

# 2024-2025 Annual Action Plan

Pinellas County Consortium  
May 21, 2024



# Executive Summary

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

### 1. Introduction

Annually, Pinellas County receives federal grant allocations from the U.S. Department of Housing and Urban Development (HUD) for three federal Community Planning and Development entitlement grants:

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

The 2020-2024 Consolidated Plan (5-Year Plan) is a five-year planning document required by HUD that identifies the County's housing and community development priority needs and establishes corresponding goals to address those needs. The Annual Action Plan identifies the specific actions, activities, and federal and non-federal resources that will be used to address the housing and community development priority needs and goals identified in the 5-Year Consolidated Plan.

The 2024-2025 Action Plan is Pinellas County's application to HUD for CDBG, HOME and ESG funding for Program Year 2024-2025, covering the period October 1, 2024, to September 30, 2025 (PY 24-25). The PY 24-25 Action Plan identifies specific activities the County will undertake during the program year using these federally funded grants and non-federal resources. The additional recourses include state and local funding that will be used to support, match, or leverage the federally funded grants targeting the preservation and production of affordable housing. These include Florida's State Housing Initiatives Partnership (SHIP) Program funding and Pinellas County's Penny IV and Housing Trust Fund (HTF) funding.

In Pinellas County there are five entitlement jurisdictions that receive annual allocations through the above federal grants. Pinellas County's CDBG funding is used throughout the unincorporated County and in incorporated areas of members of the urban county, except within the municipal boundaries of the cities of Clearwater, Largo, Pinellas Park, and St. Petersburg, which receive CDBG funding for the benefit of their residents. The County's ESG funding is used throughout the County, except within the City of St. Peterburg, which receives ESG funding for the benefit of city residents.

Pinellas County is the lead entity for the Pinellas County Consortium for HOME funding, of which the City of Largo is a participating jurisdiction. As the lead entity, Pinellas County assumes overall responsibility for HOME compliance and requirements. HOME funding is used throughout the County, except within the City of Clearwater and St. Petersburg, which receives HOME funding for the benefit of city residents.

### 2. Summarize the objectives and outcomes identified in the Plan

The PY 24-25 Action Plan represents the fifth and final year of the 2020-2024 Consolidated Plan. The 5-Year Plan identifies 13 goals, with outcomes, that will guide funding decisions over the course of the five-year term to address identified needs. The goals to be addressed in the PY 24-25 Action Plan are:

- Public Facility Improvements – Provide funding for the acquisition, design/engineering and/or construction/rehabilitation of facilities that benefit low- and moderate-income, homeless, and/or special needs populations.
- Public Services – Provide funding for operating expenses of public services that benefit low- and

moderate-income, homeless, and/or special needs populations.

- Elimination of Slum and Blight – Provide funding to eliminate or prevent slum and blight to assist in restoring economic vitality in blighted areas or on a spot basis
- Code Enforcement – Provide funding for the payment of salaries and overhead costs directly related to the enforcement of local codes in deteriorating or deteriorated areas in Target Areas.
- Neighborhood Improvements – Provide funding for public facility improvements, physical improvements, and comprehensive neighborhood planning activities in Target Areas, and HUD designated Low-Mod Areas to improve the quality of life and health of neighborhood residents.
- Preservation of Housing – Provide funding for the acquisition and/or rehabilitation/preservation of housing affordable to low- and moderate-income residents.
- Production of Housing – Provide funding for the acquisition, development, and/or construction of new affordable housing units.
- Homeownership Opportunities – Provide funding for direct assistance to prospective low- and moderate-income homebuyers, including down payment and closing cost assistance, credit counseling, and/or homeownership education/training.
- Rental Assistance – Provide funding for rental assistance and security/utility deposits for income eligible individuals/households or rapid rehousing for individuals/households at-risk of or already experiencing homelessness.
- Emergency/Disaster Response – Provide assistance prior to, during and after a community emergency and/or disaster event to prepare for and/or mitigate loss, protect during an event, and aid with recovery. Outcomes: Other: Emergency/disaster responses as needed
- Administration – General planning and administration costs associated with administering Federal CDBG, HOME, and ESG funds; State SHIP funds; and other local funding sources, including but not limited to Housing Trust Funds (HTF).

A summary of the goals and objectives are shown in Table AP-20 – Annual Goals and Objectives.

The County has established strategies to address each goal and specific target outcomes to measure progress over the five years, as noted above. Such strategies address how the County will tackle issues related to affordable housing, public housing, homelessness, housing rehabilitation/lead-based paint mitigation, anti-poverty, and program monitoring.

Additionally, the County has identified seven (7) geographic areas for implementation. These areas include two general areas, Pinellas County overall (countywide) and the Urban County, and five (5) specific target areas: Tarpon Springs, High Point, Greater Ridgecrest, Central Lealman, and East Lealman. These target areas have been identified by Pinellas County as at-risk communities, having higher concentrations of low-and moderate-income populations, poverty-level households, and minority racial and ethnic groups than other areas of Pinellas County. These areas also have more risk factors for Fair Housing issues.

### **3. Evaluation of past performance**

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

Over the past four years, Pinellas County has continued to work towards meeting the goals and addressing needs identified in the 5-Year Plan. At the end of PY 22-23, the third complete year of the five-year plan, the County accomplished the following outcomes:

Goal Name	5-Year Goal	Outcomes (2 Years)	Beneficiary Type Assisted	Goal/Outcome Indicator
Code Enforcement	20,000	24,810	Household Housing Unit	Housing Code Enforcement/Foreclosed Property Care
Elimination of Slum and Blight	7	3	Buildings	Buildings Demolished
Homeownership Opportunities	145	75	Households	Direct Financial Assistance to Homebuyers
Neighborhood Improvements	50,000	63,233	Persons	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit
Neighborhood Improvements	0	104,515	Persons	Public service activities other than Low/Moderate Income Housing Benefit
Preservation of Housing	175	26	Household Housing Unit	Rental Units Rehabilitated
Preservation of Housing	75	35	Household Housing Unit	Homeowner units Rehabilitated
Production of Housing	105	122	Household Housing Unit	Rental Units Constructed
Production of Housing	50	19	Household Housing Unit	Homeowner Housing Added
Public Facility Improvements	35,000	86,163	Persons	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit
Public Facility Improvements	0	24	Persons	Homeless Persons-Overnight Shelter
Public Services	25,000	30,721	Persons	Public service activities other than Low/Moderate Income Housing Benefit
Public Services	0	56	Persons	Homeless Persons-Overnight Shelter
Rental Assistance	75	97	Persons	Homelessness Prevention

In the previous 5-Year Plan, the County re-evaluated and reduced the expected goals for the five-year cycle due to the continued reduction in resources for affordable housing. The County will re-evaluate goals during preparation of the upcoming 5-Year Plan beginning in late summer of 2024, and adjust expected goals as needed. Affordable housing continues to be one of the high priority goals identified in the 5-Year Plan and will continue to be addressed in the Annual Action Plans and Pinellas County will continue to utilize federal CDBG, HOME and ESG funds, as well as State SHIP funds and local HTF funds, to meet the needs identified. The County continues working towards the identified 5-year goals set for each objective. Based on current year projects, the County is on track to meet the identified goals.

#### 4. Summary of Citizen Participation Process and consultation process

*Summary from citizen participation section of plan.*

As part of the planning process, the County conducted two public meetings to assess the needs and priorities of the community. Pinellas County conducted a public hearing on January 10, 2024, to solicit input on the priorities and needs in the County to include in the Annual Action Plan. Participants were asked to provide input on community needs and how funds should be allocated to programs and projects related to housing, homelessness, special needs, and community development. The public hearing also served as an opportunity for the County to provide an overview of existing programs and to summarize the County's accomplishments in meeting identified goals over the past year.

The citizen participation process also includes consultation with housing providers, housing authorities, health and social services providers, and the Continuum of Care (CoC) for the County's homeless population. The

Consortium consulted these entities throughout the preceding year concerning ongoing topics of mutual interest and during the preparation of the Consolidated Plan. Consultation occurred via email invitation and correspondence, online surveys, public meetings, public hearings, focus group consultation and webinars. In some cases, specific reports and plans of the agencies were referenced or utilized in the preparation of the Plan.

## **5. Summary of public comments**

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

As part of the planning process, Pinellas County conducted public meetings to assess housing and community development needs. Needs identified during the planning process were affordable housing/housing assistance. The identified needs fall within the 10 priority needs identified for the 2020-2024 planning period:

- Preservation/production of affordable housing, renter and owner
- Housing assistance, renter and owner
- Mental and behavioral health services, including substance abuse counseling/treatment
- Homeless shelters, facilities, and services, including shelter for families with children and unaccompanied youth as well as prevention activities
- Special needs housing, facilities, and services for all populations, especially the elderly
- Public facilities and improvements, including infrastructure and accessibility
- Public services, including mental health services, transportation access, and youth programming
- Code enforcement/blight removal
- Economic development for small businesses and employment opportunities/job training
- Program administration of federal, state, and local grants for housing and community development activities

These 10 priority needs will be addressed through the 13 goals and specific target outcomes identified in the Consolidated Plan.

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

Information will be provided after comment period.

## **7. Summary**

Through the establishment of specific goals, outcomes, and target areas, the Pinellas County Consortium strives to address the priority needs of low- and moderate-income persons in a coordinated and strategic manner. Pinellas County's anticipated federal funding allocations from CDBG, HOME, and ESG will help to address many of the County's goals related to housing, homeless, and special needs, and community development; however, due to the significant lack of affordable housing in particular, the County must also supplement these funds with other State and local sources, such as SHIP, Penny IV, and HTF to fill funding gaps, which continue to widen. To address needs related homeless, special needs and community development, the County is fortunate to have a network of public and private partners and local governments/municipal departments to support these goals through financial leveraging, coordination, and collaboration.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	Pinellas County	Housing & Community Development Department – Community Development Division
CDBG Administrator	Pinellas County	Housing & Community Development Department – Community Development Division
HOME Administrator	Pinellas County	Housing & Community Development Department – Community Development Division
ESG Administrator	Pinellas County	Housing & Community Development Department – Community Development Division
HOPWA Administrator	City of Tampa	Housing and Community Development

**Table 1 – Responsible Agencies**

**Narrative**

Pinellas County serves as the lead agency for the Pinellas County HOME Consortium, which includes the City of Largo. The County is responsible for the development of the 5-Year Plan for the CDBG, HOME, and ESG programs. Pinellas County, designated as an Urban County by HUD, consists of all unincorporated areas of the County and the eighteen (18) municipalities participating in the County’s program. The participating municipalities are:

Belleair	Indian Rocks Beach	Oldsmar	South Pasadena
Belleair Beach	Indian Shores	Redington Shores	Tarpon Springs
Belleair Bluffs	Kenneth City	Safety Harbor	Treasure Island
Dunedin	Madeira Beach	St. Pete Beach	
Gulfport	North Redington Beach	Seminole	

The cities of Clearwater, Largo, Pinellas Park, and St. Petersburg are separate CDBG entitlement communities and are not included in the Urban County.

The Pinellas County Board of County Commissioners is the local government entity responsible for approving the allocation of grant funds to various activities outlined in the Consolidated Plan and subsequent Annual Action Plans. The Community Development Division of the Pinellas County Housing and Community Development Department, along with the cooperating cities, partner agencies, and various nonprofit housing and public service providers, will play a major role in administering programs and implementing projects selected to carryout strategic objectives identified in the Consolidated Plan.

Separately, the City of Tampa administers HOPWA funding for local jurisdictions in the Tampa Bay area, including those within Pinellas County.

## Consolidated Plan Public Contact Information

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## AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

### 1. Introduction

Partnering with other local, public, and private entities is vital to addressing the identified priority needs related to affordable housing, homeless, special needs, and community development. Pinellas County's Citizen Participation Plan incorporates the goals, policies, and implementation strategies that the County will undertake to encourage and ensure adequate citizen participation in the development of the Consolidated Plan, the Annual Action Plan, any substantial amendments to the Plans, and the Consolidated Annual Performance and Evaluation Report (CAPER).

Citizen participation provides a means of involving the citizens of Pinellas County in an advisory capacity in all phases of HUD programs. Citizen participation in such efforts is essential if the activities to be undertaken are to be truly successful and responsive to the needs and concerns of the community. The Citizen Participation Plan provides for and encourages residents to explain their needs and voice their concerns. Emphasis is placed on persons of low- and moderate-income who are residents of low- and moderate-income areas in which funds are proposed to be used. However, at the same time, residents are reminded that their input is advisory and that final authority for decision-making rests with the Board of County Commissioners, who is responsible to both the citizens of Pinellas County and the Federal government.

The most recent update to the Citizens Participation Plan was approved by the Board of County Commissioners on May 19, 2020 (Resolution No. 20-45). The Citizen Participation Plan requires that public hearings be held to obtain citizen comments, that a period of not less than 30 days is allowed for citizen (public) comment, and that timely responses to citizen inquiries are provided.

Notices of public meetings, public hearings, and availability for viewing of the draft Annual Action Plan and proposed use of funds were advertised in four local newspapers [*Tampa Bay Times* (general circulation), *LaGaceta* (Spanish language), *The Weekly Challenger* (African American communities), and *Tre Florida* (Vietnamese language)], on the Community Development Division website at [www.pinellas.gov/department/community-development](http://www.pinellas.gov/department/community-development), and on the Pinellas County online Government Calendar website at [www.pinellas.gov/events](http://www.pinellas.gov/events).

Two public hearings were conducted to determine the needs and priorities of the community. The public meetings provided an opportunity for citizens and interested parties to become knowledgeable about Pinellas County housing and community development programs and eligibility requirements. Participants were asked to provide input on how funds should be allocated to programs and projects related to housing, homelessness, special needs, and community development.

**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(l)).**

The public participation process included consultation with housing providers, housing authorities, health and social services providers, and the Continuum of Care (CoC) for the County’s homeless population. The Consortium consults entities throughout the preceding year concerning ongoing topics of mutual interest and during the preparation of the Action Plan. Consultation occurred via email, correspondence, and public meetings and hearings. In some cases, specific reports and/or plans of agencies were referenced or utilized in preparation of the Plan.

To broaden public participation, public notices were advertised in four newspapers [*Tampa Bay Times* (general); *LaGaceta* (Spanish); *The Weekly Challenger* (African American); *Tre Florida* (Vietnamese)], placed on the County's online Calendar, and on the County's Community Development webpage. Advisory emails/invitations were sent to all participating jurisdictions, public service providers (housing/homeless/health/social services), and other interested parties to advertise public meetings/hearings, and request comments on the Plan. Subrecipients were invited to attend public meetings in order to gather information on client needs. Attendees had opportunity to identify priority needs for housing, homeless, special needs, and community development.

Three public housing authorities are part of the Consortium - Pinellas County, Tarpon Springs, and Dunedin Housing Authorities. Pinellas County regularly consults with housing authorities and other non-profit/for-profit housing providers operating within County.

Pinellas County is a member of the Tampa Bay Healthcare Collaborative, which is comprised of government entities, nonprofit organizations, business and labor organizations, educational institutions, and healthcare professionals committed to working together to improve healthcare delivery systems for uninsured and underinsured County residents. The County participates in quarterly meetings/facilitates attendance of nonprofits and partners.

Similarly, the Health in All Policies (HiAP) Pinellas County Collaborative, which includes the governments of Pinellas County, the cities of Pinellas Park and St. Petersburg, the Florida Department of Health in Pinellas County, Forward Pinellas, and the Foundation for a Healthy St. Petersburg, also seeks to ensure that all residents in the County have equal opportunity to live a healthy life by considering the potential effect of local government policies/programs on vulnerable populations.

The County Human Services Department helps County residents obtain access to medical care and emergency financial assistance, connect to county judicial resources, optimize benefits for veterans and dependents, investigate consumer complaints, and helps those who are experiencing homelessness. Human Services actively networks with over 105 partner agencies, manages contract and grants, and is a key organization in County’s institutional delivery structure. Human Services publishes resource guides and oversees the Health Care for the Homeless (HCH) Co- Applicant Board, comprised of consumer/patient representatives, on behalf of the Board of County Commissioners (BCC).

At the direction of the Health and Human Services Coordinating Council, a Behavioral Health Summit was held during the last 5-years. Resulting initiatives included the Pinellas County Empowerment Team approved and funded by the BCC in May 2016, focusing on targeted services for high-need clients. In July 2018, the Pinellas Integrated Care Alliance was created to provide intensive case management. The County has pursued a range of grant opportunities for behavioral health services for homeless clients newly housed, Assisted Outpatient Services (AOT), expanded drug court and medication-assisted treatment, and other efforts to help mitigate

opioid impacts in the community. Local partners continue to review behavioral health efforts in conjunction with these initiatives.

**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.**

Pinellas County is a member of the Pinellas County Homeless Leadership Alliance, which serves as the lead agency for the Continuum of Care (CoC). The County's Human Services Department is the primary interface between Pinellas County and the Homeless Leadership Alliance. Staff of the Homeless Leadership Alliance, the County's Human Services Department, and the County's Community Development Division meet every other month to discuss the needs of the homeless population. Additionally, a representative of the Homeless Leadership Alliance is involved in the County's annual Notice of Funding Availability (NOFA) application cycle and participates in the review, ranking, and selection of projects funded by the County's CDBG program.

Consortium members and non-profit agencies also work closely with the Pinellas County Homeless Leadership Alliance, attend general meetings of the Board, and provide staff support for the Point-in-Time count. Every January, the Continuum of Care (CoC) conducts annual Point-in-Time surveys to determine the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans, unaccompanied youth, and persons at risk of homelessness.

**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**

Consortium member agencies have consulted with the CoC on a regular basis to determine how to allocate ESG funds in accordance with the CoC and the Consolidated Plan and review of applications for funding requests. The 10-Year Plan to End Homelessness in Pinellas County provides a strategic, countywide system to prevent and end homelessness in Pinellas County. Pinellas County consults regularly with the CoC on homeless matters including allocation of funds and development of performance standards, outcomes, and HMIS. County staff serve on various committees of the CoC, including the Executive Committee and Funders Council. County staff hold monthly coordination meetings with the Homeless Leadership Alliance.

ESG funds are awarded to agencies that provide case management, homeless prevention, and emergency shelter and services to homeless persons.

The CoC is responsible for the administration and operation of the Homeless Management Information System (HMIS). Policies and procedures in place are consistently reviewed for necessary updates. ESG agencies awarded funds are required to enter client data into HMIS in accordance with HUD guidelines. Pinellas Homeless Management Information System (PHMIS) is the official HMIS system of record for Pinellas County. PHMIS is a locally administered, electronic case management system that stores longitudinal client-level data about the men, women, and children who have accessed homeless and other basic needs social service programs in Pinellas County. PHMIS is funded by the Human Services Department, HUD, the Pinellas County Homeless Leadership Alliance, and the Juvenile Welfare Board and is administered/operated by the Homeless Leadership Alliance. The system is responsible for annual system-level accountability reports showing the progress to end homelessness such as the Annual Homeless Assessment Report (a report on the use of homeless housing), the

Point-in-Time Count Report (a report on the one-day count of clients living in shelters and on the street) and the Housing Inventory Chart (a report on the availability of homeless dedicated housing beds and units).

Consortium member agencies are part of the development and implementation of the Pinellas Coordinated Assessment process; ESG subcontractors will use the process for selecting families to enroll in their programs.

All ESG participant data is entered in PHMIS and the reports are used to track/report on ESG performance. Member agency staffs are part of the System Quality Improvement Committee working to set performance outcome goals and overseeing measurement and reports. The County can build upon the success of PHMIS to develop performance metrics and advanced reports that monitors and evaluates client-level and provider-level utilization and outcome.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

<b>Agency Question/Description</b>	<b>Agency Information</b>
Sort Order	1
Agency/Group/Organization	Pinellas County Housing & Community Development Department
Agency/Group/Organization Type	Other Government-County; Grantee Department
What section of the Plan was addressed by Consultation?	Housing Need Assessment; Homeless Needs-Chronically homeless; Homeless Needs-Families with Children; Homelessness Strategy; Non-Homeless Special Needs; Lead- based Paint Strategy; Anti-poverty Strategy; Non-Housing Community Development Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	2
Agency/Group/Organization	Community Action Stops Abuse, Inc.
Agency/Group/Organization Type	Services-Victims of Domestic Violence; Services-Victims
What section of the Plan was addressed by Consultation?	Homeless Needs – Families with Children Homelessness Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	3
Agency/Group/Organization	WestCare Foundation, Inc.
Agency/Group/Organization Type	Services – Housing; Services-Persons with Disabilities; Services- Persons with HIV/AIDS; Services-Victims of Domestic Violence; Services-homeless; Services-Health; Services - Victims
What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless; Homelessness Needs - Veterans; Homelessness Strategy; Non-Homeless Special Needs; Non-Housing Community Development Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	4
Agency/Group/Organization	Feeding Tampa Bay
Agency/Group/Organization Type	Services – Food Insecurity
What section of the Plan was addressed by Consultation?	Anti-poverty Strategy; Non-Housing Community Development Strategy

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	5
Agency/Group/Organization	St. Vincent de Paul CARES
Agency/Group/Organization Type	Services Housing; Services - Homeless
What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically Homeless; Homeless Needs - Families with Children; Homelessness Needs – Veterans; Homelessness Strategy; Anti-poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	6
Agency/Group/Organization	Pinellas County Homeless Leadership Alliance
Agency/Group/Organization Type	Continuum of Care
What section of the Plan was addressed by Consultation?	Homelessness Strategy; Homeless Needs (Chronically Homeless, Families with Children, Veterans, Unaccompanied Youth); Homelessness Strategy; Anti-Poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need. The County continues to participate on the Funder's Council for Continuum of Care and facilitated by the HLA. The Homeless Leadership Alliance also participates in the monthly Jurisdictions/Agencies meetings to stay in contact about funding needs and resources.
Sort Order	7
Agency/Group/Organization	City of Oldsmar
Agency/Group/Organization Type	Other Government – Local
What section of the Plan was addressed by Consultation?	Housing Need Assessment; Homelessness Strategy; Market Analysis; Anti-Poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: City participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	8
Agency/Group/Organization	Vincent House
Agency/Group/Organization Type	Services – Housing; Services – Persons with Disabilities; Services – Education; Services – Employment
What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	9
Agency/Group/Organization	Suncoast Housing Connections / Tampa Bay CDC
Agency/Group/Organization Type	Services - Housing
What section of the Plan was addressed by Consultation?	Housing Needs Assessment; Market Analysis

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	10
Agency/Group/Organization	Gulf Coast Jewish Family & Community Services
Agency/Group/Organization Type	Housing; Services - Housing; Services - Children; Services Elderly Persons; Services - Persons with Disabilities; Services - Health; Services - Education
What section of the Plan was addressed by Consultation?	Housing Needs Assessment; Non-Homeless Special Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	11
Agency/Group/Organization	Seniors in Service of Tampa Bay
Agency/Group/Organization Type	Services Elderly Persons; Services – Persons with Disabilities
What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs; Non-Housing Community Development Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	12
Agency/Group/Organization	Directions for Living, Inc.
Agency/Group/Organization Type	Services – Housing; Services-Children; Services-Persons with Disabilities; Services-Homeless; Services-Victims; Services-Health
What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically Homeless; Homeless Needs – Families with Children; Homelessness Needs Strategy; Non-Homeless Special Needs; Anti-poverty Strategy; Non-Housing Community Development Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	13
Agency/Group/Organization	St. Petersburg College
Agency/Group/Organization Type	Other-College
What section of the Plan was addressed by Consultation?	Other
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	14
Agency/Group/Organization	PEMHS, Inc.
Agency/Group/Organization Type	Services-Children; Services-Persons with Disabilities; Services-homeless; Services-Health
What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically Homeless; Homeless Needs – Families with Children; Homelessness Needs – Veterans; Homelessness Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need

Sort Order	15
Agency/Group/Organization	Pinellas County Housing Authority
Agency/Group/Organization Type	PHA
What section of the Plan was addressed by Consultation?	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?	Consultation: The Pinellas County Housing Authority Director participated in monthly jurisdiction meetings. The Housing Authority indicated there is still a need for more housing units to accept Housing Choice Vouchers.
Sort Order	16
Agency/Group/Organization	United Way Suncoast
Agency/Group/Organization Type	Services - Housing; Services - Children; Services - Education; Services - Employment
What section of the Plan was addressed by Consultation?	Housing Need Assessment; Anti-poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	17
Agency/Group/Organization	Gulfcoast Legal Services
Agency/Group/Organization Type	Service-Fair Housing; Services-Legal
What section of the Plan was addressed by Consultation?	Housing Need Assessment; Homelessness Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	18
Agency/Group/Organization	PARC Center for Disabilities
Agency/Group/Organization Type	Housing; Housing - Services; Services - Children; Services - Persons with Disabilities; Services - Employment;
What section of the Plan was addressed by Consultation?	Housing Need Assessment; Non-homeless Special Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: Organization participated in the January 2024 needs assessment public meeting; Outcome: Identification of Need
Sort Order	19
Agency/Group/Organization	Tampa Bay Regional Planning Council
Agency/Group/Organization Type	Regional Organization; Planning Organization
What section of the Plan was addressed by Consultation?	Market Analysis
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Tampa Bay Comprehensive Economic Development Strategy (CEDS)/ National Oceanic and Atmospheric Administration (NOAA) & Tampa Bay Climate Science Advisory Panel (CSAP), and NOAA Office for Coastal Management for ongoing consultation (use of plans/reports/data throughout the year for continued analysis of sea level rise projects and risks (flooding, transportation disruptions, increased costs of homeowners insurance, physical to damage to transportation systems causing disruptions & critical infrastructure damage including drinking water/wastewater systems), resulting from coastal inundation due to geographic location directly on the Gulf of Mexico and Tampa Bay.

Sort Order	20
Agency/Group/Organization	City of Largo
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Housing Need Assessment; Homeless Needs - Chronically homeless; Homelessness Strategy; Anti-poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation: HOME Consortium Partner/ Organization; participated in monthly jurisdiction meetings; participated in the joint January 2024 needs assessment public meeting; Outcome: Identification of Need

**Table 2 – Agencies, groups, organizations who participated.**

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

The City of Tampa administers HOPWA funding for local jurisdictions. Both Pinellas County and the City of Tampa coordinates with the local CoC. As part of the citizen participation process, the County strives to receive input and participation from all interested agencies, groups, and organizations, including low-income persons and persons residing in local neighbor revitalization areas, local target areas and slum/blighted areas. The Pinellas County Health Department, public housing authorities, state government agencies, business and civic leaders are included in citizen participation outreach but have historically chosen not to participate or provide input into development of the Plan.

**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	Pinellas County Homeless Leadership Alliance	Goals: Increase progress toward ending chronic homelessness; Increase housing stability; Use rapid re-housing as a method to reduce family homelessness; Supportive services
Pinellas County Strategic Plan	Pinellas County Board of County Commissioners	Vision: To be the standard for public service in America. Mission: Meeting the needs and concerns of the community today and tomorrow. Key Results: Guided by resident priorities expressed in the National Community Survey™, the Pinellas County Strategic Plan centers around four key results: Prosperity and Opportunity; Healthy and Safe Communities; Resilient Infrastructure and Environment; and Smart Service Delivery.
Pinellas by Design	Pinellas County Economic Development	Goal: Establishes economic, real estate, and urban design strategies to serve as a foundation for future countywide economic development and redevelopment efforts.
Affordable Housing Compact	Pinellas County and Local Jurisdictions	The compact is to have a unified commitment to expanding affordable housing. Overlapping Goal: Housing
Pinellas County SHIP LHAP & LHIS	Pinellas County Housing and Community Development Department	The Community Development Division completed the FY 2024-2027 Local Housing Assistance Plan for the County. Affordable Housing Strategies: Create partnerships/ produce new rental and owner housing or preserve existing rental and owner housing; Promote housing opportunities; Provide housing services.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative**

The County partnered with the City of Largo for a joint public meeting with agencies serving the community. Residents were invited as well. Pinellas County, City of St. Petersburg, City of Clearwater, City of

Pinellas Park, JWB, HLA and various other agencies have been participating in monthly meetings to identify community needs and update on available financial resources to serve the community.

Representatives from each of the 18 municipalities located within the County who also cooperate with the County in the CDBG program, were invited to participate and to provide input on the needs within each of their communities.

The cities of Clearwater, Largo, Pinellas Park, and St. Petersburg are entitlement jurisdictions located within Pinellas County. When funding requests are made to the County for projects physically located within the geographic limits of these entitlement jurisdictions, the County coordinates closely with the respective jurisdiction to jointly fund projects that serve both City and County residents.

Effective implementation of the Consolidated Plan involves a variety of agencies both in the community and in the County. Pinellas County also reviews and approves plans of the local housing authorities for consistency with the County's Consolidated Plan. Coordination and collaboration between agencies are important to ensuring that the needs in the community are addressed. The Pinellas County Consortium maintains an ongoing relationship with local housing authorities, affordable housing providers, and agencies providing services to low- and moderate-income populations and the homeless. Not all agencies were able to attend the public hearings but consult and discuss needs with County staff throughout the year as needed.

Consultation with Federal Communications Commission/National Telecommunication and Information Administration (NTIA)/Broadband USA for continued monitoring of broadband needs in the County, ensuring internet access, including sufficient competition between broadband service providers, for residents which is critical in supporting economic opportunity among low- and moderate-income households. Nearly the entire county is served by three or more fixed residential broadband providers at speeds slightly higher than the statewide percentage.

The County is committed to continuing its participation and coordination with federal, state, municipal and local agencies, as well as with the private and non-profit sectors, to serve the needs of low- and moderate- income and special needs individuals and families in the community. In particular, the County will continue to work in close coordination with County departments regarding infrastructure improvements and the provision of public facilities and services.

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

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

The Consortium made every effort to broaden citizen participation. Public notices were advertised in four local newspapers [*Tampa Bay Times* (general circulation), *LaGaceta* (Spanish), *The Weekly Challenger* (African American communities), and *Tre Florida* (Vietnamese language)], placed on Pinellas County's online Government Calendar, and on the County's Community Development Division webpage. In addition, advisory emails were sent to all participating jurisdictions; public service providers (e.g., housing, homeless, health, and social services); and other interested parties to advertise public meetings and public hearings, and to request comments on the Action Plan.

Public participation efforts were designed to identify strengths and needs, increase the community's knowledge, establish partnerships, and align resources, and allow for community buy-in and support of the Plan.

Pinellas County's Consolidated Plan for 2020-2024 is the result of an ongoing process of consultation and coordination to ensure that all residents have an opportunity to help shape a community vision for the County. Regularly, housing and community development needs are made known to County and City staff and housing and service providers through various means:

1. Administration of Affordable Housing Programs for Pinellas County;
2. Participation of County staff on committees of local agencies such as the Neighborhood Family Centers and the Housing Finance Authority of Pinellas County;
3. Technical assistance to agencies and other entities for the CDBG, HOME, and ESG programs;
4. Participation in public forums such as the Behavioral Health Summit at the direction of the Health and Human Services Coordinating Council, and neighborhood meetings with communities including Lealman and Ridgecrest;
5. Meetings with public housing authorities; and
6. Outreach to minorities, non-English speakers, and persons with disabilities: public hearings and meetings are the primary means by which individual citizens can provide input into the Consolidated Plan. Open meetings are held at the town level, city level, and countywide level. All such meetings are scheduled in advance and posted in the community. All meetings are held in handicapped accessible facilities with Spanish translation available if needed.

As part of the Citizen Participation process, Pinellas County held a Needs Assessment public hearing in January 2024. Participating cities, partner agencies, and community organizations were encouraged to participate and provide input on how funds should be allocated to programs and projects related to housing, homelessness, special needs, and community development. The results of the input received during the public meetings help to identify the priority housing and community development needs for the next year.

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## Citizen Participation Outreach

Summary of 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	Internet Outreach	Non-targeted/ Broad Community	Meeting notices were posted on the Community Development Division webpage for the January Needs Assessment public hearing.	Not applicable (no comments received on the webpage notices specifically). Notice to general public, participating cities, partner agencies, and community organizations.	Not applicable (no comments received on the webpage notices specifically).	<a href="https://pinellas.gov/community-development-notices/">https://pinellas.gov/community-development-notices/</a>
2	Newspaper Ad	Minorities; Non-English Speaking (Vietnamese & Spanish) Non-targeted/ Broad Community	Public meeting notices for the joint Needs Assessment and Past Performance Review on 1/10/24, were published in Tampa Bay Times (general circulation) and in The Weekly Challenger (African American Newspaper).	Not applicable (no comments received on the newspaper ads specifically). Notice to general public, participating cities, partner agencies, and community organizations.	Not applicable (no comments received on the newspaper ads specifically).	
3	Other (Advisory Emails)	Other (Stakeholders)	Emails were sent to officials of participating cities, public service providers (housing, homeless, health, and social services), and affordable housing providers, notifying these stakeholders of the Action Plan process and the public meetings held in January.	Not applicable (no comments received on the advisory emails specifically). Notice to stakeholders, including government officials, public service providers, and affordable housing providers. Some email recipients attended the public meeting.	Not applicable (no comments received on the advisory emails specifically).	
4	Public Meeting	Non-targeted/ Broad Community Other (Stakeholders)	A Joint Needs Assessment and Past Performance Review Public Hearing was held by the City of Largo and Pinellas County on 1/10/24, in person at the Pinellas County Housing and Community Development Conference Room and via the Zoom Meeting platform with 19 total in person and virtual attendees.	Summary of comments in Attachment A – Citizen Participation	All comments were considered during development of the Action Plan.	

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)
5	Internet Outreach	Non-targeted/ Broad Community	Comment period notice was placed on the Community Development Division webpage.	TBD	TBD	<a href="https://pinellas.gov/community-development-notice/">https://pinellas.gov/community-development-notice/</a>
6	Newspaper Ad	Minorities; Non-English Speaking (Vietnamese & Spanish) Non-targeted/ Broad Community Other (Stakeholders)	Notice of comment period ad was published in the Tampa Bay Times (general circulation), LaGaceta (Spanish), Tre Florida (Vietnamese language newspaper), The Weekly Challenger (African American communities).	TBD	TBD	
7	Public comment	Non-targeted/ Broad Community	30-day public comment period was held March 31, 2024 thru April 30, 2024.	TBD	TBD	
8	Internet Outreach	Non-targeted/ Broad Community	Notice was posted on the Community Development Division webpage for the public hear on ____ and was placed on the Pinellas County Government Online Calendar in ____.	TBD	TBD	<a href="https://pinellas.gov/events/">https://pinellas.gov/events/</a>
9	Newspaper Ad	Minorities; Non-English Speaking (Vietnamese & Spanish) Non-targeted/ Broad Community Other (Stakeholders)	Notice of 5/21/24, public hearing ad was published in the in _____.	TBD	TBD	
10	Public Hearing	Non-targeted/ Broad Community	A Public Hearing will be held by the Pinellas County Board of County Commissioners on May 21, 2024, to receive comments prior to approval of the 2024-25 Action Plan.	TBD	TBD	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

In 2020, Pinellas County completed the 2020-2024 Consolidated Plan, a five-year strategic planning document developed with input from community residents, local governments, nonprofits, and other interested groups, identifying the County's priority housing, homeless, special populations, and community development needs. The Annual Action Plan, submitted each of the five years of the Consolidated Plan, identifies specific projects and activities to be undertaken each year to address the needs identified in the Consolidated Plan and further the identified five-year priorities and strategies.

Federal CDBG, HOME and ESG funds are allocated annually to entitlement communities through HUD to carry out housing and community development activities to benefit low- and moderate-income households. The Annual Action Plan is the Pinellas County Consortium's annual application for HOME funds and Pinellas County's application for CDBG and ESG funds. The County anticipates receiving approximately \$4,953,594.00 in Federal formula grant funding, including program income. This fifth Annual Action Plan outlines how the County will target these Federal resources to address the County's housing and community development needs during the upcoming fiscal year from October 1, 2024, through September 30, 2025. The Project Summary table in AP-38, details how the County will adjust project funding based on actual allocations amounts received.

The Pinellas County Consortium, grantee of Federal HOME funding, consists of the jurisdictions of Pinellas County, acting in its capacity as an Urban County, and the City of Largo. The Urban County, grantee of Federal CDBG and ESG funding, consists of all unincorporated areas and nineteen municipalities participating in the County's program. The County is the lead entity for the Consortium. The City of Largo prepares and approves its own Action Plan for CDBG funding.

The Pinellas County Housing and Community Development Department implements the CDBG, HOME and ESG programs. The Community Development Division is the lead agency in development, coordination, submission, and implementation of Pinellas County's Annual Action Plan. The Pinellas County Board of County Commissioners is the entity responsible for approving the application of grant funds for various activities identified in the Consolidated and Annual Action Plans.

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**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3, Annual Allocation: \$	Expected Amount Available Year 3, Program Income: \$	Expected Amount Available Year 3, Prior Year Resources: \$	Expected Amount Available Year 3, total: \$	Expected Amount Available Remainder of ConPlan \$	Narrative Description
CDBG	Public-Federal	Acquisition; Admin and Planning; Economic Development; Housing; Public Improvements; Public Services	\$2,475,188.00	\$30,000.00	\$0	\$0	\$2,505,188.00	CDBG funds are used to support housing, homeless, non-homeless special needs, and non- housing community development activities, as well as program administration.
HOME	Public-Federal	Acquisition; Homebuyer Assistance; Homeowner Rehab; Multifamily Rental New Construction; Multifamily Rental Rehab; New Construction for Ownership; TBRA	\$1,408,919.00	\$875,000.00	\$0	\$0	\$2,233,919.00	HOME funds are used to support housing activities, as well as program administration.
ESG	Public-Federal	Conversion and Rehab for Transitional Housing; Financial Assistance; Overnight Shelter; Rapid Re-Housing (Rental Assistance); Rental Assistance; Services; Transitional Housing	\$214,487.00	\$0	\$0	\$0	\$214,487.00	ESG funds are used to support homeless activities, as well as program administration.
Other (SHIP)	Public-State	Acquisition; Admin and Planning; Homebuyer assistance; Homeowner rehab; Housing; Multifamily rental new construction; Multifamily rental rehab; New construction for ownership; Rental assistance; Services	\$3,835,000.00	\$1,500,000.00	\$0	\$0	\$5,335,000.00	State SHIP funds are used to meet the local 25% match requirement for the HOME program and to support housing activities, as well as program administration.
Other (Housing Trust Fund)	Public-Local	Acquisition; Admin and Planning; Homeowner rehab; Housing; Multifamily rental new construction; Multifamily rental rehab; New construction for ownership	\$0	\$250,000.00	\$0	\$0	\$250,000.00	Local Housing Trust Fund (HTF) funds are used to meet the local 25% match requirement for the HOME program and to support housing activities.

**Table 5 – Expected Resources**

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

Pinellas County makes every reasonable effort to leverage financial support from other sources for projects receiving federal grant funds. CDBG program applicants must identify project funding from other sources as part of the competitive application process. As part of the project selection process, projects with other non-federal leverage funding receive additional points based on the amount of other non-federal funding contributed to the project. This process encourages applicants to structure project funding to include additional private, state, and local resources to leverage federal funds.

With HOME program funds, the Consortium uses HOME funds to provide down payment and closing cost assistance, leveraging private first mortgage funding. HOME program funds are also used in support of affordable housing development projects, leveraging other federal, state, local and private project funding. Leverage funds for affordable housing development are usually in the form of Low-Income Housing Tax Credits, Tax Exempt Bond Financing, State or local funding, and/or private developer contributions.

In addition to HOME funding, Pinellas County uses State Housing Initiatives Partnership (SHIP) funding to address affordable housing needs and meet identified affordable housing goals. The twenty-five percent (25%) match requirement for the HOME Program comes principally from SHIP dollars. These are local funds disbursed by the State from a State document stamp tax. Local Housing Trust Funds and Penny for Pinellas funds are also used to match HOME funds. SHIP, HTF, and Penny for Pinellas activities that are identified as HOME "look-alike" activities are tracked as HOME Match activities. Program income or recaptured funds from these match activities are designated as HOME funds and used for future HOME eligible activities.

Pinellas County will match Emergency Solutions Grant funds using County local general funds allocated to activities that are consistent with the following eligible ESG components: street outreach, emergency shelter, homelessness prevention, rapid re-housing, and homeless management information system.

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

The County's Real Estate Management Department distributes a list of properties available for tax deed sale and prosperities escheating to the County government after seven years of non-payment of taxes. Community Development Division staff reviews the list of properties for suitability as affordable housing if sufficient funding exists for acquisition and/or maintenance/holding costs until the property is developed/rehabilitated.

Although publicly owned land is rarely available, the County may lease land to agencies that address County identified needs for providing public services to low- and moderate-income persons, including the homeless and special needs populations, and creating suitable living environments in the seven (7) geographic priority areas, which include five (5) local Target Areas (Tarpon Springs, Greater Ridgecrest, East Lealman, Central Lealman, and High Point) and two (2) general areas (Urban County, Countywide). Currently, the County leases land to three agencies that address these identified needs.

**Discussion**

As stated, the County utilizes SHIP, HTF, and Penny for Pinellas funds to meet the local 25% match requirement for the HOME Program. Cooperation between the programs enhances the program's effectiveness by affording more residents housing opportunities that would not be available to them otherwise. The State requires that

65% of the SHIP allocation be expended on home ownership activities and 75% be expended on construction activities.

Pinellas County will use up to 15% of its annual allocation, plus up to 15% of prior year program income to determine the resources available to fund public service activities for each fiscal year. For fiscal year 24-25, the annual CDBG allocation is \$2,475,188 (15% - \$371,278.20). In March of 2024, at the time of project selection/funding determinations and updated following final funding allocation notice, Pinellas County had received \$8,638.52 in program income for fiscal year 2023-24 (15%, or \$1,295.78). Based on the allocation and the anticipated prior year program income of \$30,000.00, Pinellas County will be able to fund up to \$375,778.20 in public service activities and remain in compliance with the public service cap. As detailed in AP-38, Project Summary, Pinellas County has identified five (5) public service activities that will receive a total of \$374,064.49 in CDBG funding.

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## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility Improvements	2020	2024	Homeless; Non-Homeless Special Needs; Non-Housing Community Development	Countywide	Mental and behavioral health services; Homeless shelters, facilities, and services; Special needs housing, facilities, and services; Public Facilities and Improvements	CDBG: \$1,118,619.50	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 773 Persons Assisted
2	Public Services	2020	2024	Homeless; Non-Homeless Special Needs; Non-Housing Community Development	Urban County, Greater Ridgecrest	Homeless shelters, facilities, and services; Public Services	CDBG: \$374,064.49 ESG: \$110,605.68	Public service activities other than Low/Moderate Income Housing Benefit: 6,950 Persons Assisted Other: 10,000
3	Code Enforcement	2020	2024	Non-Housing Community Development	Central and East Lealman Target Areas	Code enforcement/blight removal	CDBG: \$65,000.00	Housing Code Enforcement/Foreclosed Property Care: 8,901 Household Housing Unit
4	Neighborhood Improvements	2020	2024	Non-Housing Community Development	East Lealman, Central Lealman, Greater Ridgecrest, High Point, Tarpon Springs Target Areas	Preservation/production of affordable housing; Special needs housing, facilities, and services; Public Facilities and Improvements	CDBG: \$316,466.41	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,970 Persons Assisted
5	Preservation of Housing	2020	2024	Affordable Housing; Public Housing	Countywide; Urban County	Preservation/production of affordable housing; Special needs housing, facilities, and services	CDBG: \$40,000.00 HOME: \$868,732.17 SHIP: \$1,500,000.00 HTF: \$112,500.00	Rental Units Rehabilitated: 35 Household Housing Units Homeowner Housing Rehabilitated: 15 Household Housing Units

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Production of Housing	2020	2024	Affordable Housing; Public Housing	Countywide; Urban County	Preservation/production of affordable housing; Special needs housing, facilities, and services	CDBG: \$40,000.00 HOME: \$1,045,932.48 SHIP: \$1,745,500.00 HTF: \$112,500.00	Rental Units Constructed: 21 Household Housing Units Homeowner Housing Added: 10 Household Housing Units
7	Homeownership Opportunities	2020	2024	Affordable Housing	Urban County	Preservation/production of affordable housing; Housing assistance,	HOME: \$95,862.45 SHIP: \$1,631,000.00	Direct Financial Assistance to Homebuyers: 25 Households Assisted Public Service Activities for Low/Moderate Income Housing Benefit: 350 Households Assisted
8	Rental Assistance	2020	2024	Affordable Housing; Homeless	Urban County	Housing Assistance	ESG: \$87,794.80	Homelessness Prevention: 15 Persons Assisted
9	Emergency/ Disaster Response	2020	2024	Other: Disaster Response	Countywide	Preservation/production of affordable housing, Housing assistance, Mental and behavioral health services, Homeless shelters, facilities, and services, Special needs housing, facilities, and services, Public facilities and improvements, Public services, Code enforcement/ blight removal, Economic development; Program Administration	N/A	N/A
10	Administration	2020	2024	Other: Administration	Countywide	Program Administration	CDBG: \$501,037.60 HOME: \$223,391.90 ESG: \$16,086.52 SHIP: \$458,500.00 HTF: \$25,000.00	Other: 0 Other

**Table 6 – Goals Summary**

## Goal Descriptions

Goal Name	Public Facility Improvements
Goal Description	Provide funding for the acquisition, design/engineering and/or construction/rehabilitation of facilities that benefit low- to moderate-income, homeless, and/or special needs populations.
Goal Name	Public Service
Goal Description	Provide funding for operating expenses of public services that benefit low- and moderate-income, homeless, and/or special needs populations. Pinellas County commits to staying in compliance with the 15% public service cap. The County commits to using no more than 15% of the annual allocation, plus 15% of prior year program income to determine the resources available to fund public service activities for each fiscal year.
Goal Name	Code Enforcement
Goal Description	Provide funding for the payment of salaries and overhead costs directly related to the enforcement of local codes in deteriorating or deteriorated areas in Target Areas.
Goal Name	Neighborhood Improvements
Goal Description	Provide funding for public facility improvements, physical improvements, and comprehensive neighborhood planning activities in Target Areas and HUD designated Low-Mod Areas to improve the quality of life and health of neighborhood residents.
Goal Name	Preservation of Housing
Goal Description	Provide funding for the acquisition and/or rehabilitation/preservation of housing affordable to low- and moderate-income residents. Pinellas County commits to meeting the required 15% HOME CHDO set-aside requirement. A minimum of 15% of HOME funds will be used for CHDO eligible activities. The minimum expenditure requirement will be met through activities addressing the Preservation of Housing and/or Production of Housing goals.
Goal Name	Production of Housing
Goal Description	Provide funding for the acquisition, development, and/or construction of new housing units affordable to low- and moderate-income residents. Pinellas County commits to meeting the required 15% HOME CHDO set-aside requirement. A minimum of 15% of HOME funds will be used for CHDO eligible activities. The minimum expenditure requirement will be met through activities addressing the Preservation of Housing and/or Production of Housing goals.
Goal Name	Homeownership Opportunities
Goal Description	Provide funding for direct assistance to prospective low- and moderate-income homebuyers, including down payment and closing cost assistance, credit counseling, and/or homeownership education/training.
Goal Name	Rental Assistance
Goal Description	Provide funding for rental assistance and security/utility deposits for income-eligible individuals/households or rapid rehousing for individuals/households at-risk of or already experiencing homelessness.
Goal Name	Emergency/Disaster Response
Goal Description	Provide assistance prior to, during and after a community emergency and/or disaster event to prepare for and/or mitigate loss, protect during an event, and aid with recovery.
Goal Name	Administration
Goal Description	General planning and administration costs associated with administering Federal CDBG, HOME, and ESG funds; State SHIP funds; and other local funding sources, including but not limited to Housing Trust Funds (HTF). Pinellas County commits to staying within the admin caps for each grant. For CDBG the County commits to staying within the 20% admin cap. The County will use no more than 20% of the annual allocation, plus up to 20% of program income for administrative expenses. For HOME, the County commits to staying within the 10% admin cap. The County will also use no more than 10% of the annual allocation, plus up to 10% of program income for administrative expenses. For ESG, the County commits to staying within the 7.5% admin cap. The County will use no more than 7.5% of the annual allocation for administrative expenses.

**Table 7 – Goal Descriptions**

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

It is estimated that the County will provide a total of 121 units of affordable housing to extremely low-, low-, and moderate-income households. HOME funds will be used to provide affordable housing to a total of 16 low- and moderate-income households. ESG funds will be used to provide affordable housing to a total of 15 extremely low-income households. State SHIP and local HTF funds will be used to provide affordable housing to a total of 90 households with the majority of the units for low- and moderate-income households. Funding will provide down payment/closing cost assistance, preserve the existing housing stock through acquisition/rehabilitation/modernization/replacement of owner or renter housing, and produce new housing stock through acquisition and/or construction of new owner or renter housing.

**AP-35 Projects - 91.420, 91.220(d)**

**Introduction**

Pinellas County has identified the following programs as a result of the priority needs identified in the Consolidated Plan. The activities being recommended in each of the programs for initial funding have been evaluated for eligibility, readiness to proceed, leveraged funds, and capacity of the entity carrying out the activity. Additionally, should funds become available from unanticipated program income or activities coming in under budget, the County has identified alternate activities or may add additional activities to the identified priority programs.

#	Project Name
1	Target Area Improvement Program (SL-3)
2	Public Facilities Program (SL-1)
3	Public Infrastructure Program (SL-3)
4	Public Services Program (SL-1)
5	Homeless and Homelessness Prevention Services Program (DH-2)
6	Housing Preservation Program (DH-1)
7	Housing Production Program (DH-1)
8	Homeownership Promotion Program (DH-2)
9	Economic Development Program
10	Disaster Response Program (SL-1; SL-3; DH-1)
11	Administration

**Table 8 – Project Information**

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

In making allocation recommendations, several factors were considered: activities must comply with CDBG national objectives; must address a priority identified in the Consolidated Strategic Plan; and must provide decent housing, a suitable living environment, or expand economic opportunities principally for low- and moderate-income persons. Pinellas County allocates investments geographically within its jurisdiction by utilizing a target area concept. Redevelopment and revitalization funds continue to be directed to the County’s targeted areas and provide support for redevelopment activities in cooperating cities. All areas are either principally low- and moderate-income as determined through the most up to date HUD provided Low- and Moderate-Income Summary Data or slum/blight

areas as designated by the local governments. This target area concept does not preclude the possibility that there will be projects selected that may operate countywide, or otherwise outside of one of the identified target areas.

Housing programs are available throughout the County, with a focus on areas with a concentration of older housing, as well as on special targeted areas. The Housing and Community Development Department encourages mixed-income developments.

The primary obstacle to meeting underserved needs is the limited resources available to address the identified priorities. The County is not able to fund all project proposals received during the application cycle. In addition, some of the obstacles to meeting underserved needs are as follows:

1. Lack of supply of affordable housing for extremely low-, low-, moderate- and middle-income families. Housing costs continue to rise. Pinellas County continue to experience increased rents and purchase prices. The median sales price of single-family homes in Pinellas County in February 2024 was \$452,000, is well outside the affordability range of a household with an income at the median family income. Average rents are not affordable, and households are barely able to afford rent making it difficult to afford necessities such as food, clothing, medical care, or transportation. According to the Florida Department of Commerce, 2022 Quarterly Census of Employment and Wages and the 2023 HUD Fair Market Rent for the Tampa-St. Petersburg-Clearwater MSA, for all occupations, at the median hourly wage of \$22.01, the maximum affordable rent is \$1,145, well below the 2023 HUD Fair Market Rent of \$1,659.
2. Local governmental policies, such as building codes, subdivision standards, and impact fees, are enacted to protect and further the general welfare of the public. However, a complex regulatory environment can have the unintended effect of creating barriers to housing affordability by increasing per unit costs associated with housing development.

## AP-38 Project Summary

### Project Summary Information

Sort Order	1
Project Name	Target Area Improvement Program (SL-3)
Target Area	Central Lealman Target Area; East Lealman Target Area; Greater Ridgecrest Target Area; High Point Target Area; Tarpon Springs Target Area; Urban County
Goals Supported	Neighborhood Improvements; Public Facility Improvements
Needs Addressed	Special needs housing, facilities, and services; Public Facilities and Improvements
Funding	CDBG: \$316,466.41
Description	Concentrated investment for public facility improvements, physical improvements and comprehensive planning activities in locally designated target areas and HUD designated Low/Mod Areas that will impact neighborhood stabilization, revitalization and improve the quality of life and health in order to achieve local objectives and desired outcomes. Some activities may be phased over multiple fiscal years and will be considered continuation projects. National Objective: LMA / LMC; Eligibility Citation(s): 570.201(a)(c)(d)(i) Objective: Suitable Living Environment; Outcome: Sustainability; National Objective, Objective, and Outcome are the same for all activities funded through the Target Area Improvement Program. All activities funded through this program will fall under one of the above-identified Eligibility Citations.
Target Date	9/30/2025

Estimate the number and type of families that will benefit from the proposed activities	13,970 low- to moderate-income people will benefit from activities proposed under the Target Area Improvement Program.
Location Description	Activities funded are located in County designated Local Target Areas or HUD designated Low/Mod Areas. These specific activities located in Target Areas will be funded: <ul style="list-style-type: none"> <li>• 111 West Lime St., Tarpon Springs</li> <li>• 230 East Live Oak St., Tarpon Springs</li> <li>• 400 South Walton Ave, Tarpon Springs</li> <li>• 1801 119<sup>th</sup> Street N, Largo</li> </ul>
Planned Activities	<p>In addition to FY24-25 funding, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. Planned activities include the following:</p> <p><u>YMCA of the Suncoast Greater Ridgecrest Facility Rehabilitation</u> - Funding replacement of flooring, scoreboards, and controllers.</p> <p><u>City of Tarpon Springs</u> - Funding replacement of community center sign and resurfacing parking lot.</p> <p><u>City of Tarpon Springs</u> - Funding replacement of exercise equipment at the City's outdoor exercise park.</p> <p><u>Boys &amp; Girls Club Tarpon Springs Facility Rehabilitation</u> - Funding roof replacement.</p> <p><u>Target Area Community Enhancement Program</u> - Community activities that enhance community appearance, neighborhood health/safety, address neighborhood deficiencies, promote a social interaction and a greater sense of community, including, but not limited to, community cleanups, community outreach, community events, community services and community facility improvements.</p> <p><u>Target Area Land Acquisition/Site Development</u> – Acquisition/site development activities including, but not limited to, zoning approvals, platting, site work, legal, design, consulting, surveys, geotechnical studies and investigations, utility engineering and environmental assessments, utility/ infrastructure installation, street lighting, other costs associated with property maintenance and site development; acquisition of signage easements and construction/installation of neighborhood signage.</p> <p><u>Target Area Improvement Program Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities.</p> <p>The proposed projects and award amounts listed above are based on an estimated FY 24-25 CDBG allocation that is equal to the current FY 23-24 CDBG allocation and projected program income. The proposed projects are listed in priority order based on application review scores. Should the actual CDBG allocation decrease, funding of Affordable Housing Development Programs below will be reduced first. Should additional reductions be required, funds will be reduced proportionally from Target Area Enhancement Program, Target Area Land Acquisition/Side Development. Should the actual CDBG allocation amount increase, alternate projects identified below may be funded.</p>
Sort Order	2
Project Name	Public Facilities Program (SL-1)
Target Area	Countywide
Goals Supported	Public Facility Improvements
Needs Addressed	Special needs housing, facilities, and services; Public facilities and improvements; Homeless shelters, facilities, and services
Funding	CDBG: \$1,118,619.50
Description	Funding new or existing facilities that provide services to low- and moderate-income or special needs populations. Some activities may be phased over multiple fiscal years and will be considered continuation projects. National Objective: LMC; Eligibility Citation(s): 570.201(a)(c)(d)(i) Objective: Suitable Living Environment; Outcome: Availability/ Accessibility; National Objective, Objective, and Outcome are the same for all activities funded through the Public Facility Improvement Program. All activities funded through this program will fall under one of the above-identified Eligibility Citations.

Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	773 low- to moderate-income people, including the homeless and those with special needs, will benefit from activities funded under the Public Facility Improvement Program.
Location Description	<p>Activities funded are located and serve residents countywide. These specific activity locations will be funded:</p> <ul style="list-style-type: none"> <li>• Confidential</li> <li>• 3190 75<sup>th</sup> Street N, St. Petersburg</li> <li>• 2510 Central Avenue, St. Petersburg</li> <li>• 1437 South Belcher Road, Clearwater</li> <li>• 4801 78<sup>th</sup> Avenue N, Pinellas Park</li> <li>• 5353 31<sup>st</sup> Street N, St. Petersburg</li> <li>• 6525 58<sup>th</sup> Avenue N, St. Petersburg</li> <li>• 1277 Otis C. Green Drive, Clearwater</li> <li>• 1200 North Betty Lane, Clearwater</li> </ul> <p>Alternate project addresses:</p>
Planned Activities	<p>In addition to 24-25 funding, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. Activities planned include the following.</p> <p><u>PARC Bert Muller Facility Rehabilitation - Phase 4</u> - Funding for Phase 4 of a bathroom renovation project, including ADA upgrades.</p> <p><u>PARC Burkett Villas Facility Rehabilitation</u> - Funding for the site improvements for and installation of a generator.</p> <p><u>PARC Curry Villas Facility Rehabilitation</u> - Funding for the site improvements for and installation of a generator.</p> <p><u>CASA Facility Rehabilitation</u> - Funding for site improvements for and installation of a driveway and entrance gate.</p> <p><u>Homeless Empowerment Program Facility Rehabilitation</u> - Funding for replacement of roof, siding, windows, doors, stairwell, including site preparation, landscaping, irrigation, and crawlspace ventilation.</p> <p><u>WestCare GulfCoast-Florida Mustard Seed Facility Rehabilitation</u> - Funding for roof replacement.</p> <p><u>Public Facility Program Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Public Facility Improvement Program.</p> <p>The proposed projects and award amounts listed above are based on an estimated FY 24-25 CDBG allocation that is equal to the current FY 23-24 CDBG allocation and projected program income. The proposed projects are listed in priority order based on application review scores. Should the actual CDBG allocation decrease, funding of Affordable Housing Development Programs below will be reduced first. Should additional reductions be required, funds will be reduced proportionally from Target Area Enhancement Program, Target Area Land Acquisition/Side Development. Should the actual CDBG allocation amount increase, alternate projects identified below may be funded.</p> <p>Alternate activities have been selected, subject to funding availability and project readiness:</p> <p><u>Directions for Living Facility Rehabilitation</u> - Electrical panel replacement including replacing necessary wiring, switchgears, branch breakers, and surge suppression units.</p> <p><u>Intercultural Advocacy Institute Hispanic Outreach Center Acquisition</u> – Acquisition of new building.</p> <p><u>Homeless Empowerment Program Facility Rehabilitation</u> - Floor replacement, interior painting, bathroom renovations, new ceiling lighting, new ceiling tiles, new AC supply and return grills, and a new hood exhaust make-up air system at the HEP Kitchen and Dining Room.</p> <p><u>Directions for Living Facility Rehabilitation</u>- Door replacement and installation of hardware including door handles with a digital access control system.</p> <p><u>Van Gogh’s Palette Vincent House Facility Rehabilitation</u> – Kitchen improvements.</p>

Sort Order	3
Project Name	Public Infrastructure Program (SL-3)
Target Area	Urban County; Countywide
Goals Supported	Elimination of Slum and Blight
Needs Addressed	Code enforcement/blight removal
Funding	CDBG: \$50,000.00
Description	Funding projects that address the prevention and elimination of slum and blight within the urban county or areas countywide where land may be cleared for future development. In addition to 24-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. National Objective: SBA / SBS; Eligibility Citation: 570.201(c)(d) Objective: Suitable Living Environment; Outcome: Sustainability; National Objective, Eligibility Citation, Objective, and Outcome are the same for all activities funded through the Public Infrastructure Program.
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	2 slum/blight housing units will be demolished, and/or lots will be cleared.
Location Description	Demolition/Clearance locations to be determined when slum/blight housing unit is identified.
Planned Activities	No new activities are planned under the Public Infrastructure Program include the following. Activities will continue to be provided through funding identified in prior program years. <u>Demolition and Clearance</u> - Demolition of deteriorated structures/improvements or clearance of land. <u>Public Infrastructure Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Public Infrastructure Improvement Program.
Sort Order	4
Project Name	Public Services Program (SL-1)
Target Area	Greater Ridgecrest Area; Urban County
Goals Supported	Public Services
Needs Addressed	Public Services; Homeless shelters, facilities, and services
Funding	CDBG: \$374,064.49 ESG: \$110,605.68
Description	CDBG, with a maximum 15% limitation, and ESG funds will be provided for salaries and operational services to entities that provide services to meet the needs of low- and moderate-income families. In addition to 24-25 funding identified below, any project may receive additional funds available from unanticipated program income. National Objective(s): LMC / LMA; Eligibility Citation: 570.201(e); Objective: Suitable Living Environment; Outcome: Availability/Accessibility; Eligibility Citation, Objective, and Outcome are the same for all activities funded through the Public Services Program. All activities funded through this program will fall under one of the above identified National Objectives.
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	6,590 low- to moderate-income people, including the homeless and those with special needs, will benefit from activities funded under the Public Services Program. 10,000 Other
Location Description	Activities funded under the Public Services Program are located countywide and serve residents of the urban county. These specific activity locations will be funded: <ul style="list-style-type: none"> <li>• 401 15<sup>th</sup> Street N, St. Petersburg</li> <li>• 1801 119<sup>th</sup> Street N, Largo (Greater Ridgecrest Area)</li> <li>• Scattered sights in the urban county</li> </ul>

Planned Activities	<p>Activities planned under the Public Services Program include the following. Projects identified below may receive additional funds available from unanticipated program income.</p> <p><u>St. Vincent de Paul CARES Operations</u> - Funding for operating expenses salaries and fringe benefits, utilities, supplies, program materials, food, travel, contract services, and administrative costs for the Bridging Families Program.</p> <p><u>Seniors in Service of Tampa Bay Operations</u> - Funding for operating expenses including program delivery salaries and fringe benefits for the Senior Companion Services Program.</p> <p><u>YMCA of the Suncoast Omni Center Operations</u> - Funding for operating expenses including utilities, program materials, janitorial supplies and service, aquatic chemicals, and a portion of base operational personnel costs at the County-owned Omni Center in the Greater Ridgcrest Target Area.</p> <p><u>Metropolitan Ministries Operations</u> - Funding for operating expenses including salaries and fringe benefits for Pinellas Brigade street outreach services.</p> <p><u>Target Area Community Enhancement Program</u> - Community clean-up activities in target areas that enhance community appearance, neighborhood health and safety, address neighborhood deficiencies.</p> <p>The proposed projects and award amounts listed above for Public Services Program projects are based on an estimated FY 24-25 CDBG allocation that is equal to the current FY 23-24 CDBG allocation and projected program income. The proposed projects are listed in priority order based on application review scores. Should the actual CDBG allocation decrease, funding will be provided to the projects in the above order, until funds are fully allocated. Should the actual CDBG allocation amount increase, additional funds may be made available to the YMCA of the Suncoast Omni Center Operations and/or the Target Area Community Enhancement Program Community Clean-up activity.</p> <p>In March of 2024, at the time of project selection/funding determinations and updated following final funding allocation notice, Pinellas County had received \$8,638.52 in program income for fiscal year 2023-24 (15%, or \$1,295.78). Based on the allocation and the anticipated prior year program income of \$30,000.00, Pinellas County will be able to fund up to \$375,778.20 and remain in compliance with the 15% public service cap.</p>
Sort Order	5
Project Name	Homeless and Homelessness Prevention Services Program (ESG20 Pinellas County)
Target Area	Countywide; Urban County
Goals Supported	Rental Assistance; Administration
Needs Addressed	Housing assistance; Program administration
Funding	ESG: \$214,487
Description	<p>Program facilitates providing essential services to shelter residents; rapidly rehousing homeless individuals and families and preventing families and individuals from becoming homeless by funding eligible activities within the following Emergency Solutions Grant Program components: Street Outreach, Emergency Shelter; Homelessness Prevention; Rapid Re-Housing and Data Collection. National Objective: LMC Eligibility Citation(s): 576.102, 576.103, 576.105, 576.106, 576.107, 576.108, 576.109Objective: Decent Housing; Outcome: Affordability; National Objective, Objective, and Outcome are the same for all activities funded through the Homeless and Homelessness Prevention Services Program. All activities funded through this program will fall under one of the above-identified Eligibility Citations.</p>
Target Date	9/30/2024
Estimate the number and type of families that will benefit from the proposed activities	15 persons will benefit from homeless prevention activities, such as rental assistance and rapid re-housing, and HMIS entry 10,000 persons - other
Location Description	Scattered sites in the urban county

Planned Activities	<p>Activities planned under the Homeless and Homelessness Prevention Services Program include the following:</p> <p><u>Emergency Solutions Grant (ESG) Program Components</u> - Funding of ESG program homelessness prevention component including rental assistance assisting with provision of stabilizing permanent housing by providing short/medium-term financial assistance, including rent payments and security/utility deposits, to individuals and families at risk of becoming homeless.</p> <p><u>Homeless and Homelessness Prevention Data Collection (HMIS)</u> - Staff costs related to the collection and entry of project-level beneficiary data into the Homeless Management Information System.</p> <p><u>Homeless Leadership Alliance Operations</u> - Funding for operating expenses for the Pinellas Homeless Management Information System including salaries and fringe benefits and administrative costs.</p> <p><u>Metropolitan Ministries Operations</u> - Funding for operating expenses including salaries and fringe benefits for Pinellas Brigade street outreach services.</p> <p>Project includes 7.5%, or \$16,086.52, for general planning and administration of ESG funds.</p>
Sort Order	6
Project Name	Housing Preservation Program (DH-1)
Target Area	Countywide; Urban County
Goals Supported	Preservation of Housing; Code Enforcement
Needs Addressed	Preservation/production of affordable housing; Code enforcement/blight removal
Funding	CDBG: \$105,000.00; HOME: \$868,732.17; SHIP: \$1,500,000.00; HTF: \$112,500.00
Description	<p>Program facilitates the preservation of affordable homeowner and rental units through rehabilitation and/or acquisition. Applications are provided on a first-come, first-qualified, first-served basis and funding selections are based on eligibility of households served and financial feasibility. Private funds available through local lending institutions may be leveraged by Federal funds. If insufficient applications are received during FY24-25, funds may be reprogrammed to other projects without amending this Action Plan. In addition to 24-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. CDBG National Objective: LMA; CDBG Eligibility Citation: 570.201 (k)(m) CDBG Objective: Suitable Living Environment CDBG Outcome: Sustainability HOME Eligibility Citation(s): 92.206(a)(c)(d) &amp;(f)HOME Objective: Decent Housing HOME Outcome: Availability/Accessibility. All activities funded through this program will fall under one of the above identified National Objectives, Eligibility Citations, Objectives, and Outcomes.</p>
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	<p>8,901 low- to moderate-income households (4,155 housing units) will benefit from activities funded under the Housing Preservation Program.</p> <p>15 Owner housing rehabilitated 35 Rental housing rehabilitated</p>
Location Description	Code enforcement activities will be focused in County Target Areas; Preservation of owner and renter households located countywide.

Planned Activities	<p>Activities planned under the Housing Preservation Program include the following:</p> <p><u>City of Largo Housing Preservation Programs</u> – Preservation of homeowner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or rehabilitation in the City of Largo.</p> <p><u>Housing Preservation Programs</u> - Preservation of homeowner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or rehabilitation.</p> <p><u>Target Area Code Enforcement</u> - Code enforcement activities in designated LMI Areas and Target Areas.</p> <p><u>Housing Preservation Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Housing Preservation Program.</p> <p>Pinellas County commits to meeting the required 15% HOME CHDO set-aside requirement. A minimum of 15% of HOME funds will be used for CHDO eligible activities. The minimum expenditure requirement will be met through funding activities through under Preservation of Housing and/or Production of Housing programs.</p>
Sort Order	7
Project Name	Housing Production Program (DH-1)
Target Area	Countywide; Urban County
Goals Supported	Production of Housing
Needs Addressed	Preservation/production of affordable housing, Special needs housing, facilities, and services
Funding	CDBG: \$40,000.00; HOME: \$1,054,932.48; SHIP: \$1,745,500.00; HTF: \$112,500.00
Description	<p>Program facilitates the construction of single-family and multifamily affordable housing units. Applications are provided on a first-come, first-qualified, first-serve basis and funding selections are based on eligibility of households served and financial feasibility. Private funds available through local lending institutions may be leveraged by Federal funds. Includes CHDO set-aside funding requirements. If insufficient applications are received during FY24-25, funds may be reprogrammed to other projects without amending this Action Plan. In addition to 24-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. CDBG National Objective: LMH; CDBG Eligibility Citation: 570.201(a) CDBG Objective: Decent Housing; CDBG Outcome: Availability/Accessibility; HOME Eligibility Citation(s): 92.206(a)(c)(d) &amp;(f); HOME Objective: Decent Housing; HOME Outcome: Availability/Accessibility. All activities funded through this program will fall under one of the above identified National Objectives, Eligibility Citations, Objectives, and Outcomes.</p>
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	31 low- to moderate-income owner and renter households will benefit from activities funded under the Housing Production Program. (10 Owner housing units constructed and 21 Rental housing units constructed)
Location Description	Production of homeowner and renter households located countywide.

Planned Activities	<p>Activities planned under the Housing Production Program include the following:</p> <p><u>City of Largo Housing Production Program</u> - Production of new affordable owner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or new construction in the City of Largo.</p> <p><u>Housing Production Program</u> - Production of new affordable owner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or new construction.</p> <p><u>Housing Production Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Housing Production Program.</p> <p>Pinellas County commits to meeting the required 15% HOME CHDO set-aside requirement. A minimum of 15% of HOME funds will be used for CHDO eligible activities. The minimum expenditure requirement will be met through funding activities through under Preservation of Housing and/or Production of Housing programs.</p>
Sort Order	8
Project Name	Homeownership Promotion Program (DH-2)
Target Area	Urban County
Goals Supported	Homeownership Opportunities
Needs Addressed	Housing assistance; Special needs housing, facilities, and services
Funding	HOME: \$95,862.45; SHIP: \$1,631,000.00
Description	<p>Program facilitates education of prospective and existing homeowners through counseling services and provides financial assistance to home buyers in the form of down payment and closing costs. If insufficient applications are received during FY24-25, funds may be reprogrammed to other projects without amending this Action Plan. In addition to 24-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. HOME Eligibility Citation: 92.206(c); HOME Objective: Decent Housing; HOME Outcome: Affordability. National Objective, Eligibility Citation, Objective, and Outcome are the same for all activities funded through the Public Infrastructure Program.</p>
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	375 low- to moderate-income households will benefit from activities funded under the Homeownership Promotion Program.
Location Description	Homebuyers of housing located in the jurisdiction of Pinellas County and City of Largo.
Planned Activities	<p>Activities planned under the Homeownership Promotion Program include the following:</p> <p><u>City of Largo Homeownership Promotion Programs</u> - Provide down payment/closing cost assistance to qualified homebuyers in the City of Largo.</p> <p><u>Homeownership Promotion Programs</u> - Provide down payment/closing cost assistance to qualified homebuyers.</p> <p><u>Homeownership Promotion Services</u> - Provide credit counseling, homeownership training, housing education and maintenance through counseling services to prospective low- and moderate-income homebuyers.</p> <p><u>Homeownership Assistance Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Homeownership Assistance Program.</p>
Sort Order	9
Project Name	Disaster Response Recovery (SL-1; SL-3; DH-1)
Target Area	Countywide
Goals Supported	Emergency/Disaster Response
Needs Addressed	Preservation/production of affordable housing; Housing assistance; Mental and behavioral health services; Homeless shelters, facilities, and services; Special needs housing, facilities, and services; Public facilities and improvements; Public services; Code enforcement/blight removal; Economic development; Administration
Funding	\$0

Description	Program facilitates disaster response and recovery activities following major disasters and emergencies. Funding may be used to cover a broad range of recovery activities to help the County recover from natural disasters and emergencies. Funding may be used for activities necessary for disaster relief, long-term recovery, restoration of infrastructure and housing, and economic revitalization in impacted and distressed areas. Activities will benefit eligible families with housing needs, agencies providing public services, businesses with economic development or revitalization needs and local planning and infrastructure needs. Uncommitted current or prior year funds or unanticipated program income may be used to fund disaster response activities.
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	Uncommitted current or prior year funds or unanticipated program income may be used to fund disaster response activities.
Location Description	Countywide
Planned Activities	Should the County experience a disaster, the County may reallocate funding to address disaster related activities.  CDBG, HOME, ESG, or other disaster/emergency funding provided by HUD would be used to address the disaster/emergency through a broad range of disaster recovery activities. Funding may be used for activities to address disaster relief, long-term recovery, restoration of infrastructure and housing, and economic revitalization in impacted and distressed areas. Activities will benefit eligible families with housing needs, nonprofit agencies providing public services with operating assistance or capital improvements, businesses with economic development or revitalization needs and local planning and infrastructure needs.
Sort Order	10
Project Name	Administration
Target Area	Countywide
Goals Supported	Administration
Needs Addressed	Program administration
Funding	CDBG: \$501,037.60; HOME: \$223,391.90; SHIP: \$458,500.00; HTF: \$25,000.00;
Description	General planning and administration costs for Federal CDBG and HOME programs, State SHIP programs and Local Housing Trust Fund programs. Due to system limitations, ESG administration is identified under the Homeless and Homelessness Prevention Services Program.
Target Date	9/30/2025
Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	N/A
Planned Activities	General planning and administration costs for Federal CDBG and HOME programs, State SHIP programs, and Local Housing Trust Fund programs.  Pinellas County commits to staying within the admin caps for each grant. For CDBG the County commits to staying within the 20% admin cap. The County will use no more than 20% of the annual allocation, plus up to 20% of program income for administrative expenses. For HOME, the County commits to staying within the 10% admin cap. The County will also use no more than 10% of the annual allocation, plus up to 10% of program income for administrative expenses. For ESG, the County commits to staying within the 7.5% admin cap. The County will use no more than 7.5% of the annual allocation for administrative expenses.

**Table 9 – Project Summary**

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

Redevelopment and revitalization funds will continue to be directed to five (5) County targeted areas, in addition to Countywide and Urban County. Targeted areas consist of low- and moderate-income concentration areas (51% or more of the population in the designated area has incomes at or below 80% of Area Median Income) determined through HUD generated Low- and Moderate-Income Summary Data. The five (5) target areas are Central Lealman Target Area (65% Low/Mod), East Lealman Target Area (65% Low/Mod), High Point Target Area (57% Low/Mod), Greater Ridgecrest Target Area (55% Low/Mod), and Tarpon Springs Target Area (81% Low/Mod).

Due to system limitations, actual percentage of geographic distribution cannot be entered into the table. The final percentages for geographic distribution are: 80.9% Countywide; 14.8% Urban County; 0.0% Tarpon Springs TA; 3.6% Greater Ridgecrest TA; 0.0% High Point TA; 0.4% Central Lealman TA; and 0.4% East Lealman TA.

Some target areas are also areas of minority concentration. The Tarpon Springs Target Area has a predominately low- and moderate-income population (81%) with significant African American and Hispanic populations (33% and 26%, respectively). These populations are most concentrated in Census Tract 274.02, Block Group 1 (88% African American) and Block Group 5 (43% Hispanic) based on 2014-2018 ACS data.

The High Point Target Area has a low- and moderate-income population of 57%. The area is quite large, with an estimated population of approximately 10,000. According to 2014-2018 ACS data, the area is also relatively diverse, with higher concentrations of African American, Asian, and Hispanic populations (21%, 5%, and 27%, respectively), when compared to Pinellas County overall. The poverty rate in the High Point Target Area is 29% of individuals and 19% of households.

The Greater Ridgecrest Target Area has a low- and moderate-income population of 55%, as calculated based on the CDP boundary. The CDP boundary intersects portions of two Census Tracts: 252.07 (Block Group 2) and 253.07 (Block Groups 2 and 3). According to 2014-2018 ACS data, the area has higher concentrations of African American and Hispanic populations (32%, and 9%, respectively), when compared to Pinellas County overall. These concentrations are highest between 119th Street N and the Pinellas Trail (46% and 14%, respectively). The poverty rate in the Greater Ridgecrest Target Area is 22% of individuals and 20% of households, calculated for the combined block groups.

Additionally, funds will continue to be used to provide support for redevelopment activities in cooperating cities with slum/blight areas as designated by the local government.

Housing programs are available countywide, with the exception of homeownership opportunities programs that are available in the Urban County, with a focus on areas with a concentration of older housing, as well as on special targeted areas. The Department encourages mixed-income developments. For activities involving homeless or special needs, the emphasis continues to be cooperation with other entitlement communities in the County to ensure that those in need within all areas of the County are served (while ensuring that the project sponsor or sub-grantee is serving Urban County residents).

## Geographic Distribution

Target Area	Percentage of Funds
Countywide	68.6%
Urban County	24.6%
Central Lealman Target Area	0.3%
East Lealman Target Area	0.3%
Greater Ridgecrest Target Area	4.2%
High Point Target Area	0.0%
Tarpon Springs Target Area	1.9%

**Table 10 - Geographic Distribution**

### Rationale for the priorities for allocating investments geographically

The CDBG program requires that each CDBG-funded activity must either principally benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight or meet a community development need having a particular urgency. With respect to activities that benefit all the residents of a given area, at least 51% of the area's residents must be low- and moderate-income. Some CDBG assisted activities, such as parks, neighborhoods, facilities, community centers and streets, serve an identified geographic area. These activities generally meet the low- and moderate-income principal benefit requirement if 51% of the residents in the activity's service area are low- and moderate-income. However, some communities have fewer areas in which 51% of the residents are low- and moderate-income. For these grantees, the CDBG law authorizes an exception criterion in order for such grantees to be able to undertake area benefit activities. Pinellas County is designated as an "Exception Grantee" by HUD. In order for a Census Block Group to qualify as a low- and moderate-income area, a Block Group in the County must contain 50.00% or more low/mod population.

Pinellas County allocates investments geographically within its jurisdiction by utilizing a target area concept. Target areas are established by meeting at least one of the following criteria:

1. At least 50% of the households in the area must have incomes at 80% or less of the HUD Median Family Income (MFI) for the Tampa-St. Petersburg MSA, adjusted by household size, or
2. There must be a substantial number of deteriorating or dilapidated buildings or infrastructure needs throughout the area, or
3. Generally, the current conditions of a target area meet the slum and blight definition of a locally designated Community Redevelopment Area (CRA), as defined in the Florida Statutes, Chapter 163, Part III, the "Act".

The list of Pinellas County CRAs within the Consortium includes those in Dunedin, Gulfport, Largo, Lealman, Oldsmar, Safety Harbor and Tarpon Springs. Each CRA was established pursuant to the criteria established in F.S.; Chapter 163 with extensive analysis of existing conditions, studies completed utilizing census data, along with local databases such as comprehensive plans, redevelopment implementation plans, capital improvement plans, and consultations with City and County personnel. The Consortium will continue to allocate its housing funds throughout the Consortium. ESG funding will be allocated to projects located outside the City of St. Petersburg. Both the City of Largo and Pinellas County (Urban County) will allocate their Community Development Block Grant (CDBG) funds within their respective low- income/redevelopment areas. They may also contribute to homeless and special needs projects outside the municipality boundaries.

## Discussion

The Pinellas County Board of County Commissioners' strategic vision is to improve the quality of life for Pinellas County residents and aims to have local municipalities, engaged citizens, and the County working together to better align resources, to revitalize and redevelop communities, and protect our natural resources.

In order to achieve this vision, the County analyzed the factors that contribute to systemic poverty in an effort to determine the needs of the community. This analysis, titled Economic Impact of Poverty Report, highlights seven factors that contribute to the cycle of poverty and drive the costs for combating poverty. The data identified five at-risk communities within the County. The five communities include East Tarpon Springs, North Greenwood, Highpoint, Lealman Corridor, and South St. Petersburg. Three of the five communities include areas that are County targeted areas: Tarpon Springs, Highpoint, and the Lealman Corridor. All five communities suffer from the same seven factors: insufficient transportation, access to food, access to health care, poorer health, lower educational attainment, increased crime rates, higher unemployment, and inadequate and insufficient housing. In May 2012, the Board unanimously adopted the findings in the Economic Impact of Poverty Report, prioritized funding and services for the five at-risk zones, and instructed County Departments to begin to work with community partners to implement the Healthy Communities Initiative. The Economic Impact of Poverty Report is scheduled to be updated this fiscal year.

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

Providing access to affordable housing for all residents continues to be a high priority for Pinellas County. Affordable housing will be provided through the use of Federal CDBG, HOME, ESG, State SHIP funds, local Housing Trust Funds, and Penny IV funds. Priorities include the acquisition, construction and/or rehabilitation of new and/or existing owner, rental, homeless and special needs housing, providing short-term rental assistance to homeless or at-risk individuals and households, and providing down payment and closing cost assistance for low- and moderate-income households.

One Year Goals for Households to be Supported	Number
Homeless	0
Non-Homeless	121
Special-Needs	0
<b>Total</b>	<b>121</b>

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

One Year Goals for Households Supported Through	Number
Rental Assistance	15
The Production of New Units	31
Rehab of Existing Units	50
Acquisition of Existing Units	25
<b>Total</b>	<b>121</b>

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

## Discussion

In 2024-25, providing affordable housing will specifically be addressed by:

- Providing down payment/closing cost assistance to 1 low- to moderate-income homebuyer using HOME funds. State SHIP funds will also be used to provide assistance to 24 additional households. Housing Counseling and Education will be supported with \$131,000 in SHIP funding and aims to assist 350 low- to moderate-income households.
- Preservation of the existing housing stock through acquisition and/or rehabilitation, preserving 9 units of owner or renter housing for low- to moderate-income households using HOME funds. State SHIP and local HTF and Penny IV funds will also be utilized to preserve 41 additional units.
- Production of new affordable housing through acquisition and/or rehabilitation, production of 5 units of new renter housing for low- to moderate-income households using HOME funds. State SHIP and local HTF funds will also be utilized to produce 26 additional units.
- Providing rental assistance and rapid rehousing to 15 low-income persons for homeless prevention and HMIS entry using ESG funds.

Approximately \$1.9 million in HOME funds will be used for single-family and multi-family residential acquisition, rehabilitation and construction, down-payment assistance, and purchase and rehabilitation for homebuyers. The State of Florida provides local entitlement jurisdictions with funds for housing under the State Housing Initiatives Partnership (SHIP) Program. The State requires that 65% of the allocation be expended on homeownership activities and 75% be expended on rehabilitation or construction activities. The anticipated SHIP funds available for fiscal year 2024-25 is approximately \$5.3 million in allocation and program income. These funds will be used for homeowner rehabilitation activities, down payment assistance, rental rehabilitation and new construction, and housing services. Program income in the amount of \$250,000 generated through the Local Housing Trust Fund will be expended on single-family and multi-family residential acquisition, rehabilitation, and construction activities. Private funds available through local lending institutions will be leveraged by Federal funds. Down payment assistance programs will leverage private money from individuals and families saving for down payments and closing costs and will also leverage private lender's mortgage financing in the purchase of homes. In new construction projects, investor and private lending institutions' funds will be leveraged by Federal funds. Federal funds will also leverage the use of private homeowner and investor-owned funds to accomplish rehabilitation.

Federal housing funds leverage local resources such as donated homes and land, relief from certain impact fees and regulations, as well as encourage private investment from developers and lending institutions.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### Introduction

Public Housing Authorities in Florida are created as independent organizations under Florida Statutes. Thus, the County interfaces with the local housing authorities on activities as requested by them, and the County has contributed toward safe and sound public housing, as well as the provision of recreational and other social accommodations. The County's policy, however, is not to substitute CDBG funds for funds that are available to the Housing Authority through other Federal programs.

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

Although there are no new activities planned with public housing authorities for the 2024-25, the County will continue the partnership with the housing authorities while completing existing projects.

Pinellas County worked with the Pinellas County Housing Authority (PCHA) as they've created a master plan for redevelopment of the Rainbow Village site, located in the Greater Ridgcrest Area. The County has committed up to \$1M in CDBG, \$1.5M in HOME, \$860,000 in SHIP, and has approved Penny for Pinellas funding for Heritage Oaks, replacing 48 units at Rainbow Village with 80 new units of senior housing.

PCHA continues to provide supportive and youth services to the residents and voucher holders on our programs. Scholarship assistance is available to those who are enrolled at St. Petersburg College (SPC) for those striving to reach self-sufficiency. PCHA continues to maintain the property making the necessary repairs, etc. to ensure they are providing safe, sanitary, and decent housing.

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

Each Family Self-Sufficiency Program (FSS) participant signs a Contract of Participation (COP) and creates a maximum five (5) year Individual Training and Service Plan (ITSP) that includes employment goals and identifies training or education needs. During the term of the COP, PCHA establishes an interest-bearing escrow account. The FSS escrow account offers the family the opportunity to save for the future. The amount of the escrow account reflects what would normally be an increase in the rent due to an increase in the family's earned income. As the participant earns more income and pays higher rent amounts, the escrow account increases. If the family meets its goals within five years and remains free of cash assistance for a period of one year, they will receive the funds in their escrow account.

Single Family Housing in the Ridgcrest Area: Renovation of the single-family homes donated by Pinellas County is underway. The end goal of this renovation project is to sell the home to a first-time homebuyer currently residing in public housing or participating in the HCV program.

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

Housing Authority performance for all housing authorities in Pinellas County is checked through HUD's Public and Indian Housing Information Center (PIC). The Pinellas County Housing Authority, Clearwater Housing Authority, and St. Petersburg Housing Authority, identified as Combined Program Types, continue to be designated as High Performers. The Tarpon Springs Housing Authority and Dunedin Housing Authority identified as Low-Rent Program types are not assessed a designation. However, both housing authorities are active and identified in HUD's Public and Indian Housing Information Center.

### **Discussion**

Housing authorities in Pinellas County are experiencing a loss of 100% HUD funded public housing and are moving towards affordable mixed-income new construction units, but still experiencing a net loss of units. In addition to the current funded projects and a potential joint project with the Pinellas County Housing Authority, funds may also be utilized to provide additional resources for preservation of existing units or acquisition of new units through the on-going housing application process and funding will be based on financial feasibility. Ongoing communication

with the Pinellas County Housing Authority, Dunedin Housing Authority and the Tarpon Springs Housing Authority will continue in order to identify opportunities to further address preservation of existing affordable housing units.

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

In February 2012, the Pinellas County Coalition for the Homeless, Inc. and the Homeless Leadership Network merged into the Homeless Leadership Board. In January 2020, the HLB changed its name to the Homeless Leadership Alliance (HLA) of Pinellas and is a nonprofit 501(c)(3). The Homeless Leadership Alliance of Pinellas serves as the Pinellas Continuum of Care Lead Agency, Collaborative Applicant and HMIS Lead Agency. The HLA provides supplemental services, coordination, and funding management to carry out the policy goals of the Continuum of Care.

The mission of the Homeless Leadership Alliance is to provide leadership in the planning, development and alignment of community advocacy, resources and strategies to prevent, divert and end homelessness in Pinellas County.

The new Homeless Leadership Alliance was created by an Interlocal Agreement between Pinellas County; the cities of Clearwater, Largo, Pinellas Park, St. Petersburg, and Tarpon Springs; the School Board of Pinellas County; the Pinellas-Pasco Public Defender's Office; and the Juvenile Welfare Board/Children's Services Board. The HLA administers the Pinellas Homeless Management Information System (PHMIS). The Board is responsible for setting and implementing policies for the homeless services system; planning, implementing, and advocating for design and critical activities of the Pinellas system of services; monitoring and reporting on system and provider performance towards adopted goals/outcomes (including the 2-1-1); designing, tracking, and reporting outcomes to ensure effective use of resources to ensure homeless persons gain stable housing; performing lead agency responsibilities for Federal and State homeless funding; administering Federal, State, and local public and private funding for homeless services; providing strategic alignment of funding to best meet the needs; coordinating between Interlocal Agreement entities; and advocating for effective homeless/at-risk services at the Federal, State, and local levels.

The Homeless Leadership Alliance identified families/children and chronic homeless (individuals, families) as the top priorities for housing in the strategic plan and is redirecting resources to them. Major cities, Pinellas County, the Juvenile Welfare Board, and others are setting the same priorities and are working together to create more housing. The Homeless Leadership Alliance adopted strategies to stop individuals and families from becoming chronically homeless by getting them into permanent housing more quickly. The Homeless Leadership Alliance continues to work with other Florida CoCs to get the Florida Legislature to consistently fund the State Sadowski Housing Trust Fund for very low-income housing.

### **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 HLA partners with the Juvenile Welfare Board's Children's Services Council and 2-1-1 Tampa Bay Cares on the Family Services Initiative (FSI) that works with families with needs. The goal of the Family Services Initiative is to prevent homelessness while working on longer term issues and to have one place for families to make initial contact for help. FSI is publicized widely as the place for homeless and at-risk families to go for help. Homeless and at-risk families call 2-1-1 and are directed to specific triage staff for short assessment.

Additionally, outreach to the homeless is done by three full-time and two half-time Street Outreach Teams who cover major parts of the county five days a week. The Street Outreach Teams are the center of the Continuum of Care's efforts to find and engage street homeless, in place, since late 2006. Each Street Outreach Team is composed of one law enforcement officer and one case manager. Additionally, Street Outreach individuals focus on finding unaccompanied youth. The Veterans Administration funds Veterans Outreach persons.

All the outreach personnel meet bi-monthly to discuss problems, identify increases/decreases in specific populations, problem-solve, and meet with providers of emergency mats and beds. Law enforcement staff members train their police departments on working with street homeless persons. Once a street homeless individual or couple seeks assistance, they are encouraged to go to Safe Harbor, the County's emergency homeless shelter and jail diversion program designed to be a safe haven for the homeless, where they are assigned a case manager for assessment and referral to services, etc. Unaccompanied youth are referred to Family Resources and other youth programs to get them off the street. Street Outreach Teams also process individuals for entrance to Pinellas Hope, another homeless shelter operated by Catholic Charities.

Through the Human Services Department, Pinellas County provides approximately \$10 Million in local funding for programs that serve homeless populations. Funding is provided to supportive housing programs; inebriate receiving facilities; emergency shelters for beds and services for homeless individuals, families, youth, pregnant women, and victims of domestic violence; homeless street outreach for engagement and case management; healthcare for the homeless; and rapid re-housing and homeless diversion/prevention.

The County plans to commit \$28,572.49 in CDBG funds and \$15,227.51 in ESG funds to one agency for street outreach operations.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Pinellas County one-year goals will support emergency and transitional housing needs by providing ESG and CDBG funding for several public facility improvement and public service projects including the Homeless and Homelessness Prevention Services Program. This program facilitates providing essential services to shelter residents; rapidly re-housing homeless individuals and families and preventing families and individuals from becoming homeless by funding eligible activities within the following Emergency Solutions Grant Program components: Street Outreach, Emergency Shelter; Homelessness Prevention; Rapid Re- Housing and Data Collection. The County plans to commit \$85,794.80 to this program for PY24. The County plans to commit \$570,003 in CDBG funds to three shelter facility improvement projects and \$56,500 in CDBG and funds to one agency for emergency shelter operations.

**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**

From FY15 through FY21, Emergency Solutions Grant funds were primarily used for homelessness prevention and rapid re-housing activities. Pinellas County will spend a minimum of 40% of ESG funds on prevention or re-housing activities, serving individuals and families through the Community Housing Assistance Program.

Pinellas County Human Services Department coordinates with the Juvenile Welfare Board (JWB) Family Service Initiative, which provides a range of prevention assistance to families/children (may include very- short term shelter

and case management to remain in/secure new housing). Pinellas County is providing homeless initiatives funding in support of emergency shelters and street outreach, funding health services for the homeless through the Mobile Medical Unit and Safe Harbor Clinic and funding to the Homeless Leadership Alliance. Additionally, the County has established and funds a Rapid-Re-Housing Program.

The Continuum of Care is exploring strategies and potential initiatives to shorten the period of time families are experiencing homelessness. The Pinellas County Human Services Department's Family Housing Assistance Program (FHAP) addresses the housing needs of homeless and families with children.

The Continuum of Care administers HMIS to formally monitor returns to homelessness from permanent housing programs (Rapid Re-Housing, Permanent Supportive Housing (PSH), Permanent Housing (PH)). This process will be the monitoring base of the System Quality Improvement Committee performance outcome monitoring/ evaluation system used to set goals and measure performance for the Continuum. HMIS staff meets monthly to review performance and identify a baseline for returns to homelessness from permanent housing. Continual monitoring/tracking of families/individuals who return to homelessness will evaluate the measures taken to reduce the chance of return. The most critical steps now for the Continuum to assist families/individuals are enrollment in cash/non-cash mainstream resources prior to exit and ongoing case management/contact with the person/family; this is in place for many PH/PSH programs but not for family rapid re-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.**

Pinellas County one-year goals will support helping low-income individuals and families avoid homelessness by providing ESG funds for the Homelessness Prevention Program. The County will use a portion of its fiscal year 24-25 ESG funds to provide short-term rental assistance for families that are at risk of becoming homeless. Additional prevention activities include outreach (affordable housing and fair housing rights), pre-purchase and post-purchase counseling, housing services, and eviction/foreclosure prevention.

The County will continue to monitor the availability of additional Federal funds that may become available to address homeless and homelessness prevention activities. Pinellas County will coordinate these activities with other jurisdictions within the County to ensure that eligible recipients are not moving needlessly in order to access the funding.

Pinellas County stakeholders including the Pinellas County Human Services Department, Pinellas County Sheriff's Office, Public Defender's Office, Juvenile Welfare Board and the community mental and behavioral healthcare providers came together to initiate a behavioral health high-utilizer program. The program features an integrated systems approach to target high utilizers of Pinellas County's public Baker Act facility and the County jail. As a part of the program, a Treatment Team assesses each participant using LOCUS (Behavioral Health assessment) and SPDAT (Housing and Case Management assessment) and designs individual treatment plans that will include regular team engagement and counseling. Case Manager(s) link the participants to needed services as identified by the assessments and provide follow-up to ensure services were received. The program incorporates engagement, housing, and intensive treatment to stabilize participants and help them live independently or supported (e.g., permanent supportive housing) in the community. Participants are also linked to entitlements and benefits they could potentially qualify for. The overarching benefits of the program are to end the costly cycle of recidivism in our jails, hospitals, and Baker Act facilities. It allows funds to be redirected to serve more residents with the most

effective, less costly services of behavioral health prevention and early intervention.

## **Discussion**

The Consortium is a member of the Pinellas County Homeless Leadership Alliance, formerly the Pinellas County Coalition for the Homeless, through the County's Human Services Department. The staffs of the Homeless Leadership Alliance, the County's Human Services Department and the Community Development Division meet every other month to coordinate on issues of mutual concern and benefit. The Pinellas County Homeless Leadership Alliance prepares and updates the County's Continuum of Care. The Homeless Leadership Network, now a part of the Homeless Leadership Alliance, made up of elected officials and community leaders, drafted Opening Doors of Opportunity: A 10-Year Plan to End Homelessness in Pinellas County, to establish the groundwork for guiding Pinellas County in their efforts to end homelessness. In June of 2015, Opening Doors was amended to reaffirm the strategies that continue to prove effective in preventing and ending homelessness. The 2015 Amendment encompasses much of the original Plan, but with some additions and clarifications that further strengthen its value as a living blueprint for action. The Consortium supports the Homeless Leadership Alliance and the priorities established in this plan match those of the Continuum of Care and the 10-Year Plan to End Homelessness.

The County, through the Human Services Department, also provides funding through its Homeless Initiatives Funding, for operating expenses and services for homeless shelters.

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

Pinellas County continues to work to eliminate barriers that limit the preservation and/or production of affordable ownership and rental housing for residents in the County. Based on Needs Assessment data, Pinellas County has a shortage of both affordable ownership and rental housing. The current median purchase price of a single-family home in Pinellas County is \$452,000, which is not affordable to low- and moderate-income households. Rent prices remain high, out of the reach of low- and moderate-income residents. In 2023, data from the National Low- Income Housing Coalition, identified Florida has the eleventh highest housing wage in the country. In Pinellas County, it takes a household income of \$66,360 to afford a two-bedroom rental unit at Fair Market Value, \$1,659 per month. In Pinellas County, a rent affordable to a household at 30% AMI is \$671 and rent affordable to a household at 50% AMI is \$1,118, well below the Fair Market Rents.

### **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**

Several factors impede development of affordable housing in the County. Government review processes have prolonged development timelines resulting in increased per unit housing development costs. Impact fees, charged to defray the cost of constructing and maintaining water, sewer and transportation systems, can increase the costs of single and multifamily developments. Zoning and Land Use Codes can restrict unit density, impacting the supply of affordable housing. These policies, although enacted to protect general public welfare, hinder affordable housing development. Over the next year, Pinellas County will continue to focus on the preservation of existing housing and production of new affordable units. Acquisition and rehabilitation of existing affordable units that are in the foreclosure process or in jeopardy of losing affordability subsidies will continue.

Barrier: Government Review Processes and Fees/Construction costs. To help ameliorate these barriers, the County will continue to support the established Affordable Housing Incentive Program to provide private sector builders and developers with regulatory and financial incentives to produce affordable housing.

Incentives include an expedited permitting process, impact and review fee waivers, allowance of increased density levels, reduction of parking and setback requirements, and use of an established process to consider, before adoption, proposed land development code changes that may have a significant impact on the cost of housing. These incentives are periodically reviewed in conjunction with the State of Florida statutory requirements of the State's SHIP Affordable Housing funds. An Affordable Housing Advisory Committee involved with the planning and implementation of affordable housing reviews established policies and procedures, ordinances, land development regulations and triennially submit a report to the State.

Barrier: Cost of Land. To help ameliorate these barriers, Pinellas County, through the Housing Finance Authority of Pinellas County, utilizes community land trusts to enable land costs to be diminished in the development equation, making the end product more affordable. Additionally, through the Affordable Housing Incentive Program, the County can donate publicly owned land to nonprofits to be used for affordable housing. Funding is used to purchase and assemble land that would be suitable for creation of affordable workforce housing and mixed-use developments. These properties are located anywhere in the County and remain under County ownership in the Community Land Trust Program. The land is leased to employers, residents and/or developers. Lease revenue, payments in lieu of taxes, or other similar means would be used to continually replenish the fund and perpetuate the assembly program.

Barrier: Tenant/Purchaser Issues. The County will continue its efforts to educate citizens about barriers that can be eliminated, such as poor credit. This will be done through staff educational efforts, as well as through agencies that provide credit counseling.

## **Discussion**

Funding allocations for FY24-24 remained fair consistent for HOME and CDBG allocations and for declined for State affordable housing funds. However, the cost of housing in the County continues to rise at with owner and rental housing rising to levels that are unaffordable to low- and moderate-income households. The most significant barrier continues to be the lack of financial resources available to address affordable housing needs in the County.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

Listed below are the actions planned to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

### **Actions planned to address obstacles to meeting underserved needs**

The largest obstacle that Pinellas County faces is the lack of necessary funding for affordable housing. The County continues to lose affordable housing units as affordability requirements expire; however, the limited funding that is available restricts the ability to respond to preserving the units. There continues to be a need for affordable

housing within the Consortium. The County will continue to work with non-profits to identify additional funding for purchase and purchase/rehabilitation of existing affordable units.

Pinellas County has very limited undeveloped land available to create additional affordable units within the Consortium. In 2007, the County authorized the Housing Finance Authority to utilize land trusts to help facilitate the long-term preservation of affordable housing projects in Pinellas County. Pinellas County dedicated \$15 Million of Penny for Pinellas revenue, known as Penny III, from a one-cent sales tax for providing affordable housing within the County. The County had an existing Interlocal Agreement with the Housing Finance Authority of Pinellas County for administration of the County's Community Housing Program. In June of 2015, the Interlocal Agreement was amended to include acquisition and land assembly.

Penny III funding is provided to acquire land suitable for creation of affordable workforce housing and mixed-use developments, to be held in a Land Trust and utilized for affordable housing. Developments selected for the funding could be located anywhere in the County; however, the land must remain under County ownership in the Community Land Trust Program. The land is leased to owners and/or developers. Lease revenue, payments in lieu of taxes, or other similar means is used to continually replenish the fund and perpetuate the assembly program. Approximately \$13.2M in Penny III funding has been provided for eleven (11) projects that will produce 527 units of affordable housing. The \$13.2M has leveraged approximately \$79.9M of private financing.

Pinellas County committed \$80 Million of the Countywide Affordable Housing and Economic Development Capital Project Funds ("Penny IV Funds") to be utilized to support the development and preservation of affordable housing and to facilitate economic development and high-quality growth of the local economy through strategic investments in capital projects.

Penny IV Funds are provided through an extension of the Infrastructure Sales Surtax, a voter-approved 1.0% sales tax that is dedicated to infrastructure improvement projects in Pinellas County. The approved ballot language included "land acquisition for affordable housing" and "capital projects to support economic development" as permissible uses of funds. For FY24 the County anticipates utilizing Penny IV funding on affordable housing programs. All assisted units will benefit households at or below 80% of AMI, with forty percent (40%) of the assisted units benefitting households at or below 60% of AMI. To date, four projects have been recommended for conditional approval by the Board.

### **Actions planned to foster and maintain affordable housing**

Fostering and maintaining affordable housing that may be lost from the assisted housing inventory is a high priority for the County. The County has established three priority programs that will address affordable housing needs in FY 24-25, the Housing Preservation, Housing Production, and Homeownership Promotion Programs. Specifically, the County will use CDBG, HOME, and other funding to:

- Provide down payment/closing cost assistance to 1 low- to moderate-income homebuyer using HOME funds. State SHIP funds will also be used to provide assistance to 24 additional households. Housing Counseling and Education will be supported with \$131,000 in SHIP funding and aims to assist 350 low- to moderate-income households.
- Preserve the existing housing stock through acquisition and/or rehabilitation, preserving 9 units of owner or renter housing for low- to moderate-income households using HOME funds. State SHIP and local HTF and Penny IV funds will also be utilized to preserve 41 additional units.
- Produce new affordable housing through acquisition and/or rehabilitation, production of 5 units of new renter housing for low- to moderate-income households using HOME funds. State SHIP and local HTF

funds will also be utilized to produce 26 additional units.

- Provide rental assistance and rapid rehousing to 15 low-income persons for homeless prevention and HMIS entry using ESG funds.

### **Actions planned to reduce lead-based paint hazards**

The Florida Department of Health (DoH) is the primary agency for addressing lead poisoning in the County. Budgetary constraints have limited lead screening and case management activities; however, the DoH still responds to reported cases of lead poisoning as determined by local pediatricians and health care providers.

The DoH performs epidemiological investigations to assure appropriate follow-up care is initiated, to prevent new cases, and to gather data to target future interventions. For children identified with high blood lead levels, a lead assessment of the home is recommended. A specialist performs inspections and risk assessments at no charge for families with children having elevated Blood Lead Levels (BLL), family day care homes, and day care centers. DoH also works to identify lead-based paint hazards in the environment.

The DoH, using revenue from Lead Poisoning Prevention Screening and Education Act provided physicians with information on how to report lead poisoning cases to the DoH, including reporting forms and educational materials for their patients; visited seventeen locations performing blood lead screenings; provided lead poisoning information and educational materials to parents and children during outreach events; provided information and educational materials to the parents of children with elevated blood lead levels and offered these parents an environmental health investigation; provided information and educational literature to Healthy Start staff, community partners, and members of the public; and made media appearances on English and Spanish language local news channels.

The Community Development Division follows procedures as specified in applicable regulations and, specifically, those detailed in Title X of the Housing and Community Development Act of 1992. Staff provides all required notifications to owners and occupants and inspect for defective paint surfaces of pre- 1978 properties. Any defective paint conditions found are included in the scope of work and treatment provided to the defective areas. All Department policies and procedures meet the concepts and requirements of Title X. Staff members with architectural or Risk Assessor training/experience orders and reviews paint inspections, risk assessments and clearance testing of suspect properties done by licensed testing professionals. Utilization of trained and certified lead professionals assures that lead hazard control and abatement work is done safely and effectively.

In every program where Federal funds are expended on a housing unit, the County incorporates the current procedures for hazard reduction or LBP abatement guidelines as defined in 24 CFR Part 35. The purpose of the regulation is to protect young children from lead-based paint hazards in housing that is receiving assistance from the Federal government or is being acquired or disposed of by the government. All houses built prior to 1978, purchased by the County for housing rehabilitation and stabilization are subject to the Lead-Safe Housing Rule Checklist, and associated guidance to assure compliance with the Lead-Safe Housing Rule.

Recent budget difficulties have eliminated and limited some of the efforts to expand screening programs and environmental investigations. Early identification through blood lead screening, testing and case follow-up of lead poisoning reduces the risk that children will suffer permanent damage. Going forward, more public and private funding efforts will be necessary to expand lead-based programs and initiatives and reduce the burden of lead poisoning in Pinellas County.

### **Actions planned to reduce the number of poverty-level families**

The County, to the extent allowed by the level of funding and economic conditions (housing market, job opportunity rate, health care systems, the willingness of the target populations to utilize the preferred assistance, etc.) acts to reduce the housing costs and fund services that could assist individuals to stabilize their lives and increase their job skills and marketability. By funding the maximum number of programs possible with the available resources, the County assists many agency programs that contribute to the reduction of the number of persons living below the poverty level.

The Pinellas County Board of County Commissioners' strategic vision is to improve the quality of life for Pinellas County residents and aims to have local municipalities, engaged citizens, and the County working together to better align resources, to revitalize and redevelop communities, and protect our natural resources.

The 2013 Economic Impact of Poverty Report highlighted seven factors that contribute to the cycle of poverty and drive the costs for combating poverty. The data identified five at-risk communities within the County. Three of the five communities include areas that are County targeted areas: Tarpon Springs, Highpoint, and the Lealman Corridor. All five communities suffer from the same seven factors: insufficient transportation, access to food, access to health care, poorer health, lower educational attainment, increased crime rates, higher unemployment, and inadequate and insufficient housing. The County will prioritize funding and services for the three target at-risk areas. The County plans to update the report in 2024.

Pinellas County committed \$80 Million of the Countywide Affordable Housing and Economic Development Capital Project Funds ("Penny IV Funds") to be utilized to support the development and preservation of affordable housing and to facilitate economic development and high-quality growth of the local economy through strategic investments in capital projects.

Penny IV Funds are provided through an extension of the Infrastructure Sales Surtax, a voter-approved 1.0% sales tax that is dedicated to infrastructure improvement projects in Pinellas County. The approved ballot language included "land acquisition for affordable housing" and "capital projects to support economic development" as permissible uses of funds. For FY23-24 the County will continue to utilize Penny funding for affordable housing programs. All assisted units will benefit households at or below 80% of AMI, with forty percent (40%) of the assisted units benefitting households at or below 60% of AMI.

### **Actions planned to develop institutional structure**

Non-profit agencies receiving CDBG, HOME, and ESG funding will primarily carry out the activities established in the Consolidated Plan in conjunction with the Community Development Division. Community Development is charged with executing the County's housing and community development programs that are aligned with the Pinellas County Consolidated Plan. A host of other public and private organizations contribute to this effort through the provision of financial and organizational resources that are coordinated with the CDBG, HOME, and ESG funding for projects.

These include neighborhood associations, the Housing Finance Authority of Pinellas, the Homeless Leadership Alliance, the Pinellas Planning Council, the Metropolitan Planning Organization, Pinellas County Health Department, Pinellas County Sheriff's Office, the Shimberg Center for Affordable Housing, University of South Florida, the Office of Human Rights, the Pinellas County Departments of Planning, Justice and Consumer Services, Building, Development and Review Services, Economic Development, Public Works, Utilities and various other non-profit, faith-based and community-based service providers and advocates.

The Pinellas County Housing Authority (PCHA) and the Tarpon Springs Housing Authority develop and maintain

public housing within the Consortium with a five-member board of commissioners governing each Authority. The County has no direct ability to exercise any oversight responsibility. Pinellas County and the Housing Authorities do work closely to address the housing needs of the community, such as providing financing for preservation of existing affordable housing units.

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

Key agencies that are involved in the implementation of the Plan as well as additional resources that may be available are described below.

The HLA, the Administrative Forum, and the Low-Income Housing Committee works with funding agencies and community providers to develop a human service system that provides seamless, high-quality care based on the best use of available resources.

#### **Public Sector**

The Community Development Division of the Planning Department administers community development and affordable housing programs, including programs that assist target income residents and serves as lead agency for CDBG and ESG funds for the County and Urban County and HOME funds for the Pinellas County Consortium.

The County's Human Services Department operates the welfare programs for the County.

Pinellas County Health Department offers a variety of services and programs to residents such as childcare licensing, childhood lead poisoning, family planning, Florida KidCare, Healthy Start, HIV/AIDs programs, WIC, and women's health, among others.

Housing Finance Authority of Pinellas County assists families and individuals with homeownership opportunities and increasing the number of affordable rental units available to residents.

Forward Pinellas' Long-Range Transportation Plan serves as a guide for making decisions regarding the future of Pinellas County's transportation system through the year 2035.

Pinellas County and Tarpon Springs Housing Authorities administer Housing Choice (Section 8) Voucher Programs and Family Self-Sufficiency Programs.

Supportive services are provided by Children's and Family Services, the Health Department, Agency for Persons with Disabilities, Departments of Elder Affairs, Veterans' Affairs, Juvenile Justice, and the Agency for Workforce Innovation. Funding is inadequate for the needs they are expected to meet.

A host of non-profit agencies that serve target income households within the County. A coordinated effort is necessary to facilitate service provisions to varying groups throughout the County. As members of the Consortium, Cooperating Cities will be instrumental in accomplishing identified goals and activities.

#### **Private Sector**

The private sector is an important collaborator in the services and programs associated with the Consolidated Plan bringing additional resources and expertise that can be used to supplement existing services or fill gaps in the system. Lenders, affordable housing developers, business and economic development organizations, and private service providers offer a variety of assistance to residents such as health care, small business assistance, residential

mortgage programs, commercial lending and assisted housing, among others.

**Discussion**

The County is committed to continuing its participation and coordination with Federal, State, municipal and local agencies, as well as with the private and non-profit sector, to serve the needs of target income individuals and families in the County. In particular, the County will continue to work in close coordination with County departments regarding infrastructure improvements and the provision of services.

**Program Specific Requirements**

**AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)**

**Introduction**

Pinellas County plans to use twenty percent (20%) of the total available CDBG funds for planning and administrative costs. The County plans to use ninety-five percent (98%) of the remaining CDBG funds on activities that will assist low- and moderate-income families either individually or on an area basis. The County will calculate the overall low- and moderate-income benefit on a one-year timeframe.

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

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

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

**Other CDBG Requirements**

1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	98.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

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

No other forms of investment are anticipated during the 2024-25 fiscal year.

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:

To ensure HOME affordability period requirements are met, the County, including subrecipients and consortium members, applies recapture provisions when HOME funds are used for direct homebuyer subsidy activities. Subrecipient agreements include requirements ensuring recapture provisions are followed.

Principal Residency

A homebuyer receiving HOME purchase assistance must reside in the home as his/her principal residence for the duration of the period of affordability.

Period of Affordability

The recapture provisions are in effect for a period of affordability. This period is based on the amount of direct HOME subsidy to the buyer (recapture), as follows:

*Amount of HOME funds-direct subsidy to buyer (recapture) / Period of Affordability*  
Under \$15,000 / 5 years  
\$15,000 to \$40,000 / 10 years  
Over \$40,000 / 15 years

Triggering Recapture

If, during the period of affordability, an owner voluntarily or involuntarily transfers his/her property (e.g., through a sale or foreclosure), the applicable recapture provisions go into effect.

HOME Direct Homebuyer Subsidy / Recapture Provisions

The amount subject to recapture is the direct HOME subsidy. The direct HOME subsidy includes the funds that enabled the homebuyer to purchase the unit: down payment and closing cost assistance, and assistance to fill the gap between the fair market value of the property and the sales price affordable to the buyer. If the unit is sold during the affordability period, the full mortgage amount becomes due and payable. In instances where net proceeds are not sufficient to recapture the entire direct HOME subsidy, recapture of all available proceeds shall be deemed to satisfy the recapture requirements. The net proceeds of a sale are the sales price minus non-HOME loan repayments and any closing costs. This amount represents the maximum amount the County may recapture under its Recapture Policy.

In order to enforce the recapture of HOME funds, the HOME recipient will be required to execute a mortgage in the amount of the HOME subsidy that is recorded as a lien against the property. The term of the mortgage will meet or exceed the minimum affordability period. In addition, the County will execute a Homebuyer

Agreement with each assisted buyer to address residency requirement terms of the recapture provision, and remedies for non-compliance.

### Noncompliance

During the affordability period, the County monitors homeowner's compliance with the principal residency requirement. An owner is noncompliant with HOME requirements if (1) he/she does not reside in the unit as principal residence due to vacating or renting out the unit to another household, or (2) if the recapture provisions are not satisfied. In the event of noncompliance, the owner is subject to repay outstanding HOME funds based on the total amount of direct subsidy to the buyer minus any principal HOME loan repayments.

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:

Pinellas County records land use restrictions on all units acquired with HOME funds. During the process of property ownership transfers, the County's restriction is identified in title commitments. If an owner voluntarily or involuntarily transfers his/her property (e.g., through a sale or foreclosure) during the period of affordability, the applicable recapture provisions go into effect. Additionally, properties acquired with HOME funds are required to include the County as an additional insured on homeowner insurance policies. The County proactively monitors the receipt of insurance policies to insure the property ownership has not changed.

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:

Pinellas County does not use HOME funds to refinance existing debt.

### **Emergency Solutions Grant (ESG)**

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

In FY 2024-25, Pinellas County will use Emergency Solutions Grant funding to address the following ESG eligible components: homelessness prevention and HMIS. The County will provide funding to the Homeless Leadership Alliance for the CoC's HMIS operations and will administer a Community Housing Assistance Program (CHAP) to provide homelessness prevention activities; and contribute data into HMIS. Coordination among emergency shelter providers, essential services providers, homelessness prevention and rapid re-housing assistance providers, and other homeless assistance providers will maximize the use of the ESG funding and ensure that there is a centralized effort to reach families in need. ESG funds will also be used to fund operations at an emergency shelter. The Written Standards for the Provision of ESG are attached.

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 Coordinated Entry System (CES) in Pinellas County is a system-wide process designed to serve homeless individuals and families. Pinellas County uses a multi-access approach for CES, to include a centralized phone hotline, geography specific points of access, and coordinated outreach to street locations. Each access point will employ the same assessment and referral process through the local HMIS. Access staff will assess for

diversion first, then screen for consumer need including prevention services. Access staff will conduct data entry, provide referrals, and potentially program admission (if applicable and appropriate). Vulnerability Index and Service Prioritization Decision Assistance Tools (VI-SPDAT) are used by outreach teams and access staff to determine the most appropriate housing path. The VI-SPDAT assessment will be entered directly from the field eliminating the use of paper and to prevent data entry errors. The VI-SPDAT score will populate to a Housing Priority List that will be managed by the CoC lead who will make referrals to appropriate housing.

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

Annually, Pinellas County opens a competitive application cycle to accept public facility, public infrastructure and public service applications from any organization that serves CDBG and ESG eligible clientele. Applications are reviewed for eligibility, scored, and ranked to determine a priority funding order. Once projects are prioritized, staff determines the appropriate funding source for each project.

Projects are funded from the appropriate funding source until all funds have been allocated. Emergency shelter activities identified for funding will receive up to a maximum of sixty percent (60%) of the total ESG grant. A minimum of forty percent (40%) of ESG funding will be allocated to homelessness prevention and/or rapid re-housing programs.

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

The County is unable to meet the requirement of 576.405 (a) as the Board is made up of elected officials. However, through coordination efforts with the local Continuum of Care provider, the Homeless Leadership Alliance, we will receive input from homeless or previously homeless individuals, as they are part of the Continuum process. Throughout the development of a homeless and homelessness prevention program, input was provided by the Continuum in the establishment of the policies.

5. Describe performance standards for evaluating ESG.

Consortium member agencies are part of the development and implementation of the Pinellas Coordinated Assessment process; ESG subcontractors will use the process for selecting families to enroll in their programs. All ESG participant data is entered in HMIS and the reports are used to track/report on ESG performance. Consortium member agency staffs are part of the System Quality Improvement Committee working to set performance outcome goals and overseeing measurement and reports.

The County evaluates ESG prevention activities by continuously monitoring the agencies selected to administer the CHAP program to ensure that CHAP program and ESG guidelines are being followed. In addition, before reimbursement can be made verification will be required including certification of homelessness, lease documents, and income calculations, as well as cancelled checks and invoices.

Specific performance agreements are executed each fiscal year with the selected agencies that require quarterly reimbursement requests and timely expenditure of funds. Agencies receiving funding under other components of the ESG program are contractually obligated to either provide the County with, or enter into the HMIS system, data on all people served and all assistance provided with ESG funding.

## **Discussion**

The Continuum of Care is exploring strategies to shorten the period of time families are experiencing homelessness. According to the 'Strategic Homelessness Action Plan for the Pinellas County Area', there is a critical lack of housing units and services for families with children.

## **ATTACHMENTS**

Attachment A – Citizen Participation

Attachment B – Authorizing Resolution

Attachment C – Proposed Projects

Attachment D – Local Target Areas

Attachment E – Public Notices

Attachment F – Written Standards for ESG

Attachment G – SF 424(s) and Certifications

## **Attachment A – Citizen Participation**

(Summary of Public Comments from comment period and May public hearing will be included in final Action Plan.)

**Public Hearing Minutes**  
**January 10, 2024**  
**Pinellas County, Florida and the City of Largo**  
**2022-2023 Program Performance**  
**2024-2025 Housing and Community Development Needs**

The public meeting, jointly presented by Pinellas County and the City of Largo, was held on Wednesday, January 10, 2024, in the Pinellas County Housing and Community Development Department’s Conference Room, 1st Floor, 310 Court Street, Clearwater, FL 33756 and by virtual participation utilizing the Zoom platform.

The meeting began promptly at 6:00 p.m. with the introduction of the facilitators and the attendees.

### **I. Welcome and Introductions**

#### **Attendees:**

- Allison LaRoy, WestCare Foundation, Inc.
- Amy Manning, Seniors in Service of Tampa Bay, Inc.
- Ann Cecilia Gross Almonte, CASA Pinellas
- Daisy Corea, St. Vincent de Paul CARES
- Dan Saracki, City of Oldsmar
- Elise Minkoff – Pinellas County Housing Authority
- Elke Cumming, Gulf Coast Jewish Family and Community Services
- Ellen Stoffer, Suncoast Housing Connections
- Erika Key, United Way Suncoast
- Gabrielle Holland, Gulfcoast Legal Services
- Gretchen Mullin-Sawicki, St. Petersburg College
- Helena Calhoun, PEMHS
- Judith Warren, St. Vincent de Paul CARES
- Karis Kaeser, Vincent House
- Lara Wojahn, Homeless Leadership Alliance of Pinellas
- Lorena Hardwick, Feeding Tampa Bay
- Marion White, PARC Center for Disabilities
- Quinn Cohen – Directions for Living
- Terri Harris - Pinellas County Housing Authority

#### **Staff Present:**

- Brook Gajan, Compliance Manager, Pinellas County, Facilitator
- Marcella Faucette, Community Development Specialist III, Pinellas County
- Shannon Lee, Community Development Specialist II, Pinellas County
- Arrow Woodard, Housing Grant Specialist, City of Largo, Facilitator
- Sheera Greene, City of Largo, Facilitator

## **II. Public Hearing**

### **Objectives of Meeting:**

The facilitator, Ms. Brook Gajan, Compliance Manager for the Pinellas County Housing and Community Development Department, thanked the participants for their in-person and virtual attendance and requested that the virtual attendees put their names, email addresses and organization affiliation in the chat box. Ms. Gajan explained the purpose of requesting such information is to be able to provide citizen input and participation when the County and the City of Largo prepare their Plans.

Ms. Gajan explained that the reason for the meeting was to discuss the Consolidated Plan Cycle for the Housing and Community Development grants for the 24-25 FY. She further stated that there is a consolidated plan process that the County must follow as being a part of an entitlement community and having those grants come into the County.

Ms. Gajan further elaborated that the County and the City of Largo do a joint meeting every year to discuss the County and the City of Largo's accomplishments for the closed year, which would be 2022-2023; to provide updates on the funding for 2024-2025; to obtain citizen input on the needs in the community; and to start the Action Plan process for funding that will be available October 1<sup>st</sup> for the County, as the Urban County, in conjunction with the City of Largo, as a consortium for housing funding.

## **III. Program Performance for FY22-23:**

### **Pinellas County Presentation**

Ms. Gajan shared a doughnut/bar-chart depicting the breakdown of Pinellas County's FY 22-23 Program Performance (October 1<sup>st</sup> -September 30<sup>th</sup>).

During FY 22-23 the County had revenues of just over \$16M available in Total Entitlement and in Program Income (income that the County generates in loans for housing activities). The County expended just over \$9.8M.

- Approximately \$2.48M in CDGB funding
- Approximately \$2.56M in CDGB-CV funding
- Approximately \$2.18M in HOME funding
- Approximately \$214K in ESG funding
- Approximately \$1.99M in ESG-CV funding

- Approximately \$6.45M in State Housing Initiative Partnership Program (SHIP)
- Approximately \$176K in Local Housing Trust Fund (HTF)

**Pinellas County Expenditures (approx. \$9.8M):**

- \$2M (approx.) or 22.7% of the funding went to Affordable Housing which includes both owner and rental housing.
- \$1.48M (approx.) or 15.0% of the funding went to Homeownership Opportunities and Services which includes the County's down payment assistance program and housing counseling services.
- \$2.2M (approx.) or 22.4% of the funding went to Homeless Assistance (Homelessness Prevention/Emergency Shelter Operations).
- \$1.3M (approx.) or 13.6% of the funding went to the Administration of all the programs of the funding sources.
- \$6K (approx.) or 6.2% of the funding went to Neighborhood Improvements/Code Enforcement which includes any of the projects that are funded in the County's locally designated Target Areas: Central Lealman, East Lealman, Greater Highpoint, Greater Ridgecrest, and Tarpon Springs.
- \$1.5M (approx.) or 15.4% of the funding went to Public Facility Improvements (completed construction or rehabilitation projects). Several projects were delayed or paused due to the pandemic. They are underway and will be completed and reported next year.
- \$441K (approx.) or 4.5% of the funding went to Public Services which includes service/operating dollars.
- \$22K (approx.) or 0.2% of the funding went to the Elimination of Slum/Blight which includes the County's clearance and demolition program. It also addresses the slum/blight issues of any of the cooperating cities that apply for funding for projects in their CRAs and Downtown Business Districts.

**Completed Activity Summary (10/1/2022 – 9/30/2023):**

This summary lists all the activities that were accomplished with the funding that was received over the last fiscal year.

**Housing Activities/Loan Portfolio (HOME, CDBG, ESG, SHIP, HTF):**

- Produced or preserved 207 affordable housing units in the last fiscal year, spending just over \$4M and leveraging private dollars of just over \$32M. This includes programs such as Down Payment Assistance, Homeowner Repair, Owner Housing Development, Rental Housing Development, and rental assistance through the Community Housing Assistance Program which does the County's homelessness prevention program.

### **Completed CDBG and CDBG-CV Projects:**

- Public Facility Improvements: Approximately \$440K was expended benefiting approximately 61K residents.
- Public Infrastructure (Slum/Blight) Improvements: Approximately \$15K was expended benefiting 1 housing unit.
- Public Services Program: Approximately \$421K was expended benefiting over 15K residents.
- Target Area Improvements: Approximately \$757K was expended benefiting over 97H residents.

### **City of Largo Presentation**

Ms. Sheera Greene, Housing Grant Specialist, City of Largo, shared the program performance for FY 22/23 (October 1<sup>st</sup> -September 30<sup>th</sup>):

Ms. Greene indicated that the City of Largo expended over \$4M amongst the different funding sources. She shared a pie-chart showing the breakdown of the City's investments. The City's largest investment was in Affordable Housing followed by Owner Housing Rehabilitation.

- CDBG Target Area Investment - \$965,931.51
- Affordable Housing Units Added - 17
- Housing Units Rehabilitated - 9
- Down Payment Assistance Provided - 6
- Residents Served through Public Services – 2,420

### **IV. Explanation of Community Development and Planning Grants/ Process**

Ms. Gajan explained that Pinellas County and the City of Largo, as entitlement jurisdictions, annually receive allocations of Federal funding from the US Department of Housing and Urban Development (HUD). Both the County and the City receive Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) grant funding. The County additionally receives Emergency Solutions Grant (ESG) funds.

The County and the City have a five-year plan called the Consolidated Plan. It is developed with citizen participation to identify what the needs are in the community and goals to address those needs over a five-year period.

Annually, the County and the City must prepare an Annual Action Plan which is our application to HUD for the CDBG, HOME and ESG funding and let them know what we are going to do with the funding. This year FY23-24 is the fourth (4<sup>th</sup>) year of our Five-Year Consolidated Plan. We are now planning for the 2024-2025 Action Plan which will be the fifth (5<sup>th</sup>) and final year of the existing Consolidated Plan and then we will begin the process for the next Five-Year Plan, next year.

Ms. Gajan explained CDBG, HOME and ESG funding as well as the activity types for which they can be used:

The CDBG funding is the least restrictive and has the largest variety of the types of projects that can be funded. These projects fall under the Public Service Operations and Public Facilities categories. The proposed projects simply must meet one of the CDBG national objectives:

- Serve low- and moderate-income - 70% of the funds received must be for projects that benefit or serve low- and moderate-income residents or households in the County, low- and moderate-income is at or below 80% of median income;
- Prevent slum and blight; or
- Address an urgent need.

CDBG can be used for the following activity types:

- Acquisition of property
- Demolition
- Rehabilitation of residential and non-residential structures
- Public facility construction/rehabilitation/ energy efficiency improvements – neighborhood centers, facilities that serve L/M persons – such as homeless, special needs, elderly, etc.
- Public facility improvements – infrastructure activities for cooperating cities - water and sewer facilities, streets, sidewalks, parks, etc. (in LMA or slum/blight areas (CRAs))
- Public services – operational support for neighborhood centers, facilities that serve L/M persons – such as homeless, special needs, elderly, etc.
- Economic development

Ms. Arrow Woodard, Housing Grant Specialist, City of Largo, interjected the fact there are a couple of new federal requirements that will impact the public facility projects. There is now the Build America, Buy America Act (BABA) which requires any construction, alteration, maintenance, or repair project using steel or iron where the total of any federal financial assistance in the project is \$250K or greater, is subject to the BABA where all iron and steel products used in the project must be produced in the United States.

Ms. Gajan transitioned into the explanation of the HOME program.

HOME funding is designated specifically for affordable housing. The funding must produce a unit of affordable housing for the benefit of a low- and moderate-income household, at or below 80% of median income. The funding can be used for:

- Acquisition
- Construction of new units
- Rehabilitation of existing units
- Down payment assistance for new home buyers

SHIP and HTF are two additional pots of money which are included when the County applies to the State for funding. They are large contributors to the ability for the County to meet the housing goals identified.

Ms. Gajan transitioned into the explanation of ESG funding.

ESG funding is designated specifically to assist the homeless:

- Homelessness prevention
- Rapid re-housing
- Emergency Shelter: shelter operations, rehabilitation, acquisition, or construction
- Street outreach

A minimum of 40% of ESG funding must be used for homeless prevention and rapid re-housing.

## V. Anticipated Funding and Priorities for FY24/25

### Pinellas County Presentation

Ms. Gajan stated that the County anticipates receiving approximately:

- \$2.5M in CDBG through its entitlement allocations and program income
- \$2.2M - \$2.3M in HOME
- A little over \$214K in ESG

Ms. Gajan indicated that the final allocations for FY24/25 funding levels may not be known until April or May 2024. For planning purposes, the County will move forward using the funding levels received for FY23/24.

Ms. Gajan informed the attendees that the application cycle started that day Wednesday, January 10, 2024, and that it ends on Friday, February 16, 2024. She stated that the Notice of Funding Availability (NOFA) was also in the newspaper and on the County's website.

Ms. Gajan elaborated that the County will be looking to receive applications to address **8 Priority Programs** that address the objectives and goals of the Consolidated Plan. All projects receiving funding fall within one of the programs:

- Target Area Improvement Program - (Neighborhood Improvements/Code Enforcement)
  - Greater Ridgecrest Target Area
  - Central Lealman
  - East Lealman
  - Tarpon Springs
  - High Point
- Public Facilities Program
- Public Infrastructure Program
- Public Services Program

Public Services funding is limited. It is capped at how much money can be spent funding Public Service activities. It is capped at 15% of allocation and 15% of prior year program income.

- Homeless and Homelessness Prevention Services Program
- Housing Preservation Program
- Housing Production Program
- Homeownership Promotion Program
- Emergency/Disaster Response Program

Ms. Gajan informed the attendees that applications must be submitted online through the Neighborly application portal and that the link for the software is available on the County's website and the information was also provided in the NOFA, which was emailed.

Application cycle for Affordable Housing Programs (Down Payment Assistance, Homeowner Repair, Owner/Rental Preservation Programs, Homeownership Opportunities and Services, CHAP-Homeless Prevention) run all year long.

Applications are due **Friday 2/16/2024, at 5:00 p.m.** The applications must be in system in "**application submitted**" status by 5:00pm.

Ms. Gajan requested that those planning to submit Public Facility applications keep in mind that Public Facility projects trigger Davis Bacon, a Federal Labor Wage Law which requires certain classifications of workers be paid a federally determined wage. This will cause the cost of the project to be higher than normal. She stated that it is important to ensure that when determining the cost of the project when getting quotes or bids that the contractors are aware that Davis Bacon is going to apply. She also reminded them of the aforementioned new federal requirement of Build America, Buy America Act. She stated that costs change from application submittal to the actual commencement of the construction of the project but to try to keep the requirements in mind when planning so that the estimates are as close as possible when making your funding request.

### **City of Largo Presentation**

Ms. Greene indicated that the City of Largo is anticipating over \$4M in funding and that the majority of the funding will be used for Housing Programs.

Ms. Greene also stated that the City will be putting out a Notice of Funding Availability (NOFA) within the next few weeks. She requested that all interested parties send her an email as provided in the chat as [sgreene@largo.com](mailto:sgreene@largo.com).

### **Priorities for FY24/25**

- Housing: Support projects that preserve or expand the affordable housing stock, foster homeownership, and/or access to rental housing.

- Neighborhoods: Work with residents and community stakeholders to implement projects that support the Housing Division’s Vision of empowering people to thrive in vibrant, inclusive neighborhoods.
- Supportive Services: Partner with local agencies to provide housing-, homeless- and special needs-related supportive services to help low- and moderate-income residents physically, mentally, and economically thrive in Largo.
- Supportive Services - Capital Improvements: Add, expand, or improve public facilities that will provide supportive services that will help Largo residents physically, mentally, and economically thrive in Largo. Projects that improve energy efficiency to enable service providers to use their operating funds more effectively toward client services, and/or projects that harden such facilities to improve disaster.
- Emergency Mitigation, Protection & Recovery: Assist the community of Largo prior to, during and after a community emergency and/or disaster event to prepare and/or mitigate loss, protect during an event, and aid with recovery.

**Funding Projections for FY 24-25:**

Preliminary estimates, including estimated unused carryover funds. Subject to change prior to finalization of Action Plan:

CDBG	\$1,162,783
HOME	\$1,290,836
SHIP	\$1,665,575
HTF	\$6,700
<u>General Fund</u>	<u>\$103,800</u>
<b>TOTAL:</b>	<b>\$4,229,695</b>

**Ongoing application cycle is open for:**

- Affordable Housing Development
- Housing Rehabilitation
- Down Payment Assistance

(Pinellas County and City of Largo handouts are attached at end of minutes)

The meeting was then opened for input from the attendees. There weren’t any Questions on Performance/Processes/Annual Action Plan.

Ms. Gajan thanked the attendees for their attendance and for anyone who had questions or comments regarding their specific projects to please stay on Zoom after the meeting adjourned or to contact her or Ms. Arrow Woodard or Ms. Sheera Greene directly.

Meeting adjourned.

**Attachment B – DRAFT Authorizing Resolution**

**RESOLUTION NO. 24-\_\_\_\_\_**

APPROVAL OF PINELLAS COUNTY'S 2024-2025 ANNUAL ACTION PLAN FOR COMMUNITY PLANNING AND DEVELOPMENT; AUTHORIZATION TO SUBMIT THE ANNUAL ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD); AUTHORIZATION FOR THE CHAIRMAN, OR DESIGNEE, TO SIGN AND THE CLERK TO ATTEST APPLICATIONS, CERTIFICATIONS, AND HUD GRANT AGREEMENTS; AUTHORIZATION FOR THE CHAIRMAN, OR DESIGNEE, TO SIGN AND THE CLERK TO ATTEST SPECIFIC PERFORMANCE AND LAND USE RESTRICTION AGREEMENTS, INCLUDING AMENDMENTS; AUTHORIZATION FOR THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE HOUSING PROGRAM SECURITY INSTRUMENTS, AGENCY AGREEMENTS AND LAND USE RESTRICTION AGREEMENTS, INCLUDING AMENDMENTS; AUTHORIZATION FOR THE HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT DIRECTOR TO SERVE AS CERTIFYING OFFICER FOR HUD ENVIRONMENTAL RESPONSIBILITIES; AUTHORIZATION FOR THE HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT DIRECTOR, OR DESIGNEE, TO SIGN AND FILE NECESSARY FORMS, REPORTS, AND OTHER ADMINISTRATIVE DOCUMENTS RELATED TO THE ADMINISTRATION OF THE ANNUAL ACTION PLAN; AND AUTHORIZATION FOR THE HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT TO HOLD A PUBLIC HEARING ON NEEDS AND PERFORMANCE IN THE FIRST QUARTER OF 2025 TO INITIATE THE 2025-2026 ACTION PLAN PROCESS.

**WHEREAS**, affordable housing and community development activities are an area of need in Pinellas County and are established program objectives of the Pinellas County Board of County Commissioners; and

**WHEREAS**, Pinellas County's long-term community development goal is to develop livable communities by providing decent housing, a suitable living environment and expanded economic opportunities, principally for persons of low- and moderate-income, and to aid in the prevention and elimination of slum and blight; and

**WHEREAS**, the Federal Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program, and HOME Investment Partnerships (HOME) Program provide local governments with flexible financial assistance to meet the needs of low- and moderate- income people and aid in the elimination of slum and blight; and

**WHEREAS**, Pinellas County and the City of Largo have formed a partnership (the “Consortium”) under the HOME Program to address affordable housing issues for low- and moderate-income households, with Pinellas County as the lead agency for the Consortium; and

**WHEREAS**, the Pinellas County Consortium’s FY 2020-2024 Consolidated Plan identifies objectives and priorities for housing, community revitalization, homeless, and persons with special needs to be addressed during the five years; and

**WHEREAS**, Pinellas County’s 2024-2025 Annual Action Plan is a One-Year Plan specifying how Pinellas County will utilize CDBG and ESG funds and how the Consortium will utilize HOME funds in the fifth year to address priorities identified in the Five-Year Consolidated Plan; and

**WHEREAS**, the Action Plan was developed through a process which included input from citizens and agencies through community meetings, public hearings, and a competitive application process; and

**WHEREAS**, it is necessary for Pinellas County to execute Specific Performance Agreements and Land Use Restriction Agreements with grant recipients to carry out community development projects and activities identified for funding in Pinellas County’s Annual Action Plan and to specify grant recipient’s financial and regulatory obligations; and

**WHEREAS**, it is necessary, at times, for Pinellas County to amend Specific Performance Agreements and Land Use Restriction Agreements resulting from project cost increases, changes in project scopes, project delays, availability of unanticipated funds, and/or other causes; and

**WHEREAS**, it is necessary for Pinellas County to execute Agency Agreements, Land Use Restriction Agreements, and other security instruments consistent with affordable housing program procedures to produce and preserve affordable housing; and

**WHEREAS**, HUD regulations require that site specific environmental reviews be performed for each project prior to submitting a Request for Release of Funds; and

**WHEREAS**, it is necessary to hold a public hearing in the first quarter of 2025 at the beginning of the FY 2025-2026 Annual Action Plan process for identifying needs and reviewing past performance; and

**WHEREAS**, this public hearing is for information-gathering purposes only and can be held by the Housing and Community Development Department on behalf of the Board of County Commissioners.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COUNTY COMMISSIONERS OF PINELLAS COUNTY, FLORIDA**, in its regular session duly assembled this 21<sup>st</sup> day of May 2024, does hereby approve the Pinellas County Annual Action Plan for FY 2024-2025 in the approximate amount anticipated to be allocated to Pinellas County by HUD of \$4,953,594.00, including anticipated program income, and authorizes submittal to the U.S. Department of Housing and Urban Development.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Chairman, or designee, be authorized to sign the Action Plan applications, certifications, grant agreements and the Clerk to attest.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that either the Chairman or, pursuant to Section 2-62, Pinellas County Code, the County Administrator, or their designee, be authorized to sign and the Clerk to attest Specific Performance Agreements and Land Use Restriction Agreements, and amendments thereto, pursuant to these grants.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that notwithstanding Section 2-62, Pinellas County Code, the Chairman or the County Administrator, or their designee, be authorized to sign and the Clerk to attest amendments to Specific Performance Agreements and Land Use Restriction Agreements, increasing the amount of the grant award to subrecipients, in an amount not to exceed \$100,000.00 or fifty percent (50%) of the grant award, whichever is greater.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the County Administrator, or their designee, be authorized to execute Housing Program Security Instruments, Agency Agreements, and Land Use Restriction Agreements, and amendments thereto, pursuant to these grants.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Housing and Community Development Department Director be authorized to carry out the responsibilities of certifying officer as provided in 24 C.F.R. Part 58, its related Federal authorities listed in Sections 58.5 and 58.6, as well as Section 102 of the National Environmental Policy Act (NEPA) and its related provisions in 40 CFR parts 1500 through 1508.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Housing and Community Development Department Director, or designee, be authorized to sign and file necessary reports, forms, and other documents related to the administration and operation of the CDBG, ESG, and HOME Programs, including the Consolidated Annual Performance and Evaluation Report. The Housing and Community Development Department Director or designee shall also have authority to authorize actions and execute documentation necessary in administering mortgage and mortgage notes associated with any of the

federal grants referenced herein, including but not limited to authorizing and executing mortgage modifications, accelerations, reinstatements, and assignments.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Housing and Community Development Department be authorized to hold a public hearing in the first quarter of 2025 on behalf of the Board of County Commissioners to review community development and housing program performance and assess community needs.

Commissioner \_\_\_\_\_ offered the foregoing resolution and hereby moved its adoption, which was seconded by Commissioner \_\_\_\_\_ and upon roll call, the vote was:

AYES:

NAYS:

ABSENT AND NOT VOTING:

**Attachment C – 2024-2025 Funding Recommendations**

## 2024-2025 Funding Recommendations

Project funding award amounts listed are estimates based on initial project review. Award amounts may increase or decrease for reasons such as, but not limited to, the following: competitive bid results, cost adjustments to comply with federal requirements, site plan approval, building permit requirements, funding provided by non-County sources, expansion of the project scope, etc. Projects listed as alternate activities will only be funded if additional funds become available. Any project identified may receive funds from uncommitted prior year funds or unanticipated program income.

### PRIORITY: TARGET AREA IMPROVEMENT PROGRAM

Concentrated investment for public facility improvements, physical improvements and comprehensive planning activities in locally designated target areas and/or HUD designated Low/Mod Areas that will impact neighborhood stabilization, revitalization and improve the quality of life and health in order to achieve local objectives and desired outcomes. Some activities may be phased over multiple fiscal years and will be considered continuation projects. In addition to 2024-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income.

### Activities Recommended for Funding

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>YMCA Greater Ridgecrest Branch Facility Rehabilitation</u> - Facility rehabilitation including replacing flooring, scoreboards, and controllers.	Low/Mod Area	SL-1	CDBG	3,235	People	\$46,436.00
<u>City of Tarpon Springs Community Center Improvement Project</u> - City of Tarpon Springs Community Center Improvement Project.	Low/Mod Area	SL-1	CDBG	2,735	People	\$90,000.00
<u>City of Tarpon Springs Exercise Park Improvement Project</u> - Park improvements including replacing outdoor park exercise equipment and installation of safety signs and cement surfacing under exercise equipment.	Low/Mod Area	SL-1	CDBG	1,430	People	\$35,999.86
<u>Boys &amp; Girls Clubs Tarpon Springs Facility Rehabilitation</u> - Facility rehabilitation including replacing roof at the Tarpon Springs Club facility.	Low/Mod Clientele	SL-1	CDBG	160	People	\$50,250.00
<u>Target Area Community Enhancement Program</u> - Community activities that enhance community appearance, neighborhood health and safety, address neighborhood deficiencies, promote a social interaction and a greater sense of community, including, but not limited to, community cleanups, community outreach, community events, community services and community facility improvements.	Low/Mod Area	SL-3	CDBG	3,235	People	\$77,780.55
<u>Target Area Land Acquisition/Site Development</u> - Acquisition and site development activities including, but not limited to, zoning approvals, platting, site work, legal, design, consulting, surveys, geotechnical studies and investigations, utility engineering and environmental assessments, utility/ infrastructure installation, street lighting, other costs associated with property maintenance and site development; acquisition of signage easements and construction/installation of neighborhood signage.	Low/Mod Area	SL-3	CDBG	3,235	People	\$15,000.00
<u>Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Target Area, Public Facility, and Public Infrastructure Programs.	Low/Mod Area	SL-3	CDBG	N/A	N/A	\$1,000.00
<b>Target Area Improvement Program Total:</b>						<b>\$316,466.41</b>

**PRIORITY: PUBLIC FACILITIES PROGRAM** - Funding new or existing facilities that provide services to meet the needs of low- and moderate-income or special needs populations. Some activities may be phased over multiple fiscal years and will be considered continuation projects. In addition to 2024-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income.

**Activities Recommended for Funding**

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>PARC - Bert Muller Bathroom Renovations - Phase IV</u> - Facility rehabilitation including bathroom renovations with ADA upgrades.	Low/Mod Clientele	SL-1	CDBG	48	People	\$352,665.50
<u>PARC - Burkett Villas Facility Rehabilitation</u> - Facility rehabilitation including installation of a generator including necessary site improvements.	Low/Mod Clientele	SL-1	CDBG	15	People	\$88,791.00
<u>PARC - Curry Villas Facility Rehabilitation</u> - Facility rehabilitation including installation of a generator including necessary site improvements.	Low/Mod Clientele	SL-1	CDBG	15	People	\$105,630.00
<u>Community Action Stops Abuse (CASA) Facility Rehabilitation</u> - Facility rehabilitation including emergency shelter site improvements and the installation of a second driveway and entrance gate.	Low/Mod Clientele	SL-1	CDBG	500	People	\$375,360.00
<u>Homeless Empowerment Program Family Transition Shelter Rehabilitation</u> - Facility rehabilitation including replacing roof, siding, windows, doors, and stairwell, including site preparation, landscaping, irrigation and crawlspace and ventilation at HEP's Family Transition Program Shelter.	Low/Mod Clientele	SL-1	CDBG	125	People	\$140,500.00
<u>WestCare GulfCoast-Florida Mustard Seed Facility Rehabilitation</u> - Facility rehabilitation including replacing roof at the Mustard Seed facility.	Low/Mod Clientele	SL-1	CDBG	15	People	\$105,630.00
<u>Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Target Area, Public Facility, and Public Infrastructure Programs.	Low/Mod Area	SL-3	CDBG	N/A	N/A	\$1,500.00
<b>Public Facilities Program Total:</b>						<b>\$1,118,619.50</b>

**Alternate Activities**

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>Directions for Living Facility Rehabilitation</u> - Facility rehabilitation including replacing electrical panels including replacing necessary wiring, switchgears, branch breakers, and surge suppression units.	Low/Mod Clientele	SL-1	CDBG	6,998	People	\$244,332.00
<u>Intercultural Advocacy Institute - Hispanic Outreach Center Acquisition</u> - Acquisition of new building.	Low/Mod Clientele	SL-1	CDBG	10,936	People	\$750,000.00
<u>Directions for Living Facility Rehabilitation</u> - Facility rehabilitation including replacing door including installation of door handles with a digital access control system.	Low/Mod Clientele	SL-1	CDBG	6,998	People	\$157,410.00
<u>Van Gogh's Palette Vincent House Facility Rehabilitation</u> - Facility rehabilitation including kitchen improvements.	Low/Mod Clientele	SL-1	CDBG	189	People	\$20,550.00

**PRIORITY: PUBLIC INFRASTRUCTURE PROGRAM** - Funding projects that address the prevention and elimination of slum and blight within the urban county or areas countywide where land may be cleared for future development. In addition to 2024-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income.

**Activities Recommended for Funding**

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>Demolition and Clearance Program</u> - Demolition of deteriorated structures/improvements or clearance of land.	Slum/Blight Spot/Area Low/Mod Area	SL-1	CDBG	6,998	People	\$244,332.00
<u>Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Target Area, Public Facility, and Public Infrastructure Programs.	Slum/Blight Spot/Area Low/Mod Area	SL-3	CDBG	N/A	N/A	PY Funds
<b>Public Infrastructure Program Total:</b>						<b>\$50,000.00</b>

**PRIORITY: PUBLIC SERVICES PROGRAM** - Funds will be provided, with a maximum 15% limitation, to provide salaries and operational services to entities that provide services to meet the needs of low- and moderate-income families. In addition to 2024-25 funding identified below, any project may receive additional funds available from unanticipated program income, up to the Public Service cap.

**Activities Recommended for Funding**

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>St. Vincent de Paul Cares Operations</u> - Operating expenses including salaries and fringe benefits, utilities, supplies, program materials, food, travel, contract services, and administrative costs for the Bridging Families Program.	Low/Mod Clientele	SL-1	CDBG	240	People	\$56,500.00
<u>Seniors in Service of Tampa Bay Operations</u> - Operating expenses including program delivery salaries and fringe benefits for the Senior Companion Services Program.	Low/Mod Clientele	SL-1	CDBG	105	People	\$32,992.00
<u>YMCA of the Suncoast Omni Center Operations</u> - Operating expenses including utilities, program materials, janitorial supplies and service, aquatic chemicals, salaries and fringe benefits, and administrative costs at the County-owned Omni Center in the Greater Ridgecrest Area.	Low/Mod Area	SL-1	CDBG	3,235	People	\$235,000.00
<u>Metropolitan Ministries Street Outreach Operations</u> - Operating expenses including salaries and fringe benefits for Pinellas Brigade street outreach services (project also receiving ESG funding).	Low/Mod Clientele	SL-1	CDBG	200	People	\$28,572.49
<u>Target Area Community Enhancement Program - Community Clean-Ups</u> - Community clean-up activities in target areas that enhance community appearance, neighborhood health and safety, address neighborhood deficiencies.	Low/Mod Area	SL-1	CDBG	3,235	People	\$21,000.00
<b>Public Services Program Total:</b>						<b>\$374,064.49</b>

**PRIORITY: HOMELESS AND HOMELESSNESS PREVENTION SERVICES PROGRAM** - Program facilitates providing essential services to shelter residents; rapidly rehousing homeless individuals and families and preventing families and individuals from becoming homeless by funding eligible activities within the following Emergency Solutions Grant Program components: Street Outreach, Emergency Shelter; Homelessness Prevention; Rapid Re-Housing and Data Collection.

**Activities Recommended for Funding**

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>Emergency Solutions Grant (ESG) Program Components</u> - ESG program components that support homeless individuals and families including homelessness prevention and rapid re-housing and associated activity delivery costs, including rental assistance assisting with provision of stabilizing permanent housing by providing short-term financial assistance, including rent payments and security/utility deposits, to homeless individuals and families and those at risk of becoming homeless.	Low/Mod Clientele	DH-2	ESG	800	People	\$85,794.80
<u>Emergency Solutions Grant HMIS/Data Collection</u> - Staff costs related to the collection and entry of project-level beneficiary data into the Homeless Management Information System. Project includes 7.5%, or \$16,086.52, for general planning and administration of ESG funds.	Low/Mod Clientele	DH-2	ESG	25	Households	\$2,000.00
<u>Homeless Leadership Alliance Operations</u> - Operating expenses for the Pinellas Homeless Management Information System (PHMIS) including salaries and fringe benefits and administrative costs.	Low/Mod Area	SL-1	ESG	10,000	People	\$95,378.17
<u>Metropolitan Ministries Street Outreach Operations</u> - Operating expenses including salaries and fringe benefits for Pinellas Brigade street outreach services (project also receiving CDBG funding).	Low/Mod Clientele	SL-1	CDBG	200	People	\$15,227.51
<b>Homeless and Homelessness Prevention Services Program Total:</b>						<b>\$198,400.48</b>

**PRIORITY: HOUSING PRESERVATION PROGRAM** - Program facilitates the preservation of affordable homeowner and rental units through rehabilitation and/or acquisition. Applications are provided on a first-come, first-qualified, first-served basis and funding selections are based on eligibility of households served and financial feasibility. Private funds available through local lending institutions may be leveraged by Federal funds. If insufficient applications are received during FY2-25, funds may be reprogrammed to other projects without amending this Action Plan. In addition to 2024-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income.

**Activities Recommended for Funding**

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>Target Area Code Enforcement</u> - Code enforcement activities in designated LMI Areas and Target Areas.	Low/Mod Area	SL-3	CDBG	8901	Households	\$65,000.00
<u>Housing Preservation Program (Owner/Rental)</u> - Preservation of homeowner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or rehabilitation.	Low/Mod Area	SL-3	CDBG	1	Households	\$40,000.00
<b>CDBG Housing Preservation Program Total:</b>						<b>\$198,400.48</b>
<u>City of Largo Housing Preservation Programs</u> - Preservation of homeowner and/or rental housing within the City of Largo.	Low/Mod Housing	DH-1	HOME	1	Households	\$8,714.76
<u>Housing Preservation Program (Rental)</u> - Preservation of homeowner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or rehabilitation.	Low/Mod Housing	DH-1	HOME	48	Households	\$860,017.41
<u>Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Housing Preservation Program.	Low/Mod Housing	DH-1	HOME	N/A	N/A	N/A

<b>HOME Housing Preservation Program Total</b>						\$868,732.17
<b>Housing Preservation Program Total:</b>						\$973,732.17

**PRIORITY: HOUSING PRODUCTION PROGRAM** - Program facilitates the construction of single-family and multifamily affordable housing units. Applications are provided on a first-come, first-qualified, first-serve basis and funding selections are based on eligibility of households served and financial feasibility. Private funds available through local lending institutions may be leveraged by Federal funds. Includes CHDO set-aside funding requirements. If insufficient applications are received during FY24-25, funds may be reprogrammed to other projects without amending this Action Plan. In addition to 2024-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income.

**Activities Recommended for Funding**

<b>Project Name / Activity Description</b>	<b>National Objective</b>	<b>Performance Objective/ Outcome</b>	<b>Funding Source</b>	<b># of Beneficiaries</b>	<b>Type of Beneficiaries</b>	<b>Recommended Funding</b>
<u>Housing Production Program</u> - Production of new affordable owner and/or rental housing, including permanent supportive housing for special needs populations, through acquisition and/or new construction.	Low/Mod Housing	SL-3	CDBG	1	Households	\$40,000.00
<b>CDBG Housing Production Program Total:</b>						<b>\$40,000.00</b>
<u>City of Largo Housing Preservation Programs</u> - Production of affordable homeowner and/or rental housing within the City of Largo.	Low/Mod Housing	DH-1	HOME	1	Households	\$85,915.07
<u>Housing Production Program (Rental)</u> - Production of new affordable rental housing, including permanent supportive housing for special needs populations, through acquisition and/or new construction.	Low/Mod Housing	DH-1	HOME	29	Households	\$860,017.41
<u>Activity Delivery</u> - Staff and overhead costs directly related to carrying out activities under the Housing Production Program.	Low/Mod Housing	DH-1	HOME	N/A	N/A	N/A
<b>HOME Housing Production Program Total</b>						<b>\$1,045,932.48</b>
<b>Housing Production Program Total:</b>						<b>\$1,085,932.48</b>

**PRIORITY: HOMEOWNERSHIP PROMOTION PROGRAM**

Program facilitates education of prospective and existing homeowners through counseling services and provides financial assistance to home buyers in the form of down payment and closing costs. If insufficient applications are received during FY24-25, funds may be reprogrammed to other projects without amending this Action Plan.

**Activities Recommended for Funding**

<b>Project Name / Activity Description</b>	<b>National Objective</b>	<b>Performance Objective/ Outcome</b>	<b>Funding Source</b>	<b># of Beneficiaries</b>	<b>Type of Beneficiaries</b>	<b>Recommended Funding</b>
<u>City of Largo Down Payment Assistance Program</u> - Provide interest free down payment/closing cost assistance to qualified homebuyers in the City of Largo.	Low/Mod Housing	DH-2	HOME	1	Households	\$95,862.45
<b>HOME Homeownership Promotion Program Total</b>						<b>\$95,862.45</b>

**PRIORITY: EMERGENCY / DISASTER RESPONSE PROGRAM**

Program facilitates disaster response and recovery activities following major disasters and emergencies. Funding may be used to cover a broad range of recovery activities to help the County recover from natural disasters and emergencies. Funding may be used for activities necessary for disaster relief, long-term recovery, restoration of infrastructure and housing,

and economic revitalization in impacted and distressed areas. Activities will benefit eligible families with housing needs, agencies providing public services, businesses with economic development or revitalization needs and local planning and infrastructure needs. Uncommitted current or prior year funds or unanticipated program income may be used to fund disaster response activities.

Project Name / Activity Description	National Objective	Performance Objective/ Outcome	Funding Source	# of Beneficiaries	Type of Beneficiaries	Recommended Funding
<u>Emergency/Disaster Response Program</u> - Program facilitates disaster response and recovery activities following major disasters and emergencies. Funding may be used to cover a broad range of recovery activities to help the County recover from natural disasters and emergencies. Funding may be used for activities necessary for disaster relief, long-term recovery, restoration of infrastructure and housing, and economic revitalization in impacted and distressed areas. Activities will benefit eligible families with housing needs, agencies providing public services, businesses with economic development or revitalization needs and local planning and infrastructure needs. Uncommitted current or prior year funds or unanticipated program income may be used to fund disaster response activities.	Low/Mod Area Low/Mod Clientele Low/Mod Housing	SL-1 SL-3 DH-1	CDBG HOME ESG	N/A	N/A	N/A

**PRIORITY: ADMINISTRATION**

General planning and administration costs for Federal CDBG, HOME and ESG programs.

CDBG Administration	\$495,037.60
CDBG Administration (from PI)	\$6,000.00
HOME Administration	\$140,891.90
HOME Administration (from PI)	\$82,500.00
ESG Administration	\$16,086.52
<b>Administration Total</b>	<b>\$740,516.02</b>

<b>CDBG Total</b>	<b>\$2,505,188.00</b>
<b>HOME Total</b>	<b>\$2,233,919.00</b>
<b>ESG Total</b>	<b>\$214,487.00</b>

DH-1: Availability / Accessibility of Decent Housing

DH-2: Affordability of Decent Housing

SL-1: Availability / Accessibility of Suitable Living Environment

SL-3: Sustainability of Suitable Living Environment

### Attachment D – Local Target Areas

Target Area Name	Census Tract(s)	Block Group(s)
Central Lealman Target Area	00247.01	All
	00247.02	All
	00247.03	All
East Lealman Target Area	00246.01	All
	00246.02	All
Greater Highpoint Target Area	00245.10	All
	00245.14	All
Greater Ridgecrest Target Area	00252.07	2
	00253.07	2 and 3
Tarpon Springs Target Area	00274.02	1, 2 and 5

Note: The previous Dansville Neighborhood Revitalization Strategy Area (NRSA) and Ridgecrest NRSA are both located within the Ridgecrest Census Designated Place (CDP), which remains a low- and moderate-income area and is now the Greater Ridgecrest Target Area.

## **Attachment E – Public Notices**

To be included with final Action Plan.

**Attachment F – Written Standards for the Provision of ESG**

# **Written Standards for Provision of Emergency Solutions Grant (ESG)**

Pinellas County Housing and Community Development Department

440 Court Street, 2nd Floor Clearwater, Florida 33756

727-464-8210



In accordance with the requirements of 24 CFR 91.220(l)(4)(i) and 576.400(e)(1) and (e)(3), Pinellas County has developed the following written standards for the provision of Emergency Solutions Grant (ESG) funding.

Pinellas County is awarded ESG funds annually from the U.S. Department of Housing and Urban Development as a part of the Annual Action Plan Process. ESG funds are designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Pinellas County will focus on six of the eligible components under the ESG Program: Street Outreach, Emergency Shelter, Rapid Re-Housing, Homelessness Prevention, Data Collection (Homeless Management Information System (HMIS)) and Administration. Pinellas County will identify which eligible components will be funded each year, based on need, in the Annual Action Plan.

ESG funds will be used to address the needs of the individuals and families and decrease the number of homeless and at-risk households who need emergency assistance. The goals are to: 1) improve the number and quality of emergency shelters for homeless individuals and families, help operate emergency shelters, and provide essential services to residents of emergency shelters; 2) prevent individuals and families from becoming homeless by assisting households at-risk of homelessness remain in their housing; 3) rapidly re-house homeless individuals and families living in emergency shelters or uninhabitable places move into stable housing; and 4) provide case management to increase the likelihood of housing stability.

There will be coordination among emergency shelter providers, essential services providers, homelessness prevention and rapid re-housing assistance providers, and other homeless assistance providers to maximize these of the ESG funding and ensure that there is a coordinated and centralized effort to reach individuals and families in need.

For rapid re-housing, homelessness prevention, and HMIS components of the ESG Program, staff will outreach to various non-profit agencies to provide an awareness of the available funding and opportunity to apply to administer each component. . Applications received will be reviewed and scored by County staff based on 1) capacity and related experience to perform the technical functions of each component, , including methods of complying the Federal requirements pertaining to income requirements, property inspections, and rent reasonableness; 2) ability to provide comprehensive case management services and thoroughly analyze the situation of the applicant and their compatibility with the structure of the program; 3) past experience and current capacity of lead agency (if applicable) and/or collaborating agencies to coordinate service delivery, collect and use client data, and knowledge and compliance with Federal regulations; and 4) comprehensiveness of the ancillary support services and referral resources that include broad participation of service providers. Selected agencies (ESG Provider) will contract with the County for funding. ESG Providers will provide housing relocation and stabilization services, including financial assistance, housing search and placement activities and housing stability case management, and determine participant eligibility for the program. ESG Providers will determine the type and amount of assistance being provided as determined by participant needs assessment. All documentation will be submitted to the County for final approval and reimbursement of funds. Additionally, in order to ensure timely expenditure of funds, County may choose at any time to administer the rapid re- housing, homelessness prevention and HMIS components of the ESG Program using County staff.

For the street outreach and emergency shelter components of the ESG Program, staff will seek applications from homeless service providers through an annual competitive application cycle. Applications received from eligible homeless service providers will be reviewed and ESG-eligible street outreach, essential service, shelter operation or shelter renovation activities will be selected for funding based on the County's identified needs and Continuum of

Care's homeless delivery system. Selected agencies will contract with the County for funding. Funding for activities under the emergency shelter component will not exceed sixty percent (60%) of the total annual ESG funding allocation.

The following eligibility requirements have been established for the Street Outreach component of the program:

- Program participants must meet the criteria under paragraph (1)(i) of the "homeless" definition in 576.2, also identified as "unsheltered homeless people." A homeless certification form will be required. Acceptable evidence includes a written observation by an outreach worker of the conditions where the individual or family was living, a written referral by another housing or service provider, or a certification by the individual or head of household seeking assistance.

The following eligibility requirements have been established for the Emergency Shelter component of the program:

- Emergency Shelter is any facility, the primary purpose of which is to provide a temporary shelter for the homeless in general or for specific populations of the homeless and which does not require occupants to sign leases or occupancy agreements. This definition excludes transitional housing.
- For the purpose of shelter renovations, emergency shelters must be owned by a government entity or private nonprofit organization.
- For emergency shelter activities located in the cities of Clearwater, Largo, and St. Petersburg, facility must benefit residents of the Urban County.

The following eligibility requirements have been established for the Homelessness Prevention and/or Rapid Re-housing components of the program as documented at intake:

- Program participants must meet the criteria under paragraph (1) of the "at risk of homelessness" definition in 576.2 for homeless prevention assistance or meet the criteria in paragraph (2), (3), or (4) of the "homeless" definition in 576.2 for rapid re-housing assistance. A homeless certification form will be required.
- Household income must be less than thirty percent (30%) of median family income (MFI). In accordance with (24 CFR 576.401(c)), when determining annual income of participant, the standard for calculating annual income under 24 CFR 5.609 must be used.
- Program participants must lack sufficient resources and support networks necessary to retain housing without ESG assistance (but for this assistance they would be homeless).

### **Street Outreach Component**

ESG funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, nonfacility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. Eligible costs and requirements for essential services consist of:

- Engagement - Cost of activities to locate, identify, and build relationships with unsheltered homeless people and engage them for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs. These activities consist of making an initial assessment of needs and eligibility; providing crisis counseling;
- Addressing urgent physical needs, such as providing meals, blankets, clothes, or toiletries; and actively connecting and providing information and referrals to programs targeted to homeless people and mainstream social services and housing programs, including emergency shelter, transitional housing, community-based services, permanent supportive housing, and rapid re-housing programs.
- Case Management - Cost of assessing housing and service needs, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant. Eligible services and

activities are as follows: using the centralized or coordinated assessment system (VI- SPDAT); conducting the initial evaluation, including verifying and documenting eligibility; counseling; developing, securing and coordinating services; obtaining Federal, State, and local benefits; monitoring and evaluating program participant progress; providing information and referrals to other providers; and developing an individualized housing and service plan, including planning a path to permanent housing stability.

- Emergency Health Services - Costs for the direct outpatient treatment of medical conditions provided by licensed medical professionals operating in community-based settings, including streets, parks, and other places where unsheltered people are living. To be eligible, other appropriate health services must be inaccessible or unavailable within the area. Eligible treatment consists of assessing health problems and developing a treatment plan; assisting participant to understand their health needs; providing directly or assisting participant to obtain appropriate emergency medical treatment; and providing medication and follow-up services.
- Emergency Mental Health Services - Costs for the direct outpatient treatment by licensed professionals of mental health conditions operating in community-based settings, including streets, parks, and other places where unsheltered people are living. To be eligible, other appropriate mental health services must be inaccessible or unavailable within the community. Eligible mental health services are the application of therapeutic processes to personal, family, situational, or occupational problems in order to bring about positive resolution of the problem or improved individual or family functioning or circumstances. Eligible treatment consists of crisis interventions, the prescription of psychotropic medications, explanation about the use and management of medications, and combinations of therapeutic approaches to address multiple problems.
- Transportation - Costs of travel by outreach workers, social workers, medical professionals, or other service providers are eligible, provided that this travel takes place during the provision of services eligible under this section. The costs of transporting unsheltered people to emergency shelters or other service facilities are also eligible. Eligible costs include the cost of a participant's travel on public transportation; mileage allowance for service workers using their own vehicles to visit participants; costs of purchasing or leasing a vehicle in which staff transports participants and/or staff serving participants, and the costs of gas, insurance, taxes, and maintenance for the vehicle; travel costs for staff to accompany or assist participants to use public transportation.
- Services for Special Populations - Costs of providing services for youth, victim services, and services for people living with HIV/AIDS, so long as the costs of providing these services are eligible essential services under the Street Outreach Component. The term victim services means services that assist participants who are victims of domestic violence, dating violence, sexual assault, or stalking, including services offered by rape crisis centers and domestic violence shelters, and other organizations with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking.

### **Emergency Shelter Component**

ESG funds may be used for costs of providing essential services to homeless families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.

All ESG funded Emergency Shelter activities must participate in the Pinellas Homeless Management Information System (PHMIS).

A maximum of sixty percent (60%) of annual ESG allocations may be used to fund eligible Emergency Shelter Component projects.

The age of a child under age 18 must not be used as a basis for denying any family's admission to an emergency shelter that uses ESG funding. Families with children under 18 may not be required to be separated in order to access emergency shelter.

### ***Essential Services***

ESG funds may be used to provide essential services to individuals and families who are in an emergency shelter. Essential services include the following:

- Case Management - Assessing, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant.
- Child Care - Child care for program participants children under the age of 13, or disabled children under the age of 18, at a licensed childcare center.
- Educational Services - Improving knowledge and basic educational skills through instruction or training in consumer education, health education, substance abuse prevention, literacy, English as a Second Language, and General Education Development (GED), necessary for the program participant to obtain and maintain housing, the costs of improving knowledge and basic educational skills are eligible.
- Employment Assistance and Job Training - Job training providers and services assisting participants to secure employment.
- Outpatient Health Services - Direct outpatient treatment of medical conditions provided by licensed medical professionals, to the extent that other appropriate health services are unavailable within the community.
- Legal Services - Representation by attorneys licensed and in good standing with the bar association, and by person(s) under the supervision of the licensed attorney, regarding matters that interfere with the program participant's ability to obtain and retain housing, to the extent that other appropriate legal services are unavailable within the community.
- Life Skills Training - Critical life management skills that assist the program participant to function independently in the community.
- Mental Health Services - Direct outpatient treatment of mental health conditions by licensed professionals, to the extent that other appropriate mental health services are unavailable within the community.
- Substance Abuse Treatment Services - Treatment services provided by licensed or certified professions designed to prevent, reduce, eliminate, or deter relapse of substance abuse or addictive behaviors, to the extent that other appropriate substance abuse treatment services are unavailable or inaccessible within the community.
- Transportation - Costs of program participant's travel to and from medical care, employment, child care, or other eligible essential services facilities
- Services for Special Populations - Eligible essential services to provide services for homeless youth, victim services, and services for people living with HIV/AIDS, who are in emergency shelters.

### ***Renovations***

ESG funds may be used for costs associated with the renovation or conversion of a building that serves as an emergency shelter. The emergency shelter must be owned by a government entity or private nonprofit organization.

Eligible emergency shelter renovation costs include the following:

- Labor
- Materials
- Tools
- Other costs for renovation (including major rehabilitation of an emergency shelter or conversion of a building into an emergency shelter).

Facility must be maintained as an emergency shelter for homeless individuals and families for not less than a period of 3 or 10 years, depending on the type of renovation and the value of the building.

- Value of the Building - Reasonable monetary value assigned to the building, such as the value assigned by an independent real estate appraiser.
- Beginning Date of Minimum Use Period - Date the building is first occupied by a homeless individual or family after the completed renovation.
- Use Restriction - Recorded Land Use Restriction required for all activities with a 10-Year minimum period of use.

Minimum Period of Use:

- o Major Rehabilitation
  - 3-Year Minimum Use - Rehabilitation costs are less than seventy-five percent (75%) of the value of the building before rehabilitation.
  - 10-Year Minimum Use - Rehabilitation costs exceeds seventy-five percent (75%) of the value of the building before rehabilitation.
- o Conversion
  - 3-Year Minimum Use - Rehabilitation costs are less than seventy-five percent (75%) of the value of the building before rehabilitation.
  - 10-Year Minimum Use - Conversion costs exceeds seventy-five percent (75%) of the value of the building after conversion.
- o Renovation other than Major Rehabilitation or Conversion
  - 3-Year Minimum Use - All other cases of renovations.

***Shelter Operations***

Eligible costs necessary for the operation of an emergency shelter include the following:

- Maintenance costs including minor or routine repairs
- Rent
- Security
- Fuel
- Equipment
- Insurance
- Utilities
- Food
- Furnishings
- Supplies

Where no appropriate emergency shelter is available for a homeless family or individual, eligible costs may also include a hotel or motel voucher for that family or individual.

### Minimum standards for emergency shelters:

Any building for which ESG funds were used for conversion, major rehabilitation, or other renovation or that receives ESG assistance for shelter operations shall meet state/local government safety and sanitation standards, as well as the following:

- Structure and Materials - Building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
- Products and Appliances - Any ESG-funded renovation, including major rehabilitation and conversion, must use Energy Star and WaterSense products/appliances.
- Access - Shelter must comply with the applicable Rehabilitation, Fair Housing and Americans with Disabilities Acts and implementing regulations.
- Space and Security - Unless it is a day shelter, it must provide appropriate places to sleep, adequate space, and security for residents and their belongings.
- Interior Air Quality - Each shelter room/space must have proper ventilation and be pollutant free.
- Water Supply - Must be free of contamination.
- Sanitary Facilities - Each participant must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
- Thermal Environment - Shelter must have the necessary, properly operating heating/cooling facilities.
- Illumination and Electricity - Shelter must have adequate and appropriate lighting and safe electrical sources.
- Food Preparation - Any food preparation areas must be able to store, prepare, and serve safe and sanitary food.
- Sanitary Conditions - Shelter must be in sanitary condition.
- Fire Safety -
  - o There must be at least one working smoke detector in each occupied unit of the shelter. Where possible, smoke detectors must be located near sleeping areas.
  - o Fire alarm system must be designed for hearing-impaired residents.
  - o All public areas must have at least one working detector.
  - o There must be a second means of exiting the building in the event of an emergency.

### **Homelessness Prevention and Rapid Re-Housing Program Components**

#### Type/Amount/Duration of Assistance:

ESG financial assistance provided under either the Homelessness Prevention or Rapid Re-housing Programs shall be based on the participant's need for assistance necessary to prevent homelessness and stabilize permanent housing or rapidly re-house and stabilize permanent housing financial assistance amount will be determined by ESG provider and approved by County. Assistance amount will not exceed maximum program guidelines.

Documentation of financial need shall be retained in participant's file for each month of financial assistance provided. Participants shall not be approved for more financial assistance than can be justified given participant's income and expenses. Approval of additional financial assistance, in excess of initial need determination, shall be granted on a monthly basis. ESG provider must re-assess the continuing need for assistance before approval. In no event will assistance exceed specific limits identified below for homelessness prevention or rapid re-housing.

Use with Other Subsidies – Financial assistance shall not be provided to a participant who is receiving the same type of financial assistance through other public sources or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by URA payments. Rental assistance will end

if and when other subsidy begins, such as Section 8 Housing Choice Voucher, public housing, or project-based rental subsidy.

**Rent Assistance:**

- Rent payments for a subsidized unit may not exceed the Fair Market Rent for the area, established by HUD.
- Rent for a subsidized unit must meet the required rent reasonableness test (24 CFR 982.507). Factors include location, quality, size, type, and age of the assisted unit; and any amenities, housing services, maintenance, and utilities to be provided by landlord in accordance with lease.
- Rent payments shall only be made on units where a Rental Assistance Agreement is in place between ESG provider and owner which sets forth the terms under which rental assistance will be provided.
- Late payment penalties incurred by ESG provider for late payment of rents shall be paid by ESG provider from non-ESG funds.
- Rent payment shall only be made when there is a legally binding, written lease for the unit between the participant and the owner; except for payment of rental arrears.
- Rent payment shall only be made for units that have passed an inspection for HUD Housing Quality Standards and Lead-Based Paint.

The Pinellas Homeless Management Information System (PHMIS), the County's community wide HMIS, will be utilized for all ESG funded activities, to comply with the HUD's data collection, management, and reporting standards and used to collect client level data and data on the provision of housing and services to homeless individuals and families and persons at-risk of homelessness and to ensure that there are no duplicated services being provided.

**Participant Contribution:**

Minimum standards for determining what percentage or amount of rent and utilities costs each program participant shall pay while receiving homelessness prevention assistance:

- Participant's income shall be verified prior to approval for initial and additional financial assistance. Documentation of the participant's income and expenses, including how the participant is contributing to housing costs, if at all, shall be maintained in participant's file. The file shall also contain a plan to sustain housing following the assistance, including either a plan to increase income or decrease expenses or both.
- Participants are not required to contribute rent. ESG assistance may pay up to 100 percent of the reasonable rent and security and utility deposits for program participants.
- Participants are required to pay 100 percent of monthly utility costs.

**Re-Evaluations:**

- Timing
  - o Homelessness Prevention – participants shall be re-evaluated not less than once every three months
  - o Rapid Re-housing – participants shall be re-evaluated not less than once annually.
- Eligibility
  - o Participant shall have an annual income that is 30 percent, or less, of median family income for the area, as determined by HUD; and
  - o Participant lacks sufficient resources and support networks necessary to retain housing without ESG assistance.

### Consistency:

All intake processes including assessment, screening, and referrals must have been centralized or coordinated to ensure consistency and accuracy. ESG provider will document and file all written coordinated assessments to comply with HUD requirements for area-wide systems coordination (Section 576.400 - e).

### ***Homelessness Prevention Program***

ESG providers may assist a program participant with short-term rental assistance, medium-term rental assistance, payment of rental arrears, or any combination of this assistance. Should a Prevention Program participant be required to relocate due to substandard housing, the participant is eligible for types of assistance as provided under the Rapid Re-Housing Program.

### Eligible Program Participants:

Individuals and families who qualify as at risk of homelessness, based on the “at risk of homelessness” definition or who qualify as homeless based on paragraphs (2), (3), or (4) of the “homeless” definition found at 24 CFR 576.2 AND who have an annual household income at or below thirty percent (30%) MFI, as determined by HUD.

### Intake:

ESG Homelessness Prevention providers must utilize the Homelessness Prevention Coordinated Entry Assessment to prioritize assistance. Pinellas County uses a multi-access approach for Homelessness Prevention Coordinated Entry, which includes a centralized phone hotline and geography specific points of access (like shelters).

Each access point employs the same initial pre-screening and referral process. For participants who are determined preliminary eligible for ESG assistance, ESG providers will prioritize participants using the Homelessness Prevention Coordinated Entry Assessment. ESG providers provide prevention program applications to participants who receive an assessment score of 10 or higher at the time of intake. Participants receiving a score of 9 or below are placed on a waiting list. County staff maintains waiting list and provides referrals and program admission to ESG providers based on availability of provider space and available resources.

For participants referred to ESG Provider, ESG provider will conduct an intake assessment using an intake evaluation form to make a determination of eligibility. Intake assessment must include all documentation of the evidence relied upon to establish and verify eligibility including verification of income below 30% MFI, lack of sufficient resources and support networks (i.e., public assistance, social security, unemployment, etc.) and verification of at-risk of homelessness status. The order of priority for obtaining evidence of homelessness status is 1) third-party documentation, 2) intake worker observations, and 3) self-certification.

### Types of Assistance:

- Short-Term Rental Assistance - Rent deposits and payments for an eligible housing unit located within Pinellas County, excluding housing units located in the corporate city limits of the City of St. Petersburg.
- Medium-Term Rental Assistance - Rent deposits and payments for an eligible housing unit located within Pinellas County, excluding housing units located in the corporate city limits of the City of St. Petersburg.
- Rental Arrears - Payment of past due rent payments necessary to allow participant to remain in eligible housing.

- Case Management - Assessment, arrangement, coordination and monitoring of participants individualized services to facilitate housing stability while residing in permanent housing or assist in overcoming immediate barriers to obtaining housing.

#### Duration of Assistance:

ESG providers may assist a program participant with up to 12 months of rental assistance, for any individual type or any combination of types of assistance, during any 3-year period.

- Short-Term Rental Assistance - Rent payments of up to 3 months of rent.
- Medium-Term Rental Assistance - Rent payments of more than 3 months of rent, but no more than 12 months of rent (including payment of any rental arrears).
  - Program participant's eligibility and the types and amounts of assistance needed must be re-evaluated not less than once every 3 months.
- Rental Arrears - One-time payment of up to 6 months of rent in arrears, including any late fees on those arrears.
- Case Management -
  - Cannot exceed 30 days during the period the participant is seeking permanent housing.
  - Must occur not less than once per month during the period program participant receives assistance.
  - Must include the development of an individualized service plan to assist program participant to retain permanent housing after assistance ends.
  - Must include follow-up with participant three and six months after participant exits program.

Within a 3-year period, participants who exit the program prior to receiving the maximum 12 months of assistance, may re-enter the program and receive additional assistance, up to a total of 12 months, upon re-evaluation and if it is determined that the program participant is in need of the additional assistance.

#### Amount of Assistance:

ESG providers may assist Homelessness Prevention Program participants with up to \$10,000 per individual or family, during any 3-year period.

For households receiving medium-term rental assistance, participant's eligibility for assistance must be re-evaluated not less than once every 3 months. Reevaluation will include ensuring participant's annual income is below 30% of median family income and participant lacks sufficient resources and support networks necessary to retain housing without the additional assistance.

If it is determined, upon re-evaluation, that a participant who exits the program prior to receiving the maximum duration of assistance, is eligible for additional assistance, the total of all assistance, during any 3-year period, may not exceed the \$10,000 per individual or family maximum.

#### Rapid Re-Housing Program:

ESG providers may assist a program participant with housing search and placement and short- and/or medium-term rental assistance.

### Eligible Program Participants:

Individuals and families who qualify as homeless under paragraph (1) of the “homeless” definition found at 24 CFR 576.2 or who qualify as homeless under paragraph (4) of the “homeless” definition found and 24CFR 576.2 AND live in an emergency shelter or other place described in paragraph (1) of the “homeless” definition.

### Intake:

ESG Rapid Re-Housing providers must utilize the CoC’s Coordinated Entry System to prioritize assistance. Pinellas County uses a multi-access approach for Coordinated Entry, which includes a centralized phone hotline, geography specific points of access (like shelters), and coordinated outreach to street locations.

Each access point employs the same assessment and referral process using the local HMIS. Access staff assess for diversion first, then screen for consumer needs including prevention services. Access staff conduct data entry, provide referrals, and program admission (if applicable and appropriate). Outreach teams and access staff use the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT) to determine the most appropriate housing path. The VI-SPDAT assessment is entered directly from the field into HMIS eliminating the use of paper and to prevent data entry errors. The VI-SPDAT score populates to a Housing Priority List that is managed by the CoC lead who makes referrals to rapid re-housing agencies. Guidelines for VI-SPDAT are as follows:

- VI-SPDAT v2.0 Grand Total is equal to or greater than 8, the individual is recommended for a Permanent Supportive Housing/Housing First Assessment.
- VI-SPDAT v2.0 Grand Total is 4 - 7, the individual is recommended for a Rapid Re-Housing Assessment.
- VI-SPDAT v2.0 Grand Total is 0 - 3, the individual is not recommended for a Housing and Support Assessment at this time. Please provide them referrals to services.

For participants referred to ESG Provider, ESG provider will conduct an intake assessment using an intake evaluation form to make a determination of eligibility. Intake assessment must include all documentation of the evidence relied upon to establish and verify eligibility including verification of income below 30% MFI, lack of sufficient resources and support networks (i.e., public assistance, social security, unemployment, etc.) and verification of homeless status. The order of priority for obtaining evidence of homelessness status is 1) third-party documentation, 2) intake worker observations, and 3) self-certification.

### Types of Assistance:

- Rental Application Fees - Housing application fee charged by the rental property owner to all applicants.
- Security Deposit - Security deposit equal to no more than 2 months' rent.
- Last Month's Rent - If necessary to obtain housing for a program participant and paid with the security deposit and the first month's rent. Last month's rent must not exceed one month's rent and must be included in calculating the program participant's total rental assistance.
- Utility Deposits - Standard utility deposits required by the utility company for all customers for the following eligible utilities: gas, electric, water, and sewage. Past due balances required to reconnect service shall be considered part of the utility deposit.
- Utility Payments - Utility payments, including up to 6 months of utility arrears, per service for the following eligible utilities: gas, electric, water and sewage.
- Moving Costs - Moving costs, such as truck rental or hiring a moving company, including payment of temporary storage fees for up to 3 months.

- Short-Term Rental Assistance - Rent payments for an eligible housing unit located within Pinellas County, excluding the City of St. Petersburg.
- Medium-Term Rental Assistance - Rent payments for an eligible housing unit located within Pinellas County, excluding the City of St. Petersburg.
- Case Management - Assessment, arrangement, coordination and monitoring of participants individualized services to facilitate housing stability while residing in permanent housing or assist in overcoming immediate barriers to obtaining housing.

Duration of Assistance:

ESG providers may assist a program participant with up to 12 months of rental assistance, for any individual type or any combination of types of assistance, during any 3-year period.

- Short-Term Rental Assistance - Rent payments of up to 3 months of rent.
- Medium-Term Rental Assistance - Rent payments of more than 3 months of rent, but no more than 6 months of rent (including payment of any rental arrears).
- Case Management -
  - Cannot exceed 30 days during the period the participant is seeking permanent housing.
  - Must occur not less than once per month during the period program participant receives assistance.
  - Must include the development of an individualized service plan to assist program participant to retain permanent housing after assistance ends.
  - Must include follow-up with participant three and six months after participant exits program.
  - Participants receiving assistance from a victim service provider may be exempted from these requirements.

Participants who exit the program prior to receiving the maximum 6 months of assistance, may re- enter the program and receive additional assistance, up to a total of 6 months, upon re-evaluation and if it is determined that the program participant is in need of the additional assistance.

ESG Providers shall not use ESG funding to help someone remain or move into housing if the housing does not meet the following minimum habitability standards. HQS Checklist met be included in file documentation.

- Structure and materials – The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
- Space and security – Each resident must have adequate space and security for themselves and their belongings and an acceptable place to sleep.
- Interior air quality – Each room or space must have proper ventilation and be pollutant free.
- Water supply – Must be free of contamination.
- Sanitary facilities – Residents must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
- Thermal environment – The housing must have the necessary, properly operating heating/cooling facilities.
- Illumination and electricity – The structure must have adequate and appropriate lighting and safe electrical sources.
- Food preparation – All food preparation areas contain suitable space and equipment to store, prepare, and serve safe and sanitary food.
- Sanitary conditions – The housing must be in sanitary condition.
- Fire safety:
  - There must be a second means of exiting the building in the event of an emergency.

- Each unit must include at least one properly working smoke detector on each occupied level of the unit, located, when possible, in a hallway adjacent to a bedroom.
- If the unit is occupied by a hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom he or she occupies.
- The public areas of the housing must be equipped with a sufficient number of detectors, but not less than one for each area.

#### Amount of Assistance:

ESG providers may assist Rapid Re-Housing Program participants up to \$12,000 per individual/family, during any 3-year period.

In order to be eligible for additional assistance, participant must be re-evaluated to ensure the participant's annual income is below 30% of median family income and participant lacks sufficient resources and support networks necessary to retain housing without the additional assistance.

If it is determined upon re-evaluation, that a participant who exits the program prior to receiving the maximum duration of assistance, is eligible for additional assistance, the total of all assistance, during any 3-year period, may not exceed the \$12,000 per individual or family maximum.

#### **Housing Relocation and Stabilization Services**

ESG funds may be used to fund qualifying homeless service provider agencies to provide housing relocation and stabilization services to eligible households. ESG funds may be used to pay for costs related to housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, and credit repair services, as necessary to help homeless individuals, or those at-risk of homelessness to move quickly into or remain in permanent housing and achieve stability.

#### Types of Assistance:

Financial Assistance Costs - ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs:

- Rental Application Fees - Housing application fee charged by the rental property owner to all applicants.
- Security Deposit - Security deposit equal to no more than 2 months' rent.
- Last Month's Rent - If necessary to obtain housing for a participant and paid with the security deposit and the first month's rent. Last month's rent must not exceed one month's rent and must be included in calculating the participant's total rental assistance.
- Utility Deposits - Standard utility deposits required by the utility company for all customers for the following eligible utilities: gas, electric, water, and sewage. Past due balances required to reconnect service shall be considered part of the utility deposit.
- Utility Payments - Utility payments, including up to 6 months of utility arrears, per service for the following eligible utilities: gas, electric, water and sewage.
- Moving Costs - Moving costs, such as truck rental or hiring a moving company, including payment of temporary storage fees for up to 3 months.

Service Costs - ESG funds may be used to pay the costs of providing the following services:

- Housing Search and Placement - Services or activities necessary to assist in locating, obtaining, and retaining suitable permanent housing, include the following:

- Assessment of housing barriers, needs, and preferences;
- Development of an action plan for locating housing;
- Housing search;
- Outreach to and negotiation with owners;
- Assistance with submitting rental applications and understanding leases;
- Assessment of housing for compliance with Emergency Solutions Grant (ESG) requirements for habitability, lead-based paint, and rent reasonableness;
- Assistance with obtaining utilities and making moving arrangements; and
- Tenant counseling.
- Housing Stability Case Management. ESG funds may be used to pay cost of assessing, arranging, coordinating, and monitoring the delivery of individualized services to facilitate housing stability for a participant who resides in permanent housing or to assist a participant in overcoming immediate barriers to obtaining housing. This assistance cannot exceed 30 days during the period the participant is seeking permanent housing and cannot exceed 24 months during the period the participant is living in permanent housing. Component services and activities consist of:
  - Using the centralized or coordinated assessment system to evaluate individuals and families applying for or receiving homelessness prevention or rapid re-housing assistance;
  - Conducting the initial evaluation required under §576.401(a), including verifying and documenting eligibility, for individuals and families applying for homelessness prevention or rapid re-housing assistance;
  - Counseling;
  - Developing, securing, and coordinating services and obtaining Federal, State, and local benefits;
  - Monitoring and evaluating participants' progress;
  - Providing information and referrals to other providers;
  - Developing an individualized housing and service plan, including planning a path to permanent housing stability; and
  - Conducting re-evaluations required under §576.401(b).
- Mediation - ESG funds may pay for mediation between the participant and the owner or person(s) with whom the participant is living, provided that the mediation is necessary to prevent the participant from losing permanent housing in which the participant currently resides.
- Legal Services - ESG funds may pay for legal services, as set forth in §576.102(a)(1)(vi), except that the eligible subject matters also include landlord/tenant matters, and the services must be necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the participant losing the permanent housing in which the participant currently resides.
- Credit Repair - ESG funds may pay for credit counseling and other services necessary to assist participants with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. This assistance does not include the payment or modification of a debt.

Eligible Households:

Eligible Homelessness Prevention and Rapid Re-Housing Program participants, including individuals and families who qualify as homeless under paragraph (1) of the "homeless" definition found at 24 CFR 576.2 or who qualify as homeless under paragraph (4) of the "homeless" definition found and 24CFR 576.2 AND live in an emergency shelter or other place described in paragraph (1) of the "homeless" definition. Individuals and families who qualify as at risk of homelessness, based on the "at risk of homelessness" definition or who qualify as homeless based on

paragraphs (2), (3), or (4) of the “homeless” definition found at 24 CFR AND who have an annual household income at or below thirty percent (30%) MFI, as determined by HUD.

Verification of eligibility for housing relocation and stabilization services must be verified by subrecipients.

#### Standards for Providing Rapid-Housing Stabilization Services:

While providing housing stabilization and relocation services, the sub-recipient must meet with the participant not less than once per month and develop a plan for housing stability with the participant. The plan for housing stability must be updated every 90 days during the time that the participant is receiving services. Participants may not receive more than 12 months of housing relocation and stabilization services after placement in permanent housing. Sub-recipients are exempt from service and stability plan requirements if the Violence Against Women Act of 1994 (42 U.S.C. 13701 et seq.) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 et seq.) prohibits that recipient or sub-recipient from making its shelter or housing conditional on the participant's acceptance of services.

### **GENERAL STANDARDS**

#### **Coordinated Entry System**

ESG funded recipients, with the exception of victim service providers, shall use the coordinated entry system established by the Continuum of Care. Victim service providers may choose not to use the coordinated entry system; however, victim service providers are required to use a centralized or coordinated assessment system that meets HUD’s minimum requirements.

The CoC has determined that the VI-SPDAT (Vulnerability Index – Service Priority Decision Assessment Tools) will be the standardized assessment tool for Pinellas County. The VI-SPDAT tool must be used by ESG funded Rapid Rehousing providers to determine the appropriate intervention to address the episode of homelessness and the prioritization of individuals and families for assistance based on the severity of their service needs and the length of time homeless. Clients can choose a less intensive housing intervention in collaboration with case management.

The VI-SPDAT is required to be conducted upon intake into: Emergency Shelter, Transitional Housing, Rapid Rehousing and Permanent Supportive Housing. Outreach workers shall conduct a VI-SPDAT on homeless persons

engaged. Providers conducting the VI-SPDAT assessment are required to enter that information into HMIS. Ongoing training and support will be provided to all CoC and ESG funded providers in the assessment, prioritization, and placement process.

The County is currently working with the CoC to finalize a Homelessness Prevention Coordinated Assessment process to be used as a standardized assessment tool for homelessness prevention programs in Pinellas County. County ESG providers of Homelessness Prevention assistance must use Homelessness Prevention Coordinated Assessment for the prioritization of individuals and families for homelessness prevention assistance.

#### **Program Coordination:**

Program coordination consist of on-going system and program coordination and integration of ESG - funded activities to the maximum extent practicable with the following:

- a. Emergency shelter providers, essential services providers, homelessness prevention, transitional housing, permanent supportive housing, and rapid rehousing assistance providers;
- b. Other homeless assistance providers, including:
  - HUD-Veterans Affairs Supportive Housing (HUD-VASH);
  - Education for Homeless Children and Youth Grants for State and Local Activities (McKinney-Vento Homeless Assistance Act);
  - Grants for the Benefit of Homeless Individuals;
  - Healthcare for the Homeless;
  - Programs for Runaway and Homeless Youth;
  - Projects for the Assistance in the Transition from Homelessness;
  - Services in Supportive Housing Grants;
  - Emergency Food and Shelter Program;
  - Homeless Veterans Reintegration Program;
  - VA Homeless Providers Grant and Per Diem Program;
  - Health Care for Homeless Veterans Program;
  - Homeless Veterans Dental Program;
  - Supportive Services for Veterans Families Program; and
  - Veterans Justice Outreach Initiative
- c. Mainstream service and housing providers:
  - Public housing programs assisted under section 9 of the U.S. Housing Act of 1937;
  - Housing programs receiving Section 8 tenant based or project-based assistance;
  - Supportive Housing for Persons with Disabilities;
  - HOME Investment Partnerships Program;
  - Temporary Assistance for Needy Families;
  - State Children’s Health Insurance Program;
  - Head Start;
  - Mental Health and Substance Abuse Block Grants;
  - Services funded under the Workforce Investment Act; and
  - State Housing Related Assistance Program for Adults with Serious Mental Illness
- d. Continuum of Care (CoC) Networks:
  - Local Continuum of Care (CoC) meetings;
  - The Pinellas County Homeless Leadership Board Provider’s Council meetings;
  - The Pinellas County Homeless Leadership Board Data and System Performance Committee;
  - Veterans Leadership Team; and
  - Various other committees, task forces and workgroups.

**Homeless Management Information System:**

ESG Providers, except for victim service providers shall actively utilize HMIS to enter data on people served and assistance provided under ESG. Victim service providers shall actively utilize a comparable data system that meets HUD’s standards.

### **Income Determination:**

Minimum standards for determination of an individual or family's annual income consist of calculating income in compliance with 24 CFR 5.609.

*Annual income* means all amounts, monetary or not, which:

- Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
- Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
- Which are not specifically excluded in paragraph (c) of 24 CFR 5.609.
- Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

Individuals and families assisted under ESG are required to have annual incomes at or below thirty percent (30%) MFI. In verifying income, ESG providers are required to document income eligibility as follows:

- Documentation for determining income shall be prioritized as follows:
  - 1) Third Party Verification
  - 2) Source Documentation

Third party verification should be used whenever possible. Source documentation is to be accepted only when all efforts have been made to obtain third party verification have not produced results. Documentation of attempts at third party verification should be retained in participant file.

- Documentation for determining assets shall be prioritized as follows:
  - 3) Source Documentation
  - 4) Self-Certification

Source documentation should be used whenever possible. Self-certification is to be accepted only when source documentation is unavailable.

### **Connection to Other Resources:**

Minimum standards for connection with other resources consist of assisting each participant to obtain, if applicable:

Appropriate support services including:

- Permanent housing;
- Medical health treatment;
- Behavioral health services;
- Other governmental and private assistance available to help with housing stability including:
  - Medicaid
  - Medicare
  - Supplemental Nutrition Assistance Program;
  - Women, Infants and Children (WIC);
  - Federal-State Unemployment Insurance Program;
  - Supplemental Security Income (SSI); Social Security Disability Insurance (SSDI);
  - Child and Adult Care Food Program; and Other available assistance.

### **Termination of Assistance:**

Minimum standards for termination of assistance are:

- In general – If a program violation occurs and the provider terminates assistance as a result, the termination shall follow an established process that recognizes the rights of the individuals affected. Termination shall only occur in the most severe cases after other remedies have been attempted.
- Due process rights for individuals and families facing program termination – When an ESG funded homeless assistance program seeks to terminate participation for any household, the required formal process shall minimally consist of:
  - Written notice clearly stating the reasons for termination;
  - Review of the decision that gives the participant opportunity to present objections to the decision and to have representation. Any appeal of a decision shall be heard by an individual different from and not subordinate to the initial decision-maker; and
  - Prompt written notice of the final decision on the appeal.
- Ability to provide further assistance – Termination will not bar the provider from providing later additional assistance to the same family or individual.

### **Lead-Based Paint:**

Minimum standards for all shelters and program participant-occupied housing consist of compliance with the lead-based paint remediation and disclosure requirements identified in 24 CFR 576.403, including the Lead- Based Paint Poisoning Prevention Act (42 USC 4821- 4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 USC 4851-4856) and implementing regulations in 24 CFR part 35, subparts A, B, H, J, K, M and R.

### **Conflicts of Interest:**

#### ***Organizational conflicts of interest:***

- ESG assistance will not be contingent on the individual's or family's acceptance or occupancy of emergency shelter or housing owned by the provider or a provider's subsidiary or parent.
- No provider, with respect to individuals or families occupying housing owned by the provider or a provider's subsidiary or parent, will carry out the initial evaluation under 24 CFR 576.401 or administer homelessness prevention assistance under 24 CFR 576.103.

#### ***Individual conflicts of interest:***

- When procuring goods and services, the provider will comply with codes of conduct and conflict of interest requirements under 24 CFR 84.42 (private non-profit) or 24 CFR 85.36 (government).

#### ***All transactions/activities:***

- No BCC board member may participate in or influence discussions or resulting decisions concerning the award of an ESG grant or other financial benefits to the organization that the member represents.
- Conflicts prohibited – No person involved with the ESG programs or who is in a position to participate in a decision-making process or gain inside information regarding the program's activities, shall obtain a financial interest or benefit from an assisted activity; have a financial interest in any related contract, subcontract, or assisted activity; or have a financial interest in the activity's proceeds (either himself or

herself or those with whom he or she has family or business ties) during his or her tenure or for one year following tenure.

- Persons covered – These conflict of interest provisions apply to any employee, agent, consultant, officer or elected or appointed official of the provider's agency.

Exceptions – A provider may request an exception to these provisions from HUD, only if he or she meets the threshold requirements identified in 24 CFR 576.404 and/or 578.95(d)(2).

### **Homeless Participation:**

Each funded provider of ESG assistance must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or equivalent policymaking entity of the provider. (24 CFR 578.75(g))

To the maximum extent possible, the provider shall involve homeless individuals and families in paid or volunteer work on the ESG funded facilities, in providing services under ESG and in providing services for occupants of ESG funded facilities (24 CFR 576.405 and 578.75).

### **Faith-Based Activities:**

Providers receiving ESG funding shall not engage in inherently religious activities as part of the ESG-funded programs or services. Such activities must be offered separately from ESG-funded programs and services and participation must be voluntary.

A religious organization receiving ESG funding retains independence from government and may continue with its mission provided that ESG funds are not used to support inherently religious activities. An ESG-funded organization retains its authority over its internal governance.

An organization receiving ESG funding shall not discriminate against a participant or prospective participant based on religion or religious beliefs.

ESG funding shall not be used for the rehabilitation of structures used specifically for religious activities, but may be used for rehabilitating structures that are used for ESG -eligible activities.

### **Prohibition against Involuntary Family Separation:**

The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to any housing or shelter receiving funding from ESG (578.93(e)).

### **Nondiscrimination/Equal Opportunity/Affirmative Outreach:**

Minimum standards shall comply with the requirements for nondiscrimination, equal opportunity and affirmative outreach identified in §576.407 and 578.93(a-b). This includes the equal provision of services to same sex couples/families as well as transgendered individuals.

### **Program Income:**

Minimum standards for private non-profit organizations for program income earned during the project period are

that the program income shall be retained and used to finance the non-Federal share of the project or program. Program income includes any amount of security or utility deposits returned to the recipient or subrecipient. Records of the receipt and use of program income shall be retained. Program income may not be used to meet matching funding requirements.

### **Recovered Materials:**

Minimum standards for the procurement of recovered materials shall comply with the requirements identified in §576.407(f) and 578.99(b), including that the recipient and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

### **Displacement:**

Displacement of persons (families, individuals, businesses, nonprofit organizations, and farms) as a result of a project assisted under ESG shall comply with §576.408 and/or 578.83 and consist of:

- Minimizing displacement – Consistent with ESG goals and objectives, the providers shall minimize displacing people as a result of ESG-funded projects. Temporary relocation not permitted. No temporary relocation shall be required for an ESG-funded project. When a tenant has to move for an ESG-funded project, the tenant shall be treated as permanently displaced and offered relocation assistance and payments.
- Relocation assistance for displaced persons -In general, a displaced person shall be provided relocation assistance and advised of his or her Fair Housing Rights. Displaced Person - A “displaced person” is defined as any person that moves from a permanent home as a result of ESG - funded acquisition, rehabilitation, or demolition of a project. A person does not qualify as a “displaced person” if the person:
  - Was evicted based on a violation of the lease or occupancy agreement; violation of the law; and the recipient determines that the eviction was not undertaken to evade the obligation to provide relocation assistance.
  - Moved into the property after the application was submitted but was provided with written notice that he or she would not qualify as a “displaced person.”
  - The person is ineligible under 49 CFR 24.2.
  - HUD determines that the person was not displaced as a result of the project. The State or the provider may request that HUD determine whether or not a displacement would be covered by this rule.
- Real property acquisition requirements – The acquisition of real property for an ESG - funded project is subject to the URA and Federal government wide regulations.
- Appeals - A person who disagrees with the recipient’s determination concerning whether the person qualifies as a displaced person, or the amount of relocation assistance may file a written appeal. A low-income person who disagrees with the recipient’s determination may submit a written request for review of that determination by HUD.

## Records and Recordkeeping:

Minimum standards shall ensure sufficient written records are established and maintained to enable HUD to determine whether ESG requirements are being met and comply with §576.500 and 578.103, including the following:

- Program participant records shall include written:
  - Determination and verification/certification that the program participant met the criteria for being Homeless or At Risk of Homelessness and that an effort was made to obtain written third-party verification, when possible and applicable.
  - Determination and verification/certification that the program participant was eligible or ineligible for the particular services and/or financial assistance.
  - Determination and verification/certification that the program participant lacked sufficient resources and support networks to provide the assistance.
  - Determination and verification/certification that the program participant met income requirements and that an effort was made to obtain written third- party verification, when possible and applicable. This includes annual documentation of income for each program participant who receives housing assistance where rent or an occupancy charge is paid by the program participant.
  - Identification of the specific services and financial assistance amounts that were provided to the program participant.
  - When applicable, verification that the services were terminated in compliance with 576.402 and/or 578.91.
  - A copy of the CoC-approved coordinated assessment (VI-SPDAT/SPDAT) of the program participant.
  - Copies of written leases and rental agreements, documentation of payments made, including dates of occupancy, and compliance with fair market rent, rent reasonableness and utility allowance requirements.
  - Determination and verification that the housing unit met HUD's habitability and lead-based paint standards.
  - Copy of individualized housing stability plan.
  - Notes verifying case management services were offered at least monthly, and, if services were refused, proof that client eligibility for service was not impacted, in accordance with Housing First practices.
  - Notes verifying program participant eligibility was re-evaluated at least every 3 months for homelessness prevention services or at least annually for rapid rehousing services.
  - Notes verifying program participant was assisted to obtain necessary mainstream and other resources.
- Program policies and procedures shall indicate:
  - Services are coordinated with Continuum of Care, other homeless assistance/prevention programs and mainstream service and assistance programs.
  - Program participant records are kept secure and confidential
  - Participation in HMIS or comparable databases
  - Compliance with HUD's ESG (24 CFR 576 and 578) requirements for:
    - Shelter and housing standards
    - Conflict of interest
    - Homeless participation
    - Faith-based activity
    - Nondiscrimination, equal opportunity, and affirmative outreach
    - Uniform administrative rules (24 CFR part 84)
    - Environmental review
    - Lobbying and disclosure (24 CFR part 87)

- Displacement, relocation, and acquisition
- Procurement (24 CFR 84.40-84.48)
- Financial records shall include:
  - Supporting documentation for all costs charged to ESG grant
  - Documentation showing ESG or funds were spent on allowable costs in accordance with the requirements for eligible activities and costs principles
  - Documentation of the receipt and use of program income
  - Documentation of the receipt and use of matching funds
  - Copies of procurement contracts

## Definitions

*At risk of homelessness* means:

- (1) An individual or family who:
  - (i) Has an annual income below thirty percent (30%) MFI for the area, as determined by HUD;
  - (ii) Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the “homeless” definition in this section; and
  - (iii) Meets one of the following conditions:
    - (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
    - (B) Is living in the home of another because of economic hardship;
    - (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
    - (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;
    - (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;
    - (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
    - (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;
- (2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or
- (3) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

*Homeless* means:

- (1) An individual or family who will imminently lose their primary nighttime residence, provided that:
  - (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
  - (ii) No subsequent residence has been identified; and
  - (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;
- (2) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
  - (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)) or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
  - (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
  - (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
  - (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or
- (4) Any individual or family who:
  - (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
  - (ii) Has no other residence; and
  - (iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.

### **Continuum of Care:**

Pinellas County consults with members of the Continuum of Care for the area and is a member of the Homeless Leadership Board through the Pinellas County Human Services Department. The Homeless Leadership Board, made up of elected officials and community leaders, drafted *Opening Doors of Opportunity: A 10-Year Plan to End Homelessness in Pinellas County*, to establish the groundwork for guiding Pinellas County in their efforts to end homelessness.

The Consortium supports the Homeless Leadership Board and the priorities of Pinellas County match those of the Continuum of Care and the 10-Year Plan to End Homelessness.

The Continuum of Care Strategic Planning objectives include:

- ☐ Creation of new permanent housing beds for chronically homeless through conversion of transitional housing beds to permanent supportive housing.
- ☐ Increase the percentage of homeless persons that are successful in staying in permanent housing over six months.
- ☐ Increase the percentage of persons employed at program exit to a success rate of twenty percent (20%).
- ☐ Decrease the number of homeless households with children.
- ☐ Facilitate access to essential services needed to obtain mainstream services.

The Homeless Leadership Board convenes meetings with representatives from the City of St. Petersburg, Pinellas County, the City of Clearwater, and homeless service providers in an effort to enhance opportunities to collaborate to better serve the homeless and at-risk populations in Pinellas County.

**Attachment G – SF-424(s) and Certifications**

To be included with final Action Plan.