

POLK COUNTY

Board of County Commissioners

**NEIGHBORHOOD SERVICES DEPARTMENT
HOUSING AND NEIGHBORHOOD DEVELOPMENT DIVISION**



FY 2008-2009

ACTION PLAN

Community Development Block Grant Year 30
Emergency Shelter Grant Year 18
HOME Investment Partnerships Program Year 17

Polk County Board of County Commissioners
Sam Johnson, Chairman, District 5
Jean Reed, District 4
Bob English, District 1
Randal L. Wilkinson, District 2
Jack R. Myers, District 3

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Polk County Fourth Year Action Plan 2008-2009

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year Three Action Plan Executive Summary:

Objectives and Outcomes:

The following five tables set forth the activities that Polk County intends to implement in fiscal year (FY) 2008-09, along with the applicable objectives and outcomes on the following pages:

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A. Public Facilities:

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC FACILITIES -Municipal Partners (CDBG-FUNDED)					
Auburndale Bridgers Ave. Area Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to an infrastructure benefit.	851
Bartow ADA Restroom Compliance Floral Ave. Civic Center	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	2,721
Bartow Emergency Generator for Low-Income Area Lift Station #17	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	534
Lake Alfred ADA Bathroom Compliance for Fire Station and Public Library	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	455
Lake Hamilton Water Improvement Project	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	274
Mulberry Park Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	599
Polk City – Skate Park	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	438

A. Public Facilities continued:

Neighborhood Improvements					
Polk County Housing and Neighborhood Development Division Demolition and Clearance	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through Code Enforcement	150
Polk County Transportation Engineering Division Eloise Infrastructure (Sewer & Water)	Suitable Living Environment	1+	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	1,137
Polk County Transportation Engineering Division	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through road stabilization projects	
PUBLIC SERVICE (CDBG- RECOVERY FUNDED)					
Inwood Drainage Improvements	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through reduction of neighborhood flooding	

B. Public Service Projects:

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC SERVICE (CDBG PROGRAM-FUNDED)					
Auburndale/New Horizon	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	81
Tampa Lighthouse for the Blind, Rehabilitation for the Blind	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	70
The Mission, Homeless Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	2,152
The Wilson House, Substance Abuse Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	28
Salvation Army, Kathleen Youth Center	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	44
Big Brothers/Big Sisters of Tampa, Mentoring for Children at Risk	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	52
Talbot House, Food Service Job Skills Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	9
Healthy Families, Child/Parent Development	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	32
Word Alive Ministries Community Services Corp.	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with New Access to a Service	50
Boys & Girls Clubs of Lakeland and Mulberry, Inc.	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with New Access to a Service	20
Enterprise Community Services, Inc.	Decent Housing	1	Sustainability	Number of Persons Assisted with New Access to a Service	25

C. Homeless Prevention and Rapid-Re Housing (HPRP funds)

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
HOMELESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)					
Homeless Prevention	Decent Housing	1+	Availability and Accessibility	Number of Persons Assisted	
Rapid Re-Housing	Suitable Living Environment	1+	Availability and Accessibility	Number of Persons Assisted	

D. Housing Projects (HOME-Funded)

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
HOUSING (HOME PROGRAM-FUNDED)					
Owner-Occupied Substantial Rehabilitation	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of housing units brought from substandard to standard conditions (HQS or local code).	4
Community Housing Development Organization (CHDO)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of new residential units constructed.	2
American Dream Downpayment Initiative (ADDI)	Decent Housing	1	Affordability for the purpose of providing decent housing	Provide down payment assistance to low-income families.	1
Tenant Based Rental Assistance (TBRA)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of families assisted with rental housing.	35

C. Emergency Shelter Grant (ESG) Projects:

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
Emergency Shelter Grant Programs (ESG PROGRAM-FUNDED)					
Salvation Army, Emergency Shelter Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Served by the Facility	1,271
Talbot House, Emergency Shelter Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Served by the Facility	1,850
House of Israel, Emergency Shelter Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Served by the Facility	28

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Evaluation of Past Performance 2007-2008

Activity	Progress
Neighborhood Improvements (CDBG-Funded) Projects FY 2007-2008	Neighborhood Improvements (CDBG-Funded) Projects:
Polk County Housing and Neighborhood Development Division, Demolition and Clearance	By the end of April 2008, Demolition of 122 housing units will be complete.
Polk County Transportation Engineering Division, Eloise Infrastructure (Sewer & Water)	Completed sanitary sewer on 1 st Street. Began sanitary sewer laterals on 1 st Street. Installed lime rock on 3 rd Street from Snively Ave. halfway down the road on both sides. Re-sampled waterline on 2 nd Street.
INWOOD NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA)	Selected NRSA Projects:
Polk County Natural Resources	Crestwood Ditch Improvement – Plans in review
Polk County Natural Resources	Ave. J & 26 th Street Improvement– Plans in review
Polk County Natural Resources	33 rd Street and 32 nd Street Ditch Improvement– Plans in review
Municipal Partners (CDBG-Funded) Projects FY 2007-2008	Municipal Partners (CDBG-Funded) Projects:
Auburndale Community Center/Gym Facility Design and Engineering.	Facility design work is complete.
Bartow purchased and installed recreational equipment for the Polk Street & Carver Recreation Centers, Hamilton & Martin Luther King Parks, and renovate the multi-purpose room at the Polk Street Center.	Completing procurement for purchase of equipment.
Bartow Emergency Generator Purchase	Completed installation and security fencing.
Davenport Community ADA sidewalk ramps.	Project is in progress.
Lake Alfred ADA Bathrooms for Administration Building	Project complete.
Lake Hamilton funds were moved from the Lake Hamilton Senior Center Project to the Lake Hamilton Waterline Improvement Project for the Kokomo/Gunner Neighborhood this year.	Staff is working with City to prepare scope of work for the contract. Estimated completion for scope of work is mid-May 2008.
Mulberry Drainage and Sewer Improvements.	Project mobilized in May, 2007, still in progress.
Polk City will use funds to design and construct a park and playground in the Railroad Heights area to include, fencing, small playground equipment/ground cover, basketball area, picnic tables and grill.	The City is soliciting quotes from playground equipment from a National Negotiated contract for state, county, and local governments.

Summary of Citizen Participation Process

Consolidated Planning Process Milestones:

Opportunities for public participation occur at multiple times during the consolidated planning process. The process consists of the series of milestones outlined below.

<u>Start</u>	<u>End</u>	<u>Task</u>
Nov/01	Jan/15	Community needs surveys*
Jan/01	Jan/15	Notification of funding availability for Action Plan
Jan/01	Jan/31	Pre-publication hearing notification and public hearing
Feb/01	Mar/15	Public service proposal development and public hearings
Mar/15	Apr/15	Municipal partners proposal development
Apr/01	Apr/15	Regional public meetings/Needs assessments update*
Apr/01	Apr/31	Final budget development
Apr/01	Apr/31	Environmental reviews
April/01	May/15	Consolidated/Action plans updated
April/15	Jun/15	Public inspection period
May/07	May/31	Post-publication notification and public hearing
Jun/15	Jun/30	Consolidated Plan*/Action Plan approval by BoCC
Aug/01	Aug/15	Consolidated Plan*/Action Plan submitted to HUD
Aug/16	Sep/15	HUD Review of Consolidated Plan*/Action Plan
Sep/01	Oct/07	Request for release of funds
Oct/01	Oct/15	Release of funds

*Completed every five years in conjunction with the Consolidated Plan.

Opportunities for informal participation occur at every step of the process, as HND Division staff is always available to answer public inquiries and to meet with concerned citizens and County officials. Each year Polk County hosts four Town Hall meetings in various sections of the County. The public is invited to view displays from all County departments and is given an update by the County Manager, and County Commissioners. The residents are invited to ask staff questions about programs and funding, and are provided specific program informational brochures. Polk County HND utilizes the County Web site, and PGTV to disseminate program and project information to citizens. HND staff presents the yearly Action Plan to the Citizen’s Advisory Committee (CAC) for review. The CAC meets no less than ten times a year. Comments, questions and views are received and accepted. The minutes of the meeting outlines comments and questions from the committee members. A formal vote is taken for approval to proceed with the development of the Action Plan.

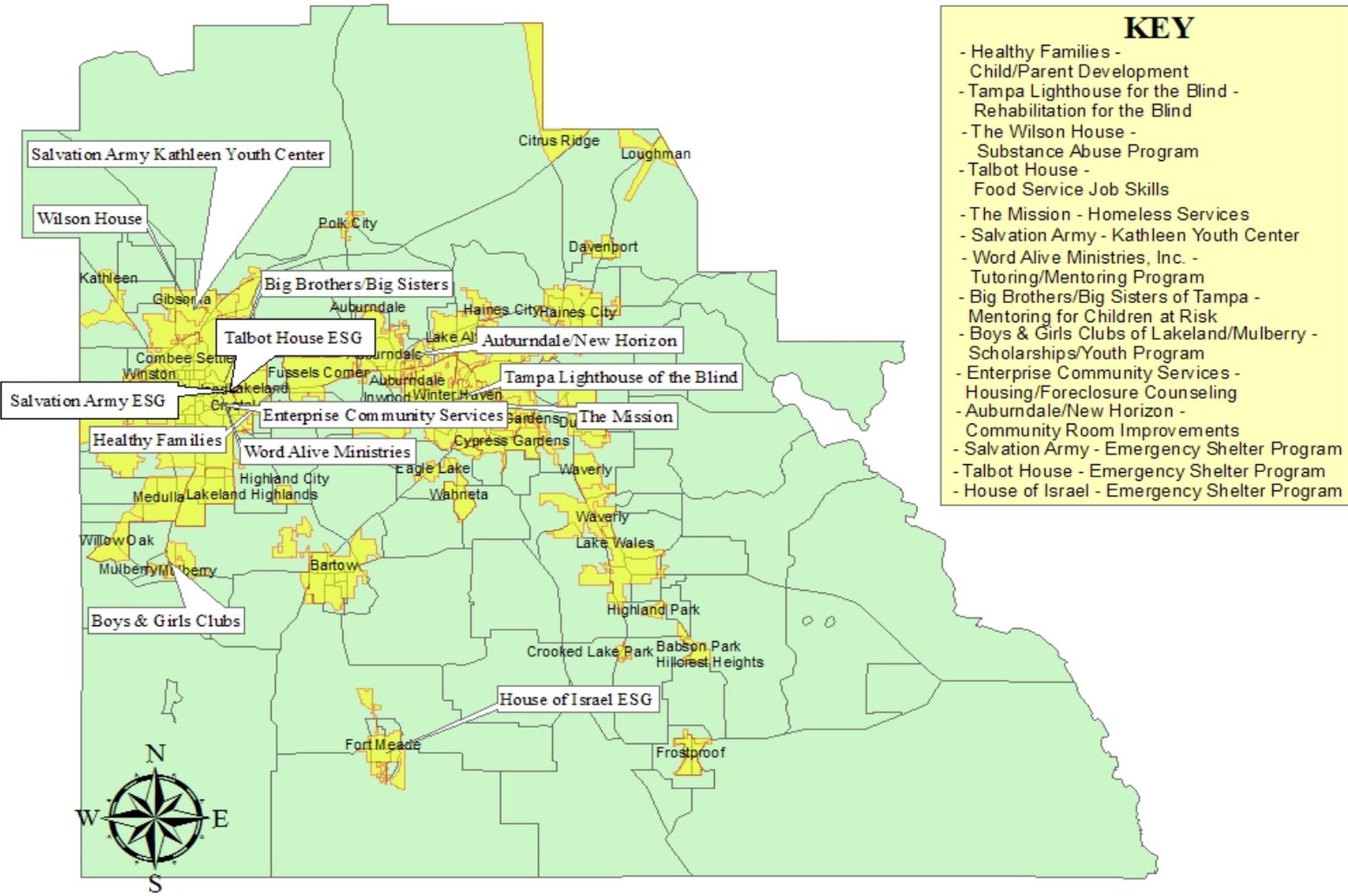
General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

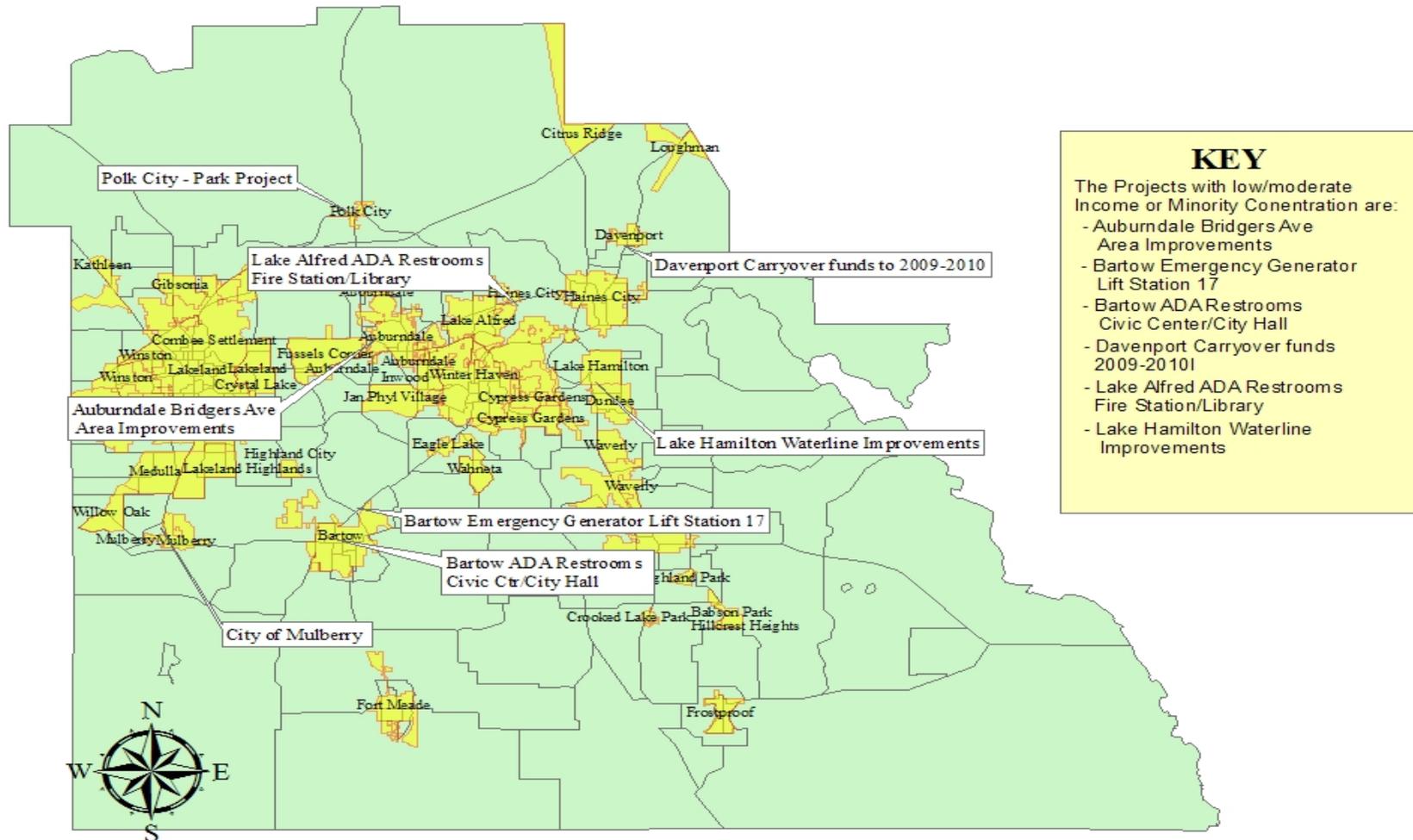
During the next year assistance will be directed to areas of 51% or greater low/moderate income residents. The Auburndale and Bartow projects are located in low income areas of historically high minority concentration. This year Polk County plans to dedicate 24% of its CDBG funds to the Eloise target area. The Eloise area was selected because of its predominantly low income population, and the Inwood area was targeted because of its high percentage of low income families and its strong potential to benefit from the revitalization process.

Eight (8) of the twenty-five (25) Polk County CDBG projects are site specific and are located on the following map. The remaining fourteen (14) 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.

POLK COUNTY CDBG PUBLIC SERVICES



MUNICIPAL PARTNERS POLK COUNTY



2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

The basis for allocating investments geographically within the jurisdiction during the next year and the rationale for assigning the priorities is twofold. First, CDBG funds are allocated through Polk County’s municipal partner program. Each one of the participating jurisdictions is allocated CDBG funds based on population. Each planning cycle public hearings are held in the low income areas of their respective jurisdictions. Proposed projects are presented as part of targeted area revitalization plans. Seven municipal partners will receive CDBG funding for various public facility projects that were identified by the cities own needs assessments. All municipal partner projects are qualified for eligibility by HND. Second, priorities are assigned based on the 5 year Consolidated Plan Quality of Life Survey results. Issues that were considered high priority by Polk’s Citizens as expressed in the survey, were included in the 5 year plan as long term objectives. Consecutive One Year Action Plans address these priorities by completing the proposed projects cited in the survey.

The basis for allocating investments geographically within the jurisdiction for 2008-2009 program year is outlined in the table below:

Project	Rationale for Assigning Projects
1. Auburndale	The Bridgers Ave. area improve project is located in the City’s low income target area neighborhood.
2. Bartow	ADA Public Restroom renovation City Hall/Civic Center.
3. Bartow	Emergency Fixed Generator for lift station for low income neighborhood.
4. Lake Hamilton	Waterline Improvement project in the northeast targeted area of Kokomo.
5. Mulberry	Recreational Improvements – this project continues the revitalization efforts for targeted area park improvements.
6. Polk City	This Skate Park project is a continuing effort for revitalization of this low income neighborhood.
7. Eloise	Targeted area continuing infrastructure improvements for Water and Sewer systems.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Actions that will take place during the next year to address obstacles to meeting underserved needs are outlined below. While funding remains to be disproportionate to the needs of distressed communities and the low and moderate income households that reside within them, the County will continue to invest CDBG funds

into neighborhood improvements to develop viable communities by providing a suitable and safe living environment.

The following information described actions to be taken next year to address underserved needs.

The Quality of Life Survey conclusions (page 23) outlined in Polk County’s FY 2005-2009 Consolidated Plan lists in order of priority, residents’ survey responses. Residents identified priority needs to be addressed over the next 5 year planning cycle. The body of the survey was divided into seven groups of quality of life issues which mirror priorities in the Polk Visioning Process. The table below lists the underserved needs and actions Polk County plans to take in 2008-2009 to address them.

Actions to Address Underserved Community Development Needs

Underserved Needs	Actions to be Completed 2008-2009
<p>Roads, Traffic Safety, Sidewalks and Drainage</p>	<p>Polk County’s large number of unpaved roads and streets without sidewalks constitutes a major obstacle to safe transportation. CDBG funds assist in the county’s low income areas. For example, drainage improvements are being completed in the Eloise area and funds are dedicated to road improvements this year.</p> <p>The County’s Infrastructure Development program must assume responsibility for the remainder of these needs.</p>
<p>Community Appearance and Amenities</p>	<p>Rapid County growth has previously limited the funds available to address community appearance and provide amenities.</p> <p>Mulberry and Polk City plan park projects in the low income areas. Auburndale plans to complete improvements to a retention pond area, and a park this year.</p> <p>Funding the demolition program will eliminate spot blight.</p>
<p>Public Safety</p>	<p>No actions are planned.</p>
<p>Parks and Recreation</p>	<p>Rapid County growth has previously limited the funds available to address creating or restoring parks in low income areas.</p> <p>Auburndale plans to complete improvements to Earl Wright Park this year.</p> <p>Mulberry will plan park improvements in the low income area of the city with this</p>

	year's CDBG funds.
Human (Public) Services	Provide services to low income youth for tutoring, summer and mentoring programs. Parent development programs provided for prevention of child abuse. Homeless services providers supported with food, and job services programs. Substance abuse programs and rehabilitation services for the blind are provided. This year a new nonprofit was awarded funds for foreclosure/financial counseling services.
Housing	Historically there were no funds available for "hardening" of homes to prevent damage during hurricanes. In 2006 Polk County applied for and was awarded My Safe Florida Home Funds to be utilized in hurricane damage prevention for low income homes to ensure they have been provided with sufficient protective measures to withstand the effects of hurricane force winds, water, and flying debris. The program will focus on inspecting and retrofitting homes against future storm damage.
Economic and Job Development (Unemployment)	On going throughout the year.

4. *Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.*

2008-09 Action Plan General Questions response:

The table on the next page lists federal, state, and local funding sources to address the needs identified in the 2008-09 Action Plan.

Federal, State and Local resources for FY 2008-2009						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
NEIGHBORHOOD IMPROVEMENTS						
Polk County Housing & Neighborhood	Demolition and Clearance	\$300,000				
Polk County Transportation Engineering	Eloise Water and Sewer	\$700,000				
Polk County Transportation Engineering	Countywide Roads Improvements	\$400,000				
CDBG RECOVERY (CDBG-R) FUNDED						
Polk County Natural Resources	Inwood Drainage Improvements				\$799,727 CDBG-R	\$799,727
	Subtotal	\$1,400,000				
MUNICIPAL PARTNERS						
Auburndale	Bridgers Ave Area Improvements	\$73,627				
Bartow	ADA Restrooms Renovations-Floral Ave. Civic Ctr.	\$88,500			City general funds	\$3,660
Bartow	Emergency Generator Lift Station 17	\$24,840				
Davenport	Carryover	\$31,707				
Lake Alfred	ADA Restrooms Fire Station and Library	\$43,670				
Lake Hamilton	Waterline Improvements	\$27,934			In Kind	
Mulberry	Southeast area park improvements	\$39,654				
Polk City	Skate Board Park	\$29,224				
	Subtotal	\$ 359,156				

Federal, State and Local resources for FY 2008-2009						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
PUBLIC/HOMELESS SERVICES						
Tampa Lighthouse for the Blind	Rehabilitation for the Blind	\$42,000			Division of Blind Services	\$473,325
					United Way	
					Individuals, Corporations, and Foundations	
The Mission	Homeless Services	\$42,000			In-kind	\$75,150
Word Alive Ministries	Tutoring/Mentoring Program	\$37,240			In-kind	\$11,460
Boys & Girls Clubs of Mulberry	Youth Outreach program	\$38,270			In-Kind	\$9,215
					Other funding	\$29,250
The Wilson House	Substance Abuse Program	\$42,000			In-kind	\$33,400
Enterprise Community Services	Fore Closure/Financial Counseling	\$30,000			In-kind	\$30,400
Salvation Army	Kathleen Youth Center	\$42,000			General Operating Funds	\$143,782
					United Way	
Big Brothers/Big Sisters of Tampa	Mentoring for Children at Risk	\$42,000			Community Foundation of Greater Lakeland	\$23,789
					In-kind	\$20,000
Talbot House	Food Service Job Skills	\$34,320			Contributions, fundraising	\$590,190
					Government grants	\$303,00
					Program fees	\$86,146
					United Way BN/SWI Allocation	\$120,484
					In-kind/volunteers	\$2,583,789
Healthy Families	Child/Parent Development	\$42,000			Ounce of Prevention Fund	\$153,542
					In-kind	\$6,300
	Subtotal	\$431,556.00				

Federal, State and Local resources for FY 2008-2009						
Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
PUBLIC/HOMELESS SERVICES-ESG						
Salvation Army	Emergency Shelter Program		\$41,370		General Donations	\$457,867
					Match General Donations	
					United Way	
					City of Lakeland General Funds	
					Gifts-In-Kind	\$7,100
Talbot House	Emergency Shelter Program		\$41,370		In-Kind/ Volunteers	\$2,583,789
					United Way	\$120,484
					Contributions/fundraising	\$596,871
					Government Grants	\$303,000
					Program Fees	\$86,146
House of Israel	Emergency Shelter Program		\$41,370		Publix Charities	\$3,500
					Wal-Mart Charities	\$1,000 pending
					KW Grader Foundation	\$2,500
					Churches	\$5,000
					Teen Challenge	\$1,200
					Community Foundation of Greater Lakeland	\$30,000
					In-Kind	\$5,000
	Subtotal		\$124,111			\$4,202,457
HOMELESS PREVENTION AND RAPID REHOUSING (HPRP)						
Homeless Prevention Activities						
Rapid Re-Housing Activities						
Data Collection						
	Subtotal				HPRP funds	\$1,222,290

Agency/Program	Project Title	CDBG	ESG	HOME	Other Resources	Dollar Amount of other Resources
AFFORDABLE HOUSING						
Polk Co. Housing and Neighborhood Development	Owner-Occupied Substantial Rehabilitation			\$420,000		
CHDO	CHDO Set-aside			\$154,294	S.H.I.P	\$225,000
ADDI	Down Payment Assistance			\$6,515	S.H.I.P	\$1,368,000
Hurricane Damage Mitigation Program	MySafe Florida Home				MySafe Florida Home	\$750,000
Tenant Based Rental Assistance	TBRA			\$351,469		
Polk County Public Housing Agency	Section 8 Housing Voucher Program				Section 8 funds	\$545,259
	Subtotal			\$932,278		
ADMINISTRATION/CONTINGENCY						
Polk Co. Housing and Neighborhood	CDBG Administration	\$588,911				
Polk Co. Housing and Neighborhood	ESG Administration		\$6,502			
Polk Co. Housing and Neighborhood	HOME Administration			\$ 102,862		
	Subtotal	\$588,911	\$6,502	\$ 102,862		
Polk Co. Housing and Neighborhood	Contingency for overrun	\$191,790				
CDBG Entitlement Funds	Subtotal	\$2,944,557				
Polk Co. Housing and Neighborhood	Program Income	\$100,000				
	Subtotal					
June 8, 2008	TOTALS	\$3,044,557	\$130,613	\$1,035,140		

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Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

Designated by HUD as an Entitlement Urban County, the Polk County Board of County Commissioners (BoCC) is responsible for the development and implementation of the Consolidated Plan. The Polk County Housing and Neighborhood Development Division (HND) has been assigned by the BoCC to carry out this plan.

The table below lists the agencies responsible for administering programs covered by the consolidated plan.

Agency/Program - Project Title	Responsible Entity
Lead Agency	Housing and Neighborhood Development Division
NEIGHBORHOOD IMPROVEMENTS	
Polk County Housing & Neighborhood - Demolition and Clearance	Housing and Neighborhood Development Division
Transportation Engineering - Eloise Water and Sewer	Polk County Transportation Engineering Division
Transportation Engineering – Countywide Road Improvements	Polk County Transportation Engineering Division
CDBG RECOVERY (CDBG-R) FUNDED	
Polk County Natural Resources- Inwood Drainage Improvements	Polk County Natural Resources Division
MUNICIPAL PARTNERS	
Auburndale – Bridgers Ave. Area Improvements	The City of Auburndale
Bartow – ADA Restroom Improvements City Hall/Civic Ctr.	The City of Bartow
Bartow - Emergency Generator Lift Station 17	The City of Bartow
Lake Alfred – ADA Restroom improvements Fire Station and Library	The City of Lake Alfred
Lake Hamilton – Waterline Improvements Design/Construction	The Town of Lake Hamilton
Mulberry - Recreational Improvements	The City of Mulberry
Polk City - Parks and Recreation	The City of Polk City
PUBLIC/HOMELESS SERVICES	
Tampa Lighthouse for the Blind - Rehabilitation for the Blind	Tampa Lighthouse for the Blind
Word Alive Ministries, Inc. – Tutoring Program	Word Alive Ministries, Inc.
The Mission - Homeless Services	The Mission
Boys & Girls Clubs of Mulberry	Boys & Girls Clubs of Mulberry
The Wilson House - Substance Abuse Program	The Wilson House
Enterprise Community Services – Hsg/Foreclosure Counseling	Enterprise Community Services
Salvation Army - Kathleen Youth Center	Salvation Army
Big Brothers/Big Sisters of Tampa - Mentoring for Children at Risk	Big Brothers/ Big Sisters of Tampa
City of Auburndale/New Horizon-Community Room Improvements	City of Auburndale
Talbot House - Food Service Job Skills	Talbot House
Healthy Families - Child/Parent Development	Healthy Families
HOUSING (HOME PROGRAM-FUNDED)	
Owner-Occupied Substantial Rehabilitation	Housing and Neighborhood Development Division
Community Housing Development Organization (CHDO)	Releasing Request for Proposal
American Dream Downpayment Initiative (ADDI)	Releasing Request of Proposal
Tenant Based Rental Assistance (TBRA)	Polk County Housing Agency
HOMELESS PREVENTION AND RAPID REHOUSING (HPRP)	
Polk County Homeless Coalition- Homeless Prevention Activities	Polk County Homeless Coalition
Polk County Homeless Coalition- Rapid Re-housing Activities;	Polk County Homeless Coalition
Emergency Shelter Grant Programs (ESG PROGRAM-FUNDED)	
Salvation Army - Emergency Shelter Program	Salvation Army
Talbot House - Emergency Shelter Program	Talbot House
House of Israel - Emergency Shelter Program	House of Israel

2. *Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.*

Consolidated Planning Process Milestones:

The consolidated planning process consists of a series of milestones which are outlined below.

Opportunities for public participation occur at multiple times during the consolidated planning process.

Start	End	Task
Nov/01	Jan/15	Community needs surveys*
Jan/01	Jan/15	Notification of funding availability for Action Plan
Jan/01	Jan/31	Pre-publication hearing notification and public hearing
Feb/01	Mar/15	Public service proposal development and public hearings
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Apr/01	Apr/31	Final budget development
Apr/01	Apr/31	Environmental reviews
April/01	May/15	Consolidated/Action plans updated
April/15	Jun/15	Public inspection period
May/07	May/31	Post-publication notification and public hearing
Jun/15	Jun/30	Consolidated Plan*/Action Plan approval by BoCC
Aug/01	Aug/15	Consolidated Plan*/Action Plan submitted to HUD
Aug/16	Sep/15	HUD Review of Consolidated Plan*/Action Plan
Sep/01	Oct/07	Request for release of funds
Oct/01	Oct/15	Release of funds

*Completed every five years in conjunction with the Consolidated Plan.

Opportunities for informal participation occur at every step of the process, as HND Division staff is always available to answer public inquiries and to meet with concerned citizens and County officials. Polk County HND utilizes the County Web site, and PGTV to disseminate program and project information to citizens. HND staff presents the yearly Action Plan to the Citizen’s Advisory Committee (CAC) for review. Comments, questions and views are received and accepted. The minutes of the meeting outline comments and questions from the committee members. A formal vote is taken for approval to proceed with the development of the Action Plan.

HND also consults with other agencies to ensure that all aspects of the proposed Action Plan are consistent with the Polk County Comprehensive Plan, the HUD Five Year Consolidated Plan, and the Polk County Community Investment Program (CIP). The Action Plan is coordinated with various County departments and divisions such as Planning and Growth Management, Transportation Engineering, Natural Resources, Facilities Management, and Leisure Services. Agencies such as Homeless Coalition of Polk County, providers of affordable housing, the Community Health and Social Services Division, and the Elderly Services Division are contacted for information about the needs of the County’s homeless, elderly and indigent populations.

3. *Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.*

The following actions will take place during the next year to enhance coordination between public and private housing, health, and social service agencies:

- Maintain a leadership role and provide staff support to the Citizens Advisory Committee (CAC) and the Affordable Housing Advisory Committee (AHAC).
- Continue to use CDBG funds to employ a Neighborhood Intervention Specialist whose function is to act as a liaison between the County, its low income neighborhoods, and providers of services to low income persons.
- Continue to participate in the Homeless Coalition of Polk County's Continuum of Care planning process, and support development of the Ten Year Plan to End Chronic Homelessness.
- Provide staff support to the Neighborhood Partnerships Presidents' Alliance meetings. The Presidents' Alliance consists of thirty members from Polk County's the neighborhood associations. Each president represents a neighborhood group, many from the low income areas of Polk County.

Citizen Participation

1. *Provide a summary of the citizen participation process.*

Opportunities for informal participation occur at every step of the process, as HND staff members are available by phone to answer the public inquiries regarding the HUD grants.

There are three opportunities for formal participation in the annual planning process along with numerous informal opportunities for citizens to provide testimony and make comment on Action Plan projects. A summary of public comments received during each phase follows.

1. Pre-Publication Public Hearing:

The pre-publication public hearing was held by the Housing and Neighborhood Development (HND) Division on February 7, 2008, at 6:00 p.m. at the Polk County Board of County Commissioners Administration Building in Bartow. The hearing was advertised in the non-legal section of the Lakeland Ledger on January 21, 2008. There were no public comments.

2. Post-Publication Public Hearing:

The post-publication public hearing was held by the Housing and Neighborhood Development (HND) Division on June 11, 2008, at 6:00 p.m. at Polk County Board of County Commissioners Administration Building in Bartow, The hearing was advertised in the non-legal section of the Lakeland Ledger on May 22, 2008 and noticed in the Board agenda under the meeting section.

3. Thirty-Day Public Inspection Period:

The thirty-day public inspection period for the Action Plan began on May 30, 2008 and ended on June 30, 2008. Notice of the public inspection period was advertised in the non-legal section of the Lakeland Ledger on May 22, 2008 and was posted on the County's website. Copies of the public inspection draft were delivered to the municipalities, and the Winter Haven, and Lakeland, public libraries. The text of the Plan was posted on the County's website, and was available for viewing and downloading. There was no comment from the public.

Purpose and Intent:

The purpose of Polk County HND's Citizen Participation Plan is to provide a process for community-wide participation in the planning, development, implementation and performance evaluation of activities related to Polk County HND's Community Development Block Grant (CDBG), HOME Investment Program (HOME), and Emergency Shelter Grant (ESG) programs. More specifically the intent is:

- To increase interchange of information between Polk County Housing and Neighborhood Development (HND) Division and the local citizenry concerning community development and related concerns.
- To heighten public awareness as to the purpose and function of the CDBG program and the types of assistance available, especially among low and moderate income residents and persons of CDBG targeted areas.
- To increase community participation in program planning and implementation and thereby create local support for CDBG goals.
- To allow affected or potentially affected citizens to directly assist in shaping and guiding the program's impact upon their neighborhood as well as the community at large.

An integral component of the Citizen Participation Plan is the organization of the two advisory committees, the Citizens Advisory Committee (CAC) and the Affordable Housing Advisory Committee (AHAC). These advisory committees represent the interests of the low and moderate income persons, minority groups, elderly, handicapped, and other special needs groups and persons affected by the HOME program. The CAC meets ten times per year and works in partnership with the County in assessing and establishing priorities for neighborhood projects. Acting as liaison between the county and neighborhood groups the CAC evaluates public service projects and makes recommendations to the BoCC regarding yearly funding priorities. The AHAC's primary function is to eliminate substandard housing conditions within the County and provide increased opportunities for all Polk County's current and future very low, low, and moderate income residents and special needs populations to obtain safe, affordable housing address the housing program, funded by HOME, SHIP, and other funding sources, by assessing regulatory barriers to affordable housing and recommending specific incentives to encourage and facilitate affordable housing.

QUALITY OF LIFE SURVEY REPORT

Purpose:

Marginal attendance at various public hearings has necessitated modifying the public participation process to include the distribution of a Quality of Life survey. Between November 2004 and January 2005, the Housing and Neighborhood Development (HND) Division conducted a quality of life survey of low- and moderate-income households. The purposes of the survey were to: 1) determine which quality of life issues most impacted survey recipients; and 2) maximize input from the County's low- and moderate-income citizens in preparation of the FFY 2005-09 Consolidated Plan. These surveys have provided critical input concerning the proposed uses of CDBG funds. Consequently, HND elected to conduct a mail out survey in order to maximize participation and input from low- and moderate-income households. In addition HND conducted two regional public meetings to hear comments from low- and moderate-income citizens.

Survey Instrument:

Polk County's instrument was a refinement of a Quality of Life survey used by Lake County and the City of Winter Haven. A copy of the instrument is *Attachment 1*. An introductory paragraph explained the purpose of the survey and instructed respondents how to complete it. The instructions made it very clear that responses were completely anonymous and individual respondents could not be identified.

The body of the survey is divided into seven groups of quality of life issues which mirror priorities in the Polk Visioning Process from persons most potentially impacted:

**Roads, Traffic Safety, Sidewalks and Drainage,
Community Appearance and Amenities,
Public Safety,
Parks and Recreation,
Human Services,
Housing,
Economic and Job Development.**

Fifty-five (55) specific issues were listed under the seven groups with a check box that corresponds to each issue. Respondents were asked to identify every quality of life issue that impacts their household. Blank space was provided at the end of the survey for comments and additional issues not previously identified.

Survey Conclusions:

Conclusions drawn from the survey analysis form much of the basis for CDBG funding priority over the next five years.

- The top areas of concern are related to: 1) Human Services, 2) Economic and Job Development, and 3) Housing.
- More specifically, the four issues of greatest concern are: 1) affordable prescription medication, 2) access to better paying jobs, 3) housing rehabilitation, and 4) affordable health care.
- Infrastructure improvements as they pertain to public safety are also of significant concern. Since generalized law enforcement and road repairs are not

eligible uses of CDBG funding, infrastructure improvements promoting public safety such as lighting and traffic safety such as intersection improvements, traffic calming on residential streets and sidewalks should be emphasized.

- Priorities have been set at high, medium, and low based on the categorical analysis. Those quality of life issues that were calculated at 13% or greater are high priority. The quality of life issues that received a response rate of 8–12% are medium priority. Any quality of life issue that has a 7% or less response rate is a low priority.
- The five-year budget in the Executive Summary and the list of proposed projects in the Project section of this document are consistent with the findings of the Quality of Life Survey and the Polk Vision.

2. Provide a summary of citizen comments or views on the plan.

At the May 21st meeting of the CAC, members reviewed the proposed projects for FY 2008-2009. Several members requested more information about the Tenant Based Rental Assistance Program (TBRA). Staff followed up with an information sheet for each member that requested program details.

Add public input information regarding the 2008-2009 Action Plan document.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

Efforts to broaden Public Participation at Public Hearings:

All public hearings are announced at least once in the non-legal sections of the Lakeland Ledger prior to the scheduled hearing. To ensure accessibility, hearings will be held at the Polk County Board of County Commissioners Administration Building in Bartow and/or in a designated neighborhood facility within or near any designated target area(s). Hearings are held after business hours to allow working persons to attend. Translation service and accommodations for those with special needs will be made available with advance notice. In the past, Bi-lingual flyers announcing the hearings are sent to neighborhood associations in target areas and to the local housing authorities. Polk County Government television runs meeting announcements at the bottom of the television screen prior to the meetings.

Public Housing Residents:

HND notifies the Public Housing Agencies (PHA) of public hearings and any other relevant community meetings, and invites them to participate. It is the responsibility of the local housing authorities to make this information available to the residents and to Section 8 tenants.

Access to Public Information:

All program information will be available for inspection by interested citizens, including, at a minimum: the FY 2005-09 Polk County Consolidated Plan,

amendments to the Consolidated Plan, Action Plans, performance reports, CDBG Program Regulations and all program records for the current year and preceding five years. These documents are available for review during normal working hours, Monday through Friday, from 8:00 a.m. to 5:00 p.m. at the HND office. The program information will also be available on-line at Polk County's website, all public libraries and at the city halls of all municipal partners. Copies of all material may be obtained at a cost as contained in the County's Request for Public Information Policy.

Technical Assistance:

In addition, specific information dissemination and technical assistance activities will be undertaken 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 individualized 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.

4. *Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.*

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

2008-09 Action Plan Citizen Participation response:

All comments were accepted.

Institutional Structure

1. *Describe actions that will take place during the next year to develop institutional structure.*

2008-09 Action Plan Institutional Structure response:

HND is the lead agency administering CDBG funds. Through the Urban County agreement the County contracts with eight (8) municipal jurisdictions to plan and develop projects utilizing these funds. Additionally, Polk County partners with non-profit organizations and other agencies, including the Leisure Services Division, the Facilities Management Division, and the Transportation Engineering Division for the effective delivery of services. Memoranda of understanding or subrecipient 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 schedules are successfully met. HND performs administrative management for all CDBG projects. Various sections of Polk County government such as the Purchasing Division, the Office of the County Attorney, and the Clerk of Courts Accounting and Finance Department provide procurement, legal, and fiscal oversight. During the past twenty-nine (29) years of Polk County's CDBG funding, HND has relied on the professional skills and expertise of many county departments in implement successful projects.

Last year, because of funding cuts, HND had to lay off two employees from the CDBG program. The work was distributed among the remaining employees. The right-of-way agent hired to work on the Eloise project, has been cross trained to work in CDBG project management. Future funding decreases will continue to influence HND's institutional structure for plan implementation.

- **Infrastructure and Public Facility Improvement Projects:**

Due to the expanding need for roadway, drainage, and sidewalk improvements Polk County generally budgets 50% of its entire CDBG budget for neighborhood infrastructure and public facility improvements. These improvements planned for low and moderate income neighborhoods are part of the county's overall Community Investment Program (CIP) and are addressed each program year in Polk County's Action Plan submission to U.S. HUD. HND acts as Program Manager, various divisions assist in carrying out projects within their area of expertise. Contract administrative functions, fiscal management, budget development & procurement requirements, bid preparation documents, solicitation of bids for design and construction services fall under the responsibility of HND and our program partners. In a similar capacity, the Facilities Management Division continues to oversee construction and improvements of county-operated public facilities that receive CDBG funds to benefit low and moderate income persons. When necessary, other county agencies such as the Natural Resources, Transportation Engineering, and Leisure Services divisions will manage and/or assist infrastructure and public facility improvement projects that relate to their specific missions.

When partnering with other county divisions, the responsibility for submitting progress reports and invoices to HND for processing is outlined in a memorandum of understanding (MOU). Upon satisfactory completion of work, HND will approve all invoices and authorize compensation.

- **Municipal Partners Program:**

Polk County's municipal partners submit RFP each year for approval of proposed CDBG projects. Each city is responsible to hold public hearings regarding the development and citizen approval of these projects. Infrastructure and public facility projects are submitted each year for funding and a Subrecipient agreement is developed. Each city handles procurement, and construction management which is overseen by HND project managers. HND project managers review and approve invoices and ensure adherence to Davis Bacon regulations and procurement procedures. This year it is anticipated that the Town of Dundee and the City of Lake Wales will re-join the County's Urban County CDBG program.

- **Public Service Projects:**

The need for the provision of public services for social and economically challenged individuals and families is widespread throughout Polk County. While county governments and municipal jurisdictions attempt to fill the gap of service delivery on the local level, it is necessary to enlist a variety of private and non-profit organizations to assist in this monumental task. The county is fortunate to have many local non-profit organizations with the capacity to successfully provide services to children and youth, the homeless, disabled children and adults, the working poor, people with severe or chronic substance addictions, and battered women. Fiscal assistance is offered to these organizations and agencies in the form of funding from the CDBG and the ESG entitlements.

- Each year the county encourages public service providers to submit proposals for its CDBG and ESG funding in response to a Request for Proposal (RFP). HND staff screens the proposals for compliance with HUD guidelines. The responsibility for recommending which proposals will be funded is delegated to the CAC. The CAC ranks the proposals by priority and probability of successful completion. Based on these criteria, the CAC recommends a list of proposals to be funded to the Polk County BoCC for approval. The successful respondents deliver services after the execution of a subrecipient agreement with the BoCC. According to contract terms, each agency is responsible for submitting progress reports and invoices to HND. HND reviews all invoices and authorizes reimbursement upon satisfactory completion of work. Beginning in 2006-07, contracts with Subrecipients covered a two-year period with renewal based on availability of funding and successful project implementation. The County along with other jurisdictions has adopted this streamlined methodology to assist with a minimalist approach to administrative requirements. This allows for close relationships between the Grantee and Subrecipient guaranteeing an improved performance.

Affordable Housing Program:

Polk County has an established housing delivery system which has been in place for many years. Resources from federal, state and local agencies are used to create housing that is affordable, decent, safe and sanitary for low to moderate income individuals and families residing in Polk County. Home ownership and housing rehabilitation opportunities are offered for income eligible persons using a variety of funding sources including leveraging of private dollars. In addition to home ownership, subsidized rental units are available locally through our federal programs in the form of Section 8 rental vouchers, and Tenant Based Rental Assistance (TBRA).

In order that the specific objectives and goals of affordable housing programs are accomplished, very low and low income individuals and families, physically handicapped, and the elderly are invited and urged to participate in Polk County's Affordable Housing Program. In developing Polk County's housing assistance program, consideration was given to the large percentage of substandard housing present throughout the county. The rehabilitation program is limited to income-eligible owners who occupy existing dwellings which do not conform to established minimum housing standards. Each program year, a major portion of the Federal HOME and State Housing Initiatives Partnership (SHIP) Program funds are used to deliver replacement/improved Housing Rehabilitation. HND administers the housing rehabilitation programs for eligible residents of Polk County and maintains a housing rehabilitation waiting list.

HND coordinates with County Divisions and State Agencies such as State Health Department, Polk County Building Division, Purchasing Division, Permitting, Office of the County Attorney and Code Enforcement to complete the rehabilitation project. Polk County completes approximately 40 Substantial Rehabilitation / Replacement homes annually using HOME and SHIP funds. Approximately 80 minor repair projects (roofs, septic tanks, water systems) are completed annually using SHIP funds. Currently housing rehabilitation staff has sixty (60) substantial and replacement jobs in the pipeline.

Home ownership and down payment opportunities are offered to credit worthy, eligible Polk County residents. The Keystone Challenge Fund is a non-profit corporation established in 1991 with a primary purpose to operate for the advancement of affordable housing. Keystone's mission is to provide homebuyer education and affordable financing to low and moderate income homebuyers. Keystone administers home purchase assistance loan processing for Polk County, the City of Lakeland and the City of Winter Haven. The American Dream Down Payment Initiative (ADDI) Program is administered by this agency for assistance in their "first time homebuyer program". Keystone is a HUD approved non-profit agency qualified to provide secondary financing for FHA insured mortgage loans. Keystone is also a Community Housing Development Organization (CHDO) and develops newly constructed homes for sale to low income buyers. During the life of our county's partnership with Keystone, over 1700 families have benefited through our joint homeownership program.

- **Economic Development:**

HND encourages proposals for economic development projects throughout the year.

HND currently works in partnership with the Central Florida Economic Development Council (CFEDC), to assist viable and sustainable economic activities that create opportunities for low and moderate income persons to access productive employment.

Although a specific program has not been identified, HND has been exploring training opportunities for technical and vocational occupations.

Monitoring

1. *Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.*

2008-09 Action Plan Monitoring response:

Compliance monitoring of Subrecipients will be carried out by HND and other county agencies such as internal auditors and external auditors carrying out the single point audit program. They provide an assessment of performance and regulatory and financial contract compliance, along with technical assistance in program administration and service delivery. HND will work with Subrecipients not only to identify program deficiencies, but at the same time to identify remedies. A risk factor is assigned to each project, and monitoring visits are conducted at least once a year or more during the course of the contract, depending upon the degree of

risk assigned. During these visits, staff will review program records to ensure that all necessary documentation is on file. HND monitoring staff will discuss how the project is proceeding with managers and line personnel, and will problem solve the difficulties encountered. After the visit, they will provide a monitoring report with findings and concerns suggesting changes to resolve them. The aim in monitoring is to ensure that activities are being carried out in compliance with federal regulations, and that the anticipated outcomes are being achieved. The intent is to focus on solutions to problems, not upon the problems themselves.

Monitoring will be conducted according to the standards outlined in the following:

- a. 24 CFR 570 series.
- b. 24 CFR 84/85 regulations.
- c. OMB Circular A-122.
- d. OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments
- e. Provisions of the sub-recipient agreement.
- f. Local HND or Finance Center policies.
- g. Other BoCC Divisions' policies (Purchasing Division procurement policy).

Environmental Monitoring will be implemented according to the HUD Format II Tiered Review. HND will put into action an Environmental Review Strategy for the FY 2005-2009 Consolidated Plan to assure public facilities, neighborhood improvements, and affordable housing construction projects comply with environmental statutes, regulations and Executive Orders other than NEPA.

Lead-based Paint

1. *Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.*

2008-09 Action Plan Lead-based Paint response:

Polk County has chosen to implement housing activities with federal funds that do not trigger lead-based paint abatement standards. The remaining activities are funded from the SHIP program and, are exempt from federal lead based paint abatement standards.

HOUSING

Specific Housing Objectives

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

1. *Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.*

Polk County will utilize at least forty-one percent (41%) of its HOME funds to

make rehabilitation/replacement loans and grants to low and moderate income eligible occupants of substandard housing units. Another fifteen percent (15%) will be provided to Community Housing Development Organizations (CHDO) for development of housing affordable to low and moderate income households. Thirty-four percent (34%) will provide rental subsidies through the TBRA program.

AFFORDABLE HOUSING OBJECTIVES

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
HOUSING (HOME PROGRAM-FUNDED)					
Owner-Occupied Substantial Rehabilitation	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of housing units brought from substandard to standard conditions (HQS or local code).	4
Community Housing Development Organization (CHDO)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of new residential units constructed.	2
American Dream Down payment Initiative (ADDI)	Decent Housing	1	Affordability for the purpose of providing decent housing	Provide down payment assistance to low-income families.	1
Tenant Based Rental Assistance (TBRA)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of families assisted with rental housing.	35

State Housing Initiative Partnership Program (SHIP) funds provide additional housing opportunities during the year. For FY 2008-2009 the projected amount of funds to be awarded to the County is \$4,017,006. The table appended to this plan outlines the estimated number of units, and budgeted amount per SHIP strategy.

A. Increase homeownership for very low, low, and moderate income families

County-wide - Community Housing Development Organization (CHDO)
 HUD Code - n/a
 HUD Code Title - Construction of Housing
 Reference Citations - 92.300

Priority Need: High
Output: Construction of two (2) safe, sanitary and secure residential homes.
Outcome: Two (2) family households will achieve homeownership.
Measurement: Number of new residential homes constructed.

B. Increase homeownership for very low, low, and moderate income families

County-wide - American Dream Downpayment Initiative (ADDI)
HUD Code – n/a
HUD Code Title – Direct Homeownership Assistance
Reference Citations – 92.600

Priority Need: High
Output: Provide downpayment assistance to two (2) families.
Outcome: One (1) household will achieve homeownership.
Measurement: Number of households receiving downpayment assistance for new homes.

C. Improve housing conditions for homeowners by eliminating health and safety deficiencies.

County-wide - Owner-occupied Housing Rehabilitation
HUD Code – n/a
HUD Code Title – Rehab; Single Unit Residential
Reference Citation – 92.254 (b)

Priority Need: High
Output: Four (4) residential structures brought into compliance with the Housing Code*
Outcome: Four (4) households will reside in safe and health homes that are housing code compliant.
Measurement: Number of single family residential structures brought into compliance with the housing code.

*note: 4 owner-occupied housing rehabilitation units will be completed using HOME funds and another approximately 63 owner-occupied housing rehabilitation units will be completed using the State Housing Initiatives Partnership (SHIP) program.

D. Proving rental assistance to low and moderate income households.

County-wide – Tenant Based Rental Assistance (TBRA)
HUD Code – 05S
HUD Code Title – Rental Housing Subsidies
Reference Citation – 92.209

Priority Need: High
Output: Provide rental assistance to 35 low income families.
Outcome: Thirty-five (35) households will be provided decent, safe and sanitary affordable rental housing.
Measurement: Number of families provided rental assistance.

Local housing market conditions lead to the decision to fund the TBRA program in FY 2008-2009. Approximately 34% of the County’s HOME funds will be available for the TBRA program. Foreclosure rates are at an all time high locally. In addition to foreclosures, Polk County’s rental housing market has not sufficiently recovered from the 2004 hurricane season. Polk County experienced loss of Section 8 rental housing stock, or 18% of its housing units. As of May of this year, the waiting list for section

8 housing vouchers has 240 families listed. Affordable rental units are at a premium locally, with the increases in local taxes and insurance costs. These costs are passed down to the low income renter in the form of higher rental monthly rates. Increases in utilities add to the hardship low income families must address monthly.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

2008-09 Action Plan Specific Objectives response:

There are a variety of resources available to the County from entitlement funding provided by HUD, state resources allocated or available to local jurisdictions and locally developed resources. The FY 2008-09 funding is shown on the following table.

FY 2008 – 2009 BUDGET

PROGRAMS	ADDI	HOME
Affordable Housing	\$6,515	\$925,763
Administration		\$ 102,862
Total	\$6,515	\$1,028,625

Polk County receives State Housing Initiatives Partnership (SHIP) funds. For FY 2008-2009 the projected amount of SHIP funds to be awarded to the County is \$4,017,006. Polk County administers much of its SHIP dollars through the use of eligible sponsors. Our sponsors are responsible for coordinating a development team, and in many cases arrange for permanent financing, as well as construction financing. By this use of eligible sponsors, Polk County has been able to use its SHIP funds to leverage a substantial amount of private dollars. For example, some banks offer loans with reduced closing costs and no points to recipients of SHIP assistance. Sponsors are contractually obligated to comply with program guidelines and the specific conditions attached to their awards.

The Polk County Housing Agency also administers 97 Section 8 rental assistance Vouchers. The Section 8 Housing Choice Voucher Budget is \$545,259. There are a total of 110 public housing units administered by Public Housing Authorities in two of Polk County’s current municipal partners, Bartow and Mulberry; and 55 Section 8 vouchers managed by the Bartow PHA.

Permanent Housing for the Homeless

Talbot House Ministries completed the construction of a 20-unit apartment building for the provision of permanent housing for transitional housing clients.

Talbot House’s goal is to house men and women who have graduated from its transitional program, which typically takes a year but can stretch to two years.

To date, it has raised nearly \$1.4 million, including a \$1.04 million state grant from the hurricane recovery fund, in addition to federal sources and private donors. The agency expects another \$500,000 in affordable housing subsidies through the Federal Home Loan Bank System.

Talbot House, one of Polk's largest providers of services to the homeless and poor, including emergency and transitional housing, meals, medical and dental.

Its apartment project meshes with a U.S. Housing and Urban Development goal to increase the nation's supply of affordable homes for people coming out of transitional programs provided by agencies like Talbot House, Salvation Army and Lighthouse Ministries.

All three agencies provide homeless services in a concentrated area just north of downtown Lakeland.

More and more, these and other agencies are keying on services that stabilize individuals and couples, train them for employment, and provide housing and day care for up to a year or more.

In January, a countywide snapshot survey found approximately 780 men, women and children who were homeless, roughly the same number as last year, according to the Homeless Coalition of Polk County, which conducted the survey.

Talbot House sees 4,000 individuals annually.

Additionally, Talbot House serves 500 meals a day on average.

The 20 new apartments will add to the 10 units already in use adjacent to the Talbot House shelter.

Needs of Public Housing

- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.*

The Polk County Public Housing Agency (PCHA) administers 97 Section 8 rental assistance vouchers with an annual budget of \$545,259. Polk County government does not own or operate any public housing units. We currently have 97 vouchers in use with a waiting list to receive assistance of 240 households.

In order to succeed at the mission of assisting low income families with safe, decent and affordable housing opportunities the Polk County Housing Agency is committed to providing families in assisted housing with opportunities for growth and development as well as programs to improve living, social skills, and home purchase opportunities through the Keystone Challenge Fund.

There are currently two case managers giving on-going counseling. The referral services range from but are not limited to: early childhood day care, Head Start, after school programs, transportation services, job training and Consumer Credit Counseling.

2. *If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.*

2008-09 Action Plan Public Housing Strategy response:

Actions to address Public Housing Needs

Polk County Housing Agency has been designated as a standard performance agency.

Barriers to Affordable Housing

1. *Describe the actions that will take place during the next year to remove barriers to affordable housing.*

2008-09 Action Plan Barriers to Affordable Housing response:

Last year Polk County implemented an impact fee deferral program for all low income home buyers. Impact fees are deferred for seven years and then forgiven if the original owner still resides in the property. HND continues to partner with the Builders Association to ensure they are aware of the available housing program incentives.

Polk County will continue to implement the following actions set forth in the Comprehensive Plan Housing Element and the Local Housing Assistance Plan 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 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.

Housing funds will be used to provide downpayment 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. *Describe other forms of investment not described in § 92.205(b).*

Polk County HND conducts no other forms of investment.

2. *If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.*

Polk County HND uses ADDI funds for homebuyers. The guidelines for recapture are:

Each household assisted must meet the five (5) year period of affordability identified in the security instruments, including any liens, covenants, mortgage etc. that the County shall require.

The homebuyer assistance will be secured with a mortgage and mortgage note and will be a subordinate mortgage. If the property ceases to be the principal place of occupancy or the title changes hands the full amount of the ADDI subsidy shall be recaptured.

3. *If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:*
 - a. *Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.*
 - b. *Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.*
 - c. *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*
 - d. *Specify the required period of affordability, whether it is the minimum 15 years or longer.*
 - e. *Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.*
 - f. *State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.*

Polk County HND does not plan to use HOME funds to refinance existing debt secured by multifamily housing.

4. *If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:*
 - a. *Describe the planned use of the ADDI funds.*
 - b. *Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.*
 - c. *Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.*

2008-09 Action Plan HOME/ADDI response:

Polk County will make ADDI funds available for Down-payment Assistance for the purchase of a principal residence for low income families who are first-time homebuyers.

Polk County has an outreach program to target residents and tenants of public and manufactured housing. This program consists of an on-going homebuyer education program with a normal schedule of two classes a month and upon request availability for targeted groups. All eligible applicants are required to complete a six hour class to receive down payment assistance.

The homebuyer education class provides the following information:

- The pros and cons of home-ownership
- How to manage your finances to afford a house
- How to qualify for mortgage financing
- Preparing a mortgage application
- Resolving credit problems
- Working with realtors and sellers
- Maintaining your home after purchase

HOMELESS

HOMELESS

Specific Homeless Prevention Elements

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

1. *Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.*

The Polk County BoCC will administer \$130,613 of Emergency Shelter Grant (ESG) funds through Subrecipients.

The Winter Haven, Polk County Continuum of Care (CoC) will apply for a total sum of \$2,101,930 in competitive grants from the following sources:

State of Florida – Grant in Aid	\$ 18,000
State of Florida – Emergency Shelter Grant	\$ 133,312
State of Florida – Challenge Grant	\$ 150,000
State of Florida – Homeless Housing Assistance Grant	\$ 750,000
Housing & Urban Development – SuperNOFA allotment	\$1,050,618
Total	\$2,101,930

The above funding does not include competitive grants that are available to individual homeless service providers.

2. *Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.*

Polk County participates in the Winter Haven, Polk County Homeless Coalition Continuum of Care (CoC) strategic planning committee. The County utilizes the ESG grant to assist agency providers. Activities that are provided include temporary shelter and support services such as meals, health and medical care, and counseling. These services are provided by the local non-profit agencies.

3. *Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.*

Polk County has partnered with the City of Lakeland and Homeless Coalition of Polk County (HCPC) to provide funds to retain the services of a consultant to develop a **Ten Year Plan to End Chronic Homelessness**. The City of Lakeland and Polk County HND staff have agreed to work closely with HCPC to prepare a Request for Proposals and Scope of Work to be processed and published by HCPC. The estimated cost to develop this plan is approximately \$25,000 which will be paid equally by both jurisdictions.

The County will continue to support the mission of the Winter Haven, Polk County Continuum of Care (CoC) to address the priorities that have been identified in the CoC strategic planning process listed below.

N: CoC 10-Year Plan, Objectives, and Action Steps Chart

Objectives to End Chronic Homelessness <i>and</i> Move Families and Individuals to Permanent Housing	2007 Local Action Steps How are you going to do it? List action steps to be completed within the next 12 months.	Lead Person List name and title or organization of one person responsible for accomplishing each action step.	Baseline (Current Level)	Numeric Achievement in 12 months	Numeric Achievement in 5 years	Numeric Achievement in 10 years
1. Create new Permanent Housing beds for chronically homeless persons.	CoC is working with City of Lakeland and Polk County to develop 10 Yr plan to end homelessness Housing for chronically homeless is to be studied and addresses in 10 Yr plan.	Gwendolyn Smith	Beds 37	Beds 42	Beds 62	Beds 87
2. Increase percentage of homeless persons staying in Permanent Housing over 6 months to at least 71%.	Summary of most recent Annual Performance Reports show Permanent Housing residents staying over 6 months at 92%. Monitor performance during year.	Marlene Davis	92 %	Maintain 90%	Maintain 90%	Maintain 90%
3. Increase percentage of homeless persons moving from Transitional Housing to Permanent Housing to at least 61.5%.	Summary of most recent Annual Performance Report show Transitional Housing to Permanent Housing at 50% Inter-agency committee to improve performance.	Marlene Davis	50%	71%	Maintain 75%	Maintain 75%

	Contact consultants & outside agencies for possible methods to improve performance					
4. Increase percentage of homeless persons employed at exit to at least 18%.	Summary of most recent Annual Performance Reports show Employment Income at exit to be 26%.	Peace River	26%	Maintain 25%	Maintain 25%	Maintain 25%
	Monitor performance during year.					
5. Ensure that the CoC has a functional HMIS system.	Implementation of emergency shelters in 2007.	Susan Hurlburt	100 % Bed Cover- age	100 % Bed Cover- age	100 % Bed Cover- age	100 % Bed Cover- age
	100% of Transitional Housing facilities currently participate					
	100% for Permanent Housing facilities currently participate					
	Data quality to be monitored & improved					
Barriers: If your CoC will not meet one or more of the above objectives, briefly describe why not (use less than two paragraphs).						
Other CoC Objectives in 2007						
1 Increase Permanent Housing	Talbot House will build a new permanent housing facility that serves homeless persons with disabilities.	Jim Lobinsky	Add 20 beds			

Beyond basic shelter care, chronically homeless persons require access to rehabilitative services and permanent supportive housing. Up to this juncture permanent supportive housing has been an elusive element. Only recently have these agencies have decided to address permanent housing.

4. *Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.*

CDBG Public Service funds will be used to indirectly prevent homelessness through program offered by Talbot House, The Salvation Army, and the Mission located in the City of Winter Haven. The ESG funds also assist with homeless prevention services as explained in detail on page 42.

Some of the homeless service providers the County continues to fund offer homeless prevention assistance. This assistance may cover one-time monthly rental payment and/or utilities payment to eligible persons and families at risk of becoming homeless

The Winter Haven, Polk County Continuum of Care member agencies offer the following prevention services in Polk County:

PREVENTION SERVICES	
Mortgage Assistance	Legal Assistance
Help of Ft. Meade	House of Israel
Lake Wales Care Center	Talbot House
Salvation Army East	United Way
Salvation Army West	
Rental Assistance	Counseling/Advocacy

Agency for Community Treatment Services	Agency for Community Treatment Services
Catholic Charities	Family Emergency Services
City of Lakeland	Help of Ft. Meade
Help of Ft. Meade	Lake Wales Care Center
Lakeland Housing Authority	Salvation Army West
Lake Wales Care Center	Second Chance Program
Polk County Board of Commissioners	Seed Sowers
Salvation Army East	Talbot House
Salvation Army West	Women's Resource Center
Tri-County Human Services	
Utilities Assistance	
Agency for Community Treatment Services	
Catholic Charities	
City of Lakeland	
Help of Ft. Meade	
Lake Wales Care Center	
Polk County Board of Commissioners	
Salvation Army East	
Salvation Army West	
Tri-County Human Services	
Women's Resource Center	

5. *Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.*

FY 2008-09 Action Plan Special Needs response:

The Homeless Coalition of Polk County has created a committee to review the local discharge coordination policies. The following chart, which is part of this year's Continuum of Care (CoC) Application, outlines the development of a discharge planning policy by institution. HND staff will continue to work with HCPC to develop a countywide policy.

: CoC Discharge Planning Policy Chart

For each category of publicly funded institution or system of care in your CoC, check a box to indicate the level of development of a discharge planning policy. Check **only one** box per category. Use the space provided to describe the discharge planning policy for each category, or the status of development. For detailed instructions for filling out this section, see the Instructions section.

Publicly Funded Institution(s) or System(s) of Care in CoC Geographic Area	None	Initial Discussion	Protocol in Development	Formal Protocol Finalized	Formal Protocol Implemented
Foster Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Mental Health	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corrections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foster Care: Protocol development					
Health Care: Established procedures to determine client eligibility determination. Sets medical conditions required prior to acceptance of client. Educates client on responsibilities in shelter. Provides for transportation responsibility. Provides for medication and medical services from medical provider.					
Mental Health: Initial discussion					
Corrections:* Protocol development. The Polk County Sheriff's Office (PCSO) case workers provide a list of available facilities to inmates that are released and do not have housing.					

**Please note that "corrections" category refers to local jails and state or federal prisons.*

The Winter Haven, Polk County Continuum of Care has long been a point of contact for public safety and health officials planning the release of inmates who will need housing in this region. Peace River Center is the lead Continuum agency for policies to assure that discharge planning by judicial agencies addresses each individual's needs for housing and treatment.

As discharge planning begins, the Center's forensic clinicians play an integral role in the placement of released inmates by assuring that funds and transitional services will be provided as necessary. They do case reviews with family and potential housing providers to consider options. Clients may be placed with family, in residential treatment facilities, adult foster care, or other appropriate settings. The advent of this process has greatly deterred the practice of "dumping" mentally ill people off at area shelters.

Mentally ill individuals meeting priority status are assigned community case managers, who also assist in linking clients to relevant social services and housing opportunities. Case managers routinely visit clients in state treatment hospitals to assess progress and assist in placement. Clinicians have a variety of living arrangements to choose from, including transitional living facilities, adult foster care, and permanence support housing.

Priority placement is given to individuals discharged from state treatment facilities and forensic hospitals. Local hospitals are also supported to find supportive discharge placements in the vicinity of the hospital if possible.

Recognizing that there is often a revolving door for mentally ill offenders, area substance abuse and mental health providers coordinate with law enforcement, judiciary, and mental health advocates forming an educational and advocacy group. This group, Partners in Crisis, is led by the chief judge in Polk County and lobbies for increased funding for treatment beds and services. The group also advocates for judicial reform to divert mentally ill individuals from jails and prisons into community-based treatment. This group was largely instrumental in the recent passing of an "outpatient commitment" process that will allow individuals to be ordered by the court into local treatment facilities. Similar legislation in Oregon and

other states has proven effective in increasing medication compliance, thereby reducing the number of nuisance arrests.

In addition, Talbot House implemented a program to receive homeless persons discharged from the five Polk County hospitals. This was possible because this grant made it possible to acquire medical supplies and services. When the client is ready for discharge, the hospital discharge case worker contacts the Talbot House Healthcare Case worker to make arrangements for transportation, medications, and supplies. These clients stay in transitional housing and receive supportive services to help them exit homelessness.

Emergency Shelter Grants (ESG)

Describe the process for awarding grants to subrecipients, and a description of how the allocation will be made available.

2008-09 Action Plan ESG response:

The Polk County BoCC continues to administer Emergency Shelter Grant (ESG) funds \$133,613 through subrecipients. Approximately \$1,590,453 will be leveraged by the three (3) homeless service providers receiving ESG funding; Salvation Army, Talbot House Ministries and House of Israel.

The ESG is offered yearly. Funding is competitive with established caps of approximately \$42,000 per agency for grants to serve homeless persons. With three grants available, this strategy allows for better utilization of limited funding to provide coverage in various parts of Polk County for persons in need of emergency shelter.

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COMMUNITY DEVELOPMENT

Community Development

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

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

The primary needs relative to community development lie within the categories of Neighborhood Improvements, Public Facilities, Public Services, and Municipal Partners.

Neighborhood improvements needed to provide suitable living environments include neighborhood revitalization projects such as the demolition and clearance of unsafe structures, storm drainage improvements, sanitary sewer and wastewater utility improvements, street paving, sidewalk construction, streetscaping. Municipal Services projects include the construction of community activity centers, parks and recreation facility improvements, and infrastructure improvements. Public Facilities projects include the construction of community activity centers and infrastructure improvements. Public Service projects provide for adult and teen educational and job training programs, child/parent family development, healthcare for the medically underserved, literacy programs, and support rehabilitation services for the blind.

The following table shows the proposed community development projects and the needs to be address during FY 2008-09. All activities are eligible and address a need identified in the Community Development Table in the Needs.xls workbook.

Polk County's priority non-housing community development needs

PUBLIC/HOMELESS SERVICES		
Healthy Families	Child/Parent Development	Public Services (General) 570.201(e)
Tampa Lighthouse for the Blind	Rehabilitation for the Blind	Handicapped Centers 570.201 [©]
The Wilson House	Substance Abuse Program	Substance Abuse Services 570.201(e)
Talbot House	Food Service Job Skills	Employment Training 570.201(e)
The Mission	Homeless Services	Homeless Services 570.201(e)
Salvation Army	Kathleen Youth Center	Youth Services 570.201(e)
Word Alive Ministries CDC	Tutoring/Mentoring Program	Youth Services 570.201(e)
Big Brothers/Big Sisters of Tampa	Mentoring/Counseling for Children at Risk	Youth Services 570.201(e)
Boys & Girls Clubs	Youth Programs	Public Services (General) 570.201(e)
Enterprise Community Services	Foreclosure Prevention Counseling	Housing Counseling 05U
Salvation Army	Emergency Shelter Program	Operating Costs of Homeless Programs
Talbot House	Emergency Shelter Program	Operating Costs of Homeless Programs
House of Israel	Emergency Shelter Program	Operating Costs of Homeless Programs

Polk County’s priority non-housing community development needs

Proposed Community Development Projects FY 2008-2009		
Agency/Program	Project Title	Need to be Addressed
NEIGHBORHOOD IMPROVEMENTS		
Polk County Housing & Neighborhood	Demolition and Clearance	Clearance and Demolition 570.201(d)
Polk County Transportation Engineering	Eloise Water and Sewer	Water/Sewer Improvements 570.201(c)
Polk County Transportation Engineering	Countywide Road Improvements	Street improvements 570.201 (c)
Polk County Natural Resources	Inwood Drainage Improvements	Water/Sewer Improvements 570.201 (c)
MUNICIPAL PARTNERS		
Auburndale	Bridgers Ave. Area Improvements	Neighborhood Facilities 570.201(c)
Bartow	Equipment and Recreation Center Improvements	Neighborhood Facilities 570.201(c)
Bartow	Generator for Low-Income Area	Water/Sewer Improvements 570.201 (c)
Davenport	Carryover	Carryover
Lake Alfred	ADA Restrooms Fire station/Library	Public Facilities and Improvements 570.201 (c)
Lake Hamilton	Waterline improvements	Water/Sewer Improvements 570.201(c)
Mulberry	Recreation Park Improvements	Neighborhood Facilities 570.201(c)
Polk City	Skateboard Park	Parks, Recreational Facilities 570.201(c)

2. *Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.*

**Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.*

2008-09 Action Plan Community Development response:

The community development and housing priorities established in the 2005-2009 Consolidated Plan are the basis for Polk County’s housing and community development objectives. These objectives are derived from the Quality of Life Needs Survey conducted in January, February, and March 2005 and the Polk County Visioning Process.

Long-Term Objectives:

- To provide financial assistance for qualifying individuals who are making transitions to self-sufficiency in housing
- To support community development activities which reduce or reverse evidence of physical, social, or economic decline in communities and neighborhoods populated predominately by low and moderate income people.

The priority needs listed in Section VI, Table I Community Development Needs Table in the 2005-2009 Consolidated Plan will be addressed between FY 2005-2009 through the

following objectives:

- A. Infrastructure:** Polk County will utilize CDBG funds to construct/improve needed infrastructure including, but not limited to, water lines, sewer lines, sidewalks, and street and drainage improvements, in predominately low- and moderate-income areas.
- B. Planning and Administration:** Polk County will utilize CDBG, HOME, and ESG planning and administration funds to ensure equitable, timely and cost effective implementation of planned projects, and will continue to annually update One Year Action Plans to ensure that current identified needs are met.
- C. Public Facilities:** Polk County will utilize CDBG funds to: 1) construct/improve needed public facilities including, but not limited to, neighborhood resource centers, parks, recreation facilities, streetscaping, and human services centers, that will serve predominately low and moderate income areas; 2) remove architectural barriers in public buildings constructed prior to promulgation of Americans with Disabilities Act (ADA) requirements; and 3) carry out demolition of vacant substandard structures and associated lot clearance.
- D. Public Services:** Polk County will use CDBG public service funds to address health care, children's services, neighborhood services and homeless assistance.
- E. Senior Programs:** Polk County will utilize CDBG public service funds to provide health care for indigent elderly persons who do not have supplemental health insurance.
- F. Youth Programs:** Polk County will utilize CDBG funds to provide subsidized pre-school and after-school child care for working poor families, and summer and after school recreation and/or educational programs.
- G. Other:** Polk County will reserve up to ten percent (10%) of its CDBG funds each year as a contingency account to cover infrastructure/public facility construction cost overruns.
- H. Housing:** Polk County will utilize at least forty-one percent (41%) of its HOME funds to make rehabilitation/replacement loans and grants to low and moderate income eligible occupants of substandard housing units. Another fifteen percent (15%) will be provided to Community Housing Development Organizations for development of housing affordable to low and moderate income-households. Thirty-four percent (34%) will provide rental subsidies through the TBRA program.

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC FACILITIES -Municipal Partners (CDBG-FUNDED)					
Auburndale Bridgers Ave. Area Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to an infrastructure benefit.	851
Bartow ADA Restroom Compliance Floral Ave. Civic Center	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	2,721
Bartow Emergency Generator for Low-Income Area Lift Station #17	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	534
Lake Alfred ADA Bathroom Compliance for Fire Station and Public Library	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	455
Lake Hamilton Water Improvement Project	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	274
Mulberry Park Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	599
Polk City – Skate Park	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	438
Neighborhood Improvements					
Polk County Housing and Neighborhood Development Division Demolition and Clearance	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through Code Enforcement	150

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
Polk County Transportation Engineering Division Eloise Infrastructure (Sewer & Water)	Suitable Living Environment	1+	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	1,137
Polk County Transportation Engineering Division	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through road stabilization projects	tba
CDBG RECOVERY FUNDED (CDBG-R)					
Polk County Natural Resources Division	Suitable Living Environment	1+	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through reduced neighborhood flooding	

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC SERVICE (CDBG PROGRAM-FUNDED)					
Auburndale/New Horizon	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	81
Tampa Lighthouse for the Blind, Rehabilitation for the Blind	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	70
The Mission, Homeless Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	2,152
The Wilson House, Substance Abuse Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	28

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
Salvation Army, Kathleen Youth Center	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	44
Big Brothers/Big Sisters of Tampa, Mentoring for Children at Risk	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	52
Talbot House, Food Service Job Skills Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	9
Healthy Families, Child/Parent Development	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	32
Word Alive Ministries Community Services Corp.	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with New Access to a Service	50
Boys & Girls Clubs of Lakeland and Mulberry, Inc.	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with New Access to a Service	20
Enterprise Community Services, Inc.	Decent Housing	1	Sustainability	Number of Persons Assisted with New Access to a Service	25

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Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
HOUSING (HOME PROGRAM-FUNDED)					
Owner-Occupied Substantial Rehabilitation	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of housing units brought from substandard to standard conditions (HQS or local code).	4
Community Housing Development Organization (CHDO)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of new residential units constructed.	2
American Dream Downpayment Initiative (ADDI)	Decent Housing	1	Affordability for the purpose of providing decent housing	Provide down payment assistance to low-income families.	1
Tenant Based Rental Assistance (TBRA)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of families assisted with rental housing.	35

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
Emergency Shelter Grant Programs (ESG PROGRAM-FUNDED)					
Salvation Army, Emergency Shelter Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Served by the Facility	1,271
Talbot House, Emergency Shelter Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Served by the Facility	1,850
House of Israel, Emergency Shelter Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Served by the Facility	28
HOMELESS PREVENTION AND RAPID RE-HOUSING (HPRP)					
Homeless Prevention Activities		1+		Number of Persons Assisted	

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Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

2008-09 Action Plan Antipoverty Strategy response:

Polk County's anti-poverty strategy focuses upon improving the quality of life for low and moderate income persons. The following table outlines the actions that will be taken during the FY 2008-2009 to reduce the number of poverty level families residing in Polk County.

2005-2009 ANTIPOVERTY STRATEGY

Priority Needs/Quality of Life Issues Given by Survey Respondents	Activity	Specific Objective	Quality of life Improvement Strategy / Antipoverty Outcome
Community Appearance and Amenities	Neighborhood Improvements		
	Polk County Housing and Neighborhood Development Division Demolition and Clearance	Utilize \$300,000 in CDBG funds to provide Countywide clearance and demolition of substandard structures that are infeasible to rehabilitate.	Sustaining low income neighborhoods by eliminating slums or blighted areas on a spot basis.
	Auburndale Bridgers Avenue Area Improvements	CDBG funds in the amount of \$73,627 to complete area improvements including benches, a bus stop, and drainage pond improvements.	Improved access to a public facility providing a suitable living environment for residents of the Bridgers Avenue area.
Human (Public) Services	Public Service		
	Tampa Lighthouse for the Blind, Rehabilitation for the Blind	In FY 2008-2009, \$42,000 in CDBG funds will be allocated to assist with services for the blind. The staff offers an array of programs for the visually impaired and work in collaboration with several agencies to prompt self-sufficiency and independent living skills.	Services made available to disabled residents by offering programs to aid in establishing self-sufficiency
	The Mission, Homeless Services	CDBG Funds in the amount of \$ 42,000 will be used in FY 2008-2009 to provide daily lunch, food distribution, and a steam table for feeding program.	This activity makes services available (improved access) to homeless persons in Polk County
	Word Alive Ministries Community Services Corp.	CDBG Funds in the amount of \$42,000 will be used in FY 2008-2009 to provide a mentoring and tutoring program for up to 50 children at Jesse Keen Elementary School	Improved access to tutoring services for low and moderate income children to improve quality of life for the purpose of maintaining a suitable living environment
	The Wilson House, Substance Abuse Program	In FY 2008-2009 CDBG funds in the amount of \$42,000 will be provided to the Wilson House. The goal of the Wilson House program is to return these homeless individuals to good physical and mental health, to reenter society sober and the tools to remain that way.	Improved access to substance abuse counseling services for homeless men improve quality of life for the purpose of maintaining a suitable living environment

	<p>Salvation Army, Kathleen Youth Center</p>	<p>CDBG funds in the amount of \$42,000 will be used to provide 38 campships, and a camp coordinator for 11 week summer program serving eligible low-mod income school age children in the unincorporated areas of Lakeland.</p>	<p>Improved access to summer programs for low/moderate income youth.</p>
	<p>Big Brothers/Big Sisters of Tampa, Mentoring for Children at Risk</p>	<p>Big Brothers and Big Sisters Inc. will provide a comprehensive mentoring and counseling services program utilizing \$42,000 in CDBG funds for at risk youth to prevent delinquency. The target population consists of 26 youth, age 5 - 17, who are at-risk for school failure. Proposed funds will be used to cover direct program staff costs which include salaries and benefits for a full-time Support Specialist and allocated portions of the Match Specialists and a Community Relations Manager.</p>	<p>At risk children will have improved access to this mentoring program offering counseling and guidance to support single parent households.</p>
	<p>Talbot House, Food Service Job Skills Program</p>	<p>Talbot House Ministries is proposing to use \$34,320 of CDBG funds for food services job skills for homeless persons. This includes salary and benefits for one Food Services Instructor to teach eight Trustees. Study materials to prepare for the Food Manager Certification Examination are included.</p>	<p>Provide a suitable living environment for the purpose of increasing access/availability of job training programs to the homeless population of Polk County.</p>
	<p>Boys & Girls Clubs of Mulberry-Youth Outreach program</p>	<p>The Boys & Girls Clubs of Mulberry will use \$38,270 to provide a youth outreach program</p>	<p>Improved access to summer programs for low/moderate income youth.</p>
	<p>Healthy Families, Child/Parent Development</p>	<p>CDBG funds in the amount of \$42,000 will be provided for the Healthy Families Program during FY 2008-2009. The intent of this program is to reduce the incidence of child abuse and neglect, to promote child health and development, to help ensure that families' social and medical needs are met, and to enhance the parent's ability to create a stable and nurturing environment.</p>	<p>Provide improved access to outreach services to build trusting relationships, promote positive parenting, enhance maternal-infant bonding and attachment, enhance the child's physical, emotional, and educational development, and enhance parent-child interaction. Assistance is also provided to participating families in the use of available community services and resources.</p>
	<p>Enterprise Community Services, Inc.</p>	<p>CDBG funds in the amount of \$30,000 will be used during FY 2008-2009 to provide Foreclosure prevention counseling services and financial literacy classes.</p>	<p>New access to classes providing training for foreclosure prevention and financial literacy to low income residents.</p>
	<p>City of Auburndale/Public Service</p>	<p>New Horizon Community Room Improvements</p>	<p>Improved access to computers, work stations, and tables/chairs residents of this low income apartment complex. Providing a suitable living environment for residents.</p>
Housing	Housing (HOME PROGRAM-FUNDED)		

Owner-Occupied Substantial Rehabilitation	HOME funds in the amount of \$420,000 will be used to rehabilitate approximately four (4) homes owned by low income families. The project consists of Substantial Rehabilitation of four (4) substandard housing units. Those units that are determined to be unfeasible for rehabilitation are referred to the Housing Replacement waiting list. Financial assistance is in the form of deferred security agreements and grants.	Provide decent housing for the purpose of availability/accessibility for nine low income households.
Community Housing Development Organization (CHDO)	HOME Funds in the amount of \$154,294 will be used by a local nonprofit organization to develop approximately two (2) homes for low income families. These funds are set aside for land acquisition and construction of affordable housing by Community Housing Development Organizations (CHDO).	Provide decent housing for the purpose of availability/accessibility for nine low income households.
American Dream Downpayment Initiative (ADDI)	ADDI funds totaling \$6,515 will be used to provide downpayment and closing cost assistance for low to moderate income residents.	Provide decent housing to one low income family by making the home purchase affordable by offering downpayment assistance.
TBRA	Provide 34 low income households affordable rental units. HOME funds in the amount of \$351,469 will be budgeted for this project.	Provide decent housing for the purpose of availability/accessibility for eighteen low income households by offering rental assistance through the TBRA program.
Emergency Shelter Grant Programs (ESG PROGRAM-FUNDED)		
Salvation Army, Emergency Shelter Program	Provide \$41,370 in ESG Funds to be used to pay salaries for an Emergency Shelter Caseworker, Homeless Intervention Worker, food for outreach program, hygiene kits and mileage.	Provide a suitable living environment for the purpose of increasing access/availability of services to the homeless population of Polk County.
Talbot House, Emergency Shelter Program	Provide \$41,371 in ESG Funds to be used to pay for utility expenses including electric, water, sewer and gas for cooking at the emergency shelter.	Provide a suitable living environment for the purpose of increasing access/availability of services to the homeless population of Polk County.
House of Israel, Emergency Shelter Program	ESG Funds in the amount of \$41,370 will be used to pay partial salaries and benefits for a case manager/program aide/residential manager, housing and services for 27 women plus counseling and various educational services.	Provide a suitable living environment for the purpose of increasing access/availability of services to the homeless population of Polk County.
Economic and Job Development (Unemployment)	Proposals reviewed throughout the year.	Proposals reviewed throughout the year.
Public Safety	No projects submitted for FY 2008-2009.	No projects submitted for FY 2008-2009.
Infrastructure, Roads, Traffic Safety, Sidewalks and Drainage		

	Countywide Road Improvements	CDBG Funds in the amount of \$400,000 will be used to improve dirt roads in the low income areas of Polk County	Provide a suitable living environment with improved access to larger water line for the residents of the Kokomo area of Lake Hamilton.
	<u>Lake Hamilton</u> Waterline improvements	CDBG funds in the amount of \$27,934 plus carryover of \$300,000 will be used to provide funds to provide waterline improvements to the low income area of Lake Hamilton	Low income seniors will have access to affordable services/programs to assist with various quality of life issues such as fellowship dining, financial services, or health related oriented workshops.
	<u>Bartow</u> Emergency Generator for Low-Income Area	Provide \$24,840 in CDBG funds will be used to purchase and install a 30KW emergency generator for Lift Station No. 17 in the Wheeler Heights area.	Improve quality of services and access to low income neighborhoods that sustain a suitable living environment
	Polk County Transportation Engineering Division Eloise Infrastructure (Sewer & Water)	Eloise phase I, sewer and water improvements.	The first phase of this project will provide new access to the Eloise neighborhood for sewer and water lines.
Parks and Recreation	Municipal Partners Parks Projects		
	<u>Mulberry</u>	CDBG funds in the amount of \$39,654 will be used to improve the recreational equipment at the 4th Street Southeast park in the low income area of the City of Mulberry.	Provide recreational equipment at area parks to provide improved access and to sustain a suitable living environment for low income residents.
	<u>Polk City</u>	The City will use \$29,224 in CDBG funds to design and construct a skateboard park	Provide recreational equipment at area parks to provide improved access and to sustain a suitable living environment for low income residents.

The County’s antipoverty strategy listed in the foregoing table identifies FY 2008-2009 housing and community development activities that are coordinated with the agencies listed in the Antipoverty Table, various projects are designed to increase opportunities for economic self-sufficiency. Other projects increase the quality of life and property values of the residents living in the areas where the projects are completed.

The County will continue to address the needs of families in poverty through funding assistance to both non-profit organizations and public agencies. These agencies will provide assistance and training to low and moderate income persons through the following strategies: homeless shelters and support services, drug and alcoholism rehabilitation, after school programs, youth recreational and educational enrichment summer programs, programs for the disabled, at-risk of abuse counseling, and job training, crisis counseling, information and referrals, etc.

The housing assistance programs will continue to focus on training and counseling for families hoping to become homeowners. State funds will be utilized to attain the goals set forth to help low and moderate income families to pay for down payments and closing costs on single-family homes and HOME funds will be used to attain the goals to complete housing rehabilitation. At the same time the Affordable Housing Advisory Committee (AHAC) will continue to work on identifying opportunities and obstacles to affordable housing.

Last year Polk County initiated a 5-year Neighborhood Revitalization Strategy Area (NRSA) plan in the community of Inwood. The aggregate outcomes of this locally targeted geographic area will be more substantial because stated goals address factors of poverty, and slum and blight in a holistic approach. On January 24, 2007 the Board of County Commissioners approved the NRSA plan to be implemented October 1, 2007 along with last year’s Action Plan-2007-2008. The plan included commercial, limited industrial, residential, and economic development opportunities for improving Inwood residents’ lives.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

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

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

The following table describes the priorities and objectives for FY 2008-09.

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC SERVICE (CDBG-FUNDED)					
The Wilson House	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	28
Tampa Lighthouse for the Blind, Rehabilitation for the Blind	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	70

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

2008-09 Action Plan Specific Objectives response:

The following table demonstrates the resources available to address the identified non-homeless special needs for FFY 2008-09.

Agency/Program	FY 08-09	Leverage 08-09
The Wilson House	\$42,000	\$138,900
Tampa Lighthouse for the Blind	\$42,000	\$473,325
Total Resources	\$84,000	\$612,225

A \$42,000 CDBG grant has been awarded to each of these programs for a sum of

\$84,000 in federal resources to assist in achieving each program's specific objective. Each agency will provide significant leverage from other sources to match the CDBG grants awarded.

Housing Opportunities for People with AIDS

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

1. *Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.*

The Polk County Board of County Commissioners (BoCC) does not receive nor administer any HOPWA funding. The Florida State Health Department administers the HOPWA funding for Polk County awarded in 2007. The HOPWA plan will include short-term rental, mortgage, and utility payment assistance.

2. *Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.*

Not Applicable.

3. *Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.*

Not Applicable.

4. *Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.*

Not Applicable.

5. *Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.*

Not Applicable.

6. *Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.*

Not Applicable.

7. *Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.*

Not Applicable.

8. *Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.*

Not Applicable.

9. *Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.*

Program Year Three Action Plan HOPWA response:

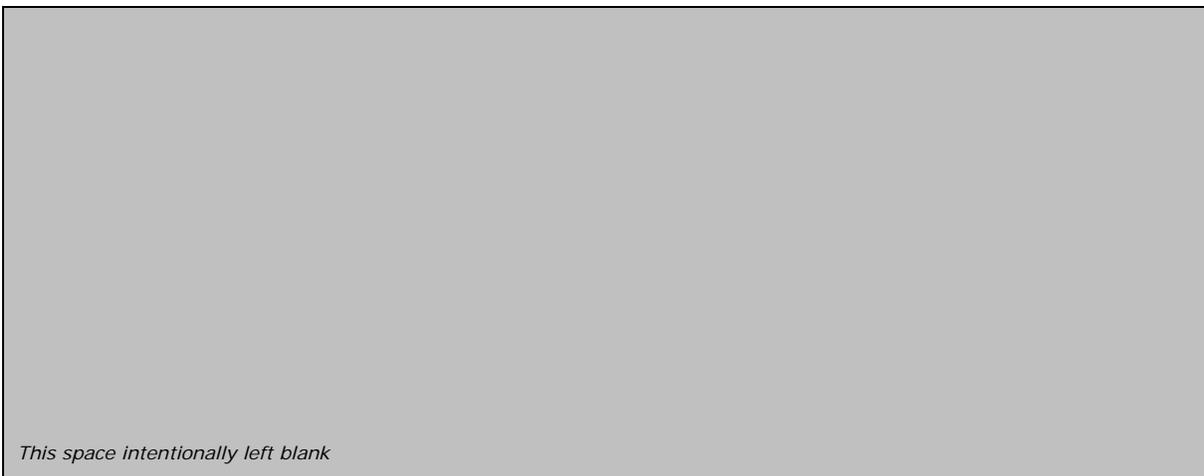
Not Applicable.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

2008-09 Specific HOPWA Objectives response:

The Florida State Health Department administers a \$52,000 HOPWA grant for the jurisdiction of Polk County. All other resources are limited.



Polk County

FY 2008-2009 Action Plan Substantial Change (2009 Recovery Act)

PROJECT DESCRIPTIONS

NEIGHBORHOOD IMPROVEMENTS \$1,400,000

Countywide Demolition and Clearance - \$300,000

Substandard public and private structures, countywide, that are dilapidated and infeasible to rehabilitate are demolished to clear health and safety hazards. Since 2001, as of May 1, 2008 using CDBG funds, the County has completed 680 demolitions. Individual property owners have cleared 769 units and rebuilt 164 for a total of 1,613. There are 340 cases currently being processed by staff. As of 1999 the Housing and Neighborhood Development Division has imposed liens in the amount of \$2,000,000. The total amount of liens satisfied equals \$657,534.10 since 1999. It is estimated that 200 units will be demolished in FY 2008-2009.

Polk County Transportation Engineer - Eloise Infrastructure Improvements - \$700,000

Funds will be used for construction of a sanitary sewer system, waterline upgrade, drainage and roadway improvements for Phase II of the project which includes 4th and 5th Street, and the construction of retention ponds in the Eloise community.

Polk County Transportation Engineering – Countywide Road Improvements - \$400,000

Funds are planned for road stabilization projects in the low income neighborhoods of the CDBG targeted areas of Polk County. Dirt roads will be stabilized using Polk County Transportation Engineering staff as the project lead.

MUNICIPAL PARTNERS \$359,156

City of Auburndale – Bridgers Avenue Area Improvements -\$73,627

The City of Auburndale proposes to provide funds to complete a bus stop on Benett Street, benches and trash receptacles at the retention pond on Canal Street, and Earl Wright park improvements.

City of Bartow – ADA Restroom Improvements - \$88,500

Funds will be used to rehabilitate the restrooms at the Bartow Civic Center and City Hall to make them ADA compliant.

City of Bartow – Emergency Generator Lift Station 17 - \$24,840

Funds will be used to purchase and install a 30KW emergency generator for Lift Station No. 17 in the Wheeler Heights community.

City of Davenport – Carryover funds \$31,707

CDBG funds will be carried over.

City of Lake Alfred – ADA Restrooms for Fire Station and Public Library \$43,670

Funds are budgeted to complete ADA restroom renovations to the Fire Station and the Public Library.

City of Lake Hamilton – Water Line Improvements \$27,934

The City of Lake Hamilton proposes to complete water line improvements in the Kokomo Road and Gunter Street Neighborhood.

City of Mulberry – Recreational Improvements \$39,654

CDBG funds will be used for the southeast area park improvements.

City of Polk City – Skateboard Park - \$29, 224

The City will use funds to design and construct a skateboard park in the Railroad/Freedom Park area.

PUBLIC/HOMELES SERVICES \$404,700

Polk County Healthy Families – Child/Parent Family Development \$42,000

Healthy Families proposes to continue to provide home visitation services to 32 low/moderate income parents to reduce the incidents of abuse and neglect, to promote child health and development, and to help ensure that families' social and medical needs are met, and to enhance the parent's ability to create a stable and nurturing home environment. CDBG funds are used to cover salaries and benefits for two Family Support Workers servicing families in Southwest Polk County and in Polk City.

Tampa Lighthouse for the Blind – Rehabilitation for the Blind and Visually Impaired \$42,000

TLB proposes to continue to provide rehabilitative services to approximately 70 adults and children who are either blind or visually impaired. These services promote self-sufficiency and independent living skills.

The Wilson House – Substance Abuse Program \$42,000

The agency proposes to continue to provide counseling services for 28 adult males who are chronic substance abusers.

Talbot House Ministries – Food Service Job Skills \$34,320

Talbot House proposes to continue the certification for the food handling program. CDBG funds will be used to provide job-training skills to 9 homeless Trustees in sanitation, food safety, and food preparation. CDBG funds will also be used to pay the salary of one Food Service Instructor, and to purchase study materials for the Food Management Certification Examination. Funds were also requested for training supplies and equipment

“The Mission” Christian Family and Youth Services – Homeless Services \$41,370

The Mission is a non-profit organization that operates a day shelter for the homeless in the Winter Haven area which serves approximately 2,152 people yearly. The Mission proposes to use the CDBG funds to purchase a steam table and serving line equipment. Funds will also be used to pay electricity and to purchase food for daily lunches.

The Salvation Army – Kathleen Summer Camp Program \$42,000

This agency proposes to continue using CDBG funds to provide 44 camperships for youth to attend an eleven-week summer recreation program. Low/moderate income youth living in unincorporated areas of Polk County, and in participating jurisdictions can participate in the program.

Word Alive Ministries, CDC \$37,240

Word Alive Ministries is proposing to partner with Jesse Keen Elementary School to provide educational services to children from low to moderate income families. The program will target children who have low academic performance and are designated at-risk of dropping out of school. This small group tutoring program will target approximately 50 students.

Big Brothers/Big Sisters of Tampa Bay, Inc. – Mentor/Counseling children At-Risk \$42,000

Big Brothers/Big Sisters of Tampa Bay, Inc. proposes to continue to providing comprehensive mentoring and counseling services for at-risk youth to prevent delinquency. The target population consists of 52 low/moderate income youth, ages 5 - 17, who are at-risk for school failure. CDBG funds will be used for staff costs which include salaries and benefits.

Boys & Girls Club of Mulberry \$38,270

The Boys & Girls Club of Mulberry is a youth development agency that targets at-risk children. The program offers after school activities and school holiday programs, which include school readiness, field trips and recreational activities. This program will serve 20 youth this year.

Enterprise Community Services – Housing/Foreclosure Prevention Counseling \$30,000

The Road to Home program provides educational training for 25 low to moderate income individuals to obtain enhanced financial skills and foreclosure prevention training.

City of Auburndale Public Services – New Horizon Complex (ALPI) -Community Room Improvements - \$13,500

Provide funds for community room improvements featuring computer work stations, tables and chairs and a wall mounted television with DVD. A total of 81 units are served by this community room.

EMERGENCY SHELTER GRANT (ESG) PROGRAM \$128,646

The Salvation Army – Homeless Continuum of Care \$41,370

The Salvation Army proposes to use funds to provide for a continuation and increased level of services to an estimated 1,271 homeless individuals each year. ESG funds will be used to pay for food, staff salaries and benefits, and utilities.

Talbot House Ministries – Emergency Shelter Program \$41,371

Talbot House operates an emergency shelter for men. The agency proposes to continue using funds to pay for the utilities expenses including electric, water, sewer and gas for cooking at the shelter. This year 1,850 homeless people are estimated to be served.

The House of Israel – Ruth’s Emergency Shelter Program \$41,370

The House of Israel proposes to use ESG funds to provide emergency shelter and associated support services to 28 homeless women. Funds will pay partial salaries and benefits to cover staff costs, plus counseling and educational services to clients.

AFFORDABLE HOUSING \$932,278

Polk County HND – Owner Occupied Substantial Rehabilitation \$420,000

Funds are to be used for substantial rehabilitation of 4 substandard housing units. Those units whose rehabilitation costs would exceed \$30,000 will be replaced with a new unit. Housing units that are determined to be infeasible for Rehabilitation are referred to the Housing Replacement waiting list. Financial assistance is in the form of Deferred Security Agreements and grants. In addition, the program also allows replacement of manufactured housing.

Community Housing Development Organization (CHDO) Set-aside \$154,294

Fifteen percent (15%) of HOME funds will be set-aside for CHDO activity. The proposed project is scheduled to construct two (2) affordable housing units for low and moderate-income households in the Polk County area.

American Dream Down-payment Initiative (ADDI) – Down Payment Assistance \$6,515

These funds have been set-aside to provide down payment and closing cost assistance for one (1) new home.

Tenant Based Rental Assistance (TBRA) \$351,469

TBRA funds will be used to assist approximately 35 families obtain affordable rental housing during FY 2008-2009.

HOMELESS PREVENTION RAPID RE-HOUSING (HPRP) -\$1,229,200

Program funds will be used for to provide (1) homeless prevention assistance to households who would otherwise become homeless, many due to the economic crisis (2) rapidly re-house persons who are homeless as defined in the McKinney –Vento Homeless Assistance Act. Funds can be used for temporary financial assistance, housing relocation and stabilization services, case management, data collection, and administrative costs.

COMMUNITY DEVELOPMENT BLOCK GRANT-RECOVERY - \$799,727

Inwood Drainage Project- \$799,727

CDBG-R funds will be allocated to drainage project in the Inwood Neighborhood Strategy Area (NRSA). Drainage improvements will be made to the Lake Blue/Lake Cannon drainage system to resolve neighborhood flooding issues. The existing open channel to metal piping system will be replaced with 48- inch reinforced concrete pipes and manholes. These improvements will properly convey the storm water, reducing flooding and soil erosion.

ADMINISTRATION

CDBG Administration \$588,911

These funds are for administrative and operational costs for CDBG programs. Current year projects added to carryover projects total approximately \$19 million a year that must be administered by the Housing & Neighborhood Development Division.

[ESG Administration \$6,502

These funds are for administrative cost of Emergency Shelter Grant program.

HOME Administration \$102,862

These funds are for administrative cost of the HOME program.

CONTINGENCY/PROGRAM INCOME

Contingency for overrun \$191,790

These funds are to be used to provide cost overruns when eligible for approved projects.

Program Income \$100,000

These funds have been returned to the CDBG program through program fees, and liens.

Rv 4/28/09

Rv 7/28/08
Rv/8/2/08 nh

**PROPOSED SUBSTANTIAL CHANGE BUDGET
WITH LEVERAGED FUNDS**

**Substantial Change May 2009
Annual Budget and Community Leverage to Address Key Objectives and Outcomes**

Proposed Budget with Leverage FY 2008-2009								
Agency/Program	Project No.	Project Title	Funding Sources	CDBG	ESG	HOME	HPRP	CDBG-R
			Leverage					
			2008/2009					
NEIGHBORHOOD IMPROVEMENTS								
Polk County Housing & Neighborhood		Demolition and Clearance		\$300,000				
Polk County Transportation Engineering		Eloise Water and Sewer		\$700,000				
Polk County Transportation Engineering		Countywide Roads Improvements		\$400,000				
		Subtotal		\$1,400,000				
MUNICIPAL PARTNERS								
Auburndale		Bridgers Ave Area Improvement		\$73,627				
Bartow		ADA Restrooms Civic Center and City Hall		\$88,500				
Bartow		Emergency Generator Lift Station #17		\$24,840				
Davenport		Carryover funds to 2009-2010		\$31,707				
Lake Alfred		ADA Restrooms Fire Station/Library		\$43,670				
Lake Hamilton		Waterline Improvement Project		\$27,934				
Mulberry		Park Improvements		\$39,654				
Polk City		Skate Park		\$29,224				
		Subtotal		\$359,156				

**PROPOSED SUBSTANTIAL CHANGE BUDGET
WITH LEVERAGED FUNDS**

**Substantial Change May 2009
Annual Budget and Community Leverage to Address Key Objectives and Outcomes**

Proposed Budget with Leverage FY 2008-2009								
Agency/Program	Project No.	Project Title	Funding Sources	CDBG	ESG	HOME	HPRP	CDBG-R
			Leverage 2008/2009					
PUBLIC/HOMELESS SERVICES								
Healthy Families		Child/Parent Development	\$159,842	\$42,000				
Tampa Lighthouse for the Blind		Rehabilitation for the Blind	\$473,325	\$42,000				
The Wilson House		Substance Abuse Program	\$33,400	\$42,000				
Talbot House		Food Service Job Skills	\$3,683,799	\$34,320				
The Mission		Homeless Services		\$41,370				
Salvation Army		Kathleen Youth Center		\$42,000				
Word Alive Ministries, Inc.		Tutoring/Mentoring Program		\$37,240				
Big Brothers/Big Sisters of Tampa		Mentoring for Children at Risk		\$42,000				
Boys & Girls Clubs of Lakeland/Mulberry		Scholarships/Youth Program		\$38,270				
Enterprise Community Services		Housing/Foreclosure Counseling		\$30,000				
Auburndale/New Horizon		Community Room Improvements		\$13,500				
		Subtotal		\$404,700				
Salvation Army		Emergency Shelter Program	\$464,967		\$41,370			
Talbot House		Emergency Shelter Program	\$3,690,290		\$41,371			
House of Israel		Emergency Shelter Program	\$48,200		\$41,370			
		Subtotal			\$124,111			

**PROPOSED SUBSTANTIAL CHANGE BUDGET
WITH LEVERAGED FUNDS**

**Substantial Change May 2009
Annual Budget and Community Leverage to Address Key Objectives and Outcomes**

Proposed Budget with Leverage FY 2008-2009								
Agency/Program	Project No.	Project Title	Funding Sources	CDBG	ESG	HOME	HPRP	CDBG-R
			Leverage					
			2008-2009					
HOMELESS PREVENTION- (HPRP)								
Homeless Prevention Activities		Financial Assistance						
Rapid Re- Housing Activities		Housing Relocation & Stabilization						
Data Collection		Data Collection						
		Subtotal					\$1,222,920	
CDBG-RECOVERY								
Neighborhood Improvements		Inwood Drainage Improvements						
		Subtotal						\$799,727
<i>AFFORDABLE HOUSING</i>								
Polk Co. Housing and Neighborhood		Owner Occupied Substantial				\$420,000		
CHDO		CHDO Set-aside				\$154,294		
ADDI		Down Payment Assistance	\$1,368,000*			\$6,515		
TBRA		Rental Assistance				\$351,469		
		Subtotal	\$1,368,000			\$932,278		
ADMINISTRATION/CONTINGENCY								
Polk Co. Housing and Neighborhood		CDBG Administration		\$588,911				
Polk Co. Housing and Neighborhood		ESG Administration			\$6,502			
Polk Co. Housing and Neighborhood		HOME Administration				\$102,862		
		Subtotal		\$588,911	\$6502	\$102,862		
Polk Co. Housing and Neighborhood		Contingency for overrun		\$191,790				
CDBG Entitlement Funds				\$2,944,557				
Polk Co. Housing and Neighborhood		Program Income		\$100,000				
		Totals	\$10,691,323	\$3,346,454	\$130,613	1,035,140	\$1,222,920	\$799,727

**PROPOSED SUBSTANTIAL CHANGE BUDGET
WITH CARRYOVER**

Substantial Change May 2009

Proposed Budget with Carryover FY 2008-2009								
Agency/Program	Project No.	Project Title	Funding Sources	CDBG	ESG	HOME	HPRP	CDBG-R
			Carryover 2007/2008					
NEIGHBORHOOD IMPROVEMENTS								
Polk County Housing & Neighborhood		Demolition and Clearance		\$300,000				
Polk County Transportation Engineering		Eloise Water and Sewer		\$700,000				
Polk County Transportation Engineering		Countywide Roads Improvements		\$400,000				
		Subtotal		\$1,400,000				
MUNICIPAL PARTNERS								
Auburndale		Bridgers Ave Area Improvement		\$73,627				
Bartow		ADA Restrooms Civic Center and City Hall	\$3,660	\$88,500				
Bartow		Emergency Generator Lift Station #17		\$24,840				
Davenport		Carryover funds to 2009-2010		\$31,707				
Lake Alfred		ADA Restrooms Fire Station/Library		\$43,670				
Lake Hamilton		Waterline Improvement Project		\$27,934				
Mulberry		Park Improvements		\$39,654				
Polk City		Skate Park		\$29,224				
		Subtotal		\$359,156				
PUBLIC/HOMELESS SERVICES								
Healthy Families		Child/Parent Development		\$42,000				
Tampa Lighthouse for the Blind		Rehabilitation for the Blind		\$42,000				
The Wilson House		Substance Abuse Program		\$42,000				

**PROPOSED SUBSTANTIAL CHANGE BUDGET
WITH CARRYOVER**

Substantial Change May 2009

Proposed Budget with Carryover FY 2008-2009									
Agency/Program	Project No.	Project Title	Funding Sources		CDBG	ESG	HOME	HPRP	CDBG-R
			Carryover						
			2007/2008						
The Mission		Homeless Services			\$41,370				
Salvation Army		Kathleen Youth Center			\$42,000				
Word Alive Ministries, Inc.		Tutoring/Mentoring Program			\$37,240				
Big Brothers/Big Sisters of Tampa		Mentoring for Children at Risk			\$42,000				
Boys & Girls Clubs of Lakeland/Mulberry		Scholarships/Youth Program			\$38,270				
Enterprise Community Services		Housing/Foreclosure Counseling			\$30,000				
Auburndale/New Horizon		Community Room Improvements			\$13,500				
		Subtotal			\$404,700				
Salvation Army		Emergency Shelter Program				\$41,370			
Talbot House		Emergency Shelter Program				\$41,371			
House of Israel		Emergency Shelter Program				\$41,370			
		Subtotal				\$124,111			

CDBG-R
Activity Data Spreadsheet

Jurisdiction/Grantee Name: Polk County		CDBG-R Formula Grant Amount: \$799,727				Date: 5/11/09	
Activity Name	Activity Description	Eligibility (Regulatory or HCDA Citation)	National Objective Citation	CDBG-R Project Budget (\$)	Additional Recovery Funds (\$)	Other Leveraged Funding (\$)	Total Activity Budget
Inwood Drainage Project	Drainage Improvement project in the Inwood NRSA. Improvements will be made to the Lake Cannon/Lake Blue drainage system alleviate neighborhood flooding.	570.201(c)	Suitable Living Environment	799,727			799,727
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0

