

DRAFT
POLK COUNTY
Board of County Commissioners

SOCIAL SERVICES DIVISION
HOUSING AND NEIGHBORHOOD DEVELOPMENT OFFICE



FY 2014-2015
CAPER
CONSOLIDATED ANNUAL PERFORMANCE
& EVALUATION REPORT

Community Development Block Grant Year 36
Emergency Shelter Grant Year 24
HOME Investment Partnerships Program Year 23



Fourth Program Year CAPER

The CPMP Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

The executive summary of this annual progress report outlines the major initiatives and highlights the accomplishments of Polk County's Community Development Block Grant (CDBG) Program, HOME Investment Partnership (HOME) Program, and Emergency Solutions Grant (ESG) Program through Program Year 2014/2015. The summary also describes how the strategies and completed projects implement the major goals and objectives of the 2011-2015 Consolidated Plan and the 2010 Polk Vision Plan.

The successful performance of Polk County Housing and Neighborhood Development Office is measured by the percentage of completed, closed out projects, and timely expenditure of funds, which is expressed by having less than 1.5 times the annual allocation of CDBG funds within the County's line of credit. To date, approximately 67 percent of FY2014/2015 programs were completed. In September 2015, the County had an annual draw down ratio of 0.41 and successfully met the drawdown requirements for the CDBG program.

The HOME Program Snapshot Report ranks local jurisdictions on the implementation of their affordable housing programs by examining factors such as: program progress, low income benefit, lease up percentages, HOME costs per housing unit and number of completed units. Polk County is in the 93rd Percentile of HOME programs nationally, and ranked number two in participating HOME Jurisdictions in the State of Florida for effective use of HOME funds.

Historical Perspective

FY2011-2015 Consolidated Plan

Polk County's Consolidated Plan is developed using a collaborative process whereby we develop and outline a unified vision for countywide community development endeavors. Beginning in federal fiscal year 1995, the preparation and administration of the Consolidated Plan offered opportunities to shape various programs into effective, coordinated neighborhood and community development strategies. The strategies will later become action driven initiatives to foster positive changes. The planning process placed emphasis on creating an environment for strategic planning and citizen participation, while reducing duplication of efforts at the local level.

As part of the community needs assessment, County staff reached out to area community organizations and neighborhood groups, attended neighborhood meetings and forums. Community surveys were distributed to gather more data on the needs and concerns of neighborhood communities. The community surveys and other citizen feedback indicate a need for continuing infrastructure improvements, providing improvements, access to public facilities or neighborhood facilities, and public/homeless services. Community feedback also reflected the desire to have safe affordable housing and reduced slum and blighting conditions.

In addition to the community needs assessment and housing assessment data compiled, The Polk County 2011-2015 Consolidated Plan includes the community wide visioning initiative Polk Vision, and the 2010 Update of the Polk Vision Plan. The Consolidated Plan also references Selected Area Study Plans prepared by the County Office of Planning and Development, as these plans outline needs, concerns and vision of communities in Polk County.

2010 Polk Vision Refreshed

In 2004, the citizens of Polk County, public, private and civic leaders joined in a nine (9) month visioning process to establish countywide priorities, examine community strengths and weaknesses and develop a long term vision with solutions and benchmarks. The 2004 Polk Vision Plan was the result of the community wide collaborative process.

After 6 years of successful development, Polk Vision leaders re-engaged the community in order to refresh the original priorities. The revised strategies and benchmarks reflect the priorities of Polk County citizens and provide Polk Vision held a series of 12 Workshops County wide from May- June 2010. The refreshed Vision Plan was presented to the community in November 2010.

Selected goals and strategies outlined in the 2010 Polk Vision:

Infrastructure Goal: Before 2030 Polk County will have growth management and infrastructure that protects the environment, enhances the quality of life, promotes education and economic development is economically sustainable.

Infrastructure strategy: Maintain smart, coordinated, comprehensive land use plans for new growth and redevelopment that provide sufficient infrastructure to support livable and economically sustainable communities.

Government Goal: Before 2030, Polk County will have a comprehensive system of government that is effective, efficient, diverse and responsive to the basic needs of its citizens.

Selected Government strategies: 1) Expand and sustain proactive, intra-government, intra-community and regional cooperation to achieve goals and maximize resources, 2) Promote broad citizen engagement, and 3) Encourage diverse revenue streams to support government services.

Quality of Life Goal: Before 2030, Polk County will have a quality of life that encourages diverse backgrounds to live in harmony while developing physically, spiritually, mentally and culturally within a healthy and safe environment.

Selected Quality of Life strategies: 1) Create and promote diverse cultural, artistic, and recreational opportunities, 2) Encourage community partnerships to support healthy, stable and safe families and 3) Expand and promote access to programs and services which will assist individuals and families to achieve self-sufficiency.

Education Goal: Before 2030, Polk County will have a world class, fully integrated education system that supports the needs of a vibrant, progressive community.

Selected Educational Strategies: 1) Promote a culture which values the care and education of young children and 2) Provide an adequately funded pre-K through 12 learning environment to include effective, appropriate curriculum.

Much of the funding earmarked to improve the quality life of low and moderate income households, revitalize deteriorating infrastructure /neighborhoods and offer opportunities for safe, decent affordable housing has been provided by: Federal Community Development Block Grant (CDBG) Program Funds, Federal HOME Investment Partnership Program (HOME), Florida's State Housing Initiatives Partnership (SHIP) Program, and the Emergency Shelter Grant (ESG) Program which supports services for homeless persons. These programs provide rehabilitation of substandard units, emergency repairs, infrastructure improvements, elimination of slum and blighting influences, delivery of county wide public and homeless services, and construction of community meeting places and centers.

The Polk County Federal Fiscal Year 2011-2015 Consolidated Plan will continue to use Community Development Block Grant Funds (CDBG), Emergency Shelter Grant Funds (ESG) funds, and HOME Investment Partnership Program funds (HOME) to address priority needs in low/moderate census block groups across the county. Polk County funds will not be used in the entitlement communities of Lakeland and Winter Haven or in municipalities that have elected to participate in the State Small Cities Program, except in limited circumstances (i.e. when homeless services are provided).

The Consolidated Plan has developed long and short-term strategies to meet the identified needs the Community Needs Assessment Surveys, Feedback from Community organizations, needs identified in other collaborative planning initiatives

Polk County plans to meet the following objectives in the FY 2011-2015 Consolidated Plan:

(1) Provide affordable housing that is both safe and decent, through construction/rehabilitation of owner occupied units, rental assistance, and preserving the housing stock.

(2) Create and maintain a suitable living environment, by providing needed infrastructure improvements, providing access to improved public facilities and public services, and reducing blighting conditions.

(3) Expanding economic opportunities by providing public services that help provide skills training and other tools needed to achieve self-sufficiency, promoting employment opportunities for low-income persons affected by activities and programs outlined in the Consolidated Plan and Annual Action Plan.

Major Initiatives and Accomplishments executed in Program Year 2013 Action Plan

2013/14 Community Development Block Grant (CDBG) Funds

During this program year, the County continued complete projects in two (2) areas of unincorporated Polk County: **Eloise, and Inwood**. The Skyview community is another area of focus for the Polk County CDBG program.

Eloise

The extensive four phase water, sewer and drainage infrastructure project planned for Eloise was completed. Phase I construction began October 2007. During the early part of 2006, design, permitting and right of way easements were obtained for the first three phases of the project. Phase I construction was completed March 2009 which included improvements on 1st, 2nd, 3rd Streets, lift station, and installation of the force main bored under Snively Avenue at 2nd Street. Phases II and III were bid in April 2009. Phases II and III include: Improvements to 4th, 5th, 6th, and 7th Streets. Installation of a municipal sanitary sewer system; replacement of existing water mains and installation of fire hydrants, installation of curb, gutter, and reconstruction of roadway structural section and pavement, installation of a storm water drainage system, installation of a sanitary lift station and force main. The final phase if the infrastructure project was completed during the FY 2011 program year. Water and sewer piping was installed for 8th and 9th streets. Curb gutter and other improvements were also made to the area. Service connections were made to 108 households during the FY 2013 program year.

This area has been considered a high priority of the county since 1998 and has received over 5 million dollars in community development, housing, and demolition assistance. The county's comprehensive investment in Eloise is producing successful outcomes and improving conditions for the Eloise area. Local Eloise neighborhood housing improvements such as the construction of replacement homes, substantial rehabilitation of homes, and clearance of vacant lots are contributing factors to the increased tax base and attraction of working class families. The Eloise Community Redevelopment Agency (ECRA) began with base year FY 2000/01, and as a result benefited from a tax increment increase of \$8,811.19. By October 2014, the tax increment increase was \$23,071.00. The tax valuations show continued increases since 2001. This illustrates a successful milestone of the revitalization effort in the Eloise area.

An increased number of year-round residents are gravitating to the Eloise area of Polk County. The housing improvements totaled almost \$500,000 and are a catalyst for the continued revitalization and beautification of this historically, low-income industrial community. CDBG funded infrastructure improvement have also been beneficial to the Eloise Community.

Inwood

HND partnered with Polk County's Natural Resources Division on improvements to the drainage system in the Inwood Community. In 2009, Polk County obtained special American Reinvestment and Recovery Act (ARRA) CDBG funds. The funds were allocated to a drainage improvement project in the Inwood community. The project seeks to alleviate flooding in the neighborhood. The CDBG-R funded drainage improvements and sidewalks were completed during the FY 2010-2011 program year.

In 2007 Polk County prepared a community plan for the Inwood which recommends a series of strategies intended to improve quality of life for the residents of Inwood. The plan was developed with collaboration and coordination of stakeholders including Polk County Government, the Association for the Inwood Community, and the businesses currently located in the Inwood area.

As part of the 2007 Community Plan, Polk County completed the Inwood Drainage Study and Phase I of the Lake Blue Recreation Project. Identified as having a profound impact on the quality of life for Inwood residents, these projects were executed by Polk County's Natural Resources and Leisure Services Divisions. The neighborhood has a history of flooding and poor drainage; therefore, the storm water study will guide and prioritize future improvement projects. The recreation project adjacent to Lake Blue will provide much needed recreational resources to an area where recreational facilities are lacking. The strong Neighborhood Group supports the county's efforts to alleviate area flooding and drainage problems.

During the 2014 program year, CDBG funds were used to complete water quality and drainage improvements at two different sites in the Inwood Community. In addition roadway funds were allocated for drainage improvements to selected streets in the Inwood community.

Other areas of program concentration:

Other Neighborhood Improvements: Polk County CDBG funds were used to install water and sewer lines in the Skyview community. Funds were also used for the County Demolition and Clearance Program which seeks to alleviate slum and blighted conditions throughout unincorporated Polk County and the jurisdictions of participating municipal partners. CDBG funds were also used to provide emergency minor repairs for eligible low/mod income households. CDBG funds were also used to provide HOME case management, housing inspections, and administration of rehabilitation and rental assistance program

Municipal Partners: Polk County has contracted with five (5) municipal partners in the amount of \$199,127.

These local projects continue to provide a significant improvement in the quality of life for city residents. The use of CDBG funds has assisted city governments in making local dollars go further towards meeting their planned neighborhood goals

and objectives. Each of our partner cities has leveraged general funds to attain their project goals.

Elimination of Slum and Blighting influences: During the current program year, 53 residential structures were removed using CDBG funds. The removal of slum and blighted structures greatly increases opportunities for area revitalization, as well as ensuring improved health and safety conditions for residents and their families.

Public and Homeless Services: The County requests proposals for funding from area non-profits serving county residents and homeless persons through its CDBG and ESG grants. This year the county contracted with seven organizations/agencies for the provision of these services in the amount \$443,021.

- Substance abuse prevention,
- Rehabilitation for the Blind
- Child and Youth centered activities and development,
- Crisis Counseling, and
- Health care of the medically underserved
- Recreational Program Equipment

The Emergency Shelter Grant (ESG) provided funds for the Peace River Center and Talbot House to continue their service delivery to Homeless Persons.

In conclusion, Polk County's analysis of its federally funded programs is based on a successful drawdown rate and percentage of FY 2014-2015 Programs completed and closed out, and results of monitoring from external auditors. Polk County HND makes every effort to constantly evaluate, improve and refine the administration of our programs. HND has made changes to our programs based on the feedback received from program monitors.

The Consolidated Annual Performance & Evaluation Reports Document is organized in the following manner:

The reporting for this document is completed in two sections: Required Narratives (to include tables) and Integrated Disbursal and Information (IDIS) Reports.

- *Executive Summary*
- *Program narratives describe in detail Implementation of Polk County's Grant Programs/Monitoring/Procedures/Self Evaluation as it relates to accomplishments consistent with goals and objectives identified in the Consolidated Planning Document implemented within Program Year 2005 and Action Plan for FY 2014/2015.*
- *The remaining Section of the document consists of six (6) required IDIS Reports which detail expenditures, beneficiaries, and accomplishments.*

General Questions

1. **Assessment of the one-year goals and objectives:**
 - a. **Describe the accomplishments in attaining the goals and objectives for the reporting period.**

Table 1-A, on the next several pages assesses the use of CDBG funds for FY 2014/2015 in relation to priorities, goals and specific objectives in the current Consolidated Plan.

The status of efforts toward implementing outcome performance measurement system requirements described in the Federal Register Notice dated March 7, 2005 are as follows:

The 2014-2015 Action Plan was approved by the BoCC and sent to HUD August 2014 Performance measures were included in the objectives for this plan along with outcome measures, and outputs. When the Federal Register was published in 2005 years ago outlining the outcome performance measurement system, these measures were included in subsequent action plans and IDIS project descriptions.

Table 1-A Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND***2013	Demolition and Clearance 2013	Suitable Living Environment	Sustainability	Low to moderate income persons throughout Polk County	Number of unsafe structures demolished.	58	\$348,290.28	75
Polk County HND****	Demolition and Clearance 2014	Suitable Living Environment	Sustainability	Low to moderate income persons throughout Polk County	Number of unsafe structures demolished.	75	\$368,150.93	N/A Project open in progress
Polk County HND*2011	Eloise Water and Sewer Service Connections 2011	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons Eloise Area	Number of low to moderate persons with water sewer service connected		\$246,770.89	108
Polk County HND**2012	Mulberry Wastewater and Waterline Improvement 2012	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in SE Mulberry	Number of low to moderate income persons with access to a new facility or infrastructure benefit	818	\$535,695,.99	2,295
Polk County HND**2012	NW 38 th St Avenue V /W Water Quality Roadway Improvements 2012	Suitable Living Environment	Sustainability	Low and Moderate income persons Inwood Area	Number of low and moderate income persons with access to an improved public facility	2,174	\$849,947.13	2,174

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
 *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
 **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-A Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Neighborhood Improvements								
Polk County HND**	Eagle Lake Infrastructure Improvements (Green Acres)	Suitable Living Environment	Sustainability	Low and Moderate Income persons in Eagle Lake	Number of low and moderate income persons with access to an improved public facility	4,178	\$350,000	4,178
Polk County HND 2012	Emergency Home Repairs 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	10	\$146,626.35	22
Polk County HND 2013	Emergency Home Repairs 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	7	\$12,850.63	N/A Project open in progress
Polk County HND 2012**	CDBG funded HOME admin 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000.00	65
Polk County HND 2013***	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000	43
Polk County HND 2013***	Skyview Infrastructure Project 2013	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,200,000.00	3,393
Polk County Natural Resources 2012 **	Wahneta Community Building 2012	Suitable Living Environment	Accessibility/Availability	Low and Moderate Income Persons in Wahneta Community	Number of low and moderate income persons with access to an improved public facility	2,133	\$99,999.95	2133

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year

** Projects initiated in FY 2012, but closed in IDIS during 2014 program year

*** Project initiated in FY 2013, but closed in IDIS during 2014 program year

**** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-A		Assessment of One Year Goals and Objectives-2014-2015						
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND 2014****	Skyview Infrastructure Project Phase II 2014	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,825,000	3,393
Polk County HND 2014****	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$75,891.58	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
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Table 1-A Assessment of One Year Goals and Objectives-2014-2015								
Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Auburndale 2013***	Earl Wright Park Improvements	Suitable Living Environment	Availability/Accessibility	Low and Moderate income persons in Polk County	Number of low and moderate income persons with improved access to an improved public facility	2,133	\$17,158.61	2,133
Auburndale 2014	Auburndale Facility Improvements at Community Center and Gymnasium	Suitable Living Environment	Availability/Accessibility	Low and Moderate income persons in Polk County	Number of low to moderate income persons with access to new public facility	2,133	\$0	N/A Project open
Bartow 2012**	Carver Center Renovations	Suitable Living Environment	Accessibility/Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	6,630	\$149,727.00	6,630
Bartow 2013***	ADA Improvements Fire Station	Suitable Living Environment	Accessibility/Availability	Low and moderate income persons residing in Bartow	Number of low and moderate income persons who will have improved access to an improved public facility	2,721	\$13,800.00	2,721
Bartow 2014****	Carver Center Renovations	Suitable Living Environment	Accessibility/Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	5,900	\$23,717.98	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year

** Projects initiated in FY 2012, but closed in IDIS during 2014 program year

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Table 1-A Assessment of One Year Goals and Objectives-2014-2015								
Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Eagle Lake**2012	ADA Improvements at Municipal Park	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$21,840.00	112
Eagle Lake****2014	ADA Improvements at Municipal Park 2014	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$0	N/A Project open in progress
Dundee2013 ***	Main Street Streetscape Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the Town of Dundee	Number of low and moderate income persons wo have access to improved public facilities	2,259	\$66,104.01	2,259
Mulberry2013***	Evelyn Bryant Park Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$36,482.31	818
Mulberry 2014 ****	4 th Street Stormwater Improvement	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$0	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
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Table 1-A Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Public/Homeless Services								
Tampa Lighthouse for the Blind	Rehabilitation for the Blind	Suitable Living Environment	Accessibility/ Availability	136 visually impaired persons residing in Polk County	Number of visually impaired persons receiving services	160	\$74,999.97	136
The Wilson House	Substance Abuse Program	Suitable Living Environment	Accessibility/ Availability	43 homeless male chronic substance abusers residing in Polk County.	Number of persons receiving services.	53	\$74,667.93	43
Tri County Human Services	Health Services Program	Suitable Living Environment	Accessibility/ Availability	67 low to moderate income youth residents of Polk County	Number of low and moderate income household receiving services	61	\$62,849.70	67
Professional Opportunities for Students	Students with Achievable Goals (SWAG) Program	Suitable Living Environment	Accessibility/ Availability	53 low and moderate income youth residing in Polk County	Number of low and moderate income youth receiving mentoring and employment services	53	\$74,995.00	53
Peace River Center – Behavioral Health	Mentoring Program	Suitable Living Environment	Accessibility /Availability	20 low and moderate income youth residing in Polk County	Number of youth receiving behavioral health services	40	\$45,812.65	20
Boys and Girls Club of Mulberry 2014****	Youth Opportunities Program	Suitable Living Environment	Accessibility/ Availability	51 low and moderate income youth residing in Polk County	Number of youth receiving mentoring services	45	\$56,120.00	51
Talbot House	Employment Solution Program	Suitable Living Environment	Accessibility/ Availability	13 low income persons residing in Polk County	Number of persons receiving employment assistance services	10	\$12,171.41	13
Peace River Center	Homeless Prevention / Rapid Re-Housing	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of persons receiving assistance	18	\$88,981.65	43
Talbot House****	Rapid Rehousing /Emergency Shelter	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of homeless persons receiving assistance	22	\$95,888.00	16

**** Reflects assistance for rapid rehousing assistance program only. Outcome total does not include any shelter operations 1,003 individuals were served in Shelter during the 2014 program year. Figures confirmed by HCPC in HMIS

Table 1-A Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Affordable Housing								
Polk County HND	Owner-Occupied Substantial Rehabilitation	Decent Housing	Affordability	Low and moderate households residing in Polk County.	Number of single family residential structures brought into compliance with codes.	2	\$388,090.45	4
CHDO	CHDO Set-aside	Decent Housing	Affordability	Low and moderate households in Polk County	Number of new residential homes acquired and rehabilitated	1	\$0	N/A project open
TBRA	Tenant Based Rental Assistance	Decent Housing	Affordability	Low and moderate households in Polk County.	Number of Low and Moderate income households receiving rental payment assistance.	40	\$240,777.50*	81

Note: CHDO, HOME REHAB, TBRA expenditures provided by HND staff

*Note: The TBRA Program is a two year program. Figure shown Represents funds committed to clients \$358,028.90 was expended for the 2012 HOME TBRA program tenants; \$54,549 was expended for the 2013 HOME TBRA program tenants. The HOME program has a 4 year expenditure deadline.

b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

A breakdown of the CPD formula grant funds is spent on grant activities for each goal and objective is illustrated on pages 6, 7, and 8.

C. If applicable, explain why progress was not made towards meeting the goals and objectives.

Although the County, its non-profits, and municipal partner governments completed 65 % of its approved projects for FY 2014-2015 not all programmed projects were completed. Several projects had funds carried over to FY 2015-2016. The following projects were changed during the 2014-2015 program year:

- There were several projects that will be drawn down and closed in IDIS in the FY 2015-2016. Although the construction was completed, the final payments and drawdowns were not processed in time for closeout in the FY 2014 program year. The following projects were impacted:
 - Bartow Carver Center and Polk Street Renovations,
 - Eagle Lake ADA improvements at Municipal Park,
 - Mulberry 4th Street Storm water Improvements
 - Boys and Girls Club (public services project) – processing of final invoice was delayed

The City of Auburndale encountered delays in mobilizing their 2014 Community Center Parking Facility project. The project is still open in IDIS. It is anticipated the 2014 project IDIS 1496 will be closed after a substantial amendment during the FY 2015 program year. Phases I and II of the Auburndale parking facility will completed during the 2015 program year.

The Skyview Phase II project funding was increased during the program year through two contract amendments. The project was initially set up for \$1,200,000 but was increased to \$1,825,000.

- The County Demolition program found that the costs of demolitions changed due to additional requirements regarding asbestos inspections. The County also established a new ordinance during the FY 2011-2012 related to the demolition program that changed public notification and other requirements. Additionally, the demolition program had staffing changes during the program year. The County Demolition project for FY 2014 will be closed and drawn in IDIS during FY 2015-2016.

The following public/homeless services projects served less than their proposed goal:

- The following public/ homeless services programs served fewer individuals than projected in their initial project goals: Tampa Lighthouse for the Blind, Wilson House, and Peace River Center.
- The Tampa Lighthouse for the Blind program clients required more extensive services this program year. Participants in the Wilson House treatment program also needed more services. Fewer clients were served in order to fully assist the individuals participating in the programs at Tampa Lighthouse and Wilson House.

- Peace River Center was a new CDBG subrecipient in program year 2014. The staff had to become familiar with CDBG regulations, as well as, the County's process and documentation requirements. The initiation of their project was delayed. Upon mobilization of their program, the agency found it difficult to obtain third party verification of household income for a significant number of potential participants. Therefore, the agency was only reimbursed for the participants with complete income verification
- The Talbot House provided outcomes for their rapid rehousing program only. When proposing the program in the action plan, shelter operation estimates were included in their grant application. Talbot House was able to assist 16 homeless persons locate permanent housing in FY 2014-2015. Some ESG funds were also used to cover Emergency Shelter along with administrative costs for the rapid re-housing program. 1,005 homeless persons were assisted in Shelter during the 2014 program year.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

Although Polk County provides extensive one-on-one and group training sessions for agencies desiring to apply for Public Service and ESG funding occasionally we encounter problems with our new subrecipients understanding the extensive program reporting/fiscal accountability required for the use of public funds. Close interaction with these organizations by program staff assists in preventing problems and misunderstandings. Program Managers are required to check in with each subrecipient at a minimum of once per week to ensure program integrity. In cases, where agencies decline funds, county staff members reallocate funds to approved existing nonprofit organizations with similar goals and objectives for optimum service to clients.

During the 2006/07 Program the two-year grant cycle for Public Services Grants was initiated. The newly designed process allowed a subrecipient a two year opportunity for public service/ESG programming. Contingent on availability of funds, and agency's ability to meet stated objectives with a favorable progress rating during the initial year, a second year agreement was initiated. As anticipated this new process assisted in the provision of good working relationships between county staff and subrecipients resulting in less problematic programs and a greater understanding of program requirements.

Beginning in FY 2010-2011 Action Plan process Polk County HND began soliciting annual requests for proposals for Public Service Grants and will not award CDBG Public Service dollars in two year cycles. Having annual requests for projects will help HND staff and our Subrecipients develop clear proposals and contracts, and will help reduce the likelihood of confusion when projects are monitored in the future.

3. Affirmatively Furthering Fair Housing:

- a. Provide a summary of impediments to fair housing choice.**
- b. Identify actions taken to overcome effects of impediments identified.**

The following chart gives a summary of impediments to fair housing choice and identifies actions taken to overcome the effects of these impediments.

Affirmatively Furthering Fair Housing

Impediment	ACTION STEP
<p>1. Need for education and outreach with regard to fair housing issues. Need to provide information about where to report incidents of housing discrimination</p>	<ul style="list-style-type: none"> • Displayed Fair Housing Brochures and Complaint forms in Lobby of HND offices. • Keystone Challenge Fund conducted Homebuyer Education Courses on behalf of Polk County. The Homebuyer course has Fair Housing Module. They also spend extensive time covering loan fraud and predatory lending. Class participants are provided information about fair housing including how to contact HUD regarding housing discrimination. During the FY 2014-2015 Program Year, Homebuyer Education courses were held. 871 participated in the homebuyer courses. Of the total participants, 701 participants were educated in classes funded by County funds
<p>2. Need for coordination between area agencies, local governments, housing authorities to provide a referral network to share fair housing information and other resources.</p>	<ul style="list-style-type: none"> • Polk County HND provides clients with housing options and other agencies that provide housing assistance in areas where County Funds cannot be used. Polk County also reaches out to nonprofit agencies that assist homeless persons or at risk youth. Polk County makes every effort to partner with other city and regional agencies when feasible
<p>3. Need for rental subsidy and financing mechanisms to assist low to moderate income (as defined by HUD) homebuyers and renters</p>	<ul style="list-style-type: none"> • Polk County HND shifted the focus of its HOME funded Tenant Based Rental Assistance Program. The TBRA program will primarily assist low income elderly or persons with disabilities.

Affirmatively Furthering Fair Housing

Impediment	ACTION STEP
<p>4. In response the economic downturn, lenders and underwriters have tightened the requirements for qualifying for mortgages. Greater emphasis is placed on credit worthiness and the amount of the down payment the homebuyer must provide. These changes could negatively impact the number of loan approvals.</p>	<ul style="list-style-type: none"> • Continued to fund home purchase assistance through the SHIP program. Increased maximum awards and maximum purchase price. • Provided rental assistance through the Housing Choice Voucher Program. • Continued to support impact fee waivers for homes affordable to low income buyers. • Continued to lobby for and fight attempts to reduce state and federal funding for housing assistance programs. • Continued to fund TBRA assistance to support residents who lost homes due to foreclosure. • Keystone Challenge Fund conducted Homebuyer Education Courses on behalf of Polk County. The Homebuyer course has Fair Housing Module. They also spend extensive time covering loan fraud and predatory lending. During the FY 2014-2015 Program Year, Homebuyer Education courses were held. 871 participated in the homebuyer courses. Of the total participants, 701 participants were educated in classes funded by County funds • Addition of a module on predatory lending included in the home buyers classes for SHIP Home Purchase program. Polk County adopted a subordination policy that set limits. Keystone has also modified their program to place greater emphasis on resolving credit issues and maintaining good credit scores.
<p>5. Increasing foreclosures could negatively impact renters of single family units, as owners lose units to foreclosure. Renters may not receive adequate notification in accordance with recent laws that require landlords to notify tenants when a unit is in foreclosure.</p>	<p>HND provides clients with information regarding recent changes in the notification and eviction requirements for people with homes in foreclosure. Renters are also referred to Florida Rural Legal Services for rent disputes. Staff also refers them to other community agencies.</p>
<p>6. The Polk County Fair Housing Ordinance was prepared in 2005. A review of the ordinance is needed to determine in updates are necessary.</p>	<p>HND staff conducted a preliminary review of the ordinance during FY 2011-2012. The ordinance will be reviewed again during the FY 2014-2015 program year.</p>

Polk County prepared an updated Analysis of Impediments to Fair Housing (AI) during the FY 2010-2011 Program Year. The AI report was approved by the Polk County BoCC in conjunction with the Consolidated Plan in July 2011.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

The Polk County 2011-2015 Consolidated Plan addressed obstacles to meeting underserved by acknowledging the needs of the community typically outpace the funds available to provide services. Funding cuts have impacted all levels of government. The grant programs administered by the Housing and Neighborhood Development Office of Polk County are 100% funded by state and federal grants.

The County provided CDBG funding for seven public service agencies to address high and medium priority needs varying from rehabilitation for the blind to homeless emergency shelter and support services.

The increasing demand for decent housing will continue to be addressed by the County's affordable housing programs which are ranked as a High Priority in the FY 2014-2015 Consolidated Action Plan. Owner-occupied substantial rehabilitation will preserve and enhance the County's housing stock while supporting Community Housing Development Organizations (CHDO) with set-aside funding. The county program offers down payment assistance to help eligible households become homeowners through funding from SHIP funds. The County continues to use HOME funds for Tenant Based Rental Assistance (TBRA) to assist families struggling with financial crisis.

Obstacles to affordable housing development have been identified in the area of zoning and land use. Solutions to the identified obstacles are as follows:

- The county grants Impact fee waivers for affordable and workforce housing,
- Density bonuses are available in approved areas called Selected Area Plan (SAP) districts,
- Relaxed setbacks are used as a tool available for developers of affordable housing, and can be achieved without going through the variance process. Expedited permitting is also available for affordable housing developers.

5. Leveraging Resources

- a. Identify progress in obtaining "other" public and private resources to address needs.**
- b. How Federal resources from HUD leveraged other public and private resources.**
- c. How matching requirements were satisfied.**

CAPER General Questions response:

- a. In October 2006 the Polk County Housing & Neighborhood Development Office applied for My Safe Florida Home grant funds available through the State of Florida's Department of Financial Services. This program was developed to offer grants to low income residents, as well as residents within certain financial categories, hurricane mitigation rehabilitation for their homes. SHIP and Hurricane Recovery Funds totaling \$750,000 will be used as match for the program. This program assisted homeowners in securing their homes against future storm damage.

- b. The following indicates how Federal resources from HUD leveraged other public and private resources:

Federal, State and Local resources for FY 2014-2015						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
NEIGHBORHOOD IMPROVEMENTS						
Polk County Housing and Neighborhood Development	Skyview Infrastructure Improvement Project	\$ 1,200,000				
Polk County Housing and Neighborhood Development	*Demolition and Clearance	\$ 500,000 *				
Polk County Housing and Neighborhood Development	Emergency Minor Repairs	\$ 175,000				
Polk County Housing and Neighborhood Development	HOME Administration, Inspections, and Case management	\$ 125,000				
	Subtotal	\$ 2,000,000				
MUNICIPAL PARTNERS						
Auburndale	Community Center Parking Facility Improvements	\$ 66,256				
Bartow	Carver Center Renovations	\$ 84,852				
Dundee	Allocation Given to Auburndale Per Agreement	\$ 18,233				
Eagle Lake	Recreation ADA Accessibility Project	\$ 11,062				
Mulberry	4 th Street Storm Water Project	\$ 18,724				
	Subtotal	\$ 199,127				

- Demolition includes remaining funds from FY-2013-2014 in the amount of \$279,368

Federal, State and Local resources for FY 2014-2015						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
PUBLIC/HOMELESS SERVICES						
Tampa Lighthouse for the Blind	Visually Impaired Services	\$ 75,000				\$ 850,504
Wilson House	Substance Abuse Program	\$ 75,000				\$ 130,000
Professional Opportunities for Students	Students With Achievable Goals	\$ 75,000				\$ 117,930
Boys and Girls Club	Youth Opportunities Program	\$ 75,000				\$
Tri County Human Services	Health Services	\$ 62,850				\$
Peace River Center	Behavioral Health Services	\$ 64,000				\$
Talbot House	Employment Solutions Program	\$ 16,171				\$ 1,736,000
	Subtotal	\$ 443,021				\$ 2,834,434

(Proposed budget continued on next page)

Federal, State and Local resources for FY 2014-2015						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
PUBLIC/HOMELESS SERVICES-ESG						
Talbot House	Emergency Shelter and Rapid Re Housing Assistance		\$ 95,888			\$ 1,736,000
Peace River Center	Homeless Prevention and Rapid-Re Housing Assistance		\$ 95,889			\$
Homeless Coalition of Polk County	Emergency Solutions Grant- HMIS Services		\$ 30,000			\$
	Subtotal		\$ 221,777			\$ 1,736,000

(Proposed budget continued on next page)

Federal, State and Local resources for FY 2014-2015						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
AFFORDABLE HOUSING						
Housing and Neighborhood Development	Owner Occupied Rehab			\$237,200	SHIP Funds	\$ 2,201,010
Housing and Neighborhood Development	Tenant Based Rental Assistance			\$400,000		
Polk County Housing and Neighborhood Development	CHDO			\$ 127,440		
Polk County Public Housing Agency	Housing Choice Voucher Program				HCV Funds	\$ 667,664
	Subtotal			\$764,640		\$ 2,868,674
ADMINISTRATION/ REMAINING FUNDS						
Polk Co. Housing and Neighborhood	CDBG Administration	\$ 590,694				
Polk Co. Housing and Neighborhood	ESG Administration		\$ 17,982			
Polk Co. Housing and Neighborhood	HOME Administration			\$ 84,960		
	Subtotal	\$ 590,694	\$ 17,982	\$ 84,960		
Polk Co. Housing and Neighborhood	Estimated Program Income	\$ 60,000				
	Subtotal	\$ 60,000				
	TOTALS	\$3,292,842	\$ 239,759	\$ 849,600		\$ 7,439,108

- Demolition includes remaining funds from FY-2013-2014 in the amount of \$279,368

c. How matching requirements were satisfied.

State SHIP funds are used to meet the HOME match requirements.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

CAPER Managing the Process response:

The work performed by HND's staff with respect to HUD grants has been through a major metamorphosis since the late 1990's. Quality control and compliance has been on the forefront of all activities, reporting, and fiscal accountability, which is illustrated by the division's recognitions of Best Practice Awards both nationally and locally.

The process followed within the County, encompasses a wide spectrum of documentation and plan compatibility. This includes the Polk County Comprehensive Plan, the Five Year Community Investment Program (CIP), and other County ordinances and regulations as they pertain to all HUD related activities.

Last year, to ensure compliance with the program and comprehensive planning requirements, staff referred to CFR 570 and CFR Part 84 and 85. When appropriate, staff confers with our HUD Representative in Jacksonville for regulatory guidance. During the implementation process each project is evaluated and verified for eligibility requirements with the CDBG 24 CFR.570 regulations, the "CDBG Desk Guide", and the "CDBG Guide to Eligible Activities". A risk factor analysis is performed for each contract for grant funds. When a risk factor is established the project manager determines the extent to which the client will need technical support during the program year. Technical assistance is provided to each subrecipient by professionally trained CDBG/HOME program managers. Weekly contact ensures program compliance and prohibits inaccurate expenditure of funds. Monthly reports are required for each project to confirm adherence to program regulations and to evaluate progress.

HND follows a policy of long-term monitoring in addition to monitoring projects being carried out during the current program year. Long-term monitoring is applicable to projects that have oversight requirements in force after the initial agreement ends.

This long-term monitoring policy is relevant to both HOME and CDBG projects. Polk County does not use CDBG for its housing programs, but instead uses the federal HOME and the state SHIP funding sources. Typically affordable housing created under these funding sources carries a stipulation for a specified length of time that the tenants have a specified income level and that the management of the housing units is maintaining them to prescribed standards. HND conducts monitoring during this specified length of time as a means of ensuring compliance with these requirements.

Additionally, HND monitors those CDBG projects that require extended oversight. This program covers the following areas:

- a. Projects involving purchases of equipment or large amounts of expendable supplies are monitored to ensure that these items are used for program purposes after the completion of the basic project. We emphasize to the sub-recipient that the need for inventory listings and controls exist after the completion of the project.

Comprehensive planning requirements are addressed by providing copies of the 5-year Consolidated Plan and One Year Action plans to each Polk County Department Head and all County Commissioners. This is completed during the citizen comment period established in Polk County's Citizen Participation Plan.

Citizen Participation

1. Provide a summary of citizen comments.

Notice of availability of a draft copy of the Consolidated Annual Performance and Evaluation Report (CAPER) for public inspection and comment was published November ____, 2015, in the Lakeland Ledger. The public comment period ended Friday, December ____, 2015. No comments were received from the public.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

Funds Committed / Expenditures / Service Area

IDIS Activity Number	Project/Activity		Funds Committed	Expenditures	Service Area/ Census Tract
1431	Polk County HND	Demolition and Clearance 2013	\$ 348,290.28	\$ 348,290.28	County Wide
1493	Polk County HND	Demolition and Clearance 2014	\$409,247.81	\$368,150.93	County Wide
1324	Polk County HND	Eloise Sewer Service Connections	\$ 246,770.89	\$246,77.89	146.00 blk grp 1
1401	Polk County Leisure Services	Wahneta Community Rec. Field	\$100,000.00	\$99,999.95	
1496	Auburndale	Community Center Improvements	\$108,193.11	\$0	
1407	Polk County HND	Carver Center Renovations	\$ 149,727.00	\$ 149,727.00	
1434	Auburndale	Earl Wright Park	\$17,158.61	\$17,158.61	
1435	Bartow	ADA Fire Station/ Curb Ramps	\$22,191.00	\$22,191.00	
1497	Bartow	Carver Center Renovations	85,355.00	23,717.98	
1404	Polk County HND	CDBG Funded HOME ADMIN 2014	\$125,000.00	\$75,891.58	
1433	Polk County HND	CDBG Funded HOME ADMIN 2013	\$125,000.00	\$125,000.00	
1436	Dundee	Main Street Streetscape	\$66,104.01	\$66,104.01	
1437	Mulberry	Evelyn Bryant Park	\$36,482.31	\$36,482.31	
1408	Eagle Lake	ADA Improvements 2013	\$ 21,840.000	\$ 21,840.00	
1500	Eagle Lake	ADA Improvements 2014	\$ 11,062.00	\$ 11,062.00	
1501	Mulberry	4 th Street Stormwater Improvement Project	\$19,2010.69	\$0	
1502	Tampa Lighthouse for the Blind	Rehabilitation for the Blind	\$ 74,999.97	\$ 74,999.97	
1503	The Wilson House	Substance Abuse Program	\$ 75,000.00	\$ 75,000.00	Homeless
1504	Professional Opportunities for Students	Students with Achievable Goals (SWAG)	\$ 74,995.00	\$ 74,995.00	
1505	Boys and Girls Club	Youth Opportunities Program	\$56,120.00	\$56,120.00	1505
1506	Tri County Human Services	Health Care Services	\$ 62,849.70	\$ 62,849.70	
1507	Peace River Center	Behavioral Health	\$45,812.65	\$45,812.65	
1508	Talbot House	Employment Solution Program	\$12,171.41	\$12,171.41	
1494	Polk County HND	Emergency Home Repairs 2014	\$75,000.00	\$12,850.63	
1405	Polk County HND	Emergency Home Repairs 2013	\$146,626.35	\$146,626.35	
1409	Polk County HND	Inwood 38 th Ave V and Ave W	\$849,947.13	\$849,947.13	
1410	Polk County HND	Eagle Lake Green Acres	\$ 350,000.00	\$ 350,000.00	
1430	Polk County HND	Skyview Infrastructure	\$1,200,000.00	\$1,200,000.00	
1492	Polk County HND	Skyview Infrastructure Phase II	1,825,000.00	\$1,825,000.00	
By client name	Polk County HND	Owner-Occupied Substantial Rehabilitation	\$237,200.00	\$ 388,909.45	County Wide
	CHDO	CHDO Set-aside	\$122,776.00	\$372,523.85	County Wide
By client name	Polk County HND	Tenant Based Rental Assistance2012	\$400,000.00	\$ 358,028.90	County Wide
By client name	Polk County HND	Tenant Based Rental Assistance2013	\$400,000.00	\$ 54,549.77	County Wide
By client name	Polk County HND	Tenant Based Rental Assistance2014	\$400,000.00	\$ 0	County Wide
1510	Polk County HND	CDBG Admin 2014	\$590,694.80	\$422,125.43	n/a
1444	Polk County HND	CDBG Admin 2013	\$544,920.03	\$544,920.03	
	Polk County HND	ESG Administration	\$ 17,982.00	\$17,982.00	n/a
	Polk County HND	HOME Administration 2014	\$ 84,960.00	\$33,632.41	n/a
	Polk County HND	Program Income	\$ 114,579.74	\$110,740.58	n/a

TBRA is a two year program

*Note: CHDO, HOME REHAB, and TBRA expenditures provided by HND staff . Rehab may include funding from multiple program years. HOME funds have a 4 Year expenditure timeframe.

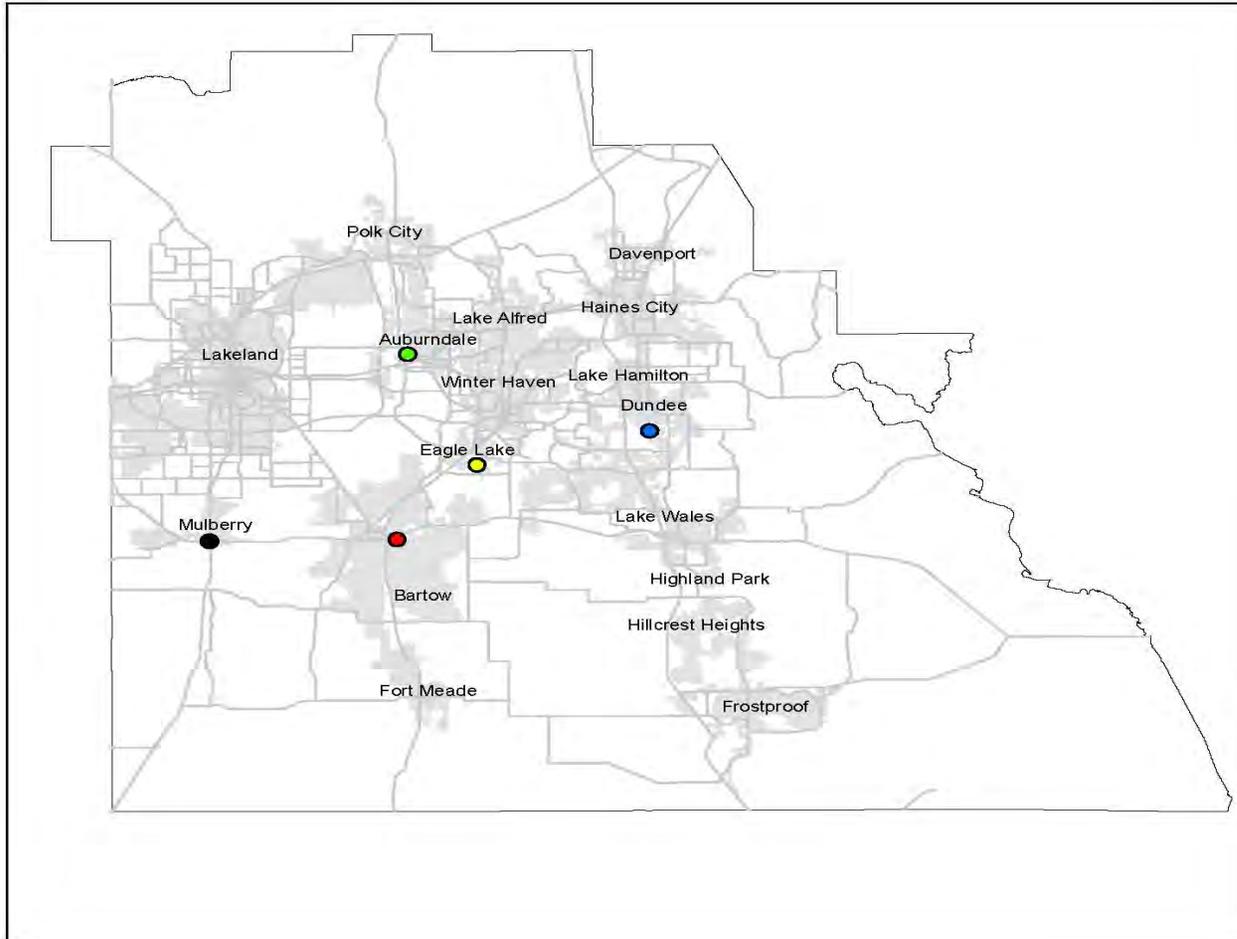
The majority of the Polk County CDBG projects are site specific and are located on the following map. The remaining public service projects are providing county-wide service to low and moderate income persons. All service areas are more than 51% low to moderate income.

1. Auburndale- Community Center Parking Facility Improvements	Public facility Improvements in low income target area
2. Bartow- Carver Center Renovations	Public facility Improvements in low income target area.
3. Eagle Lake- ADA Improvements at Municipal Park	ADA renovations to improve access to a public facility
4. Mulberry- 4 th Street SW Storm Water Improvements	Providing public facility improvements in low income target area
5. Infrastructure Improvements Skyview Phase II	Providing water and sewer lines in low moderate income area

The map on the next page indicates locations of the FY 2014-2015 projects. Projects were carried out in the census tracts that have minority concentrations.

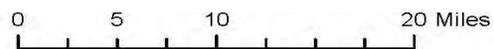
Funds were expended in census tracts with high minority concentration and 80% and below of the area median income.

2014 Municipal Partners of Polk County

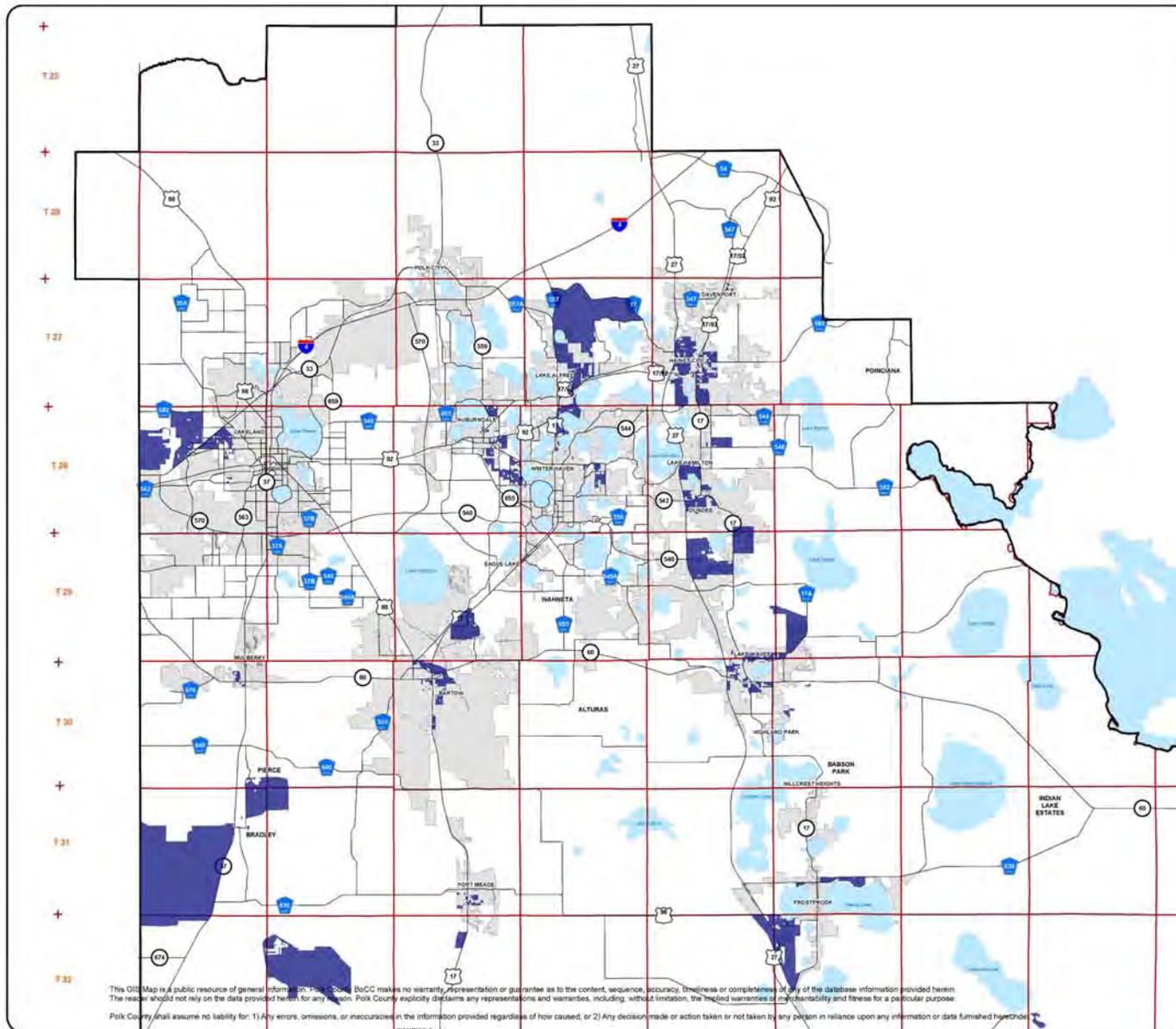


Legend

- Major Roads
- Polk County
- Municipalities
- Community Center Parking Facility
- Carver Center Renovations
- FYI 2014-2015 Allocation Given to Auburndale
- ADA Improvements at Municipal Park
- 4th Street Stormwater Project



Polk County
Board of County Commissioners
June 2014



Polk County

Areas of Minority Concentration African-American/Black

Legend

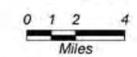
HUD Population By Race
% Black

- 23 - 93
- County Roads
- Interstates
- State Roads
- US Roads
- Major Waterbodies
- Municipalities

Source: HUD Adjusted 2000 US Census Data (Florida)

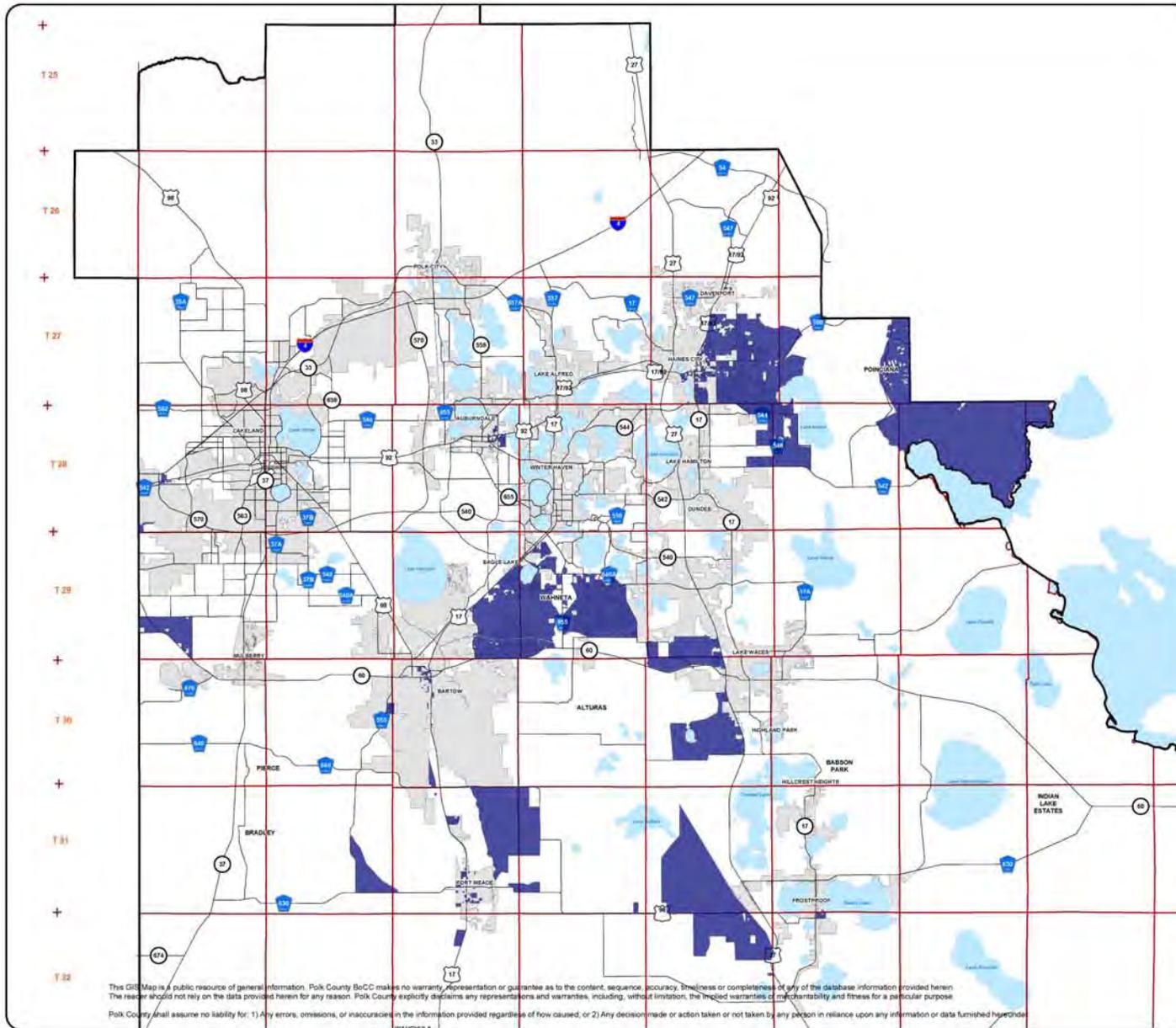


Prepared by:
Polk County
Board of County Commissioners
Land Development Division
June 2011



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Polk County

AREAS OF MINORITY CONCENTRATION HISPANICS

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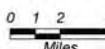
HUD Population By Race
% Hispanic

- 23 - 60
- County Roads
- Interstates
- State Roads
- US Roads
- Major Waterbodies
- Municipalities

Source: HUD A-9444 2000 US Census Data (P9004)



Prepared by:
Polk County
Board of County Commissioners
Land Development Division
June 2011



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Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

CAPER Institutional Structure response:

Polk County Housing & Neighborhood Development Office continues to identify gaps and enhance coordination between institutional structures relating to the Consolidated Planning process and the yearly Action Plan projects. HND staff is available to disseminate information and provide technical assistance to inform low and moderate income persons residing in the CDBG target areas. Such activities include: neighborhood meetings at community centers, churches or other convenient locations, community outreach by HND staff, direct contact with neighborhood representatives, and written information concerning the program such as handouts and/or flyers. These activities provide excellent opportunities for interaction in a neutral setting between staff and those residents served by the program, whereby citizen views and recommendations are strongly encouraged.

Workshops and individual technical assistance to help develop viable project proposals are also conducted for municipal partners and service providers prior to submitting grant applications to assure that potential projects are more likely to be successful if selected for funding. Attendance to the workshop is strongly recommended for public service providers to be considered for funding. This service provides HND staff the opportunity to clarify the objectives of the CDBG program and build the capacity of local service providers and municipalities that share similar goals.

The Housing and Neighborhood Development (HND) Office is the lead agency administering the Polk County Board of County Commissioner's Community Development Block Grant (CDBG) funds. Through the Urban County agreement the county contracted with five (5) municipal jurisdictions to plan and complete projects using these funds. Polk County partners with non-profit organizations and other agencies for the effective delivery of services. Memoranda of understanding or sub-recipient agreements, which identify the project scope of services, budget and timeline are entered into and used as a management tool ensuring objectives, performance measures and project delivery are successfully met. HND performs administrative management for all CDBG projects. Various divisions within Polk County government such as Facilities Management, Leisure Services, Purchasing, Engineering and the Office of the County Attorney provide guidance for project implementation, construction, and completion as well as legal and fiscal oversight. During the past thirty-three (36) years of Polk County's CDBG funding, HND has relied on the professional skills and expertise of many county departments in implementing successful projects

Monitoring

1. Describe how and the frequency with which you monitored your activities.

HND strives to monitor every project at least once a year. Staff monitors sub-recipient agreements once year or less in duration when they are completed, and multi-year agreements receive an annual monitoring.

Monitoring includes three areas:

- a. Fiscal-focusing on whether the project documentation substantiates the payment(s) made to the subrecipient. This review includes receipts, cancelled checks, procurement documentation, and payroll data as required.
- b. Programmatic-focusing on whether the subrecipient accomplished the project as specified by the scope of services. We obtain data from site visits, monthly reports, construction management reports, and other project-related documents as well.
- c. Compliance issues-focusing on those items mandated by the agreement between the subrecipient and the grantee. Items typically include labor standards compliance, environmental regulations compliance, and proof of insurance coverage.

HND follows a policy of long-term monitoring in addition to monitoring projects being carried out during the current program year. Long-term monitoring is applicable to projects that have oversight requirements in force after the initial agreement ends.

This long-term monitoring policy is relevant to both HOME and CDBG projects. Polk County does not use CDBG for its housing programs, but instead uses the federal HOME and the state SHIP funding sources. Typically affordable housing created under these funding sources carries a stipulation for a specified length of time that the tenants have a specified income level and that the management of the housing units is maintaining them to prescribed standards. HND conducts monitoring during this specified length of time as a means of ensuring compliance with these requirements.

Additionally, HND monitors those CDBG projects that require extended oversight. This program covers two main areas:

- Projects involving purchases of equipment or large amounts of expendable supplies are monitored to ensure that these items are used for program purposes after the completion of the basic project. We emphasize to the sub-recipient that the need for inventory listings and controls exist after the completion of the project.
- Polk County will be formulating more economic development projects in the future, some of which require that created jobs be filled by low income individuals for a specified length of time. HND has already put the procedures in place to periodically review such projects for their continuing compliance.

2. Describe the results of your monitoring including any improvements.

Monitoring of Polk County BoCC projects in recent months revealed the need for greater emphasis on ensuring that Subrecipients have a clear understanding of the performance measures by which their performance will be gauged. HND staff was encouraged to ensure that all Subrecipient agreements have a clear and concise scope of services.

As a result of these monitoring results, HND management has made the necessary clarifications and revisions to subrecipient agreements.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.
- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
- d. Indicate any activities falling behind schedule.
- e. Describe how activities and strategies made an impact on identified needs.
- f. Identify indicators that would best describe the results.
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

CAPER Monitoring response:

The following Table 1-B answers the self evaluation questions a through i.

Table 1-B Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND***2013	Demolition and Clearance 2013	Suitable Living Environment	Sustainability	Low to moderate income persons throughout Polk County	Number of unsafe structures demolished.	58	\$348,290.28	75
Polk County HND****	Demolition and Clearance 2014	Suitable Living Environment	Sustainability	Low to moderate income persons throughout Polk County	Number of unsafe structures demolished.	75	\$368,150.93	N/A Project open in progress
Polk County HND*2011	Eloise Water and Sewer Service Connections 2011	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons Eloise Area	Number of low to moderate persons with water sewer service connected		\$246,770.89	108
Polk County HND**2012	Mulberry Wastewater and Waterline Improvement 2012	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in SE Mulberry	Number of low to moderate income persons with access to a new facility or infrastructure benefit	818	\$535,695,.99	2,295
Polk County HND**2012	NW 38 th St Avenue V /W Water Quality Roadway Improvements 2012	Suitable Living Environment	Sustainability	Low and Moderate income persons Inwood Area	Number of low and moderate income persons with access to an improved public facility	2,174	\$849,947.13	2,174

- * Projects initiated in FY 2011, but closed in IDIS during 2014 program year
- ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
- *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
- **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-B		Assessment of One Year Goals and Objectives-2014-2015						
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND**	Eagle Lake Infrastructure Improvements (Green Acres)	Suitable Living Environment	Sustainability	Low and Moderate Income persons in Eagle Lake	Number of low and moderate income persons with access to an improved public facility	4,178	\$350,000	4,178
Polk County HND 2012	Emergency Home Repairs 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	10	\$146,626.35	22
Polk County HND 2013	Emergency Home Repairs 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	7	\$12,850.63	N/A Project open in progress
Polk County HND 2012**	CDBG funded HOME admin 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000.00	65
Polk County HND 2013***	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000	43
Polk County HND 2013***	Skyview Infrastructure Project 2013	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,200,000.00	3,393
Polk County Natural Resources 2012 **	Wahneta Community Building 2012	Suitable Living Environment	Accessibility/Availability	Low and Moderate Income Persons in Wahneta Community	Number of low and moderate income persons with access to an improved public facility	2,133	\$99,999.95	2133

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year

** Projects initiated in FY 2012, but closed in IDIS during 2014 program year

*** Project initiated in FY 2013, but closed in IDIS during 2014 program year

**** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-B		Assessment of One Year Goals and Objectives-2014-2015						
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND 2014****	Skyview Infrastructure Project Phase II 2014	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,825,000	3,393
Polk County HND 2014****	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$75,891.58	N/A Project open in progress

- * Projects initiated in FY 2011, but closed in IDIS during 2014 program year
- ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
- *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
- **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-B Assessment of One Year Goals and Objectives-2014-2015								
Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Auburndale 2013***	Earl Wright Park Improvements	Suitable Living Environment	Availability/Accessibility	Low and Moderate income persons in Polk County	Number of low and moderate income persons with improved access to an improved public facility	2,133	\$17,158.61	2,133
Auburndale 2014	Auburndale Facility Improvements at Community Center and Gymnasium	Suitable Living Environment	Availability/Accessibility	Low and Moderate income persons in Polk County	Number of low to moderate income persons with access to new public facility	2,133	\$0	N/A Project open
Bartow 2012**	Carver Center Renovations	Suitable Living Environment	Accessibility/Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	6,630	\$149,727.00	6,630
Bartow 2013***	ADA Improvements Fire Station	Suitable Living Environment	Accessibility/Availability	Low and moderate income persons residing in Bartow	Number of low and moderate income persons who will have improved access to an improved public facility	2,721	\$13,800.00	2,721
Bartow 2014****	Carver Center Renovations	Suitable Living Environment	Accessibility/Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	5,900	\$23,717.98	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
 *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
 **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-B Assessment of One Year Goals and Objectives-2014-2015								
Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Eagle Lake**2012	ADA Improvements at Municipal Park	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$21,840.00	112
Eagle Lake****2014	ADA Improvements at Municipal Park 2014	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$0	N/A Project open in progress
Dundee2013 ***	Main Street Streetscape Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the Town of Dundee	Number of low and moderate income persons wo have access to improved public facilities	2,259	\$66,104.01	2,259
Mulberry2013***	Evelyn Bryant Park Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$36,482.31	818
Mulberry 2014 ****	4 th Street Storm water Improvement	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$0	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
 *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
 **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-B Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Public/Homeless Services								
Tampa Lighthouse for the Blind	Rehabilitation for the Blind	Suitable Living Environment	Accessibility/ Availability	136 visually impaired persons residing in Polk County	Number of visually impaired persons receiving services	160	\$74,999.97	136
The Wilson House	Substance Abuse Program	Suitable Living Environment	Accessibility/ Availability	43 homeless male chronic substance abusers residing in Polk County.	Number of persons receiving services.	53	\$74,667.93	43
Tri County Human Services	Health Services Program	Suitable Living Environment	Accessibility/ Availability	67 low to moderate income youth residents of Polk County	Number of low and moderate income household receiving services	61	\$62,849.70	67
Professional Opportunities for Students	Students with Achievable Goals (SWAG) Program	Suitable Living Environment	Accessibility/ Availability	53 low and moderate income youth residing in Polk County	Number of low and moderate income youth receiving mentoring and employment services	53	\$74,995.00	53
Peace River Center – Behavioral Health	Mentoring Program	Suitable Living Environment	Accessibility /Availability	20 low and moderate income youth residing in Polk County	Number of youth receiving behavioral health services	40	\$45,812.65	20
Boys and Girls Club of Mulberry 2014****	Youth Opportunities Program	Suitable Living Environment	Accessibility/ Availability	51 low and moderate income youth residing in Polk County	Number of youth receiving mentoring services	45	\$56,120.00	51
Talbot House	Employment Solution Program	Suitable Living Environment	Accessibility/ Availability	13 low income persons residing in Polk County	Number of persons receiving employment assistance services	10	\$12,171.41	13
Peace River Center	Homeless Prevention / Rapid Re-Housing	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of persons receiving assistance	18	\$88,981.65	43
Talbot House****	Rapid Rehousing /Emergency Shelter	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of homeless persons receiving assistance	22	\$95,888.00	16

**** Reflects assistance for rapid rehousing assistance program only. Outcome total does not include any shelter operations 1,003 individuals were served in Shelter during the 2014 program year. Figures confirmed by HCPC in HMIS

Table 1-B Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Affordable Housing								
Polk County HND	Owner-Occupied Substantial Rehabilitation	Decent Housing	Affordability	Low and moderate households residing in Polk County.	Number of single family residential structures brought into compliance with codes.	2	\$388,909.45	4
CHDO	CHDO Set-aside	Decent Housing	Affordability	Low and moderate households in Polk County	Number of new residential homes acquired and rehabilitated	1	\$0	N/A Project Open
TBRA	Tenant Based Rental Assistance	Decent Housing	Affordability	Low and moderate households in Polk County.	Number of Low and Moderate income households receiving rental payment assistance.	40	\$240,777.50*	81

HOME as a 4 Year expenditure deadline

Note: CHDO, HOME REHAB, TBRA expenditures provided by HND staff

*Note: The TBRA Program is a two year program. Figure shown Represents funds committed to clients \$358,028.90 was expended for the 2012 HOME TBRA program tenants; \$54,549 was expended for the 2013 HOME TBRA program tenants.

Lead-based Paint

Describe actions taken during the last year to evaluate and reduce lead-based paint hazards. Program CAPER Lead-based Paint response:

Polk County continues to evaluate and reduce lead-based paint hazards in all contracts funded with federal monies. The Housing and Neighborhood Development Division (HND) conducts activities in accordance with its *Policy and Procedures* pertaining to notification, evaluation, and reduction of lead-based paint hazards to assure compliance with federal regulations. Affordable housing activities address lead-based paint liabilities and provide required information to affected citizens. HND staff attended Lead-based Paint Certification classes in Gainesville, Florida. Staff continues to attend training sessions to remain current on Federal regulations governing lead-based paint concerns. At this time, all housing activities are in compliance with regulations regarding lead-based paint notification, evaluation, and abatement. When required, risk assessment, paint testing, lead hazard reduction, and clearance will be performed through contracts with qualified professionals in accordance with standards established in 24 CFR part 35, subpart R. All contractors used for lead-based paint related activities are referenced by EPA Region IV as lead-based paint abatement certified or approved by the State of Florida to enter contracts pertaining to such issues. All subrecipients of federal funding enter into contracts prior to funds being dispersed assuring that all activities they conduct with federal funds comply with lead based paint related requirements cited in 24 CFR 570.608.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

CAPER Housing Needs response:

Polk County uses HOME funds and SHIP funds as the primary source of funds for affordable housing. In fiscal year 2014/2015 Polk County expended \$388,909.45 in HOME funds and \$1,731,282.50, in SHIP funds, CDBG funds in the amount of \$12,850.63 were used for Minor repairs. Through the HOME Program, SHIP Program, and CDBG Programs Polk County provided assistance to 180 households for affordable housing opportunities.

The Tenant Based Rental Assistance (TBRA) program has shifted focus to assist clients that are elderly or disabled. Eighty-one (81) very low income households were served in the program during 2014-2015 year.

The Polk County Housing Choice Voucher (Section 8) Program continues to provide rental assistance to 106 families. Polk County Housing Agency administers 92 Housing Choice Vouchers.

Specific Housing Objectives

- 1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.**
- 2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.**
- 3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.**

CAPER Specific Housing Objectives response:

Polk County uses HOME funds and SHIP funds as the primary source of funds for affordable housing. In fiscal year 2014/2015 Polk County expended \$388,909.45 in HOME funds and \$1,731,282.50, in SHIP funds, CDBG funds in the amount of \$12,850.63 were used for Minor repairs. Through the HOME Program, SHIP Program, and CDBG Programs Polk County provided assistance to 180 households for affordable housing opportunities.

Rental assistance was provided to very low income households through the HOME funded Tenant Based Rental Assistance program and Housing Choice Voucher Programs. Down Payment and Closing Cost assistance was provided to eligible homebuyers using SHIP funds. Polk County also provided housing repairs and replacements

Strategy	Funding Source	Units Completed 50% to 120 AMI	TOTAL
Minor Repair	SHIP	58	58
Down payment Assistance	SHIP	29	29
Substantial /Rehab/Replacement	SHIP	6	6
Minor Repair	CDBG	2	2
Reconstruction	HOME	4	4
TBRA	HOME	81	81
CHDO	HOME	0	0
Totals Units	N/A	180	180

- SHIP Program provides assistance to households with incomes up to 120% of AMI. Note during the FY 2014 program year funds all funds were used to assist households with incomes up to 80% of AMI.

Through the Substantial Rehabilitation/Replacement program four (4) units for 4 low income families were completed using HOME funds and six (6) units for low income families were completed using SHIP funds. The SHIP Minor Repair program completed 32 units for very low income families and 26 units for low income families. The CDBG funded minor repair program also assisted 2 units. The Down payment/Closing cost Assistance program helped 29 buyers achieve homeownership using SHIP funds. Eighty-one (81) very low income households were assisted with the HOME Tenant Based Rental Assistance (TBRA) during FY 2014-2015. No CHDO units were acquired during the 2014 program year.

2. See above table

3. Not applicable

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

CAPER Public Housing Strategy response:

In 1990, HUD designated the Polk County Board of County Commissioners (BoCC) as the Public Housing Agency for the Section 8 Housing Program, renamed the Housing Choice Voucher program. The Polk County Housing and Neighborhood Development Office administers the program. Section 8 vouchers total 92 for FY 2014/2015. It is anticipated that the HCV program will be administered by another housing authority in the FY 2015-2016 program year. Polk County will no longer have the HCV program once the vouchers are absorbed by the other agency.

Polk County Housing and Neighborhood Development (HND) does not own or operate any public housing units; however, HND is a designated Public Housing Agency with a Section 8 Housing Choice Voucher Program providing rental assistance vouchers to 92 very low income families.

HUD has deemed the Winter Haven Housing Authority as a “troubled agency.” Both Polk County and The City of Winter Haven are committed to retaining these rental units as affordable and viable housing stock. Therefore, the City has agreed to assist the Winter Haven Housing Authority to eliminate its troubled status by seeking other funding sources. Additionally, the City of Winter Haven City Commission has appointed one (1) City Commissioner and one (1) member of City staff to serve as ex-officio members of the WHHA Board to assist with policy decisions. These members assisted with the selection of a new executive director for the WHHA in April 2009.

The WHHA was awarded \$350,000.00 to assist with the rehabilitation of the Lake Deer apartment development. Improvements include roofing, central air conditioning, and major repair work on 12 units. These projects will greatly enhance the quality of life for the residents at the apartment complex as well as assist the WHHA in reducing its vacancy rate. Funds were awarded on July 9, 2008, by the Polk County Board of County Commissioners.

Additionally, the City committed up to \$400,000.00 in fee waivers, HHR, and SHIP funding to assist the WHHA in the redevelopment of the Orrin Circle property, which sustained significant damage during the 2004 hurricane season. This project replaced 65 units of family rental units with 84 rental units for seniors.

The Winter Haven Housing Authority is making improvements and working diligently to have the troubled agency classification removed. As of June 2009, The Winter Haven Agency has undergone extensive auditing reviews from HUD and is on its way to achieving a standard agency rating.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

CAPER Barriers to Affordable Housing response:

Polk County will continue to implement the following actions set forth in the Comprehensive Plan Housing Element and the Local Housing Assistance Plan (LHAP) in accordance with HUD Regulations 91.215 (b) and the provisions of Florida Administrative Code 67-37.007 to support affordable housing and remove potential barriers.

The County addresses regulatory barriers to the development of affordable housing through granting of impact fee waivers for the development of affordable housing. The County amended, restated and consolidated its Impact Fee Ordinance May 9, 2007. Impact Fee waivers are granted for income eligible clients for single family owner occupied new construction. Waivers of 100% of the impact fees for residents making 80% and below of the area median income is granted. A lien is placed on the property; owners must remain in the home for seven years before the lien is forgiven.

The Polk County Impact Fee ordinance was amended August 15, 2007, to address workforce housing. Income qualified owners making 80% to 120% of the area median income; (new construction) will receive 50% impact fee waivers. A lien is placed on the property; owners must remain in the home for seven years before the lien is forgiven. There is a set-aside of \$250,000 for these moderate income units.

Since May of 2007, approximately \$11,000 per single family unit has been waived for affordable housing. Approximately 40 requests for affordable housing impact waivers were processed during the FFY 2013-2014 fiscal year. Approximately 37 requests were processed for workforce housing during FFY 2013-2014. Full Waivers were granted for 38 single family and units Polk County. Thirty four (34) workforce single family units received 50% of their impact fees waived. Polk County waived approximately \$200,680 in fees for both the affordable and workforce housing programs.

The County will continue to encourage developers to take advantage of density bonuses offered in the Land Development Regulations and will continue to expedite approval of permits for development of affordable housing.

The resolution exempting affordable housing from permit fees was adopted by the Board of County Commissioners in 1999. Fees for the following can be waived:

- **Construction permit**
- **Zoning determination**
- **Driveway access**
- **Energy code compliance determination**
- **Flood prone area certificate of elevation**
- **Notice of Commencement**
- **Schools**
- **Miscellaneous (any non-mandatory fee not covered by the above)**
- **Additional fees (any other fees that may need to be charged)**

Housing funds will be used to provide down payment assistance to low- and moderate-income households and to repair and rehabilitate homes owned by low income households. CDBG and SHIP funds will be used to repair roofs and septic systems to homes built before 1979 and to do structural repairs to homes built after 1979.

HOME/ American Dream Down Payment Initiative (ADDI)

- 1. Assessment of Relationship of HOME Funds to Goals and Objectives**
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.**
- 2. HOME Match Report**
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.**
- 3. HOME MBE and WBE Report**
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).**
- 4. Assessments**
 - a. Detail results of on-site inspections of rental housing.**
 - b. Describe the HOME jurisdiction's affirmative marketing actions.**
 - c. Describe outreach to minority and women owned businesses.**

CAPER HOME/ADDI response:

1. a. This year TBRA assisted 81 very low income households. No CHDO units were acquired during the 2014 program year
2. See HOME Match Report section.
3. Part of HOME Match Report section.
4. a. Section 8 question
b.-c. The following actions were taken during FY 2014-2015 to address affirmative marketing goals: continued to develop affordable housing; implementing an outreach and educational program targeted to potential purchasers; and identifying zoning and land use regulations that present statutory impediments to fair housing. All notices for funding advertisements were in the local newspapers with the largest circulation, each ad carried the fair housing logo. Flyers were given out at Fellowship Dinning locations, City Halls, and libraries. Home buyer education classes were scheduled monthly and extra classes were available on request to local communities and churches.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

- 1. Identify actions taken to address needs of homeless persons.**
- 2. Identify actions to help homeless persons make the transition to permanent housing and independent living.**
- 3. Identify new Federal resources obtained from Homeless SuperNOFA.**

CAPER Homeless Needs response:

No CDBG funds were awarded to agencies operating Homeless Shelters during the 2014 program year. Funds were awarded to the Wilson House to support their substance abuse program for the chronically homeless. Homeless shelter needs were met with funds from the Emergency Solutions Grant program.

- The County's strategy for addressing chronic homelessness includes working with providers of emergency housing, transitional housing, and permanent housing for the homeless in Polk County. The County's Housing and Neighborhood Development Staff works closely with the Homeless Coalition and are members of the Strategic Planning Committee and serve on the Board. The Homeless Coalition is the agency that administers the McKinney-Vento Act Funds.
- No new federal resources received to date.

Specific Homeless Prevention Elements

- 1. Identify actions taken to prevent homelessness.**

CAPER Specific Housing Prevention Elements response:

No specific Actions were taken to prevent homelessness. Emergency Solutions Grant funded projects specifically address homelessness prevention and are described below.

Emergency Solutions Grants (ESG)

- 1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).**

Emergency Solutions Grants were approved for the Talbot House and Peace River Center for fiscal year 2014-2015.

- The Talbot House used ESG funds to cover shelter operation costs (utilities for their emergency shelter. Funds were also used serve approximately 16 homeless persons to provide rapid rehousing assistance to help formerly homeless persons secure permanent housing. Funds were also used for administrative costs for case managers for the program. 1,005 individuals were served in their emergency shelter during the 2014 program year.

- Peace River Center used ESG funds to serve approximately 43 homeless persons by providing rapid re-housing assistance to formerly homeless individuals.

2. Assessment of Relationship of ESG Funds to Goals and Objectives

a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.

- a. The 2011-2015 Consolidated Plan outlines strategies to eliminate the causes and effects of homelessness under the Housing activities section of the plan. HND works closely with the Homeless Coalition of Polk County to address the goals and objectives outlined in the 5 year plan and the 2013-2014 One Year Action Plan. For fiscal year 2014-2015 ESG funds were directed to an established agency that works with larger populations of homeless in Polk County. Polk County ESG funds were leveraged with other available funding sources used by this grantees to support prevention programs as well as rapid rehousing assistance for homeless individuals. Designed as a first step in a continuum of care plan of assistance, the ESG program strives to address the immediate needs of persons residing on the street and needing emergency shelter and transitional housing, as well as assisting their movement to independent living.

b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

- b. Polk County's ESG projects are related to the implementation of the comprehensive homeless planning strategy, outlined in the 2011-2015 Consolidated Plan and addressed in the Continuum of Care system developed and administered by the Homeless Coalition of Polk County as the lead agency. These funds are used to meet the goals and objectives outlined in the Consolidated Plan and the 2014-2015 Action Plan to provide emergency shelter, prevent homelessness rapidly rehouse homeless individuals.

2. Matching Resources

- a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

ESG program specific sources of match funds are contributions, fundraising, other government grants program fees, and United Way. The Talbot House also relies on in kind donations. The Talbot House provided a match of \$1,736,000.

3. State Method of Distribution

- a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.

This question does not apply to Polk County.

4. Activity and Beneficiary Data

- a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESG expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.**

The table below gives ESG expenditures for each grantee by type of activity.

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number
SL-1 Availability/Accessibility of Suitable Living Environment – Public/Homeless Services						
Peace River Center – Homeless Prevention / Rapid Rehousing Program						
SL-1.17	In FY 2014-2015, the ESG program will allocate \$95,889 to the Peace River Center for the purpose of creating accessibility to suitable living environments for homeless persons residing in Polk County Funds will be used to provide homeless prevention and rapid re-housing assistance. Funds will also be used for salaries for a case manager.	ESG	Number of persons assisted with homeless prevention Number of homeless persons receiving re-housing assistance	2011		
				2012		
				2013		
				2014	18	43
				2015		
MULTI-YEAR GOAL						

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number
SL-1 Availability/Accessibility of Suitable Living Environment – Public/Homeless Services						
Talbot House- Emergency Shelter/Rapid -Rehousing Program						
SL-1.18	In FY 2014-2015, the ESG program will allocate \$95,888 to the Talbot House for the purpose of creating accessibility to suitable living environments for homeless persons residing in Polk County. Funds will be used to provide for shelter operations and homeless prevention assistance in accordance with Emergency Solutions Grant regulations. In addition funds will be used to provide rapid rehousing assistance to homeless Individuals	ESG	Number of homeless persons receiving emergency shelter and other housing support.	2011	1320	
				2012	1320	
				2013	1,520	43
				2014		16*
				2015		
MULTI-YEAR GOAL						

Note: Talbot house did not include the total number persons served in their shelter in their reports. ESG funds were also used for shelter utilities. 1,005 individuals were in emergency shelter in the 2014 Program Year. Shelter total confirmed by HCPC in HMIS

Talbot House Ministries and Salvation Army use the HMIS system to collect and report data for the ESG grants.

b. Homeless Discharge Coordination

- i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.

Discharge Planning Coordination is passed along to the Homeless Coalition of Polk County and its member agencies. ESG funds received by Polk County are insufficient to coordinate such an extensive project as assisting all individuals and families being released from publicly funded institutions.

c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

In fiscal year 2014-2015 Polk County received a total of \$239,759 in its initial allocation ESG funds. Subtracting 7.5% for administration, projects were funded using a total of \$221,777. Working closely with the Homeless Coalition of Polk County, and its member organizations, ESG funds are leveraged to support those agencies offering assistance to individuals after discharge from publicly funded institutions. Agencies serving these populations may also apply for the Public Services funds offered by Polk County as part of the Community Development Block Grant Public Services funding. It must be noted that funds available for discharge planning are insufficient to address this need. The agencies discharging these individuals are the only resource available to address this need.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives

- a. **Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.**

The table on the next page, Table 1-C, assesses the relationship of CDBG funds to the stated goals and objectives.

- b. **Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.**

CDBG funds were used to provide emergency home repairs low and moderate income households. Two (2) units received assistance during the FY 2014-2015 program year. Since 2012, \$146,626.35 was expended in CDBG funds for Emergency Minor repairs.

Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

During FY 2014-2015 all CDBG funds were used to fund activities that benefited extremely low-income, low-income, and moderate-income persons.

2. Changes in Program Objectives

- a. **Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.**

There were no changes to program objectives during program year 2014-2015.

3. Assessment of Efforts in Carrying Out Planned Actions

- a. **Indicate how grantee pursued all resources indicated in the Consolidated Plan.**

The table on the next page, Table 1-C, assesses how Polk County pursued all resources indicated in the Consolidated Plan. Assessment of one year goals and objective chart.

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND***2013	Demolition and Clearance 2013	Suitable Living Environment	Sustainability	Low to moderate income persons throughout Polk County	Number of unsafe structures demolished.	58	\$348,290.28	75
Polk County HND****	Demolition and Clearance 2014	Suitable Living Environment	Sustainability	Low to moderate income persons throughout Polk County	Number of unsafe structures demolished.	75	\$368,150.93	N/A Project open in progress
Polk County HND*2011	Eloise Water and Sewer Service Connections 2011	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons Eloise Area	Number of low to moderate persons with water sewer service connected		\$246,770.89	108
Polk County HND**2012	Mulberry Wastewater and Waterline Improvement 2012	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in SE Mulberry	Number of low to moderate income persons with access to a new facility or infrastructure benefit	818	\$535,695,.99	2,295
Polk County HND**2012	NW 38 th St Avenue V /W Water Quality Roadway Improvements 2012	Suitable Living Environment	Sustainability	Low and Moderate income persons Inwood Area	Number of low and moderate income persons with access to an improved public facility	2,174	\$849,947.13	2,174

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
 *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
 **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Neighborhood Improvements								
Polk County HND**	Eagle Lake Infrastructure Improvements (Green Acres)	Suitable Living Environment	Sustainability	Low and Moderate Income persons in Eagle Lake	Number of low and moderate income persons with access to an improved public facility	4,178	\$350,000	4,178
Polk County HND 2012	Emergency Home Repairs 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	10	\$146,626.35	22
Polk County HND 2013	Emergency Home Repairs 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	7	\$12,850.63	N/A Project open in progress
Polk County HND 2012**	CDBG funded HOME admin 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000.00	65
Polk County HND 2013***	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000	43
Polk County HND 2013***	Skyview Infrastructure Project 2013	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,200,000.00	3,393
Polk County Natural Resources 2012 **	Wahnetta Community Building 2012	Suitable Living Environment	Accessibility/Availability	Low and Moderate Income Persons in Wahnetta Community	Number of low and moderate income persons with access to an improved public facility	2,133	\$99,999.95	2,133

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year

** Projects initiated in FY 2012, but closed in IDIS during 2014 program year

*** Project initiated in FY 2013, but closed in IDIS during 2014 program year

**** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND 2014****	Skyview Infrastructure Project Phase II 2014	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,825,000	3,393
Polk County HND 2014****	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$75,891.58	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
 *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
 **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Auburndale 2013***	Earl Wright Park Improvements	Suitable Living Environment	Availability/ Accessibility	Low and Moderate income persons in Polk County	Number of low and moderate income persons with improved access to an improved public facility	2,133	\$17,158.61	2,133
Auburndale 2014	Auburndale Facility Improvements at Community Center and Gymnasium	Suitable Living Environment	Availability/ Accessibility	Low and Moderate income persons in Polk County	Number of low to moderate income persons with access to new public facility	2,133	\$0	N/A Project open
Bartow 2012**	Carver Center Renovations	Suitable Living Environment	Accessibility/ Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	6,630	\$149,727.00	6,630
Bartow 2013***	ADA Improvements Fire Station	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in Bartow	Number of low and moderate income persons who will have improved access to an improved public facility	2,721	\$13,800.00	2,721
Bartow 2014****	Carver Center Renovations	Suitable Living Environment	Accessibility/ Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	5,900	\$23,717.98	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year

** Projects initiated in FY 2012, but closed in IDIS during 2014 program year

*** Project initiated in FY 2013, but closed in IDIS during 2014 program year

**** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Eagle Lake**2012	ADA Improvements at Municipal Park	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$21,840.00	112
Eagle Lake****2014	ADA Improvements at Municipal Park 2014	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$0	N/A Project open in progress
Dundee2013 ***	Main Street Streetscape Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the Town of Dundee	Number of low and moderate income persons wo have access to improved public facilities	2,259	\$66,104.01	2,259
Mulberry2013****	Evelyn Bryant Park Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$36,482.31	818
Mulberry 2014 ****	4 th Street Stormwater Improvement	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$0	N/A Project open in progress

* Projects initiated in FY 2011, but closed in IDIS during 2014 program year
 ** Projects initiated in FY 2012, but closed in IDIS during 2014 program year
 *** Project initiated in FY 2013, but closed in IDIS during 2014 program year
 **** Project to be closed in IDIS during the 2015 program year. Funds will be drawn down in IDIS as a prior year draw.

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Public/Homeless Services								
Tampa Lighthouse for the Blind	Rehabilitation for the Blind	Suitable Living Environment	Accessibility/ Availability	136 visually impaired persons residing in Polk County	Number of visually impaired persons receiving services	160	\$74,999.97	136
The Wilson House	Substance Abuse Program	Suitable Living Environment	Accessibility/ Availability	43 homeless male chronic substance abusers residing in Polk County.	Number of persons receiving services.	53	\$74,667.93	43
Tri County Human Services	Health Services Program	Suitable Living Environment	Accessibility/ Availability	67 low to moderate income youth residents of Polk County	Number of low and moderate income household receiving services	61	\$62,849.70	67
Professional Opportunities for Students	Students with Achievable Goals (SWAG) Program	Suitable Living Environment	Accessibility/ Availability	53 low and moderate income youth residing in Polk County	Number of low and moderate income youth receiving mentoring and employment services	53	\$74,995.00	53
Peace River Center – Behavioral Health	Mentoring Program	Suitable Living Environment	Accessibility /Availability	20 low and moderate income youth residing in Polk County	Number of youth receiving behavioral health services	40	\$45,812.65	20
Boys and Girls Club of Mulberry 2014****	Youth Opportunities Program	Suitable Living Environment	Accessibility/ Availability	51 low and moderate income youth residing in Polk County	Number of youth receiving mentoring services	45	\$56,120.00	51
Talbot House	Employment Solution Program	Suitable Living Environment	Accessibility/ Availability	13 low income persons residing in Polk County	Number of persons receiving employment assistance services	10	\$12,171.41	13
Peace River Center	Homeless Prevention / Rapid Re-Housing	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of persons receiving assistance	18	\$88,981.65	43
Talbot House****	Rapid Rehousing /Emergency Shelter	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of homeless persons receiving assistance	22	\$88,981.65	16

**** Reflects assistance for rapid rehousing assistance program only. Outcome total does not include any shelter operations. 1005 persons were in emergency shelter during the 2014 program year. Total confirmed by HCPC in HMIS

Table 1-C Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Affordable Housing								
Polk County HND	Owner-Occupied Substantial Rehabilitation	Decent Housing	Affordability	Low and moderate households residing in Polk County.	Number of single family residential structures brought into compliance with codes.	2	\$388,909.45	4
CHDO	CHDO Set-aside	Decent Housing	Affordability	Low and moderate households in Polk County	Number of new residential homes acquired and rehabilitated	1	\$0	N/A project open
TBRA	Tenant Based Rental Assistance	Decent Housing	Affordability	Low and moderate households in Polk County.	Number of Low and Moderate income households receiving rental payment assistance.	40	\$240,777.50	81

The HOME program has a 4- year expenditure deadline.

Note: CHDO, HOME REHAB, TBRA expenditures provided by HND staff

*Note The TBRA Program is a two year program. Figure shown Represents funds committed to clients \$358,028.90 was expended for the 2012 HOME TBRA program tenants, \$54,549 was expended for the 2013 HOME TBRA program tenants.

b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

The Continuum of Care 2007 application through the Polk County Homeless Coalition requested certification of consistency with the Consolidated Plan. Review of the application indicated it was consistent with the Consolidated Plan and Action Plan objectives stated for 2013-2014. Polk County provides certifications of consistency in a fair and impartial manner.

c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

Polk County's objective is to implement the programs and projects outlined in the 2014-2015 Action Plan by expending funds in a timely manner. This is reflected by the county's drawdown ratio of 0.41.

4. For Funds Not Used for National Objectives

a. Indicate how use of CDBG funds did not meet national objectives.

b. Indicate how did not comply with overall benefit certification.

a-b. Polk County used all FY 2014-2015 funds to meet the HUD established National Objectives of benefiting low and moderate income persons. All recipients of grant funds were screened for eligibility criteria and belonged to the low to moderate income category determined by HUD. All service areas that were designated area benefits for activities contained at least 51% low/moderate individuals based on HUD provided census data.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

No CDBG assisted activities required relocation.

b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.

No displacement took place with activities and projects outlined in the 2014-2015 Action Plan.

c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

No displacement took place with activities and projects outlined in the 2014-2015 Action Plan.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

a. through c. – No low/mod job activities were completed for 2014-2015

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit

a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

No low/mod limited clientele activities using nature or location as eligibility criteria were addressed in 2014-2015.

8. Program income received

a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.

HND does not have separate revolving funds for housing rehabilitation, economic development or other types of revolving funds.

b. Detail the amount repaid on each float-funded activity.

No float-funded activities were funded in 2014-2015.

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- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

Program Income – 2014-2015 CDBG Rehabilitation Funds Prior to 1993		
	Prior years owner occupied Countywide Housing Rehabilitation Principal Balance	\$140,068.55
	Outstanding Loans	17
	Program Income Received on Rehabilitation Loans	\$9,003.99
Clearance Demolition Program		
	Outstanding Loans	788
	Principal Balance	\$2,955,789.06
	Countywide Clearance and Demolition obligations were collected on outstanding liens in the amount of	\$84,658.88
Community Centers		
	Program Income Received from Community Centers	\$23,753.06
	Less Program Income used for center expenses	\$2,836.19
	Balance of Community Center Program Income	\$20,916.87
Subtotal	Total Program Income for Reporting period	\$114,579.74
Spent	2014-2015 Program Income used in reporting period	\$110,740.58
Total	Balance of Program Income to be used	\$3,839.16

- d. Detail the amount of income received from the sale of property by parcel.

There were no property sales with CDBG or HOME funds by parcel.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
- The activity name and number as shown in IDIS;
 - The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - The amount returned to line-of-credit or program account; and
 - Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

a. through d. – There were no prior period adjustments, or expenditures that were disallowed this fiscal year.

10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

There were no float funded activities during this fiscal year.

- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.**

There were no loans made during the 2014-2015 fiscal year.

- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.**

There were no loans using CDBG funds made during the 2014-2015 fiscal year.

- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.**

There were no loans using CDBG funds made during the 2014-2015 fiscal year.

- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.**

There were no parcels of property owned by the grantee or its subrecipients.

11. Lump sum agreements

- a. Provide the name of the financial institution.**
b. Provide the date the funds were deposited.
c. Provide the date the use of funds commenced.
d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

There were no lump sum agreements during fiscal year 2014-2015.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.**
b. Provide the total CDBG funds involved in the program.
c. Detail other public and private funds involved in the project.

Through the Substantial Rehabilitation/Replacement program four (4) units for 4 low income families were completed using HOME funds and six (6) units for low income families were completed using SHIP funds. The SHIP Minor Repair program completed 32 units for very low income families and 26 units for low income families. The CDBG funded minor repair program also assisted 2 units. The Down payment/Closing cost Assistance program helped 29 buyers achieve homeownership using SHIP funds. Eighty-one (81) very low income households were assisted with the HOME Tenant Based Rental Assistance (TBRA) during FY 2014-2015. No CHDO units were acquired during the 2014 program year.

b. \$ 146,625.35 was expended in CDBG funds for Emergency Minor The CDBG minor repairs is a multi-year program .The total includes expenditures from program year 2012 and 2013. In the 2014 emergency repair project, \$12,850.63 was expended to assist 2 homeowners.

c. No other public or private funds were involved.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.**

CAPER Community Development response:

CDBG funds were used to improve quality of life in distressed neighborhoods. During the FY2007/2008 a Neighborhood plan was drafted for the unincorporated area of Inwood. The plan was approved by HUD in September 2007 and implementation began in FY 2008/2009

Inwood Community Plan

The Inwood Community Plan recommends a series of strategies that are intended to improve the quality of life and enhance economic opportunities for the residents of Inwood. The Plan was developed through a collaborative effort between Polk County Government, the Association for the Inwood Community, and businesses in Inwood.

The community of Inwood was selected for NRSA designation not only because it meets the statutory criteria, but also because of its strong assets: the residents, its landmarks and recreation opportunities and a strong and viable business community. The plan was submitted to HUD for review and approval this year. The NRSA was approved in September 2007. Several projects supporting the NRSA were started in the 2005-2006 and continued in 2008-2009 program year and are outlined as follows:

Lake Blue Recreation Complex

HND continues to partner with Leisure Services to complete the construction of Lake Blue Park. Plans include construction of recreation facilities on the east side of Lake Blue which include boating, fishing, walking/jogging path, exercise course, pavilions and open play amenities.

Inwood Drainage Study

Working to support revitalization efforts HND proposed the Inwood drainage study and design. The drainage study is complete and the GIS mapping supporting the study and design work is complete. Design plans and specifications for basin delineations, drainage analyses were being completed. Review of existing right-of-way and easements were complete. Polk County completed the following projects: The Crestwood Ditch Improvement, Avenue J & 26th Street Ditch Improvement, and 32nd and 33rd Street Ditch Improvements.

Additionally, Polk County allocated special Community Development Block Grant-Recovery (CDBG-R) funds to a drainage improvement project located in the Inwood Area. The project will alleviate flooding in the neighborhood. The special funds were the result of the American Housing and Recovery Act of 2009. The project began in the FY 2009-2010 and was completed during the 2010-2011 program year. All CDBG-R funds awarded to Polk County have been expended. The project provided employment opportunities for the contractor and subcontractors who were awarded the bid for the contract and also

helped retain program management staff to ensure the project is completed in accordance with applicable CDBG regulations.

Polk County is working to complete most of the drainage and flooding improvements outlined in the Inwood Drainage study.

During the 2014 program year, drainage and Roadway improvements were completed at NW Avenue 38th St, Avenue V and Avenue W in the Inwood Community. \$849,947.13 was expended to complete the improvements.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

CAPER Antipoverty Strategy response:

Polk County's anti-poverty strategy focuses upon wealth building for low income families through the Substantial Rehabilitation/Replacement program and the Down Payment/Closing Cost Assistance program.

Through the Substantial Rehabilitation/Replacement program four (4) units for 4 low income families were completed using HOME funds and six (6) units for low income families were completed using SHIP funds. The SHIP Minor Repair program completed 32 units for very low income families and 26 units for low income families. The CDBG funded minor repair program also assisted 2 units. The Down payment/Closing cost Assistance program helped 29 buyers achieve homeownership using SHIP funds. Eighty-one (81) very low income households were assisted with the HOME Tenant Based Rental Assistance (TBRA) during FY 2014-2015.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

CAPER Non-homeless Special Needs response:

Talbot House Ministries addresses these special needs populations through its clinic and emergency shelter and/or transitional living program.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

- 1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives**
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
- 2. This should be accomplished by providing an executive summary (1-5 pages) that includes:**
 - a. **Grantee Narrative**
 - i. **Grantee and Community Overview**
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
 - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body

- (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
- (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.

ii. Project Accomplishment Overview

- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
- (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
- (3) A brief description of any unique supportive service or other service delivery models or efforts
- (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.

iii. Barriers or Trends Overview

- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
- (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
- (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years

b. Accomplishment Data

- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).**
- ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).**

CAPER Specific HOPWA Objectives response:

Polk County HND does not receive or administer HOPWA funds.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Neighborhood Stabilization Program (NSP-1)

The Neighborhood Stabilization Program Substantial Amendment is an amendment to the Polk County Consolidated Plan and 2008-2009 Annual Action Plan. The amendment adds supplemental funds for the redevelopment of abandoned and foreclosed homes under Title III of Division B of the Housing and Economic Recovery Act of 2008 (HERA).

The Neighborhood Stabilization Program will focus on 10 proposed target areas pursuant to the NSP criteria to create a significant impact for the highest risk neighborhoods in the Community. Polk County has identified the areas of Auburndale, Combee, Eaton Park, Inwood, Jan Phyl Village, Kathleen, a Poinciana South Lake Wales, Wabash and Waneta.

The Neighborhood Stabilization Program will allocate funding for the following eligible uses/ activities: Acquisition/ Rehabilitation / Financing/ Resale for Homeownership

The NSP-1 Program funds have been obligated in accordance with NSP program requirements. According to the most recent NSP 1 quarterly report \$21,523,446.39 has been expended to date. The initial grant was \$14,586,258.00.

The NSP-1 program is winding down. Staff is in the process of preparing for program closeout.

NSP Stabilization Program 3

Polk County completed necessary substantial amendments to obtain funds for the Neighborhood Stabilization 3 program. Polk County completed the request for proposals and selection process for a developer to assist Polk County with the program, during the FY 2011-2012 Program Year.

The NSP-3 program funds have been obligated in accordance with NSP-3 program requirements. The program developer and receiving non-profit agency are preparing for the closing and transfer of units at the Citruswood subdivision to provide homeownership opportunities for eight very low income households. It is anticipated that the closing will occur during the 2014-2015 program year. The NSP-3 program is winding down and is near completion.

American Reinvestment and Recovery Act of 2009

Polk County Submitted Substantial Amendments to Include CDBG-R and HPRP funding in May 2009.

CDBG-R - \$799,727 Polk County was allocated special Community Development Block Grant-Recovery (CDBG-R) funds to complete a drainage improvement project located in the Inwood Neighborhood Strategy Area. The project will alleviate flooding in the neighborhood. The special funds were the result of the American Housing and Recovery Act of 2009. The drainage improvement project began in the 2009/10 program year and was completed during the FY 2010-2011 Program Year. All CDBG-R funds have been expended. Staff initiated the closeout of the grant during the FY 2011-2012 program year

Homeless Prevention and Rapid Re-housing Program (HPRP) -\$1,222,920 – Polk County HND in partnership with the Homeless Coalition of Polk County were awarded HPRP funds, to provide homeless prevention and rapid re-housing provisions for very low income house holds in the county who are either

1) at risk of becoming homeless or 2) are currently homeless and need temporary assistance. The HPRP program is complete. Staff initiated the closeout of the grant during the FY 2011-2012 program year.

Polk County HND has expended all ARRA funds that were awarded.

Summary of Substantial Amendments

No substantial amendments during the 2014 program year. It is anticipated that the FY 2014-2015 action plan will be amended to cancel a project. The substantial amendment is expected to occur during the 2015 program year (January or February)

Section 3 Narrative

Polk County made the following efforts to promote Section 3 compliance through participation in HUD grant programs that are subject to Section 3 requirements.

The following actions were taken for the Neighborhood Stabilization Program. NSP program staff gave presentations to realtor associations, contractor groups, the builder's association and local civic groups. Information was provided to area churches and local non-profit organizations. NSP program staff also participated in a community outreach event for veterans. Advertisements were made in area newspapers, NSP website, flyers and local news media.

A total of \$1,620,913 in NSP-3 construction contracts were awarded during FY2013-2014. Keystone Challenge Fund was the developer for NSP-3 and contracted with Mourer and Mourer, Inc. as the general contractor. Mourer and Mourer Inc. had 12 new hires during the year. Six of the 12 new hires were Section 3 residents. Of the total funds awarded for construction contracts, \$555,319.00 was awarded to Section 3 business concerns. This represents approximately 21 percent of the NSP-3 construction contracts for FY 2013-2014. Additionally, seven of the 17 subcontractors used by Mourer and Mourer, Inc. were Section 3 business concerns. Keystone Challenge fund also conducted outreach, marketing and training for Section 3 business concerns. Advertisements for contractors were made in the Lakeland Ledger. Several Section 3 training sessions were conducted. Keystone held Section 3 trainings on December 6, 2013, February 19, 2014, and April 17, 2014.

The following actions were taken for the Polk County CDBG and HOME programs. Language with regard to making attempts to encourage training or employment of Section 3 residents to the greatest extent possible or the establishment of Section 3 certified business concerns is included in all applicable contract and agreements. Signs were also displayed proximately at project sites.

During the FY 2012-2013 Program Year, Polk County also hired an additional staff person to coordinate Section 3 activities and Environmental Reviews for applicable projects. To date Section 3 documents and forms have been provided on the Polk County Website. Partnerships have been made with the County Minority business office, as well as, Polk Works. The new staff person has been contacting surrounding Housing Authorities and Cities for coordination.

A total of \$2,953,474 in CDBG and \$849,600.00 in HOME funds was awarded during the FY 2013-2014 program year. Approximately 1.8 million dollars in CDBG and \$364,640 in HOME funds were awarded for construction projects. Two inspectors joined the HND staff during the 2014 program year.

Funds expended and populations served by CDBG and HOME programs.

The following tables provide a summary of projects contained within the FY 2014-2015 Action Plan. The tables provide the expenditures and populations served by the project. The PR-03 report provides the demographic details of the clients served by the CDBG program. Approximately \$2,953,474.00 was awarded for projects that included minority populations. Approximately \$240,083.00 was awarded in FY 2014-2015 for projects serving persons with disabilities. Please refer to PR-03 report for demographics of clients served with Community Development Block Grants. The HOME Summary report (PR-23) provides expenditure and demographics of clients served by the HOME funded programs. The Polk County HOME funded Tenant Based Rental Assistance (TBRA) program changed the focused target population. The program provides assistance to very low income, elderly or disabled households. During the FY 2014-2015 program year \$400,000 of HOME funds was allocated to the TBRA program. Eighty-one (81) clients were assisted with the TBRA funds. Polk County is ranked second in the state for its HOME program. Polk County achieves this ranking primarily through the TBRA program because of rental assistance to very low income households. Please refer to the HOME reports that reflect Polk County's state and national ranking as well as breakdown of tenants assisted and homeowners assisted. The vast majority of renters and homeowners assisted with HOME funds are African American. Approximately 85 percent of TBRA clients and 74 percent of HOME rehabilitation program clients are African American. Since the 1992, 443 households were assisted by the HOME TBRA program in Polk County.

Closing of the Polk County Housing Choice Voucher Program

It is anticipated that the HCV program will be administered by another housing authority in the FY 2015-2016 program year. Polk County will no longer have the HCV program once the vouchers are absorbed by the other agency through a HUD approved transfer. The process to transfer the program to the Winter Haven Housing Authority was initiated during the 2014 program year. The HCV program was administered by Polk County since 1990, beginning with approximately 110 rental vouchers. Polk County currently holds 92 vouchers that provide assistance to approximately 106 low income renters annually. Through the program, Polk County received roughly 650,000 annually to provide rent and limited utility assistance.

Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND**	Eagle Lake Infrastructure Improvements (Green Acres)	Suitable Living Environment	Sustainability	Low and Moderate Income persons in Eagle Lake	Number of low and moderate income persons with access to an improved public facility	4,178	\$350,000	4,178
Polk County HND 2012	Emergency Home Repairs 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	10	\$146,626.35	22
Polk County HND 2013	Emergency Home Repairs 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	7	\$12,850.63	N/A Project open in progress
Polk County HND 2012**	CDBG funded HOME admin 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000.00	65
Polk County HND 2013***	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000	43
Polk County HND 2013***	Skyview Infrastructure Project 2013	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,200,000.00	3,393
Polk County Natural Resources 2012 **	Wahneta Community Building 2012	Suitable Living Environment	Accessibility/Availability	Low and Moderate Income Persons in Wahneta Community	Number of low and moderate income persons with access to an improved public facility	2,133	\$99,999.95	2133

Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND**	Eagle Lake Infrastructure Improvements (Green Acres)	Suitable Living Environment	Sustainability	Low and Moderate Income persons in Eagle Lake	Number of low and moderate income persons with access to an improved public facility	4,178	\$350,000	4,178
Polk County HND 2012	Emergency Home Repairs 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	10	\$146,626.35	22
Polk County HND 2013	Emergency Home Repairs 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of housing brought from substandard to standard conditions (HQS or local code)	7	\$12,850.63	N/A Project open in progress
Polk County HND 2012**	CDBG funded HOME admin 2012	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000.00	65
Polk County HND 2013***	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$125,000	43
Polk County HND 2013***	Skyview Infrastructure Project 2013	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,200,000.00	3,393
Polk County Natural Resources 2012 **	Wahneta Community Building 2012	Suitable Living Environment	Accessibility/Availability	Low and Moderate Income Persons in Wahneta Community	Number of low and moderate income persons with access to an improved public facility	2,133	\$99,999.95	2,133

Assessment of One Year Goals and Objectives-2014-2015								
Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Neighborhood Improvements								
Polk County HND 2014****	Skyview Infrastructure Project Phase II 2014	Suitable Living Environment	Availability/Accessibility	Low to moderate income persons in Skyview Area	Number of low to moderate income persons with access to a new facility or infrastructure benefit	3,393	\$1,825,000	3,393
Polk County HND 2014****	CDBG funded HOME admin 2013	Suitable Living Environment	Decent Housing	Affordability for the purpose of providing housing	Number of clients assisted with HOME activities	30	\$75,891.58	N/A Project open in progress

Assessment of One Year Goals and Objectives-2014-2015

Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Auburndale 2013***	Earl Wright Park Improvements	Suitable Living Environment	Availability/ Accessibility	Low and Moderate income persons in Polk County	Number of low and moderate income persons with improved access to an improved public facility	2,133	\$17,158.61	2,133
Auburndale 2014	Auburndale Facility Improvements at Community Center and Gymnasium	Suitable Living Environment	Availability/ Accessibility	Low and Moderate income persons in Polk County	Number of low to moderate income persons with access to new public facility	2,133	\$0	N/A Project open
Bartow 2012**	Carver Center Renovations	Suitable Living Environment	Accessibility/ Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	6,630	\$149,727.00	6,630
Bartow 2013***	ADA Improvements Fire Station	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in Bartow	Number of low and moderate income persons who will have improved access to an improved public facility	2,721	\$13,800.00	2,721
Bartow 2014****	Carver Center Renovations	Suitable Living Environment	Accessibility/ Availability	Low to moderate income persons residing in Bartow and Surrounding Communities	Number of low and moderate income persons who will have improved access to an improved public facility	5,900	\$23,717.98	N/A Project open in progress

Assessment of One Year Goals and Objectives-2014-2015

Municipal Partners								
Project/Activity		Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes
Eagle Lake**2012	ADA Improvements at Municipal Park	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$21,840.00	112
Eagle Lake****2014	ADA Improvements at Municipal Park 2014	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Eagle Lake	Number of low and moderate income persons who have access to improved public facilities	56	\$0	N/A Project open in progress
Dundee2013 ***	Main Street Streetscape Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the Town of Dundee	Number of low and moderate income persons wo have access to improved public facilities	2,259	\$66,104.01	2,259
Mulberry2013****	Evelyn Bryant Park Improvements	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$36,482.31	818
Mulberry 2014 ****	4 th Street Stormwater Improvement	Suitable Living Environment	Accessibility/ Availability	Low and moderate income persons residing in the City of Mulberry	Number of low and moderate income persons wo have access to improved public facilities	818	\$0	N/A Project open in progress

Assessment of One Year Goals and Objectives-2014-2015

Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Public/Homeless Services								
Tampa Lighthouse for the Blind	Rehabilitation for the Blind	Suitable Living Environment	Accessibility/ Availability	136 visually impaired persons residing in Polk County	Number of visually impaired persons receiving services	160	\$74,999.97	136
The Wilson House	Substance Abuse Program	Suitable Living Environment	Accessibility/ Availability	43 homeless male chronic substance abusers residing in Polk County.	Number of persons receiving services.	53	\$74,667.93	43
Tri County Human Services	Health Services Program	Suitable Living Environment	Accessibility/ Availability	67 low to moderate income youth residents of Polk County	Number of low and moderate income household receiving services	61	\$62,849.70	67
Professional Opportunities for Students	Students with Achievable Goals (SWAG) Program	Suitable Living Environment	Accessibility/ Availability	53 low and moderate income youth residing in Polk County	Number of low and moderate income youth receiving mentoring and employment services	53	\$74,995.00	53
Peace River Center – Behavioral Health	Mentoring Program	Suitable Living Environment	Accessibility /Availability	20 low and moderate income youth residing in Polk County	Number of youth receiving behavioral health services	40	\$45,812.65	20
Boys and Girls Club of Mulberry 2014****	Youth Opportunities Program	Suitable Living Environment	Accessibility/ Availability	51 low and moderate income youth residing in Polk County	Number of youth receiving mentoring services	45	\$56,120.00	51
Talbot House	Employment Solution Program	Suitable Living Environment	Accessibility/ Availability	13 low income persons residing in Polk County	Number of persons receiving employment assistance services	10	\$12,171.41	13
Peace River Center	Homeless Prevention / Rapid Re-Housing	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of persons receiving assistance	18	\$88,981.65	43
Talbot House****	Rapid Rehousing /Emergency Shelter	Suitable Living Environment	Accessibility/ Availability	Homeless persons in Polk County	Number of homeless persons receiving assistance	22	\$88,981.65	16

*Please refer to PR-03 in appendix for demographic breakdown of clients served with CDBG funds.

Assessment of One Year Goals and Objectives-2014-2015

Project/Activity	Objective	Outcome Category	Specific Outcome Indicator	Measure	Proposed Number	Expenditures	Actual Outcomes	
Affordable Housing								
Polk County HND	Owner-Occupied Substantial Rehabilitation	Decent Housing	Affordability	Low and moderate households residing in Polk County.	Number of single family residential structures brought into compliance with codes.	2	\$388,909.45	4
CHDO	CHDO Set-aside	Decent Housing	Affordability	Low and moderate households in Polk County	Number of new residential homes acquired and rehabilitated	1	\$0	N/A Project Open
TBRA	Tenant Based Rental Assistance	Decent Housing	Affordability	Low and moderate households in Polk County.	Number of Low and Moderate income households receiving rental payment assistance.	40	\$240,777.50	81

Note: CHDO, HOME REHAB, TBRA expenditures provided by HND staff

*Note The TBRA Program is a two year program. Figure shown Represents funds committed to clients \$358,028.90 was expended for the 2012 HOME TBRA program tenants, \$54,549 was expended for the 2013 HOME TBRA program tenants.

The HOME program has a 4- year expenditure deadline.

Polk County 5-Year Goals and Accomplishments

The following outlines the objectives, goals and accomplishments of the FY 2011-2015 Consolidated Plan and FY 2011-2012 Action Plan.

Long-Term Objectives	5 Year Goals	Accomplishments
Public Facilities & Improvements	Construction of improvement of four (4) public facilities by 2015	The Auburndale Community Center was completed during the FY 2011-2012 year. Bartow is making improvements to the Carver Center, the project began in FY 2013-2014. Auburndale made additional improvements to the center in the FY 2013-2014.
Youth Centers	Provide one (1) facility that will be used primarily to provide services for teenage youth by 2015	The Auburndale Community Center was completed during the FY 2011-2012 year. Improvements to the Carver Center in Bartow to be closed in IDIS in 2014 program year.
Neighborhood Facilities	Improvements will be made for two (2) facilities that will be used to provide services to low and moderate income people	ADA improvements were made to the Bartow Police Department; ADA improvements were made to the Lake Alfred City Hall building. ADA improvements are planned in Eagle Lake for a municipal park.
Parks and Recreation Facilities	Completion of substantial improvements to ten (10) recreational areas by 2015	The City of Mulberry and City of Bartow Completed park improvement projects in FY 2011-2012. Park improvements were made in Wabash and Lake Blue. Project completed in FY 2012-2013. Polk County Natural Resources plans to create a recreational park in the Wahneta Community. The project is underway.
Flood Drain Improvements	Complete two (2) water and sewer projects by 2015	The Dear Lake Area (Twin Oaks) project is near completion. This project was initiated in the FY 2011-2012. The final phase of the Eloise Infrastructure project was completed in the 2011 program year. The Green Acres Area Drainage Improvement project was started in FY 2012-2013. Drainage and Roadway Improvements for Ave W and V NW were started in FY 2012-2013 and completed in FY 2014-2015.

Long-Term Objectives	5 Year Goals	Accomplishments
Water/Sewer Improvements	Complete eight (8) water and sewer projects by 2015	<p>The Mulberry Waterline Improvement project is complete</p> <p>The Green Acres Area improvements began in Eagle Lake in FY 2012-2013. Project completed in FY 2014-2015</p> <p>The first phase of Skyview water/ sewer project construction was completed in FY 2013. Project to be closed in FY 2014-2015. Phase II of the Skyview project was completed in the FY 2014-2015.</p>
Street Improvement	Complete four (4) street improvements by 2015	<p>N/A for FY 2011-2012</p> <p>Roadway improvements for Avenue W and V NW were started in FY 2012-2013. Project completed FY 2014-2015</p> <p>Dundee streetscape improvement project completed 2014 program year</p> <p>Various roads are slated for improvement in FY 2015-2016</p>
Sidewalks	Complete five (5) sidewalk projects for low and moderate persons by 2015	<p>N/A for FY 2011-2012</p> <p>N/A for FY 2012-2013</p> <p>N/A for FY 2014-2015</p> <p>Sidewalks are planned in the Inwood Community in 2014-2015</p>

Long-Term Objectives	5-Year Goals	Accomplishments
Public Services	Provide funding annually for public/homeless services that include but are not limited to assistance for abused and neglected children handicapped services, homeless services, youth services, senior services, health services, substance abuse services, services for battered spouses.	<p>In FY 2011-2012 Six (6) agencies received funding and served 5,290 low income persons.</p> <p>In FY 2012-2013 Seven (7) agencies served 8,957 low income persons</p> <p>In FY 2013-2014 Six (6) agencies served 372 low income persons.</p> <p>In FY 2014-2015 Seven (7) agencies served 442 low income persons</p>
Operating Costs of Homeless/AIDS Patients	Supportive services and shelter for 5,000 homeless persons by 2015	<p>5,642 homeless persons received supportive services and shelter in FY 2011-2012 CDBG Public Services and ESG programs.</p> <p>3,147 homeless persons received supportive services and shelter in FY 2012-2013</p> <p>2,944 homeless person received services and shelter in FY 2013-2014</p> <p>1,005 homeless persons received services and shelter in FY 2014-2015</p>

Long-Term Objectives	5-Year Goals	Accomplishments
Rehabilitation; single family residential	Rehabilitation of ten (10) safe sanitary and secure residential homes by 2015	CHDO acquired one unit for rehabilitation and resale during FY 2011-2012 CHDO acquired 3 units for rehabilitation and resale during FY 2013
Direct Homeownership Assistance	Provide down payment assistance to twenty (20) families	One family received down payment assistance through the ADDI program in FY 2011-2012 SHIP DPA program assisted 7 households in 2013 program year.
Rental Housing Subsidies	Provide rental assistance to 400 families	38 very low income households (66 people) have received rental assistance through the HOME funded TBRA program in FY 2011-2012. Polk County also administered 90 Housing Choice Vouchers 106 were assisted with HCV. 65 very low income, elderly /disabled households received rental assistance through the HOME funded TBRA program in FY 2012-2013. Polk County also administers 92 Housing Choice Vouchers. 106 people were assisted by the HCV program. 81 very low income, elderly/disabled households received rental assistance through the HOME funded TBRA program in FY 2014-2015. Polk County also administered 92 Housing Choice Vouchers. Approximately 106 people were assisted by the HCV program. It is anticipated that the HCV program will be administered by another housing authority in the FY 2015-2016 program year. Polk County will no longer have the HCV program once the vouchers are absorbed by the other agency.

Long-Term Objectives	5-Year Goals	Accomplishments
Rehabilitation; single unit residential	20 residential structures will be brought into compliance with the housing code	<p>Two(2) residential structures have been rehabilitated with HOME funds in FY 2011-2012 Three (3) rehabs were completed through the SHIP Seven (7) residential structures were rehabilitated in FY 2012-2013 with HOME funds. In FY 2013-2014 Nine (9) units were rehabilitated with SHIP funds 72 units received minor repairs with SHIP funds. 22 units received emergency minor repairs with CDBG funds since 2012. One unit was rehabilitated with HOME funds.</p> <p>In FY 2014-2015 6 units were rehabilitated with SHIP funds 58units received minor repairs with SHIP funds 2 units received emergency minor repairs with CDBG funds. 4 units were rehabilitated with HOME funds</p>
CDBG funded Housing Services in Support of Home	CDBG funds to be used to provide housing services in support of HOME funds will be used for program administration and service delivery (e.g.) costs for inspections, case management,	<p>Funds in the amount of \$54,667.30 were used in FY 2011-2012 Funds in the amount of \$ 75,000.00 were used in FY 2012-2013 Funds in the amount of \$ 84,356.01 were used in FY 2013-2014 Funds in the amount of \$125,000 were used in FY 2014-2015</p>

Long-Term Objectives	5-Year Goals	Accomplishments
CDBG General Administration and Planning Costs	Administration for CDBG Neighborhood Improvements and Public/Homeless Services for FY 2011-2015	Polk County HND has been administering the CDBG program
HOME Administration and Planning	Assure that all HOME, CHDO, TBRA and Rehabilitation Projects are administered in compliance with Federal Regulations by 2015	Polk County HND has been administering the HOME programs

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