

POLK COUNTY
Board of County Commissioners

SOCIAL SERVICES DEPARTMENT
HOUSING AND NEIGHBORHOOD DEVELOPMENT OFFICE



FY 2008-2009
ACTION PLAN
NSP Substantial Amendment #4

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

Polk County Board of County Commissioners

George Lindsey, Chairman, District 1

Melony Bell, District 2
Edwin Smith, District 3
R. Todd Dantzler, District 4
John Hall, District 5

Table of Contents

Executive Summary	2
General Questions	11
Managing the Process	23
<i>Citizen Participation</i>	25
<i>Institutional Structure</i>	31
<i>Monitoring</i>	34
<i>Lead-based Paint</i>	35
<i>Specific Housing Objectives</i>	36
<i>AFFORDABLE HOUSING OBJECTIVES</i>	38
Needs of Public Housing	41
Barriers to Affordable Housing	42
HOME/ American Dream Down payment Initiative (ADDI)	44
Emergency Shelter Grants (ESG)	52
Community Development	53
Antipoverty Strategy	60
Non-homeless Special Needs (91.220 (c) and (e))	65
Housing Opportunities for People with AIDS	66
Specific HOPWA Objectives	67
Appendix A	
Project Location Maps	
Appendix B	
HUD Objectives and Goals	



Polk County Fourth Year Action Plan 2014-2015 Substantial Amendment #1

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 Five Action Plan Executive Summary:

Objectives and Outcomes:

The following five tables outline the activities that Polk County intends to implement in fiscal year (FY) 2014-2015, along with the applicable objectives and outcomes on the following pages:

This space intentionally left blank.

A. Public Facilities

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC FACILITIES -Municipal Partners (CDBG-FUNDED)					
Auburndale--Community Center Parking Facility Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	2133
Bartow –Carver Center and Polk Street Center Renovations	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	10,123
City of Eagle Lake- Eagle Lake Recreation Accessibility Project	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit	56
Mulberry- 4 th Street SW Storm Water Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit	818

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
NEIGHBORHOOD IMPROVEMENTS					
Polk County Housing and Neighborhood Development Demolition and Clearance	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through Code Enforcement	80
Polk County Housing and Neighborhood Development Division Emergency Minor Repairs	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of housing units brought from substandard to standard conditions (HQS or local code).	7
Polk County Housing and Neighborhood Development CDBG Funds for HOME Administration, TBRA, and Inspections	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of persons with decent housing	30
Polk County Housing and Neighborhood Development Skyview Infrastructure Improvements	Suitable Living Environment	1+	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	3,393

B. Public Services

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC SERVICE (CDBG PROGRAM-FUNDED)					
Tampa Lighthouse for the Blind-Visually Impaired Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with New Access to a Service	162
Wilson House- Substance Abuse Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	41
Professional Opportunities for Students- Students With Achievable Goals	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	53
Tri County Human Services- Health Care Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	61
Boys and Girls Club- Youth Opportunities Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	45
Peace River Center –Behavioral Health Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	40
Talbot House –Employment Solutions Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	10

C. 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).	2
Tenant Based Rental Assistance	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of persons assisted	30
Community Housing Development Organization (CHDO)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of residential units acquired and rehabilitated.	1

D. Emergency Solution Grant (ESG) Projects:

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
Emergency Shelter Grant Programs (ESG PROGRAM-FUNDED)					
Talbot House- Emergency Shelter Program Rapid- Rehousing Program	Suitable Living Environment	2	Availability and Accessibility	Number of Persons assisted	22
Peace River Center - Homeless Prevention and Rapid- Rehousing Program	Suitable Living Environment	2	Availability and Accessibility	Number of Persons assisted	18
Homeless Coalition of Polk County - ESG HMIS services		2	Availability and Accessibility	Number of completed HMIS service records	

Evaluation of Past Performance 2013-2014

Activity	Progress
<i>Neighborhood Improvements (CDBG-Funded) Projects FY 2013-2014</i>	<i>Neighborhood Improvements (CDBG-Funded) Projects:</i>
Polk County Housing and Neighborhood Development, Demolition and Clearance	Project is Underway
Polk County Housing and Neighborhood Development- Emergency Minor Repairs	Projected is underway
Polk County Parks and Natural Resources- Wahnetta 4 th Street Park	Project is underway
Polk County Housing and Neighborhood Development- CDBG funds for HOME Administration, TBRA and Inspections	Project is Underway
Polk County Housing and Neighborhood Development- Skyview Infrastructure Improvements	Project Underway
<i>Municipal Partners (CDBG-Funded) Projects FY 2013-2014</i>	<i>Municipal Partners (CDBG-Funded) Projects:</i>
Auburndale Park Improvements	Project is Complete
Bartow Carver Recreation Center Renovations	Project is Underway
Bartow ADA Improvements Fire Station and Selected Intersections	Project is Underway
Eagle Lake ADA Improvements at Municipal Park	Project is Underway
Mulberry – Celia Williams Park Improvements	Project is Underway

Activity	Progress
<i>Public/Homeless Service (CDBG-Funded) Projects FY 2013-2014</i>	<i>Public Homeless Service (CDBG-Funded) Projects:</i>
Tampa Lighthouse for the Blind, Rehabilitation for the Blind	Project is Underway
The Wilson House, Substance Abuse Program	Project is Underway
Tri County Human Services – Health Care Services	Project is Underway
Salvation Army, At Risk Childcare	Project is Underway
Talbot House, Emergency Shelter Supplies	Project is Underway
POPS, Students with Achievable Goals	Project is Underway
Boys and Girls Club, Youth Opportunities Program	Project is Underway
Big Brothers Big Sisters, Mentoring Program	Project is Underway
<i>Housing (HOME Funded) Projects FY 2013-2014</i>	<i>Housing (HOME-Funded) Projects:</i>
Owner-Occupied Substantial Rehabilitation	Project is Underway
Community Housing Development Organization (CHDO), Construction of Housing	Project is Underway
<i>Emergency Shelter Grant (ESG) Projects FY 2013-2014</i>	<i>Emergency Shelter (ESG-Funded) Projects:</i>
Emergency Shelter/ Homeless Prevention Program	Project is Underway
Emergency Shelter/Rapid Rehousing Program	Project is Underway
Emergency Solutions Grant HMIS Services	Project is Underway

Summary of Citizen Participation Process

Consolidated Planning Process:

Opportunities for public participation occur throughout the consolidated planning process. The process consists of the series of tasks outlined below.

Pre-publication announcement of funding advertised
Pre- publication public meeting/ public hearing notification and facilitation of meeting/
hearing
Data collection for consolidated Plan */ Action Plan
Community Needs surveys*
Public meetings/ Needs assessment surveys*
Municipal Partners proposal Development
Public Services/Homeless Services Proposal Development
Preliminary budget / Project list development
Public inspection and comment period
Post publication public meeting/ public hearing notification and facilitation of meeting/
hearing
Final Budget/ Project List Development
Environmental Reviews and publication of environmental advertisement
Consolidated Plan/ Action Plan approved by BoCC
Consolidated Plan Action Plan submitted to HUD
HUD review of Consolidated Plan*/ Action Plan
Request for release of funds
HUD release of funds
Implementation of projects

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

Opportunities for informal participation occur throughout the process, as HND staff is available to answer public inquiries, meet with concerned citizens and County officials. Each year Polk County hosts town hall forums. The public is invited to view displays from County departments. The County Manager and Commissioners update the public on the status of County projects and programs. The residents are encouraged to ask staff questions about programs and funding, and are provided informational brochures describing various programs. Additionally, Polk County HND uses 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 at least once quarterly and calls additional meetings when necessary. The CAC meetings are open to the public. Meetings are recorded and minutes are kept to document discussions and decisions of the Committee. The Committee has the opportunity to ask questions, make comments, and express their views and concerns about the proposed Annual Action Plan activities. The CAC makes recommendations to the Board of County Commissioners. A formal vote is taken for approval to proceed with the development of the Action Plan.

Summary of Comments Received and Responses:

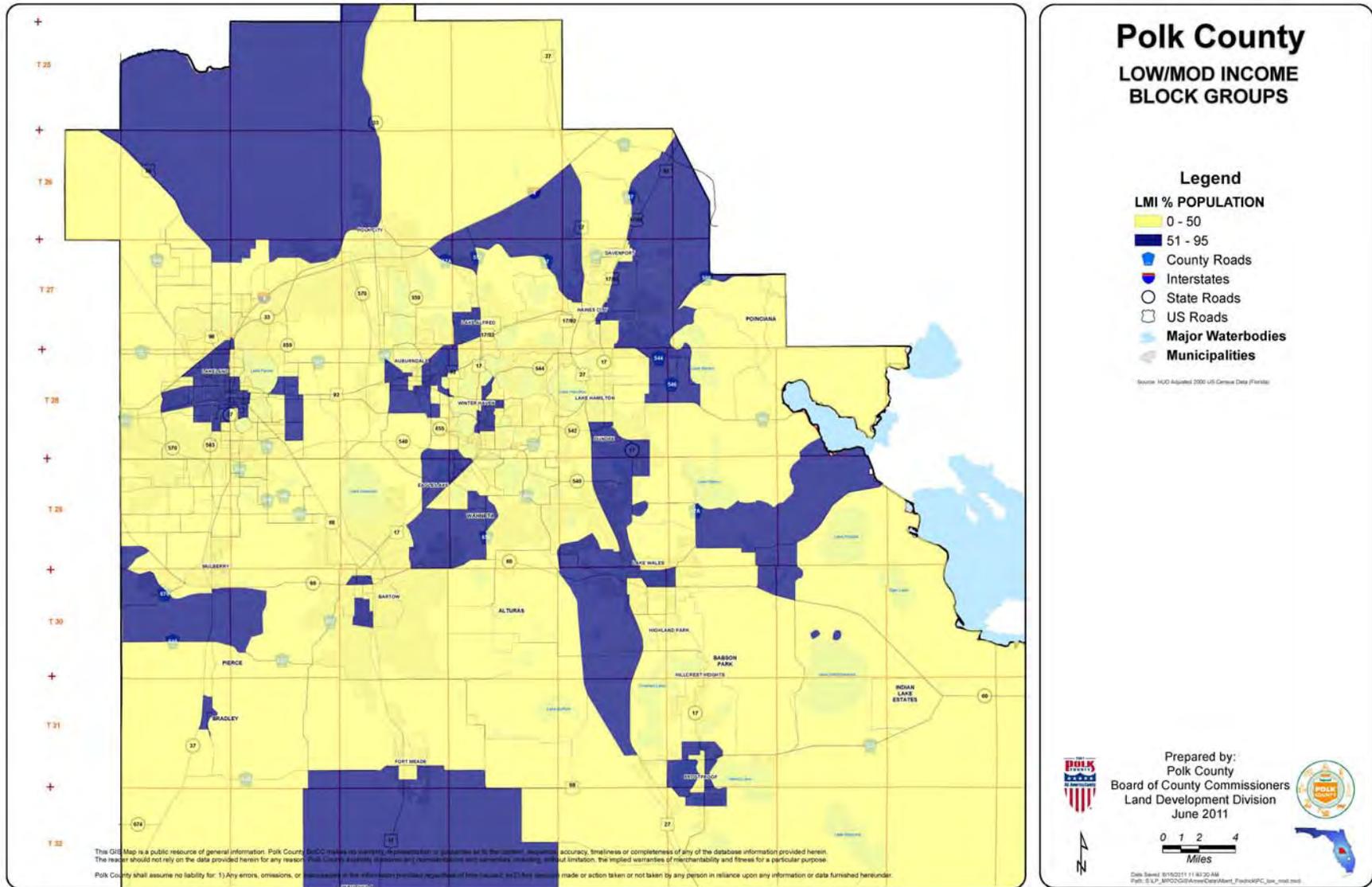
No comments were received from the Citizen's Advisory Committee.

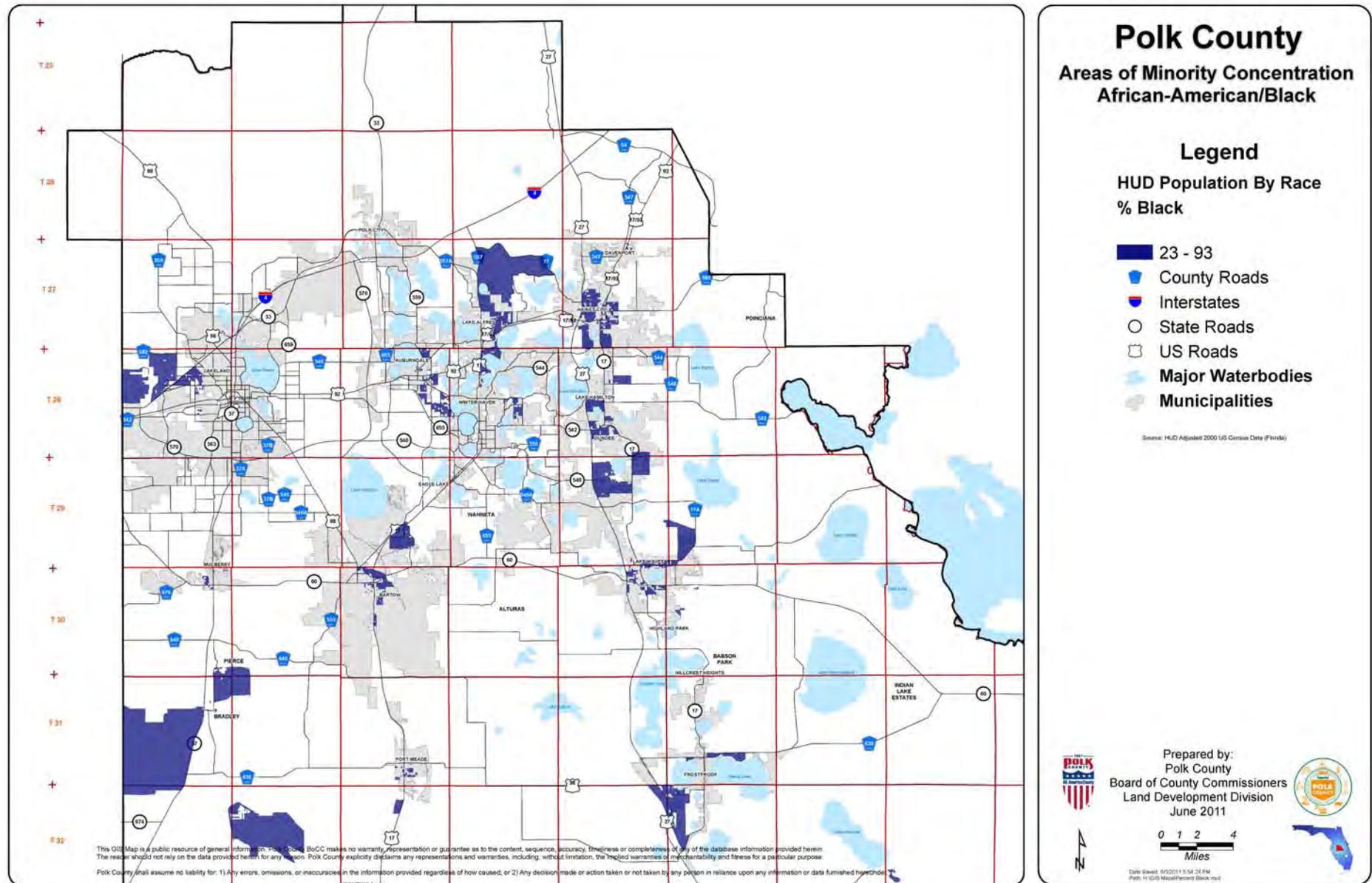
General Questions

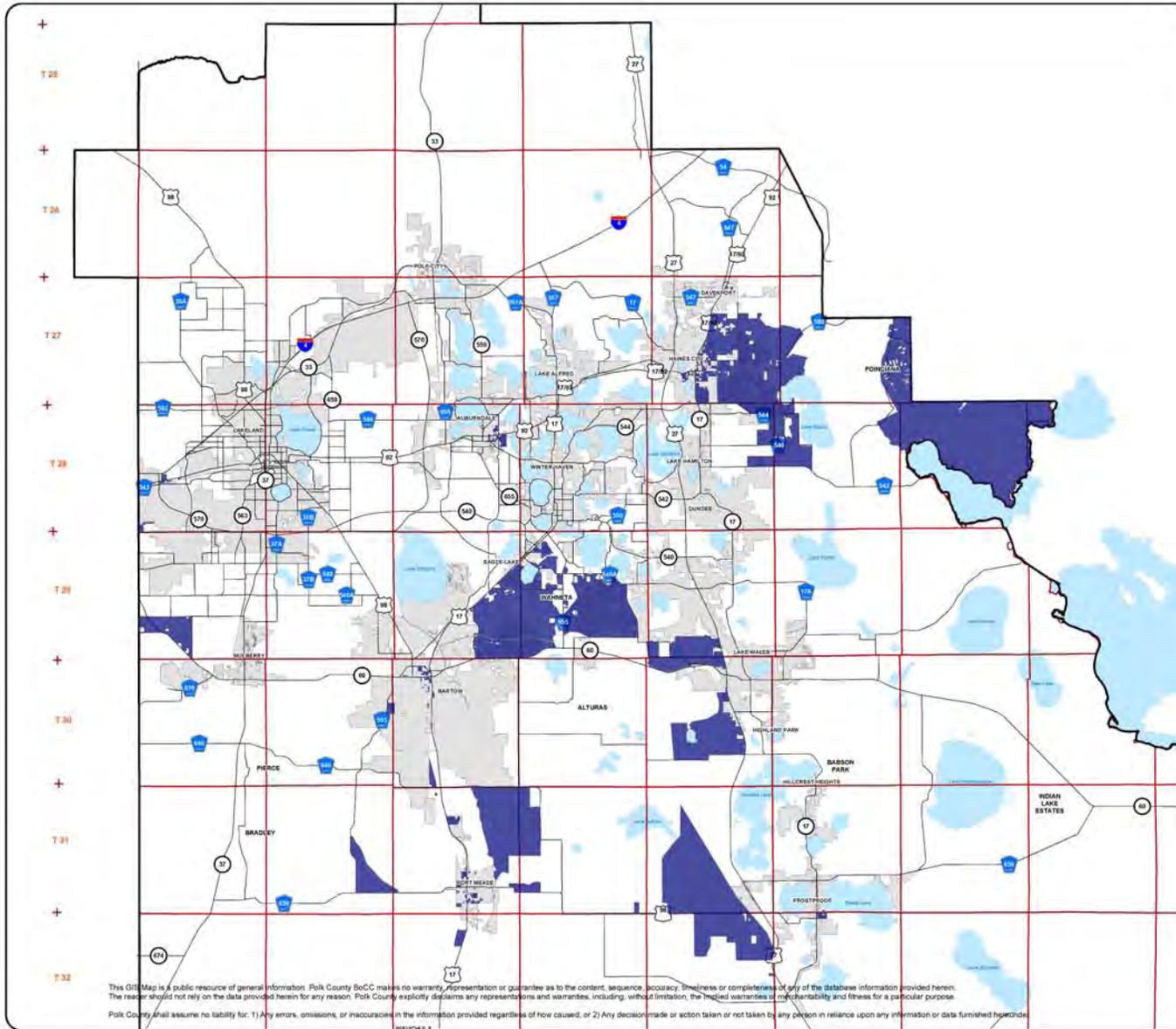
- 1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate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

During the next year all CDBG assistance will be directed to areas of 51% or greater low/moderate income residents and locally designated target areas. The Auburndale and Bartow projects are located in low income areas of historically high minority concentration. This year Polk County plans dedicate a significant portion of CDBG funds to complete infrastructure improvements in Skyview Community. Water and Sewer line improvements will be made. Funds will also be used in the Eloise Community to complete water and sewer service connections for eligible households. The service connections are to connect residents to the recently installed water and sewer lines that were part of a large scale infrastructure project in Eloise. The Eloise area was selected for infrastructure improvements because of its low income population and designation as a community redevelopment area, which includes a determination of slum and blighted conditions at the time of designation. The service connections are for the benefit of low and moderate income persons in Eloise Community.

The majority of Polk County CDBG projects are site specific. The CDBG funded demolition and minor repair projects are classified as scattered site projects. There are six public/homeless service projects are providing county-wide service to low and moderate income persons. All service areas are more than 51% low to moderate income. Maps showing areas with eligible low to moderate income areas, areas of minority concentration, as well as location maps of proposed municipal partner and public service projects are provided on pages 12-16.







This GIS Map is a public resource of general information. Polk County BoCC makes no warranty, representation or guarantee as to the content, sequence, accuracy, timeliness or completeness of any of the database information provided herein. The reader should not rely on the data provided herein for any reason. Polk County explicitly disclaims any representations and warranties, including, without limitation, the implied warranties of merchantability and fitness for a particular purpose. Polk County shall assume no liability for: 1) Any errors, omissions, or inaccuracies in the information provided regardless of how caused; or 2) Any decision made or action taken or not taken by any person in reliance upon any information or data furnished hereunder.

Polk County

AREAS OF MINORITY CONCENTRATION HISPANICS

Legend

HUD Population By Race
% Hispanic

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

Source: HUD Abridged 2000 US Census Data (Florida)



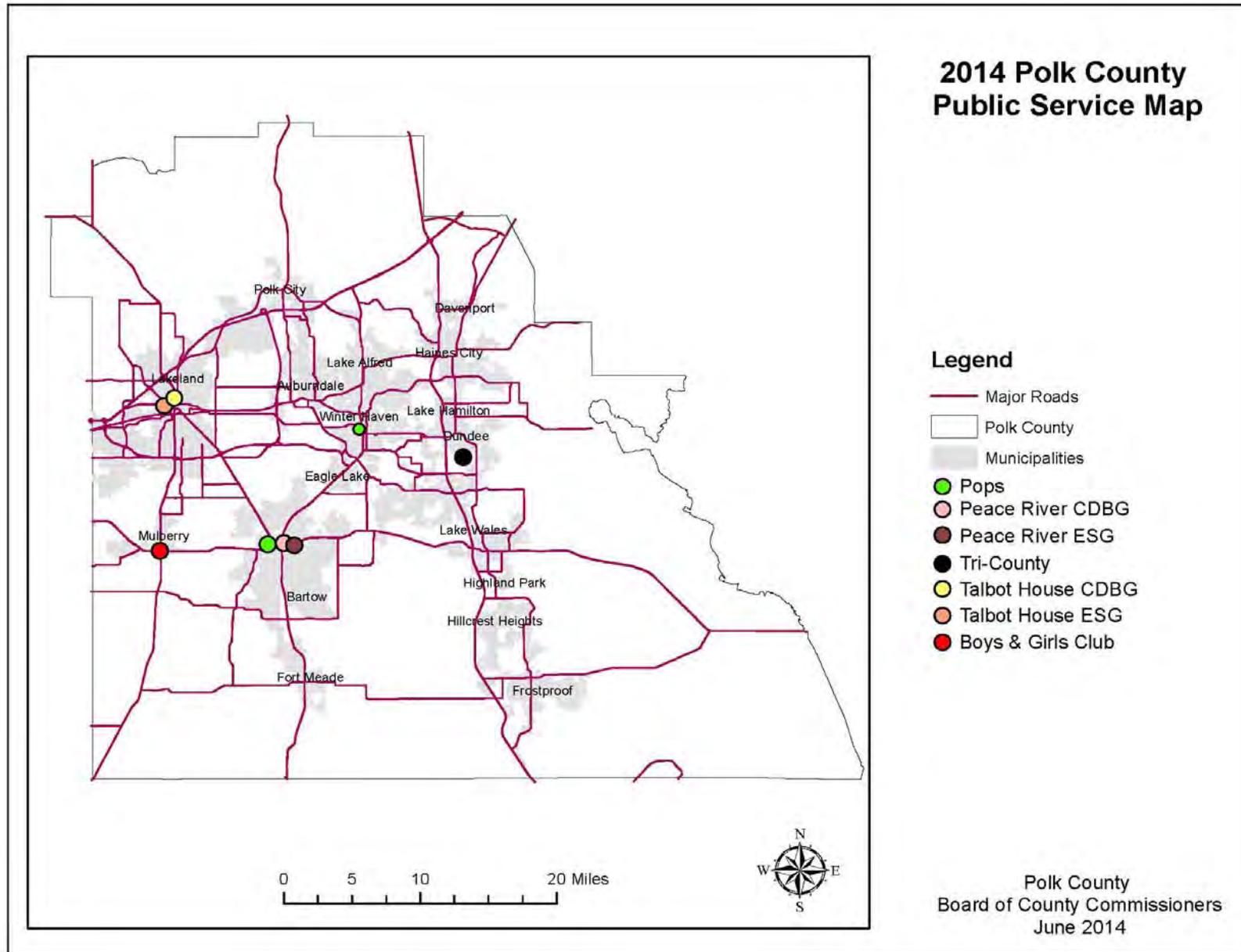
Prepared by:
Polk County
Board of County Commissioners
Land Development Division
June 2011

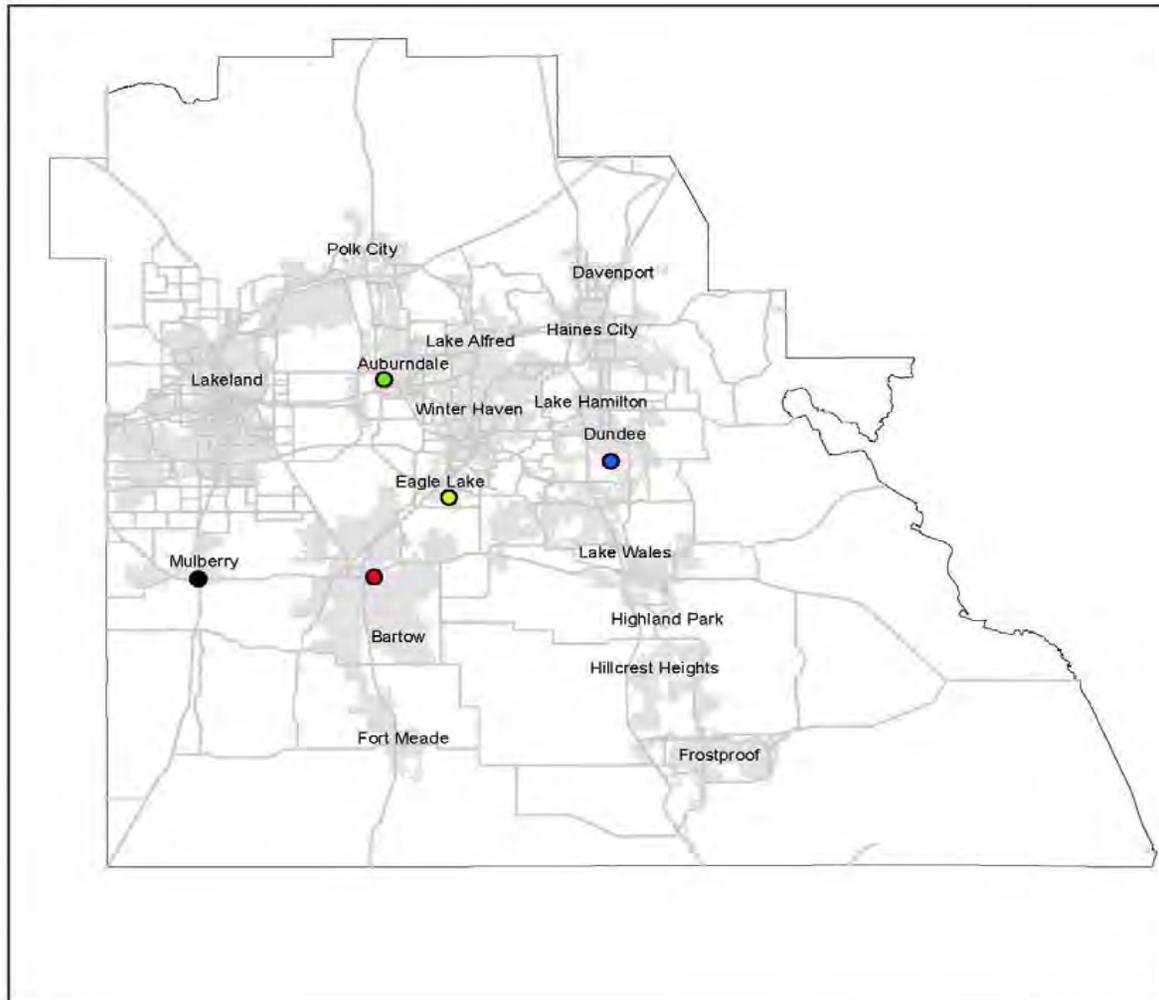


Miles

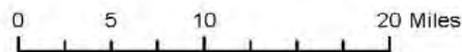


Date Saved: 6/20/11 8:00:15 PM
Path: \\K28\MapServer\workspace\msd





2014 Municipal Partners of Polk County



Polk County
Board of County Commissioners
June 2014

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.

Polk County allocates its investments in varying locations Countywide. CDBG funds are allocated to participating cities through the Polk County Municipal Partner Program. Each of the participating jurisdictions receives an allocation of 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. Six municipal partners will receive CDBG funding for various public facility projects that were identified by the city's respective needs assessments. All municipal projects are qualified for eligibility by HND. Polk County's priorities are assigned based on the results of the 5 year Consolidated Plan Community Needs Assessment Survey. Issues Polk County citizens considered priorities were included in the 5 year plan as long term objectives. Consecutive One year Action Plans address these priorities by completing the proposed projects that meet the underserved needs identified in the quality of life survey.

The basis for allocating investments geographically within the jurisdiction for the 2014-2015 program year is outlined in the table below:

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

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 as follows: Although the needs of the underserved far exceed the limited funding available to provide services, the County will continue investing CDBG funds into neighborhood improvements that foster neighborhood viability and create suitable, safe living environments.

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

The Community Needs Survey outlined in Polk County's FY 2011-2015 Consolidated Plan lists the 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 categories. There is a table in the Consolidated that provides the

Community Needs Survey needs categories and the corresponding quality of life categories described in the 2004 Polk Vision Plan, 2005-2009 Consolidated Plan, and 2010 Polk Vision Plan Update. The table below lists the underserved needs and actions Polk County plans to take in 2014-2015 to address them.

Actions to Address Underserved Community Development Needs

Underserved Needs	Actions to be Completed 2014-2015
<p style="text-align: center;">Infrastructure *Sidewalks and Drainage Roads, Traffic Safety,</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.</p> <p>The County’s Infrastructure Development program must assume responsibility for the remainder of these needs.</p> <p>The City of Mulberry plans to make storm water improvements to the SW 4th Street area. Polk County plans to make Infrastructure Improvements to the Skyview community.</p>
<p style="text-align: center;">Community Facilities Neighborhood Services Community Appearance and Amenities*</p>	<p>Funding the demolition program and code enforcement activities in eligible areas will eliminate spot blight.</p> <p>The City of Bartow plans to make improvements to the Carver Recreational Center. The City of Auburndale plans to provide additional parking to support the Auburndale Community Center</p>
<p style="text-align: center;">Community Facilities Parks and Recreation*</p>	<p>The City of Auburndale plans to provide additional parking to support the Auburndale Community Center</p> <p>The City of Bartow plans to make improvements to the Carver Recreation Center</p>

* Quality of Life Categories used in the Polk Vision Plan and 2005-2009 Consolidated Plan

Actions to Address Underserved Community Development Needs

Underserved Needs	Actions to be Completed 2014-2015
<p>Community Services Special Needs Services Human (Public) Services*</p>	<p>Provide services to low income youth for tutoring, summer and mentoring programs. Homeless services providers supported with food, and job services programs. Substance abuse programs and rehabilitation services for the blind are provided. Health services and employment programs are also proposed.</p>
<p>Housing</p>	<p>The Housing and Neighborhood Development Office will use CDBG funds to complete emergency minor housing repairs during the 2014-2015 fiscal year. HND will also use HOME funds to provide owner occupied housing rehabilitation HND will also continue to provide rental assistance through the Housing Choice Voucher Program and HOME funded Tenant Based Rental Assistance Program.</p>
<p>Business and Jobs Economic and Job Development* (Unemployment)</p>	<p>Provide public services to agency providing mentoring and youth employment program. Another agency proposes to provide employment training, job search and placement to low income persons with disabilities.</p>

* Quality of Life Categories used in the Polk Vision Plan and 2005-2009 Consolidated Plan

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.*

2014-2015 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 2014-2015 Action Plan.

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

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

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

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

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

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

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 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- Skyview Infrastructure Improvements	Housing and Neighborhood Development
Polk County Housing & Neighborhood - Demolition and Clearance	Housing and Neighborhood Development
Polk County Housing & Neighborhood- Eloise Water and Sewer Service Connections	Housing and Neighborhood Development
Polk County Housing & Neighborhood- Emergency Minor Repairs	Housing and Neighborhood Development
Polk County HOME Administration, Inspections, Case Management	Housing and Neighborhood Development
Polk County Parks and Natural Resources – Wabash and Wahneta area Park Improvements	Parks and Natural Resources
MUNICIPAL PARTNERS	
Auburndale – Community Center Parking Facility	The City of Auburndale
Bartow –Carver Center Renovations	The City of Bartow
Eagle Lake – Recreation ADA Accessibility Project	The City of Eagle Lake
Mulberry – 4 th Street Storm water Project	The City of Mulberry
PUBLIC/HOMELESS SERVICES	
Tampa Lighthouse for the Blind- Visually Impaired Services	Tampa Lighthouse for the Blind
Wilson House- Substance Abuse Program	Wilson House
Professional Opportunities for Students- Students With Achievable Goals	Professional Opportunities for Students, Inc.
Boys and Girls Club Lakeland/Mulberry- Youth Opportunity Program	Boys and Girls Club
Tri County Human Services- Health Care Services	Tri County Human Services
Peace River Center – Behavioral Health Services	Peace River Center
Talbot House- Employment Solutions Program	Talbot House
HOUSING (HOME PROGRAM-FUNDED)	
Polk County Housing & Neighborhood Owner Occupied Rehabilitation	Housing and Neighborhood Development
Tenant Based Rental Assistance (TBRA)	Polk County Housing Agency
Polk County Housing Neighborhood (CHDO)	Keystone Challenge Fund

Agency/Program - Project Title	Responsible Entity
Emergency Solutions Grant Programs (ESG PROGRAM-FUNDED)	
Homeless Prevention and Rapid Re-Housing Program	Peace River Center
Emergency Shelter/ Rapid Re-Housing Program	Talbot House
Emergency Solutions Grant HMIS Services	Homeless Coalition of Polk County

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:

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

- Pre-publication announcement of funding advertised
- Pre- publication public meeting/ public hearing notification and facilitation of meeting/ hearing
- Data collection for consolidated Plan*/Action Plan
- Community Needs surveys*
- Public meetings/ Needs assessment surveys*
- Municipal Partners proposal Development
- Public Services/Homeless Services Proposal Development
- Preliminary budget / Project list development
- Public inspection and comment period
- Post publication public meeting/ public hearing notification and facilitation of meeting/ hearing
- Final Budget/ Project List Development
- Environmental Reviews and publication of environmental advertisement
- Consolidated Plan/ Action Plan approved by BoCC
- Consolidated Plan Action Plan submitted to HUD
- HUD review of Consolidated Plan*/ Action Plan
- Request for release of funds
- HUD release of funds
- Implementation of projects

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

Opportunities for informal participation occur throughout the process, as HND Office staff is available to answer inquiries and meet with concerned citizens and County officials. In addition, HND uses the County Web site, and PGTV to disseminate program and project information to citizens. HND staff also presents the yearly Action Plan to the Citizen’s Advisory Committee (CAC) for review. The CAC meetings are open to the public. Meetings are recorded and minutes are kept to document the discussions and decisions of the committee. The CAC has the opportunity to ask questions, make comments, and express their views and concerns about proposed activities or projects.

The CAC makes recommendations to the Board of County Commissioners. A formal vote is taken for approval to proceed with the development of the Action Plan.

HND also coordinates with other County Departments and non-profit agencies to ensure that all projects and activities in the proposed Action Plan are consistent with the Polk County Comprehensive Plan, the HUD Five year Consolidated Plan, and Polk County Community Investment Program (CIP). The Action Plan is developed in partnership with various County departments and divisions, such as, Growth Management, Transportation Engineering, Natural Resources, Facilities Management, and Leisure Services. Agencies such as affordable housing providers, Homeless Coalition of Polk County, the Community Health and Social Services Division, and the Elderly Services provide data 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 benefit low and moderate income persons and also use CDBG program staff to serve as liaisons 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
- 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 comment on Action Plan projects. A summary of public comments received during each phase follows.

1. Pre-Publication Public Meeting Series:

A notice of anticipated funding availability and request for public input was published in the Lakeland Ledger, a newspaper of general circulation. Regular meetings of the Community Development Citizen's Advisory Committee (CAC) were held prior to the publication of the FY 2014-2015 Action Plan. The Community Development Citizen's Advisory Committee meets on the 4th Wednesday of the Month. CAC meetings were held April 3, 2014 and May 20, 2014.

No Comments were received from the public.

2. Post-Publication Public Hearing:

The post-publication public hearing was held by the Polk Housing and Neighborhood Development (HND) office on June 18, 2014, 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 June 1, 2014, and noticed in the Board agenda under the meeting section.

No comments were received from the public.

3. Thirty-Day Public Inspection Period:

The action plan was available for public comment until July 4, 2014, Notice of the public inspection period was advertised in the non-legal section of the Lakeland Ledger on June 1, 2014, 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.

Purpose of Citizen Participation Plan

The Polk County Citizen Participation Plan outlines the various opportunities and means in which interested Citizens may participate in the Strategic and Annual Planning and Performance evaluation phases of the Community Development Block Grant, (CDBG) Home Investment Partnership (HOME) and Emergency Shelter Grant (ESG), programs associated with the Consolidated Plan. Polk County encourages residents to participate in an advisory role in the planning, implementation and evaluation of the Consolidated Plan and subsequent Annual Action Plans by providing comments on the initiatives and projects contain in each plan or evaluation report. Polk County recognizes that meaningful feedback from the community is an integral part of a successful community revitalization effort. Persons or groups involved with, affected by or implementing projects under the County's programs can provide meaningful assistance to County staff that is responsible for the overall implementation and evaluation of the program. It is important to remind the community that while citizen participation is an essential part of the strategic planning and evaluation process, their input is advisory. The final authority for decision making rests with the Polk County Board of County Commissioners. The BoCC is ultimately responsible to the Federal Government and the citizens of Polk County and must balance the interests of each.

The Polk County Citizen Participation Plan seeks to accomplish the following:

1. Encourage and provide opportunities for meaningful citizen participation with representation of low and moderate income persons as defined by HUD who are in areas where Polk County Federal (CDBG, HOME, ESG) funds are proposed to be used.
2. Provide citizens with access to local meetings and information regarding Polk County's proposed and actual use of program funds.
3. Provide opportunities for citizens to participate in public hearings to obtain feedback throughout the strategic and action planning process including establishing program needs and priorities and review of proposed activities. Hearings will be held after providing notice at the BoCC Board room or other locations as needed. Accommodations will be made by request for handicapped persons.
4. Provide citizens with opportunities to submit written comments on the Strategic Plan, Annual Action Plan, Consolidated Annual Performance Report or proposed project contained in these documents.
5. Provide technical assistance to groups representing persons of low and moderate income that request such assistance in developing proposals for funding assistance under any of the
6. Inform participating partner municipalities that they must adhere to a public participation process for their CDBG funded projects also and allow citizens of the city to have access and participation in the process in which decisions are made, as outlined in their cooperative agreement with Polk County.

Community Needs Assessment Survey Report

Purpose:

Polk County Housing and Neighborhood Development prepared a Community Needs Assessment Survey that asked Polk County citizens to consider the needs in their respective communities and assess how they could be improved. The second part of the survey was designed to obtain feedback regarding fair housing choice. The Community Needs Survey was posted on the Polk County website www.polk-county.net. In addition to the online survey, copies were printed and distributed to neighborhood organizations, housing authorities, County Housing Choice Voucher Program and Tenant Based Rental Assistance TBRA Program participants. Surveys were also distributed to potential homebuyers at area homebuyer education classes. In order to afford county residents opportunities to respond, surveys were accepted throughout the 2010 and 2011 program years. In addition to the community assessment surveys HND staff participated in a series of meetings with community organizations, neighborhood associations and other groups throughout the Consolidated Planning Process.

Survey Instrument:

The Polk County Community Needs Assessment Survey instrument was a refinement of the Polk Quality of Life survey instrument used for the FY 2005-2009 Consolidated Plan. The aim was to capture the elements of the original quality of life survey while expanding the survey to include fair housing choice questions. Community Needs Assessment Survey was modeled after surveys used in Louisville, Kentucky and Gulfport, Mississippi. Survey respondents were assured anonymity and individuals could not be identified.

In the first part of the survey respondents were asked to prioritize the following broad need categories:

- Community Facilities
- Infrastructure
- Special Needs Services
- Community Services
- Neighborhood Services
- Business and Jobs
- Housing

Respondents had the ability to further define their needs by examining the type of service under each of seven broad categories. For example, under the Infrastructure, respondents could rank their level of need for drainage improvements, water/sewer improvements, sidewalks, street lighting and streetscape. A table is provided in the Consolidated Plan that lists the Community Needs Assessment Categories and the corresponding Polk Vision Plan Categories. This will ensure that the Polk County Consolidated Plan strategies and outcomes can be included in any Polk Vision Plan updates and reports.

The second part of the Community Needs Assessment Survey asked respondents to answer six questions about fair housing choice and their experiences (if any) with housing discrimination.

The survey was used in conjunction with feedback obtained from Polk County citizens at community meetings throughout the Consolidated Planning Process. The data collected from the surveys community meetings combined with other studies provide the basis for the priorities for the FY 2011-2015 Consolidated Plan period.

Conclusions:

Feedback from the community survey and meetings reveal the following:

Polk County citizens are primarily concerned with infrastructure needs. There are portions of the county that have poor water and sewer quality, flooding issues, lack sidewalks and street lighting.

Polk County citizens want public facilities to be improved for additional recreation and community centered activities. Respondents indicated that the County should also continue to promote ADA improvements projects to ensure public facilities are accessible to all.

Housing was identified as a major concern, specifically with regard to housing repairs, and purchase assistance / education for homebuyers and rental assistance programs for very low-income renters. Polk County residents want the Emergency Housing Repair program to remain in place, as well as the County Demolition program, to remove problem, blighted structures. Increased Code enforcement was also mentioned as a need at several neighborhood association meetings.

Polk County citizens want community services and programs for special needs populations such as the homeless and persons with disabilities, services for victims of domestic violence, children that are abused or neglected. Respondents also favored youth programs.

Survey respondents wanted programs that provide employment training and job opportunities. Polk County seeks to accomplish economic development goals through public service programs that provide employment opportunities to program participants. In addition, Polk County programs such as CDBG and HOME provide contracting opportunities for construction, demolition, storm water and drainage improvement projects. Employment opportunities are generated as a result of the various improvement projects funded with Federal and State funds.

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

The CAC met May 20, 2014, to review proposals from public service providers and made recommendations on whether to fund the agencies for their FY 2014-2015 public service project. The CAC recommend approval on five CDBG funded public service projects and two Emergency Shelter Grant Projects.

Summary of Additional Public Comment: No additional public comments received.

- 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 were 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 local housing authorities of public hearings and any other relevant community meetings, and invites them to participate. Additionally, Polk County makes every effort to have housing authority representation on the Community Development Citizen Advisory Committee. It is the responsibility of the local housing authorities to make this information available to the residents and to Housing Choice Voucher Program (Formerly Section 8) tenants.

Access to Public Information:

All program information will be available for inspection by interested citizens, including, at a minimum: the FY 2011-2015 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 online 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, HND staff is available to disseminate information and provide technical assistance to inform low and moderate income persons residing in the CDBG target areas. Such activities include: neighborhood meetings at community centers, churches or other convenient locations, community outreach by HND staff, direct contact with neighborhood representatives, and written information concerning the program such as handouts and/or flyers. These activities provide excellent opportunities for interaction in a neutral setting between staff and those residents served by the program, whereby citizen views and recommendations are strongly encouraged.

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

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.

2014-2015 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.*

2014-2015 Action Plan Institutional Structure response:

HND is the lead agency administering CDBG funds. Through the Urban County agreement, the County contracts with six (6) municipal jurisdictions to plan and develop projects using these funds. Additionally, Polk County partners with non-profit organizations and other agencies, including Parks and Natural Resources, the Facilities Management, and Polk County Transportation 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 thirty (30) years of Polk County's CDBG funding, HND has relied on the professional skills and expertise of many county departments in implement successful projects.

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

Due to the need for roadway, drainage, and sidewalk improvements Polk County generally budgets approximately 50% of its 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, Polk County Facilities Management 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 Parks and Natural Resources, Transportation Engineering, will manage and/or assist infrastructure and public facility improvement projects that relate to their specific missions.

When partnering with other county divisions, Memoranda of Understanding (MOU) are used to outline the project scope and responsibilities of each division. Upon satisfactory completion of work, HND will approve all invoices and authorize compensation.

- **Municipal Partners Program:**

Polk County's municipal partners submit RFP responses each year for approval of proposed CDBG projects. Each city is responsible for holding 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 their respective procurement, and construction management is overseen by HND project managers. HND project managers review and approve invoices and ensure adherence to Davis Bacon wage regulations and procurement procedures. This year the following municipalities will participate in the Municipal Partners Program; Auburndale, Bartow, Dundee, Eagle Lake, and Mulberry.

- **Public Service Projects:**

The need for the provision of public services for underserved individuals and families is widespread throughout Polk County. While county governments and municipal jurisdictions attempt to fill the gap of service delivery at 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. 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 Applications (RFA). HND staff evaluates the proposals for compliance with HUD guidelines. The Community Development Citizen's Advisory Committee (CAC) reviews and ranks applications for CDBG and ESG funding. 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. Polk County Solicits Proposals for Public and Homeless Services annually.

Affordable Housing Program:

Polk County has an established housing delivery system which has been successful 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 Housing Choice Vouchers, and Tenant Based Rental Assistance (TBRA).

In order to ensure 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.

In previous fiscal years, a major portion of the Federal HOME and State Housing Initiatives Partnership (SHIP) Program funds were used to deliver replacement/improved Housing Rehabilitation. 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. A portion of the Federal HOME and State Housing Initiatives Partnership (SHIP) Program funds are used to rehabilitate or replace substandard housing. 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, Procurement Division, Permitting, Office of the County Attorney and Code Enforcement to complete the rehabilitation project. In recent years, Polk County completed approximately 40

Substantial Rehabilitation / Replacement homes annually using HOME and SHIP funds. Approximately 80 minor repair projects (roofs, septic tanks, water systems) were also completed annually using SHIP funds.

During Federal FY 2014- 2015 Polk County will use CDBG funds to provide emergency minor repairs to eligible households. HOME Funds will be used to provide owner occupied housing rehabilitation and CHDO activities (acquisition, rehabilitation and resale of units to provide affordable housing opportunities).

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. Keystone is a 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. The CHDO also acquires and rehabilitates existing units for resale to low income homebuyers. During the life of Polk County's partnership with Keystone, over 1700 families have benefited through our joint homeownership program. Down payment assistance and home buyer education is customarily provided through the SHIP Program.

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.*

2014-2015 Action Plan Monitoring response:

Compliance monitoring of Subrecipients will be conducted 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 personnel and resolve any issues that may arise. After the visit, they will provide a monitoring report with findings, concerns, and suggested changes to resolve the findings and concerns. The aim of the monitoring is to ensure activities are implemented in a manner that complies with federal regulations, and ensures the anticipated outcomes and expenditure deadlines are achieved.

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 (Procurement Division procurement policy).

Environmental Monitoring will be implemented according to the HUD Format II Tiered Review. HND will implement an Environmental Review Strategy for the FY 2011-2015 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.*

2014-2015 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 dedicate approximately forty percent (40%) of its HOME funds to provide tenant based rental assistance to very low income renters. The Polk County TBRA program will provide assistance to very low income renters who are either elderly or disabled. Approximately fifty percent (50%) will be used to make rehabilitation/replacement loans and grants to low and moderate income eligible occupants of substandard housing units.

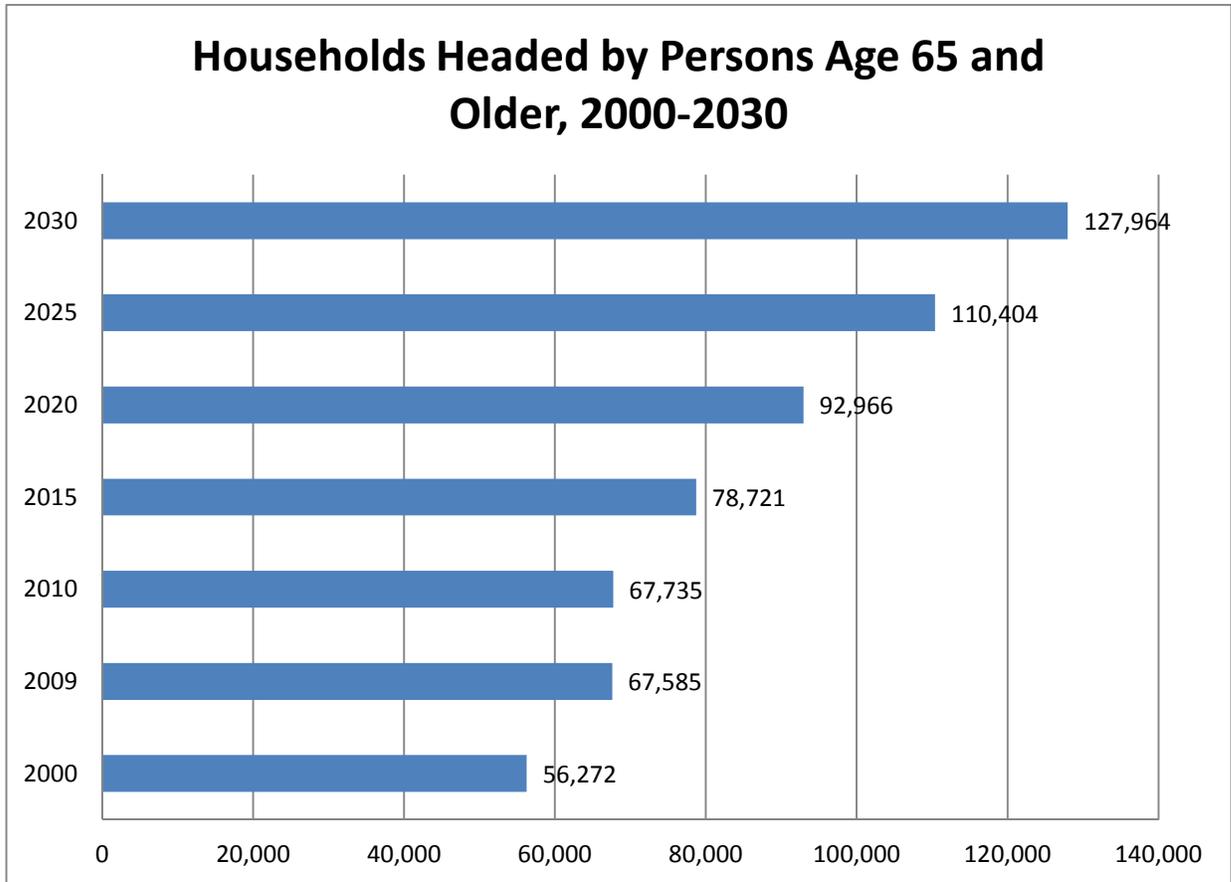
Polk County elected to use HOME funds for Tenant Based Rental Assistance in response to the market conditions and needs within the County. The complete market analysis is included in the Polk County 2011-2015 Consolidated Plan. Selected relevant data from the Consolidated Plan housing analysis is provided on the following pages to reflect the basis and need for HOME funded Tenant Based Rental Assistance in Polk County.

According to the Shimberg Center for Affordable Housing data, there 9,374 are severely cost burdened households with a disabled household member. Approximately 56 percent of severely cost burdened households with disabled persons are homeowners. Over 5,000 (44 percent) are renters.

Low Income, Severely Cost Burdened Households , with Disability

Household Income (percent of median income)	Tenure		Total
	Owner	Renter	
0-20%	1566	1596	3162
20.1-30%	1286	1388	2674
30.1-50%	1795	1054	2849
50.1-60%	593	96	689
Total	5240	4134	9374

Shimberg Center data indicates that there will be 127,964 households headed by persons age 65 and older by 2030. This indicator demonstrates the need for the Polk County housing strategy to address special housing needs of persons in this age group, as housing repairs and other types of assistance may be warranted.



The Shimberg Center for Affordable Housing projects there will be over 28,000 severely cost burdened, low income households in Polk County by 2030

Projected Number of severely cost burdened (50%+) households with income less than 80% AMI by tenure							
Place	Tenure	2009	2010	2015	2020	2025	2030
Polk County	Owner	11,599	11,612	12,666	13,969	15,329	16,666
Polk County	Renter	9,242	9,238	9,874	10,617	11,380	12,116

Polk County seeks to address the needs of severely cost burdened, very low-income households through rental assistance programs. The County Tenant Based Rental Assistance Program (TBRA) will make very low-income, elderly and very low-income, disabled households preferred target groups for rental assistance for the 2011-2015 Consolidated Plan Period.

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).	2
Community Housing Development Organization (CHDO)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of residential units acquired, rehabilitated and resold	1
Tenant Based Rental Assistance (TBRA)	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of persons assisted	30

State Housing Initiative Partnership Program (SHIP) funds provide additional housing opportunities during the year.

- A. Increase homeownership for very low/low- and moderate-income families by constructing new affordable housing.

HOME
 HUD Code – 12
 HUD Code Title – Construction of Housing
 Reference Citations – 570.201

Priority Need: High
Output: Construction of 8 safe, sanitary and secure residential homes by 2015.
Outcome: 10 households will achieve homeownership.
Measurement: Number of new residential homes constructed.

- B. Providing rental assistance to low- and moderate-income households.

HOME
 HUD Code – 05S
 HUD Code Title – Rental Housing Subsidies
 Reference Citations – 570.201

Priority Need: High
Output: Provide rental assistance 400 families by 2015.
Outcome: 400 households will attain affordable rental housing.

Measurement: Number of low- and moderate-income households receiving rental assistance

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

HOME/SHIP
HUD Code - 14A
HUD Code Title – Rehabilitation; Single Unit Residential
Reference Citation – 570.202

Priority Need: High
Output: Residential structures brought into compliance with the Housing Code by 2015.*
Outcome: Households will reside in safe and healthy homes that are housing code compliant.
Measurement: Number of single family residential structures brought into compliance with the housing code.

- D. Use CDBG funds to support of HOME administration and services for rehabilitation and Tenant Based Rental Assistance Programs

CDBG
HUD Code-14 J
HUD Code Title-CDBG Funding of HOME Administration
Reference Citation- 570.208

Priority Need: High
Output: Provide CDBG funding for administration of HOME Residential Rehabilitation and Tenant Based Rental Assistance (TBRA) Programs
Outcome: Households will reside in safe, healthy affordable homes
Measurement: Number of Low/Mod Households will be assisted with Rental Assistance and Owner occupied Housing Rehabilitation

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.

2014-2015 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 2014-2015 funding is shown on the following table.

FY 2014– 2015 BUDGET

PROGRAMS	HOME
Affordable Housing	\$764,640
Administration	\$84,960
Total	\$ 849,600

Polk County receives State Housing Initiatives Partnership (SHIP) funds. For State FY 2014 2015 the amount of SHIP funds to be awarded to the County was \$2,201,010 program funds must be expended within a 3-year timeframe. The State FY 2014-2015 SHIP funds will be used to complete housing reconstruction and rehabilitation projects, homebuyer education and down payment assistance during the FFY 2014-2015 Program Year. Polk County relies on its partnership with IRS recognized non-profit affordable housing organizations to implement its purchase assistance program. Polk County also coordinates with non profit agencies to provide new construction for very low income households. In addition, Polk County has partnered with public non-profits, such as area public housing authorities for various multi-family housing improvements. Eligible sponsors compete for SHIP funding according to the county's procurement procedures. Polk County considers the agency's mission, experience, capacity, financial stability and ability to meet SHIP program requirements. 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 92 Housing Choice rental assistance Vouchers. The Housing Choice Voucher Program Budget is \$667,664. 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 Housing Choice Vouchers managed by the Bartow PHA.

Permanent Supportive Housing for the Homeless

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

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. The building is debt free.

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

The Talbot House Ministries apartment project furthers the 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 area agencies such as Talbot House, Salvation Army and Lighthouse Ministries.

All three agencies provide homeless services in area just north of downtown Lakeland. Increasingly, these and other agencies are focusing 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 2013, a countywide point in time survey found approximately 1,100 men, women and children who were homeless in Polk County according to the Homeless Coalition of Polk County, which conducted the survey.

Talbot House sees 4,000 individuals annually. Additionally, Talbot House serves over 500 meals a day on average.

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 92 Housing Choice Vouchers with an annual budget of approximately \$667,664 Polk County government does not own or operate any public housing units. We currently have 82 vouchers in use with a waiting list to receive assistance. There are approximately 675 households on the waiting list.

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 that provide 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.*

2014-2015 Action Plan Public Housing Strategy response:

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.*

2014-2015 Action Plan Barriers to Affordable Housing response:

Since the adoption of the 2008 Affordable Housing Incentives Plan, Polk County continues to expedite the review and processing of permits for affordable housing, provide waivers of impact fees for affordable housing and mitigation of impact fees for workforce housing, maintain an inventory of publically owned land for affordable housing opportunities and supports development near transportation hubs, employment centers and mixed use development. Additionally, Polk County HND continues to review policies, procedures, regulations and plan provisions that could impact the cost of affordable housing.

1) Expedited Permitting

Polk County began implementation of expedited permitting for affordable housing in 1998. Many permits can be processed the same day, while drop off permits can be processed within 24 hours. Pre-construction plan review for affordable housing developments is reduced to 10 days and plat review times are reduced to 5 working days.

2) On Going Review Process

Polk County HND staff coordinates with other County departments regarding ordinances or regulations impacting affordable housing. Staff provides reports and updates to the AHAC for review and discussion at their regularly scheduled meetings. The AHAC provides staff with input and recommendations and HND prepares various reports for Polk County Board of County Commissioners (BoCC) consideration.

3) Waiver of Impact Fees

Polk County provides full waiver of impact fees for affordable housing developments, single and multi-family for households making less than 80% of area median income for the area. The County also provides mitigation of 50% of impact fee costs for workforce

housing developments, single family and multi-family for households making up to 120% of area median income for the Lakeland –Winter Haven MSA.

4) Inventory of Publically Owned Land for Affordable Housing

Polk County maintains a list of properties that may be suitable for affordable housing and open to public sale. This inventory list is available on the Polk County Website and is a tool that can be used by interested developers to encourage the development of affordable housing.

5) Support of Development near Transportation Hubs, Employment Centers, and Mixed Use Developments

In accordance with the Polk County Comprehensive Plan, the Polk County Growth Management Department encourages development to locate near transportation, employment centers and promotes mixed use developments. The Comprehensive Plan also discourages the proliferation of urban sprawl. The growth management department recently amended their Comprehensive Plan maps to encourage and promote a multi-modal transportation system that will connect existing and proposed transportation centers. The Transit Centers encourage development to occur in proximity to employment, health care facilities, schools, shopping areas, recreation areas and transportation nodes. In 2010, the Growth Management Department created maps that highlight the location of the proposed transit centers as well as their proximity to the aforementioned community amenities.

Polk County HND will continue to promote the increased development of affordable housing in our community and will continue to implement, evaluate, and refine incentives and strategies to support affordable housing efforts.

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

HOME/ American Dream Down payment Initiative (ADDI)

1. 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 will use HOME funds to provide rehabilitation, reconstruction, or new construction of eligible affordable housing units. Each household must meet the period of affordability as outlined in the County Rehabilitation/Reconstruction/New Construction Homeowner Assistance Agreement. The assistance will be secured with a mortgage and note. If the property ceases to be the principle place of occupancy or the title changes hands, the full amount of the HOME assistance will be recaptured. The homeowner must occupy the home as their principle residence during the affordability period to comply with the terms of the loan. Failure to comply with the provisions constitutes a default and may result in repayment of the loan. The minimum affordability periods for the Polk County HOME program are as follows:

Homeownership Assistance HOME Amount Per Unit	Minimum Period of Affordability
Under \$ 15,000	5 years
\$15,000 to \$40,000	10 years
Over \$ 40,000	15 years

If the net proceeds from a voluntary (sale) or involuntary (foreclosure) sale are insufficient to repay the amount of the HOME assistance, the County shall recapture the balance due on the loan or 100% of net proceeds from the sale, whichever is less. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

Polk County has a procurement preference for women and minority owned businesses. Polk County has a W/MBE program that was established in 2000. The policy statement from this ordinance is also included in the new Polk County Procurement Ordinance 00-57. This policy states that W/MBE's shall have maximum feasible opportunity to participate in the County's procurement process and the Procurement Division shall do the following:

- Ensure nondiscrimination in the administration of the County's procurement process.
- Maintain a procurement environment in which W/MBE's can compete fairly.
- Prevent barriers that may obstruct the participation of W/MBE's in the County's procurement activities.
- Assist in the development of firms so that they can compete successfully in the marketplace outside the W/MBE Program.

The Polk County Women and Minority Business Enterprise Program is administered by Polk County's Office of Supplier Diversity. As an education and outreach effort, the program identifies and registers minority and women-owned firms that wish to supply goods and services to the county. Program activities include seminars, workshops and individual consultations to inform minority or women-owned firms of county procurement policies and procurement opportunities. There are more than 300 business opportunities with Polk County

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.*

2013-2014 Action Plan HOME/ADDI response:

Polk County did not receive ADDI funds for the FY 2014-2015 program year.

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 \$239, of Emergency Solutions Grant (ESG) funds through Subrecipients.

The Winter Haven, Polk County Continuum of Care (CoC) will apply for competitive grants from the following sources:

Housing & Urban Development – SuperNOFA allotment (Lakeland COC)	\$1,147,842
Housing & Urban Development SuperNOFA allotment (Winter Haven/Polk COC)	\$195,138*

* Note: the figure for the Winter Haven/ Polk COC is an estimate based on the funding provided in the previous year. Funding is subject to change based on availability.

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 uses 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 2015. Again, please identify barriers to achieving this.*

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.

2014-2015 CoC Action Plan Summary

Objectives	Lead Agency	2014-15 Actions
Objective 1. Increase Progress Towards Ending Chronic Homelessness	CoC Strategic Planning Committee	Examine the capacity of outreach efforts and expand services. Create and deliver basic training for outreach volunteers, library employees, law enforcement, and other frontline service providers. Provide information to businesses, local government, and community organizations about outreach efforts and ways to access services.
Objective 2. Increase Housing Stability	Homeless Coalition of Polk County	Develop prevention strategies to identify those most at risk including: •Identifying prevention partners in the CoC geographical area among landlords/property managers; school social workers; housing authorities; and churches. •Ensuring processes and tools are in place to support prevention partners and encourage use of prevention services.
Objective 3. Increase project participants income	Homeless Coalition of Polk County	Work with Polk county educational and training institutions to increase access to job training, adult education, GED programs and ESL classes by homeless adults including on-going education to those who are working to enhance prospects for jobs and promotions into higher earning positions. Continue providing homeless targeted services that increase job readiness through counseling and case management, soft and hard skills training, literacy education, financial management and supportive employment opportunities.
Objective 4. Increase the number of participants obtaining mainstream benefits	Talbot House Inc.	Use coordinated assessment to smooth and level case manager mainstream benefits workload to improve system efficiency. The CoC is already meeting performance standards for this objective.
Objective 5. Using Rapid Re-Housing as a method to reduce family homelessness	Supportive Housing Committee	Work with Public Housing Authorities on Section 8 and rapid re-housing. Develop model language for rapid re-housing grants and encourage agencies to apply for grants. Develop model procedures for administering rapid re-housing.

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.*
5. *ESG funds will be used to assist with homelessness prevention. Polk County has also used HOME funded TBRA funds to provide housing for low income persons that live in substandard housing, have been involuntarily displaced or devote 50% or more of their income toward housing costs.*

ESG funds will be used to provide homeless prevention assistance. Assistance will include one-time rent and utility payments.

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

PREVENTION SERVICES	
Counseling/Advocacy	
Agency for Community Treatment Services	Salvation Army West
Family Emergency Services	Talbot House
Help of Ft. Meade	Women’s Resource Center
Lake Wales Care Center	
Legal Assistance	
Talbot House	United Way
Mortgage Assistance	
Help of Ft. Meade	Salvation Army East
Lake Wales Care Center	Salvation Army West
Rental Assistance	
Agency for Community Treatment Services	Polk County Board of County
Catholic Charities	Salvation Army East
City of Lakeland	Salvation Army West
Help of Ft. Meade	Talbot House
Lakeland Housing Authority	Tri-County Human Services
Lake Wales Care Center	
Utilities Assistance	
Agency for Community Treatment Services	Polk County Board of County
Catholic Charities	Salvation Army East
City of Lakeland	Salvation Army West
Help of Ft. Meade	Tri-County Human Services
Lakeland Housing Authority	Women’s Resource Center
Lake Wales Care Center	

6. *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 2014-2015 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Health Care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mental Health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Corrections	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Foster Care:</p> <p>Protocol between Homeless Coalition membership and two agencies, Heartland for Children Inc. and Agency for community Treatment Services, Inc.</p>					
<p>Health Care:</p> <p>Talbot House established procedures with Lakeland Regional Medical Center on behalf of CoC. The procedures determined client eligibility, sets medical conditions required prior to acceptance of a client.</p> <p>Talbot House educates the client on their responsibilities in shelter. The procedures provide for transportation responsibility, for medication and medical services from the medical provider.</p>					
<p>Mental Health:</p> <p>Upon referral by outside sources, Peace River Center does an initial interview and evaluates the need for further services. Peace River Center will make referrals to CoC programs on behalf of discharged clients. The Coalition will maintain a listing of programs available for clients with mental illness.</p>					
<p>Corrections:*</p> <p>The Sheriff is working with the CoC to develop a discharge plan but discussions have stalled. Currently the Sheriff provides a shelter information sheet to homeless individuals as they are discharged.</p> <p>Broken Chains Ministries has established a referral program with the local correction facilities.</p>					

**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 Solutions Grants (ESG)

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

2014-2015 Action Plan ESG response:

The Polk County BoCC continues to administer Emergency Solutions Grant (ESG) funds in the amount of \$239,759 through subrecipients. Approximately \$1,736,000 in funds will be leveraged by the homeless service provider (s) receiving ESG funding;

The ESG is offered yearly. Funding is competitive with awards of approximately \$95,888 per agency for grants to serve homeless persons. Funds will also be available for HMIS services as required for the tracking of client information. HMIS services will be procured through a sole source contract. This strategy allows for use of limited funding providing services in Polk County for persons in need of emergency shelter. Emergency Solutions grant funding may also be used to provide homeless prevention and re-housing activities.

Polk County and the Homeless Coalition of Polk County, Inc (HCPC) coordinated to prepare policies and procedures for the Emergency Solutions Grant program. These procedures were patterned after the policies established for the HPRP program. Priority assistance will be given to persons/families with high risk factors for homelessness as well as persons in need of short term rental assistance. Homeless prevention assistance is limited to those with incomes at or below 30% of AMI. Polk County also coordinated with HCPC to develop performance standards and measures.

The following performance standards will be used to evaluate ESG activities:

Homeless Prevention Activities and Rapid Re-housing Activities will be evaluated based on the number of individuals/families assisted. Agencies must provide adequate case management, obtain file documentation, determine needs and eligibility, determine income eligibility for assistance and input data into HMIS

HMIS Services will be evaluated based on the data obtained for ESG program participants including demographic and participant characteristics. HMIS must meet all HUD required data standards

Street outreach will be evaluated based on the number of homeless persons assisted through outreach efforts.

Shelter operations will be evaluated based on the number of homeless persons or families assisted using unduplicated counts.

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 community development needs are met through the following programs: 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 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, and support rehabilitation services for the blind. The following table shows the proposed community development projects and the needs to be address during FY 2014 -2015.

Polk County's priority non-housing community development needs

Agency/Program	Project Title	Need to be Addressed
PUBLIC/HOMELESS SERVICES		
Tampa Lighthouse for the Blind	Visually Impaired Services	Public Services (General) 570.201(e)
Wilson House	Substance Abuse Program	Public Services (General) 570.201(e)
Professional Opportunities for Students	Students With Achievable Goals	Public Services (General) 570.201(e)
Boys and Girls Club	Youth Opportunities Program	Public Services (General) 570.201(e)
Tri County Human Services	Health Services	Public Services (General) 570.201(e)
Peace River Center	Behavioral Health Services	Public Services (General) 570.201(e)
Talbot House	Employment Solutions Program	Public Services (General) 570.201(e)
Talbot House	Emergency Shelter/ Rapid- Re Housing Activities	Operating Costs of Homeless Programs

Polk County's priority non-housing community development needs

Proposed Community Development Projects FY 2014-2015		
Agency/Program	Project Title	Need to be Addressed
NEIGHBORHOOD IMPROVEMENTS		
Polk County Housing and Neighborhood	Demolition and Clearance	Clearance and Demolition 570.201(d)
Polk County Housing and Neighborhood	Skyview Infrastructure Improvements	Water/Sewer Improvements 570.201(c)
MUNICIPAL PARTNERS		
Auburndale	Community Center Parking facility	Parks, Recreational Facilities 570.201 (e)
Bartow	Carver Center Renovations	Public Facilities and Improvements 570.201 (c)
Eagle Lake	Recreational ADA Accessibility Project	Parks, Recreational Facilities 570.201(c)
Mulberry	4 th Street Storm water project	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.*

2014-2015 Action Plan Community Development response:

The community development and housing priorities established in the 2011-2015 Consolidated Plan are the basis for Polk County's housing and community development objectives. These objectives are derived from Community Needs Assessment Survey, community feedback from community forums, the 2010 Polk Vision Refreshed 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 the 2011-2015 Consolidated Plan will be addressed between FY 2014-2015 through the following objectives:

- A. Infrastructure:** Polk County will use 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 allocate 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 use 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, neighborhood services and homeless assistance.
- E. Other:** Funds will be used for project cost overruns (amount not to exceed 10 percent of CDBG grant allocation)
- F. Housing:** Polk County will use approximately twenty-eight percent (28%) of HOME funds for substantial rehabilitation or replacement of substandard owner occupied structures, approximately 15% will be used by the CHDO to acquire, rehabilitate and resale homes, approximately forty-seven percent (47%) will be used to provide Tenant Based Rental Assistance. Polk County will also use CDBG funds to provide emergency home repairs.

Public Facilities:

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC FACILITIES -Municipal Partners (CDBG-FUNDED)					
Auburndale--Community Center Parking Facility Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	2133
Bartow --Carver Center and Polk Street Center Renovations	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with new access to a facility or infrastructure benefit.	10,123
City of Eagle Lake- Eagle Lake Recreation Accessibility Project	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit	56
Mulberry- 4th Street SW Storm Water Improvements	Suitable Living Environment	1	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit	818

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
NEIGHBORHOOD IMPROVEMENTS					
Polk County Housing and Neighborhood Development Demolition and Clearance	Suitable Living Environment	1	Sustainability; Promoting Livable or Viable Communities	Improved Neighborhood Conditions through Code Enforcement	80
Polk County Housing and Neighborhood Development Division Emergency Minor Repairs	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of housing units brought from substandard to standard conditions (HQS or local code).	7
Polk County Housing and Neighborhood Development CDBG Funds for HOME Administration, TBRA, and Inspections	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of persons with decent housing	30
Polk County Housing and Neighborhood Development Skyview Infrastructure Improvements	Suitable Living Environment	1+	Sustainability; Promoting Livable or Viable Communities	Number of persons assisted with new access to a facility or infrastructure benefit.	3,393

Public Services

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC SERVICE (CDBG PROGRAM-FUNDED)					
Tampa Lighthouse for the Blind-Visually Impaired Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with New Access to a Service	162
Wilson House- Substance Abuse Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	41
Professional Opportunities for Students- Students With Achievable Goals	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	53
Tri County Human Services- Health Care Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	61
Boys and Girls Club- Youth Opportunities Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	45
Peace River Center –Behavioral Health Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	40
Talbot House –Employment Solutions Program	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	10

C. 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).	2
Tenant Based Rental Assistance	Decent Housing	2	Affordability for the purpose of providing decent housing	Number of persons assisted	30
Community Housing Development Organization (CHDO)	Decent Housing	1	Affordability for the purpose of providing decent housing	Number of residential units acquired and rehabilitated.	1

E. Emergency Shelter Grant (ESG) Projects:

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
Emergency Shelter Grant Programs (ESG PROGRAM-FUNDED)					
Talbot House- Emergency Shelter Program Rapid- Rehousing Program	Suitable Living Environment	2	Availability and Accessibility	Number of Persons assisted	22
Peace River Center - Homeless Prevention and Rapid- Rehousing Program	Suitable Living Environment	2	Availability and Accessibility	Number of Persons assisted	18
Homeless Coalition of Polk County - ESG HMIS services		2	Availability and Accessibility	Number of completed HMIS service records	

Antipoverty Strategy

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

2013-2014 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 2013-2014 to reduce the number of poverty level families residing in Polk County.

2011-2015 ANTIPOVERTY STRATEGY

Community Needs Assessment Categories	Activity	Specific Objective	Quality of life Improvement Strategy / Antipoverty Outcome
Community Facilities Infrastructure	Neighborhood Improvements		
	Polk County Housing and Neighborhood Development Demolition and Clearance	Use \$500,000 in CDBG funds to provide Countywide clearance and demolition of substandard structures that are not feasible to rehabilitate.	Sustaining low income neighborhoods by eliminating slums or blighted areas on a spot basis.
	Polk County Housing and Neighborhood Development Skyview	\$1,200,000 in Funds will be used for drainage improvements in the Skyview area.	Improved access to a public facility providing a suitable living environment for low moderate income residents.
	Eagle Lake	CDBG funds in the amount of \$11,053 to make ADA improvements at the Municipal Park for the benefit of low and moderate income people in the City of Eagle Lake	Improved access to a public facility providing a suitable living environment for residents of Eagle Lake
	Bartow	Funds will be used make improvements to the Carver Center	Improved access to a public facility providing a suitable living environment for low and moderate income residents in Bartow

Community Needs Assessment Categories	Activity	Specific Objective	Quality of life Improvement Strategy / Antipoverty Outcome
Community Services Special Needs Services	Public Service		
	Tampa Lighthouse for the Blind	CDBG funds in the amount of \$75,000 will be provided for staffing for Visually Impaired Services Program during FY 2014-2015.	Services made available to disabled residents by offering programs to aid in establishing self sufficiency and improved quality of life.
	Wilson House	CDBG funds in the amount of \$75,000 will be provided for a substance abuse program	Improved access to substance abuse counseling services improving quality of life for the purpose of maintaining a suitable living environment
	Professional Opportunities for Students	Funds in the amount of \$75,000 will be used for the Students with Achievable Goals mentoring and employment program	Improved access to student mentoring and employment opportunities for low and moderate income youth
	Boys and Girls Club	CDBG funds in the amount of 75,000 will be used for mentoring program	Improved access to mentoring program for low and moderate income youth.
	Tri County Human Services	In FY 2014-2015 CDBG funds in the amount of \$68,250 will be provided for health care services	Improved access to health care services for low and moderate in income persons in the greater Dundee area
	Peace River Center	CDBG funds in the amount of \$64,000 will be provided for behavioral health services	Improved access to behavioral health services for low income youth in unincorporated Polk County
	Talbot House	CDBG funds in the amount of \$16,171 will be provided for case manager for Employment Solutions Program	Improved access to employment opportunities for low income disabled adults in Polk County

Community Needs Assessment Categories	Activity	Specific Objective	Quality of life Improvement Strategy / Antipoverty Outcome
Housing	Housing (HOME PROGRAM-FUNDED)		
	Owner Occupied Rehabilitation	Home funds in the amount of \$237,200 will be used to provide housing rehabilitation	Provide decent housing for the purpose of availability/accessibility for low income households.
	Tenant Based Rental Assistance	Home funds in the amount of \$400,000 will be used to provide rental assistance for eligible very low income households	Provide decent housing for the purpose of availability/ accessibility for very low income households.
	CHDO	Home funds in the amount of \$127,440 will be used to acquire, rehabilitate and resale housing for low income households	Provide decent housing for the purpose of availability/accessibility for low income households.
	Emergency Solutions Grant Programs (ESG PROGRAM-FUNDED)		
	Homeless Prevention / Rapid Rehousing Services	Provide \$95,889 in ESG Funds to be used to provide rental assistance or re-housing assistance	Provide a suitable living environment for the purpose of increasing access/availability of services to the homeless population of Polk County.
	Emergency Shelter Program/ Rapid Re Housing Services	Provide \$95, 888 in ESG Funds to be used to pay for shelter operations and also to provide rental assistance or re-housing assistance	Provide a suitable living environment for the purpose of increasing access/availability of services to the homeless population of Polk County.
	Emergency Solutions Grant HMIS services	Provide ESG Funds to be used to pay for HMIS services. Funds will be used for equipment and staffing for required HMIS	Provide a suitable living environment for the purpose of increasing access/availability of services to the homeless population of Polk County.

Community Needs Assessment Categories	Activity	Specific Objective	Quality of life Improvement Strategy / Antipoverty Outcome
Infrastructure; Community Facilities			
	Polk County Housing and Neighborhood Development Skyview Infrastructure Improvements	\$1,200,000 in Funds will be used for drainage improvements in the Skyview area.	Water and Sewer service connections for the benefit of low and moderate income households in the Skyview Community
Community Facilities	Municipal Partners Parks Projects		
	Auburndale	Funds will be used to provided improvements to provide additional parking facilities to accommodate the Auburndale Community Center	Improved access to a public facility providing a suitable living environment for residents of Auburndale.
	Eagle Lake	Funds will be used to make ADA improvements at the Municipal Park for the benefit of low and moderate income people in the City of Eagle Lake	Improved access to a public facility providing a suitable living environment for residents of Eagle Lake
	Mulberry	Funds will be used to make storm water improvements on 4 th street in Mulberry. Improvements will be made to the lift station serving low and moderate income persons in the 4 th Street community	Improved access to a public facility providing a suitable living environment for residents of Mulberry

The County's antipoverty strategy listed in the foregoing table identifies FY 2014-2015 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 used to attain the goals set to help low and moderate income families to pay for down payments and closing costs on single-family homes. 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.

In 2007, 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 the Action Plan-2007-2008. The plan included commercial, limited industrial, residential, and economic development opportunities for improving Inwood residents' lives. Polk County plans to complete drainage improvements in the Inwood community and designate other target areas during the 2011-2015 Planning Cycle.

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 2014-2014.

Activity	Objective	Time Frame (years)	Outcome Category	Specific Outcome Indicator	Measure
PUBLIC SERVICE (CDBG-FUNDED)					
Tampa Lighthouse for the Blind – Visually Impaired Services	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	162
Wilson House	Suitable Living Environment	1	Availability and Accessibility	Number of Persons Assisted with Improved Access to a Service	41

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.

2014-2015 Action Plan Specific Objectives response:

The following table demonstrates the resources available to address the identified non-homeless special needs for FFY 2011-2015

Agency/Program	FY 2014-2015	Leverage 2014-2015
Tampa Lighthouse for the Blind	75,000	\$850,704
Wilson House	75,000	\$130,000
Total Resources	\$150,000	\$980,704

A CDBG grant has been awarded to each of these programs for a sum of \$150,000 in federal resources to assist in achieving each program’s specific objective. Each agency will provide 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. The Polk County Health Department and Hillsborough County administer HOPWA funds to provide assistance to those seeking assistance in Polk County. 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 Five 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.

2014-2015 Specific HOPWA Objectives response:

The Florida State Health Department administers HOPWA grant for the jurisdiction of Polk County. The Polk County Health Department and Hillsborough County administer HOPWA program funds on behalf of the State of Florida. All other resources are limited.



PROPOSED BUDGET FY 2014-2015

Agency/Program	Project No.	Project Title	CDBG	ESG	HOME
NEIGHBORHOOD IMPROVEMENTS					
Polk County Housing and Neighborhood Development		Skyview Infrastructure Project	\$ 1,200,000		
Polk County Housing & Neighborhood		*Demolition and Clearance	*\$500,000		
Polk County Housing & Neighborhood		Emergency Minor Repairs	\$175,000		
Polk County Housing & Neighborhood		Home Administration, Inspections, Case management	\$125,000		
		Subtotal	*\$2,000,000		
MUNICIPAL PARTNERS					
Auburndale		Community Center Parking Facilities	\$66,256		
Bartow		Carver Center Renovations	\$84,852		
Dundee		Allocation given to Auburndale Per Agreement	\$ 18,233		
Eagle Lake		ADA Improvements at Municipal Park	\$11,062		
Mulberry		4 th Street Storm Water Improvements	\$18,724		
		Subtotal	\$199,127		
PUBLIC/HOMELESS SERVICES					
Tampa Lighthouse for the Blind		Rehabilitation of Visually Impaired	\$75,000		
Wilson House		Substance Abuse Program	\$ 75,000		
Professional Opportunities for Students		Students With Achievable Goals	\$75,000		
Boys and Girls Club		Youth Opportunities Program	\$75,000		
Tri County Human Services		Health Care Services	\$ 62,850		
Peace River Center		Behavioral Health Services	\$64,000		
Talbot House		Employment Solutions Program	\$ 16,171		
		Subtotal	\$443,021		
Peace River Center		Homeless prevention / Rapid Rehousing activities		\$95,889	
Talbot House		Emergency Shelter Program/Rapid Re-Housing Program		\$95,888	
Homeless Coalition of Polk County		Emergency Solutions Grant HMIS		\$30,000	
		Subtotal		\$221,777	

PROPOSED BUDGET FY 2014-2015

Agency/Program	Project No.	Project Title	CDBG	ESG	HOME
AFFORDABLE HOUSING					
Polk Co. Housing and Neighborhood		Owner Occupied			\$237,200
Polk Co. Housing and Neighborhood		TBRA			\$400,000
		CHDO			\$127,440
		Subtotal			\$764,640
ADMINISTRATION					
Polk Co. Housing and Neighborhood		CDBG Administration	\$590,694		
Polk Co. Housing and Neighborhood		ESG Administration		\$17,982	
Polk Co. Housing and Neighborhood		HOME Administration			\$84,960
		Subtotal	\$590,694	\$17,982	\$84,960
Polk Co. Housing and Neighborhood		Estimated Program Income	\$60,000		
		Subtotal	\$60,000		
		TOTALS	\$3,292,842	\$239,759	\$849,600

* Project Includes funds in the amount of \$279,368 from FY 2013-2014

Polk County FY 2014-2015 Action Plan PROJECT DESCRIPTIONS

CDBG NEIGHBORHOOD IMPROVEMENTS 2,000,000

Countywide Demolition and Clearance - \$500,000

Substandard public and private structures, countywide, that are dilapidated and not feasible to rehabilitate are demolished to clear health and safety hazards. As of July 1, 2014, the County has completed approximately 997 demolitions using CDBG funds. Individual property owners have cleared 1169 units and rebuilt 293 for a total of 2,459. There are 210 cases currently being processed by staff. As of 1999, the Housing and Neighborhood Development Office has imposed liens in the amount of \$3,475,650.98. The total amount of liens satisfied equals \$895,738.77 since 1999. Funds will be used to demolition services and program delivery costs such as salaries. It is estimated that 80 units will be demolished in FY 2014- 2015.

Funding for this project includes \$220,632 in FY 2014-2015 funds and \$279,368 in remaining funds from FY 2013-2014.

Polk County Housing and Neighborhood Development- Emergency Minor Repairs-\$175,000

Funds will be used to provide emergency minor repairs to eligible households.

Polk County Housing and Neighborhood Development – Skyview Drainage Improvement Project -\$ 1,200,000

Funds will be used for infrastructure improvements within the Skyview area, an eligible low moderate income area of Polk County.

Polk County Housing and Neighborhood Development- HOME Administration \$ 125,000

Funds in the amount of \$125,000 will be used to provide case management, housing inspections and related administration of HOME rehabilitation and tenant based rental assistance programs.

MUNICIPAL PARTNERS \$ 199,127

City of Auburndale Community Center Parking Facility Improvements - \$66,256

Funding will be used to provide additional parking facilities to accommodate the Auburndale Community Center. The City proposes to provide 45 additional parking spaces for the Community Center for the benefit of low to moderate income persons within the City of Auburndale.

The City of Auburndale will receive Dundee's FY 2014-2015 allocation in the amount of \$ 18,233 per agreement.

City of Bartow Carver Center Renovations – \$84,852

Funds will be used to make improvements at the Carver Center. This phase of the improvement project includes the construction of a breezeway between the buildings at the Carver Center complex along with additional improvements to the interior for the benefit of low and moderate income people

City of Eagle Lake ADA Improvements at Municipal Park –\$11,062

Funds are budgeted to make ADA improvements at the Municipal Park for the benefit of low and moderate income people in the City of Eagle Lake.

Town of Dundee- –Funds will be given to Auburndale Per Agreement \$18,233

The Town of Dundee will give Auburndale its FY 2014-2015 CDBG allocation per agreement

City of Mulberry –4th Street Storm Water Improvement Project \$18,724

The City of Mulberry will use funds to make storm water improvements on 4th street in Mulberry. Improvements will be made to the lift station serving low and moderate income persons in the 4th Street community.

PUBLIC/HOMELESS SERVICES \$443,021

Tampa Lighthouse for the Blind- Rehabilitation Services for the visually impaired \$75,000

Funds will be used to provide salaries and benefits for independent living instructors for the benefit of persons with disabilities.

Wilson House – Substance Abuse Program \$ 75,000

Funds will be used for staffing costs to assist substance abuse and chronic homeless individual. Approximately 30 individuals will be assisted during FY 2014-2015.

Professional Opportunities for Students- Students With Achievable Goals \$75,000

Funds will be used to provide mentoring and employment opportunities for low and moderate income youth.

Boys and Girls Club- Youth Opportunities Program \$ 75,000

Funds will be used to provide mentoring for low and moderate income youth.

Tri County Human Services- Health Care Services \$62,850

Funds will be used to provide improved physical and mental health care for low income persons in the greater Dundee Community

Peace River Center- Behavioral Health Services \$ 64,000

Funds will be used to provide behavioral health services to low income youth in unincorporated Polk County.

Talbot House- Employment Solutions Program\$ 16,171

Funds will be used for a case manager for the employment program to provide employment assistance for low income, disabled adults.

EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM \$221,777

Peace River Center -Homeless Prevention/ Rapid Re-237,Housing Activities \$95,889

Funds will be used to provide homeless prevention and rapid re-housing assistance. Funds will also be used for salaries for a case manager.

Talbot House- Emergency Shelter / Re-Housing Activities \$95,888

Funds will be used to provide for shelter utilities (operational costs) in addition to providing rapid re-housing assistance

Homeless Coalition of Polk County -Emergency Solutions Grant HMIS Services \$ 30,000

Emergency Solutions Grants funds will be used for HMIS services. Funds will be used for equipment and staffing for the provision of required HMIS participant tracking and reports for the ESG program.

AFFORDABLE HOUSING \$ 764,640

Polk County HND – Owner Occupied Substantial Rehabilitation \$237,200

Funds are to be used for substantial rehabilitation of 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.

Polk County HND Tenant Based Rental Assistance \$400,000

Funds will be used to provide rental assistance for very low income households in Polk County. Funds may be used to assist eligible clients for up to two years. HND anticipates assisting approximately 30 households within a two year period.

Community Housing Development Organization (CHDO) Set-Aside \$ 127,440

Fifteen percent (15%) of HOME funds will be set aside for CHDO activity, the proposed project is scheduled to acquire, rehabilitate, and resale one (1) affordable housing unit for low and moderate income households in Polk County.

AMINISTRATION \$693,636

CDBG Administration \$590,694

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 Office.

ESG Administration \$17,982

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

HOME Administration \$84,960

These funds are for administrative cost of the HOME program.

PROGRAM INCOME \$ 60,000

Estimated Program Income \$60,000

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

ALTERNATE IMPROVEMENT PROJECTS

The following are alternate eligible improvement projects the County proposes to complete in the event of a project delay, cancellation, or if a project is completed at a cost lower than the budgeted amount. Planning for such circumstances allows the CDBG program to direct the funds toward pre-identified alternate projects in a timely manner. Advertising alternate projects helps streamline the planning process and reduces the need for frequent substantial amendments. Polk County may implement one or more of the alternate projects, if necessary.

Alternate Project 1- City of Mulberry SW Mulberry Waterline Project Phase II- \$372,000

Funds would be used for engineering, permitting construction and installation of waterlines/ waste water lines in Southwest Mulberry. In addition to the waterline improvements, fire hydrants will also be installed in the project area.

Alternate Project 2- Town of Dundee Waterlines \$ 600,000

Funds would be used for the upgrade of approximately 5,000 linear feet of waterlines, valves and hydrants in the Swede Hill are of Dundee. The project scope also includes design, engineering and construction costs

Alternate Project 3- City of Bartow Waterline Upgrades \$ 500,000

Funds would be used for replacing approximately 4,420 linear feet of waterlines to improve water flow and quality for low and moderate income persons in Bartow

Alternate Improvement Project 4- City of Bartow Sanitary Sewer Manhole Upgrades \$ 787,500

Funds would be used to upgrade 175 at risk manholes within the City of Bartow CDBG eligible target areas; Improvements include the installation of sleeve-lining at each of the sewer manholes.