

City of Clovis

Action Plan FY 2017-2018



Magnolia Crossing Assisted Living Facility containing 24 units of affordable housing

Community and Economic Development Department

1033 Fifth Street
Clovis, California 93612

Submission Date:
July 31, 2017

Executive Summary

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

1. Introduction

The Action Plan is a document submitted to HUD on an annual basis that serves as a comprehensive housing affordability strategy, community development plan, and submissions for funding under any of HUD's entitlement formula grant programs.

As a CDBG Entitlement City, Clovis' Community and Economic Development Department has developed a five-year strategic plan that identifies and prioritizes the future use of the City's Community Development Block Grant (CDBG) funds. This five-year plan will become effective July 1, 2016, and will end on June 30, 2021. This Annual Action Plan represents year two of the five-year plan.

In preparing the Con Plan, the City utilized several methods to analyze the housing and community development needs of Clovis. Methods included, conducting interviews of community residents, stakeholders, community organizations, and multi-family unit property owners, analyzing U.S. census data, and utilizing information in several city and county planning documents. The City hosted community meetings, hearings and met with organizations as an effort to outreach to and encourage participation of all residents, particularly low- and moderate-income residents, elderly persons, and persons with disabilities. The purpose of the meetings was to inform the community about the Con Plan process and to identify opportunities to improve collaborative efforts, eliminate service delivery gaps in order to develop and sustain decent and affordable housing, suitable living environments, and expanded community and economic opportunities. The following table outlines the City's priority need objectives and outcomes based on the estimated funding allocation of \$670,000 per year over the next five years. The figures below are estimates and percentages based on assumptions that CDBG funding, entitlement funding distribution formulas, and/or the number of communities eligible to receive entitlement funding remains constant. If any of the conditions change, projected activities and accomplishments are subject to change.

2. Summarize the objectives and outcomes identified in the Plan

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

Clovis estimates that it will receive CDBG funding of \$3,350,000 over the next five years. Those CDBG funds are anticipated to be divided between four prioritized goals, as follows:

Goal 1: Housing - \$1,000,000 (30%) to be used to improve the quality of owner-occupied units, increase multi-family units for low- to moderate-income households, support transitional and permanent housing for homeless persons, and support regional efforts to end chronic homelessness.

Goal 2: Economic Development - \$100,000 (3%) to be used to support projects that create jobs for low-to moderate-income persons.

Goal 3: Infrastructure - \$1,077,500 (32%) to be used to improve the quality and increase the quantity of public improvements that benefit low- to moderate-income residents and neighborhoods, improve the quality and increase the quantity of facilities that benefit neighborhoods, seniors, and those with special needs, and provide funds to bring public facilities into ADA compliance.

Goal 4: Public Services - \$502,500 (15%) to be used to provide code enforcement and additional policing that benefits low- to moderate-income neighborhoods, support senior and youth programs, support programs and activities that benefit those with special needs, and to support food pantry programs.

3. Evaluation of past performance

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

The following is an overview of the prior year performance and goals:

Housing Rehabilitation - To date, this project served 77 households exceeding the 2016-17 Action Plan goal. The City is on track to expend \$201,466 on this activity in 2016-17.

Area-Based Policing - Additional policing has been continued with a dedicated Community Service Officer. The officer has been focusing on improving neighborhood conditions in CDBG eligible census tracts. Approximately 700 citations are issued each year and significant improvement has been made in struggling neighborhoods.

FTHB Program - In December 2016, Clovis completed the expenditure of \$700,000 in HOME funds awarded by the State of California for a FTHB Program. Eleven loans were closed. Clovis recently received notice that it had been awarded an additional \$1,000,000 in HOME funds for the same program, and expenditure of those funds is now underway.

Goal 4 Economic Development/Job Creation

The City invests heavily in economic development activities using local resources to attract and retain businesses that provide high wage jobs for its citizens. Clovis is currently using CDBG funds for the creation of a commercial kitchen project that will allow LMI entrepreneurs expand their businesses.

Goal 5 Capital Improvements

ADA Improvements: Various Locations (2015-16) - completed.

Letterman Park Improvements (2013-14) - completed

- All remaining projects are all under construction or in the process of being designed. The City invests in many capital improvement projects throughout the City including low-income neighborhoods using a variety of funding resources.

Affirmatively Furthering Fair Housing

HUD requires any jurisdiction receiving funds to commit to affirmatively further fair housing. In accordance with HUD's requirements, the City of Clovis completed the Analysis of Impediments to Fair Housing Choice in the fall of 2010. The City, with upcoming guidance from HUD, will complete with Affirmatively Furthering Fair Housing requirement. The City worked with Smart Valley Places on the most recent regional fair housing assessment.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Clovis developed a Citizen Participation Plan that was approved by City Council in 2006, and subsequently approved by HUD. Citizens, nonprofits, and all interested parties were provided adequate opportunity to review and comment on the plan. The purpose of the plan is to encourage citizens, particularly LMI residents, to participate in the development of the Consolidated Plan, Action Plans, Substantial Amendments, and Annual Performance Reports. Citizens are engaged through community meetings, public hearings, and individual interviews. The primary goals of Clovis' Citizen Participation Plan are 1) to generate significant public participation, specifically from LMI residents and those residing in LMI neighborhoods; 2) to gather data that accurately describes and quantifies housing and community development needs and to suggest workable solutions; and 3) to obtain comments on proposals for allocating resources. Throughout the determination of needs and allocation of resources relative to the Consolidated Plan, and the development of this action plan the City consulted with both internal and external departments, agencies, and individuals to understand Clovis' needs and available resources. Internally, Clovis met with several department representatives to provide information about the Consolidated Plan and the Community Development Block Grant. Department staff provided input

on how CDBG resources can be utilized and leveraged to provide services such as housing programs, code enforcement, and infrastructure improvements.

5. Summary of public comments

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

The City of Clovis conducted two separate public input meetings and one public hearing to obtain citizens' input and to respond to proposals and questions. The public input meetings were held on February 22, 2017, and March 20, 2017. The public were noticed on these meetings on January 22, 2017, and February 24, 2017, respectively. A public hearing was noticed on April 7, 2017 for a public hearing on May 8, 2017. Due to the delay in HUD's release of funding allocations, the public hearing was cancelled. However, the 30-day comment period was honored. No comments, written or oral, were received during the 30-day comment period. A public hearing was again noticed on June 23, 2017, for a public hearing on July 17, 2017. No comments, written or oral, were received during the comment period nor the public hearing. The notice included information about the locations at which the consolidated plan would be available for review, and was published in the *The Business Journal* which services Clovis and the surrounding areas in both English and Spanish.

Clovis was prepared to provide interpreters for non-English speaking citizens upon request. However, no requests were made. Both public input meetings and the public hearing were held during evening hours at convenient locations that accommodate persons with disabilities.

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

No public comments were received at the public input meetings, during the first 30-day public review period, the second 24-day comment period, or during the public hearing.

7. Summary

Citizens were encouraged to participate in two public input meetings held at the Clovis Planning and Development Services office, located in the heart of Clovis. The first meeting was held during normal business hours, and the second was held during evening hours. Clovis staff was prepared to provide

extensive information relative to the CDBG program, the preparation of the Consolidated Plan and Annual Action Plans, and the Citizen Participation process and its importance. Even though great effort on the part of the City went into their preparation, the public input meetings did not facilitate any comments.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	CLOVIS	Administration

Table 1 – Responsible Agencies

Narrative (optional)

The City of Clovis Community and Economic Development Department serves as the lead department for the 2017-18 Action Plan and the administration of CDBG funds. The City’s institutional structure consists of a council-manager form of government. Under the council-manager form of government, adopted by municipal code, the City Council provides policy direction to the city manager who is responsible for administering city operations. The council is the legislative body; which approves the budget and determines the tax rate, for example. The council also focuses on the community’s goals, major projects, and such long-term considerations as community growth, land use development, capital improvement plans, capital financing, and strategic planning. The council hires a professional manager to carry out administrative responsibilities, and supervises the manager’s performance.

Consolidated Plan Public Contact Information

Heidi Crabtree, Housing Program Coordinator

City of Clovis

1033 Fifth Street

Annual Action Plan
2017

Clovis, CA 93612

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

1. Introduction

Throughout the determination of needs and allocation of resources relative to the Consolidated Plan, the City consulted with both internal and external departments, agencies, and individuals to understand Clovis' needs and available resources. Internally, Clovis met with several department representatives to provide information about the Consolidated Plan and the Community Development Block Grant. Department staff provided input on how CDBG resources can be utilized and leveraged to provide services such as housing programs, code enforcement, and infrastructure improvements.

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 City of Clovis currently does not have publicly-owned housing. The City works closely with Fresno City and County Housing Authority to provide Section 8 vouchers to Clovis residents. As population demographics continue to change and need continues to rise, Clovis will explore further partnerships with the housing authority to develop affordable housing projects in Clovis.

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

The City of Clovis is an active member of the Fresno Madera Continuum of Care (FMCoC), which is the organization that acts as the regional planning body to address homelessness in the region. This collaborative group addresses homeless issues including chronic homelessness, homelessness prevention, and discharge coordination policies on the region-wide basis of Fresno and Madera Counties, which includes the City of Clovis. Based upon the consultation process, the City has recognized a need for shelters for other at-risk populations such as youth and veterans, and will pursue projects to serve these populations.

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

The City of Clovis does not receive ESG funding.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Fresno Madera Continuum of Care
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Based upon the consultation process, the City has recognized a need for shelters and other at-risk populations such as youth and veterans, and will pursue projects to serve these populations.
2	Agency/Group/Organization	FRESNO HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Based upon the consultation process, the City has recognized a need for public housing

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

N/A

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	Fresno Madera Continuum of Care	This effort aligns with the strategic plan goal to support activities to respond to homelessness and its impacts on the community.
City of Clovis Housing Element (2015-2023)	City of Clovis	Government Code Section (GSC) 65300 requires cities and counties to adopt and maintain a General Plan with a minimum of seven mandatory elements: Land Use, Circulation, Housing, Conservation, Open Space, Noise, and Safety.
SJVHC Goals and Objectives	Fresno State Community & Economic Development	The San Joaquin Valley Housing Collaborative (SJVHC) serves as a regional voice for effective affordable housing policy in the San Joaquin Valley. The group establishes and supports a broad network of partners to promote and increase the development of affordable and workforce housing in the Valley.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

N/A

AP-12 Participation – 91.105, 91.200(c)

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

The City of Clovis conducted two separate public input meetings and one public hearing to obtain citizens' input and to respond to proposals and questions. The public input meetings were held on February 22, 2017, and March 20, 2017. The public were notified on these meetings on January 22, 2017, and February 24, 2017, respectively. A public hearing was noticed on April 7, 2017 for a public hearing on May 8, 2018. Due to the delay in HUD's release of funding allocations, the public hearing was cancelled. However, the 30-day comment period was honored. No comments, written or oral, were received during the 30-day comment period. A public hearing was again noticed on June 23, 2017, for a public hearing on July 17, 2017. No comments, written or oral, were received during the comment period nor the public hearing. The notice included information about the locations at which the consolidated plan would be available for review, and was published in *The Business Journal* in both English and Spanish.

Clovis was prepared to provide interpreters for non-English speaking citizens upon request. However, no requests were made. The first public input meeting was held during normal business hours. The second public input meeting and the public hearing were held during evening hours at convenient locations that accommodate persons with disabilities.

Citizens were encouraged to participate in two public input meetings held at the Clovis Planning and Development Services office, located in the heart of Clovis. Clovis staff was prepared to provide extensive information relative to the CDBG program, the preparation of the Consolidated Plan and Annual Action Plans, and the Citizen Participation process and its importance. Even though great effort on the part of the City went into their preparation, the public input meetings did not facilitate any comments.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	No public attendance	No public comments	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	No public attendance	No public comments	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	No public attendance.	No public comments	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Published notice requesting comments during 30-day comment period.	No public comments.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Published notice requesting comments during 24-day comment period leading up to public hearing.</p>	<p>No public comments</p>	<p>N/A</p>	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City anticipates that, over the five year period of the current Consolidated Plan, CDBG allocations totalling \$3,350,000 will be received. These funds will be used for activities such as housing, infrastructure, public facilities and services, and economic development. 100% of the CDBG funds used will benefit LMI persons.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$			Total: \$
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	689,077	0	85,000	774,077	2,138,123	See introduction

Table 5 - Expected Resources -- Priority Table

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

There is no matching requirement for the use of CDBG funds. However, Clovis strives to leverage as many funding sources as possible when planning community and economic development activities. For example, in the previous funding year Clovis used remnant Redevelopment Agency funds, State HOME funds, and State CalHome funds for the purpose of expanding and preserving Clovis' affordable housing stock.

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

The City of Clovis is spent approximately \$700,000 of remnant Redevelopment Agency Funds for the construction of an improved 10-lot subdivision that has been donated to the local Habitat for Humanity affiliate for construction of 10 affordable housing units. In addition, Clovis recently donated property with a value of approximately \$1,000,000 for the construction of a 48-unit senior assisted living facility, with 24 of the units being designated as affordable. During the 2017-18 program year, Clovis plans to donate three publicly-owned lots (purchased with RDA funds) in the Stanford Addition to the local Habitat for Humanity affiliate for construction of three affordable housing units.

Discussion

The City of Clovis is committed to leveraging as many funds as possible against the CDBG allocation. Please see narrative above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2016	2020	Affordable Housing		Affordable Housing	CDBG: \$232,901	Homeowner Housing Rehabilitated: 55 Household Housing Unit
2	Public Facilities	2016	2020	Non-Housing Community Development		Public Facilities	CDBG: \$215,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15801 Persons Assisted
3	Code Enforcement	2016	2020	Non-Housing Community Development		Code Enforcement	CDBG: \$103,361	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 19255 Persons Assisted
4	Economic Development	2016	2020	Non-Housing Community Development		Economic Development	CDBG: \$85,000	Businesses assisted: 8 Businesses Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	Clovis will provide housing rehabilitation grants to LMI homeowners within the City of Clovis. The grants will pay for repairs related to health and safety deficiencies in the home.
2	Goal Name	Public Facilities
	Goal Description	Clovis will make ADA improvements throughout the jurisdiction in the amount of \$100,000; and will reconstruct the alley at Helm and Ashlan Avenues in the amount of \$115,000.
3	Goal Name	Code Enforcement
	Goal Description	The City of Clovis will provide code enforcement services through area-based policing in Clovis' LMI census tracts.
4	Goal Name	Economic Development
	Goal Description	Through the use of a commercial kitchen, Clovis will utilize \$85,000 of their CDBG funds for the purpose of assisting LMI entrepreneurs in cultivating their businesses.

Projects

AP-35 Projects – 91.220(d)

Introduction

The goals described in the current Consolidated Plan represent high priority needs for the City of Clovis, and serve as the basis for the strategic actions the City will use to meet those needs. It is our goal that meeting these needs will expand and preserve the affordable housing stock in Clovis, as well as provide public facilities improvements and public services that will strengthen neighborhood revitalization. The City of Clovis implements all CDBG-funded activities in-house.

Projects

#	Project Name
1	Administration 2017-18
2	ADA Ramps - City-wide 2017-18
3	Area-Based Policing
4	Housing Rehabilitation 2017-18
5	Helm/Ashlan Alley Reconstruction
6	Micro-Enterprise Program

Table 7 - Project Information

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

AP-38 Project Summary
Project Summary Information

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1	Project Name	Administration 2017-18
	Target Area	
	Goals Supported	Public Facilities Affordable Housing Economic Development Code Enforcement
	Needs Addressed	Affordable Housing Public Facilities Economic Development Code Enforcement
	Funding	CDBG: \$137,815
	Description	Administration costs for the 2017-18 CDBG program.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	n/a - Administration
	Location Description	n/a - Administration
	Planned Activities	One Administration Program
2	Project Name	ADA Ramps - City-wide 2017-18
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$100,000
	Description	
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	11% of Clovis' population has a disability (per 2010 Census), so Clovis' approximately 10,263 disabled residents will benefit from this activity.
	Location Description	City-wide.
	Planned Activities	Removal of architectural barriers for persons with a disability by installing ADA-compliant curb-cuts in sidewalks in Clovis.
3	Project Name	Area-Based Policing
	Target Area	

	Goals Supported	Code Enforcement
	Needs Addressed	Code Enforcement
	Funding	CDBG: \$103,361
	Description	Provide code enforcement in low-income census tracts in Clovis by utilizing Area-Based Policing services from Clovis PD.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The 19,255 people residing in Clovis' LMI census tracts will benefit from this activity.
	Location Description	In LMI Census tracts in the City of Clovis.
	Planned Activities	Provide code enforcement in Clovis' LMI census tracts by utilizing area-based policing by Clovis PD.
4	Project Name	Housing Rehabilitation 2017-18
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$232,901
	Description	Provide housing rehabilitation grants to low-income, owner-occupied households in Clovis.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	55 low-income, owner-occupied households will benefit from the activity.
	Location Description	Specific locations are unknown at this time. All projects will be in the City of Clovis. The location of each project will be entered into IDIS once projects are approved and completed.
	Planned Activities	Provide home rehabilitation grants to low-income, owner-occupied households in Clovis for the purpose of correcting health and safety deficiencies in the home.
5	Project Name	Helm/Ashlan Alley Reconstruction
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities

	Funding	CDBG: \$115,000
	Description	Reconstruction the alley located at Helm and Ashlan Avenue in Clovis.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The 5,538 residents of this LMI census tract will benefit from the activity.
	Location Description	This project is located in Census Tract 31.032.
	Planned Activities	Reconstruction of the alley located at Helm and Ashlan Avenues.
6	Project Name	Micro-Enterprise Program
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Code Enforcement
	Funding	CDBG: \$85,000
	Description	Provide entrepreneurial opportunities to low-income persons by providing use of a culinary kitchen/business incubator.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	8 LMI businesses will benefit from this activity.
	Location Description	Clovis Culinary Kitchen in Clovis, CA. All beneficiaries will be individually income-qualified.
	Planned Activities	Micro-enterprise assistance will be provided to low-income entrepreneurs through utilization of a commercial kitchen/business incubator.

AP-50 Geographic Distribution – 91.220(f)

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

The assistance will be open to all LMI persons and census tracts within the City of Clovis.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

CDBG investments will be made in Census Tracts where at least 51% of the residents are low- to-moderate-income.

Discussion

A map that identifies the LMI Census Tracts in Clovis is attached in Appendix A.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Clovis intends to provide home repair grant assistance to approximately 55 LMI households for the purposes of correcting health and safety deficiencies within owner-occupied homes.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	55
Special-Needs	0
Total	55

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	55
Acquisition of Existing Units	0
Total	55

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

Discussion

Please see above.

AP-60 Public Housing – 91.220(h)

Introduction

There is currently no public housing located in the City of Clovis.

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

There are no immediate plans for the development of public housing in Clovis.

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

The City of Clovis has a first-time homebuyer program, funding with State HOME funds, and advertises the program throughout the City.

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

The Fresno Housing Authority is not considered troubled.

Discussion

Please see above.

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

Introduction

The City of Clovis does not receive funding specifically to assist the homeless population. The City of Clovis is an active member of the Fresno Madera Continuum of Care (FMCoC), which is the organization that acts as the regional planning body to address homelessness in the region. This collaborative group addresses homeless issues including chronic homelessness, homelessness prevention, and discharge coordination policies on the region-wide basis of Fresno and Madera Counties, which includes the City of Clovis. Based upon the consultation process, the City has recognized a need for shelters for other at-risk populations such as youth and veterans, and will pursue projects to serve these populations. Clovis shares tax revenue with Fresno County that helps support programs such as the Marjaree Mason Center, which reports servicing over 300 battered women from the Clovis area per year. In addition, the tax revenue supports the EOC Sanctuary Youth Center that reports sheltering over 200 homeless youths ages 11-17 annually.

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

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

The City of Clovis has no dedicated homeless shelters or services. However, the City is an active supporter of the MAP Point at POV, and those needing homeless services within Clovis are provided an opportunity to utilize the MAP services. Operated by The Poverello Housing (a homeless shelter), MAP (Multi-Agency Access Program) is an integrated intake process that connects individuals facing housing, substance abuse, physical health and/or mental health challenges to supportive services. MAP Point at POV is a physical intake location for the community homeless population.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Clovis recently amended its Development Code to allow emergency shelters and transitional housing, by-right, in all areas zoned as residential.

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

The City of Clovis has no dedicated homeless shelters or services. However, the City is an active supporter of the MAP Point at POV, and those needing homeless services within Clovis are provided an opportunity to utilize the MAP services. Operated by The Poverello Housing (a homeless shelter), MAP (Multi-Agency Access Program) is an integrated intake process that connects individuals facing housing, substance abuse, physical health and/or mental health challenges to supportive services. MAP Point at POV is a physical intake location for the community homeless population.

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.

Clovis does not have supportive housing for those described in this section. However, Clovis residents have access to many facilities within Fresno County. In the neighboring City of Fresno, there are 236 licensed community care facilities with a total of 4,386 supportive housing beds available for persons with health-related conditions, including:

- Adult Residential Facilities are facilities of any capacity that provide 24-hour non-medical care for adults ages 18-59, who are unable to provide for their own daily needs. Adults may be physically handicapped, developmentally disabled, and/or mentally disabled.
- Residential Care Facilities for the Elderly provide care, supervision and assistance with activities of daily living, such as bathing and grooming. They may also provide incidental medical services under special care plans. The facilities provide services to person 60 years of age and over, and persons under 60 with comparable needs. These facilities can also be known as assisted living facilities, nursing homes, and board and care homes.
- Social Rehabilitation Facilities are facilities that provide 24-hour non-medical care and supervision in a group setting to adults recovering from mental illnesses who temporarily need assistance.

Discussion

Please see discussion above.

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

Introduction:

Clovis faces barriers to affordable housing that are common across housing markets, including decreasing supply of developable land, which increases the cost of acquisition and development of the land. Another common barrier is negative reaction from neighbors regarding affordable housing development based upon a misconception that property values will decline and an increase in parking and traffic.

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

In its 2015-2023 Housing Element, Clovis identified several governmental constraints to the development, maintenance, and improvement of housing and affordable housing, as follows: Zoning Code Amendments, Lot Consolidation and Lot Splits, and Monitoring of Planning and Development Fees. Nongovernmental constraints were identified as follows: Land Costs, Construction Costs, and Availability of Financing.

Discussion:

Please see discussion above.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Clovis intends to accomplish its goals and projects by investing its CDBG funds in rehabilitation of affordable housing, and repairs to public facilities in low- to moderate-income census tracts in the City. 100% of the CDBG funds expended in this program year will benefit low- to moderate-income persons.

Actions planned to address obstacles to meeting underserved needs

Clovis will immediately begin the implementation of the projects described in this action plan. In addition, the City will continue to pursue additional Federal, State, and private funding, when available, to assist in meeting the underserved needs of Clovis residents.

Actions planned to foster and maintain affordable housing

Clovis, through the use of CDBG funds, will offer grants to low- to moderate-income owner-occupied households in need of repairs due to health and safety deficiencies.

Clovis will continue promote homeownership through its First-Time Homebuyer Program for low- to moderate-income households. This program is funded by State of California HOME funds. Homebuyers participating in the program can receive up to 50% of the total acquisition cost of a modest home located within the City of Clovis. The assistance is provided as a low-interest, deferred, 30-year loan.

Clovis will develop a city-owned parcel to accommodate the construction of 10 single-family homes. All site improvements and infrastructure are in place, the City has formally donated the property to Habitat for Humanity of Fresno. HFH will construct 10 homes for low-income partner families, six of which are currently in various states of construction. The City has recorded a deed restriction against the property, securing continued affordability for a minimum of 55 years.

Clovis owns three separate parcels of vacant land within the Stanford Addition. Each of the three properties can accommodate a single-family home. Clovis intends to donate the property to Habitat for Humanity of Fresno for the construction of three single-family homes for low-income partner families. The City will record a deed restriction against each parcel, securing continued affordability for a minimum of 55 years.

Clovis donated an approximately 5-acre, vacant parcel of land located at Southwest corner of Sierra Avenue and Highway 168 to a non-profit affordable housing developer who is developing 48 units of

senior assisted living. 24 of the units will be designated as affordable. The City has recorded a deed restriction against the property, securing continued affordability of the 24 units for a minimum of 55 years. Construction is currently underway, with completion and move-in scheduled for the fall of 2017.

Clovis has almost completed its State-funded mobile home rehabilitation and replacement program. \$1,000,000 is being spent to replace or rehabilitate severely dilapidated, owner-occupied homes for low-income mobile home households. When the program is completed in September 2017, 16 mobile homes will have been replaced with new mobile homes, and 1 mobile home received substantial rehabilitation. Loans made to the homeowners for this assistance were provided as 0% interest, deferred/declining, with a term of 20 years.

Actions planned to reduce lead-based paint hazards

Clovis will work with the Fresno County Department of Public Health, Environmental Health Division, and Residential Housing and Lead Program when necessary. Through the County's programs to address Lead-Based Paint hazards, City staff will work with homeowners and landlords to abate LBP hazards in their housing units.

Actions planned to reduce the number of poverty-level families

Poverty-level families are at constant risk of homelessness. Unfortunately, Clovis does not receive funding specifically for homeless services. However, the City of Clovis is an active member of the Fresno Madera Continuum of Care (FMCoC), and helps Clovis' most vulnerable residents access the services of the region's social service providers.

Actions planned to develop institutional structure

City of Clovis staff responsible for the administration of the CDBG program will continue to access additional online, local and regional training to improve and enhance the City's knowledge of the CDBG regulations.

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

The City of Clovis will continue to maintain memberships and participation in the FMCoC, and the San Joaquin Valley Housing Collaborative. In addition, the City will continue to work closely with Habitat for Humanity of Fresno County and other local affordable housing developers.

Discussion:

See discussion above.

Program Specific Requirements

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

Introduction:

Projects planned with CDBG funds available for the 2017-18 program year are identified in the project tables.

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

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

1. Include written standards for providing ESG assistance (may include as attachment)
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).
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.
5. Describe performance standards for evaluating ESG.

Housing Trust Fund (HTF)
Reference 24 CFR 91.220(l)(5)

1. Distribution of Funds
 - a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).
 - b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.
 - c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.
 - d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority

concentration) in which it will direct assistance during the ensuing program year.

e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.

f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.

g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).

i. Describe the jurisdiction's required priority for funding based on the location of existing affordable housing.

j. Describe the jurisdiction's required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction's application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

4. Performance Goals and Benchmarks. The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction's goals established under 24 CFR 91.215(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

5. Rehabilitation Standards. The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction's description of its standards must be in sufficient detail to determine the

required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter "N/A".

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

6. Resale or Recapture Guidelines. Below, the jurisdiction must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

7. HTF Affordable Homeownership Limits. If the jurisdiction intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

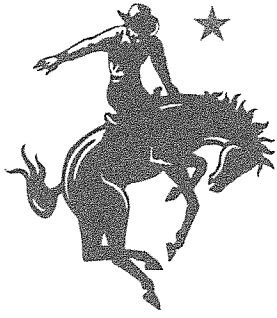
8. Limited Beneficiaries or Preferences. Describe how the jurisdiction will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the jurisdiction will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter "N/A."

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

9. Refinancing of Existing Debt. Enter or attach the jurisdiction's refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the jurisdiction will not refinance existing debt, enter "N/A."

Discussion:

N/A



CITY *of* CLOVIS

MEMORANDUM

2017-18 CDBG Annual Action Plan - Citizen Participation Comments

As Stated in AP-12 Participation:

The City of Clovis conducted two separate public input meetings and one public hearing to obtain citizens' input and to respond to proposals and questions. The public input meetings were held on February 22, 2017, and March 20, 2017. The public were noticed on these meetings on January 22, 2017, and February 24, 2017, respectively. **No public attendance at either meeting, nor were any public comments received at either meeting.** A public hearing was noticed on April 7, 2017 for a public hearing on May 8, 2018. Due to the delay in HUD's release of funding allocations, the public hearing was cancelled. However, the 30-day comment period was honored. **No comments, written or oral, were received during the 30-day comment period.** A public hearing was again noticed on June 23, 2017, for a public hearing on July 17, 2017. **No comments, written or oral, were received during the comment period nor during the public hearing.** The notice included information about the locations at which the consolidated plan would be available for review, and was published in *The Business Journal* in both English and Spanish.



CITY *of* CLOVIS

MEMORANDUM

2017-18 CDBG Annual Action Plan – Grantee Unique Appendices

Table of Contents:

- Authorizing Legislation of Clovis City Council
- CDBG-Eligible Census Tracts in Clovis
- Legal Notices
- Program Guidelines
 - Microenterprise Program – Approved by City Council 7/17/17
 - Home Rehabilitation Grant Program (Revision) – Approved by City Council 7/17/17

RESOLUTION NO. 17-80

**A RESOLUTION OF THE CITY COUNCIL OF CLOVIS ADOPTING
THE 2017-18 ANNUAL ACTION PLAN**

WHEREAS, the City Council of the City of Clovis is a U. S. Department of Housing and Urban Development (HUD) entitlement city for the purpose of receiving Community Development Block Grant funds; and

WHEREAS, HUD requires the City of Clovis to adopt an Annual Action Plan to identify projects for the 2017-18 project year.

NOW, THEREFORE, BE IT RESOLVED that the Clovis City Council approves and adopts the 2017-2018 Annual Action Plan.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on the 17th day of July, 2017, by the following vote, to wit:

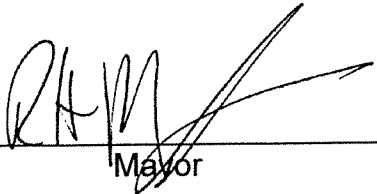
AYES: Councilmembers Ashbeck, Bessinger, Flores, Mouanoutoua,
Mayor Whalen

NOES: None

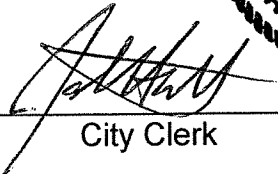
ABSENT: None

ABSTAIN: None

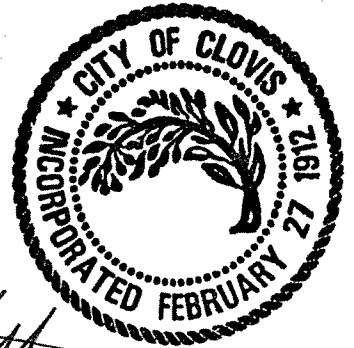
DATED: July 17, 2017



Mayor



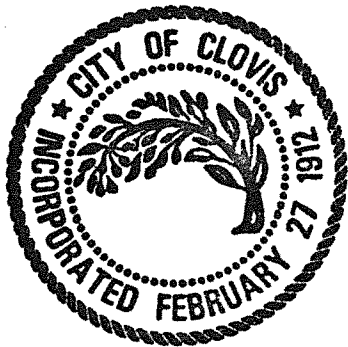
City Clerk



CLERK'S CERTIFICATE

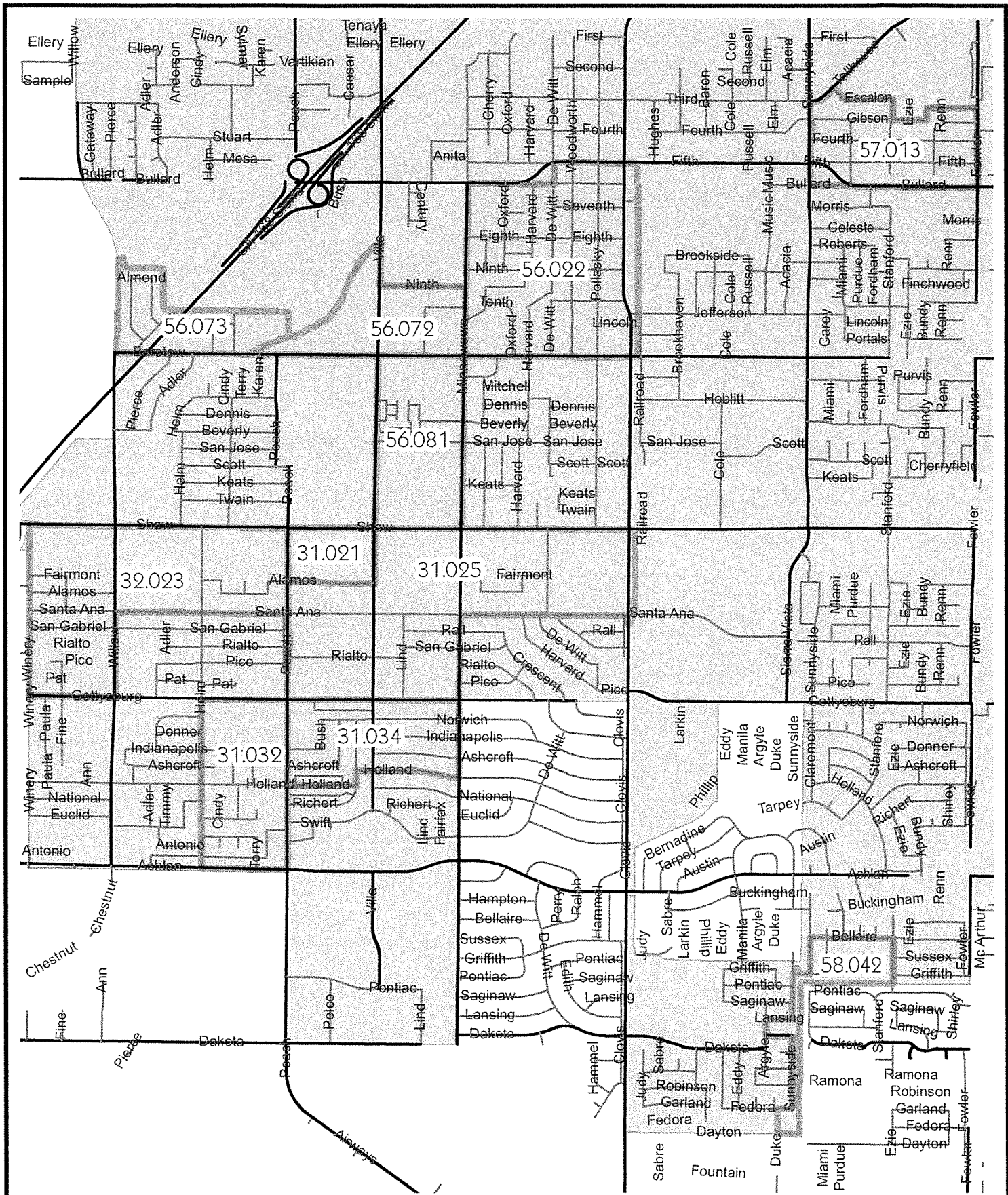
I, Diana Stice, Deputy City Clerk of the City of Clovis, State of California, do hereby certify that the foregoing is a full, true and correct copy of Res. 17-80 duly approved and adopted by the City Council of the City of Clovis on the dates therein stated and as appears on file in my office.

IN WITNESS WHEREOF, I hereunto set my hand and affix the seal of the City of Clovis on July 24, 2017.



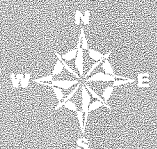
Diana Stice

Diana Stice, Deputy City Clerk



Eligible CDBG Areas

City of Clovis
 Clovis Census 2010 Tract CDBG Eligible



THE BUSINESS JOURNAL

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IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

YOUR INPUT IS NEEDED!

The City of Clovis invites you to participate in a meeting regarding the City's Community Development Block Grant (CDBG) program

DATE AND TIME OF MEETING:

MARCH 20, 2017 AT 5:00 P.M.

DECLARATION OF PUBLICATION (2015.5 C.C.P.)

MISC. NOTICE

STATE OF CALIFORNIA

COUNTY OF FRESNO

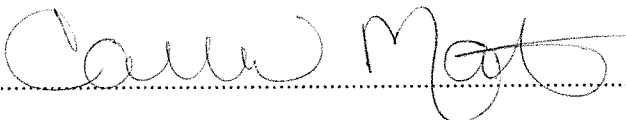
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

FEBRUARY 24, 2017

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

FEBRUARY 24, 2017

ON



YOUR INPUT IS NEEDED!
The City of Clovis invites you to participate in a meeting regarding the City's Community Development Block Grant (CDBG) program. Clovis is currently developing the 2017-18 Action Plan for use of CDBG funds, and input is needed on what projects should be considered.
The CDBG is a federal grant program to address the housing and community development needs of low and moderate-income persons. Potential projects include:
Housing rehabilitation
Physical infrastructure such as water, sewer, sidewalks, streets and drainage
Code Enforcement
Meeting Information:
Date: March 20, 2017
Time: 5:00 P.M.
Place: City of Clovis Planning and Development Services
1033 Fifth Street
Clovis, CA 93612
Contact: Heidi Crabtree
Phone:(559) 324-2094 or TTY - 711
e-mail: heidicr@cityofclovis.com
In compliance with the Americans with Disabilities Act, if you need special assistance or services to participate in this meeting, please contact Heidi Crabtree at (559) 324-2094 or TTY - 711. This includes special accommodations or translation/interpretation services. Notification 48-hours prior to the meeting will enable the City to make reasonable arrangements to ensure needed services are available.
02/24/2017

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IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

NECESITAMOS SU PARTICIPACION!

La ciudad de Clovis le hace una invitacion a participar en una junta concerniente la Programma de Fondos para el Desarrollo Economico (CDBG)

MISC. NOTICE

Informacion de Juntas:

MARCH 20, 2017 AT 5:00 P.M.

DECLARATION OF PUBLICATION (2015.5 C.C.P.)

STATE OF CALIFORNIA

COUNTY OF FRESNO

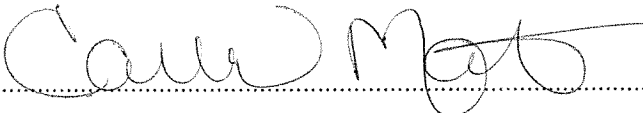
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

FEBRUARY 24, 2017

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

FEBRUARY 24, 2017

ON



NECESITAMOS SU PARTICIPACION!

La ciudad de Clovis le hace una invitación a participar en una junta concerniente la Programa de Fondos para el Desarrollo Económico (CDBG). Ahora mismo se esta haciendo el plan 2017-18, para el uso de estos fondos. Por eso necesitamos sus comentarios.

El CDBG es un programa de fondos federales para ayudar en desarrollos de vivienda y economía para personas de bajos ingresos. Los proyectos que posiblemente se haran a traves de este program son:
Rehabilitación de Casas
Infraestructura física como agua, alcantarillado, banquetas, calles, y drenaje.

Aplicación de código

Información de Juntas:

Día: March 20, 2017

Hora: 5:00 P.M.

Lugar: City of Clovis Planning and Development Services
1033 Fifth Street
Clovis, CA 93612

Nombre de contacto: Heidi Crabtree
(559) 324-2094 / TTY - 711
heidicr@cityofclovis.com

De acuerdo con las leyes para personas con una discapacidad física, si usted necesita acceso especial o si usted necesita servicios de traducción para participar en estas juntas, por favor lláme a Heidi Crabtree al (559) 324-2094. Por favor notifiquenos 48 horas adelantado para que la ciudad de Clovis pueda hacer los arreglos necesarios de acceso.

02/24/2017

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IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE ADOPTION OF THE 2016-2017 CDBG ANNUAL ACTION PLAN AND FOR THE PROPOSED AMENDMENT TO THE 2015-2016 ANNUAL ACTION PLAN

DATE AND TIME OF PUBLIC HEARING:
MAY 8, 2017 AT 6:00 P.M.

DECLARATION OF PUBLICATION (2015.5 C.C.P.)

MISC. NOTICE

NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE ADOPTION OF THE 2016-2017 CDBG ANNUAL ACTION PLAN AND FOR THE PROPOSED AMENDMENT TO THE 2015-16 ANNUAL ACTION PLAN

The City of Clovis will have copies of the 2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG) Program available for public review and comment. Copies will be available during the 30-day comment period beginning April 7, 2017 and ending at the close of business on May 8, 2017, at the following locations:

- Clovis City Hall: 1033 Fifth Street, Clovis, CA 93612
- Clovis Senior Center: 850 4th Street, Clovis, CA 93612
- Fresno County Public Library in Clovis: 1155 Fifth Street, Clovis, CA 93612
- City of Clovis Web Site: www.cityofclovis.com

A public hearing will be held on May 8, 2017 at 6:00 p.m. in the City of Clovis Council Chambers located at 1033 Fifth Street in Clovis. Citizens may provide their views and comments on the new Consolidated Plan and the proposed use of CDBG funds for the 2017-2018 program year. The 2017-2018 CDBG allocation from the U.S. Department of Housing and Urban Development (HUD) is \$635,650, with an additional \$150,934 of project savings from the prior year's CDBG allocation. The proposed use of funds for the 2017-2018 program year are as follows:

- Housing Rehabilitation \$ 264,107.00
- ADA Improvements - Various Locations \$100,000.00
- Helm/Ashlan Alley Reconstruction \$115,000.00
- Area-Based Policing \$ 95,347.00
- Micro-Enterprise Program \$ 85,000.00
- Administration \$ 127,130.00

- Back-up Projects
- Housing Rehabilitation
- Gettysburg/Norwich Alley Reconstruction

In addition, the City of Clovis is proposing to amend the 2015-2016 Annual Action Plan by cancelling the following project:

- Micro-Enterprise Program \$85,000.00

By cancelling the project from the 2015-16 Annual Action Plan, the City of Clovis is proposing to reallocate the cancelled funds as part of the 2017-18 Annual Action Plan.

By this Notice, the City of Clovis invites parties that have an interest or may be impacted by the activities discussed in the Plan to attend the Public Hearing. Citizen participation is considered an important element of the Consolidated Plan process and is encouraged by the U.S. Department of HUD and the City of Clovis. All written comments received by the close of business on May 8, 2017, at the address below will be considered and included as attachment in the Consolidated Plan document.

Additional information concerning the proposed projects and the CDBG Program can be obtained by contacting:

Heidi Crabtree, Housing Program Coordinator
1033 Fifth Street, Clovis, CA 93612
(559) 324-2094

In compliance with the Americans with Disabilities Act, if you need special assistance or translation services to participate in this meeting, please contact Heidi Crabtree at (559) 324-2094. Notification 48-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.
04/07/2017

STATE OF CALIFORNIA

COUNTY OF FRESNO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

APRIL 7, 2017

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

APRIL 7, 2017

ON

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IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

AVISO DE PERIODO DE COMENTARIOS PUBLICOS Y AUDIENCIA PUBLICA PARA LA ADOPCION DEL PLAN DE ACCION ANUAL DE CDBG 2016-2017 Y PARA LA PROPUESTA DE ENMIENDA AL 2015-2016 PLAN DE ACCION ANUAL PLAN

Una audiencia publica se llevara a cabo el 8 de mayo de 2017 a las 6:00 pm

DECLARATION OF PUBLICATION (2015.5 C.C.P.)

MISC. NOTICE

AVISO DE PERÍODO DE COMENTARIOS PÚBLICOS Y AUDIENCIA PÚBLICA PARA LA ADOPCIÓN DEL PLAN DE ACCIÓN ANUAL DE CDBG 2016-2017 Y PARA LA PROPUESTA DE ENMIENDA AL 2015-16 PLAN DE ACCIÓN ANUAL PLAN

Además, la Ciudad de Clovis propone enmendar el Plan de Acción Anual 2015-2016 cancelando el siguiente proyecto:
• Programa de Microempresas \$ 85,000.00
Al cancelar el proyecto del Plan de Acción Anual 2015-16, la Ciudad de Clovis propone reasignar los fondos cancelados como parte del Plan de Acción Anual 2017-18.

La Ciudad de Clovis tendrá copias del Plan de Acción Anual 2017-2018 para el Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG) disponible para revisión y comentario público. Las copias estarán disponibles durante el período de comentarios de 30 días comenzando el 7 de abril de 2017 y terminando al cierre de los negocios el 8 de mayo de 2017 en los siguientes lugares:

Mediante este aviso, la Ciudad de Clovis invita a las partes que tienen un interés o puedan verse afectadas por las actividades mencionadas en el Plan para asistir a la audiencia pública. La participación ciudadana se considera un elemento importante del proceso de plan consolidado y se siente alentado por el Departamento de HUD EE.UU. y la Ciudad de Clovis. Todos los comentarios escritos recibidos por el cierre de las operaciones el 16 de mayo de 2016, en la dirección que a continuación serán considerados e incluidos como archivo adjunto en el documento de plan consolidado.

- Ayuntamiento de Clovis: 1033 Fifth Street, Clovis, CA 93612
- Clovis Senior Center: 850 4th Street, Clovis, CA 93612
- Biblioteca Pública del Condado de Fresno en Clovis: 1155 Fifth Street, Clovis, CA 93612
- Sitio Web de la Ciudad de Clovis: www.cityofclovis.com

Información adicional relativa a los proyectos propuestos y el programa CDBG puede obtenerse poniéndose en contacto con:

Heidi Crabtree, Coordinador del Programa de Vivienda
1033 Fifth Street, Clovis, CA 93612
(559) 324-2094

Una audiencia pública se llevará a cabo el 8 de mayo de 2017 a las 6:00 p.m. en la Ciudad de las Cámaras del Consejo Clovis ubicado en 1033 Fifth Street en Clovis. Los ciudadanos pueden proporcionar sus opiniones y comentarios sobre el nuevo Plan Consolidado y el uso propuesto de los fondos CDBG para el año del programa 2017-2018. La asignación de CDBG 2017-2018 del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD) es de \$ 635,650, con \$ 150,934 adicionales de ahorro de proyecto de la asignación de CDBG del año anterior. El uso propuesto de fondos para el año del programa 2017-2018 es el siguiente:

En cumplimiento de los Americanos con Discapacidades, si necesita servicios especiales de asistencia o de traducción a participar en esta reunión, por favor, póngase en contacto con Heidi Crabtree al (559) 324 a 2.094. Notificación de 48 horas antes de la reunión permitirá a la ciudad para hacer los arreglos razonables para garantizar la accesibilidad.
04/07/2017

- Rehabilitación de vivienda \$ 264,107.00
 - Mejoras de ADA - Varias Ubicaciones \$ 100,000.00
 - Helm / Reconstrucción Alley Ashlan \$ 115,000.00
 - Vigilancia Basada en el Área \$ 95,347.00
 - Programa de Microempresas \$ 85,000.00
 - Administración \$ 127,130.00
- Proyectos de respaldo
- Rehabilitación de viviendas
 - Reconstrucción del callejón de Gettysburg / Norwich

STATE OF CALIFORNIA

COUNTY OF FRESNO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

APRIL 7, 2017

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

APRIL 7, 2017

ON

THE BUSINESS JOURNAL

FRESNO | KINGS | MADERA | TULARE

P.O. Box 126
Fresno, CA 93707
Telephone (559) 490-3400

(Space Below for use of County Clerk only)

IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE ADOPTION OF THE 2016-2017 CDBG ANNUAL ACTION PLAN AND FOR THE PROPOSED AMENDMENT TO THE 2015-2016 ANNUAL ACTION PLAN

DATE AND TIME OF PUBLIC HEARING:
JULY 17, 2017 AT 6:00 P.M.

DECLARATION OF PUBLICATION (2015.5 C.C.P.)

MISC. NOTICE

STATE OF CALIFORNIA

COUNTY OF FRESNO

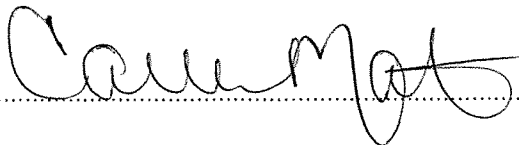
I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

JUNE 23, 2017

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

JUNE 23, 2017

ON



NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING FOR THE ADOPTION OF THE 2016-2017 CDBG ANNUAL ACTION PLAN AND FOR THE PROPOSED AMENDMENT TO THE 2015-16 ANNUAL ACTION PLAN

The City of Clovis will have copies of the 2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG) Program available for public review and comment. Copies will be available during a 24-day comment period beginning June 23, 2017 and ending at the close of business on July 17, 2017, at the following locations:

- Clovis City Hall: 1033 Fifth Street, Clovis, CA 93612
- Clovis Senior Center: 850 4th Street, Clovis, CA 93612
- Fresno County Public Library in Clovis: 1155 Fifth Street, Clovis, CA 93612
- City of Clovis Web Site: www.cityofclovis.com

A public hearing will be held on July 17, 2017 at 6:00 p.m. in the City of Clovis Council Chambers located at 1033 Fifth Street in Clovis. Citizens may provide their views and comments on the new Consolidated Plan and the proposed use of CDBG funds for the 2017-2018 program year. The 2017-2018 CDBG allocation from the U.S. Department of Housing and Urban Development (HUD) is \$689,077, with an additional \$85,000 of project savings from a prior year's CDBG allocation. The proposed use of funds for the 2017-2018 program year are as follows:

- Housing Rehabilitation \$232,900.05
- ADA Improvements Various Locations \$100,000.00
- Helm/Ashlan Alley Reconstruction \$115,000.00
- Area-Based Policing \$103,361.55
- Micro-Enterprise Program \$85,000.00
- Administration \$137,815.40

Back-up Projects

- Housing Rehabilitation
- Gettysburg/Norwich Alley Reconstruction

In addition, the City of Clovis is proposing to amend the 2015-2016 Annual Action Plan by cancelling the following project:

- Micro-Enterprise Program \$85,000.00

By cancelling the project from the 2015-16 Annual Action Plan, the City of Clovis is proposing to reallocate the cancelled funds as part of the 2017-18 Annual Action Plan. By this Notice, the City of Clovis invites parties that have an interest or may be impacted by the activities discussed in the Plan to attend the Public Hearing. Citizen participation is considered an important element of the Consolidated Plan process and is encouraged by the U.S. Department of HUD and the City of Clovis. All written comments received by the close of business on July 17, 2017, at the address below will be considered and included as attachment in the Consolidated Plan document.

Additional information concerning the proposed projects and the CDBG Program can be obtained by contacting:
Heidi Crabtree, Housing Program Coordinator
1033 Fifth Street, Clovis, CA 93612
(559) 324-2094

In compliance with the Americans with Disabilities Act, if you need special assistance or translation services to participate in this meeting, please contact Heidi Crabtree at (559) 324-2094. Notification 48-hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.
06/23/2017

THE BUSINESS JOURNAL

FRESNO | KINGS | MADERA | TULARE

P.O. Box 126
Fresno, CA 93707
Telephone (559) 490-3400

(Space Below for use of County Clerk only)

IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA

AVISO DE PERIODO DE COMENTARIOS PUBLICOS Y AUDIENCIA PUBLICA PARA LA ADOPCION DEL PLAN DE ACCION ANUAL DE CDBG 2016-2017 Y PARA LA PROPUESTA DE ENMIENDA AL 2015-2016 PLAN DE ACCION ANUAL PLAN

DATE AND TIME OF PUBLIC HEARING:
JULY 17, 2017 AT 6:00 P.M.

DECLARATION OF PUBLICATION (2015.5 C.C.P.)

MISC. NOTICE

STATE OF CALIFORNIA

COUNTY OF FRESNO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of **THE BUSINESS JOURNAL** published in the city of Fresno, County of Fresno, State of California, Monday, Wednesday, Friday, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Fresno, State of California, under the date of March 4, 1911, in Action No.14315; that the notice of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

JUNE 23, 2017

AVISO DE PERÍODO DE COMENTARIOS PÚBLICOS Y AUDIENCIA PÚBLICA PARA LA ADOPCIÓN DEL PLAN DE ACCIÓN ANUAL DE CDBG 2016-2017 Y PARA LA PROPUESTA DE ENMIENDA AL 2015-16 PLAN DE ACCIÓN ANUAL PLAN

La Ciudad de Clovis tendrá copias del Plan de Acción Anual 2017-2018 para el Programa de Subsidios Globales de Desarrollo de la Comunidad (CDBG) disponible para revisión y comentario público. Las copias estarán disponibles durante un período de comentarios de 24 días que comenzará el 23 de junio de 2017 y terminará al cierre de operaciones el 17 de julio de 2017 en los siguientes lugares:

- Ayuntamiento de Clovis: 1033 Fifth Street, Clovis, CA 93612
- Clovis Senior Center: 850 4th Street, Clovis, CA 93612
- Biblioteca Pública del Condado de Fresno en Clovis: 1155 Fifth Street, Clovis, CA 93612
- Sitio Web de la Ciudad de Clovis: www.cityofclovis.com

Una audiencia pública se llevará a cabo el 17 de julio de 2017 a las 6:00 p.m. en la Ciudad de las Cámaras del Consejo Clovis ubicado en 1033 Fifth Street en Clovis. Los ciudadanos pueden proporcionar sus opiniones y comentarios sobre el nuevo Plan

Consolidado y el uso propuesto de los fondos CDBG para el año del programa 2017-2018. La asignación de CDBG 2017-2018 del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD) es de \$ 689,077, con \$ 85,000 adicionales de ahorro de proyecto de la asignación de CDBG del año anterior. El uso propuesto de fondos para el año del programa 2017-2018 es el siguiente:

- Rehabilitación de vivienda \$232,900.05
- Mejoras de ADA - Varias Ubicaciones \$100,000.00
- Helm / Reconstrucción Alley Ashlan \$115,000.00
- Vigilancia Basada en el Área \$103,361.55
- Programa de Microempresas \$85,000.00
- Administración \$137,815.40

Proyectos de respaldo
• Rehabilitación de viviendas
• Reconstrucción del callejón de Gettysburg / Norwich

Además, la Ciudad de Clovis propone enmendar el Plan de Acción Anual 2015-2016 cancelando el siguiente proyecto:

- Programa de Microempresas \$ 85,000.00
- Al cancelar el proyecto del Plan de Acción Anual 2015-16, la Ciudad de Clovis propone reasignar los fondos cancelados como parte del Plan de Acción Anual 2017-18.

Mediante este aviso, la Ciudad de Clovis invita a las partes que tienen un interés o puedan verse afectados por las actividades mencionadas en el Plan para asistir a la audiencia pública. La participación ciudadana se considera un elemento importante del proceso de plan consolidado y se siente alentado por el Departamento de HUD EE.UU. y la Ciudad de Clovis. Todos los comentarios escritos recibidos por el cierre de las operaciones el 17 de julio de 2017, en la dirección que a continuación serán considerados e incluidos como archivo adjunto en el documento de plan consolidado.

Información adicional relativa a los proyectos propuestos y el programa CDBG puede obtenerse poniéndose en contacto con:

Heidi Crabtree, Coordinador del Programa de Vivienda
1033 Fifth Street, Clovis, CA 93612
(559) 324-2094

En cumplimiento de los Americanos con Discapacidades, si necesita servicios especiales de asistencia o de traducción a participar en esta reunión, por favor, póngase en contacto con Heidi Crabtree al (559) 324 a 2.094. Notificación de 48 horas antes de la reunión permitirá a la ciudad para hacer los arreglos razonables para garantizar la accesibilidad.

06/23/2017

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed at Fresno, California,

JUNE 23, 2017

ON

CITY OF CLOVIS CDBG MICROENTERPRISE PROGRAM
Client Eligibility Policies and Procedures

INCOME LIMITS

Clovis' CDBG-funded microenterprise program will serve low -income small business owners and prospective owners. Clients served must have household incomes at or below 80% of Area Median Income (AMI) according to annually published U.S. Department of Housing and Urban Development (HUD) income limits. The City of Clovis provided a chart of current limits on its website at <http://www.cityofclovis.com/Departments-Services/Housing>.

INCOME DETERMINATION OVERVIEW

Income and eligibility may be determined using a self-certification form backed up by at least one piece of financial documentation. Clients will self-report their income based on the HUD 24 CFR Part 5 definition of income, defined as the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period. **Attachment A** provides a detailed list of income that is included and excluded when calculating annual income. The following is a summary:

Annual income includes:

- Wages and salaries (gross amount), including overtime pay, commissions, fees, tips and bonuses.
- Net income from the operation of a business or profession
- Interest, dividends, and other net income of any kind from real or personal property.
- Regular payments from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits.
- Unemployment and disability compensation, worker's compensation and severance pay.
- Welfare assistance payment.
- Alimony and child support payments.
- All regular pay, special pay and allowances of a member of the Armed Forces.
- Earnings equal to \$480 for each working, full time student 18 years or older (excluding the head of household or spouse).
- Income from assets, such as cash, equity, stocks, etc. (See **Attachment B** for a detailed list of assets considered) NOTE: There is no maximum amount of assets that can be owned by the household, only a maximum of income that can be earned from those assets).

Income not included:

- Income from employment of children (including foster children) under the age of 18 years.
- Payments received for the care of foster children or foster adults.
- Lump-sum additions to family assets, such as inheritances, insurance payments, capital gains and settlement for personal of property losses.

- The full amount of student financial assistance paid directly to the student or to the educational institution.
- Earnings in excess of \$480 for each full-time student 18 years or older (excluding the head of household or spouse).

PROCEDURE FOR DETERMINING INCOME

1. The client fills out a self-certification form that includes demographic, household, income and asset information (**Attachment C**). The client shall include any household income that falls under the Part 5 income definition. The client attests, via signature, that all information provided is true and that he/she may be asked to verify the information at any time.
2. The client must submit appropriate income documentation that supports the self-reported household income (see chart below for what is considered appropriate documentation).
3. The provider compares the client’s household income to current HUD income limits and documents eligibility for CDBG-funded services. All clients served must have household income at or below 80% of AMI.

TYPE OF INCOME	REQUIRED DOCUMENTATION
Wages	Two months of most recent pay stubs.
Self-Employment	Two years of self-employment income (IRS Schedule C) or 1040 tax form.
Social Security or Supplemental Security Income	Most recent benefit statement from the Social Security Administration.
Unemployment Compensation or Worker’s Compensation	Copy of most recent benefit statement.
Retirement Account (401K, 403B, 457, CD or IRA)	Most recent retirement account statement.
Child Support or Alimony	Court order showing monthly payment, or most recent statement from enforcement agency.

RESIDENCY REQUIREMENT

To ensure that the microenterprise program benefits the City of Clovis community, clients who receive CDBG-funded assistance must also meet a residency requirement, defined as at least one of the following:

- Be a resident of the City of Clovis who would like to start a new business; or
- Own an existing business located in the City of Clovis (client may reside elsewhere); or
- Open a new business located in the City of Clovis (client may reside elsewhere).

ATTACHMENT A

24 CFR Part 5 ANNUAL INCOME INCLUSIONS AND EXCLUSIONS

Part 5 Inclusions:

General Category	(Last Modified: January 2005)
1. Income from wages, salaries, tips, etc.	The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services.
2. Business Income	The net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
3. Interest & Dividend Income	Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in number 2 (above). Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5,000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD.
4. Retirement & Insurance Income	The full amount of periodic amounts received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic payment (except for certain exclusions, listed in Income Exclusions, number 14).
5. Unemployment & Disability Income	Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except for certain exclusions, listed in Income Exclusions, number 3).
6. Welfare Assistance	<p>Welfare Assistance. Welfare assistance payments made under the Temporary Assistance for Needy Families (TANF) program are included in annual income:</p> <ul style="list-style-type: none"> • Qualify as assistance under the TANF program definition at 45 CFR 260.31; and • Are otherwise excluded from the calculation of annual income per 24 CFR 5.609(c). <p>If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:</p> <ul style="list-style-type: none"> • the amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus: • the maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family welfare assistance is reduced from the standard of need by applying a percentage, the amount calculated under 24 CFR 5.609 shall be the amount resulting from one application of the percentage.
7. Alimony, Child Support, & Gift Income	Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling.
8. Armed Forces Income	All regular pay, special day, and allowances of a member of the Armed Forces (except as provided in number 8 of Income Exclusions).

Part 5 Exclusions:

General Category	(Last Modified: January 2005)
1. Income of Children	Income from employment of children (including foster children) under the age of 18 years.
2. Foster Care Payments	Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone).
3. Inheritance and Insurance Income	Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains, and settlement for personal or property losses (except for certain exclusions, listed in Income Inclusions, number 5).
4. Medical Expense Reimbursements	Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member.
5. Income of Live-in Aides	Income of a live-in aide (as defined in 24 CFR 5.403).

6. Income from a Disabled Member	Certain increase in income of a disabled member of qualified families residing in HOME-assisted housing or receiving HOME tenant-based rental assistance (24 CFR 5.671 (a)).
7. Student Financial Aid	The full amount of student financial assistance paid directly to the student or to the educational institution.
8. "Hostile Fire" Pay	The special pay to a family member serving in the Armed Forces who is exposed to hostile fire.
9. Self-Sufficiency Program Income	<ul style="list-style-type: none"> a. Amounts received under training programs funded by HUD. b. Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a Plan to Attain Self-Sufficiency (PASS). c. Amounts received by a participant in other publicly assisted programs that are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, childcare, etc.) and which are made solely to allow participation in a specific program. d. Amounts received under a resident service stipend. A resident service stipend is a modest amount (not to exceed \$200 per month) received by a resident for performing a service for the PHA or owner, on a part-time basis, that enhances the quality of life in the development. Such services may include, but are not limited to, fire patrol, hall monitoring, lawn maintenance, resident initiatives coordination, and serving as a member of the PHA's governing board. No resident may receive more than one such stipend during the same period of time. e. Incremental earnings and benefits resulting to any family member from participation in qualifying state or local employment training programs (including training not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment-training program.
10. Gifts	Temporary, nonrecurring, or sporadic income (including gifts).
11. Reparation Payments	Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era.
12. Income from Full-time Students	Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household or spouse).
13. Adoption Assistance Payments	Adoption assistance payments in excess of \$480 per adopted child.
14. Social Security & SSI Income	Deferred periodic amounts from supplemental security income and social security benefits that are received in a lump sum amount or in prospective monthly amounts.
15. Property Tax Refunds	Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling unit.
16. Home Care Assistance	Amounts paid by a state agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep this developmentally disabled family member at home.
17. Other Federal Exclusions	<p>Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in 24 CFR 5.609(c) apply. A notice will be published in the Federal Register and distributed to housing owners identifying the benefits that qualify for this exclusion. Updates will be published and distributed when necessary. The following is a list of income sources that qualify for that exclusion:</p> <ul style="list-style-type: none"> ▶ The value of the allotment provided to an eligible household under the Food Stamp Act of 1977; ▶ Payments to volunteers under the Domestic Volunteer Service Act of 1973 (employment through AmeriCorps, VISTA, Retired Senior Volunteer Program, Foster Grandparents Program, youthful offender incarceration alternatives, senior companions); ▶ Payments received under the Alaskan Native Claims Settlement Act; ▶ Income derived from the disposition of funds to the Grand River Band of Ottawa Indians; ▶ Income derived from certain submarginal land of the United States that is held in trust for certain Indian tribes; ▶ Payments or allowances made under the Department of Health and Human Services' Low-Income Home Energy Assistance Program. ▶ Payments received under the Maine Indian Claims Settlement Act of 1980 (25 U.S.C. 1721); ▶ The first \$2,000 of per capita shares received from judgment funds awarded by the Indian Claims Commission or the U.S. Claims Court and the interests of individual Indians in trust or restricted lands, including the first \$2,000 per year of income received by individual Indians from funds derived from interests held in such trust or restricted lands; ▶ Amounts of scholarships funded under Title IV of the Higher Education Act of 1965, including awards

under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs;

- ▶ Payments received from programs funded under Title V of the Older Americans Act of 1985 (Green Thumb, Senior Aides, Older American Community Service Employment Program);
- ▶ Payments received on or after January 1, 1989, from the Agent Orange Settlement Fund or any other fund established pursuant to the settlement in the In Re Agent Orange product liability litigation, M.D.L. No. 381 (E.D.N.Y.);
- ▶ Earned income tax credit refund payments received on or after January 1, 1991, including advanced earned income credit payments;
- ▶ The value of any child care provided or arranged (or any amount received as payment for such care or reimbursement for costs incurred for such care) under the Child Care and Development Block Grant Act of 1990;
- ▶ Payments received under programs funded in whole or in part under the Job Training Partnership Act (employment and training programs for Native Americans and migrant and seasonal farm workers, Job Corps, veterans employment programs, state job training programs and career intern programs, AmeriCorps).
- ▶ Payments by the Indians Claims Commission to the Confederated Tribes and Bands of Yakima Indian Nation or the Apache Tribe of Mescalero Reservation;
- ▶ Allowances, earnings, and payments to AmeriCorps participants under the National and Community Services Act of 1990;
- ▶ Any allowance paid under the provisions of 38 U.S.C. 1805 to a child suffering from spina bifida who is the child of a Vietnam veteran;
- ▶ Any amount of crime victim compensation (under the Victims of Crime Act) received through crime victim assistance (or payment or reimbursement of the cost of such assistance) as determined under the Victims of Crime Act because of the commission of a crime against the applicant under the Victims of Crime Act; and
- ▶ Allowances, earnings, and payments to individuals participating in programs under the Workforce Investment Act of 1998.

ATTACHMENT B
PART 5 ANNUAL INCOME NET FAMILY ASSET INCLUSIONS AND EXCLUSIONS

Part 5 asset inclusions and exclusions.

Inclusions

1. Cash held in savings accounts, checking accounts, safe deposit boxes, homes, etc. For savings accounts, use the current balance. For checking accounts, use the average 6-month balance. Assets held in foreign countries are considered assets.
2. Cash value of revocable trusts available to the applicant.
3. Equity in rental property or other capital investments. Equity is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and all reasonable costs (e.g., broker fees) that would be incurred in selling the asset. Under HOME, equity in the family's primary residence is not considered in the calculation of assets for owner-occupied rehabilitation projects.
4. Cash value of stocks, bonds, Treasury bills, certificates of deposit and money market accounts.
5. Individual retirement, 401(K), and Keogh accounts (even though withdrawal would result in a penalty).
6. Retirement and pension funds.
7. Cash value of life insurance policies available to the individual before death (e.g., surrender value of a whole life or universal life policy).
8. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
9. Lump sum or one-time receipts, such as inheritances, capital gains, lottery winnings, victim's restitution, insurance settlements and other amounts not intended as periodic payments.
10. Mortgages or deeds of trust held by an applicant.

Exclusions

1. Necessary personal property, except as noted in number 8 of Inclusions, such as clothing, furniture, cars and vehicles specially equipped for persons with disabilities.
2. Interest in Indian trust lands.
3. Assets not effectively owned by the applicant. That is, when assets are held in an individual's name, but the assets and any income they earn accrue to the benefit of someone else who is not a member of the household and that other person is responsible for income taxes incurred on income generated by the asset.
4. Equity in cooperatives in which the family lives.
5. Assets not accessible to and that provide no income for the applicant.
6. Term life insurance policies (i.e., where there is no cash value).
7. Assets that are part of an active business. "Business" does not include rental of properties that are held as an investment and not a main occupation.

1. TOTAL ANNUAL GROSS INCOME (from previous page):\$ _____

Household Assets:

ASSET TYPE (i.e. cash, equity, stocks, etc.)	CURRENT CASH VALUE	ACTUAL ANNUAL INCOME FROM ASSET

A TOTAL ACTUAL INCOME FROM ASSETS: \$ _____

B TOTAL CASH VALUE OF ASSETS: \$ _____

C IF LINE B IS GREATER THAN \$5,000, MULTIPLY BY 2% AND ENTER RESULTS HERE: \$ _____

2. TOTAL INCLUDED HOUSEHOLD ASSET INCOME: \$ _____
(the greater of lines A or C above)

3. TOTAL ANNUAL INCOME: \$ _____
(the sum of lines 1 and 2 above)

CERTIFICATION

(Please read before signing)

Assistance under this program is supported with Federal funding. According to Title 18, Section 1001 of the U.S. Code, it is a felony for any person to knowingly and willingly make false or fraudulent statements to any department of the United States Government. By signing this Document, I certify under penalty of perjury, that all information on this application is correct to the best of my knowledge and belief, and I acknowledge that such information is subject to verification.

Print Name (applicant)

Signature

Date

Print Name (co- applicant)

Signature

Date

Staff Reviewer

Signature

Date



CITY OF CLOVIS

**OWNER-OCCUPIED
HOME REHABILITATION GRANT
PROGRAM GUIDELINES**

July 18, 2017



**CITY OF CLOVIS
OWNER-OCCUPIED HOME REHABILITATION GRANT
PROGRAM GUIDELINES**

The City of Clovis ("City") supports efforts to improve the City's affordable housing stock. The Owner-Occupied Home Rehabilitation Grant Program ("Program") described in these guidelines is designed to provide financial assistance to correct health and safety issues in the home by accessing grants of up to \$4,500 that are available from the Program. Applications for the City's Owner-Occupied Home Rehabilitation Grant Program can be obtained by calling the City of Clovis at (559) 324-2094, or picked up at the Clovis Planning and Development Services Department, 1033 Fifth Street, Clovis, CA.

The funding source used by the City for this program is the Community Development Block Grant (CDBG), funded by the U.S. Department of Housing and Urban Development (HUD).

I. APPLICANT ELIGIBILITY

Conflict of Interest

To the extent consistent with Federal and State conflict of interest laws as they apply to local government officials, employees and agents, the following rules shall apply regarding eligibility for this program. No member of the governing body of the City nor other official, employee, or agent of the City government who exercises policy or decision-making authority in connection with the planning and implementation of the Program shall directly or indirectly be eligible for this Program. This ineligibility shall continue for one year after an individual's relationship with the City ends.

Income

To be eligible to participate in the City's program, gross household income must not exceed eighty percent (80%) of the area median income (AMI) for Fresno County, which is adjusted for household size and reported in the most current income guidelines published by HUD. The applicant's income combined with the income of all household members, related or non-related, aged 18 and older cannot exceed 80% of AMI. All persons in the residence are considered household members for the purpose of income eligibility.

Fair Housing

This policy will be implemented consistent with the City's commitment to fair housing practices. No person shall be excluded from participation in, denied the benefit of, or be subjected to discrimination on the basis of his or her religion or religious affiliation, age, race, color, ancestry, national origin, sex, marital status, familial status (children), physical or mental disability, sexual orientation, or any other arbitrary cause. Individuals who believe they have been discriminated against in a housing-related action may contact the City of Clovis Housing Program Coordinator at (559) 324-2094, or the Fair Housing Council of Central California at (559) 244-2950.

Race and Ethnicity

Applicants will be requested to identify race and ethnicity at the time of submitting an application. All applications will be processed in accordance with state and federal fair lending regulations to assure nondiscriminatory treatment, outreach, and access to the Program. No person shall be excluded or denied benefits on the grounds of age, ancestry, color, creed, physical or mental disability or handicap, marital or familial status, medical condition, national origin, race, religion, gender or sexual orientation.

Preferences

The City will establish a waiting list for assistance and will provide assistance on a first-come, first-served basis. Preference will be given to households living in imminently unsafe conditions.

Temporary Relocation

Households approved for this program generally are not eligible for temporary relocation benefits in conjunction with the Home Rehabilitation Grant Program.

II. PROPERTY ELIGIBILITY

Location

To be eligible to participate in the City's Program, the property must be an owner-occupied residence located in the incorporated area of the City of Clovis.

Property Condition

The goal of this Program is to correct health and safety issues within the City. Rehabilitation work must eliminate health and safety hazards to occupants and the public.

Property Improvements

- *Eligible Improvements* – The goal of the City's Program is to correct health and safety issues in a home, provide improvements for persons with disabilities, and to preserve Clovis' affordable housing stock. Repairs are limited to items physically attached to the property and permanent in nature. Examples of eligible repair/replacement items include, but are not limited to:
 - Water Heaters
 - HVAC Systems
 - Roofs
 - Unsafe Flooring
 - Unsafe Porches/Steps
 - Architectural Barriers for Disabled and/or Handicapped Persons
 - Broken/Nonfunctioning Windows
 - Plumbing
 - Stoves/Ovens
 - Electrical

Approved repairs will be limited to no more than two items, as funding permits.

- *Non-eligible Improvements* – Unnecessary physical improvements, repairs of a cosmetic nature, and repairs to structures not legally attached to the home (e.g. unattached garages, sheds, etc.)

III. APPLICATION PROCEDURE

Application Forms

Applicants may call the City and request an application packet to be mailed or schedule an appointment with a City representative to discuss in person the program and the application process. An application packet can also be picked up at the Clovis Planning and Development Services Department, 1033 Fifth Street, Clovis, CA. Only complete application packets will be accepted and evaluated for eligibility. A complete application packet consists of the following:

- Application; and
- Documentation to verify income from all sources for all household members aged 18 and older; and
- Proof of ownership of the home.

Process

The following is a list of procedures followed when applying for a rehabilitation grant:

- *Application* – An application must be completed by the owner of the home. This includes listing all household members, and their income and asset information.

- *Preliminary Approval* – A City representative will evaluate the application and all supporting documentation to determine if the applicant meets preliminary requirements for the program. Preliminary eligibility will be based on income and ownership.
- *Preliminary Inspection* – A preliminary inspection will be scheduled with the homeowner, and will be conducted by City staff. Further program eligibility will be determined by demonstrated need at the time of inspection (existence of health and safety deficiencies within the home).
- *Project Review Committee* – The Project Review Committee is made up of City staff, and makes the final determination of the applicant’s general eligibility and eligibility of the needed repairs and improvements. The applicant will be notified in writing of the committee’s decision.
- *Work Write-Up* – When an applicant is notified of the Project Review Committee’s approval, a work write-up of the approved repairs will be provided to the homeowner.
- *Rehabilitation Construction Bids* – A list of contractors who have been determined by City staff to meet the requirements for completing work for the program will be provided to the homeowner. The homeowner will be asked to select a minimum of three contractors to whom bids will be solicited. The homeowner will be given an opportunity to add additional contractors to the list as long as the contractor meets the requirements of the program (e.g. state licensing, current business license, etc.). Based on approved repair items, City staff will send an invitation to bid to each of the homeowner’s selected contractors.
- *Bid Review* – Clovis staff will act as the clearinghouse for receiving and opening bids. City staff will review each for reasonableness, competitiveness, and completeness. Once the lowest and best bid has been determined, a Notice to Proceed will be mailed to the awarded contractor. A copy of the notice will be mailed to the homeowner.
- *Change Orders* – The City expects contractors submitting project bids to do a thorough inspection of the item(s) to be repaired prior to preparing the bid. Change orders will only be approved if they are necessary to completing the repairs, and could not be anticipated prior to construction. Payment will not be issued for change orders unless they have been approved in writing by the homeowner and a City representative prior to the additional work beginning.

Pre-Construction Requirements

Debris removal is a pre-construction requirement for a homeowner’s participation in the program. City staff must be able to access and inspect the parts of the home wherein repairs are needed, and contractors must be able to access those same areas in order to provide estimates and complete the repairs. The work area of the home must be in a clean and sanitary condition, free of debris, prior to project approval.

IV. FINANCING

Grant Limits

Grants of up to \$4,500 are available for eligible program repairs. Grant amounts will be determined by actual need/cost of the repairs. The maximum grant to homeowners for repairs shall not exceed the amount required to fund costs associated with eligible improvements.

Term of Financing

Grant – The City’s assistance is provided as a grant.

Loan Conditions

Ownership and Occupancy – If the homeowner does not continue to occupy and own the subject property for a period of one year immediately following project completion, the grant funds provided must be repaid in full to the City of Clovis.

V. REHABILITATION CONTRACTORS

Requirements

The City can provide, upon request of the homeowner, a list of contractors who have completed repair projects through the program in the previous year. However, homeowners can contact any contractor of their choosing as long as they meet the following criteria:

- The contractor must hold a current and valid State of California General Contractor's license.
- The contractor cannot be on the State or Federal Debarred Contractors list.
- The contractor must have a City of Clovis business license.
- The contractor must have current and valid General Liability and Workmen's Compensation Insurance.
- The contractor must provide a one-year warranty for their work.

Estimates submitted by contractors who do not meet the criteria will not be considered.

Construction Process

After the contractor has been selected, and a Notice to Proceed issued, the Contractor shall make arrangements with the homeowner to begin the repairs. The contractor will be responsible for making sure all required permits have been secured, depending on the type of work to be performed. The contractor will also be responsible for requesting required inspections work being performed, and for submitting proof of the permits/inspections prior to receiving payment. Contractor will have 30 calendar days from the date of the Notice to Proceed to complete the project.

Contractor Payment

The City will pay the contractor directly. No funds will be distributed to the homeowner. Once the work has been completed, the contractor shall provide the City with all required Permits, Proof of Permit Inspection and Close-Out, and a Homeowner Satisfaction Statement signed by the homeowner. Once all required and completed documentation has been provided to the City, payment may be approved and processed. No partial payments will be permitted.

Contractor/Homeowner Disputes

The agreement to complete work rests solely between the homeowner and the contractor, and therefore the City is not a party to the agreement. However, should a dispute arise, the City is willing to act as an intermediary to assist in an agreeable resolution. If it is deemed a contractor has not made a good faith effort to resolve the matter, or has been negligent, the contractor may be barred from participation in future City-funded projects. The homeowner may pursue legal action against the contractor through Small Claims Court and/or the State Contractors License Board.

VI. PROGRAM COMPLAINT AND APPEAL PROCEDURE

Complaints by applicants, residents or property owners regarding the City's Program should be made to the City's Director of Community and Economic Development. The Director or a designee will investigate the complaint, prepare an analysis and recommendation and will schedule a discussion of the complaint with the Loan Review Committee. If the matter is not resolved to the satisfaction of the person filing the complaint, this person may submit a written appeal addressed to the City's Loan Review Committee. The Loan Review Committee will be convened within fifteen (15) days from the date the appeal is received unless a longer period of time is requested by the appellant. Within five (5) working days from the date the appeal is heard by Loan Review Committee, the City will mail a written response of the Committee's decision to the appellant. If the appellant is still not satisfied with the decision, they may appeal in writing to the Clovis City Manager following the same time line and procedures above. The decision of the City Manager will be final.

VII. AMENDMENTS

Amendments to these guidelines may be made by the City whenever appropriate to improve Program effectiveness and to resolve problems. As part of the amendment adoption process, the City will review the policies of the funding source to ensure continuing compliance with published policies. Copies of amendments will be submitted to the U.S. Department of Housing and Urban Development CPD Representative for Clovis.

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): _____ * Other (Specify): _____		
* 3. Date Received: _____		4. Applicant Identifier: _____
5a. Federal Entity Identifier: _____		5b. Federal Award Identifier: _____
State Use Only:		
6. Date Received by State: _____		7. State Application Identifier: _____
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Clovis		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 94-6000311		* c. Organizational DUNS: 077369189
d. Address:		
* Street1: 1033 Fifth Street		
Street2: _____		
* City: Clovis		
County/Parish: _____		
* State: CA: California		
Province: _____		
* Country: USA: UNITED STATES		
* Zip / Postal Code: 93612		
e. Organizational Unit:		
Department Name: _____		Division Name: _____
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: _____		* First Name: Heidi
Middle Name: _____		
* Last Name: Crabtree		
Suffix: _____		
Title: Housing Program Coordinator		
Organizational Affiliation: _____		
* Telephone Number: 559-324-2094		Fax Number: _____
* Email: heidicr@cityofclovis.com		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grants/Entitlement Grants

*** 12. Funding Opportunity Number:**

B-17-MC-06-0062

* Title:

Community Development Block Grant (CDBG)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Administration(\$137,815)Housing Rehabilitation(\$232,901)ADA Ramps(\$100,000)Helm/Ashlan Alley Reconstruction(115,000)Code Enforcement(\$103,361)Microenterprise(\$85,000)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="689,077.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="85,000.00"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="774,077.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.


Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

7/25/2017
Date

City Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2016, 2017, 2018 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

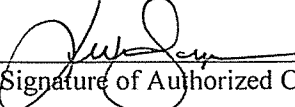
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

7/25/2017
Date

City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.