDBG Low/Mod Income Tracts Citywide	Infrastructure Improvements	CDBG: \$1,000,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted
2	Housing Rehabilitation	2018	2022	Affordable Housing	Citywide	Affordable Housing	CDBG: \$60,854 HOME: \$377,094	Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Reduce Homelessness	2018	2022	Homeless	Citywide	Homeless Needs	CDBG: \$90,000 ESG: \$140,211	Tenant-based rental assistance / Rapid Rehousing: 6 Households Assisted Homeless Person Overnight Shelter: 200 Persons Assisted
4	Enhance Quality of Life Through Public Services	2018	2022	Non-Housing Community Development	Citywide	Public Service Needs	CDBG: \$154,812	Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted
5	Promote Fair Housing	2018	2022	Non-Housing Community Development	CDBG Low/Mod Income Tracts Citywide	Affordable Housing	CDBG: \$330,483	Other: 1000 Other
6	Homeownership	2018	2022	Affordable Housing	Citywide	Affordable Housing	HOME: \$75,419	Homeowner Housing Added: 2 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Infrastructure Improvements
	Goal Description	Infrastructure/Public Facility Improvements include street replacement, sidewalk repairs and waterline replacement services to increase mobility and reduce hazardous conditions for Pasadena residents. Additional projects will include construction/rehabilitation to public facilities to better the overall community welfare. 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 of 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. If applicable, lead based paint assessment and abatement, is also required for all housing rehabilitation activities. Prospective applicants may contact the City of Pasadena's Community Development Department to obtain information about assistance provided by the HOME Program. The HOME Program waiting list is open periodically to receive applications for assistance based on the City's receipt of HOME funding allocations. Prior to the waiting list, the Community Development Department will notify the public by means of a public notice, social media, flyers, mail outs to community residents, and on the City of Pasadena website. Assistance shall be provided on a first come, first serve basis.
3	Goal Name	Reduce Homelessness
	Goal Description	The Homelessness goal supports the broad range of homeless prevention and street outreach activities, critically homeless, rapid re-housing, domestic violence victims and assistance with childcare and employment searches and training. Funding will support essential needs and operational costs of the local shelters of Pasadena.

4	Goal Name	Enhance Quality of Life Through Public 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 needs services. Although the City does not directly fund these services, the City plans to provide financial support to local emergency shelters who collaborate with many community partners including health services through the AIDS Foundation Houston and mental health services through Bay Area Council on Drugs and Alcohol.
5	Goal Name	Promote Fair Housing
	Goal Description	The City will fund activities related to the promotion of fair housing through education, outreach, research, and other methods. Although CDBG administration funding will be used to carry out this goal, this goal will not correspond with a project in IDIS.
6	Goal Name	Homeownership
	Goal Description	Homeownership opportunities may be supported by the development or rehabilitation of affordable housing units to be sold to eligible homebuyers. Down payment and closing cost assistance may be provided to further enable households to obtain homeownership.

PROJECTS

AP-35 PROJECTS – 91.220(D)

Introduction

Below is a summary of eligible projects that will take place during the program year that address a portion of 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.

Projects

#	Project Name
1	Housing Rehabilitation Services Program
2	CHDO Housing Set Aside
3	HOME Program Administration
5	Transportation RIDES Program
6	Sarah's House Operational Services
7	ES19 Pasadena
8	Children and Youth Community Center
9	CDBG Program Administration
10	Housing Rehabilitation Administration
11	CDBG-CV Program Administration
12	CDBG-CV Public Services

Table 7 - 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 2018-2022 Five Year 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/Public Facility Improvements, Housing Rehabilitation, Reduce Homelessness, Enhance quality of life through Public Services and Promote Fair Housing. 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 degradation of street infrastructure has produced hazardous conditions and the absence of sufficient public facilities has caused a decline to community welfare.
- The lack of a public transportation system places elderly and/or disabled Pasadena residents at-risk of maintaining a healthy and independent lifestyle.
- 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 income 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.

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, Home Investment Partnerships (HOME) Program and Emergency Solutions Grants (ESG) 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.

Project Summary Information

1	Project Name	Housing Rehabilitation Services Program
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	HOME: \$442,094
	Description	Housing rehabilitation will be provided to income-eligible households that own and occupy a single-family home within the City of Pasadena. If rehabilitation is not considered cost reasonable, the City may offer to provide demolition and reconstruction of the existing single-family home. Participation in the demolition and reconstruction process is on a voluntary basis of the homeowner. In addition, an environmental review, lead-based paint assessment, and a historical preservation consultation is required for all housing rehabilitation projects. Temporary relocation and storage is provided, as necessary, to participants of the Housing Rehabilitation Services Program. The City as PJ, does not anticipate limiting beneficiaries through preferences, rather the City will rely on assisting clients through the determination of income-eligibility. Amount funded includes \$377,094 of HOME funds and \$65,000 of anticipated Program Income.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that a minimum of two income-eligible households will be assisted.
	Location Description	The Housing Rehabilitation Services Program will be administered directly by the City of Pasadena Community Development Department, located at: <div style="text-align: center;"> City of Pasadena City Hall 1149 Ellsworth Drive Pasadena, TX 77506 (713) 475-7294 CommDev@pasadenatx.gov </div>

	Planned Activities	It is planned to assist at least two eligible households with rehabilitation services. Households must be income-eligible, single-family and owner-occupied. Rehabilitation may consist of minor or moderate repairs; depending on the severity of the home's condition, cost reasonableness, demolition and reconstruction of the existing home may be proposed.
2	Project Name	CHDO Housing Set Aside
	Target Area	Citywide
	Goals Supported	Homeownership
	Needs Addressed	Affordable Housing
	Funding	HOME: \$75,419
	Description	The City is currently in the process of identifying and certifying a Community Housing Development Organization (CHDO) Project. Activity will commence after selection and certification has been completed and is finalized.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that two income eligible households will be assisted.
	Location Description	Not applicable.
	Planned Activities	It is anticipated that one to two affordable housing units will either be developed or rehabilitated and then sold to program-eligible, first time homebuyer households.
3	Project Name	HOME Program Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation Homeownership
	Needs Addressed	Affordable Housing
	Funding	HOME: \$50,279

	Description	The Community Development Department has the primary responsibility for planning, organizing, monitoring and administering the City's Home Investment Partnerships (HOME) Program activities. In addition, the Community Development Department is responsible for developing and implementing required procedures to ensure City compliance with specific U.S. Department of Housing and Urban Development (HUD) and other federal regulations.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Planning and Administration.
	Location Description	The Community Development Department is located in Pasadena City Hall: 1149 Ellsworth Drive, Pasadena, Texas, 77506.
	Planned Activities	HOME Program 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, training, grant management and fiscal related activities. Program administration costs are limited to 10% of the Program Year 2019 HOME allocation.
4	Project Name	Transportation RIDES Program
	Target Area	Citywide
	Goals Supported	Enhance quality of life through Public Services Promote Fair Housing
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$154,813
	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 the program allow clients to make medical appointments, go grocery shopping and conduct errands necessary to meet life needs.
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	An estimated 150 unduplicated clients will benefit from transportation services. Elderly and disabled clients must meet program eligibility requirements to receive a transportation service voucher (FARE Card) through the City of Pasadena Transportation RIDES Program.
	Location Description	The Transportation RIDES Program is administered by the Madison Jobe Senior Center located at 1700 E. Thomas Ave. Pasadena, Texas 77506.
	Planned Activities	CDBG Funds will be utilized to support staff costs directly related to the administration of the Transportation RIDES Program. Funds will also pay for transportation service vouchers (FARE Card) to eligible elderly and/or disabled persons residing within Pasadena.
5	Project Name	Sarah's House Operational Services
	Target Area	Citywide
	Goals Supported	Reduce Homelessness
	Needs Addressed	Homeless Needs
	Funding	CDBG: \$90,000
	Description	Sarah's House will provide Homeless Shelter Services to assist homeless women and children within the Pasadena area transition from homelessness to independent living.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 125 unduplicated clients will benefit from the Homeless Shelter Services. Homeless women and homeless women with children will benefit from these services.
	Location Description	Sarah's House is located at 711 Perla Road, Pasadena, Texas 77502.
	Planned Activities	CDBG funds will be utilized to support staff costs directly related to the administration of the Homeless Shelter Services. Funds will also pay for the operational costs associated with the homeless shelter.
6	Project Name	ES19 Pasadena
	Target Area	Citywide
	Goals Supported	Reduce Homelessness
	Needs Addressed	Homeless Needs
	Funding	ESG: \$140,211

	Description	The Emergency Solutions Grants (ESG) Program will provide assistance under the Emergency Shelter and Rapid Re-housing components; ESG administrative costs will also be used.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that approximately 75 homeless clients will receive assistance under the Emergency Shelter Program Component. Through the Rapid Re-housing Program Component, approximately 6 homeless households will be assisted with permanent housing and stabilization services.
	Location Description	All services will be provided within the City of Pasadena.
	Planned Activities	<p>The Emergency Solutions Grants (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 the greater of 60% of the annual ESG Program allocation or the amount of Program Year 2019 grant funds committed for homeless assistance activities, as described in 24 CFR 576.100. The City anticipates utilizing funds in the amount of 59% of the annual ESG Program allocation, \$83,057.40, towards Emergency Shelter activities during Program Year 2019.</p> <p>Rapid re-housing and stabilization services will be provided through financial assistance in the form of deposits, rent, and utility payments. Approximately \$46,637.77 will be used to support rapid re-housing activities.</p> <p>Program administration costs are limited to 7.5% of the Program Year 2019 ESG allocation. The City plans to utilize the full 7.5% allowed, \$10,515.83, towards administration costs.</p>
7	Project Name	Children and Youth Community Center
	Target Area	Citywide
	Goals Supported	Infrastructure Improvements Enhance quality of life through Public Services
	Needs Addressed	Infrastructure Improvements Public Service Needs
	Funding	CDBG: \$1,000,000

	Description	The Children and Youth Community Center will assist victims of domestic and sexual violence. The new facility will provide children's services including licensed and accredited childcare programs, age-appropriate support groups, individual therapy sessions, family therapy, family service plan development, and advocacy for mothers and their children.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The project will benefit low-to moderate-income persons of which at least 51% will be presumed benefit individuals. Approximately 200 persons will benefit from this project.
	Location Description	Construction oversight will be provided by The Bridge Over Troubled Waters, located at 3811 Allen Genoa Road, Pasadena, Texas 77504. The Children and Youth Community Center site is approximately 4 acres located at the Northeast quadrant of Fairmont Parkway and Allen Genoa Road in Pasadena, Texas.
	Planned Activities	The Children and Youth Community Center Project will be constructing a two story Public Facility consisting of administrative offices, classrooms for various age groups as well as kitchen and activity room spaces.
8	Project Name	CDBG Program Administration
	Target Area	CDBG Low/Mod Income Tracts Citywide
	Goals Supported	Infrastructure Improvements Housing Rehabilitation Reduce Homelessness Enhance quality of life through Public Services Promote Fair Housing
	Needs Addressed	Infrastructure Improvements Affordable Housing Homeless Needs Public Service Needs
	Funding	CDBG: \$326,417

	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, the Community Development Department 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	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Planning and Administration.
	Location Description	The Community Development Department is located in Pasadena City Hall: 1149 Ellsworth Drive, Pasadena, Texas 77506.
	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. Program administration costs are limited to 20% of the Program Year 2019 CDBG allocation.
9	Project Name	Housing Rehabilitation Administration
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$60,854
	Description	Housing Rehabilitation Program Administration will support administration, inspection and management costs necessary to administer the Housing Rehabilitation Services activities as needed. Amount funded includes \$60,853.95 CDBG funds.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Planning and Administration.

	Location Description	The City of Pasadena Community Development Department will administer the Housing Rehabilitation Services Program. The Community Development Department is located in Pasadena City Hall: 1149 Ellsworth Drive, Pasadena, Texas 77506.
	Planned Activities	Housing Rehabilitation Program Administration will support administration inspection, and management costs necessary to administer the Hosuing Rehabilitation Services activities as needed. Amount funded includes \$60,853.95 CDBG funds.
10	Project Name	CDBG-CV Program Administration
	Target Area	CDBG Low/Mod Income Tracts Citywide
	Goals Supported	Reduce Homelessness Enhance quality of life through Public Services
	Needs Addressed	Homeless Needs Public Service Needs
	Funding	CDBG: \$202,027
	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, the Community Development Department 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	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Planning and Administration.
	Location Description	The Community Development Department is located in Pasadena City Hall: 1149 Ellsworth Drive, Pasadena, Texas 77506.
	Planned Activities	CDBG-CV 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. Program administration costs are limited to 20% of the CDBG-CV allocation.

11	Project Name	CDBG-CV Public Services
	Target Area	CDBG Low/Mod Income Tracts Citywide
	Goals Supported	Reduce Homelessness Enhance quality of life through Public Services Promote Fair Housing
	Needs Addressed	Homeless Needs Public Service Needs
	Funding	CDBG: \$808,110
	Description	CDBG-CV Public Services will be used to provide public services to prevent, prepare for, and respond to the Coronavirus. Subrecipients will be selected to provide eligible services. The locations of these activities will be determined after subrecipients are selected. Public services include, but are not limited to, homeless services, health services and other public service activities to assist those effected by the health or economic impacts of the Coronavirus.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A- this number will be updated as eligible activities are selected.
	Location Description	The location will be updated as eligible activities are selected.
	Planned Activities	Eligible activities will include a variety of public service activities to prevent, prepare for, and respond to the Coronavirus.

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 61% (\$1,000,000.00) of the anticipated 2019 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 Children and Youth Community Center Project. Please see the map, titled City of Pasadena 2019 Program Year CDBG Projects and Programs, found in the Appendix I Section.

Approximately 61% (\$1,000,000.00) of the 2019 allocation of CDBG funds will be utilized to benefit geographic areas with higher minority percentages. Please refer to the map, titled City of Pasadena North/South Estimated Minority (Other than White) Concentration of Low-to-Moderate Income Target Area, included in the Appendix I 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, such as the Transportation Rides Program and Sarah’s House.

The boundaries of the geographic area coincide with the boundaries of the census tracts which have been identified through examination of the U.S. Census Data and the American Community Survey 2011 -2015 information as having median incomes below 80 percent of the area median income, see the City of Pasadena Low-to-Moderate Target Area Map A & B in Appendix I for reference.

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

At this time the City is not requesting approval of a Neighborhood Revitalization Strategy Area.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Low/Mod Income Tracts	61
Citywide	15

Table 8 - 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 or lack community resources are prioritized for investments. During Program Year 2019, one public facility project will be funded through CDBG. Please refer to the attached maps, within the Appendix I 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 Area 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 2018-2022 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. The City's affordable housing goals and projects are detailed below.

One Year Goals for the Number of Households to be Supported	
Homeless	6
Non-Homeless	4
Special-Needs	0
Total	10

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	6
The Production of New Units	2
Rehab of Existing Units	2
Acquisition of Existing Units	0
Total	10

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City will strive to utilize all three funding sources to best provide affordable housing opportunities throughout the community. Funds provided by CDBG will support affordable housing with Housing Rehabilitation Program Administration. The HOME Program will support affordable housing by providing housing rehabilitation and/or reconstruction services and homebuyer opportunities to eligible low-income households. The ESG Program will provide housing opportunities to homeless households through the facilitation of the Rapid Re-housing Program Component administered by subrecipient agencies.

Introduction

The City of Pasadena strives to ensure that all residents have decent and affordable housing. This goal is facilitated through the Pasadena Housing Department's Housing Choice Voucher (HCV) Program (TX440).

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 PHA. 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 1,079 voucher participants with their rental assistance within the Housing Choice Voucher HUD requirements, in accordance with 24 CFR 982, during the next year while maintaining a High Performer PHA Rating with the U.S. Department of Housing and Urban Development (HUD) in the Section Eight Management Assessment Program (SEMAP) report in management of the program.

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 participants.

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 of Pasadena 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.

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Introduction

The City upholds a strong partnership with the Coalition for the Homeless Houston/Harris County and with other members of the Houston/Harris County Continuum of Care (CoC) to align priorities and funding to address the needs of 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 Grants (ESG) Program. However, homeless service providers within the area network with mainstream resources including, but not limited to, medical facilities, financial institutions, housing providers, law enforcement, childcare facilities and education systems, to help spread awareness and assess needs of homeless individuals.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Pasadena plans to provide financial support to local emergency shelters to assist homeless women, children and victims of domestic violence and sexual abuse. Through case management, multiple services are provided to each homeless individual or family upon entry into the program to assess further needs, such as child care, transportation, counseling and support groups, legal aide, medical services and education services to promote self-sufficiency.

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

Rapid re-housing assistance will be supported through use of ESG funds to provide rental, utility, and/or financial assistance. Homeless individuals or families will receive case management to ensure effective transitioning from shelter to independent living. Clients will also receive supportive services to promote self-sufficiency to assist in achieving the goal of permanent housing.

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.

In efforts to coordinate with continuum-wide goals, the City of Pasadena does not plan to provide ESG funds for Homelessness Prevention activities, but will instead support rapid re-housing goals.

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 throughout the community. The City's priorities will continue to evolve and align with the continuum-wide goals to address priority needs.

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-income homebuyers, and reduction 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 low-to moderate-income households through the elimination of lead-based paint hazards, encouragement of homeownership, minor home repairs, rehabilitation of single family dwellings, provisions of rental assistance, new construction and development of partnerships.

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

The underserved population includes low- to moderate-income (LMI) households that have a member that is elderly, disabled, is a child, has a disability, or has a medical condition that limits the quality of life. Underserved persons also include individuals experiencing homelessness or victims of domestic violence. Characteristics of the underserved population may include households with fixed incomes, unemployment or underemployment, residing in aging housing stock, language barriers, and physical limitations to access necessary services.

To address obstacles to meeting underserved needs, the Community Development Department will leverage resources by partnering with housing and service organizations to provide permanent supportive housing assistance to homeless individuals. Additionally, the City has adopted the Section 3 Plan to promote employment and contract opportunities to low-income residents. The Community Development Department will also strive to make housing and services available to the underserved by supporting transportation services to elderly and/or disabled persons and rapid re-housing activities to target homeless individuals and those who are victims of domestic violence.

The Community Development Department is continuously advertising services to the underserved. Translated material is available to persons with limited English proficiency, to assist non-English speaking residents to become aware of programming and services available. Various methods of outreach are being explored to promote community involvement and enhanced communication with residents who have a disability or underserved need.

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 developing or rehabilitating affordable housing for homebuyer opportunities.

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 paint hazards include:

- Continued distribution of the "*Protect Your Family from Lead in Your Home*" pamphlet to program participants and interested parties;
- Continued inspection for potential lead hazard for all houses which receive HUD funds for rehabilitation and households receiving rapid re-housing assistance;
- Continued treatment of identified lead-based paint hazards;
- 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 City of Pasadena plans to reduce the number of poverty-level families through the coordination of efforts among City departments, local businesses and service providers. To assist families achieve financial stability, the City of Pasadena Housing Department administers the Family Self-Sufficiency Program to current Housing Choice Voucher (HCV) residents. Additionally rapid re-housing activities will assist households in obtaining self-sufficiency and permanent housing. By collaborating with local agencies, additional resources may be secured and duplicated efforts may be reduced.

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, Planning, Housing, 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's 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 or rehabilitate 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-to moderate-income neighborhoods; and

- 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 promotion of community development and the leveraging of resources to maximize program outcomes are the ultimate goals between the City of Pasadena Community Development Department and its partners in the public and private housing and social service sectors. Coordination with the Coalition for the Homeless Houston/Harris County, Continuum of Care (CoC), Community Development Advisory Board, and various City departments will continue to expand opportunity and enhance services provided throughout the community.

Discussion:

While continuously refining its program strategies, the City of Pasadena Community Development Department will address obstacles to meet underserved needs, like poverty, and foster affordable housing by enhancing coordination and developing greater collaboration with local providers and surrounding communities.

PROGRAM SPECIFIC REQUIREMENTS

AP-90 PROGRAM SPECIFIC REQUIREMENTS – 91.220(L)(1,2,4)

Introduction:

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 and included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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.	77.74%

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 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 cost, 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 prorated 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 homebuyers. Recapture or resale provisions 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 provision 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.

Recapture and Resale Provisions, adopted by the City of Pasadena, are included within Appendix III, Unique Appendices.

- 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)**

Written Standards for providing ESG assistance are included within the Unique Appendices III.

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

The Continuum of Care (CoC) has established a centralized and coordinated assessment system that meets HUD requirements and is in process of fully implementing the system. In January 2014, a soft roll-out or Phase I of this system was implemented. This system began full implementation January 2015. In February 2013, the four jurisdictions, the Coalition, and the Corporation for Supportive Housing gathered together to discuss strategies around the ESG Program and coordinated access integration. Plans continue to develop around implementation of coordinated access and specifically the utilization of rapid re-housing.

ESG homelessness prevention and rapid re-housing programs use common assessments and eligibility criteria, and clients may access homeless prevention or rapid re-housing services at any point in the system. In order to target the systems limited homelessness prevention resources to those who are most at-risk of homelessness, in addition to HUD's eligibility criteria, local risk factors for homelessness were used to develop a common assessment. In order to monitor the tool's effectiveness, the CoC tracks clients who are deemed ineligible for homelessness prevention services to see if they can access shelter or homeless services. Rapid re-housing programs target four high need population groups that would benefit from the model.

- 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 public notice as notification of fund availability to solicit ESG Program eligible projects. The Community Development Department then reviews and evaluates the proposed applications based on completion of the application, program eligibility, capacity and effectiveness of the organizations serving the community. The Community Development Advisory Board, which consists of representatives appointed by the Mayor and approved by City Council,

evaluates the proposed applications and provides 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.**

In an effort to remain in compliance with the homeless participation requirement in 24 CFR 576.405(a), the City of Pasadena remains active within the Coalition for the Homeless and seeks guidance from the Consumer Representatives (previous homeless individuals) which currently hold a position on the Steering Committee. The Community Development Department also makes every effort to attend all seminars and trainings that are provided by the Coalition for Homeless. Through agreements, the City of Pasadena also requires subrecipients to hold at least one chair for a previously homeless individual on their Board of Directors.

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 Annual Action Plan. At this time, the City does not have a previously homeless representative on the Community Development Advisory Board.

- 5. Describe performance standards for evaluating ESG.**

An executed agreement 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 agreement will provide the basis for all expenditures, monitoring of project production, timeliness, and compliance.

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

The City of Pasadena 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 update program policies as appropriate to ensure an effective program is operating within compliance. The City is constantly seeking to improve the ESG program and maximize both the quality and quantity of services provided to the City's homeless and those who are at risk of becoming homeless.