

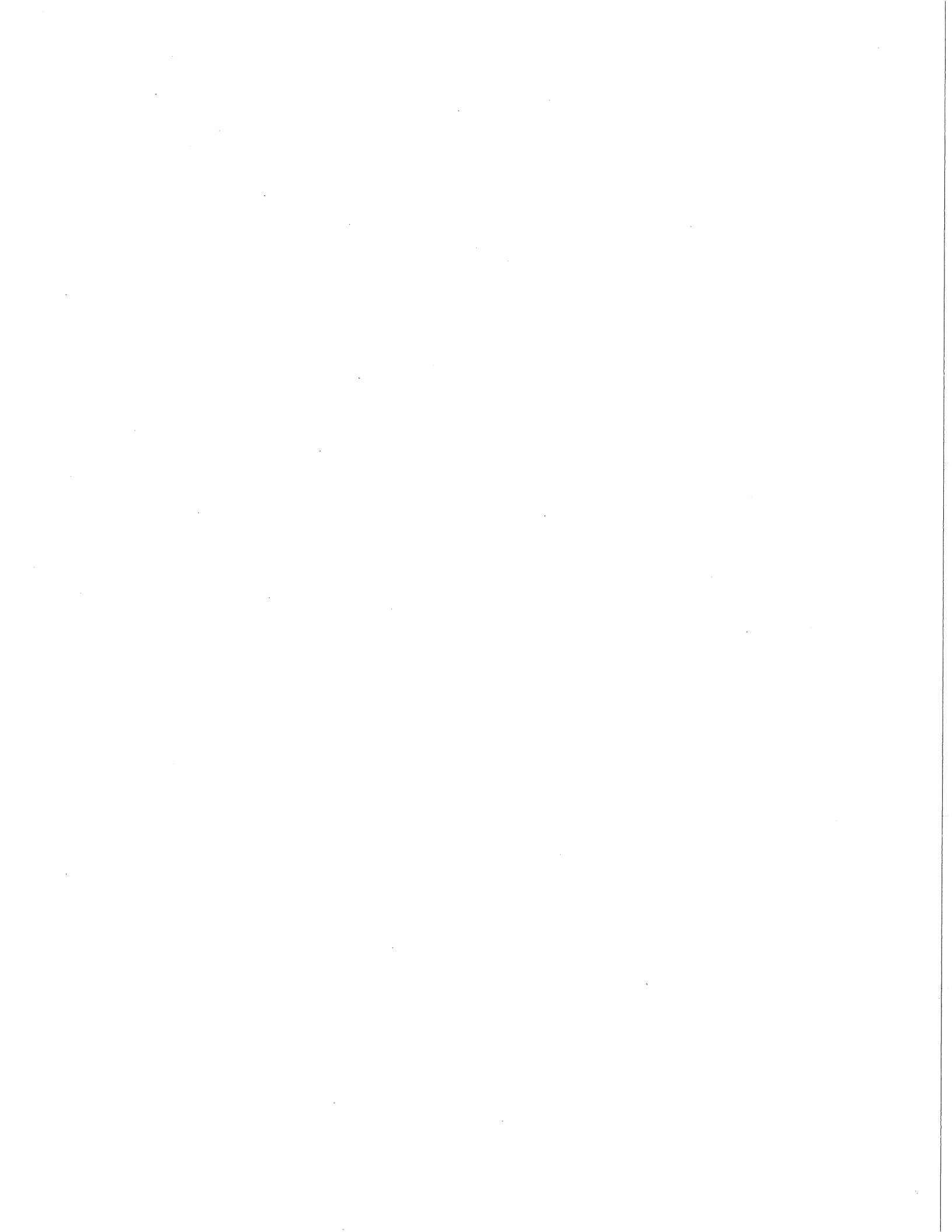


2017-2018 Annual Action Plan

Submitted to:

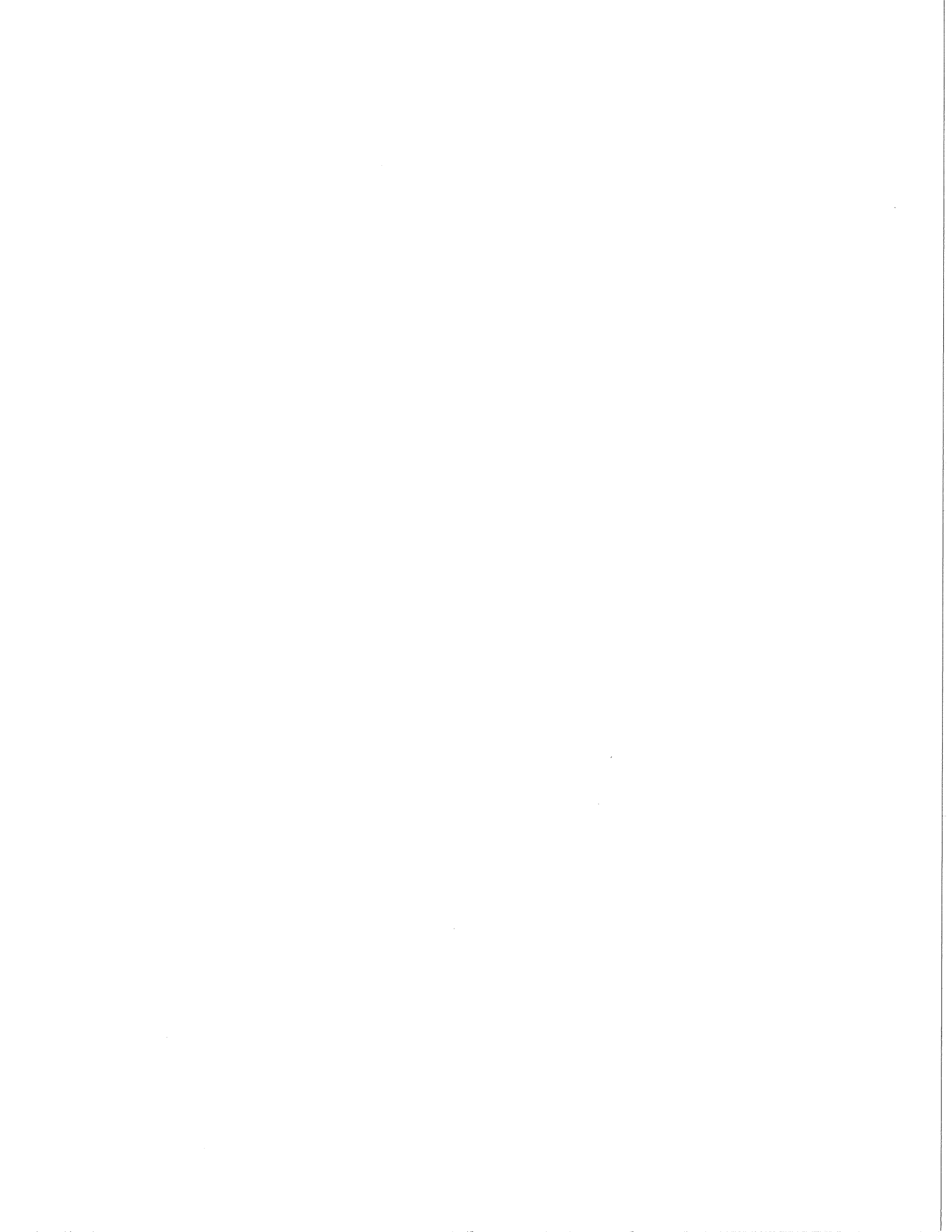
The U.S. Department of Housing and Urban Development  
(HUD)

July 31, 2017



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## Executive Summary

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

#### 1. Introduction

The City of Albany submits the Fiscal Year 2017-2018 Action Plan as the second year Action Plan of the 2016-2021 Consolidated Plan. An Annual Action Plan is required by the U.S. Department of Housing and Urban Development (HUD) from all participating jurisdictions receiving annual entitlement grants. The Annual Action Plan is the City's application to HUD for entitlement grant funding for each fiscal year. The following sections provide a concise summary of key points within the FY 2017-2018 Action Plan including available and potential resources. The Plan was adopted by the City of Albany Board of Commissioners on June 13, 2017 and the final document is due to HUD no later than August 16, 2017 due to the revised submission date for FY 2017 Action Plans. HUD has advised Grantees that they may conduct citizen participation on its draft plan based on estimated CDBG and HOME funding amounts, and the City included contingency provision language within its advertisements to advise the public of potential adjustments that would be made to the City's Action Plan upon official notification of actual allocations from HUD.

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

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

The City's 2016-2021 Consolidated Plan establishes funding priorities for the below eight priority needs for the five year planning period:

1. Neighborhood Revitalization
2. Maintain Affordable Housing Stock
3. Increase Access to Affordable Housing
4. Support the Needs of Homeless and At-Risk Persons
5. Public Services Supporting Low-Income and Special Needs Populations
6. Acquire, Develop, or Improve Public Facilities
7. Affirmatively Further Fair Housing Choice
8. Program Administration and Planning

CDBG and HOME Funds will be used to address specific priorities for FY 2017-2018 for low to moderate income persons. The City of Albany will seek to collaborate with public and private agencies to improve

the quality of life for very low, low and moderate citizenry within the strategic planning areas. The City will encourage networking of human service providers through strategic planning meetings to enhance cooperation between area organizations and agencies and identify the gaps in the underserved population.

Additionally, the City will continue to work with housing, human service providers, and advocates in the community to assess the specific housing needs of people with disabilities.

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

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

Each year, the City of Albany reports its progress in meeting specific housing, public service, and other community and economic development goals of its Annual Action Plan in a Consolidated Annual Performance Evaluation Report (CAPER). The CAPER is submitted to HUD within 90 days of the start of the new program year or by September 30th annually. Copies of recent CAPERs are available for review at the City of Albany Department of Community and Economic Development (DCED) or online at <http://www.albany.ga.us/dced> under Planning Documents.

In identifying goals and future projects, the City utilizes priorities specified within its 2016-2021 Consolidated Plan to strategically plan. Citizen input and these priority community needs determine the types of projects that the City will undertake for the upcoming program year.

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

Summary from citizen participation section of plan.

The City conducted significant consultation with citizens in preparing its 2017-2018 Action Plan. The City hosted six community meetings and provided options for stakeholders to provide input. A Community Needs Survey was also used to determine needs and priorities for the planning period. Outreach efforts resulted in eighty-seven (87) meeting attendees and seventy-three (73) survey respondents. A summary of comments received from all community meetings are provided in the Citizen Participation section of this Plan.

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

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

Comments received through the public meetings and the community survey are summarized in the Citizen Participation section of this Plan.

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

The City took all comments into consideration in preparing the Annual Action Plan. The City reviewed all comments for common and recurring themes to help establish priorities and goals.

**7. Summary**

For 2017-2018, the City of Albany received approximately \$1.22 million from HUD through two entitlement grants: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME). Entitlement grants provided through HUD are determined by statutory formulas. The City anticipates on receiving approximately \$811,587 as program income through the two grant programs. Program income is defined as gross income received by the City directly generated from the use of HOME or CDBG funds. The City will ensure that the funding is utilized in compliance with applicable federal regulations and programmatic requirements in addressing priority community needs for the planning period.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator		Department of Community & Economic Development
HOME Administrator		Department of Community & Economic Development

Table 1 – Responsible Agencies

**Narrative (optional)**

The City of Albany, Department of Community & Economic Development (DCED) is responsible for development of the Five Year Consolidated Plan (2016-2021) and 2017-2018 Annual Action Plan through collaborative efforts of City staff and local stakeholders.

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

In preparing this Plan, the City of Albany conducted significant public outreach to gather input from citizens, City staff, non-profit agencies, housing developers, local service providers, government agencies, the Albany Housing Authority, and others. To identify community development and housing priorities, the City held six (6) public meetings at various times and locations throughout Albany and conducted a communitywide survey. These outreach efforts are summarized in the Citizen Participation section of this Plan.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City of Albany provides funding and works closely in partnership identified partners, agencies, and organizations to coordinate resources and efforts which enhance coordination of public and assisted housing providers. These agencies hold monthly and quarterly meetings and coordinates activities serving the homeless and low-income communities in the area. These groups include human service providers, community advocates, lenders, and institutions of higher learning. The City will continue to forge new partnerships specifically with social agencies, housing agencies, institutions of higher learning, and organizations who serve special population groups such as the elderly and people with disabilities. Additionally, the City will also seek to partner with those agencies that provide services for youth. Funding for these agencies will be made available annually through a competitive or limited application process.

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

The City of Albany participates in Georgia’s Balance of State Continuum of Care (BoS CoC). A City staff sits on the BoS CoC’s Homeless Management and Information Systems Committee and a representative of the Albany-Dougherty Homeless Coalition is a member of the Board. The City participates annually or bi-annually in the BoS CoC’s Point-in-Time homeless count in January.

In addition to participating in the BoS CoC, Albany has a local organization – the Albany-Dougherty Homeless Coalition – dedicated to addressing the needs of homeless persons and persons at risk of

homelessness. Founded in 1997, the Coalition is a collaboration of organizations and advocates dedicated to ending homelessness and increasing the local supply of sustainable and affordable housing. The Coalition meets monthly to identify, plan, and implement activities to address homelessness in Albany. Annually, the organizations conducts a homeless count, hosts a Homeless Summit to enhance coordination between local agencies, and holds a Project Homeless Connect event designed to provide homeless persons with medical services, healthcare options, clothing, and other basic needs.

In 2012, the Coalition published *Recommendations to Albany-Dougherty County: 10-Year Plan to Reduce Homelessness*, which identified short-, mid-, and long-term goals to addressing homelessness in the city and county. In the short term, the agency sought to increase awareness regarding homelessness and strengthen relationships between local providers. Mid-term goals focus on homeless prevention, strategies for special populations, and improved data management. The long-term goal is to increase the number of transitional and permanent housing units available for chronically homeless persons. More detailed descriptions of resources, facilities, and activities aimed at preventing or reducing homelessness are included in the 10-Year Plan to Reduce Homelessness 2012-2022 and Annual Action Plan sections of this document.

Over the next five years, the City will continue to forge new partnerships with social service agencies, housing developers/managers, educational institutions, and organizations serving special needs populations including elderly, persons with disabilities, and youth. Funding for these agencies will be made available annually through a competitive application process.

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

The City of Albany does not receive Emergency Services Grant (ESG) funds directly from HUD, but participates in the Balance of State Continuum of Care, receiving a portion of the state's ESG allocation through the Georgia Department of Community Affairs (DCA). The Homeless Coalition of Albany-Dougherty County serves as the lead agency for the Continuum of Care Plan for the City.

City of Albany agencies who serve the homeless population, including DCED, enters data into Client Track for reporting to DCA in tracking the provision of services to individuals.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Albany Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Meeting - Attendees of the meeting were advised of available housing resources and services and application processes.
2	Agency/Group/Organization	Albany Police Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Community Development Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Meeting - Coordination of services were discussed to address poverty, crime, and community needs. Fight Albany Blight is an initiative to assist with combating these issues.
3	Agency/Group/Organization	Albany State University
	Agency/Group/Organization Type	Services-Education Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Community Development Needs

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Meeting - The City is exploring ways to bring the presence of Albany State University downtown. Internship opportunities are also made available by the City.</p>
4	<p><b>Agency/Group/Organization</b></p>	<p>Albany Utilities</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Other government - Local</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment Barriers to Affordable Housing</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Meeting - Assistance with reducing household energy costs are facilitated through the Albany Utilities' HOPE Program and the LIHEAP Program through Southwest Georgia Community Action Council.</p>
5	<p><b>Agency/Group/Organization</b></p>	<p>COMMUNITIES IN SCHOOLS</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children Services-Education</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs Market Analysis Economic Development</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Interview - Communities in Schools was provided \$25,000 in CDBG Funds to assist high school students who are behind in graduation credits to graduate and become self-sufficient citizens.</p>
6	<p><b>Agency/Group/Organization</b></p>	<p>DOUGHERTY COUNTY</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Other government - County District Attorney</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs Anti-poverty Strategy Community Development Needs</p>

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Meeting - Discussion with County Administrators to identify available housing resources such as CHIP Funding through the GA Department of Community Affairs to assist County residents with rehabilitations.</p>
7	<p><b>Agency/Group/Organization</b></p>	<p>Dougherty County Public Schools</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Education Other government - Local</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs Anti-poverty Strategy Community Development Needs</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Public Meeting - Members of the Dougherty County School System attend the Homeless Coalition and participate in community activities to combat homelessness which impact households with students.</p>
8	<p><b>Agency/Group/Organization</b></p>	<p>Liberty House of Albany, Inc</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing Services - Housing Services-Victims of Domestic Violence Services-homeless</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Interview - Discussion with Program Administrators of Liberty House and the provision of housing vouchers to homeless and households at risk of homelessness through the ESG and TBRA Programs.</p>

9	Agency/Group/Organization	Mt. Olive Community Outreach Center, Inc.
	Agency/Group/Organization Type	Faith-based Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy Community Development Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Meeting - Community resources were discussed to include housing services, business development funding, and Fight Albany Blight initiatives to address poverty and crime.
10	Agency/Group/Organization	Aspire Behavioral Health & Developmental Disability Services
	Agency/Group/Organization Type	Community Services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development Community Development Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview - Discussion with a Program Staff to determine the mission of the agency, target population, and available resources to benefit the agency to include CDBG Funds.
11	Agency/Group/Organization	Neighborhood Watch
	Agency/Group/Organization Type	Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Community Development Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Meetings - Public Meetings were held with five (5) Neighborhood Watch Groups to discuss available community resources and collaborative partnerships.
12	Agency/Group/Organization	Open Arms, Inc.
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview - Discussion with Program Administrators of Open Arms and the provision of housing vouchers to homeless and households at risk of homelessness through the ESG and TBRA Programs.

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

Efforts were made to consult as broad a group of community stakeholders as possible. Invitations to participate in the planning process were extended. No agency types were excluded from participation.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan Continuum of Care	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?



Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Recommendations to Albany-Dougherty County	Albany-Dougherty Coalition to End Homelessness	Goals from the 10-Year Plan directly overlap with Strategic Plan goals related to reducing homelessness, increasing the supply of affordable housing, and promoting inter-agency coordination. Specific goals from the 10-Year Plan include: increasing awareness of homelessness needs, strengthening relationships between local agencies, homelessness prevention, strategies for special needs homeless populations, improved data management, and increased transitional and permanent housing for the chronically homeless.
PHA 5-Year Plan (for FY2015-2016 to FY2017-2018)	Albany Housing Authority	PHA goals directly overlap with Strategic Plan goals related to the provision of affordable housing, economic development, and fair housing. Specific goals from the PHA 5-Year Plan and PHA Annual Plan include: expanding the supply of assisted housing through rental vouchers, increasing public housing occupancy, and leveraging private and other public funds; improving the quality of assisted housing through renovations and customer service; improving the living environment by deconcentrating poverty; promoting self-sufficiency through employment and supportive services; and affirmatively furthering fair housing.
Oaks at North Intown Transformation Plan	Albany Housing Authority	This plan adopted the goals of the Choice Neighborhoods Initiative related to housing, people, and neighborhoods. Specific goals include: improve and expand housing opportunities; improve access to basic services such as retail opportunities, healthcare, and early childhood learning programs; improving the quality of local public schools; improving public assets such as parks, gardens, and playgrounds; offering effective transportation alternatives; increasing job access and employment rates; and strengthening public safety to lower crime rates.

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

**Narrative (optional)**

The Albany-Dougherty Homeless Coalition meets during the fourth Monday of each month to discuss efforts and to strategize with other nonprofit agencies (whose mission is to provide assistance to homeless populations) to identify, plan, and undertake initiatives to address homeless needs within the community. Annually, the Coalition conducts a Homeless Count to identify the number of homeless persons within

Albany. Additionally, a Homeless Summit is held to bring together nonprofit groups and agencies who serve the homeless population so that each may advise on their agency's services. A Homeless Project Connect Event is held annually to bring the necessary services directly to homeless persons to include medical services, healthcare options, and other services to meet their immediate needs: clothing, personal hygiene products, and personal grooming.

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

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

The Community Development Council (CDC) is the primary vehicle for citizen involvement in the Consolidated Plan, One Year Action Plan and DCED programs with special emphasis placed upon participation and representation of low to moderate income citizens. The City and CDC's outreach efforts targeted the general public, as well as areas of low and moderate income households and racial/minority concentrations. To further outreach efforts and target special populations, DCED staff highlighted the annual Action Plan process before City of Albany Board of Commissions on June 13, 2017. Two public hearings were held: May 22, 2017 and June 13, 2017. The comment period ended on June 23, 2017.

Advanced notice was given to citizens through announcements in the local newspaper (ads also advertised in Spanish), via the City's webpage, and community meeting notices for solicitation of citizen participation from all wards. Citizen participation was solicited from all Wards. All documents related to the development of our Annual Action plan including the document itself were made available to residents at no charge.

The thirty day comments period began on May 22, 2017 and ended on June 23, 2017. Oral comments were noted during the public meetings; however, no further comments were received. On Tuesday, June 13, 2017, the City Commission at their regularly scheduled Commission Meeting adopted the Action Plan which is open to the public.

The City will provide the final report electronically online via HUD's eCon Planning Suite by August 16, 2017 due to the revised submission date for the FY 2017-2018 Action Plan by HUD. The revised date was to allow Grantees additional time to complete the citizen participation process and formulate Action Plans as Congress had not completed the appropriations process for HUD's FY 2017 appropriations.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Six (6) public meetings with a total of eighty-seven (87) attendees.</p> <p>Annual Action Plan 2017</p>	<p>Priority needs identified through the meetings include:-</p> <ul style="list-style-type: none"> <li>Homeowner rehabilitation-</li> <li>Code enforcement and clean-up of vacant homes-</li> <li>Weatherization and energy efficiency improvements-</li> <li>Economic development in low income neighborhoods-</li> <li>Youth programs-</li> <li>Housing for special populations (people with disabilities, senior, ex-offenders)-</li> <li>Housing vouchers-</li> <li>Neighborhood beautification-</li> <li>Collaboration between local organizations/agencies-</li> <li>Economic development, and revitalized local businesses</li> </ul>	None	17

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Stakeholder Interviews	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	Four (4) interviewees	<p>Top needs identified through the interviews include:</p> <p>Housing Needs -</p> <p>Barriers to Affordable Housing -</p> <p>Homeless Services -</p> <p>Community Development.</p>	None	
3	Stakeholder Interviews	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	Seventy-three (73) respondents	<p>Top needs identified through the survey results included:</p> <p>Beautifications-</p> <p>Job Training-</p> <p>Affordable Rental Housing-</p> <p>Code Enforcement-</p> <p>Economic Development.</p>	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Public Notices of the FY 2017-2018 Proposed Use of Funds and public hearings were advertised in both local newspapers: Albany Herald and Southwest Georgian.</p>	<p>No comments were received through advertisement of the public notices.</p>	<p>None</p>	
5	Public Hearing	<p>Non-targeted/broad community</p>	<p>Four (4) attendees</p>	<p>None</p>	<p>None</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>None of the attendees of the Board of City Commissioner's Meeting on June 13, 2017 resulted in any oral or written comments.</p>	None	No comments were received.	
7	Internet Outreach	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>The departmental webpage is also a primary method for advertisement of the Action Plan.</p>	<p>No comments were received by our office from advertisement on DCED's website.</p>	No comments were received.	

Table 4 – Citizen Participation Outreach



## Expected Resources

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

#### Introduction

The City of Albany seeks to use its CDBG and HOME Program funds to serve the needs of low- to moderate-income persons and households in partnership with capable agencies to include public and private partners, developers, financial lending institutions, and nonprofits. Below is a description of the anticipated funding for the CDBG and HOME Programs based on the allocation for the current program year.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description	
			Annual Allocation: \$	Prior Year Resources: \$	Total: \$			
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	853,775	711,969	0	1,565,744	2,549,201	Administration of the CDBG Program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	374,203	99,618	0	473,821	1,155,717	Administration of the HOME Program.

Table 5 - Expected Resources – Priority Table

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

The City of Albany meets HUD’s severe fiscal distress criteria and qualifies for a 100% reduction in match requirements under the HOME and ESG programs. This determination is based on the city’s poverty rate and per capita income in relation to national averages. The HOME and ESG matching requirement is not applicable to the City of Albany due to its family poverty rate which is at 33.8% which is above the threshold for families in poverty (19.925%), and the City’s PCI is below the \$21,268 threshold at \$17,391. HUD placed the City of Albany in “Fiscal Distress”, granting a 100% Match Reduction. Albany has remained in severe fiscal distress status since the 1994 and 1998 Floods.

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

### **Discussion**

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

There are several publically owned parcels that may be utilized to address the needs identified in the FY 2017 Action Plan. The City of Albany owns over 300 vacant parcels within the City, and most of these parcels are located within the 100 Year Floodplain which adversely impacts potential development to meet low and moderate income housing needs. See Unique Appendices under AD-26 Administration for a listing of these City-owned properties.

The City of Albany owns approximately 200 vacant, FEMA Restricted lots within the city limits, predominantly within special flood hazard areas and the South Albany NRSA. Buildable vacant lots will be marketed for private development of affordable housing under both rental and homeownership models. Developer incentives will be offered to assist with encouraging affordable housing development on these lots and others owned by the City. FEMA Restricted lots will be maintained as open space per FEMA requirements.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Demolition and Clearance	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Neighborhood Revitalization	CDBG: \$20,000	Buildings Demolished: 2 Buildings
2	Affordable Rental Housing	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Maintain Affordable Housing Stock Increase Access to Affordable Housing	HOME: \$225,684	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Production of New Housing Units (CHDO)	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Increase Access to Affordable Housing	HOME: \$91,000	Homeowner Housing Added: 1 Household Housing Unit
4	Rehab / Repair of Existing Housing Units	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Maintain Affordable Housing Stock	CDBG: \$232,358 HOME: \$150,000	Rental units rehabilitated: 6 Household Housing Unit Homeowner Housing Rehabilitated: 30 Household Housing Unit
5	Acquisition / Disposition of Existing Units	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Neighborhood Revitalization Maintain Affordable Housing Stock Increase Access to Affordable Housing	CDBG: \$0	Other: 3 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Direct Financial Assistance	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Increase Access to Affordable Housing	HOME: \$30,000	Direct Financial Assistance to Homebuyers: 3 Households Assisted
7	Housing Counseling	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Increase Access to Affordable Housing Affirmatively Further Fair Housing Choice	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
8	Fair Housing Education	2016	2021	Fair Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Affirmatively Further Fair Housing Choice	CDBG: \$10,384	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Build Community Capacity	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Neighborhood Revitalization Public Svcs for Low-Income / Special Needs Program Administration and Planning	CDBG: \$38,000	Businesses assisted: 10 Businesses Assisted
11	Homeless Services	2016	2021	Homeless	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Support the Needs of Homeless and At-Risk Persons	CDBG: \$60,000	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted
12	Public Facilities	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Acquire, Develop, Improve Public Facilities	CDBG: \$25,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	Public Improvements / Infrastructure	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Neighborhood Revitalization	CDBG: \$10,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted
14	Public Services	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Public Svcs for Low-Income / Special Needs	CDBG: \$100,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted Businesses assisted: 5 Businesses Assisted
15	Economic Development	2016	2021	Economic Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Neighborhood Revitalization Public Svcs for Low-Income / Special Needs	CDBG: \$300,000	Jobs created/retained: 6 Businesses assisted: 6 Businesses Assisted



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
16	Planning and Administration	2016	2021	Non-Housing Community Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Program Administration and Planning	CDBG: \$313,755 HOME: \$46,520	Other: 0 Other
17	Planned Section 108 Repayment	2016	2021	Economic Development	ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA	Program Administration and Planning	CDBG: \$338,211	Other: 0 Other
18	Loan Servicing	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Program Administration and Planning	CDBG: \$187,800	Direct Financial Assistance to Homebuyers: 50 Households Assisted Businesses assisted: 6 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
19	Rehabilitation Administration	2016	2021	Affordable Housing	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Program Administration and Planning	CDBG: \$27,000	Other: 30 Other
20	Section 3 Employment Training	2016	2021	Economic Development	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA	Program Administration and Planning	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted

Table 6 – Goals Summary

### Goal Descriptions

1	Goal Name	Demolition and Clearance
	Goal Description	Demolition and clearance activities to eliminate slum and blight conditions within neighborhoods.

<b>2</b>	<b>Goal Name</b>	Affordable Rental Housing
	<b>Goal Description</b>	Maintain affordable rental housing options within the community through the provision of Tenant Based Rental Assistance.
<b>3</b>	<b>Goal Name</b>	Production of New Housing Units (CHDO)
	<b>Goal Description</b>	New construction of affordable housing
<b>4</b>	<b>Goal Name</b>	Rehab / Repair of Existing Housing Units
	<b>Goal Description</b>	Rehabilitation of rental and homeowner housing that benefit extremely low, low, and moderate income households.
<b>5</b>	<b>Goal Name</b>	Acquisition / Disposition of Existing Units
	<b>Goal Description</b>	Acquisition of housing for rehabilitation to benefit low and moderate income households.
<b>6</b>	<b>Goal Name</b>	Direct Financial Assistance
	<b>Goal Description</b>	Direct financial assistance to homebuyers to make homeownership affordable.
<b>7</b>	<b>Goal Name</b>	Housing Counseling
	<b>Goal Description</b>	Housing counseling and financial literacy workshops/trainings to educate on pre and post homeownership, rental housing, and loan default.
<b>8</b>	<b>Goal Name</b>	Fair Housing Education
	<b>Goal Description</b>	Fair housing education to make the public aware of prohibited housing discrimination.
<b>10</b>	<b>Goal Name</b>	Build Community Capacity
	<b>Goal Description</b>	Workshops and trainings to educate nonprofits on financial management, grant writing, board development, fund raising, etc. to build staffing and financial capacity.

<b>11</b>	<b>Goal Name</b>	Homeless Services
	<b>Goal Description</b>	Public services that benefit homeless persons/households or those at risk of homelessness.
<b>12</b>	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	Rehabilitation and improvements to public facilities that serve low income persons/households.
<b>13</b>	<b>Goal Name</b>	Public Improvements / Infrastructure
	<b>Goal Description</b>	Tree plantings/beautification projects to improve low and moderate income neighborhoods.
<b>14</b>	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Services provided by nonprofit organizations that benefit low income residents such as homeless, youth, disabled, elderly, and other special populations.
<b>15</b>	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Economic development activities associated with small businesses located within the Microbusiness Enterprise Center (MIBEC) that create and retain jobs for low and moderate income persons.
<b>16</b>	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Management, oversight, and planning activities associated with administration of CDBG and HOME Programs.
<b>17</b>	<b>Goal Name</b>	Planned Section 108 Repayment
	<b>Goal Description</b>	Repayment of two Section 108 Loans to HUD for loans made to Hilton Gardens Inn and MacGregor Golf Company.
<b>18</b>	<b>Goal Name</b>	Loan Servicing
	<b>Goal Description</b>	Servicing of residential and business loans that benefitted low and moderate income households and small businesses that created and retained jobs for low income persons.

19	<b>Goal Name</b>	Rehabilitation Administration
	<b>Goal Description</b>	Administration services associated with rehabilitation programs to include inspections and formulation of work specifications/scope of works for housing units repaired under CDBG Programs.
20	<b>Goal Name</b>	Section 3 Employment Training
	<b>Goal Description</b>	Job training of extremely low and low income persons.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

Projects planned for the 2017-2018 program year are identified in the table below. Additional details are provided in Section AP-38.

### Projects

#	Project Name
1	CDBG Administration
2	Section 108 Loan Repayment
3	Microbusiness Enterprise Center
4	Loan Servicing
5	Housing Rehabilitation - CDBG
7	Demolition
8	Public Services
9	Capacity Building for Non-Profits
10	Fair Housing
11	Housing Counseling
12	Homeless Programs
13	Rehabilitation Administration
14	Section 3 Program
15	HOME Administration
16	Rental Rehabilitation
17	AHOP Program
18	Down Payment Assistance
19	Tenant Based Rental Assistance
20	CHDO Set-Aside
21	Disposition
22	Housing Rehabilitation - HOME
23	Tree Plantings/Beautification

Table 7 - Project Information

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

The City seeks to undertake the projects and programs to meet the needs of low and moderate income persons. These activities have been identified as community priorities. Additionally, with two recent

tornados that the City suffered in January 2017, the projects/programs will aid the City in its disaster relief efforts to rebuild impacted communities and households.

**AP-38 Project Summary**  
Project Summary Information



1	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Program Administration and Planning
	<b>Funding</b>	CDBG: \$322,148
	<b>Description</b>	The management and oversight of the CDBG Programs by the City of Albany, Department of Community & Economic Development.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not Applicable - Administration of the CDBG Program.
	<b>Location Description</b>	Not Applicable - Administration of the CDBG Program.
	<b>Planned Activities</b>	Administration
2	<b>Project Name</b>	Section 108 Loan Repayment
	<b>Target Area</b>	ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA
	<b>Goals Supported</b>	Planned Section 108 Repayment
	<b>Needs Addressed</b>	Program Administration and Planning
	<b>Funding</b>	CDBG: \$340,973
	<b>Description</b>	The repayment of two Section 108 Loans (Hilton Gardens and MacGregor) to HUD for economic development activities.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The repayment of two Section 108 Loans for Hilton Gardens Inn and MacGregor Golf Company.
	<b>Location Description</b>	230 S. Jackson Street, Suite 315 Albany, GA 31701
	<b>Planned Activities</b>	Economic Development
3	<b>Project Name</b>	Microbusiness Enterprise Center
	<b>Target Area</b>	ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA

	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Neighborhood Revitalization Public Svcs for Low-Income / Special Needs
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	The operation and administration of the Microbusiness Enterprise Center and provision of technical assistance to micro-businesses within the Center.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One business incubator to be operated which houses and provides technical assistance to small businesses to create/retain jobs for LMI persons.
	<b>Location Description</b>	230 S. Jackson Street Suite 315 Albany, GA 31701
	<b>Planned Activities</b>	Economic Development
4	<b>Project Name</b>	Loan Servicing
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Loan Servicing
	<b>Needs Addressed</b>	Program Administration and Planning
	<b>Funding</b>	CDBG: \$155,177
	<b>Description</b>	To provide loan servicing of housing loans made to low and moderate income households.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Servicing of fifty (50) mortgage loans for LMI households and six (6) business loans which created/retained jobs for LMI persons.

	<b>Location Description</b>	Department of Community & Economic Development 230 S. Jackson Street, Suite 315 Albany, GA 31701  AmeriNat Nationwide Loan Services Corporate Headquarters 217 South Newton Avenue Albert Lea, MN 56007
	<b>Planned Activities</b>	Increase the availability of affordable housing.
5	<b>Project Name</b>	Housing Rehabilitation - CDBG
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Rehab / Repair of Existing Housing Units
	<b>Needs Addressed</b>	Maintain Affordable Housing Stock
	<b>Funding</b>	CDBG: \$172,000
	<b>Description</b>	Rehabilitation of single-family homeowner properties and rental properties.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The rehabilitation of approximately thirty (30) housing units for LMI households.
	<b>Location Description</b>	Properties within the City of Albany, GA limits.
	<b>Planned Activities</b>	Sustainability of affordable housing
6	<b>Project Name</b>	Demolition
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Demolition and Clearance

	<b>Needs Addressed</b>	Neighborhood Revitalization
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Demolition and clearance of blighted and dilapidated structures.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Demolition of three (3) dilapidated structures to improve and maintain neighborhood stability.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Demolition and Clearance
<b>7</b>	<b>Project Name</b>	Public Services
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Svcs for Low-Income / Special Needs
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	To provide funds to agencies for services to low and moderate income persons in the community.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To assist five (5) nonprofit agencies and serve one hundred (100) LMI persons.
	<b>Location Description</b>	Open Arms, Inc. - 420 Pine Ave. Strive2Thrive - 225 W. Broad Ave. Community in Schools of Albany-Dougherty, Inc. - 900 Lippit Dr. Alzheimer's Outreach Center of South Georgia, Inc. - 314 North Jefferson St. Albany Technical Foundation - 1704 S. Slappey Blvd.
	<b>Planned Activities</b>	Improved quality of living
<b>8</b>	<b>Project Name</b>	Capacity Building for Non-Profits

	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Build Community Capacity
	<b>Needs Addressed</b>	Neighborhood Revitalization Public Svcs for Low-Income / Special Needs Program Administration and Planning
	<b>Funding</b>	CDBG: \$38,000
	<b>Description</b>	To provide capacity building training to subrecipients and non-profits.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide capacity building workshops for 10 new nonprofit agencies that serve or seek to serve LMI persons/households.
	<b>Location Description</b>	Within the City Limits of Albany, GA Limits.
	<b>Planned Activities</b>	Capacity building for subrecipients and nonprofits who serve low and moderate income persons
<b>9</b>	<b>Project Name</b>	Fair Housing
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Fair Housing Education
	<b>Needs Addressed</b>	Affirmatively Further Fair Housing Choice
	<b>Funding</b>	CDBG: \$10,384
	<b>Description</b>	Education, outreach, and services related to fair housing.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Seventy-five (75) People will be provided with public services to promote fair housing awareness to include dissemination of educational literature, public service announcements, workshops/trainings, and other initiatives.
	<b>Location Description</b>	Within the City of Albany Limits
	<b>Planned Activities</b>	Fair housing
<b>10</b>	<b>Project Name</b>	Housing Counseling

	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Housing Counseling
	<b>Needs Addressed</b>	Increase Access to Affordable Housing Affirmatively Further Fair Housing Choice
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	To provide financial literacy, pre- and post-default, and other counseling to renters, homeowners, and homeless persons.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To provide housing counseling services to fifty (50) people/households.
	<b>Location Description</b>	Within the City of Albany Limits
	<b>Planned Activities</b>	Housing Counseling
<b>11</b>	<b>Project Name</b>	Homeless Programs
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Homeless Services
	<b>Needs Addressed</b>	Support the Needs of Homeless and At-Risk Persons
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	Services supporting the needs of homeless persons.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To provide thirty (30) persons/households with public services to those who are homeless or at risk of homelessness.
	<b>Location Description</b>	Within the City Limits of Albany, GA Limits.
	<b>Planned Activities</b>	Homeless services
<b>12</b>	<b>Project Name</b>	Rehabilitation Administration

	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Rehabilitation Administration
	<b>Needs Addressed</b>	Program Administration and Planning
	<b>Funding</b>	CDBG: \$27,000
	<b>Description</b>	The costs associated with conducting work write-ups, environmental reviews, and inspections for housing rehabilitation/repair projects.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To complete inspections and formulate Work Specification/Scope of Works for thirty (30) housing units occupied by LMI persons/households.
	<b>Location Description</b>	Within the City Limits of Albany, GA Limits.
	<b>Planned Activities</b>	Rehab administration
<b>13</b>	<b>Project Name</b>	Section 3 Program
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Section 3 Employment Training
	<b>Needs Addressed</b>	Program Administration and Planning
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	To provide very low and low income persons with job training to increase employment opportunities.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To assist twenty (20) low and extremely low income persons/households with job training opportunities.
	<b>Location Description</b>	Within the City Limits of Albany, GA Limits.
	<b>Planned Activities</b>	Job training and economic development
<b>14</b>	<b>Project Name</b>	HOME Administration

	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Program Administration and Planning
	<b>Funding</b>	HOME: \$48,482
	<b>Description</b>	The management and oversight of the HOME Programs by the City of Albany, Department of Community & Economic Development.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not Applicable - Administration of the HOME Program.
	<b>Location Description</b>	230 S. Jackson Street, Suite 315 Albany, GA 31701
	<b>Planned Activities</b>	Administration of the HOME program.
<b>15</b>	<b>Project Name</b>	Rental Rehabilitation
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Rehab / Repair of Existing Housing Units
	<b>Needs Addressed</b>	Maintain Affordable Housing Stock
	<b>Funding</b>	HOME: \$27,745
	<b>Description</b>	Rehabilitation and repair of existing rental units.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The rehabilitation of six (6) rental units occupied by low and moderate income residents.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Rehabilitation and repair of existing rental units.
<b>16</b>	<b>Project Name</b>	AHOP Program



	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Direct Financial Assistance
	<b>Needs Addressed</b>	Increase Access to Affordable Housing
	<b>Funding</b>	HOME: \$25,000
	<b>Description</b>	Direct financial assistance
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To provide direct financial assistance to two (2) LMI households such as first and second mortgages to make homeownership more affordable.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Direct financial assistance
<b>17</b>	<b>Project Name</b>	Down Payment Assistance
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Direct Financial Assistance
	<b>Needs Addressed</b>	Increase Access to Affordable Housing
	<b>Funding</b>	HOME: \$5,000
	<b>Description</b>	Downpayment assistance to LMI homebuyers
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To assist three (3) LMI households with direct financial assistance such as downpayment assistance and closing costs to make homeownership more affordable.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Downpayment assistance to LMI homebuyers
<b>18</b>	<b>Project Name</b>	Tenant Based Rental Assistance
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA

	<b>Goals Supported</b>	Affordable Rental Housing
	<b>Needs Addressed</b>	Increase Access to Affordable Housing
	<b>Funding</b>	HOME: \$221,478
	<b>Description</b>	The provision of rental subsidies to low and very low income renters to ensure that rental housing is affordable.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To assist thirty (30) persons/households with TBRA rental assistance.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Rental Assistance
19	<b>Project Name</b>	CHDO Set-Aside
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Rehab / Repair of Existing Housing Units
	<b>Needs Addressed</b>	Increase Access to Affordable Housing
	<b>Funding</b>	HOME: \$157,116
	<b>Description</b>	To provide funds to one or more Certified CHDOs seeking to undertake an eligible CHDO affordable housing project.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The rehabilitation of existing housing units by Certified CHDOs for occupancy by LMI persons/households.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Eligible CHDO projects
20	<b>Project Name</b>	Disposition
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Acquisition / Disposition of Existing Units

	<b>Needs Addressed</b>	Neighborhood Revitalization Maintain Affordable Housing Stock Increase Access to Affordable Housing
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	The disposition of City-owned properties via donation, lease, and sale to benefit LMI persons/households.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The disposition of two (2) properties to include vacant land or housing units to the benefit of LMI persons/households.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Disposition of properties
<b>21</b>	<b>Project Name</b>	Housing Rehabilitation - HOME
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	<b>Goals Supported</b>	Affordable Rental Housing Rehab / Repair of Existing Housing Units
	<b>Needs Addressed</b>	Neighborhood Revitalization Maintain Affordable Housing Stock
	<b>Funding</b>	HOME: \$150,000
	<b>Description</b>	The rehabilitation of existing housing units to benefit LMI persons.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Rehabilitation of nine (9) housing units for occupancy by LMI persons/households.
	<b>Location Description</b>	Within the City of Albany, GA Limits
	<b>Planned Activities</b>	Housing Rehabilitation
<b>22</b>	<b>Project Name</b>	Tree Plantings/Beautification
	<b>Target Area</b>	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA

<b>Goals Supported</b>	Public Facilities
<b>Needs Addressed</b>	Neighborhood Revitalization
<b>Funding</b>	CDBG: \$10,000
<b>Description</b>	Tree plantings and beautification projects to enhance low and moderate income neighborhoods.
<b>Target Date</b>	6/30/2018
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Two (2) neighborhoods will benefit from tree plantings/beautification projects.
<b>Location Description</b>	Within the City of Albany, GA Limits
<b>Planned Activities</b>	Public Facility Improvements - Tree Plantings/Beautification

## AP-50 Geographic Distribution – 91.220(f)

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

The City of Albany is an entitlement community in southwest Georgia and a recipient of Community Development Block Grant (CDBG) and Housing Investment Partnership Program (HOME) funds.

The City will focus its funding primarily within three priority neighborhoods. These include three Neighborhood Revitalization Strategy Areas (NRSAs). The three priority neighborhoods are:

- **Enterprise NRSA** (composed of Census Tracts 8 and 114)
- **South Albany NRSA** (composed of Census Tracts 14.03, 15, 106.01, and 106.02 to the city limits)
- **East Albany NRSA** (composed of Census Tracts 1, 2, 103.02, and 107)

### Geographic Distribution

Target Area	Percentage of Funds
SOUTH ALBANY URBAN REDEVELOPMENT AREA	33
ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA	33
East Albany NRSA	33

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The City has identified three neighborhoods prioritized for allocation of Consolidated Plan resources, however, individual low- and moderate-income persons residing anywhere in the City may be eligible beneficiaries of CDBG or HOME funds. The City's Neighborhood Revitalization Strategy Areas represent some of the City's most economically distressed areas. All the census tracts represented in these priority areas (except for tract 106.02 in the South Albany NRSA) qualify as what HUD refers to as a Racially Concentrated Area of Poverty, or RCAP. An RCAP has a non-White population of 50% or more and a poverty rate of at least 40%. Additionally, to meet the criteria for qualification as NRSAs (as all three priority neighborhoods do), each of the areas has a low- and moderate-income population share of at least 70%. While poverty and other issues affect neighborhoods throughout the City, the South Albany, East Albany, and Enterprise neighborhoods have particularly acute needs and thus are designated as priorities.

### Discussion

The City will continue to focus the allocation of its CDBG and HOME funds in strategic planning areas of

highest concentration of low and moderate income persons/households to ensure that priority community needs are met. At least 70% of the City's CDBG Allocation for FY 2017-2018 will be directed toward the benefit of low- and moderate-income persons, unless HUD grants the City an extension of this requirement to be satisfied over the next three years. HOME funding will be used to provide housing opportunities for low- and moderate-income households. Additionally, the City will explore opportunities to deconcentrate low and moderate income persons/households in areas of highest concentrations of poverty. This will be facilitated through the provision of vouchers through the Tenant Based Rental Assistance (TBRA) Program and acquisition/rehabilitation of housing units outside of the City's strategic planning areas for rental and homeownership to benefit low and moderate income persons/households.

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

During the 2017-2018 program year, the City of Albany remains committed to the goal of providing decent, safe, energy efficient, and affordable housing and improving the quality of life for its residents. A majority of the housing stock within the strategic planning areas of the City of Albany is classified as being in “deteriorated” condition. In addition, many households struggle with spending too much of their incomes on housing, as such, they are considered to be "cost burdened" or "severely cost burdened". Households should spend no more than 30% of their incomes on housing. Households that pay more than 30% of their incomes on housing are considered to be cost burdened, and households that pay more than 50% of their incomes are considered to be severely cost burdened. Cost burdened households will find it difficult to meet all household needs; severely cost burdened households may be in danger of homelessness. This is an issue of concern within the City of Albany. As a result, the City will seek to make housing more affordable through provision of the below services:

### Repair Programs

The City will continue to partner with capable agencies and developers to preserve the existing housing stock through repair programs such as weatherization, energy efficiency, and emergency repairs. This will assist homeowners in making necessary repairs to ensure housing remains affordable.

### Rental Services

The City of Albany, Department of Community & Economic Development’s Rental Program provides housing to extremely low, low, and moderate income households. The City manages and maintains approximately 185 rental housing units to make affordable housing available to this population.

### TBRA

The City operates a Tenant Based Rental Assistance (TBRA) Program as an essential part of its affordable housing strategy. Market conditions in Albany make TBRA a viable option to address a shortage of affordable rental housing, in a market with increasing demand. Through this program, more very-low and low-income households will be able to obtain decent, safe, sanitary and affordable housing as is the

primary objective of the HOME program.

### Homeless Services

The City will continue providing assistance to homeless families by partnering with agencies that assist the homeless population with public services and housing. Additionally, support services will be provided such as counseling, referrals, and other services to households that were identified as either homeless or those at risk of becoming homeless.

### Homeownership Services

The City of Albany's Affordable Homeownership Loan Program (AHOP) reduces the costs to low- and moderate-income first-time homebuyers and ensures they obtain a sustainable, affordable mortgage that will remain affordable over the life of the loan. Funding will be available to assist with housing financing to low and moderate income prospective homebuyers to include housing counseling, downpayment assistance, and first and second mortgage assistance.

One Year Goals for the Number of Households to be Supported	
Homeless	30
Non-Homeless	41
Special-Needs	1
Total	72

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	30
The Production of New Units	1
Rehab of Existing Units	39
Acquisition of Existing Units	1
Total	71

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



## **Discussion**

The City of Albany promotes affordable housing through the following five (5) strategies:

### **Strategy One – Rehabilitation of Housing**

Analysis – Rehabilitation of existing houses and rental units for very low-income, low-income, and moderate-income owners, especially the elderly and small households, is an on-going need across the City. This is especially true among the low-income households where high percentages of both owners and renters are severely cost burdened and over 60.0 percent of both owners and renters report housing problems. For these owners with limited incomes, simple repairs and maintenance may be a problem and significant work such as a new roof can be ruinous. As such, the City will assist with rehabilitation of housing.

### **Strategy Two – Foster and Maintain Affordable Housing**

Analysis – The City of Albany works with not-for-profit and for-profit housing providers to construct, rehabilitate, and maintain affordable housing. The City provides technical assistance, financial packaging, underwriting analysis to create affordable housing, and assists in the preparation of applications to other funding sources – federal, state, local, and tax credits for affordable housing projects.

### **Strategy Three – Develop Housing for Senior Residents**

Analysis – The City of Albany works with not-for-profit and for-profit housing providers to construct, rehabilitate, and maintain affordable housing. The City provides technical assistance, financial packaging, underwriting analysis to create affordable housing, and assists in the preparation of applications to other funding sources – federal, state, local, and tax credits for affordable housing projects.

### **Strategy Four – Develop Housing for Disabled Residents**

Analysis – The City of Albany works with not-for-profit and for-profit housing providers to construct, rehabilitate, and maintain affordable housing. The CDBG Office provides technical assistance, financial packaging, underwriting analysis to create affordable housing, and assists in the preparation of applications to other funding sources – federal, state, local, and tax credits for affordable housing projects.

### **Strategy Five – Provide Fair Housing Information and Education**

Analysis – Fair housing education and outreach are an important aspect of assisting low- and moderate-

income households and individuals in obtaining their own homes. The City will assist in the delivery of such outreach.

### **Geographic Dispersion**

The City supports providing affordable housing in areas outside of low-income neighborhoods, thereby reducing racial and ethnic segregation, deconstructing poverty, and providing more economic opportunities for low-income households.

In the upcoming program year, the City seeks to provide TBRA Rental Assistance to thirty (30) households which may include homeless persons/households; rehabilitate six (6) rental units; thirty (30) homeowner units with minor repairs; rehabilitate three (3) units for homeownership/rental by Certified CHDOs; acquisition of one (1) property for rehabilitation/resale; and new construction of one (1) housing unit by a Certified CHDO.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Albany Housing Authority (AHA) is an independent entity that help meet the affordable housing needs in Albany through provision of public housing units and vouchers for low-income families. Specifically, AHA's mission is to provide low-income families with safe, secure, and healthy housing, while fostering an atmosphere that allows individual families to develop a sense of community within their neighborhoods. The AHA is supported by the U.S. Department of Housing and Urban Development (HUD), which provided the majority of AHA's funding through annual grant awards. The AHA manages a portfolio of 1,117 units of public housing distributed among 20 different properties as well as 61 Housing Choice Vouchers that recipients may use to subsidize the cost of privately-owned market-rate rental housing of their choice. Additionally, AHA manages the 98 public housing units owned by the neighboring Lee County Housing Authority.

The five primary goals of the AHA are:

- Expand the supply of assisted housing;
- Improve the quality of assisted housing;
- Provide an improved living environment;
- Promote self-sufficiency and asset development of assisted households; and
- Ensure equal opportunity and affirmatively further fair housing.

To fulfill its mission, the AHA works with the City of Albany and through organizations such as the Homeless Provider's Committee and Social Services Coordinating Council to provide affordable housing to the City's low-income residents.

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

AHA implements a "Continued Viability Plan" based on useful life tables and the results of a physical needs assessment that provides for regular maintenance of its properties to ensure their long-term utility. A \$1.025 million Capital Fund Program annual grant from HUD funds AHA's replacement of doors, installation of LED lighting, appliance replacement, kitchen and bath renovations, HVAC installation, roof replacements, and similar maintenance items. The availability of Capital Fund Grants allows AHA to continually improve the quality of its housing stock.

Additionally, AHA has plans for significant revitalization of the West Central Albany area in a project known as The Oaks at North Intown. Planning for the project was funded by a Choice Neighborhoods

Planning Grant and implementation will entail demolition of McIntosh Homes (125 units) and Golden Age (66 units) in order to construct a new, mixed-income community that will catalyze further revitalization of what is currently one of Albany's most distressed neighborhoods. As part of the implementation of The Oaks at North Intown Transformation Plan, the AHA plans to utilize a variety of financing tools such as RAD conversion, LIHTC, and Section 18 demolition and disposition activities.

The revitalization of McIntosh Homes, Golden Age, and West Central Albany is intended to replace the deteriorated and physically obsolete public housing with a new market-quality, mixed-income community providing real housing choices for residents. It is also intended to enhance existing housing, to strengthen access to neighborhood retail, create enduring linkages that support educational, health and wellness, and employment opportunities. AHA is committed to providing affordable housing units to replace the existing 191 units of public housing at McIntosh Homes and Golden Age one-for-one and add another 125-250 units of affordable and market rate housing.

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

AHA will continue to receive periodic input from a Resident Advisory Board and will also continue providing its Family Self Sufficiency program. The Program employs a full time Case Manager who provides general case management, coordination, and referrals for participants who are able to build escrow accounts as they work toward a goal of eventual homeownership.

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

Not applicable. The AHA is designated a "Standard Performer" based on its Draft 2016-2017 Agency Plan.

**Discussion**

The City will continue to work in collaboration with the Albany Housing Authority in serving the housing needs of very low and low income persons. The City will support the efforts of redevelopment of existing public housing and new construction of affordable multifamily housing developments by private developers and the Albany Housing Authority.

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

### **Introduction**

The City of Albany will use all city, state, federal and private resources available to public and private entities to implement the strategic plan in the next year. Such resources include:

- Tenant Based Rental Assistance (TBRA) to provide rental subsidies with HOME Investment Partnership (HOME) funds;
- U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) to assist homeless persons and families;
- Implementation of a Homeless Prevention Program - Rapid Re-Housing with a Homeless Prevention ESG Grant; and
- Georgia Department of Community Affairs Housing Trust Fund (McKinney-Vento) in maintaining programmatic compliance

The City of Albany has experienced an increase in its homeless population. The Albany Dougherty Coalition to End Homelessness, as the primary vehicle for addressing issues of homelessness, has been reconstituted and officers have been duly elected. The Albany Dougherty Coalition to End Homelessness is a coalition of service providers, faith community representatives, and homeless persons. The City and the Coalition participates in the State of Georgia's Balance of State Continuum of Care Plan. The Coalition is responsible for identifying support services and providing referrals to agencies which can assist with the needs of those homeless. The Coalition meets on the last Monday of each month.

The Coalition consists of various types of collaborators and agencies to address the homeless issue in this community, and the 10-year Plan to End Homelessness has been enacted by a resolution that was signed by Mayor Dorothy Hubbard. This plan provides the long-term blueprint for the needs and associated steps that need to be taken to decrease homelessness in our community.

The strategy for eliminating chronic homelessness flows in large measure from the City's housing strategies. As described in the Consolidated Plan, treating the homeless and providing the means and support necessary to make the transition to permanent housing and independent living are all a part of the efforts and programs in place in the City. The institutions and structure to properly address this issue are in place and are described in the homeless inventory section of the Plan. However, the City of Albany relies in large measure upon not-for-profit organizations and service providers to carry out many aspects of homeless assistance. The action plan will address those needs that are expressed by citizens, organizations and consumers to assist in the development of a stronger program to end homelessness in our community. The development of more affordable housing as outlined in the Action Plan will also benefit the City's efforts to reduce homelessness.

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

including

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

Specific needs of Albany’s homeless population include preventative services (including rental, utility, and legal assistance); immediate shelter; ongoing case management to improve life skills, job training, and money management; and resource and referral services to coordinate services by the agencies operating in Dougherty County.

To assist with outreach to homeless persons, the City plans to continue to partner with local entities providing emergency and transitional housing and related services. DCED will continue to partner with the Albany-Dougherty Homeless Coalition to host the Project Homeless Connect event.

To reach specific special needs populations, the 10-year plan identified specific strategies that the City of Albany will continue to implement over the next five years, as follows:

- Veterans: Ensure veterans receive entitlements, organize a “stand-down” event, develop relationships
- Women and children: Establish relationships with resource providers, hold a kids expo, identify a corporate sponsor
- Non-English Speakers: Build relationships with churches, employers, Haven for Hope, and Morningside Methodist Church; hold Spanish book giveaways

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

The City of Albany does not operate a transitional housing program. However, over the next year, it will continue to address homeless priorities established by the Coalition as it seeks to partner with agencies and organizations that provide emergency shelters and transitional housing. The City will allocate \$60,000 for homeless programs in FY 2017-2018.

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

The long-term goal established in the Albany-Dougherty Homeless Coalition’s 10-Year Plan is to increase the availability of transitional and permanent housing units for the chronically homeless. Strategies for increasing the permanent housing supply include:

- Identifying resources (VA, HHS, HUD, state funding, private funding) and community partners for the development of new housing, the acquisition of additional Housing Choice Vouchers, and other permanent housing solutions;
- Connecting with faith-based non-profits to improve access to federal funding opportunities and volunteers;
- Building community support for permanent supportive housing through meetings and discussions with neighbors and others; and
- Developing a transitional and permanent supportive housing program including steps for managing crises and non-intrusive rules that promote safety, cleanliness, and privacy.

As the Coalition enacts this long term goal, the City will take other steps to help homeless persons transition to permanent housing, including its Rapid Re-housing program (funded by an ESG grant) which provides financial assistance to households as the exit shelters. The program will facilitate the move to permanent housing and prevent a return to homelessness by providing security deposit assistance, short term rental assistance, utility deposit assistance, and assistance with utility arrears.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City of Albany seeks to prevent homelessness through provision of its Emergency Solutions Grant (ESG) for rapid re-housing. The rapid re-housing program provides financial assistance to individual and families who are exiting shelters. Participants enrolled in shelters will have access to the following: security deposit assistance, short term rental assistance, utility deposit assistance, and assistance with utility arrears. The City partners will continue to partner with Faith Community Outreach Center, Liberty House of Albany, Open Arms, Inc., and Strive to Thrive and solicit the partnership of other agencies that provide emergency or transitional housing. All participants will be entered into the Client Track database to eliminate duplication of services and to track client progress.

## **Discussion**

In the upcoming program year, the City will continue to seek collaboratives with agencies that serve homeless persons to address homelessness within the City. Additionally, the Homeless Coalition will continue to strategically plan and host activities to serve the needs of the City's homeless population.

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

### **Introduction:**

The Analysis of Impediments to Fair Housing Choice produced in conjunction with this Consolidated Plan contains a more thorough review of barriers to fair and affordable housing and strategies the City and its partners will take to remove them.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

In Albany, often the difficulty associated with affordable housing is the condition of the housing. There may be housing available at an affordable cost, but it may not be in standard condition. City code enforcement actions, paired with the availability of weatherization and emergency repair programs, can help to identify substandard housing conditions and work with homeowners or landlords to improve the housing conditions.

A lack of consolidated public and private investment around specific strategic housing opportunities, namely LIHTC projects, may have the effect of reducing outside investment in the local housing market. Projects such as these are often more successful when there is significant cross-sector buy in from diverse partners. The City will continue to offer developer subsidies to encourage development of affordable housing. Additionally, enhanced code enforcement, provision of weatherization and emergency repair programs, increased collaboration with local partners, and careful, deliberate zoning code amendments will help to alleviate affordable housing barriers.

### **Discussion:**

Issues that can be addressed at the municipal level include land use controls, building codes fees and charges, growth limits, zoning ordinances and policies that affect the return on residential investment. The City has addressed its zoning and land use regulations in an attempt to make them as equitable and open as possible. Development standards, though they sometimes add costs to construction or rehabilitation, are necessary for the safety and health of residents and are in place in most of the participating jurisdictions. Efforts have been made to streamline and facilitate the permitting process locally.

The Department of Community & Economic Development will focus its efforts on outreach and education and other appropriate actions to overcome the effects of the impediments to furthering housing choice. The City of Albany Department of Community & Economic Development will continue to provide outreach and education activities, including general information on fair housing issues, consumer or landlord/tenant complaint assistance, promotion of minority homeownership, facilitation



of homebuyer workshops. Additionally, the City will utilize its resources such as Tenant Based Rental Assistance (TBRA) to provide affordable housing opportunities and choices to LMI persons.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The demand for affordable housing for low to moderate income households in the City of Albany has been persistent as identified in the Consolidated Plan. The City has established the production and maintenance of affordable housing as a high priority need for the community and will focus its efforts in partnering with capable agencies, developers, nonprofits, and CHDOs in maintaining the City's stock of affordable housing units.

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

To help remove obstacles to meeting underserved needs and improve service delivery, the City of Albany will facilitate the development of regional social service collaborations to coordinate the work of social service organizations, disseminate news and information, spearhead community-wide solutions to local needs, and reduce service duplication across non-profit agencies. Additionally, the City will utilize its financial resources and technical assistance to identify and collaborate with partnering agencies that serve the priority needs of LMI persons/households.

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

The City will help foster affordable housing with the federal resources that have been awarded. The City will use several strategies including:

- Acquire vacant properties for rehabilitation and sale/rent to low and moderate income households.
- Construct new affordable, energy efficient housing for low and moderate income households.
- Provide Tenant Based Rental Assistance to low and moderate income households to make housing more affordable.
- Work with local and regional agencies to collaborate and provide direct financial assistance, subsidies, Low Income Housing Tax Credits, rehabilitation, and energy assistance to low and moderate income households.
- Increase the number of affordable housing units by applying for additional Section 8 vouchers should they become available.
- Promote public-private partnerships for affordable housing development.
- Leveraging affordable housing resources in the community through the creation of mixed-financed housing.
- Pursuing housing resources other than Section 8 tenant-based assistance.

- Target available assistance to families at or below 30% of AMI, homeless, and the elderly by continuing to do outreach to community partners that serve the low-income, homeless, and the elderly.
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.

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

The Dougherty County Health Department will continue lead screenings. Properties proposed for rehabilitation will be screened for lead-based paint, and the applicants of housing repair programs will be provided with educational literature on lead-based paint hazards to increase awareness.

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

The City will continue development in its three designated target areas and NRSAs and continue to promote job training, employment services, and small business and micro enterprise development through partnerships with local colleges, chambers of commerce, incubators, and business development centers. Additionally, the City will continue to provide rental subsidies to offer housing opportunities and options to low and moderate income households and also reduce housing cost burdens.

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

The development of social service collaborations across the region to coordinate the work of social service organizations, disseminate news and information, and spearhead community-wide solutions to local needs is necessary to assist the community in overcoming gaps in services and reduce service duplication for the homeless.

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

The City will work to foster collaboration through dissemination of services, news, and information across social service organizations, subcontractors, and public and private entities. The City will encourage community-based solutions and regional partnerships.

### **Discussion:**

The City will continue its efforts to increase collaborations between public and private agencies to ensure that the needs of its low to moderate income households are met to ensure concerted efforts, coupling of available resources, and continued partnerships. As federal, state, and local funding decreases, it is imperative to collectively strategically plan in sustaining and redeveloping

Albany communities. Existing partnerships will be expanded and duplication of services will be eliminated where possible to ensure good stewardship of available funding.

## Program Specific Requirements

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

#### Introduction:

The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income over the consecutive period of 2017-2018 is 70.00%, unless HUD grants the City an extension of this requirement to be satisfied over the next three years to aide the City with disaster relief efforts.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

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

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as follows:

The City does not anticipate utilizing any other forms of investment beyond those identified in Section 92.205

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

See Appendix for the City's Resale/Recapture provisions.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

See Appendix for the City's Resale/Recapture Provisions.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City has no plans to utilize HOME funds to refinance existing debt secured by multifamily housing rehabilitated with HOME funds.

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

1. Include written standards for providing ESG assistance (may include as attachment)
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

5. Describe performance standards for evaluating ESG.

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

1. Distribution of Funds

- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).
  
- b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.
  
- c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.
  
- d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.
  
- e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.
  
- f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.
  
- g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

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

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

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

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

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

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

**5. Rehabilitation Standards.** The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter "N/A".

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



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

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

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

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

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

**Discussion:**

The City will ensure that the program-specific requirements for both the HOME and CDBG Programs are satisfied and that applicable HOME Agreements and Contractual Agreements identify specific project delivery information, including benchmarks/milestones with realistic deadlines, and that outcomes and measureables are satisfied with awarded funding.

# **Appendix I**

NOTICE OF PUBLIC HEARING

I. Summary of Proposed FY 2017-2018 Action Plan: Table with columns for Allocation, Estimated 2017-18 Grant Award, and Estimated Program Income. Rows include Administration, Section 108 Loan Payments, Disposition, Loan Servicing, Microbusiness Enterprise Center, Housing Rehabilitation, Capacity Building, Fair Housing, Rehabilitation Administration, and Section 3.

II. Summary of Substantial Amendment to FYs 2014, 2015, and 2016 Action Plans: Table with columns for Disposition, Far Housing, Homeless Programs, CHDO Capacity Building, Acquisition/Rehab, FAH Beautification, CHDO Set Aides, New Construction, DRA, and Homebuyer Rehab. Rows describe funding changes for various programs.

III. Public Hearing and Comment Period: A public hearing is required by the City's Citizen Participation Plan and U.S. Department of Housing and Urban Development (HUD) Regulations to seek citizen input prior to submission to HUD. The public hearing will be held on Monday, May 22, 2017 at 6:00 p.m. at the following location: Microbusiness Enterprise Center, 230 South Jackson Street, 3rd Floor Conference Room, Albany, Georgia 31702.

AVISO DE AUDIENCIA PÚBLICA

I. Resumen del Plan de Acción del Año Fiscal 2017-2018 propuesto: Table with columns for Allocation, Estimated 2017-18 Grant Award, and Estimated Program Income. Rows include Administration, Section 108 Pagos a préstamos, Disposition, Loan Servicing, Microbusiness Enterprise Center, Housing Rehabilitation, Capacity Building, Fair Housing, Rehabilitation Administration, and Section 3.

II. Resumen de la Enmienda Sustancial a los Planes de Acción de 2014, 2015 y 2016: Table with columns for Disposition, Vivienda justa, Programas sin hogar, Creación de capacidad CHDO, Adquisición / Rehabilitación, FAH Embellecimiento, CHDO Establecer Aides, Nueva construcción, DRA, and Homebuyer Rehab. Rows describe funding changes for various programs.

III. Audiencia Pública y Período de Comentarios: Una audiencia pública es requerida por el Plan de Participación Ciudadana de la Ciudad y el Reglamento del Departamento de Vivienda y Desarrollo Urbano (HUD) de los Estados Unidos para buscar la información de la Ciudad y el Reglamento del Departamento de Vivienda y Desarrollo Urbano (HUD) de los Estados Unidos para buscar la información del ciudadano antes de ser presentada a HUD.

world & nation
Macron's presidential campaign gets hacked

By STEVE ALMASY
CNN

French presidential candidate Emmanuel Macron has been the victim of a "massive and coordinated hacking operation," his campaign team said, slamming the attack as a last-ditch attempt to undermine him before today's election.



France presidential candidate Emmanuel Macron's campaign was hacked before today's French presidential election. (Photo: CNN)

The election campaign period officials closed with its restrictions on campaigning, reporting and polling. These restrictions are aimed at preventing last-minute scandals from emerging and influencing the election's outcome. Around 14.5 gigabytes of emails, personal and business documents were posted to the text-sharing site Pastebin through links to more than 70,000 files, a CNN look at the data shows.

French presidential candidate Emmanuel Macron's campaign was hacked before today's French presidential election. The attack was a last-ditch attempt to undermine him before today's election. The election campaign period officials closed with its restrictions on campaigning, reporting and polling.

U.S. intelligence officials have said Russia meddled in the November elections, and Congress is investigating the allegations. Russia has denied any interference. En Marche! said that some of the files circulating were obtained several weeks ago after personal and professional email accounts were hacked.

NATION WORLD

Miss. River resting in Ill., southern Mo.

Nearly 10 million people across the Midwest were under a flood warning Saturday as several spots along the Mississippi River were expected to reach near-record crests this weekend, the latest threats to a region that got slammed this week by severe flooding.

A forensic pathologist calculated Piazza had a blood alcohol content between .26 and .36 percent at one point during the night — an amount that would render him "stuporous" and be "life-threatening," the statement said.

82 Chibok girls released in Nigeria

Eighty-two Chibok schoolgirls have been released after successful negotiations between the terrorist group Boko Haram and the Nigerian government, according to a government official close to the negotiations.

EPA's Pruitt recuses self from lawsuits

EPA Administrator Scott Pruitt is recusing himself from lawsuits he was previously involved in as attorney general of Oklahoma, including litigation over the Obama-era Clean Power Plan and Waters of the United States rule.

Manslaughter charges filed in death of Penn State frat pledge

Eight members of a Penn State fraternity were charged Friday with involuntary manslaughter in the death of a student after a night of heavy drinking, the local district attorney's office said.

2 killed as bombs rock Manila

Two bomb blasts killed at least two people and wounded at least six others Saturday in the Philippine capital, police told CNN. The explosions rocked the Quiapo district of Manila, police said, according to CNN Philippines.

LEGALLY SPEAKING

by Attorney Betty J. Moore

People should always remember their legal rights under the United States and Georgia constitutions when contacted or approached by a police officer.



Betty J. Moore

Officer, if I am under arrest or being detained, please tell me so. If I am free to go, please tell me so.

Although, you may be suspicious of me, I do not consent to be searched or give you permission to search me or my personal things, including my motor vehicle.

If I am in a motor vehicle and you suspect illegal drug activity and I refuse to give you consent to search that you may call for a drug sniffing dog that is trained to detect and discover illegal drugs.

If I am arrested, please do not ask me any questions, because I am not willing to talk to you until I speak to a lawyer.

If I am transported to your police department for questioning, my rights must be read and signed by me before I talk to you.

I understand that if I agree to talk to you that I can stop the interview at any time and ask to speak to a lawyer.

I understand that any oral or written statements made by me in your presence, in or outside of the police car or in an interview room in your police department may be used against me in a Court.

If you do not understand these statements, please contact your field commander right now. Thank you

for respecting my most important rights. This is not provided for legal advice but for information only by Attorney Betty J. Moore whose law office number is (229) 573-7373.

THE OBSERVATION

by Rev. Dr. Lavarn Watson

The GOP passed a bill that only helps the wealthy by taking away from the poor.



Rev. Dr. Lavarn Watson

One example is the Trump one page tax system is some system. It has everyone talking about a one page presentation of tax program. I feel it is just manipulation and deception.

After all of the above, it took the White House 18 days to fire Flynn, and by the way, President Obama had warned Trump not to hire Flynn in the first place.

The Washington Post released the news of Flynn ties with Russia 18 days after Yates warned the White House, and it appears that The Washington Post release is the reason Trump fired Flynn.

Oh well, I am still observing.

The Observation by Lavarn C. Watson D.S.T., PhD

DUKES LEGISLATIVE AND COMMUNITY REPORT

by Winfred Dukes

Legislation addressing issues of the growing opioid epidemic in Georgia and permitting firearms carry on college campuses have been signed into law by the governor.



Rep. Winfred Dukes

There are three bills concerning opioid abuse: Senate Bill 121, the Jeffrey Dallas Gay, Jr., Act; Senate Bill 88, the Narcoctic Treatment Programs Enforcement Act; and se Bill 249.

SB 121 exempts Naloxone, the emergency drug used to reverse opioid overdoses, from the dangerous drug list when it is used for drug overdose prevention and supplied by a dispenser for various types of rescue kits.

Provisions of HB 249 include moving the Prescription Drug Monitoring Program from the Georgia Drugs and Narcotics Agency to the Department of Public Health.

House Bill 280 permits weapons carry license holders to carry firearms in specific and limited areas on college campuses.

Buildings or property used for athletic sporting events;

Student housing, including but not limited to dormitories, fraternity and sorority houses;

Any preschool or childcare space;

Any room or space being used for classes related to a college and career academy or other specialized school;

Any room or space used for classes in which high school students are enrolled through a dual enrollment program, including, but not limited to, classes related to the "Move on When Ready Act";

Any faculty, staff, or administrative offices; and, Rooms where disciplinary proceedings are conducted.

For more information on this legislation visit www.legis.ga.gov

BLACK HISTORY ANSWER

Bernard Shaw (widely respected for his coverage of Presidential elections and the Gulf War)

NOTICE OF PUBLIC HEARING

I. Summary of Proposed FY 2017-2018 Action Plan:

The City of Albany, Georgia is proposing its allocation of Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funding in its proposed FY 2017-2018 Action Plan.

Table with 2 columns: CDBG Allocation and HOME Allocation. Rows include Estimated 2017-18 Grant Award, Administration, Section 108 Loan Payments, Disposition, Loan Servicing, Microbusiness Enterprise Center, Housing Rehabilitation, Capacity Building, Housing Counseling, Public Service Grants/Competitive, Homeless Programs, Fair Housing, Rehabilitation Administration, Section 3.

II. Summary of Substantial Amendment to FYs 2014, 2015, and 2016 Action Plans

The City of Albany, Georgia is proposing a substantial amendment of FYs 2014, 2015, and 2016 Action Plans.

Table with 4 columns: Disposition, Funding, FY 2014 (CDBG), FY 2016 (CDBG), FY 2014 (HOME), FY 2016 (HOME). Rows include Disposition, Fair Housing, Homeless Programs, CHDO Capacity Building, Acquisitions/Rehab, FAB-Beautification, CHDO Set Asides, New Construction, DPA, Homebuyer Rehab.

III. Public Hearing and Comment Period

A public hearing is required by the City's Citizen Participation Plan and U.S. Department of Housing and Urban Development (HUD) Regulations to seek citizen input prior to submission to HUD.

Please mail written comments to the following address no later than Friday, June 23, 2017. You may also call (229) 483-7650 between the hours of 9:00 am and 4:00 pm or email written comments to gmillis@albanyga.us.

The City of Albany adheres to the rules and regulations of the Americans with Disabilities Act of 1990. If you have special needs that must be met to facilitate your attendance, please call (800) 251-2910.

AVISO DE AUDIENCIA PÚBLICA

I. Resumen del Plan de Acción del Año Fiscal 2017-2018 propuesto:

La Ciudad de Albany, Georgia, propone la asignación de fondos de la Subvención de Bloque para el Desarrollo Comunitario (CDBG) y del Programa de Asociaciones de Inversión en el Hogar (HOME) en su Plan de Acción para el Año Fiscal 2017-2018.

Table with 2 columns: Asignación de CDBG and Asignación de vivienda. Rows include Premio de subvención 2017-18 estimado, Ingreso estimado del programa, Administración, Adquisición de 108 Pegos e préstamos, Disposición, Servicio de préstamo, Centro Empresarial de Microempresa, Rehabilitación de viviendas, Creación de capacidad, Consejería de Vivienda, Subvenciones de Servicio Público / Competitivas, Programas sin hogar, Vivienda Justa, Administración de Rehabilitación, Sección 3.

II. Resumen de la Enmienda Sustancial a los Planes de Acción de 2014, 2015 y 2016

La Ciudad de Albany, Georgia, propone una enmienda sustancial de los Planes de Acción de los años fiscales 2014, 2015 y 2016.

Table with 4 columns: Disposición, En 2015 (Kdabj), En 2016 (Kdabj), En 2014 (Kdabj), En 2016 (Kdabj). Rows include Disposición, Vivienda Justa, Programas sin hogar, Creación de capacidad CHDO, Adquisición / Rehabilitación, FAB-Embellecimiento, CHDO Establecer Asides, Nueva construcción, DPA, Homebuyer Rehab.

III. Audiencia Pública y Período de Comentarios

Una audiencia pública es requerida por el Plan de Participación Ciudadana de la Ciudad y el Reglamento del Departamento de Vivienda y Desarrollo Urbano (HUD) de los Estados Unidos para buscar la información del ciudadano antes de ser presentada a HUD.

Por favor envíe sus comentarios por escrito a la siguiente dirección a más tardar el viernes, 23 de junio de 2017. También puede llamar al (229) 483-7650 entre las 9:00 am y 4:00 pm o enviar comentarios por correo electrónico a gmillis@albany.ga.us.

La Ciudad de Albany se adhiera a las reglas y regulaciones de la Ley de Americanos con Discapacidades de 1990. Si tiene necesidades especiales que deben ser cumplidas para facilitar su asistencia, por favor llame al (800) 251-2910.



## Public Hearings

### Proposed Use of Funds 2017-2018 Annual Action Plan and Substantial Amendment (FYs 2014, 2015, and 2016)

May 22, 2017



## HUD Updates

- Congress has not completed the appropriations process for HUD's FY2017 Appropriation.
- HUD cannot predict when its FY 2017 appropriations bill will be enacted and when it will be able to announce FY 2017 allocation amounts.

## Continued...

- Grantees may conduct citizen participation on its draft plan based on estimated amounts with a contingency provision language for adjustments to be made based on the final allocation amounts.
- Alternatively, a grantee may prepare a proposed action plan according to its normal time table but wait until actual allocation amounts are known before undertaking citizen participation actions.
- To coincide with the City's normal budget process which requires Commission approval by June 30<sup>th</sup>, DCED will proceed with a draft budget based upon estimated allocations.
- Contingency language advertised to the public advises that the City's proposed CDBG and HOME program budgets and activities may be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

## Continued...

- As in past years, the appropriations act directs HUD to announce formula allocation amounts within 60 days of enactment. HUD is expediting its process for computing formula allocation amounts under CDBG's formula programs.
- Timing of the enactment of the FY 2017 appropriations act may leave insufficient time for Grantees to complete their pre-submission or pre-amendment citizen participation publication and comment process before the statutory August 16, 2017 submission deadline.
- To address this potential issue, HUD has issued a waiver of the regulatory 30-day citizen participation public comment period for states and local jurisdictions, in favor of a minimum 14-day comment period.
- The City will maintain its 30 days comment period to afford ample time for citizen comments.

  
 HUD  
 CITIZEN  
 PARTICIPATION

## Leading Agency

The City of Albany, Department of Community and Economic Development is responsible for administration and oversight of the CDBG and HOME Programs.



## Community Development Block Grant (CDBG) Funds



- HUD awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.
- 70% of funds must be used to serve low to moderate income persons
- 20% Cap on administrative costs.
- Maximum 15% for public service activities.
- For 2017-2018, the City has requested regulatory and program waivers from HUD to assist with disaster relief efforts.



## How is CDBG Funding determined?

- HUD determines the amount of each entitlement grant by a statutory dual formula based on objective measures of community needs:
  - Extent of poverty;
  - Population;
  - Housing overcrowding;
  - Age of housing; and
  - Population growth lag in relationship to other metropolitan areas.

## Eligible Uses for CDBG Funds

- CDBG funds may be used for activities which include, but are not limited to:
  - Acquisition of real property;
  - Relocation and demolition;
  - Rehabilitation of residential and non-residential structures;
  - Construction of public facilities and infrastructure improvements;
  - Public services; and
  - Economic development activities.

## Home Investment Partnership Program (HOME) Funds

- The HOME Investment Partnerships (HOME) Program provides formula grants to States and localities that become known as Participating Jurisdictions (PJs).



## How is HOME Funding determined?

- After set-asides for technical assistance and insular areas are subtracted from the total appropriation from Congress, 40% of each annual appropriation is allocated by formula to States and 60% to Local Governments.
- 10% Cap on administrative costs.
- Required 15% Minimum CHDO Set-aside

## Eligible Uses for HOME Funds

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- New Construction of Housing
- Rehabilitation of Housing
- Reconstruction of Housing
- Conversion for Housing
- Site Improvements (on-site)
- Relocation Costs
- Refinancing
- Tenant Based Rental Assistance (TBRA)

## How are Activities Selected?

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- City's Five Year Consolidated Plan's community priorities, goals, and objectives.
- Citizen Input
- City's Review and Assessment of Programs/Services and Overall Performance

## FY 2017-2018 Draft Annual Action Plan CDBG Funding

➤ HUD CDBG Allocation: Undetermined; award of the City's allocation will likely be in June 2017.

○ Estimated at \$850,744

➤ Projected CDBG Program Income: \$715,000

Total CDBG Funding: \$1,565,744

## Proposed CDBG Activities

• Administration	\$313,149
• Section 108 Loan Payments	\$338,211
• Disposition	\$30,000
• Loan Servicing	\$155,000
• Microbusiness Enterprise Center	\$275,000
• Housing Rehabilitation	\$172,000

## Continued...

• Capacity Building	\$38,000
• Housing Counseling	\$37,000
• Public Service Grants/Competitive	\$100,000
• Homeless Programs	\$60,000
• Fair Housing	\$10,384
• Rehabilitation Administration	\$27,000
• Section 3	\$10,000

### FY 2017-2018 Draft Annual Action Plan HOME Funding

- HOME Allocation: Undetermined; award of the City's allocation will likely be in June 2017.
  - Estimated at \$382,821
- Projected HOME Program Income: \$91,000
- Total HOME Funding: \$473,821

## HOME Proposed Activities

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• Administration	\$47,382
• Tenant Based Rental Assistance (TBRA)	\$176,000
• Housing Rehabilitation	\$173,874
• CHDO Set-aside	\$57,424
• CHDO Operating	\$19,141

## Questions/Comments ???



### Summary of Substantial Amendment FYs 2014, 2015, and 2016 Action Plans:

- Public input is required by the City's Citizen Participation Plan and the U.S. Department of Housing and Urban Development (HUD).
- The amendment is required to modify the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program budgets and to add or delete projects.

### Substantial Amendments

<b>Disposition</b> Disposition expenses were less for the program year.	FY 2015 (CDBG) \$60,000	FY 2016 (CDBG) \$30,000
<b>Fair Housing</b> Funding was increased to assist with fair housing initiatives.	FY 2016 (CDBG) \$1,000	FY 2016 (CDBG) \$5,600
<b>Homeless Programs</b> Funding increased to assist homeless and displaced individual households during the January 2017 tornadoes.	FY 2016 (CDBG) \$54,285	FY 2016 (CDBG) \$118,522
<b>CHDO Capacity Building</b> Fewer CHDOs attended workshops and trainings during the program year.	FY 2014 (CDBG) \$9,381	FY 2016 (CDBG) \$0
<b>Acquisition/Rehab</b> Funding was increased to facilitate acquisition/rehabilitation/sale of available housing units.	FY 2016 (CDBG) \$0	FY 2016 (CDBG) \$40,310

## Continued...

<b>FAB-Beautification</b> Funding made available for neighborhood beautification projects.	FY 2016 (CDBG) \$0	FY 2016 (CDBG) \$20,000
<b>CHDO Set Asides</b> Funding reprogrammed to assist with the development of new construction rental housing.	FY 2016 (HOME) \$167,115	FY 2016 (HOME) \$0
<b>New Construction</b> Funding increased for development of new construction rental and homeownership housing.	FY 2016 (HOME) \$0	FY 2016 (HOME) \$400,499
<b>DPA</b> Funding increased to provide direct financial assistance to eligible homebuyers.	FY 2015 (HOME) \$0	FY 2015 (HOME) \$39,896
<b>Homebuyer Rehab</b> Funding was increased to rehabilitate housing for homeownership.	FY 2015 (HOME) \$0	FY 2015 (HOME) \$150,000

## Questions/Comments ???





## Citizen Comments

Mail written comments through Friday, June 23, 2017 by 4:00 p.m. to [ginills@albanyga.us](mailto:ginills@albanyga.us).

or

Call 229.483.7650 between the hours of 9 a.m. and 4 p.m.

or

Drop written comments off to:

City of Albany

Department of Community and Economic Development

Attention: Ginette Mills

230 South Jackson Street, Suite 315

Albany, Georgia 31702

## Thank you for your Feedback!

*Thank  
you*



11 SURVEYS

## COMMUNITY MEETING – NEEDS ASSESSMENT

February 2, 2017 @ 5:30 p.m.

Location: Holman Albany Housing Authority Complex Building (2128 W. Gordon Avenue)  
Neighborhood Watch

### SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
VINCENT COLLINS	7915 SHADOW LAWN	397-6111	
Mattie Wright	1102 Duke	439-7196	
Brenda Smith	2009 Colquitt Ave	291-7173	
Verdell Wimbush	2111 Jones Ave.	435-1672	
Eva M. Smith	2110 West Gordon Ave.	883-3181	
Diana Lockhart	1005-B University	434-0029	
Elaine Smith	2019 W Waddell Ave	894-3457	
May Mark	2104 W Gordon Ave	436-1746	
Alfonza Lewis	2114 W. Waddell Ave	894-3461	MRAlfonzaLewis@yahoo.com
Nita Young	703 Drexel St	308-0366	nita.young@gmail.com
William CoE	2105 Techwood Dr	229-296-4777	

**COMMUNITY MEETING – NEEDS ASSESSMENT**

**February 6, 2017 @ 6:00 p.m.**

**Location: Law Enforcement Center (201 W. Oglethorpe Blvd.)  
Neighborhood Watch Meeting**

**SIGN-IN SHEET**

NAME	ADDRESS	PHONE NUMBER	EMAIL
Otis Gaxner	410 Whitney Ave	229 435-1920	
Annie Teener	2208 So Washington St	229 436-5022	
Robert Jaxon	2210 Grady St	229 455-6706	
Ola Smith	914 Gofferies Ave	229 432-7528	
Quinn Wooden	506 Corn	229 434-1840	
Loene Stella	1201 E. Tipton Ave	229-883-9906	
Melvin Block	710 Ct 101	446-8367	
Marjorie Buchanan	P.O. Box 444	229-881-4497	
Deloris Spears	627 Cedar Ave	229 449-0057	deloisjspears1@gmail.com
Ralph Ransau	503 Cherry Ave	229-883-1293	

10 SURVEYS

**COMMUNITY MEETING – NEEDS ASSESSMENT**

**February 14, 2017 @ 7:00 p.m.**

**Location: Albany Police Dept. Crime Prevention Bldg. (Corner of Broad Ave. & S. Madison)  
Neighborhood Watch**

**SIGN-IN SHEET**

NAME	ADDRESS	PHONE NUMBER	EMAIL
Sybil L. Thomas	624 W. Lincoln Ave.	229-436-7054	Mz SybilU@Axl.com
Katherine Rollins	628 W. Lincoln Ave.		KRollins@gmail.com
Mayor + Jackie Giff	618 W. Mercer Av	229-435-4355	
Betty Willford	613 W. Lincoln Ave	229 888 6839	BettyTing@BellSouth.net
Delma Terrell	617 W. Lincoln Ave	432-2102	
Gloria Hymalgh	710 W. Gordon Ave	229-299-1006	ghridges@ymail.com
Elfreda Taylor	708 W. Lincoln Ave	229 881 + 322	
Dorothy Johnson	621 W. Lincoln	229-299-3280	dorothyj418@gmail.com
Jacquelyn Howard	609 W. Lincoln Ave	229-336-9254	
ROBERT WILLFORD	613 W. Lincoln Ave.	(229) 888-6839	

# COMMUNITY MEETING - NEEDS ASSESSMENT

13  
SURVEYS

February 16, 2017 @ 6:00 p.m.

Location: Robert Cross Middle School Cafeteria (324 Lockett Station Road)  
Neighborhood Watch

## SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Betty New	615 Longbow Dr.	439-1083	b_new@nykn.com
Earnestine Taylor Jones	601 Arrowhead Lane	883-0401	stine.jones@mchs.ccm
Alice Maultie	613 Longbow Dr. Alb	883-4567	---
Margaret Colquitt	600 Mohawk Court	376-6111	marge.colquitt@bellsouth.net
Ence DeCuir	414 Whipperwill rd Albany Ga	430-4717	e.decur15@gmail.com
Shelton Wms	509 Deer Ct.	431-3157	---
Henry Beal	614 Bison Lane	347-0276	beal-h@bellsouth.net
Lynn Reed	626 Indian Creek Dr	395 9814	---
Shelton William	600 Paines Ct.	278-0874	---
Stonk Gaines	3230 Pinyon Dr	436-4145	ggaines305@AOL.com
Vincent Collier	602 Bison Lane	488-7784	VCOL548999@AOL.com
Baron Collier	623 Longbow Dr	449-8936	baron.collier@fidel.com
JENNA WITZ	2105 NOTTINGHAM WAY	431-2155	JWITZ@ALBANY.GA.US

## COMMUNITY MEETING – NEEDS ASSESSMENT

February 16, 2017 @ 6:00 p.m.

Location: Robert Cross Middle School Cafeteria (324 Lockett Station Road)  
Neighborhood Watch

### SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Michael S. Persky	201 W. Oglethorpe Blvd	229-431-3277	mpersky@dougherty.ga.us
RON ROWE	320 N. JACKSON	229 431 3266	crowe@dougherty.ga.us
SEBOW BURNS	320 N. JACKSON	229-431-3262	SBURNS@dougherty.ga.us
Carlton Russell	320 N. JACKSON ST	229-431-3227	CRussell@dougherty.ga.us
Nancy Wright	610 Canoe Ct.	229/883-8910	wright8910@bellsouth.net
Bobby Gay	611 Bison Lane	229 343 085	BobbyGay@hotmail.com
Jean Dixon	620 Aztec Ln.		
Carl Garrett	608 Indian Creek Dr	229 854-8636	Carl Garrett 25 @ Gmail.com



## COMMUNITY MEETING - NEEDS ASSESSMENT

February 23, 2017 @ 7:00 p.m.

Location: Greater Second Mt. Olive Community Outreach Center  
302 Atkins Street

### SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Quintina Taylor	2107 Nottingham Way #3	(229) 296-1111	taylor.quintina@yahoo.com
Charlie Speake	206 Webster Ave	229 255 7973	GreeneClb@yahoo.com
Gwen Rhenwick	918 B 7 <sup>th</sup> Ave Albany <sup>31701</sup>	404-550-0754	grhenwick@yahoo.com
JUDY M. JONE	301 W. MERCER AVE	(229) 449-3069	
Ian Walker	622 Sandalwood Cr	(229) 395-1526	ianwalker402@gmail.com
Estella Albert	1513 Skylark Lane	(229) 883-1469	randolph.albert@att.net
Bessie Thomas	618 Albert Ct	229/347-3172	thomas_lee69@yahoo.com
Lynda Raybon	709 Goodall Ave	(229) 291-3514	lynda.raybon@gmail.com
Leesa Daphney	728 Bonnyview Ave	229-255-6016	rosadaphney@gmail.com
Mini Peggy Lopez	307 Foxfire Dr	(229) 347-1671	PPGNIE Mchsi.com
Raymi Stephens	227 Hickory Grove Road	229) 420-9184	stephensmg952@mcbr.com
Sheka Hopper	210 Clay St Albany, GA <sup>31705</sup>	229. 733. 7423	eshoka.hopper@gmail.com
Kenderson Hill	2510 Beechview Drive	229-291-5088	Kenhill177@yahoo.com



## COMMUNITY MEETING – NEEDS ASSESSMENT

February 23, 2017 @ 7:00 p.m.

Location: Greater Second Mt. Olive Community Outreach Center  
302 Atkins Street

### SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Donna McCain	1028 Winfred Rd	229 430-9058	Donna-mccain@att.net
Cleo Garner	404 Finch St 31705	229-405-1498	Cleogarnier@Bellso.net
Delois Colman	601 Eugemar Dr. Albany 31707	229-439-1491	deloiscolman@yoducor.com
Sharon Johnson	100 B Laundry of Albany <sup>31707</sup>	229-903-1153	sharonjohnson100@yalecs.com
Annette Hopper	721 Wheeler Ave Apt B	229-291-8624	annettehopper7@gmail.com
Kathie Simms	708 Branch Rd.	(229) 364-2990	Kathie.Simms@dph.ga.gov
A. Ruth Kendall	1200 Westwood Dr. #8	(229) 888-6346	
Kael Crawford	1000 Don Cutler Sr. Dr.	229) 395-9701	Crawford.513@hotmail.com
Edward Fleweller	105 Broadleaf Dr	229-886-7589	<del>229-291-1874</del> Hot mail.com
Georgia A. Williams	316 Vick St	229-291-1874	N/A
Ronid Stephenson	227 Hickory Grove Rd. Leesburg Ga. 31763	229-291-1397	Stephenson9352@mehsi.com
Benjamin Fletcher	300 Raintree Drive Albany 31705	(229) 347-1745	lizzc002@gmail.com
Elizabeth Fletcher	300 Raintree Drive Albany 31705	(229) 347-6434	lizzc002@gmail.com

# COMMUNITY MEETING – NEEDS ASSESSMENT

27 SURVEYS

February 23, 2017 @ 7:00 p.m.

Location: Greater Second Mt. Olive Community Outreach Center  
302 Atkins Street

## SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Beehive Hill	404 Vintage Rd	229-886-0135	Cranehill58@gmail.com
Roman Hopper	210 Clay St Albany GA 31705	331-733-5083	roman.hopper82@gmail.com
Curtis Simmons	708 Branch Rd Albany	229-436-7030	C.Simmons152@gmail.com
Michael J. Persley	1905 River Pointe Dr	229-438-7576	mikepersley197@gmail.com
Bobby Coleman		229-343-0668	bcoleman@Albany.GA.US
Shirley Ingram	230 S Jackson St	229-483-7650	
Ginette Mills	230 S Jackson St	229-483-7650	
Clinton Johnson	302 Atkins St	229-291-0121	clintjohn1978@hotmail.com





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## CITY OF ALBANY COMMUNITY NEEDS SURVEY

Summary → Design Survey → Collect Responses → Analyze Results

### CURRENT VIEW

+ FILTER | + COMPARE | + SHOW

### No rules applied

Rules allow you to FILTER, COMPARE and SHOW results to see trends and patterns. [Learn more »](#)

RESPONDENTS: 73 of 73

Create Report Share All

- Question Summaries
- Data Trends
- Individual Responses

PAGE 1: Your Opinion Counts!

Q1

Customize Create Report

### SAVED VIEWS (1)

Original View (No rules applied)

+ Save as...

### REPORTS

### SHARED DATA

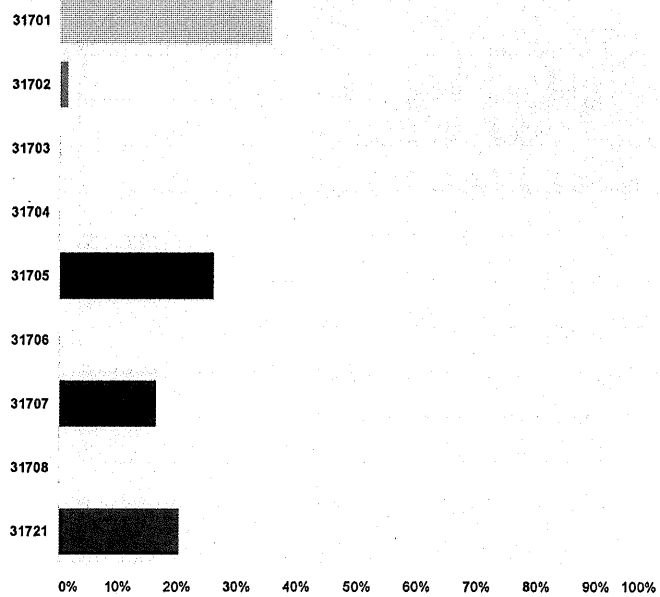
### No shared data

Sharing allows you to share your survey results with others. You can share all data, a saved view, or a single question summary. [Learn more »](#)

Share All

### Please select the Zip Code where you live.

Answered: 73 Skipped: 0



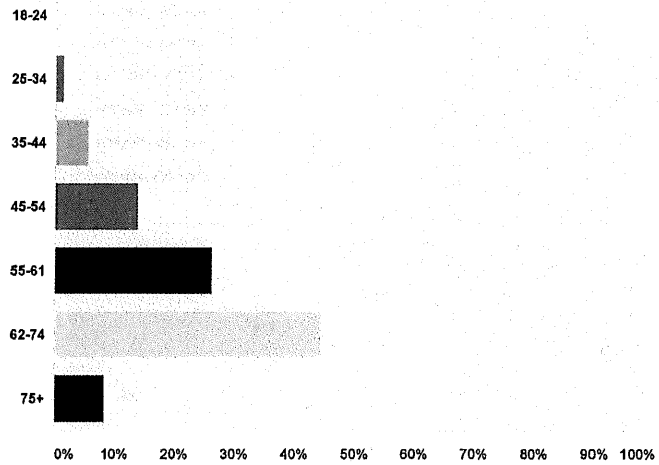
Answer Choices	Responses	Count
31701	35.62%	26
31702	1.37%	1
31703	0.00%	0
31704	0.00%	0
31705	26.03%	19
31706	0.00%	0
31707	18.44%	12
31708	0.00%	0
31721	20.55%	15
Total		73

Q2

Customize Create Report

### Which is your age group?

Answered: 72 Skipped: 1



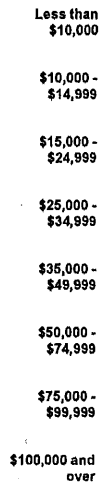
Answer Choices	Responses
18-24	0.00% 0
25-34	1.39% 1
35-44	5.56% 4
45-54	13.89% 10
55-61	26.39% 19
62-74	44.44% 32
75+	8.33% 6
<b>Total</b>	<b>72</b>

Q3

Customize Create Report

### What is your total household income?

Answered: 69 Skipped: 4



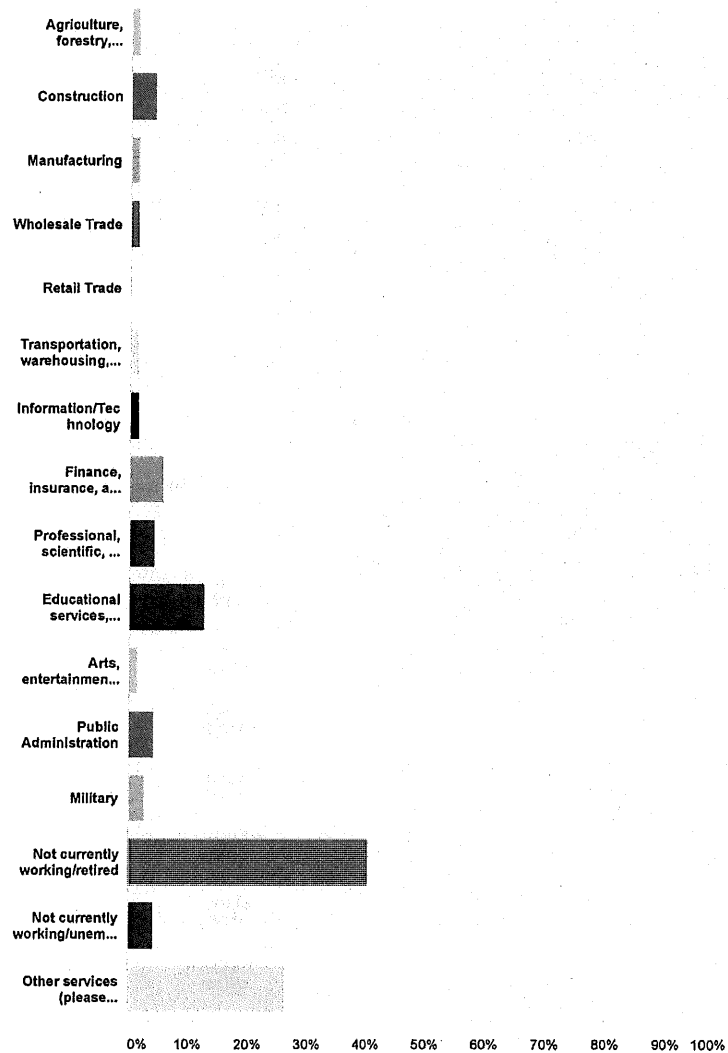
Answer Choices	Responses	
▼ Less than \$10,000	10.14%	7
▼ \$10,000 - \$14,999	5.80%	4
▼ \$15,000 - \$24,999	18.84%	13
▼ \$25,000 - \$34,999	15.94%	11
▼ \$35,000 - \$49,999	15.94%	11
▼ \$50,000 - \$74,999	23.19%	16
▼ \$75,000 - \$99,999	7.25%	5
▼ \$100,000 and over	2.90%	2
Total		69

Q4

[Customize](#) [Create Report](#)

**In which field(s) are you employed? (check all that apply)**

Answered: 72 Skipped: 1



Answer Choices	Responses
▼ Agriculture, forestry, fishing, hunting, and mining	1.39% 1
▼ Construction	4.17% 3
▼ Manufacturing	1.39% 1
▼ Wholesale Trade	1.39% 1
▼ Retail Trade	0.00% 0
▼ Transportation, warehousing, and utilities	1.39% 1
▼ Information/Technology	1.39% 1
▼ Finance, insurance, and real estate	5.56% 4
▼ Professional, scientific, and management	4.17% 3
▼ Educational services, healthcare, and social services	12.50% 9
▼ Arts, entertainment, accommodations, and food services	1.39% 1
▼ Public Administration	4.17% 3
▼ Military	2.78% 2
▼ Not currently working/retired	40.28% 29
▼ Not currently working/unemployed	4.17% 3
▼ Other services (please specify) Responses	26.39% 19

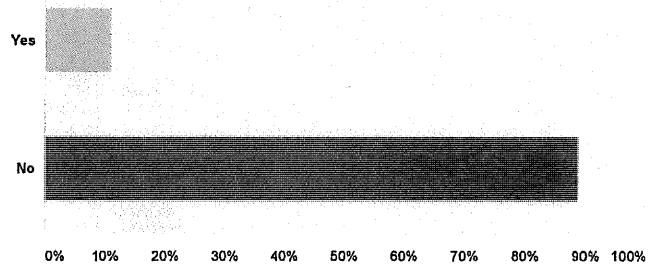
Total Respondents: 72

Q5

[Customize](#) [Create Report](#)

**Is a language other than English spoken regularly in your household?**

Answered: 72 Skipped: 1



Answer Choices	Responses
▼ Yes	11.11% 8
▼ No	88.89% 64
Total	72

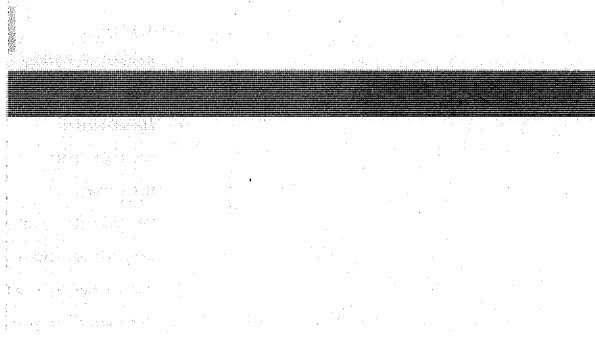
Q6

[Customize](#) [Create Report](#)

**What is your race/ethnicity?**

Answered: 71 Skipped: 2

- White
- African American/Black
- Latino/Hispanic



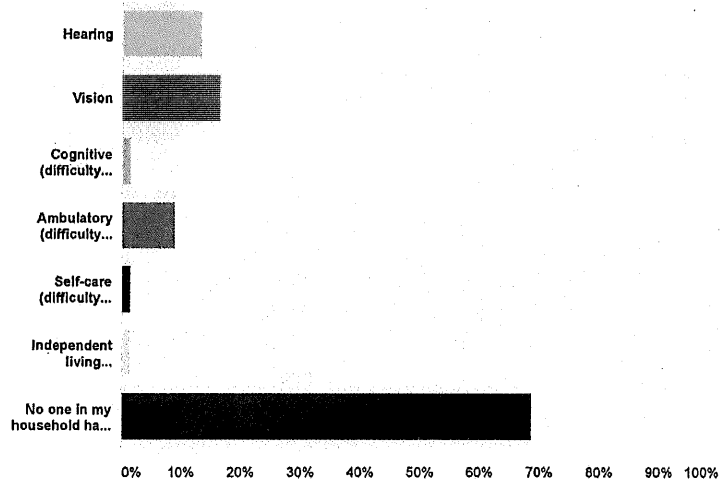
Answer Choices	Responses
White	1.41% 1
African American/Black	98.59% 70
Latino/Hispanic	0.00% 0
Asian or Pacific Islander	0.00% 0
Native American or Alaska Native	0.00% 0
Multiple Races	0.00% 0
Other (please specify)	0.00% 0
<b>Total</b>	<b>71</b>

Q7

[Customize](#) [Create Report](#)

**Does anyone in your household have any of the following disabilities? (check all that apply)**

Answered: 67 Skipped: 6



Answer Choices	Responses
Hearing	13.43% 9
Vision	16.42% 11
Cognitive (difficulty remembering, concentrating, or making decisions)	1.49% 1
Ambulatory (difficulty walking or climbing stairs)	8.96% 6
Self-care (difficulty bathing or dressing)	1.49% 1
Independent living (difficulty doing errands such as shopping or visiting a doctor)	1.49% 1

Total Respondents: 67



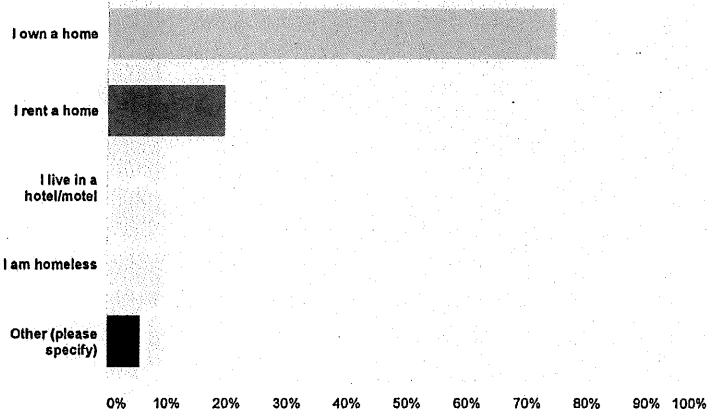
Answer Choices	Responses
▼ No one in my household has a disability	68.66% 46
Total Respondents: 67	

Q8

[Customize](#) [Create Report](#)

### What is your current housing status?

Answered: 71 Skipped: 2



Answer Choices	Responses
▼ I own a home	74.65% 53
▼ I rent a home	19.72% 14
▼ I live in a hotel/motel	0.00% 0
▼ I am homeless	0.00% 0
▼ Other (please specify)	Responses 5.63% 4
Total	71

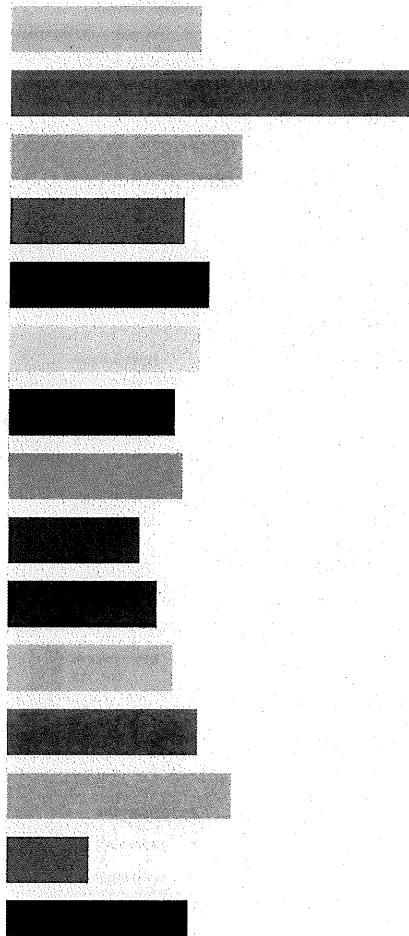
Q9

[Customize](#) [Create Report](#)

### Which of the following are important considerations to you in meeting community needs within the next year? (check all that apply)

Answered: 72 Skipped: 1

- Demolition and Clearance
- Beautification/ Neighborhood...
- Affordable Rental Housing
- New Construction...
- Rehabilitation of Homeowner...
- Rehabilitation of Homeowner...



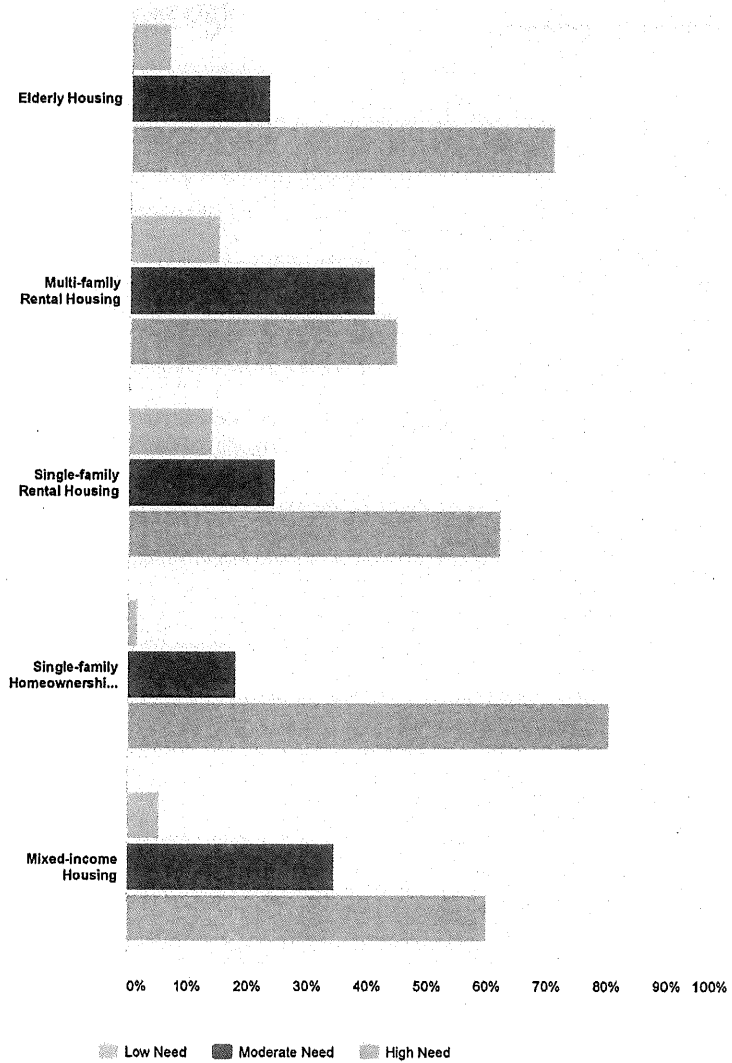
Answer Choices	Responses
Demolition and Clearance	31.94% 23
Beautification/Neighborhood Revitalization	68.06% 49
Affordable Rental Housing	38.89% 28
New Construction Housing	29.17% 21
Rehabilitation of Homeowner Housing (up to \$14,999)	33.33% 24
Rehabilitation of Homeowner Housing (\$15,000 - \$35,000)	31.94% 23
Rehabilitation of Rental Housing (up to \$14,999)	27.78% 20
Rehabilitation of Rental Housing (\$15,000 - \$35,000)	29.17% 21
Acquisition or Disposition of Existing Housing Units	22.22% 16
Direct Financial Assistance to Prospective Homebuyers	25.00% 18
Housing Counseling	27.78% 20
Fair Housing Education and Affirmatively Furthering Fair Housing Choice	31.94% 23
Code Enforcement	37.50% 27
Capacity Building for Nonprofits	13.89% 10
Homeless Services	30.56% 22
Public Facility Improvements	15.28% 11
Public Improvements and Infrastructure	22.22% 16
Public Services	30.56% 22
Economic Development	34.72% 25
Job Training	40.28% 29
Total Respondents: 72	

Q10

Customize Create Report

Please rank the following housing needs in Albany on a scale ranging from a low need to a high need.

Answered: 70 Skipped: 3



	Low Need	Moderate Need	High Need	Total
▼ Elderly Housing	6.56% 4	22.95% 14	70.49% 43	61
▼ Multi-family Rental Housing	14.81% 8	40.74% 22	44.44% 24	54
▼ Single-family Rental Housing	13.79% 8	24.14% 14	62.07% 36	58
▼ Single-family Homeownership Housing	1.64% 1	18.03% 11	80.33% 49	61
▼ Mixed-income Housing	5.45% 3	34.55% 19	60.00% 33	55

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A RESOLUTION *17-R136*  
ENTITLED  
A RESOLUTION APPROVING FY 2017-2018  
ANNUAL ACTION PLAN; REPEALING PRIOR  
RESOLUTIONS IN CONFLICT AND FOR OTHER  
PURPOSES.

WHEREAS, based upon HUD regulations and the City's Citizen Participation Plan, the City shall update its Annual Action Plan yearly; and

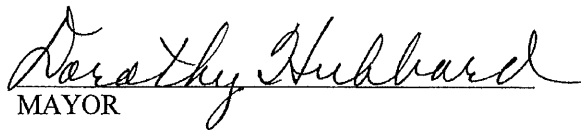
WHEREAS, the Community and Economic Development Department, after appropriate citizen participation and public hearings, has submitted its May 26, 2017 Agenda Item describing the 2017-2018 Annual Action Plan, said Agenda Item being expressly incorporated herein by reference; and

WHEREAS, it is in the best interests of the citizens of Albany that the 2017-2018 Annual Action Plan be approved,

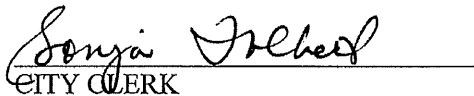
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Albany, Georgia and it is hereby resolved by authority of same:

SECTION 1. Approval is herein given to the FY 2017-2018 Annual Action Plan and the Director of Community and Economic Development is requested to submit same to HUD for review.

SECTION 2. All resolutions, or parts of resolutions, in conflict herewith are repealed.

  
MAYOR

ATTEST:

  
CITY CLERK

Adopted *June 13, 2017*

Introduced By Commissioner: *BJ Fletcher*  
Date(s) read: *June 13, 2017*

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# Citizen Participation Plan

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For Community Development Block Grant Funds  
And Home Investment Partnership Funds



City of Albany  
Department of Community and Economic Development  
Albany, Georgia

Published: December 23, 2003  
Amended: March 1, 2010  
Adopted: April 27, 2010

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## INTRODUCTION

The City of Albany acknowledges that a well-engaged community is a successful community; finely attuned to its needs for positive development and growth.

In the interest of generating comprehensive planning strategies that are amenable to residents, local businesses, and civic organizations, the Department of Community and Economic Development (DCED) has formulated a comprehensive strategy in this update to the Citizen Participation Plan. This plan identifies methods and opportunities to garner a broader spectrum of participation from constituents both directly and indirectly affected by the Consolidated Plan and Annual Action Plan process. This document specifically pertains to requirements associated with the Community Development Block Grant (CDBG) and the Home Investment Partnership (HOME) funds, of which this department administers. Sections within this plan are designed to facilitate improved communication between citizens and this department to ensure more responsive action to community needs.

This amended policy was approved and adopted by the Mayor and Board of City Commissioners on April \_\_, 2010.



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## GENERAL OVERVIEW OF PROGRAMS & PLAN OBJECTIVES

In order to better facilitate community participation within the local planning process, it may help to better define the types of programs the DCED administers as well as provide some clarification regarding the planning process.

The acronym *CDBG* stands for Community Development Block Grant, and operates as a federally-funded program available to entitlement communities for the purpose of economic stimulation, local job growth, and fair and equitable housing opportunities. These formula grants can be utilized towards revitalizing neighborhoods in the prevention of slum and blighted conditions, and additionally as a tool for improving community facilities and services. The City of Albany is responsible for developing programs and funding priorities that mostly benefit low- and moderate-income persons.

Similarly, the acronym for *HOME* stands for the Home Investment Partnership fund, and operates as a federally-funded program available to entitlement communities for the purpose of providing safe and decent housing for those persons considered to be low- to moderate-income. The formula grants, often in partnership with local nonprofit groups, can support activities to buy, build, or rehabilitate affordable housing for rent or homeownership, or provide direct rental assistance to low-income people, including housing counseling services.

The *Consolidated Plan* is a written agenda detailing planned community activity and growth for a period of three (3) to five (5) years, in which case, the City of Albany usually institutes a 5 year plan. It will set forth the priorities and strategies regarding all Community Development programs. The Consolidated Plan may be amended as necessary, to re-define community goals, reallocate funding priorities, or to adjust the level and kinds of activities taking place.

The *Annual Action Plan* is drafted every year to correspond with the Consolidated Plan and serve as an annual projection of proposed activities, levels of funding, and intended outcomes. This document details how yearly allocations (entitlement and program income) are disbursed for specific projects within CDBG and HOME programs.

The *CAPER* (Consolidated Annual Performance and Evaluation Report) is another form of reporting, based on HUD regulations 24 CFR Part 91, which annually documents the progress made in carrying out the Consolidation Plan and the Annual Action Plan.

A *Substantial Amendment*, either to the Consolidated Plan or Annual Action Plan, registers a change in the purpose, scope, location, or intended beneficiary of a proposed activity; or involves carrying out an activity not previously described. Proposed substantial amendments will initiate changes that are subject to the citizen participation process (24 CFR §91.505), if: they transfer a significant percentage (50% or more) of allocated funding from an established project to another, unrelated project area funded through CDBG or HOME programs; or re-allocate funding that is directed to a new and untested program area that has not, in previous years, been undertaken or previously described in the current Consolidated Plan.

---

**PUBLIC NOTICE: CONSOLIDATED PLAN, ANNUAL ACTION PLAN, AND  
SUBSTANTIAL AMENDMENTS**

In an effort to actively engage the community during the planning process, DCED will hold at least two public hearings during different stages of the program year to obtain citizen input and respond to questions related to proposed activities. The first hearing will commence prior to the adoption of the Consolidated Plan or the Annual Action Plan. This first meeting will address housing and community development needs, and additionally review the previous year's performance. The second hearing is usually reserved for proposed substantial amendments to either plan, if such proposed changes qualify as significant changes that are subject to the citizen participation process (24 CFR §91.505). A substantial amendment must meet one of the following criteria:

- a.) a transfer of a significant percentage (50% or more) of allocated funding from an established project to another, unrelated project area funded through CDBG or HOME programs (ie. a transfer of funds from a Public Service activity to a Housing-related activity).
- b.) a re-allocation of funding that is directed to a new and untested program area that has not, in previous years, been undertaken or previously described in the Consolidated Plan.

The public hearing(s) will be held at a time and location convenient to interested parties and with accommodation for persons with special needs. Public comments and suggestions are welcome at all times during the planning process.

Notice will be published fourteen (14) days in advance of the scheduled public hearing in the circulating local newspapers, such as the Albany Herald and the Southwest Georgian. Additionally, such public hearing dates will be advertised on the City of Albany website.

Published notices will entail the following information:

- time and location of the public hearing(s)
- description of the proposed activities and amount of available funds
- a time-table for soliciting public commentary within the allotted 30-day period prior to adoption of the plan or implementation of the amendment
- point of contact for obtaining additional information, and same address for submitting written/verbal public comments

All comments received in writing or during the public hearing will be taken into consideration when preparing the Consolidated Plan and Annual Action Plan. A summary of these comments or views, as well as a summary of those views or comments not accepted and reasons therefore, will be attached to the final report submitted to HUD. Written comments will receive a response from the DCED within fifteen (15) working days, where practicable.

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**PUBLIC NOTICE: CAPER**

As part of the evaluation for the Consolidated Plan and Annual Action Plan, the CAPER requires feedback from citizenry regarding performance and measurable deliverables. The DCED will notify the public of a scheduled hearing by advertisement within the local circulating newspapers fourteen (14) days prior to the scheduled public hearing. Additionally, the public hearing date(s) will be advertised on the City of Albany website.

Published notices will entail the following information:

- time and location of the public hearing(s)
- description of the proposed activities and amount of available funds
- establish the timeframe for the 15 day public comment period prior to submission of report to HUD
- point of contact for obtaining additional information, and same address for submitting written/verbal public comments

All comments received in writing or during the public hearing will be taken into consideration when preparing the CAPER for submission to HUD. A summary of these comments or views, as well as a summary of those views or comments not accepted and reasons therefore, will be attached to the final report. Written comments will receive a response from the DCED within fifteen (15) working days, where practicable.

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**PUBLIC NOTICE: PROGRAM AMENDMENTS AND SPECIAL GRANT CONSIDERATIONS**

The DCED, on cases of necessity adjudged by this department, will be permitted to hold a truncated notification period of seven (7) days for a scheduled public hearing regarding matters of program amendments or special grant considerations. This shortened notification period allows the DCED to ensure project and funding timeliness.

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**AMENDMENTS TO THE CITIZEN PARTICIPATION PLAN**

Any amendments to this Plan shall be approved by the Mayor and Board of City Commissioners after providing citizens with a reasonable opportunity to comment on the existing plan and proposed changes. The approved plan and any proposed amendments shall be available to the public. Provisions will be made to present such material in an accessible format for persons with disabilities.

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## **PUBLIC ACCESS TO AVAILABLE DOCUMENTS**

The DCED endeavors to make every reasonable effort to have available to the public copies of the final Consolidated Plan as adopted, any substantial amendments, and any associated performance reports. Additional copies will be made available at the local branches of the library. Archived copies of plans and proposed amendments from preceding years are available online through the City of Albany website. The public will have access to all program information, including: the total amount of CDBG and HOME funds available to the City annually; activities previously undertaken by the City, and an outline of newly proposed activities and funding allocations; the procedural guidelines for the completion and approval of local applications pertaining to various programs administered by this department; the notification of meetings and hearings; and other program requirements that may arise.

This department strives to provide technical support when necessary to groups representative of persons of low- and moderate-income that request assistance in developing proposals, with the level of assistance determined by the City. Moreover, this department is committed to accommodating all members of its constituent population, especially those hearing-impaired or non-English speaking members of the community, as well as those persons with disabilities. The services of an interpreter will be utilized in situations where a large portion of the audience is non-English speaking, if the situation deems necessary.

As DCED strives to accommodate all members of the community, if any one person feels aggrieved, they may submit their formal complaint in writing to DCED at the address listed below. All comments received will be answered within 15 working days, when practicable.

Department of Community and Economic Development  
230 S. Jackson Street, Ste. 315  
Albany, GA 31701

Persons wishing to object to HUD's approval of the City's proposal should submit their written comments to the U.S. Department of Housing and Urban Development, Office of Community Planning and Development, Five Points Plaza, 40 Marietta Street NW, 15<sup>th</sup> Floor, Atlanta, GA 30303. HUD will only consider objections based on the following principles: a.) the City's description of needs and objectives is verifiably inconsistent with available facts and data; b.) the activities to be undertaken are clearly inappropriate measures towards addressing the needs and objectives identified by the City; or c.) the City's application does not comply with other requirements of HUD regulations. Objections to HUD should be submitted within a 30 day time period corresponding to the City's application being sent to HUD.

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## **NOTIFICATION TO INTERESTED PARTIES**

Procedural guidance addressed within this plan will assist in conducting and eliciting public participation in a transparent and lucid manner. The Department of Community and Economic Development (DCED) endeavors to procure feedback from the community at large, including the active role of persons considered low to moderate in income, minority groups, residents of areas directly impacted by federal funding and those persons living in adjacent communities, and the local businesses and civic groups that support the community and show interest in programs operated by this department. Representation of such individuals is collectively embodied by community-wide citizen advisory committees and neighborhood advisory committees, and such agencies will actively work to procure public involvement in various stages of the planning process.

Public and assisted housing residents shall be afforded an opportunity to participate in the planning process as represented by the Community Development Council, and in consultation with the City of Albany Housing Authority. Efforts will be made to provide information to the public housing authority about Consolidated Plan activities so that the housing agency can make this information available at the annual public hearing required under the Comprehensive Grant Program.

Public agencies, both state and non-profit, which primarily serve low- to moderate-income persons and disadvantaged populations (ie. elderly, disabled), will be given opportunity to identify unmet needs, comment on activities, and provide input on proposed CDBG activities. Participants of these public agencies will have the opportunity to provide input through survey and/or focus group formats at least once every two (2) years.

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## **COMMUNITY DEVELOPMENT COUNCIL**

In 1978 the City's Community Development Division organized the first city-wide citizen's advisory committee for community development. Aptly named the Community Development (CD) Council, it became the primary mechanism for inclusive citizen participation for the Community Development Block Program (CDBG).

The CD Council serves as the conduit for local community interests, needs assessment, and serving in the advisory capacity regarding public service proposals received by this department. The selection process for CD Council membership enacted by this department allows for the broad representation of the community, by finding individuals that are directly responsive to the needs of low- to moderate-income persons. Members are recommended by DCED, and approved by the City of Albany Board of Commissioners, to serve two-year terms on the Council. Membership capacity may not exceed twenty-one (21) persons, although no minimum has been established, provided

that one-third (1/3) of the members fulfill quorum requirements. Please refer to the CD Council Guidebook for further detail regarding roles and responsibilities pertaining to individual members.

The Council operates on a year-round basis to assist DCED in advancing and implementing all programs administered through this department. Primarily, the CD Council bears the responsibility for the review and selection process of the CDBG funding appropriations for proposed public service projects. Such grant monies are distributed amongst nonprofit organizations that are administering goods and services to low- to moderate-income citizens living within the boundaries of City limits. The CD Council, in addition to attending public meetings and mandatory workshops offered to public service providers, may also review program proposals set for review to the City Commissioners. Such measures ensure that DCED remains responsive to the community at large by building relationships between local government and interested citizen representative bodies.

## **Appendix II**

**Department of Community and Economic Development  
Property List (June 2017)**

<b>RENTAL PROPERTY</b> <b>147</b>		City-owned rental properties which consist of multi-family apartment complexes, single-family homes, townhomes, and duplexes. Properties were acquired from private developers or constructed by the City during the 1990s with Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) Funds.									
Apartment	24										
Duplex	28										
Multi-family	4										
Single-family	39										
Townhome	50										
Transitions Office Bldg.	1										
Triplex	1										
Occupied	86										
Vacant	58										
Vacant/Occupied	3										
<b>PUBLIC FACILITY</b> <b>5</b>		City-owned buildings acquired or constructed with Community Development Block Grant (CDBG) which serve as commercial space for nonprofits to administer programs and services for low and moderate income clients/households.									
Commercial Building	3										
Single-family - PF	2										
Occupied	3										
Vacant	2										
<b>AHOP</b> (Affordable Homeownership Program) <b>7</b>		City-owned single-family housing units and duplexes constructed by the City with Community Development Block Grant (CDBG) Funds which are subject to rehabilitation and resale to low and moderate income households.									
Duplex - AHOP	4										
Single-family - AHOP	3										
Vacant - AHOP	7										
<b>VACANT LAND</b> <b>403</b>		City-owned properties acquired after the floods of 1994 and 1998 through buyouts and relocation. Acquisitions were made with Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) Funds.  Type equation here.									
Buildable Parcel	337										
Not Buildable	73										
<b>FEMA</b> <b>226</b>		City-owned properties acquired after the floods of 1994 and 1998 through buyouts and relocation. Acquisitions were made with Federal Emergency Management Agency (FEMA) funding and is restricted from development.									
No Permanent Structures Permitted	160										
<b>GRAND TOTAL</b> <b>788</b>											
Street Number	Direction	Street Name	Apt. #	Acreage	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert Dr		0.18	R-3	Vacant Land	\$ 3,400.00	00088/00003/006	Buildable Parcel		
607		Albert Ct		0.19		FEMA	\$ 3,500.00	000HH/00062/46C	No Permanent Structures Permitted		
609		Albert Ct		0.19		FEMA	\$ 3,500.00	000HH/00062/46D	No Permanent Structures Permitted		
300		Alice Ave		0.15	R-6	Vacant Land	\$ 3,000.00	00001/00035/025	Buildable Parcel		
301		Alice Ave		0.13	R-6	Vacant Land	\$ 2,500.00	00001/00027/008	Buildable Parcel		
302		Alice Ave		0.15	R-6	Vacant Land	\$ 3,000.00	00001/00035/026	Buildable Parcel		
303		Alice Ave		0.13	R-6	Vacant Land	\$ 2,500.00	00001/00027/007	Buildable Parcel		



**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	00088/0003/006	Buildable Parcel		
304		Alice	Ave	0.15	R-6	Vacant Land	\$ 3,000.00	00001/00035/027	Buildable Parcel		
305		Alice	Ave	0.13	R-6	Vacant Land	\$ 2,500.00	00001/00027/006	Buildable Parcel		
307		Alice	Ave	0.13	R-6	Vacant Land	\$ 2,500.00	00001/00027/005	Buildable Parcel		
308		Alice	Ave	0.12	R-6	Vacant Land	\$ 2,600.00	00001/00035/021	Not Buildable		
309		Alice	Ave	0.13	R-6	Vacant Land	\$ 2,500.00	00001/00027/004	Buildable Parcel		
310		Alice	Ave	0.13	R-6	Vacant Land	\$ 2,700.00	00001/00035/029	Buildable Parcel		
313		Alice	Ave	0.13	R-6	Vacant Land	\$ 2,500.00	00001/00027/002	Buildable Parcel		
411		Alice	Ave	0.17	R-6	Vacant Land	\$ 2,400.00	00001/00029/016	Buildable Parcel		
413		Alice	Ave	0.25	R-6	Vacant Land	\$ 3,500.00	00001/00029/015	Buildable Parcel		
501		American	Ln	0.35	R-3	Vacant Land	\$ 3,500.00	00012/00006/046	Buildable Parcel		
502		American	Ln	0.23	R-3	Vacant Land	\$ 4,600.00	00012/00006/052	Buildable Parcel		
521		American	Ln	0.15	R-3	Vacant Land	\$ 3,000.00	00012/00006/035	Buildable Parcel		
522		American	Ln	0.23	R-3	Vacant Land	\$ 4,600.00	00012/00006/053	Buildable Parcel		
525		American	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/033	Buildable Parcel		
527		American	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/032	Buildable Parcel		
534		American	Ln	0.22	R-3	Vacant Land	\$ 4,400.00	00012/00006/050	Buildable Parcel		
601		American	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/001	Buildable Parcel		
603		American	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/002	Buildable Parcel		
605		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/003	Buildable Parcel		
607		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/004	Buildable Parcel		
609		American	Ln	0.17	R-3	Vacant Land	\$ 3,400.00	00012/00006/005	Buildable Parcel		
611		American	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/006	Buildable Parcel		
613		American	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/007	Buildable Parcel		
615		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/008	Buildable Parcel		
617		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/009	Buildable Parcel		
619		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/010	Buildable Parcel		
621		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/011	Buildable Parcel		
622		American	Ln	0.25	R-3	Vacant Land	\$ 5,000.00	00012/00006/023	Buildable Parcel		
623		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/012	Buildable Parcel		
625		American	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/013	Buildable Parcel		
400		Barbary	Ave	0.31	R-3	Vacant Land	\$ 300.00	00001/00034/51C	Buildable Parcel		
207		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/005	No Permanent Structures Permitted		
209		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/006	No Permanent Structures Permitted		
214		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/043	No Permanent Structures Permitted		
216		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/042	No Permanent Structures Permitted		
218		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/041	No Permanent Structures Permitted		
220		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/040	No Permanent Structures Permitted		
222		Barton	Ave	0.77	R-3	FEMA	\$ 12,000.00	00088/00020/039	No Permanent Structures Permitted		Recombination of lots 224 & 226
223		Barton	Ave	0.22	R-3	FEMA	\$ 3,500.00	00088/00020/012	No Permanent Structures Permitted		
304		Barton	Ave	0.22	R-3	Rental Property	\$ 69,100.00	00088/00020/034	Single-family	Vacant	
310		Barton	Ave	0.22	R-3	Rental Property	\$ 72,400.00	00088/00020/031	Single-family	Occupied	
317		Barton	Ave	0.22	R-3	Rental Property	\$ 72,400.00	00088/00020/023	Single-family	Occupied	
215/217		Barton	Ave	0.22	R-3	Rental Property	\$ 11,900.00	00088/00020/009	Duplex	Occupied	
219/221		Barton	Ave	0.22	R-3	Rental Property	\$ 8,250.00	00088/00020/010 & 011	Duplex	Vacant	
224		Barton	Ave			FEMA		00088/00020/039	No Permanent Structures Permitted		
226		Barton	Ave			FEMA		00088/00020/039	No Permanent Structures Permitted		
310		Barton	Ave	0.22		FEMA		00088/00020/031	No Permanent Structures Permitted		
600		Blossom	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00006/018	Buildable Parcel		
602		Blossom	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/017	Buildable Parcel		
604		Blossom	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00012/00006/016	Buildable Parcel		
606		Blossom	Ln	0.25	R-3	Vacant Land	\$ 5,000.00	00012/00006/015	Buildable Parcel		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00003/006	Buildable Parcel		
608		Blossom	Ln	0.25	R-3	Vacant Land	\$ 5,000.00	00012/00006/014	Buildable Parcel		
243		Bonny View	Ct			Rental Property	\$ 105,900.00	TBD	Duplex	Vacant	Senior Housing
245		Bonny View	Ct			Rental Property	TBD	TBD	Duplex	Vacant	Senior Housing
247		Bonny View	Ct			Rental Property	\$ 105,900.00	TBD	Duplex	Occupied	Senior Housing
248		Bonny View	Ct			Rental Property	\$ 105,900.00	TBD	Duplex	Occupied	Senior Housing
249		Bonny View	Ct			Rental Property	\$ 107,100.00	TBD	Duplex	Vacant	Senior Housing
250		Bonny View	Ct			Rental Property	TBD	TBD	Duplex	Occupied	Senior Housing
251		Bonny View	Ct			Rental Property	\$ 120,600.00	TBD	Duplex	Vacant	Senior Housing
252		Bonny View	Ct			Rental Property	\$ 105,700.00	TBD	Duplex	Vacant	Senior Housing
253		Bonny View	Ct			Rental Property	TBD	TBD	Duplex	Vacant	Senior Housing
254		Bonny View	Ct			Rental Property	TBD	TBD	Duplex	Occupied	Senior Housing
301	North	Broadway	St	0.23	R-3	Vacant Land	\$ 5,400.00	000C/00005/034	Buildable Parcel		
305	North	Broadway	St	0.25	R-3	Vacant Land	\$ 5,400.00	0000C/00005/036	Buildable Parcel		
309	North	Broadway	St	0.25	R-3	Vacant Land	\$ 5,200.00	0000C/00005/037	Buildable Parcel		
312	North	Broadway	St	0.21	R-3	Vacant Land	\$ 3,000.00	0000C/00006/033	Buildable Parcel		
313	North	Broadway	St	0.27	R-3	Vacant Land	\$ 3,600.00	0000C/00005/038	Buildable Parcel		
314	North	Broadway	St	0.34	R-3	Vacant Land	\$ 5,000.00	0000C/00006/031	Buildable Parcel		
317	North	Broadway	St	0.17	R-3	Vacant Land	\$ 2,500.00	0000C/00005/040	Buildable Parcel		
318	North	Broadway	St	0.17	C-2	Vacant Land	\$ 2,500.00	0000C/00006/030	Buildable Parcel		
319	North	Broadway	St	0.17	R-3	Vacant Land	\$ 2,500.00	0000C/00005/041	Buildable Parcel		
320	North	Broadway	St	0.17	C-2	Vacant Land	\$ 2,500.00	0000C/00006/029	Buildable Parcel		
321	North	Broadway	St	0.17	R-3	Vacant Land	\$ 2,500.00	0000C/00005/042	Buildable Parcel		
322	North	Broadway	St	0.17	C-2	Vacant Land	\$ 2,500.00	0000C/00006/028	Buildable Parcel		
215		Broadway	Ct	3.52	R-3	Rental (24 units)	\$ 1,414,000.00	0000C/00005/031			24 Units
215		Broadway	Ct	1		Rental Property			Apartment	Occupied	
215		Broadway	Ct	2		Rental Property			Apartment	Occupied	
215		Broadway	Ct	3		Rental Property			Apartment	Vacant	
215		Broadway	Ct	4		Rental Property			Apartment	Occupied	
215		Broadway	Ct	5		Rental Property			Apartment	Vacant	
215		Broadway	Ct	6		Rental Property			Apartment	Occupied	
215		Broadway	Ct	7		Rental Property			Apartment	Vacant	
215		Broadway	Ct	8		Rental Property			Apartment	Occupied	
215		Broadway	Ct	9		Rental Property			Apartment	Occupied	
215		Broadway	Ct	10		Rental Property			Apartment	Occupied	
215		Broadway	Ct	11		Rental Property			Apartment	Occupied	
215		Broadway	Ct	12		Rental Property			Apartment	Occupied	
215		Broadway	Ct	13		Rental Property			Apartment	Occupied	
215		Broadway	Ct	14		Rental Property			Apartment	Occupied	
215		Broadway	Ct	15		Rental Property			Apartment	Vacant	
215		Broadway	Ct	16		Rental Property			Apartment	Occupied	
215		Broadway	Ct	17		Rental Property			Apartment	Vacant	
215		Broadway	Ct	18		Rental Property			Apartment	Vacant	
215		Broadway	Ct	19		Rental Property			Apartment	Vacant	
215		Broadway	Ct	20		Rental Property			Apartment	Vacant	
215		Broadway	Ct	21		Rental Property			Apartment	Vacant	
215		Broadway	Ct	22		Rental Property			Apartment	Occupied	
215		Broadway	Ct	23		Rental Property			Apartment	Vacant	
215		Broadway	Ct	24		Rental Property			Apartment	Occupied	
2603		Carlton	Ct	0.39	R-2	Vacant Land	\$ 7,500.00	00012/00004/006	Buildable Parcel		
418		Carver	Ave	0.18	R-3	Rental Property	\$ 74,806.00	00001/00031/032	Single-family	Occupied	
421		Carver	Ave	0.19	R-3	Rental Property	\$ 75,100.00	00001/00030/009	Single-family	Occupied	

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008/0003/005	Buildable Parcel		
513		Carver	Ave	0.17	R-3	Rental Property	\$ 70,300.00	0001/0030/005	Single-family	Occupied	
417		Cedar	Ave	0.17	R-3	Vacant Land	\$ 3,700.00	0001/0023/009	Buildable Parcel		
610		Cedar	Ave	0.54	R-3	Rental Property	\$ 259,200.00	000HH/00047/025	Single-family	Occupied	
612		Cedar	Ave	0.21	R-3	Rental Property	\$ 124,000.00	000HH/00047/026	Single-family	Occupied	
616		Cedar	Ave	0.07	R-3	Vacant Land	\$ 1,500.00	000HH/00047/028	Not Buildable		
620		Cedar	Ave	0.17	R-3	Vacant Land	\$ 3,700.00	000HH/00047/030	Buildable Parcel		
614/616		Cedar	Ave	0.14	R-3	Rental Property	\$ 196,000.00	000HH/00047/027 & 028	Single-family	Vacant	
618		Cedar	Ave	0.1	R-3	Vacant Land	\$ 2,200.00	0001/00026/017	Not Buildable		
218		Cedar	Ave			FEMA			No Permanent Structures Permitted		
601		Charity	Ln	0.24	R-3	Vacant Land	\$ 4,800.00	00112/0006/019	Buildable Parcel		
603		Charity	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00112/0006/020	Buildable Parcel		
605		Charity	Ln	0.16	R-3	Vacant Land	\$ 3,200.00	00112/0006/021	Buildable Parcel		
607		Charity	Ln	0.25	R-3	Vacant Land	\$ 5,000.00	00112/0006/022	Buildable Parcel		
314		Cherry	Ave	0.05	R-6	Vacant Land	\$ 8,300.00	00001/0014/012	Not Buildable		
315		Cherry	Ave	0.15	R-6	Vacant Land	\$ 2,800.00	00001/0010/002	Buildable Parcel		
318		Cherry	Ave	0.11	R-6	Vacant Land	\$ 2,300.00	00001/0014/014	Not Buildable		
508		Cherry	Ave	0.17	R-3	FEMA	\$ 3,700.00	000HH/00026/020	No Permanent Structures Permitted		
619		Cherry	Ave	0.14	R-3	Vacant Land	\$ 3,000.00	000HH/00013/009	Buildable Parcel		
629		Cherry	Ave	0.14	R-3	Vacant Land	\$ 3,000.00	000HH/00013/003	Buildable Parcel		
405		Cherry	Ave	0.05		FEMA	\$ 1,200.00	00001/0011/015	No Permanent Structures Permitted		
407		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/014	No Permanent Structures Permitted		
408		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0012/023	No Permanent Structures Permitted		
409		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/013	No Permanent Structures Permitted		
410		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0012/024	No Permanent Structures Permitted		
411		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/012	No Permanent Structures Permitted		
412		Cherry	Ave	0.17		FEMA	\$ 3,700.00	00001/0012/025	No Permanent Structures Permitted		
413		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/011	No Permanent Structures Permitted		
414		Cherry	Ave	0.17		FEMA	\$ 3,700.00	00001/0012/026	No Permanent Structures Permitted		
416		Cherry	Ave	0.17		FEMA	\$ 3,700.00	00001/0012/027	No Permanent Structures Permitted		
417		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/009	No Permanent Structures Permitted		
418		Cherry	Ave	0.17		FEMA	\$ 3,700.00	00001/0012/028	No Permanent Structures Permitted		
419		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/008	No Permanent Structures Permitted		
421		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/007	No Permanent Structures Permitted		
425		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/005	No Permanent Structures Permitted		
423		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/006	No Permanent Structures Permitted		
427		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0011/004	No Permanent Structures Permitted		
428		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0012/032	No Permanent Structures Permitted		
430		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0012/033	No Permanent Structures Permitted		
431		Cherry	Ave	0.17		FEMA	\$ 5,900.00	00001/0011/002	No Permanent Structures Permitted		
432		Cherry	Ave	0.17		FEMA	\$ 3,000.00	00001/0012/034	No Permanent Structures Permitted		
433		Cherry	Ave	0.17		FEMA	\$ 3,700.00	00001/0011/001	No Permanent Structures Permitted		
434		Cherry	Ave	0.17		FEMA	\$ 3,700.00	00001/0012/035	No Permanent Structures Permitted		
2614		Cherry Heights	Ct			FEMA		0008B/00018/200	No Permanent Structures Permitted		(50 Wells Ave.) ????
2615		Cherry Heights	Ct			FEMA		0008B/00018/200	No Permanent Structures Permitted		(50 Wells Ave.) ????
314		Church	St	0.18	R-3	Vacant Land	\$ 2,700.00	0000C/00008/001	Buildable Parcel		
315		Church	St	0.12	R-3	Vacant Land	\$ 2,200.00	0000C/00007/008	Not Buildable		
317		Church	St	0.11	R-3	Vacant Land	\$ 2,100.00	0000C/00007/009	Not Buildable		
320		Church	St	0.13	R-3	Vacant Land	\$ 2,700.00	0000C/00008/004	Buildable Parcel		
504		Codran	Ave	0.19	R-2	Rental Property	\$ 83,900.00	0008B/00036/43A	Single-family	Occupied	
505		Codran	Ave	0.19	R-2	Rental Property	\$ 83,900.00	0008B/00036/44A	Single-family	Vacant	
508		Codran	Ave	0.19	R-2	Rental Property	\$ 83,900.00	0008B/00036/45A	Single-family	Vacant	

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	000B/0003/006	Buildable Parcel		
510		Cochran	Ave	0.28	R-2	Rental Property	\$ 86,600.00	000B/00036/46A	Single-Family	Occupied	
518		Cochran	Ave	0.16	R-3	Rental Property	\$ 76,300.00	000B/00036/010	Single-Family	Vacant	
520		Cochran	Ave	0.16	R-3	Rental Property	\$ 84,100.00	000B/00036/009	Single-Family	Occupied	
523		Cochran	Ave	0.17	R-3	Vacant Land	\$ 3,400.00	000B/00035/018	Buildable Parcel		
401		Com	Ave	0.28	R-3	Vacant Land	\$ 5,000.00	0001/00008/030	Buildable Parcel		
403		Com	Ave	0.25	R-3	Vacant Land	\$ 4,400.00	0001/00008/029	Buildable Parcel		
405		Com	Ave	0.25	R-3	Vacant Land	\$ 4,400.00	0001/00008/028	Buildable Parcel		
407		Com	Ave	0.25	R-3	Vacant Land	\$ 4,400.00	0001/00008/027	Buildable Parcel		
409		Com	Ave	0.25	R-3	Vacant Land	\$ 4,400.00	0001/00008/026	Buildable Parcel		
417		Com	Ave	0.25	C-1	Vacant Land	\$ 4,400.00	0001/00008/022	Buildable Parcel		
419		Com	Ave	0.25	R-3	Vacant Land	\$ 4,400.00	0001/00008/021	Buildable Parcel		
421		Com	Ave	0.28	R-3	Vacant Land	\$ 5,000.00	0001/00008/020	Buildable Parcel		
500		Com	Ave	0.17	R-3	Vacant Land	\$ 3,000.00	000HH/00025/013	Buildable Parcel		
500		Com	Ave	0.17	R-3	FEMA	\$ 3,000.00	000HH/00025/013	No Permanent Structures Permitted		
502		Com	Ave	0.17	R-3	Vacant Land	\$ 6,000.00	000HH/00025/015	Buildable Parcel		
623		Com	Ave	0.11	R-3	Vacant Land	\$ 2,400.00	000HH/00009/006	Buildable Parcel		
402		Com	Ave	0.17		FEMA	\$ 3,000.00	0001/00011/022	No Permanent Structures Permitted		
408		Com	Ave	0.17		FEMA	\$ 3,000.00	0001/00011/025	No Permanent Structures Permitted		
414		Com	Ave	0.17		FEMA	\$ 3,000.00	0001/00011/027	No Permanent Structures Permitted		
420		Com	Ave	0.17		FEMA	\$ 3,000.00	0001/00011/030	No Permanent Structures Permitted		
422		Com	Ave	0.17		FEMA	\$ 3,000.00	0001/00011/031	No Permanent Structures Permitted		
430		Com	Ave	0.17		FEMA	\$ 3,000.00	0001/00011/035	No Permanent Structures Permitted		
401		Cotton	Ave	0.34	R-3	Vacant Land	\$ 5,000.00	0001/00006/008	Buildable Parcel		
403		Cotton	Ave	0.34	R-3	Vacant Land	\$ 5,000.00	0001/00006/007	Buildable Parcel		
404		Cotton	Ave	0.28	R-3	Vacant Land	\$ 4,600.00	0001/00009/017	Buildable Parcel		
405		Cotton	Ave	0.34	R-3	Vacant Land	\$ 5,000.00	0001/00006/006	Buildable Parcel		
407		Cotton	Ave	0.34	R-3	Vacant Land	\$ 5,000.00	0001/00006/005	Buildable Parcel		
411		Cotton	Ave	0.34	R-3	Vacant Land	\$ 5,000.00	0001/00006/003	Buildable Parcel		
415		Cotton	Ave	0.34	C-1	Vacant Land	\$ 5,000.00	0001/00006/001	Buildable Parcel		
417		Cotton	Ave	0.69	R-3	Vacant Land	\$ 10,900.00	0001/00006/010	Buildable Parcel		
418		Cotton	Ave	0.27	R-3	Vacant Land	\$ 4,900.00	0001/00008/010	Buildable Parcel		
420		Cotton	Ave	0.31	R-3	Vacant Land	\$ 5,100.00	0001/00008/009	Buildable Parcel		
508		Cotton	Ave	0.07	R-3	Vacant Land	\$ 1,400.00	000HH/00010/023	Not Buildable		
508		Cotton	Ave	0.07	R-3	Vacant Land	\$ 1,400.00	000HH/00010/022	Not Buildable		
510		Cotton	Ave	0.14	R-3	Vacant Land	\$ 2,800.00	000HH/00010/024	Buildable Parcel		
512		Cotton	Ave	0.07	R-3	Vacant Land	\$ 1,400.00	000HH/00010/026	Not Buildable		
512		Cotton	Ave	0.07	R-3	Vacant Land	\$ 1,400.00	000HH/00010/025	Not Buildable		
514		Cotton	Ave	0.07	R-3	Vacant Land	\$ 1,400.00	000HH/00010/028	Not Buildable		
514		Cotton	Ave	0.07	R-3	Vacant Land	\$ 1,400.00	000HH/00010/027	Not Buildable		
516		Cotton	Ave	0.14	R-3	Vacant Land	\$ 2,800.00	000HH/00010/029	Buildable Parcel		
518		Cotton	Ave	0.14	R-3	Vacant Land	\$ 2,800.00	000HH/00010/030	Buildable Parcel		
522		Cotton	Ave	0.09	R-3	Vacant Land	\$ 1,800.00	000HH/00010/033	Not Buildable		
522		Cotton	Ave	0.09	R-3	Vacant Land	\$ 1,800.00	000HH/00010/032	Not Buildable		
524		Cotton	Ave	0.1	R-3	Vacant Land	\$ 1,900.00	000HH/00010/034	Not Buildable		
525		Cotton	Ave	0.17	R-3	Vacant Land	\$ 3,000.00	000HH/00001/007	Buildable Parcel		
526		Cotton	Ave	0.14	R-3	Vacant Land	\$ 2,800.00	000HH/00010/035	Buildable Parcel		
310	North	Davis	St	0.44	C-3	Vacant Land	\$ 26,900.00	0000/00032/012	Buildable Parcel		
401	North	Davis	St	1.74	C-3	Vacant Land	\$ 10,000.00	0000/00030/027	Buildable Parcel		
410	North	Davis	St	0.06	C-3	Vacant Land	\$ 6,500.00	0000D/00031/001	Not Buildable		
801	North	Davis	St	0.16	R-6	Rental Property	\$ 80,900.00	0000D/00002/014	Single-family	Occupied	
803	North	Davis	St	0.16	R-6	Rental Property	\$ 78,200.00	0000D/00002/015	Single-family	Occupied	

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert Dr		0.18	R-3	Vacant Land	\$ 3,400.00	0008B/0003/006	Buildable Parcel		
805	North	Davis St		0.16	R-6	Rental Property	\$ 86,500.00	0000D/0002/016	Single-family	Vacant	Possible Developer Project
302	South	Davis St		0.39	C-3	Vacant Land	\$ 6,800.00	0000D/0009/032	Not Buildable		
401	North	Davis St		2.58	C-3	Vacant Land	\$ 10,000.00	0000D/0003/027	Not Buildable		
113		Denmark St		0.64		FEMA		0008B/00018/170	No Permanent Structures Permitted		
115		Denmark St		0.48		FEMA		0008B/00018/169	No Permanent Structures Permitted		
117		Denmark St		0.48		FEMA		0008B/00018/168	No Permanent Structures Permitted		
118		Denmark St				FEMA		0008B/00018/165	No Permanent Structures Permitted		
119		Denmark St		0.48		FEMA		0008B/00018/167	No Permanent Structures Permitted		
120		Denmark St				FEMA		0008B/00018/165	No Permanent Structures Permitted		
122		Denmark St				FEMA		0008B/00018/165	No Permanent Structures Permitted		
124		Denmark St				FEMA		0008B/00018/165	No Permanent Structures Permitted		
126		Denmark St				FEMA		0008B/00018/165	No Permanent Structures Permitted		
128		Denmark St				FEMA		0008B/00018/165	No Permanent Structures Permitted		
2102		Dervan St		0.11	R-3	Vacant Land	\$ 2,000.00	0008B/00021/024	Not Buildable		
2200		Dervan St		0.15	R-3	Vacant Land	\$ 2,800.00	0008B/00021/029	Buildable Parcel		
2202		Dervan St		0.15	R-3	Vacant Land	\$ 2,800.00	0008B/00021/030	Buildable Parcel		
2204		Dervan St		0.17	R-3	Vacant Land	\$ 3,000.00	0008B/00021/031	Buildable Parcel		
2206		Dervan St		0.15	R-3	Vacant Land	\$ 2,800.00	0008B/00021/032	Buildable Parcel		
2208		Dervan St		0.16	R-3	Vacant Land	\$ 3,000.00	0008B/00021/033	Buildable Parcel		
2211		Dervan St		0.37	R-3	Vacant Land	\$ 7,900.00	0008B/00021/034	Buildable Parcel		
2301		Dervan St		0.13	R-3	Vacant Land	\$ 2,700.00	0008B/00021/064	Buildable Parcel		
2302		Dervan St		0.12	R-3	Vacant Land	\$ 2,500.00	0008B/00021/069	Not Buildable		
2304		Dervan St		0.13	R-3	Vacant Land	\$ 2,700.00	0008B/00021/068	Buildable Parcel		
2205		Dervan St				FEMA		0008B/00021/012	No Permanent Structures Permitted		
2207		Dervan St				FEMA		0008B/00021/012	No Permanent Structures Permitted		
2209		Dervan St				FEMA		0008B/00021/012	No Permanent Structures Permitted		
2203		Dervan St		0.82	R-3	FEMA	\$ 15,300.00	0008B/00021/012	No Permanent Structures Permitted		Recombination of lots 2250, 2207, & 2209
301		Dorsett Ave		0.86	R-6	Vacant Land	\$ 15,000.00	00001/00015/003	Buildable Parcel		
321		Dorsett Ave		0.14	R-6	Vacant Land	\$ 2,800.00	00001/00018/003	Buildable Parcel		
619		Dorsett Ave		0.14	R-3	Vacant Land	\$ 3,000.00	000HH/00029/013	Buildable Parcel		
633/635/637		Dorsett Ave		0.36	R-3	Rental Property	\$ 203,100.00	000HH/00029/006	Triplex	Vacant/Occupied	
1536		Dougherty Ave		6.3	C-3	Public Facility	\$ 1,301,000.00	00186/00001/07E	Commercial Bldg - PF	Occupied - PF	
219		Ebony Ln		0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00028/005	Buildable Parcel		
221		Ebony Ln		0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00028/004	Buildable Parcel		
1502		Eleventh Ave		0.39	R-1A	Vacant Land	\$ 19,700.00	0000N/00033/006	Buildable Parcel		
1503		Eleventh Ave		0.46	R-6	Vacant Land	\$ 22,300.00	0000N/00027/004	Buildable Parcel		
402		Emily Ave		0.16	R-3	Vacant Land	\$ 3,200.00	0008B/00033/008	Buildable Parcel		
403		Emily Ave		1.39	R-6	Vacant Land	\$ 14,100.00	0008B/00032/001	Buildable Parcel		
406		Emily Ave		0.17	R-3	Vacant Land	\$ 3,400.00	0008B/00033/006	Buildable Parcel		
410		Emily Ave		0.18	R-3	Vacant Land	\$ 3,600.00	0008B/00033/004	Buildable Parcel		
414		Emily Ave		0.17	R-3	Vacant Land	\$ 3,400.00	0008B/00033/002	Buildable Parcel		
416		Emily Ave		0.17	R-3	Vacant Land	\$ 3,400.00	0008B/00033/001	Buildable Parcel		
420		Emily Ave		0.22	R-6	Rental Property	\$ 84,500.00	0008B/00036/41A	Single-family	Vacant	
421		Emily Ave		0.36	R-6	Vacant Land	\$ 7,200.00	0008B/00031/011	Buildable Parcel		
501		Emily Ave		0.36	R-6	Vacant Land	\$ 7,200.00	0008B/00031/009	Buildable Parcel		
505		Emily Ave		0.18	R-6	Vacant Land	\$ 3,600.00	0008B/00031/008	Buildable Parcel		
507		Emily Ave		0.18	R-6	Vacant Land	\$ 3,600.00	0008B/00031/007	Buildable Parcel		
525		Fifth Ave		0.24	C-5	Public Facility	\$ 99,400.00	0000F/00015/007	Single-family - PF	Occupied - PF	
638		First Ave		0.24	R-6	Vacant Land	\$ 11,800.00	0000D/00011/036	Buildable Parcel		
710	West	First Ave		0.24	R-6	Rental Property	\$ 86,800.00	0000D/00010/021	Single-family	Occupied	
1108	East	First Ave		0.17	R-3	AHOP	\$ 42,700.00	000TT/00010/01F	Single-family - AHOP	Vacant - AHOP	

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name		Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr		0.18	R-3	Vacant Land	\$ 3,400.00	00088/00003/006	Buildable Parcel		
531		Flint	Ave		0.14	C-2	Vacant Land	\$ 8,700.00	000AA/00002/003	Buildable Parcel		
130	North	Front	St		0.47		FEMA	\$ 5,000.00	N101A/00001/001	No Permanent Structures Permitted		
432		Gaines	Ave		0.12	R-3	Rental Property	\$ 63,000.00	00088/0014/01G	Single-family	Occupied	
438		Gaines	Ave		0.12	R-3	Rental Property	\$ 66,300.00	00088/00014/01J	Single-family	Vacant	
442		Gaines	Ave		0.12	R-3	Rental Property	\$ 64,100.00	00088/00014/01K	Single-family	Occupied	
454		Gaines	Ave		0.12	R-3	Rental Property	\$ 64,100.00	00088/00014/01N	Single-family	Occupied	
600		Gilbert	Ln		0.22	R-3	Vacant Land	\$ 4,400.00	00012/00005/079	Buildable Parcel		
602		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/078	Buildable Parcel		
604		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/077	Buildable Parcel		
605		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/090	Buildable Parcel		
606		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/076	Buildable Parcel		
607		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/089	Buildable Parcel		
608		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/075	Buildable Parcel		
609		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/088	Buildable Parcel		
610		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/074	Buildable Parcel		
611		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/087	Buildable Parcel		
612		Gilbert	Ln		0.22	R-3	Vacant Land	\$ 4,400.00	00012/00005/073	Buildable Parcel		
613		Gilbert	Ln		0.25	R-3	Vacant Land	\$ 5,000.00	00012/00005/086	Buildable Parcel		
615		Gilbert	Ln		0.41	R-3	Vacant Land	\$ 2,750.00	00012/00005/085	Buildable Parcel		
619		Gilbert	Ln		0.25	R-3	Vacant Land	\$ 2,150.00	00012/00005/083	Buildable Parcel		
621		Gilbert	Ln		0.19	R-3	Vacant Land	\$ 3,800.00	00012/00005/082	Buildable Parcel		
623		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/081	Buildable Parcel		
628		Gilbert	Ln		0.22	R-3	Vacant Land	\$ 4,400.00	00012/00005/072	Buildable Parcel		
630		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/071	Buildable Parcel		
631		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/064	Buildable Parcel		
632		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/070	Buildable Parcel		
633		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/063	Buildable Parcel		
634		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/069	Buildable Parcel		
636		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/068	Buildable Parcel		
637		Gilbert	Ln		0.31	R-3	Vacant Land	\$ 6,200.00	00012/00005/061	Buildable Parcel		
639		Gilbert	Ln		0.31	R-3	Vacant Land	\$ 6,200.00	00012/00005/059	Buildable Parcel		
700		Gilbert	Ln		0.31	R-3	Vacant Land	\$ 6,200.00	00012/00005/105	Buildable Parcel		
702		Gilbert	Ln		0.31	R-3	Vacant Land	\$ 6,200.00	00012/00005/104	Buildable Parcel		
706		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/103	Buildable Parcel		
707		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/096	Buildable Parcel		
708		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/102	Buildable Parcel		
709		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/097	Buildable Parcel		
710		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/101	Buildable Parcel		
711		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 3,800.00	00012/00005/098	Buildable Parcel		
712		Gilbert	Ln		0.22	R-3	Vacant Land	\$ 4,400.00	00012/00005/100	Buildable Parcel		
713		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/099	Buildable Parcel		
715		Gilbert	Ln		0.53	R-3	Vacant Land	\$ 10,100.00	00012/00005/478	Buildable Parcel		
717		Gilbert	Ln		0.53	R-3	Vacant Land	\$ 8,000.00	00012/00005/478	Buildable Parcel		
719		Gilbert	Ln		0.24	R-3	Vacant Land	\$ 4,800.00	00012/00005/114	Buildable Parcel		
721		Gilbert	Ln		0.24	R-3	Vacant Land	\$ 4,800.00	00012/00005/115	Buildable Parcel		
723		Gilbert	Ln		0.33	R-3	Vacant Land	\$ 6,800.00	00012/00005/116	Buildable Parcel		
728		Gilbert	Ln		0.22	R-3	Vacant Land	\$ 4,400.00	00012/00005/113	Buildable Parcel		
729		Gilbert	Ln		0.25	R-3	Vacant Land	\$ 5,000.00	00012/00005/119	Buildable Parcel		
730		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/112	Buildable Parcel		
731		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/120	Buildable Parcel		
732		Gilbert	Ln		0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/111	Buildable Parcel		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00003/006	Buildable Parcel		
733		Gilbert	Ln	0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/121	Buildable Parcel		
734		Gilbert	Ln	0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/110	Buildable Parcel		
735		Gilbert	Ln	0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/122	Buildable Parcel		
736		Gilbert	Ln	0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/109	Buildable Parcel		
737		Gilbert	Ln	0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/123	Buildable Parcel		
738		Gilbert	Ln	0.2	R-3	Vacant Land	\$ 4,000.00	00012/00005/108	Buildable Parcel		
740		Gilbert	Ln	0.22	R-3	Vacant Land	\$ 4,400.00	00012/00005/107	Buildable Parcel		
629		Gilbert	Ln	0.25	R-3	Vacant Land	\$ 5,000.00	00012/00005/065	Buildable Parcel		
307		Gordon	Ave	0.08	R-6	Vacant Land	\$ 1,700.00	0000E/00026/009	Not Buildable		
309		Gordon	Ave	0.07	R-6	Vacant Land	\$ 1,600.00	0000E/00026/008	Not Buildable		
311		Gordon	Ave	0.09	R-6	Vacant Land	\$ 2,100.00	0000E/00026/007	Not Buildable		
315		Gordon	Ave	0.21	R-6	Vacant Land	\$ 4,800.00	0000E/00026/006	Buildable Parcel		
323		Gordon	Ave	0.31	R-3	Vacant Land	\$ 7,200.00	0000E/00026/005	Buildable Parcel		
526		Gordon	Ave	0.17	R-3	Vacant Land	\$ 3,200.00	000HH/00001/032	Buildable Parcel		
609		Gordon	Ave	0.07	R-6	Vacant Land	\$ 1,900.00	000DD/00028/018	Not Buildable		
309		Gowan	Ave	0.05	R-6	Vacant Land	\$ 11,400.00	00001/00035/002	Not Buildable		
300/302		Gowan	Ave	0.5	R-3	Rental Property	\$ 229,000.00	00001/00040/009	Duplex	Occupied	
301/303		Gowan	Ave	0.5	R-6	Rental Property	\$ 231,000.00	00001/00035/002	Duplex	Occupied	
304/306		Gowan	Ave	0.25	R-3	Rental Property	\$ 148,000.00	00001/00040/009	Duplex	Occupied	
305/307		Gowan	Ave	0.5	R-6	Rental Property	\$ 148,000.00	00001/00035/003	Duplex	Occupied	
2223		Grady	St	0.18	R-3	Vacant Land	\$ 3,000.00	0008B/00026/027	Buildable Parcel		
2225		Grady	St	0.18	R-3	FEMA	\$ 3,000.00	0008B/00026/026	No Permanent Structures Permitted		
2227		Grady	St	1.07	R-3	FEMA	\$ 18,100.00	0008B/00026/020	No Permanent Structures Permitted		Recombination of lots 2229, 2231, 2233 & 2235
2229		Grady	St			FEMA		0008B/00026/020	No Permanent Structures Permitted		
2231		Grady	St			FEMA		0008B/00026/020	No Permanent Structures Permitted		
2233		Grady	St			FEMA		0008B/00026/020	No Permanent Structures Permitted		
2235		Grady	St			FEMA		0008B/00026/020	No Permanent Structures Permitted		
1104		Greenwood	Dr	0.51	R-1A	FEMA	\$ 26,100.00	00000/00032/003	No Permanent Structures Permitted		
2206		Habersham	Rd	4.04	R-6	Rental (50 units)	\$ 924,200.00	00212/00001/33Q			50 Units
2206		Habersham	Rd 1			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 2			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 3			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 4			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 5			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 6			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 7			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 8			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 9			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 10			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 11			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 12			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 13			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 14			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 15			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 16			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 17			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 18			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 19			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 20			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 21			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 22			Rental Property			Townhome	Vacant	

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	000B8/00003/006	Buildable Parcel		
2206		Habersham	Rd 23			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 24			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 25			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 26			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 27			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 28			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 29			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 30			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 41			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 42			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 43			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 44			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 45			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 46			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 47			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 48			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 49			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 50			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 51			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 52			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 53			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 54			Rental Property			Townhome	Vacant	
2206		Habersham	Rd 55			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 56			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 57			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 58			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 59			Rental Property			Townhome	Occupied	
2206		Habersham	Rd 60			Rental Property			Townhome	Occupied	
422		Harmon	Ave	0.19	R-3	Vacant Land	\$ 4,000.00	000B8/00015/041	Buildable Parcel		
608		Harmon	Ave	0.19	R-3	Rental Property	\$ 32,900.00	000B8/00005/005	Single-family	Vacant	
636		Harmon	Ave	0.19	R-3	Vacant Land	\$ 4,000.00	000B8/00005/042	Buildable Parcel		
422		Harmon	Ave	0.19	R-3	FEMA	\$ 4,000.00	000B8/00015/041	No Permanent Structures Permitted		
2307		Harvey	Rd	0.37	R-3	Vacant Land	\$ 7,400.00	00012/00001/31B	Buildable Parcel		
2308		Harvey	Rd	0.45	R-3	Vacant Land	\$ 6,000.00	00012/00002/001	Buildable Parcel		
2421		Harvey	Rd	0.3	R-3	Vacant Land	\$ 23,700.00	00012/00001/20A	Buildable Parcel		
2514		Harvey	Rd	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/057	Buildable Parcel		
2600		Harvey	Rd	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/056	Buildable Parcel		
2602		Harvey	Rd	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/055	Buildable Parcel		
2606		Harvey	Rd	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/053	Buildable Parcel		
2608		Harvey	Rd	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/052	Buildable Parcel		
2612		Harvey	Rd	0.19	R-2	Vacant Land	\$ 3,800.00	00012/00004/050	Buildable Parcel		
429		Heard	Ave	0.18	R-2	Vacant Land	\$ 4,000.00	00001/00041/23G	Buildable Parcel		
431		Heard	Ave	0.18	R-2	Vacant Land	\$ 4,000.00	00001/00041/23F	Buildable Parcel		
432		Heard	Ave	0.22	R-3	Rental Property	\$ 75,900.00	000B8/00016/018	Single-family	Vacant	
433		Heard	Ave	0.18	R-2	Vacant Land	\$ 4,000.00	00001/00041/23E	Buildable Parcel		
435		Heard	Ave	0.18	R-2	Vacant Land	\$ 4,000.00	00001/00041/23D	Buildable Parcel		
437		Heard	Ave	0.23	R-2	Vacant Land	\$ 5,200.00	00001/00041/23C	Buildable Parcel		
901		Henderson	Rd	0.18	R-2	FEMA		00212/00004/038	No Permanent Structures Permitted		Johnny Williams
304		Highland	Ave	0.23	C-3	Vacant Land	\$ 4,200.00	0000E/00003/020	Buildable Parcel		
316		Highland	Ave	0.25	C-3	Vacant Land	\$ 2,900.00	0000E/00003/024	Buildable Parcel		
410		Highland	Ave	0.39	R-6	Vacant Land	\$ 4,600.00	0000E/00004/015	Buildable Parcel		



**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert Dr		0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00003/006	Buildable Parcel		
412		Highland Ave		0.16	R-6	Vacant Land	\$ 2,200.00	0000E/00004/016	Buildable Parcel		
526	West	Highland Ave		0.38	R-3	Rental Property	\$ 138,730.00	0000E/00005/037	Single-family	Occupied	
527	West	Highland Ave		0.34	C-3	Rental Property	\$ 124,200.00	0000B/00003/001	Single-family	Occupied	
630		Highland Ave		0.12	R-6	Vacant Land	\$ 2,600.00	0000D/00009/031	Buildable Parcel		
609		Hobson St		0.26	R-6	Vacant Land	\$ 4,500.00	0000E/00010/007	Buildable Parcel		
304		Holloway Ave		0.17	R-6	Vacant Land	\$ 3,000.00	0000I/00015/010	Buildable Parcel		
305		Holloway Ave		1.04	R-6	Vacant Land	\$ 19,300.00	0000I/00014/001	Buildable Parcel		
306		Holloway Ave		0.17	R-6	Vacant Land	\$ 3,000.00	0000I/00015/011	Buildable Parcel		
308		Holloway Ave		0.17	R-6	Vacant Land	\$ 3,000.00	0000I/00015/012	Buildable Parcel		
310		Holloway Ave		0.17	R-6	Vacant Land	\$ 3,000.00	0000I/00015/013	Buildable Parcel		
326		Holloway Ave		0.27	R-3	Vacant Land	\$ 5,600.00	0000I/00016/010	Buildable Parcel		
528		Holloway Ave		0.17	R-3	Rental Property	\$ 73,800.00	000HH/00027/030	Single-family	Occupied	
629		Holloway Ave		0.29	R-3	Vacant Land	\$ 6,000.00	000HH/00022/008	Buildable Parcel		
703		Holloway Ave		0.14	R-3	Vacant Land	\$ 3,000.00	000HH/00021/007	Buildable Parcel		
1000		Holloway Ave		0.19	R-3	Vacant Land	\$ 3,200.00	000HH/00035/003	Buildable Parcel		
1002		Holloway Ave		0.19	R-3	Vacant Land	\$ 3,500.00	000HH/00035/004	Buildable Parcel		
520/522		Holloway Ave		0.17	R-3	Rental Property	\$ 124,200.00	000HH/00027/026	Duplex	Occupied	
524/526		Holloway Ave		0.34	R-3	Rental Property	\$ 128,000.00	000HH/00027/029	Duplex	Occupied	
407		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/014	No Permanent Structures Permitted		
411		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/013	No Permanent Structures Permitted		
413		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/012	No Permanent Structures Permitted		
415		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/011	No Permanent Structures Permitted		
423		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/006	No Permanent Structures Permitted		
425		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/005	No Permanent Structures Permitted		
427		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/004	No Permanent Structures Permitted		
429		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/003	No Permanent Structures Permitted		
431		Holloway Ave		0.17	FEMA	FEMA	\$ 3,700.00	0000I/00012/002	No Permanent Structures Permitted		
215	South	Jackson St		0.17	C-3	Public Facility	\$ 13,400.00	03302/00018/015	Commercial Bldg - PF	Vacant - PF	Ritz Cultural Center
303	South	Jackson St		0.16	C-3	Vacant Land	\$ 8,700.00	0000E/00003/035	Buildable Parcel		
513	South	Jackson St		0.05	R-6	Vacant Land	\$ 1,500.00	0000E/00021/013	Not Buildable		
517	South	Jackson St		0.04	R-6	Vacant Land	\$ 1,200.00	0000E/00021/012	Not Buildable		
519	South	Jackson St		0.04	R-6	Vacant Land	\$ 1,200.00	0000E/00021/011	Not Buildable		
521	South	Jackson St		0.04	R-6	Vacant Land	\$ 1,200.00	0000E/00021/010	Not Buildable		
921	South	Jackson St		0.31	R-6	Vacant Land	\$ 6,700.00	0000I/00010/006	Buildable Parcel		
1001	South	Jackson St		0.18	R-6	FEMA	\$ 3,900.00	0000I/00014/006	No Permanent Structures Permitted		
1005	South	Jackson St		0.11	R-6	Vacant Land	\$ 2,500.00	0000I/00014/004	Not Buildable		
1007	South	Jackson St		0.06	R-6	Vacant Land	\$ 1,500.00	0000I/00014/003	Not Buildable		
1009	South	Jackson St		0.12	R-6	Vacant Land	\$ 2,800.00	0000I/00014/002	Not Buildable		
1101	South	Jackson St		0.17	R-6	Vacant Land	\$ 3,700.00	0000I/00015/009	Buildable Parcel		
1105	South	Jackson St		0.17	R-6	Vacant Land	\$ 3,700.00	0000I/00015/008	Buildable Parcel		
1301	South	Jackson St		2.73	R-6	Vacant Land	\$ 37,500.00	0000I/00021/002	Buildable Parcel		Former MLK, Jr. Elem.
1400	South	Jackson St		0.14	R-6	FEMA	\$ 3,600.00	0000I/00026/017	No Permanent Structures Permitted		
1407	South	Jackson St		3.85	R-1A	Vacant Land	\$ 13,000.00	0000I/00020/002	Buildable Parcel		
1502	South	Jackson St		0.22	R-6	FEMA	\$ 3,600.00	0000I/00026/012	No Permanent Structures Permitted		
1504	South	Jackson St		0.22	R-6	FEMA	\$ 3,600.00	0000I/00026/011	No Permanent Structures Permitted		
1505	South	Jackson St		0.26	R-6	FEMA	\$ 3,900.00	0000I/00027/010	No Permanent Structures Permitted		
1506	South	Jackson St		0.26	R-6	FEMA	\$ 3,600.00	0000I/00026/010	No Permanent Structures Permitted		
1507	South	Jackson St		0.26	R-6	FEMA	\$ 3,900.00	0000I/00027/009	No Permanent Structures Permitted		
1508	South	Jackson St		0.22	R-6	FEMA	\$ 3,600.00	0000I/00026/009	No Permanent Structures Permitted		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name		Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr		0.18	R-3	Vacant Land	\$ 3,400.00	0008B/0003/006	Buildable Parcel		
1512	South	Jackson	St		0.22	R-6	FEMA	\$ 3,600.00	00001/00026/007	No Permanent Structures Permitted		
1600	South	Jackson	St		0.22	R-6	FEMA	\$ 3,600.00	00001/00026/006	No Permanent Structures Permitted		
1602	South	Jackson	St		0.22	R-6	FEMA	\$ 3,600.00	00001/00026/005	No Permanent Structures Permitted		
1604	South	Jackson	St		0.22	R-6	FEMA	\$ 3,600.00	00001/00026/004	No Permanent Structures Permitted		
1605	South	Jackson	St		0.23	R-6	Vacant Land	\$ 6,200.00	00001/00035/024	Buildable Parcel		
1606	South	Jackson	St		0.22	R-6	FEMA	\$ 3,600.00	00001/00026/003	No Permanent Structures Permitted		
1607	South	Jackson	St		0.23	R-6	Vacant Land	\$ 6,200.00	00001/00035/023	Buildable Parcel		
1609	South	Jackson	St		0.23	R-6	Vacant Land	\$ 6,200.00	00001/00035/022	Buildable Parcel		
1702	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/019	No Permanent Structures Permitted		
1703	South	Jackson	St		0.66	R-6	Vacant Land	\$ 8,000.00	00001/00035/019	Buildable Parcel		
1704	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/020	No Permanent Structures Permitted		
1707	South	Jackson	St		0.38	R-6	Vacant Land	\$ 5,200.00	00001/00035/017	Buildable Parcel		
1710	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/023	No Permanent Structures Permitted		
1711	South	Jackson	St		0.26	R-6	Vacant Land	\$ 3,500.00	00001/00035/016	Buildable Parcel		
1712	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/024	No Permanent Structures Permitted		
1714	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/025	No Permanent Structures Permitted		
1716	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/026	No Permanent Structures Permitted		
1802	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/027	No Permanent Structures Permitted		
1804	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/028	No Permanent Structures Permitted		
1806	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/029	No Permanent Structures Permitted		
1807	South	Jackson	St		0.26	R-6	FEMA	\$ 3,500.00	00001/00035/010	No Permanent Structures Permitted		
1808	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/030	No Permanent Structures Permitted		
1810	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/031	No Permanent Structures Permitted		
1812	South	Jackson	St		0.21	R-6	FEMA	\$ 3,300.00	00001/00036/032	No Permanent Structures Permitted		
1900	South	Jackson	St		1.24	R-3	FEMA	\$ 18,900.00	00001/00039/001	No Permanent Structures Permitted		
1901	South	Jackson	St		0.16	R-3	FEMA	Unknown	Unknown	No Permanent Structures Permitted		
1905	South	Jackson	St		0.26	R-3	FEMA	Unknown	Unknown	No Permanent Structures Permitted		
1916	South	Jackson	St		0.43	R-3	FEMA	\$ 6,700.00	0008B/00018/003	No Permanent Structures Permitted		
1918	South	Jackson	St		0.22	R-3	FEMA	\$ 3,300.00	0008B/00018/03A	No Permanent Structures Permitted		
1920	South	Jackson	St		0.21	R-3	FEMA	\$ 3,300.00	0008B/00018/0004	No Permanent Structures Permitted		
1922	South	Jackson	St		0.21	R-3	FEMA	\$ 3,300.00	0008B/00018/005	No Permanent Structures Permitted		
1924	South	Jackson	St		0.41	R-3	FEMA	\$ 6,600.00	0008B/00018/006	No Permanent Structures Permitted		
2211	South	Jackson	St		0.4	R-3	Vacant Land	\$ 6,900.00	0008B/00021/045	Buildable Parcel		
2405	South	Jackson	St		0.1	R-3	Vacant Land	\$ 2,300.00	0008B/00021/077	Not Buildable		
2407	South	Jackson	St		0.1	R-3	Vacant Land	\$ 2,300.00	0008B/00021/078	Not Buildable		
2504	South	Jackson	St		0.14	R-6	FEMA	\$ 2,700.00	0008B/00018/129	No Permanent Structures Permitted		
2506	South	Jackson	St		0.14	R-6	FEMA	\$ 2,700.00	0008B/00018/130	No Permanent Structures Permitted		
2508	South	Jackson	St		0.21	R-6	FEMA	\$ 4,200.00	0008B/00018/177	No Permanent Structures Permitted		
2600	South	Jackson	St		8.2	C-3	Vacant Land	\$ 61,500.00	0008B/00018/070	Buildable Parcel		Former Flintside Elem.
2600	South	Jackson	St		0.21	R-3	Vacant Land	\$ 4,200.00	0008B/00018/178	Buildable Parcel		
2602	South	Jackson	St		0.13	R-3	Vacant Land	\$ 2,700.00	0008B/00018/179	Buildable Parcel		
2604	South	Jackson	St		0.13	R-3	Rental Property	\$ 48,600.00	0008B/00018/131	Duplex	Vacant	
2402/2404	South	Jackson	St		0.27	R-3	Rental Property	\$ 125,000.00	0008B/00020/015	Duplex	Occupied	
2406/2408	South	Jackson	St		0.27	R-3	Rental Property	\$ 85,200.00	0008B/00020/015	Duplex	Vacant	
2410/2412	South	Jackson	St		0.18	R-3	FEMA	\$ 85,200.00	0008B/00020/013	No Permanent Structures Permitted		
2204	South	Jackson	St		0.19	R-3	Vacant Land	\$ 3,100.00	0008B/00026/006	Not Buildable		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert Dr		0.18	R-3	Vacant Land	\$ 3,400.00	00088/0003/006	Buildable Parcel		
2206	South	Jackson St		0.19	R-3	Vacant Land	\$ 3,100.00	00088/00026/007	Not Buildable		
2208	South	Jackson St		0.19	R-3	Vacant Land	\$ 3,100.00	00088/00026/008	Not Buildable		
2210	South	Jackson St		0.19	R-3	Vacant Land	\$ 3,000.00	00088/00026/009	Not Buildable		
1510	South	Jackson St		0.22		FEMA	\$ 3,600.00	00001/00026/008	No Permanent Structures Permitted		
1901	South	Jackson St				FEMA		00001/00040/007	No Permanent Structures Permitted		
1902	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1903	South	Jackson St		0.26		FEMA		00001/00040/006	No Permanent Structures Permitted		
1904	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1906	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1908	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1910	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1912	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1914	South	Jackson St				FEMA		00001/00039/001	No Permanent Structures Permitted		
1926	South	Jackson St				FEMA		00088/00018/006	No Permanent Structures Permitted		
2502	South	Jackson St				FEMA		00088/00020/039	No Permanent Structures Permitted		
402		Jefferies Ave		0.21	R-3	Vacant Land	\$ 3,200.00	00001/00029/022	Buildable Parcel		
406		Jefferies Ave		0.34	R-3	Vacant Land	\$ 7,400.00	00001/00029/024	Buildable Parcel		
420		Jefferies Ave		0.17	R-3	Rental Property	\$ 61,000.00	00001/00029/029	Single-family	Vacant	Possible CHDO Project
422		Jefferies Ave		0.17	R-3	Rental Property	\$ 75,600.00	00001/00029/030	Single-family	Occupied	
430		Jefferies Ave		0.17	R-3	Vacant Land	\$ 3,700.00	00001/00029/034	Buildable Parcel		
518		Jefferies Ave		0.17	R-3	Rental Property	\$ 73,900.00	000HH/00063/029	Single-family	Vacant	
521		Jefferies Ave		0.17	R-3	Vacant Land	\$ 3,700.00	000HH/00046/011	Buildable Parcel		
608		Jefferies Ave		0.17	R-3	Vacant Land	\$ 3,700.00	000HH/00062/005	Buildable Parcel		
407/409		Jefferies Ave		0.17	R-3	Rental Property	\$ 264,200.00	00001/00024/013 & 014	Duplex	Vacant/Occupied	
411- A&B		Jefferies Ave		0.17	R-3	Rental Property	\$ 130,200.00	00001/00024/012	Duplex	Occupied	
404		Jefferies Ave		0.17	R-3	Vacant Land	\$ 2,900.00	00001/00029/023	Buildable Parcel		
1007	South	Jefferson St		0.34	R-3	Vacant Land	\$ 6,000.00	00001/00012/018	Buildable Parcel		
1100	South	Jefferson St		0.29	R-6	Vacant Land	\$ 5,700.00	00001/00016/011	Buildable Parcel		
1106	South	Jefferson St		0.14	R-6	Vacant Land	\$ 3,500.00	00001/00016/013	Buildable Parcel		
1108	South	Jefferson St		0.15	R-6	Vacant Land	\$ 3,600.00	00001/00016/014	Buildable Parcel		
1110	South	Jefferson St		0.14	R-6	Vacant Land	\$ 3,500.00	00001/00016/016	Buildable Parcel		
1112	South	Jefferson St		0.15	R-6	Vacant Land	\$ 3,600.00	00001/00016/001	Buildable Parcel		
1200	South	Jefferson St		0.15	R-6	Vacant Land	\$ 3,600.00	00001/00019/010	Buildable Parcel		
1202	South	Jefferson St		0.15	R-6	Vacant Land	\$ 3,600.00	00001/00019/011	Buildable Parcel		
1204	South	Jefferson St		0.58	R-6	Vacant Land	\$ 14,400.00	00001/00019/001	Buildable Parcel		
1222	South	Jefferson St		0.15	R-6	Vacant Land	\$ 4,800.00	00001/00019/010	Buildable Parcel		
1400		Jefferson St				Rental Property		00001/00022/001	Transitions Office Building	Vacant	
1401	South	Jefferson St		0.23	R-6	Vacant Land	\$ 6,200.00	00001/00024/020	Buildable Parcel		
1410		Jefferson St				Rental Property		00001/00022/001	Multi-family	Vacant	Bldg. B1-B-5
1411		Jefferson St				Rental Property		00001/00022/001	Multi-family	Occupied	Bldg. A1-A-5
1715	South	Jefferson St		0.23	R-6	Vacant Land	\$ 4,800.00	00001/00033/028	Buildable Parcel		
1300/1302		Jefferson St		3.76	R-6	Rental Property	\$ 600,000.00	00001/00022/001	Duplex	Occupied	1300/1302, 1304/1306, 1400, 1410 & 1411 S. Jefferson and 1301/1303, 1305/1307, 1309/1311, 1401, & 1411 MLK, Jr. are on same parcel. Appraised value of \$600,000 for 5 duplexes, 3 multifamily bldgs., and office.
1304/1306		Jefferson St				Rental Property		00001/00022/001	Duplex	Vacant/Occupied	

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acresage	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	00088/0003/006	Buildable Parcel		
1218	South	Jefferson	St	0.15	R-6	Vacant Land	\$ 3,600.00	00001/00019/011	Buildable Parcel		
906	South	Jefferson	St	0.18	R-6	Vacant Land	\$ 3,525.00	00001/00009/002	Buildable Parcel		
1501	South	Jefferson	St	0.2	R-6	Vacant Land	\$ 5,100.00	00001/00029/021	Buildable Parcel		
1413	South	Jefferson	St	0.17	R-6	Vacant Land	\$ 3,700.00	00001/00024/015	Buildable Parcel		
807	South	Jefferson	St	0.28		FEMA		00001/00008/030	No Permanent Structures Permitted		
905	South	Jefferson	St	0.17		FEMA	\$ 3,000.00	00001/00011/019	No Permanent Structures Permitted		
907	South	Jefferson	St	0.13		FEMA	\$ 2,600.00	00001/00011/016	No Permanent Structures Permitted		
1001	South	Jefferson	St	0.17		FEMA		00001/00012/030	No Permanent Structures Permitted		
1009	South	Jefferson	St	0.17		FEMA	\$ 3,000.00	00001/00012/017	No Permanent Structures Permitted		
1011	South	Jefferson	St	0.17		FEMA	\$ 3,000.00	00001/00012/016	No Permanent Structures Permitted		
1015	South	Jefferson	St	0.17		FEMA	\$ 3,000.00	00001/00012/015	No Permanent Structures Permitted		
405		Johnny W. Williams	Rd	0.21	R-3	Vacant Land	\$ 4,200.00	00088/00012/015	Buildable Parcel		
509		Johnny W. Williams	Rd	0.19	R-3	Vacant Land	\$ 3,800.00	00088/00012/026	Buildable Parcel		
901		Johnny W. Williams	Rd	0.18	R-3	Vacant Land	\$ 3,600.00	00212/00004/038	Buildable Parcel		
2622		Joshua	St	5.05	FP	FEMA	\$ 7,800.00	00088/00019/144	No Permanent Structures Permitted		
2700		Joshua	St	10	FP	FEMA	\$ 250,000.00	00088/00019/137	No Permanent Structures Permitted		
2715		Joshua	St	0.23	FP	FEMA	\$ 3,500.00	00088/00019/99C	No Permanent Structures Permitted		
2704		Joshua	St	0.25		FEMA	\$ 3,500.00	00088/00019/147	No Permanent Structures Permitted		
1010		Lincoln	Ave	0.13	R-3	Vacant Land	\$ 4,500.00	0000D/00024/016	Buildable Parcel		
417		Louis	Ave	0.14	R-3	Vacant Land	\$ 3,000.00	00001/00033/019	Buildable Parcel		
515		Louis	Ave	0.14	R-3	Vacant Land	\$ 3,000.00	00001/00033/008	Buildable Parcel		
517		Louis	Ave	0.14	R-3	Vacant Land	\$ 3,000.00	00001/00033/007	Buildable Parcel		
0	South	Madison	St	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00003/20A	Buildable Parcel		
0	South	Madison	St	0.23	R-3	Vacant Land	\$ 4,600.00	00012/00003/20B	Buildable Parcel		
0	South	Madison	St	0.23	R-3	Vacant Land	\$ 4,600.00	00012/00003/20C	Buildable Parcel		
0	South	Madison	St	0.32	R-3	Vacant Land	\$ 6,400.00	00012/00003/20D	Buildable Parcel		
0	South	Madison	St	0.23	R-3	Vacant Land	\$ 4,600.00	00012/00003/20E	Buildable Parcel		
0	South	Madison	St	0.87	R-3	Vacant Land	\$ 6,600.00	00089/00005/22	Buildable Parcel		
208	South	Madison	Ave	0.18	C-3	Rental Property	\$ 110,090.00	00008/00003/01A	Single-family	Occupied	
210	South	Madison	Ave	0.18	C-3	Rental Property	\$ 110,090.00	00008/00003/01B & 026	Single-family	Occupied	
212	South	Madison	Ave	0.21	C-3	Rental Property	\$ 110,590.00	00008/00003/01C	Single-family	Occupied	
302	South	Madison	Ave	0.38	R-3	Rental Property	\$ 130,450.00	00008/00003/036	Single-family	Occupied	
306	North	Madison	St	0.13	C-2	Vacant Land	\$ 47,100.00	000AA/00002/001	Buildable Parcel		
312	South	Madison	St	0.2	R-3	Vacant Land	\$ 3,600.00	0000E/00005/046	Buildable Parcel		
403	North	Madison	St	0.05	C-3	Vacant Land	\$ 5,400.00	0000D/00031/017	Not Buildable		
405	North	Madison	St	0.08	C-3	Vacant Land	\$ 7,800.00	0000D/00031/018	Not Buildable		
407	North	Madison	St	0.08	C-3	Vacant Land	\$ 7,800.00	0000D/00031/019	Not Buildable		
409	North	Madison	St	0.08	C-3	Vacant Land	\$ 7,800.00	0000D/00031/020	Not Buildable		
411	North	Madison	St	0.08	C-3	Vacant Land	\$ 5,100.00	0000D/00031/021	Not Buildable		
413	North	Madison	St	0.12	R-6	Vacant Land	\$ 7,300.00	0000D/00031/022	Not Buildable		
415	North	Madison	St	0.12	R-6	Vacant Land	\$ 7,300.00	0000D/00031/023	Not Buildable		
417	North	Madison	St	0.12	R-6	Vacant Land	\$ 7,300.00	0000D/00031/024	Not Buildable		
419	North	Madison	St	0.12	R-6	Vacant Land	\$ 7,500.00	0000D/00031/025	Not Buildable		
902	South	Madison	St	0.18	R-3	Vacant Land	\$ 3,800.00	000HH/00012/023	Buildable Parcel		
1206	South	Madison	St	0.15	R-3	Vacant Land	\$ 15,600.00	000HH/00044/003	Buildable Parcel		
1206	South	Madison	St	0.16	R-3	Vacant Land	\$ 3,000.00	000HH/00044/003	Buildable Parcel		
1405	South	Madison	St	0.17	R-3	Vacant Land	\$ 3,700.00	000HH/00047/021	Buildable Parcel		
1514	South	Madison	St	0.11	R-3	Vacant Land	\$ 2,600.00	000HH/00063/001	Not Buildable		
2221	South	Madison	St	0.44	R-3	Vacant Land	\$ 132,100.00	00088/00011/001	Buildable Parcel		
2229	South	Madison	St	0.23	R-3	Vacant Land	\$ 5,000.00	00088/00008/18F	Buildable Parcel		
2259	South	Madison	St	1.59	R-3	Vacant Land	\$ 30,300.00	00088/00010/14A	Buildable Parcel		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	00088/00003/006	Buildable Parcel		
2307	South	Madison	St	0.68	R-3	Vacant Land	\$ 10,900.00	00012/00002/056	Buildable Parcel		
2406	South	Madison	St	0.18	R-3	Vacant Land	\$ 3,600.00	00012/00006/043	Buildable Parcel		
2407	South	Madison	St	1.96	R-3	Vacant Land	\$ 29,100.00	00012/00002/057	Buildable Parcel		
2408	South	Madison	St	0.18	R-3	Vacant Land	\$ 3,600.00	00012/00006/045	Buildable Parcel		
2600	South	Madison	St	0.66	R-3	Vacant Land	\$ 10,800.00	00012/00003/20G	Buildable Parcel		
2603	South	Madison	St	0.41	R-3	Vacant Land	\$ 8,200.00	00012/00002/040	Buildable Parcel		
2624	South	Madison	St	0.37	R-3	Vacant Land	\$ 89,500.00	00012/00004/009	Buildable Parcel		
104	South	Magnolia	St	0.15	C-3	Public Facility	\$ 54,000.00	0008H/00003/251	Commercial Bldg - PF	Vacant - PF	
632		Marshall	Ln	0.46	R-3	Vacant Land	\$ 9,200.00	00088/00011/024	Buildable Parcel		
900		Martin Luther King, Jr.	Dr	0.2	R-6	Vacant Land	\$ 5,000.00	00001/00010/001	Buildable Parcel		
905		Martin Luther King, Jr.	Dr	0.18	R-6	Vacant Land	\$ 3,525.00	00001/00009/003	Buildable Parcel		
1102		Martin Luther King, Jr.	Dr	0.03	R-6	Vacant Land	\$ 840.00	00001/00015/015	Not Buildable		
1106		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 3,100.00	00001/00015/016	Buildable Parcel		
1107		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 2,800.00	00001/00016/007	Buildable Parcel		
1109		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 2,700.00	00001/00016/006	Buildable Parcel		
1112		Martin Luther King, Jr.	Dr	0.45	R-6	Vacant Land	\$ 9,500.00	00001/00015/001	Buildable Parcel		
1200		Martin Luther King, Jr.	Dr	3.59	R-6	Vacant Land	\$ 60,000.00	00001/00025/001	Buildable Parcel		
1201		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 2,700.00	00001/00019/009	Buildable Parcel		
1203		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 2,700.00	00001/00019/008	Buildable Parcel		
1205		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 4,500.00	00001/00019/007	Buildable Parcel		
1207		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 4,500.00	00001/00019/006	Buildable Parcel		
1209		Martin Luther King, Jr.	Dr	0.13	R-6	Vacant Land	\$ 4,500.00	00001/00019/005	Buildable Parcel		
1401		Martin Luther King, Jr.	Drive		R-6	Rental Property		00001/00022/001	Multi-family	Vacant	Bldg. C1-C5
1411		Martin Luther King, Jr.	Drive		R-6	Rental Property		00001/00022/001	Multi-family	Vacant	Bldg. B1-B5
1500		Martin Luther King, Jr.	Dr	0.51	R-6	Vacant Land	\$ 7,800.00	00001/00027/012	Buildable Parcel		
1602		Martin Luther King, Jr.	Dr	0.8	R-6	Vacant Land	\$ 18,800.00	00001/00035/032	Buildable Parcel		
1604		Martin Luther King, Jr.	Dr	0.48	R-6	Vacant Land	\$ 12,000.00	00001/00035/033	Buildable Parcel		
2008		Martin Luther King, Jr.	Dr	0.15	R-3	Vacant Land	\$ 2,800.00	00088/00021/004	Buildable Parcel		
2024		Martin Luther King, Jr.	Dr	0.08	R-3	Vacant Land	\$ 1,000.00	00088/00018/45A	Not Buildable		
2026		Martin Luther King, Jr.	Dr	0.08	R-3	Vacant Land	\$ 3,100.00	00088/00018/46A	Not Buildable		
2100		Martin Luther King, Jr.	Dr	0.17	C-1	Vacant Land	\$ 3,400.00	00088/00020/027	Buildable Parcel		
2117		Martin Luther King, Jr.	Dr	2.39	R-6	FEMA	\$ 19,400.00	00088/00014/006	No Permanent Structures Permitted		
2314		Martin Luther King, Jr.	Dr	5.06	C-1	Vacant Land	\$ 10,900.00	00088/00019/120	Buildable Parcel		
3017		Martin Luther King, Jr.	Dr	0.27	R-3	Vacant Land	\$ 5,400.00	00012/00003/028	Buildable Parcel		
3019		Martin Luther King, Jr.	Dr	0.31	R-3	Vacant Land	\$ 6,200.00	00012/00003/027	Buildable Parcel		
1301/1303		Martin Luther King, Jr.	Drive		R-6	Rental Property		00001/00022/001	Duplex	Occupied	1300/1302, 1304/1306, 1400, 1410 & 1411 S. Jefferson and 1301/1303, 1305/1307, 1309/1311, 1401, & 1411 MLK, Jr. are on same parcel. Appraised value of \$600,000 for 5 duplexes, 3 multifamily bldgs., and office.
1305/1307		Martin Luther King, Jr.	Drive		R-6	Rental Property		00001/00022/001	Duplex	Occupied	
1309/1311		Martin Luther King, Jr.	Drive		R-6	Rental Property		00001/00022/001	Duplex	Occupied	
2008		Martin Luther King, Jr.	Dr	0.15		FEMA	\$ 2,800.00	00088/00021/004	No Permanent Structures Permitted		
2600		McCoy	Ln	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/020	Buildable Parcel		
2606		McCoy	Ln	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/023	Buildable Parcel		
2608		McCoy	Ln	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/024	Buildable Parcel		
2609		McCoy	Ln	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/028	Buildable Parcel		
2611		McCoy	Ln	0.22	R-2	Vacant Land	\$ 4,400.00	00012/00004/027	Buildable Parcel		
2624		McCoy	Ln	0.22	R-2	Vacant Land	\$ 4,300.00	00012/00004/038	Buildable Parcel		
2626		McCoy	Ln	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/037	Buildable Parcel		
2630		McCoy	Ln	0.18	R-2	Vacant Land	\$ 3,600.00	00012/00004/035	Buildable Parcel		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008B/0003/006	Buildable Parcel		
2634		McCoy	Ln	0.19	R-2	Vacant Land	\$ 3,800.00	00012/0004/033	Buildable Parcel		
2617		McCoy	Ln	0.19	R-2	Vacant Land	\$ 3,800.00	00012/0004/040	Buildable Parcel		
2619		McCoy	Ln	0	R-2	Vacant Land	\$ 5,000.00	00012/0004/041	Buildable Parcel		
203		McCray	Dr	0.14	R-3	FEMA	\$ 3,500.00	0008B/00019/150	No Permanent Structures Permitted		
205		McCray	Dr	0.09	R-3	FEMA	\$ 1,500.00	0008B/00019/116	No Permanent Structures Permitted		
205		McCray	Dr	0.23	R-3	FEMA	\$ 3,500.00	0008B/00019/990	No Permanent Structures Permitted		
212		McCray	Dr	0.19	R-3	FEMA	\$ 1,900.00	0008B/00019/151	No Permanent Structures Permitted		
214		McCray	Dr	0.19	R-3	FEMA	\$ 3,500.00	0008B/00019/115	No Permanent Structures Permitted		
215		McCray	Dr	0.12	R-3	FEMA	\$ 8,000.00	0008B/00019/99N	No Permanent Structures Permitted		Recombination of 209, 211 & 213
221		McCray	Dr	0.46	R-3	FEMA	\$ 14,000.00	0008B/00019/99K	No Permanent Structures Permitted		
310		McCray	Dr	0.28	R-3	FEMA	\$ 3,500.00	0008B/00019/107	No Permanent Structures Permitted		
209		McCray	Dr	0.12		FEMA		0008B/00019/99S	No Permanent Structures Permitted		
211		McCray	Dr	0.12		FEMA		0008B/00019/99R	No Permanent Structures Permitted		
213		McCray	Dr	0.12		FEMA		0008B/00019/99Q	No Permanent Structures Permitted		
2000		McIntosh	Rd	0.33	R-1B	FEMA	\$ 18,000.00	0000N/00029/014	No Permanent Structures Permitted		
2002		McIntosh	Rd	0.29	R-1B	FEMA	\$ 15,700.00	0000N/00029/013	No Permanent Structures Permitted		
407	North	McKinley	St	0.16	C-3	Vacant Land	\$ 15,100.00	0000D/00030/025	Buildable Parcel		
409	North	McKinley	St	0.07	C-3	Vacant Land	\$ 6,900.00	0000D/00030/026	Not Buildable		
429		Medlock	Ave	0.14	R-3	Vacant Land	\$ 6,000.00	0008B/00038/10M	Buildable Parcel		
431		Medlock	Ave	0.16	R-3	Vacant Land	\$ 6,000.00	0008B/00038/10L	Buildable Parcel		
433		Medlock	Ave	0.15	R-3	Vacant Land	\$ 6,000.00	0008B/00038/10K	Buildable Parcel		
435		Medlock	Ave	0.15	R-3	Vacant Land	\$ 6,000.00	0008B/00038/10I	Buildable Parcel		
437		Medlock	Ave	0.15	R-3	Vacant Land	\$ 3,000.00	0008B/00038/10J	Buildable Parcel		
439		Medlock	Ave	0.15	R-3	Vacant Land	\$ 3,000.00	0008B/00038/10H	Buildable Parcel		
441		Medlock	Ave	0.15	R-3	Vacant Land	\$ 3,000.00	0008B/00038/10G	Buildable Parcel		
443		Medlock	Ave	0.15	R-3	Vacant Land	\$ 3,000.00	0008B/00038/10F	Buildable Parcel		
445		Medlock	Ave	0.15	R-3	Vacant Land	\$ 3,000.00	0008B/00038/10E	Buildable Parcel		
447		Medlock	Ave	0.15	R-3	Vacant Land	\$ 3,000.00	0008B/00038/10D	Buildable Parcel		
602		Medlock	St	0.09	R-3	Rental Property	\$ 63,000.00	0008B/00005/030	Single-family	Occupied	
300		Mercer	Ave	1.45	R-3	?	\$ 22,100.00	0000E/00021/015	Not Buildable		
312		Mercer	Ave	0.21	R-3	?	\$ 3,400.00	0000E/00021/019	Not Buildable		
314		Mercer	Ave	0.44	R-3	?	\$ 6,600.00	0000E/00021/021	Not Buildable		
315		Mercer	Ave	0.03	R-3	?	\$ 790.00	0000E/00021/020	Not Buildable		
320		Mercer	Ave	0.11	R-3	?	\$ 1,600.00	0000E/00021/022	Not Buildable		
322		Mercer	Ave	0.12	R-3	?	\$ 1,700.00	0000E/00021/023	Not Buildable		
324		Mercer	Ave	0.21	R-3	?	\$ 3,200.00	0000E/00021/024	Not Buildable		
800		Mercer	Ave	0.09	R-3	Vacant Land	\$ 3,400.00	000DD/00021/022	Not Buildable		
803		Mercer	Ave	0.09	R-3	Vacant Land	\$ 2,000.00	000DD/00016/016	Not Buildable		
804		Mercer	Ave	0.13	R-3	Vacant Land	\$ 2,800.00	000DD/00021/024	Buildable Parcel		
810		Mercer	Ave	0.25	R-3	AHOP	\$ 46,100.00	000DD/00021/027	Single-family - AHOP	Vacant - AHOP	
815		Mercer	Ave	0.26	R-3	AHOP	\$ 21,300.00	000DD/00016/010	Single-family - AHOP	Vacant - AHOP	
821		Mercer	Ave	0.26	R-3	Rental Property	\$ 22,500.00	000DD/00016/007	Single-family	Vacant	Possible CHDO Project
1310		Mobile	Ave	0.11	R-3	AHOP	\$ 80,800.00	000186/00003/006	Duplex - AHOP	Vacant - AHOP	
1316		Mobile	Ave	0.13	R-3	AHOP	\$ 85,100.00	000186/00003/009	Duplex - AHOP	Vacant - AHOP	
1330		Mobile	Ave	0.13	R-3	AHOP	\$ 90,500.00	00186/00003/054	Duplex - AHOP	Vacant - AHOP	
807	South	Monroe	St	0.08	R-3	Vacant Land	\$ 1,900.00	000HH/00011/005	Not Buildable		
1012	South	Monroe	St	0.17	R-3	FEMA	\$ 3,700.00	0000I/00012/001	No Permanent Structures Permitted		
1309		Montego	Ct	0.15	R-3	AHOP	\$ 84,700.00	00186/00003/016	Duplex - AHOP	Vacant - AHOP	
301		Mulberry	Ave	0.14	R-3	Vacant Land	\$ 2,300.00	0000C/00006/001	Buildable Parcel		
303		Mulberry	Ave	0.16	R-3	Vacant Land	\$ 2,600.00	0000C/00006/002	Buildable Parcel		
0		Neuman	Pl	0.25	R-3	Vacant Land	\$ 4,200.00	00012/00003/040	Buildable Parcel		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00003/006	Buildable Parcel		
812		Newton	Rd	0.02	R-3	Vacant Land	\$ 2,500.00	0008H/00011/001	Not Buildable		
814		Newton	Rd	0.09	R-3	Vacant Land	\$ 2,200.00	0008H/00011/002	Not Buildable		
1013		Newton	Rd	0.21	C-5	Vacant Land	\$ 6,000.00	0008H/00024/009	Buildable Parcel		
1201		Newton	Rd	0.32	C-7	Vacant Land	\$ 7,300.00	0008H/00066/001	Buildable Parcel		
235		Norfolk	Ln	0.89	R-3	Vacant Land	\$ 10,900.00	0000C/00005/023	Buildable Parcel		
317		Odom	Ave	0.12	R-6	Vacant Land	\$ 5,200.00	00001/00019/004	Buildable Parcel		
411		Odom	Ave	0.9	R-6	Vacant Land	\$ 26,000.00	00001/00018/013	Not Buildable		
420		Pine	Ave	0.26	R-4	Public Facility	\$ 76,200.00	000AA/00005/024	Single-family - PF	Occupied - PF	
313		Plum	Ave	0.17	R-3	Vacant Land	\$ 2,500.00	0000C/00006/023	Buildable Parcel		
315		Plum	Ave	0.17	R-3	Vacant Land	\$ 2,500.00	0000C/00006/024	Buildable Parcel		
317		Plum	Ave	0.17	R-3	Vacant Land	\$ 2,500.00	0000C/00006/025	Buildable Parcel		
503		Porter	Ln	0.4	R-3	Vacant Land	\$ 3,500.00	0000Y/00029/011	Not Buildable		
1709		Radium Springs	Rd	0.41	C-1	FEMA	\$ 20,500.00	00227/00000/027	No Permanent Structures Permitted		
217		Railroad	St	1.8	M-1	Vacant Land	\$ 3,910.00	0000C/00005/015	Not Buildable		
604		Residence	Ave	0.41	R-6	Vacant Land	\$ 16,500.00	0000D/00031/026	Buildable Parcel		
608		Residence	Ave	0.28	R-6	Vacant Land	\$ 9,900.00	0000D/00031/031	Buildable Parcel		
215		Riverside	Dr	0.08	R-6	FEMA	\$ 15,100.00	00001/00026/001	No Permanent Structures Permitted		1608 S. Jackson (Holman)
217		Riverside	Dr	0.26	R-6	FEMA	\$ 15,750.00	00001/00036/018	No Permanent Structures Permitted		1700 S. Jackson (Miller)
0		Roadway	St	0.27	R-3	Vacant Land	\$ 4,500.00	00012/00002/03H	Buildable Parcel		
0		Roadway	St	0.27	R-3	Vacant Land	\$ 4,500.00	00012/00002/03I	Buildable Parcel		
629		Roadway	St	0.24	R-3	Vacant Land	\$ 4,800.00	00012/00002/077	Buildable Parcel		
423		Robinson	Ave	0.19	R-3	Rental Property	\$ 79,300.00	00001/00031/011	Single-family	Vacant	Possible CHDO Project
601		Roosevelt	Ave	0.06	C-3	Vacant Land	\$ 22,700.00	0000D/00031/015	Not Buildable		
603		Roosevelt	Ave	0.16	C-3	Vacant Land	\$ 9,700.00	0000D/00031/014	Buildable Parcel		
605		Roosevelt	Ave	0.16	C-3	Vacant Land	\$ 20,100.00	0000D/00031/013	Buildable Parcel		
607		Roosevelt	Ave	0.16	C-3	Vacant Land	\$ 9,700.00	0000D/00031/012	Buildable Parcel		
718		Roosevelt	Ave	0.08	C-3	Vacant Land	\$ 6,000.00	0000D/00030/023	Not Buildable		
720		Roosevelt	Ave	0.08	C-3	Vacant Land	\$ 5,500.00	0000D/00030/022	Not Buildable		
722		Roosevelt	Ave	0.09	C-3	Vacant Land	\$ 6,700.00	0000D/00030/020	Not Buildable		
603		Roosevelt Alley	Ave	0.03	C-3	Vacant Land	\$ 3,800.00	0000D/00031/027	Not Buildable		
605		Roosevelt Alley	Ave	0.03	C-3	Vacant Land	\$ 3,800.00	0000D/00031/028	Not Buildable		
607		Roosevelt Alley	Ave	0.03	C-3	Vacant Land	\$ 3,800.00	0000D/00031/029	Not Buildable		
0		Scroggins	Ave	0.36	R-3	Vacant Land	\$ 7,200.00	00012/00002/52K	Buildable Parcel		
620		Scroggins	Ave	0.3	R-3	Vacant Land	\$ 6,000.00	00012/00002/013	Buildable Parcel		
622		Scroggins	Ave	0.3	R-3	Vacant Land	\$ 6,000.00	00012/00002/014	Buildable Parcel		
624		Scroggins	Ave	0.3	R-3	Vacant Land	\$ 6,000.00	00012/00002/015	Buildable Parcel		
117		Shelby	Ln	0.2	R-3	FEMA	\$ 3,100.00	0008B/00018/156	No Permanent Structures Permitted		
122		Shelby	Ln	0.61	R-3	FEMA	\$ 9,500.00	0008B/00018/148	No Permanent Structures Permitted		Recombination of 124 & 126
123		Shelby	Ln	0.2	R-3	FEMA	\$ 3,100.00	0008B/00018/112	No Permanent Structures Permitted		
209		Shelby	Ln	0.2	R-3	FEMA	\$ 3,100.00	0008B/00018/121	No Permanent Structures Permitted		
212		Shelby	Ln	0.2	R-3	FEMA	\$ 3,100.00	0008B/00018/139	No Permanent Structures Permitted		
215		Shelby	Ln	0.25	R-3	FEMA	\$ 3,800.00	0008B/00018/124	No Permanent Structures Permitted		
216		Shelby	Ln	0.2	R-3	FEMA	\$ 3,100.00	0008B/00018/137	No Permanent Structures Permitted		
217		Shelby	Ln	0.25	R-3	FEMA	\$ 3,800.00	0008B/00018/125	No Permanent Structures Permitted		
219		Shelby	Ln	0.24	R-3	FEMA	\$ 3,700.00	0008B/00018/126	No Permanent Structures Permitted		
221		Shelby	Ln	0.24	R-3	FEMA	\$ 3,700.00	0008B/00018/127	No Permanent Structures Permitted		
124		Shelby	Ln			FEMA		0008B/00018/148	No Permanent Structures Permitted		
126		Shelby	Ln			FEMA		0008B/00018/148	No Permanent Structures Permitted		
0		Story	Rd	1.02	R-3	Vacant Land	\$ 12,600.00	00012/00003/024	Buildable Parcel		
503		Story	Rd	0.29	R-3	Vacant Land	\$ 5,800.00	00012/00003/26A	Buildable Parcel		
505		Story	Rd	0.29	R-3	Vacant Land	\$ 5,800.00	00012/00003/026	Buildable Parcel		

**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acres	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008B/00003/006	Buildable Parcel		
507		Story	Rd	0.29	R-3	Vacant Land	\$ 5,800.00	00012/00003/025	Buildable Parcel		
511		Story	Rd	0.33	R-3	Vacant Land	\$ 6,600.00	00012/00003/023	Buildable Parcel		
513		Story	Rd	0.33	R-3	Vacant Land	\$ 6,600.00	00012/00003/23A	Buildable Parcel		
601		Story	Rd	0.32	R-2	Vacant Land	\$ 6,400.00	00012/00004/013	Buildable Parcel		
1649		Sunny Lane	Dr	0.07	R-3	Vacant Land	\$ 1,200.00	000HH/00061/033	Not Buildable		
1661		Sunny Lane	Dr	0.17	R-3	Vacant Land	\$ 3,000.00	000HH/00061/040	Buildable Parcel		
1668		Sunny Lane	Dr	0.17	R-3	Vacant Land	\$ 3,000.00	000HH/00062/045	Buildable Parcel		
203		Sunrise	Dr	0.24	R-1C	FEMA	\$ 7,300.00	0008B/00023/028	No Permanent Structures Permitted		
207		Sunrise	Dr	0.29	R-1C	FEMA	\$ 8,700.00	0008B/00023/026	No Permanent Structures Permitted		
211		Sunrise	Dr	0.24	R-1C	FEMA	\$ 8,000.00	0008B/00023/024	No Permanent Structures Permitted		
214		Sunrise	Dr	0.23	R-1C	FEMA	\$ 7,200.00	0008B/00024/014	No Permanent Structures Permitted		
235		Sunrise	Dr	0.4	R-1C	FEMA	\$ 12,800.00	0008B/00023/012	No Permanent Structures Permitted		
201		Talafax	Rd	0.23	R-3	FEMA	\$ 5,000.00	0008B/00019/075	No Permanent Structures Permitted		
211		Talafax	Rd	0.23	R-3	FEMA	\$ 5,000.00	0008B/00019/072	No Permanent Structures Permitted		
215		Talafax	Rd	0.23	R-3	FEMA	\$ 5,000.00	0008B/00019/071	No Permanent Structures Permitted		
1111	East	Thrd	Ave	0.22	R-3	Rental Property	\$ 34,500.00	00017/00003/03C	Single-family	Occupied	
1309		Towering Pines	Lt	0.2	R-1B	Rental Property	\$ 90,800.00	0000W/00009/014		Occupied	
200		Tremont	Ave	0.21	R-1C	FEMA	\$ 9,000.00	0008B/00025/001	No Permanent Structures Permitted		
307		Tremont	Ave	0.23	R-1C	FEMA	\$ 7,200.00	0008B/00022/009	No Permanent Structures Permitted		
600/602		Urghart	Ave	0.44	R-3	Rental Property	\$ 196,000.00	0008B/00011/001	Duplex	Occupied	
411	South	Van Buren	St	0.08	R-3	Vacant Land	\$ 3,600.00	000DD/00016/017	Not Buildable		
501	South	Van Buren	St	0.08	C-1	Vacant Land	\$ 3,400.00	000DD/00021/021	Not Buildable		
601	South	Van Buren	St	0.09	R-3	Vacant Land	\$ 3,200.00	000DD/00026/019	Not Buildable		
1121	South	Van Buren	St	0.05	R-3	Vacant Land	\$ 1,600.00	000HH/00032/010	Not Buildable		
1214		Waddell	Ave	0.72	R-1B	Vacant Land	\$ 15,200.00	0000H/00049/015	Buildable Parcel		
2100	South	Washington	St	39.29	FP	FEMA	\$ 12,500.00	0008B/00018/047	No Permanent Structures Permitted		
2207	South	Washington	St	0.18	R-3	Vacant Land	\$ 3,000.00	0008B/00027/035	Buildable Parcel		
2224	South	Washington	St	0.22	R-3	FEMA	\$ 3,600.00	0008B/00029/013	No Permanent Structures Permitted		
2226	South	Washington	St	0.22	R-3	FEMA	\$ 3,600.00	0008B/00029/014	No Permanent Structures Permitted		
2227	South	Washington	St	0.18	R-6	FEMA	\$ 3,000.00	0008B/00027/025	No Permanent Structures Permitted		
2228	South	Washington	St	0.22	R-3	FEMA	\$ 3,600.00	0008B/00029/015	No Permanent Structures Permitted		
2229	South	Washington	St	0.18	R-3	FEMA	\$ 3,000.00	0008B/00027/024	No Permanent Structures Permitted		
2231	South	Washington	St	0.18	R-3	FEMA	\$ 3,000.00	0008B/00027/023	No Permanent Structures Permitted		
2233	South	Washington	St	0.18	R-3	FEMA	\$ 3,000.00	0008B/00027/022	No Permanent Structures Permitted		
2400	South	Washington	St	0.22	R-3	FEMA	\$ 3,700.00	0008B/00030/001	No Permanent Structures Permitted		
2503	South	Washington	St	0.12	R-3	FEMA	\$ 2,500.00	0008B/00018/117	No Permanent Structures Permitted		
2600	South	Washington	St	0.18	R-3	FEMA	\$ 3,800.00	0008B/00018/146	No Permanent Structures Permitted		
2601	South	Washington	St	0.18	R-3	FEMA	\$ 3,900.00	0008B/00018/181	No Permanent Structures Permitted		
2612	South	Washington	St	0.48	R-6	FEMA	\$ 7,600.00	0008B/00018/166	No Permanent Structures Permitted		
2614	South	Washington	St	3.66	R-6	FEMA	\$ 12,700.00	0008B/00018/165	No Permanent Structures Permitted		
50		Wells	Ave	0.23	R-6	FEMA	\$ 50,000.00	0008B/00018/200	No Permanent Structures Permitted		Recombination w/another lot identified as 50 Wells
50		Wells	Ave	4.77	R-6	FEMA		0008B/00018/200	No Permanent Structures Permitted		Recombination w/another lot identified as 50 Wells
116		Wells	Ave	0.46	R-3	FEMA	\$ 27,300.00	0008B/00019/028	No Permanent Structures Permitted		
117		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00018/083	No Permanent Structures Permitted		
118		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00019/030	No Permanent Structures Permitted		
122		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00019/032	No Permanent Structures Permitted		
123.5		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00018/079	No Permanent Structures Permitted		
123		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00018/080	No Permanent Structures Permitted		
127		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00018/078	No Permanent Structures Permitted		
222		Wells	Ave	0.23	R-3	FEMA	\$ 102,900.00	0008B/00019/049	No Permanent Structures Permitted		
224		Wells	Ave	0.23	R-3	FEMA	\$ 3,700.00	0008B/00019/050	No Permanent Structures Permitted		



**Department of Community and Economic Development  
Property List (June 2017)**

Street Number	Direction	Street Name	Apt. #	Acreage	Zoning	Property Classification	Property Value	Parcel Number	Property Type	Property Status	Notes
654		Albert	Dr	0.18	R-3	Vacant Land	\$ 3,400.00	0008B/0003/006	Buildable Parcel		
302		Wells	Ave	0.23	R-3	Rental Property	\$ 71,300.00	0008B/00019/053	Single-family	Occupied	
88		Wells	Ave	0.43		FEMA	\$ 3,500.00	0008B/00019/005	No Permanent Structures Permitted		
96		Wells	Ave	0.46		FEMA	\$ 7,400.00	0008B/00018/214	No Permanent Structures Permitted		
98		Wells	Ave	0.46		FEMA	\$ 7,400.00	0008B/00018/216	No Permanent Structures Permitted		
89		Wells	Ave	8.23		FEMA		0008B/00018/200	No Permanent Structures Permitted		
90		Wells	Ave	0.46		FEMA	\$ 3,500.00	0008B/00019/007	No Permanent Structures Permitted		
91		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
92		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
93		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
94		Wells	Ave	0.46		FEMA	\$ 3,500.00	0008B/00019/011	No Permanent Structures Permitted		
95		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
100		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
101		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
102		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
103		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
104		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
105		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
106		Wells	Ave			FEMA		0008B/00018/200	No Permanent Structures Permitted		
110		Wells	Ave			FEMA	\$ 3,700.00	0008B/00019/026	No Permanent Structures Permitted		
302		Wells	Ave	0.23		FEMA		0008B/00019/053	No Permanent Structures Permitted		
311		Westbrook	St	0.04	R-6	Vacant Land	\$ 670.00	0000E/00004/009	Not Buildable		
313		Westbrook	St	0.06	R-6	Vacant Land	\$ 1,300.00	0000E/00004/08A	Not Buildable		
506		Willard	Ave	0.17	R-3	Rental Property	\$ 71,400.00	0008B/00035/007	Single-family	Vacant	
510		Willard	Ave	0.17	R-3	Rental Property	\$ 71,400.00	0008B/00035/005	Single-family	Vacant	
512		Willard	Ave	0.17	R-3	Rental Property	\$ 84,900.00	0008B/00035/004	Single-family	Occupied	
514		Willard	Ave	0.17	R-3	Rental Property	\$ 83,400.00	0008B/00035/003	Single-family	Occupied	
518		Willard	Ave	0.21	R-3	Vacant Land	\$ 4,200.00	0008B/00035/001	Buildable Parcel		
608-A & B		Willard	Ave	0.23	R-3	Rental Property	\$ 84,800.00	0008B/00038/004	Duplex	Occupied	
619		Willis	Dr	0.14	R-3	Vacant Land	\$ 2,800.00	0008B/00009/018	Buildable Parcel		
400		Zackery	Ave	2.03	R-6	Vacant Land	\$ 26,200.00	0008B/00014/003	Buildable Parcel		
500		Zackery	Ct	0.27	R-3	Vacant Land	\$ 8,200.00	0008B/00014/03A	Buildable Parcel		
502		Zackery	Ct	0.25	R-3	Vacant Land	\$ 7,600.00	0008B/00014/03E	Buildable Parcel		

## **Appendix III**

## **Affordable Housing Opportunity Program (AHOP), Homebuyer and Neighborhood Stabilization Program (NSP) Home Purchase Resale/Recapture Provisions**

In accordance with the applicable homebuyer recapture/resale provision outlined in 24 CFR Part 92, the City of Albany has adopted the "recapture provision" to insure the affordability requirements are being met in the Affordable Housing Opportunity Program (AHOP) and/or Homebuyer Assistance Programs offered by the City. Homebuyers acquiring properties rehabilitated utilizing funds from the Neighborhood Stabilization Program (NSP) may also be bound to the recapture provision upon sale or foreclosure of the property.

In the event of a voluntary or involuntary transfer of property during the applicable period of affordability, the City will recapture all or a portion of the direct subsidy provided to the homebuyer. This direct subsidy is provided as down payment assistance in the form of a deferred payment 0% interest loan. The loan will be forgiven pro rata over the period of affordability as long as the home remains the principal residence of the homebuyer.

Upon the sale or transfer of title of a property by the homeowner from a voluntary or involuntary sale and the net proceeds are insufficient to repay the prorated amount of the HOME subsidy, the City 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. To the extent that net proceeds are available and sufficient to repay both the HOME loan and the borrower's investment, the funds shall be due and payable at closing and the City shall recoup its investment first with the remaining balance provided to the homebuyer. In the event of foreclosure, the City may not require the borrower to repay an amount greater than the net proceeds available after the foreclosure sale.

A fair return to the homebuyer is the homebuyer's prorated share of the homebuyer's equity in the property (the initial investment, the value of major improvements, and payment toward principal) based on the amount of the time the homebuyer occupied the property, after the HOME investment is satisfied.

During the period of affordability, the homebuyer shall not be permitted to refinance the property without the approval of the City. The recapture provision shall be revoked, if an ownership interest is terminated during the period of affordability by foreclosure, transfer in lieu of foreclosure, or assignment of an FHA-insured mortgage to HUD. If the owner thereafter obtained a redemptive interest in the property, the original affordability period resumes and continues until its term expires. The amount due to the City may also be forgiven to the extent allowed in the HUD regulations.

At the time the homebuyer closes on HOME-assisted property, a recapture agreement will be signed and recorded by the City for the amount of HOME funding provided. The amount of the HOME funds and the affordability period will be outlined in the

agreement. The City's recapture agreement is a recorded document, so it will appear on the title commitment, and any agreement violations will trigger repayment to the HOME Investment Trust Fund.

### Terms of Affordability and Recapture Provisions

Households receiving ~~Second-Mortgage Assistance~~, Down Payment Assistance, Closing Cost, and/or Principal Reduction Assistance will be subject to an affordability term up to 15 years. The unit must be occupied by the homebuyer as the principal place of residence throughout this term. If the property is sold or transferred, or ceases to be occupied by the homebuyer as his/her principal place of residence, the HOME funds will be subject to recapture. Any outstanding balance would be subject to recapture. A lien will be filed by the Title Company listing the City of Albany as the subordinate lien holder.

The recapture provision will ensure that each housing unit will remain affordable for a period of time determined by the recapture schedule below, established in accordance with 24 CFR 92.254 (a) (4):

HOME Funds Provided	Period of Affordability
Less than \$15,000	5 years
15,000 - \$40,000	10 years
More than \$40,000	15 years

In the event that a homebuyer does not continue to occupy a HOME-assisted unit as his/her principal residence for the duration of the affordability period, the project is no longer an eligible HOME project, and the City must repay its HOME Investment Trust Fund the outstanding HOME investment (minus HOME funds paid back, if applicable) unless the City is able to re-sell the HOME-assisted unit to another income eligible homebuyer.

The City may choose to use the *resale provisions* when no direct subsidy has been provided to the homebuyer. The City of Albany will utilize *resale provisions* to ensure that the HOME-assisted unit remains affordable over the entire affordability term. Under the resale option, the sale of a HOME-assisted unit sold during the affordability period must meet the following criteria:

- The new purchaser must be low-income, meeting the HOME Program definition, and occupy the property as the household's principal residence.
- The sales price must be "affordable" to the new purchaser. The minimum income limit requirement for a prospective homebuyer of the City's homebuyer programs is 50% or above median income limits for the City of Albany, GA. Affordable is defined (per the City's Affordable Housing Opportunity Program and FHA guidelines) as no more than thirty-three percent (33%) of the new purchaser's gross income can be used to pay the fixed costs of owning the home (that is, loan payments of principal and interest, taxes and insurance, the sum of which is called PITI in the lending industry) and having a debt-to-income (DTI) ratio of no more than forty three (43%).

## **Appendix IV**



**DEPARTMENT OF  
COMMUNITY & ECONOMIC DEVELOPMENT**

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**AFFIRMATIVE MARKETING POLICY AND PROCEDURE  
FOR AFFORDABLE HOUSING**

**JUNE 30, 2011**

*(1<sup>st</sup> Revision November 2011)*

*(2<sup>nd</sup> Revision May 2012)*



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## **OVERVIEW OF THE AFFIRMATIVE MARKETING PLAN (AFHM)**

The AFHM Plan is a marketing strategy designed to attract buyers and renters of all majority and minority groups regardless of race, color, religion, familial status, national origin and disability to assisted rental and sales units. It describes initial advertising, outreach (community contacts) and other marketing activities which inform potential buyers and renters of the availability of the units. No application for assistance or participation in DCED programs will be funded without an approved AFHM Plan.

In formulating the AFHM Program, the recipient of DCED funding, must implement the following as detailed in the requirements below:

- Targeting: Identify the segments of the eligible population which are least likely to apply for housing without special outreach efforts.
- Outreach: Outline an outreach program which includes special measures designed to attract those groups identified as least likely to apply and other efforts designed to attract persons from the total eligible population.
- Indicators: State the indicators to be used to measure the success of the marketing program.
- Staff Training: Demonstrate the capacity to provide training and information on fair housing laws and objectives to sales or rental staff.

Recipients of funds or assistance are required to make good faith effort to carry out the provisions of their approved AFHM Plan. Good faith efforts are recorded activities and documented outreach to those individuals identified as least likely to apply. Examples of such efforts include but are not limited to:

1. Advertising in print and electronic media that are used and viewed or listened to by those identified as least likely to apply;
2. Marketing housing to specific community, religious or other organizations frequented by those least likely to apply;
3. Developing a brochure or handout that describes facilities to be used by buyers or renters, e.g. schools, hospitals, facilities, industry and recreation facilities. The brochure should also describe how the proposed project will be accessible to physically handicapped persons and describe any reasonable accommodations made to persons with disabilities; and
4. Insuring that the sales/management staff has read and understood the Fair Housing Act, and the purposes and objectives of the AFHM Plan.



## INTRODUCTION

In accordance with Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) regulations and in furtherance of the City of Albany Department of Community and Economic Development's (DCED) commitment to non-discrimination and equal opportunity in housing, DCED has established procedures to affirmatively market housing units acquired, rehabilitated, constructed or otherwise assisted under the federal programs. DCED is committed to the goals of non-discrimination and equal access. In addition, DCED is committed to the goals of increasing the housing opportunities for those with limited English proficiency, low-income residents and under-represented ethnic and racial groups. These goals will be reached through the implementation of DCED's Affirmative Marketing Policy. **The goal of this policy is to result in a diverse tenant population in each of the affordable housing developments, with a representation of ethnic and racial groups which is consistent with their representation in the City.**

### **Fair Housing:**

DCED actively promotes fair housing through:

- Adoption and implementation of an "Analysis of Impediments to Fair Housing Choice".
- Adoption of a "Consolidated Plan" for CDBG/HOME program, with an analysis and strategy for fair housing every five years, and in the Annual Action Plan each year.
- Annual monitoring of fair housing activities through monitoring of fair housing services and reporting on ongoing activities in its Consolidated Annual Performance and Evaluation Report (CAPER).

### **Affirmative Marketing:**

The goal of the affirmative marketing procedures and outreach efforts are to ensure that all persons – regardless of their race, color, national origin, religion, sex, disability, familial status, sexual orientation, gender identity, marital status, or English proficiency – are aware of the affordable housing opportunities generated by federal HOME funds and DCED Housing Funds and program activities, in accordance with 24 CFR 108.1.

The Fair Housing Officer is responsible for the implementation of the Fair Housing Activities and Affirmative Marketing Policies and Procedures. All owners, developers, Community Housing Development Organizations and other nonprofits must comply with Title VII, Fair Housing Law, and Affirmative Marketing Guidelines for all federally assisted housing developments. The Affirmative Marketing Policies and Procedures exist as an appendix to the "Analysis of Impediments to Fair Housing Choice" maintained in the department files. Federally assisted housing developments are held to the terms of the policies by reference of these policies as an attachment to loan or rent regulatory agreement with DCED for receipt of federal funds.

## **I. Methods for Informing the Public, Owners and Potential Tenants about Fair Housing Laws**

- A. The Fair Housing Officer shall be responsible for implementing Fair Housing Activities and Affirmative Marketing Policies and Procedures.
- B. Recipients of federal funds shall be informed of the DCED's Affirmative Marketing policies by having this policy referenced in the agreement as an attachment with DCED for the receipt of funds and by making compliance with this policy a requirement for the duration of the agreement.
- C. DCED shall continue to fund outside agencies to provide fair housing information/referral and case investigation services and tenant/landlord information/referral and mediation services.
- D. The Fair Housing Officer shall work to develop an outreach plan each year, which will include advertisements in local newspapers, public service announcements, distribution of fair housing brochures at relevant events, community presentations, and other outreach activities to inform the community about fair housing rights and responsibilities.
- E. The Housing Division shall carry out outreach and provide tenants and rental property owners with copies of the State of Georgia website on tenant and landlord rights and responsibilities, fair housing brochures as well as the City's Housing website and Affirmative Marketing Policies and Procedures.
- F. The Fair Housing Officer provides information about fair housing, fair housing services providers and links on the City's website.
- G. The Deputy Director shall require that owners of Federal funded rental/homebuyer housing provide an annual report describing how their actions have complied with the DCED's Affirmative Marketing Policies and Procedures.
- H. DCED shall periodically post flyers and brochures which describe fair housing laws and services, in DCED Lobby, which is open to the public.
- I. DCED assisted housing project owners shall instruct all employees and agents in writing and orally in the policy of nondiscrimination and fair housing. A copy of written instruction should be submitted to DCED Housing Division.

## **II. Description of Requirements of Property Owners and the DCED to Affirmatively Market Housing Assisted with Federal Funds**

Grant recipient and entities receiving federal funds will be required to develop housing policies that promote residential integration and expand geographic housing opportunities for all classes protected under the federal Fair Housing Act. The regulations are to be flexible enough to meet the population's needs but demand accountability for results.

It is DCED's policy to require that each owner of a rental or ownership project carried out with federal funds to:

- A. Use the "Equal Housing Opportunity" logotype or slogan on all correspondence and advertising prepared relating to the rental of unit, including signage.
- B. Place ads in local citywide newspapers of general circulation to advertise housing

- opportunities.
- C. Circulate flyers (at least six weeks prior to the opening of any waiting lists) to Libraries, Community Centers, Neighborhood Centers, Senior Centers and homeless shelter organizations to advertise housing opportunities.
  - D. Maintain a nondiscriminatory hiring policy in recruiting from both minority and majority groups including both sexes and the handicapped, for staff engaged in the sale or rental of properties. Copies should be provided to housing staff
  - E. Depict persons of majority and minority groups, including both sexes, in all advertising.
  - F. Prominently display in all offices in which sale or rental activity pertaining to the project or subdivision takes place using the HUD-approved Fair Housing poster.
  - G. Post in a conspicuous position on the project site a sign displaying prominently either the Equal Housing Opportunity logo or slogan or statement and Disability logo.
  - H. Submit an Affirmative Marketing and Fair Housing Plan to Housing Division staff for review 120 days prior to initiating sales or rental marketing activities. The Housing Division staff along with the Fair Housing Officer will review and consider approval of the Plan within 30 days.

**For direct activities carried out by the DCED, staff shall carry out the following:**

- 1. Post flyers of upcoming housing opportunities in the Government Center lobby, Senior Centers, Community Centers, Neighborhood Centers and Library and homeless shelter organizations.
- 2. Maintain and make available to interested parties a listing of the affordable housing stock which includes information about who to contact regarding the availability of housing and the estimated month and year (if known) when applications will be accepted from prospective new tenants.
- 3. Ensure that interested persons (including those with impaired vision or hearing) can obtain information concerning the existence and location of accessible services, activities and facilities.
- 4. Develop an Affirmative Marketing Plan.
- 5. Monitor, in conjunction with the project monitoring, compliance with the City's Affirmative Marketing Policies and Procedures.

**III. Description of What Property Owners and/or the DCED will do to Inform Persons not Likely to Apply for Housing Without Special Outreach**

In order to solicit applications from persons who are not likely to apply for housing without special outreach, particularly those persons with limited English proficiency, each owner of federal assisted property, will be required to:

- A. Utilize HUD Form 935.2 to organize and document the affirmative marketing plan for a project.
- B. Target outreach, through a variety of means, to ethnic and racial groups that are underrepresented in the housing development based on their representation in the City.
- C. Utilize newspapers, churches and places of worship, and nonprofit organizations that

- serve the underrepresented group to distribute information about housing openings.
- D. Provide all advertising in the language the group is most familiar with and provide a contact person who can answer questions in the language primarily spoken by the target group.
  - E. Send flyers to applicable homeless and advocacy groups, and other organizations as identified by the City, which serve groups that may need special assistance to apply for housing.
  - F. Post notice of availability of housing on the City's website.

#### **IV. Maintenance of Records to Document Actions Taken to Affirmatively Market Federal Assisted Units and to Assess Marketing Effectiveness**

Housing Division Staff shall request owners of property assisted with federal funds to maintain the following records and report annually on:

- Written description of how vacancies were filled
- Copies of newspaper advertisements and flyers or other printed material used
- Copies of mailing lists to organizations that were sent flyers and other material
- Copies of press releases and description of circulation
- Evidence of broadcast of television and radio advertisements
- Photographs of site signs
- The racial, ethnic and gender characteristics of tenants or

Housing Division staff shall report on compliance with the DCED's Affirmative Marketing Policies and Procedures and consult with the property owners about any improvements which need to be addressed. The Fair Housing Officer will examine whether or not persons from a variety of racial and ethnic groups in the City applied for or became tenants of units that were affirmatively marketed. If the Fair Housing Officer finds that a variety of ethnic groups are represented, assumption will be made that the affirmative marketing procedures were effective. If one or more groups are not represented consistent with their representation in the City, the Housing Division and Fair Housing Officer will review its procedures to determine what changes, if any, might be made to make the affirmative marketing efforts more effective.

#### **V. Description of How the DCED Will Assess the Success of Affirmative Marketing Actions**

The affirmative marketing efforts of property owners will be assessed by the department as follows:

- A. The Fair Housing Officer will assess the effectiveness of its Affirmative Marketing Policy on an annual basis and will include a summary of the "good faith efforts" taken by the City and property owners for the CAPER.
- B. The Fair Housing Officer will compare the information compiled in the manner described under Section IV: "Record keeping," and evaluate the degree to which statutory and policy objectives were met. If the required steps were taken, the Fair Housing Officer will determine that good faith efforts have, in fact, been made.
- C. To determine results, the Fair Housing Officer will examine whether or not specific groups in the City of Albany applied for or became tenants or owners of federally funded units that were

affirmatively marketed. If specific groups are represented, particularly Hispanics, African Americans, Asians/Pacific Islanders, American Indians, persons with disabilities and women, the Affirmative Marketing procedures will be assumed to be effective.

- D. The Fair Housing Officer will carry out assessment activities and complete a written assessment of Affirmative Marketing efforts in accordance with each Agreement in compliance with HUD regulations.

#### **VI. What Corrective Actions will be Taken Where Affirmative Marketing Requirements are not Met**

The Fair Housing Officer will take corrective action if it is determined that a participating property owner has failed to carry out affirmative marketing efforts as required in the written agreement. DCED, prior to taking any corrective action, will discuss with the owner ways to improve affirmative marketing efforts. Initially, the Fair Housing Officer will provide a thirty day period for the owner to establish written procedures for future use. If a participant property owner, after receiving notice and an opportunity to correct identified deficiencies, continues to neglect the responsibilities made incumbent by the terms of the agreement, staff will take action such as notifying the property owner that a breach of the terms of the agreement with DCED has occurred and that DCED will exercise its rights under the terms of the agreement.

DCED notes that federal regulations [24 CFR 108.50 - Compliance Procedures for Affirmative Fair Housing Marketing-Sanctions] state: "Applicants failing to comply with the requirements of these regulations, the AFHM regulations, or an AFHM plan will make themselves liable to sanctions authorized by law, regulations, agreements, rules, or policies governing the program pursuant to which the application was made, including, but not limited to, denial of further participation in Departmental programs and referral to the Department of Justice of suit by the United States for injunctive or other appropriate relief."

#### **VII. Training**

The Fair Housing Officer will provide fair housing training to each of its subrecipients and grantees and encourage them to seek additional training on their own. Training will be tailored to the identifying needs of the housing provider.

#### **VIII. Monitoring**

Annually, the Compliance Division will monitor the actions taken by DCED and the property owners to ensure compliance with its approved AFHM Plan and the AFHM regulations.

**APPENDIX A**

**Affirmative Fair Housing Marketing (AFHM) Plan  
-Single Family Housing & Multifamily Housing**

**APPENDIX B**

**TITLE 24 SUBPART H, SECTION 92.351  
Affirmative Marketing; Minority Outreach Program**

**APPENDIX C**

**24 CFR Part 108  
Compliance Procedures for Affirmative Fair Housing Marketing**



**APPENDIX D**

**Equal Access to Housing Regardless of Sexual Orientation  
or Gender Identity**

## **APPENDIX E**

### **Legal Basis for Affirmative Fair Housing Marketing**

## Legal Basis for Affirmative Fair Housing Marketing

**The Fair Housing Act** which prohibits discrimination in the sale, rental, financing, or other services related to housing on the basis of race, color, religion, sex, handicap, familial status or national origin. Section 808(e)(5) of this law mandates that HUD administers its programs in a manner to affirmatively further fair housing. Section 804(f) of this law prohibits discrimination because of the handicap of individual buyers, renters and persons associated with such buyers or renters, discrimination in the terms, conditions, privileges and services connected with the sale or rental of dwelling units; refusal to allow the tenant to make reasonable accommodations of existing dwellings to enable a handicapped person to enjoy fully the dwelling unit. Also prohibited by the law is refusal to make reasonable accommodations in rules, policies, practices or services, when such accommodations may be necessary to afford such persons with equal opportunity to use and enjoy the dwelling; and failure to make covered multifamily dwellings first occupied after March 13, 1991, accessible to disabled persons. The law defines "covered multifamily dwellings" as buildings consisting of four or more units if such building has one or more elevators; and ground floor units in other buildings consisting of four or more units.

**Executive Order 11063**, as amended, provides that no person in the United States because of race, color, religion (creed), sex or national origin, shall be denied equal opportunity in housing or related facilities owned, operated or insured by the Federal Government or provided with federal financial assistance; and that all Federal Executive Departments and agencies shall take action to promote the abandonment of discriminatory practices for:

**Residential property and related facilities** endowed with federal financial assistance, and

**The lending practices** connected with such property and facilities insofar as such practices relate to loans insured or guaranteed by the Federal Government.

**Section 504 of the Rehabilitation Act of 1973**, as amended, provides that no otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance.

**"AFHM Regulations" (24 CFR Part 200, Subpart M)** sets forth requirements for AFHM under HUD-subsidized and unsubsidized housing programs that received a conditional commitment after February 15, 1972. These regulations require submission of a Plan and outline the components of the AFHM Program (see Section 200.600 of the AFHM Regulations).

## **Appendix V**

**City of Albany  
Department of Community & Economic  
Development  
Annual Monitoring Plan**

**City of Albany Dept. of Community & Economic Development  
230 S. Jackson Street, Suite, 315 Albany, GA 31701-2872  
Phone: (229) 483-7650 Fax: (229) 430-2737**



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3rd Revision 05/01/2014**

## Mission

*To maximize opportunities to serve the Albany-Dougherty community through funding, housing, economic growth and community services.*

## Vision

*By providing professional services, working in an efficient manner, and providing excellent customer services, we will achieve a higher quality of life for all citizens and create livable communities that will attract and retain future generations.*

# **Annual Monitoring Plan**

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# **Compliance Division Mission Statement**

*To ensure production and accountability, to ensure compliance with federal requirements;  
and to evaluate organizational and project performance as well as project viability.*



# CHAPTER 1

## INTRODUCTION

### Purpose

The mission of the City of Albany Department of Community and Economic Development, (DCED), is "To maximize opportunities to serve the Albany-Dougherty community through funding, housing, economic growth and community services. The mission is accomplished through use of contracts with organizations both for profit and nonprofit, (referred to as grantees and subrecipients), that are funded by DCED through the use of federal and state entitlement funds. These funds are allocated to the City of Albany from the U.S. Department of Housing and Urban Development (HUD) and the Department of Community Affairs (DCA).

The City of Albany developed the Consolidated Plan that prioritizes the community development activities targeted in low and moderate income neighborhoods in Albany, GA. The City of Albany's Community Development Block Grant (CDBG) program, HOME Investment Partnership Program, Emergency Shelter Grant (ESG), and the Continuum of Care (SHP) program allocate all or a portion of their annual entitlement to local organizations to undertake a wide variety of community development activities in the Consolidated Plan.

In order to ensure that subrecipients are able to attain program objectives within established time periods, DCED has developed a system of monitoring. The monitoring system enables the Compliance Division to determine problems, delays or adverse conditions that may materially affect the subrecipients' ability to complete the work outlined in the contract. The Compliance Division is then able to recommend corrective actions or provide technical assistance to the subrecipients to resolve the problem. Monitoring also provides an opportunity for Compliance Division to share effective and efficient models of program administration for subrecipients to replicate.

This Annual Monitoring Plan establishes policies and procedures for program oversight of subrecipients and applies to all written agreements involving private non-profit organizations and written agreements involving the provision of services to low and moderate income clients. These include projects funded through the federal Community Development Block Grant (CDBG) program, the HOME Investment Partnership (HOME) program, the Emergency Shelter Grant (ESG) Program, and the Continuum of Care (SHP) program. Separate

## CHAPTER 1

(Purpose continued)

procedures have been developed for housing programs operated by the City of Albany. Those monitoring procedures are included in the operations manual for each housing program.

The following procedures are effective July 2010. The City of Albany Department of Community and Economic Development retain the right to revise this Annual Monitoring Plan at any time it deems appropriate. In addition, all forms and written agreements attached to this Plan are subject to revision without prior notice.

### **What is Monitoring?**

1. Monitoring ensures that applicable grant funded organizations:
  - Comply with program regulations,
  - Measure progress toward performance goals, and
  - Improve the product or the services being delivered.
2. Monitoring enhances the delivery of services to ensure that:
  - The grant funded activities are being carried out in a timely manner.
  - The intended residents of the City of Albany, GA are benefiting from the grant programs, and
  - The financial management and accounting systems of applicable subrecipients are in compliance with federal management and administrative standards.
3. Monitoring focuses on solutions, not problems.

The focus of this annual monitoring plan is on solutions, not problems. The central theme is to develop a cooperative, problem-solving relationship with subrecipients. DCED views events such as monitoring as another opportunity to provide ongoing technical assistance and support with the goal of helping subrecipients to achieve their goals and improve their services. The quality of services delivered by a subrecipient cannot be assured by DCED's intervention at the end of the process when it may be too late. DCED wishes to use every opportunity to help its subrecipients continuously modify and improve the quality of their activities before major problems develop.

### **Partnerships**

In order to foster a partnership, open and consistent communications are necessary. This begins with a complete understanding of what each subrecipient

## CHAPTER 1

(Partnerships continued)

wants to achieve and the rules of the grant programs (CDBG, HOME, ESG and SHP). It ends with the recognition of achievement and acknowledgement of mistakes.

The partnership between the City of Albany Department of Community and Economic Development and each of its subrecipients begins with:

- Implementing a subrecipient risk assessment coupled with a strong selection and orientation procedures.
- Negotiating a consistent and thorough award agreement with every subrecipient, and
- Establishing a clear and coherent set of performance standards for measuring the accomplishment of each activity described in the written agreement.

Performance standards define how progress will be measured, accomplishments rewarded and when and how sanctions may be imposed, if necessary. With clear written agreements that include performance standards, each subrecipient will find monitoring much less burdensome and more effective for achieving both performance objectives and regulatory compliance.

## CHAPTER 2

# PLAN OBJECTIVES

### Plan Objectives

The objectives of this Annual Monitoring Plan are to:

- Determine if a subrecipient is carrying out its community development program and its individual activities, as described in the program application and written agreement,
- Determine if a subrecipient is carrying out its activities in a timely manner, in accordance with the schedule included in the written agreement,
- Determine if a subrecipient is charging only costs to the project which are eligible under applicable laws and program regulations, and are reasonable in light of the services or products delivered,
- Determine if a subrecipient is conducting its activities with adequate control over program and financial performance and in a way that minimizes opportunities for waste, mismanagement, fraud, and abuse,
- Assess if the subrecipient has continuing capability to carry out the approved project, as well as other grants for which it may apply,
- Identify potential problem areas and to assist the subrecipient in complying with applicable laws and regulations,
- Assist subrecipients in resolving compliance problems through discussion, negotiation, and the provision of technical assistance and training,
- Provide adequate follow-up measure to ensure that performance and compliance deficiencies are corrected by subrecipients and not repeated,
- Comply with the federal monitoring requires of 24 CFR 570.501(b) and 24 CFR 85.40,
- Determine if any conflict of interest exists in the operation of the program, per 24 CFR 570.611, and
- Ensure that required records are maintained to demonstrate compliance with applicable regulations.

## CHAPTER 3

### ANNUAL MONITORING STRATEGY

The City of Albany DCED will create an internal Annual Monitoring Strategy to focus its monitoring efforts and maximize the effectiveness of a specific monitoring review. The strategy will identify the programs with the most significant level of risk exposure, the number of subrecipients that will be monitored during the fiscal year, and the monitoring approach (comprehensive or focused) that will be used. This Annual Monitoring Strategy will be retained in the DCED's central files. (See Appendix A)

#### Components of an Annual Monitoring Strategy

1. Areas to be reviewed, including statutes and regulations that apply to each area monitored,
2. Data to submit,
3. Resources required, and
4. A schedule of completion.

#### Risk Assessment

The first step in creating an Annual Monitoring Strategy is to undertake a risk assessment of all programs funded through the City of Albany DCED. The objective of risk assessment is to allocate a larger share of monitoring resources to those program functions posing the highest risk. Risk assessment provides information on the entities and activities to be reviewed by the program staff. Risk assessment involves:

- Estimating the level of risk,
- Assessing the frequency/likelihood of occurrence of risk,
- Considering how best to manage risk, and
- Determining the action or actions to be taken.

Once risk has been assessed, a strategy must be developed to manage the risk. The risk profile, which summarizes the individual risk identified with a particular program participant or program activity, assists in determining the

## CHAPTER 3

(Risk Assessment continued)

level of resources required to fulfill monitoring responsibilities. Risk analysis factors are the criteria for determining risk exposure, the likelihood that a subrecipient has failed to comply with program requirements, or that the subrecipient has performed unacceptably. The structure of the rating system will result in a determination of subrecipients who pose a high risk and will, therefore, be subject to a comprehensive monitoring.

Given that program goals, objectives and operations vary, DCED gives appropriate weight to these categories.

DCED will use a rating system for assessing the relative risk of each funded subrecipient. Each program will be evaluated annually to determine level of risk and subsequently, the monitoring strategy.

### Types of Risks

The following are the types of risk evaluated:

- **Financial Risk** is the extent to which the DCED funded physical assets are maintained and operated according to established standards.
- **Management risk** is the extent to which the subrecipient has the capacity to carry out programs according to established requirements. Program staff turnover may be considered a management risk.
- **Service/Satisfaction risk** is the extent to which clients express satisfaction or dissatisfaction with the delivery of program services and the extent to which the subrecipient effectively and efficiently delivers services to intended beneficiaries/clientele.

### Monitoring Approach

Based on the risk assessment, the City of Albany DCED will determine the frequency for which the comprehensive monitoring approach will be used for each funded program. Regardless of the risk assessment, every program will undergo a comprehensive monitoring at least every three (3) years.

Focused or self monitoring will be the approach on an annual basis for funded programs and will be the responsibility of the program manager assigned.

## CHAPTER 3

(Monitoring Approach continued)

### ***Comprehensive Monitoring***

- A thorough review of all major activities, including a mandatory in-depth review of critical functions, including financial, physical, management satisfaction, and service.
- An in-depth review of high-risk subrecipients in areas where performance is inadequate or a known problem exists.

### ***Focused Monitoring (Self monitoring)***

- A minimum review of each major activity, expanding in scope if problems become apparent.
- An in-depth review of program compliance based upon monitoring guidance requirements.

## **Areas to be Reviewed**

Examples of areas to be reviewed during a monitoring visit include:

- Performance Evaluation Review [24 CFR 570.501(b) & 24 CFR 85.40(a)]
- Record Keeping Systems [24 CFR 570.506]
- Financial Management Systems [OMB Circular A-110]
- Non-Discrimination and Actions To Further Fair Housing [24 CFR 570.506(g), 570.601, 570.602]
- Procurement & Bonding [OMB A-110, 24 CFR Part 85.36]

These issues are described in detail in Chapter IV.

## **Schedule of Completion**

The monitoring strategy will describe the schedule for the completion of monitoring, Compliance Division members responsible for monitoring and the resources to complete the monitoring. A monitoring schedule will be developed on an annual basis each calendar year.

## CHAPTER 4

# THE MONITORING VISIT

## Preparation

The Compliance Division will learn as much about each program to make informed decisions in order to prioritize the areas that require review. The preparation process involves:

- Researching appropriate program regulations and statues,
- Reviewing monthly reports submitted by the program,
- Analyzing available data submitted by the subrecipient, including data on outcomes and indicators, and
- Reviewing monitoring guidance and/or checklists.

## Monitoring Process

The Compliance Division will conduct at least one site visit during the contract period to insure that subrecipients are implementing activities in accordance with program requirements. A written monitoring letter will document each site visit. If, as a result of the monitoring visit, deficiencies are found to exist, the subrecipient must respond within forty-five (45) calendar days outlining actions it expects to take to correct the deficiencies. These deficiencies take two forms: **Findings** and **Concerns**. Findings are conditions that are not in compliance with regulatory or statutory requirements. Concerns are deficiencies in performance that are not based on a regulatory or statutory requirement that should be brought to the attention of the program participant. If not addressed, a Concern can lead to a Finding. The subrecipient has the opportunity to contest the Findings and Concerns and should do so in writing thirty (30) days of the monitoring visit. Compliance Division will respond to the subrecipient's letter contesting the Findings and Concerns within thirty (30) days.

A third form of assessment of a program is an **observation**. An observation is a matter that, if not properly addressed, can become a concern or finding which may result in a sanction. An observation may also be a comment or opinion that demonstrates a continual change in performance characteristics that are evolving. Any observations will not be a formal part of the monitoring review but will be discussed in the exit interview and the compliance staff will maintain a note to the file in reference to the observation. No action will be expected on the part of the subrecipient.



## CHAPTER 4

(Monitoring visit continued)

### **Scheduling the Visit**

The site visit is to be arranged in advance with the subrecipient by the Program Compliance Specialist. The subrecipient will be informed in writing of the time, date, and Compliance Division staff person responsible for conducting the monitoring visit (30) thirty days prior to the visit. The subrecipients must make themselves available for the on-site monitoring visit at the earliest date that is mutually convenient, but no later than thirty (30) calendar days after DCED's notice that a visit is to be scheduled. The notice will also inform the subrecipient to be prepared to verify that procedures designed to eliminate deficiencies notes in previous monitoring letters are being implemented. Once the date and monitoring schedule have been set, Compliance Division will send a confirmation letter that includes the following information:

- the date and time and place of the monitoring visit,
- the activities to be reviewed,
- the Compliance Division staff person that will conduct the visit, and
- a request that the necessary program staff be available during the visit.

The letter should also confirm the need for any services in conducting the monitoring, such as a conference room, or telephones, etc.

### **Entrance Conference**

Compliance Division staff will hold an entrance conference with the program's Executive Director and relevant program staff to communicate the objectives, scope and focus of the monitoring. A Compliance Division staff person will explain to the program staff how the monitoring will be conducted. At this time, the Compliance Division staff person will also confirm the programs and activities to be reviewed. Compliance Division staff will also discuss the files that will need to be reviewed and how to access the files and the work areas to be used. If necessary, Compliance Division staff will also use this time to schedule physical inspection, interview and other logistical issues.

### **Areas to be Reviewed**

Compliance Division will review a variety of information with the subrecipient. The areas to be reviewed include: written agreement compliance, performance evaluation, record keeping, financial management and non-discrimination.

## CHAPTER 4

(Monitoring Visit continued)

### **Written Agreement Compliance**

All subrecipients that are allocated CDBG, HOME, ESG, or SHP funds must enter into a written agreement with the City of Albany Department of Community and Economic Development. One of the primary reasons that DCED conducts monitoring visits is to determine whether subrecipients are complying with the written agreement. Written agreements with the City of Albany DCED must comply with the requirements of 24 CFR Part 570.503 (CDBG); 24 CFR Part 576 (ESG); 24 CFR Part 92.504 (HOME); or 24 CFR Part 583 (SHP).

A sample written agreement is contained in Appendix C. Written agreements will list a Scope of Services referencing the most recent approved fiscal year funding request. In all cases, the original funding request will be maintained in a file with the DCED public service grant administrator and a copy of the funding request will be maintained in the compliance division. The Project Budget will be included under Section III in the written agreement as. If applicable, the written agreement will include a description of the computation of the unit costs. All written agreements will include the standard terms and conditions.

### **Performance Evaluation Review**

Compliance Division staff will review the written agreement with the subrecipient to assess their performance in accordance with the program guidelines and objectives. Compliance Division staff will make the determination if the subrecipient is accomplishing the stated objectives.

Compliance Division staff will review the program's progress toward the goals established in the written agreement through a compilation of the organization's data supporting goals, outcomes and indicators. The definition of an outcome is "the benefits or changes for participants during their participation in a program." Outcomes are the end results that relate to behaviors, skills, knowledge, attitudes, values, conditions, or other attributes. Outcomes must have measurable indicators to determine progress.

Compliance Division will also:

- Review any complaints that may have been made about the subrecipient by clients, and responses made by the subrecipient. This includes a review of client satisfaction forms.
- Interview key program staff, subcontractors, and program beneficiaries, if necessary.
- Conduct physical inspections, if appropriate.

## CHAPTER 4

(Monitoring Visit continued)

### **Record Keeping**

The Compliance Division staff will review five (5) to ten (10) files for clients assisted with City funds to determine the following:

- Whether the clients served are income eligible according to the program regulations and what type of income verification system is used.
- The residency of the clients served and how the subrecipient verifies this information.
- The services that are being provided to the client and whether or not they are consistent with the services outlined in the funding request and written agreement.
- Whether records required by the written agreement and applicable program regulations are being properly maintained.
- The primary service area of the programs undertaken by the subrecipient, if applicable.

### **Financial Management System**

Compliance Division will review the following components of the organization's financial management system to ensure compliance with federal requirements:

**Use of Funds-** Organizations that utilize CDBG, HOME, SHP, and ESG funds must use those funds as originally planned and for only eligible activities. If an organization wished to expend CDBG, HOME, SHP, or ESG funds for an eligible activity other than what was proposed, a letter requesting the change must be submitted to the Director of Community and Economic Development about the proposed changes in the planned expenditures. Request must be made prior and approval granted prior to the expenditure of funds.

If an organizations wished to shift funds from one line item to another line item in an existing budget, a written request must be submitted to the Director of Community and Economic Development. If the amount of funds to be shifted is less than 10% of the total budget, approval may be granted by the department director. If the amount of funds to be shifted is 10% or more, the request will be given to the Community Development Council to consider approving the organization's amended budget request. The Community Development Council holds ten regular monthly meetings on the second Thursday of each month

## CHAPTER 4

(Monitoring Visit continued)

during the calendar year. The Council does not hold meeting during the month of July and August. Request must be made and approval granted prior to the expenditure of funds using the amended budget.

**Internal Controls-** This term refers to the combination of policies, procedures, defined responsibilities, and personnel records that allow an organization to maintain adequate oversight and control of its finances. The standards for financial management systems are listed at 24 CFR 84.21.

Compliance Division will track the fiscal procedures for four (4) or five (5) financial transactions. The combination of source documentation and accounting records should provide a complete "audit trail" documenting when a purchase was requested and by whom, how it was formally approved, what funds were used to pay for it, and when it was paid and for how much.

Compliance Division will also ask question about other fiscal procedures such as:

- "Who handles cash donations?"
- "Who logs in the checks?"
- "Who deposits checks?"
- "Who reconciles the bank accounts?"

These questions are aimed at ensuring that one person does not have control of an entire procedure and to ensure adequate internal control measures.

**Accounting Controls-** Organizations must maintain records that adequately identify the source and application of applicable grant funds. Compliance Division may ask questions about the computer software used for fiscal procedures to determine if there are adequate accounting controls.

**Procurement-** Organizations funded with federal grant funds must have a procurement policy for the acquisition of supplies, equipment, construction and services to ensure that they are purchased as economically as possible through an open and competitive process. The procurement regulations can be found at 24 CFR Part 84.

Compliance Division will ask for a copy of the procurement policy. Compliance Division may ask to see a financial transaction to ensure that the organization has followed its procurement policy. (For example, reviewing a financial transaction that required the collection of three bids.)

## CHAPTER 4

(Monitoring Visit continued)

**Property Asset Controls-** Grant-funded organizations must have a system to track property and other assets purchased with grant funds, and to ensure that these property and assets are secure and are used for the authorized purpose only. Guidelines on property and equipment controls can be found at 24 CFR 85.32(d) and 24 CFR 84.34(f).

**Audits.** Audits are one method for an organization to obtain an independent, informed judgment regarding the organization's financial management system. Subrecipients are required to conduct an agency wide audit if they receive and expend \$500,000 or more in federal funds in a single year and a program audit if they receive less than \$500,000 in federal funds in a single year. All organizations receiving federal funds are required to submit their audits to the City of Albany Department of Community and Economic Development within 180 days from the end of the organization's fiscal year. The federal standards for audits can be found at OMB Circular A-133. Guidelines for non-federal audits for non-profit organizations can be found at 24 CFR 84.26.

DCED will review the subrecipient's most recent audit prior to the monitoring visit. If the audit indicated any Findings or Concerns, Compliance Division will ask questions concerning the subrecipient's Corrective Action Plan to ensure that the problem has been addressed.

### Other Federal Requirements

DCED will also review other federal requirements as described below:

**Non-discrimination and Equal Opportunity** – All grant-funded organizations must make facilities and services available to all on a non-discriminatory basis and publicize this fact in a variety of formats. This includes persons with disabilities, or persons of any particular race, color, religion, sex, age, familial status or national origin within their service area who may qualify for services.

Compliance Division will ask for a copy of the subrecipient's Equal Opportunity for Employment policy. If the subrecipient has hired any program staff in the past year, Compliance Division will ask to see that the position was advertised in the local newspaper. The advertisement must include a statement that the organization is an Equal Opportunity employer.

Compliance Division will also ask the subrecipient whether the facility in which services are being provided is accessible to persons with disabilities.

## CHAPTER 4

(Other Federal Requirements continued)

Compliance Division will also ask questions about the availability of the organization's services on a non-discriminatory basis.

**Lead Based Paint** – Lead-based paint requirements are designed to ensure that housing receiving federal assistance does not pose a hazard to young children. All federally funded organizations are subject to the Lead Based Paint Poisoning Prevention Act (LBPPPA) and the Act's implementing regulations at 24 CFR Part 35. Grant-funded organizations must comply with Subpart K of the Lead Based Paint Hazard regulations.

**Relocation and Displacement** – While an eligible expense, the City of Albany Department of Community & Economic Development is hesitant to allocate federal funds to any project that will require the displacement or relocation of persons, families, individuals, businesses, nonprofit organizations or farms. The Uniform Relocation Act and the requirements listed in 49 CFR Part 24, subpart B.

**Conflict of Interest** – Federally funded organizations must avoid any conflict of interest in carrying out activities funded with grant funds. The conflict of interest regulations can be found at 24 CFR 576.57(d).

Compliance Division will ask for a copy of the personnel policy to see if the subrecipient has made the conflict of interest provisions known to its program staff. DCED may ask questions concerning the involvement of Board members or employees in any decision concerning grant funds.

**Limits on Funding to Primarily Religious Organizations** – In order to comply with the separation of church and State, a number of conditions currently apply to the provisions of federal grant funding to organizations that are primarily religious in nature. The regulations concerning primarily religious organizations can be found at 24 CFR 576.23.

### **Exit Conference**

Compliance Division will present the tentative conclusions made and summarize the preliminary results of the visit. Compliance Division will discuss if identified problems are isolated incidences or systematic deficiencies. Corrective actions may vary depending upon this determination. This conference also offers an opportunity to correct any misconceptions and misunderstandings and to secure additional information to clarify or support conclusions. The exit conference also begins the dialogue necessary to resolve any Findings or Concerns.

## CHAPTER 4

(Monitoring Visit continued)

### **Post-Monitoring Visit**

Upon returning to the office, the Compliance Division person responsible for monitoring the program may conduct interviews with at least five clients (selected at random) served by the program to determine satisfaction or dissatisfaction with services. This procedure is generally only undertaken if the subrecipient is not using client satisfaction forms that provide the needed information.

As a result of the monitoring visit, DCED will make a determination that:

- Performance was adequate, exemplary or that there were significant achievements, or
- There were Findings or Concerns.

## CHAPTER 5

# THE MONITORING LETTER

## Communicating the Results

Communicating the results of the monitoring is essential for improving the performance and enhancing the capacity of funded subrecipients. A written letter (Monitoring Letter) will be prepared for each monitoring visit. The Monitoring Letter will contain two components, the cover letter, which will summarize the monitoring visit and the conclusions determined, and the Letter attachments, which will explain in detail the procedures undertaken. The official copy of the monitoring letter will contain all necessary concurrences and signatures. It must be dated and mailed within forty-five (45) days of the official exit conference with the subrecipient. The field documentation should be clear and legible and retained in the DCED central monitoring files. If necessary, a post-visit interview will be held with the subrecipient to clarify DCED's letter. An outline of the topics covered in the Monitoring Letter is contained in Appendix D.

## Information Included in the Monitoring Letter

- The name of the program and project sponsor monitored,
- The name of the Compliance Division who performed the monitoring visit,
- The date of the visit,
- A description of the program areas reviewed and the information collected,
- The monitoring conclusions (Negative conclusions should be clearly labeled as either a Finding or a Concern in accordance with the definition of these terms),
- The recommended steps the subrecipient can take to resolve each Finding and each Concern and where appropriate, an indication that Findings were resolved on-site,
- The due date of the required corrective action for each Finding,
- DCED may also request information to address Concerns identified during monitoring,



## CHAPTER 5

(Information Included in the Monitoring Letter continued)

- An explanation that the subrecipient has the opportunity to contest the Findings and provide adequate due process, and
- An offer of technical assistance and an indication of the technical assistance that was provided on site, if applicable.

### Findings and Concerns

As noted earlier in this document, **Findings** are conditions that are not in compliance with regulatory, or statutory requirements. Findings are serious breaches of program regulations and are grounds for sanctions if DCED feels it is necessary. Findings must be rectified at once through a "Corrective Action" which means that the subrecipient must prepare a written response describing how the situation will be remedied.

**Concerns** are deficiencies in performance that are not based on regulatory or statutory requirement that should be brought to the attention of the subrecipient. Concerns are situations that, if not addressed, may lead to Findings. As such, they too must be addressed before they become a Finding.

If there are any Findings or Concerns, DCED will describe the condition, criteria, cause, effect and required corrective action in the Monitoring Letter attachments. The criteria cite the regulatory or statutory requirement that was not met. The cause explains why the condition occurred. The effect describes what happened as a result of the condition.

Concerns should include the condition, cause and effect. Corrective action will be recommended for all Concerns and will be based on sound management principles or other guidelines. DCED will communicate concerns, along with the request for a corrective action, to the subrecipient within forty-five (45) days.

All required or recommended corrective actions must address the cause of the Finding or Concern. Each required or recommended action will include a time frame for the subrecipient to respond to DCED's conclusions. Ideally, the subrecipient will offer a workable solution that will correct the deficiency.

### Approval

The Director of Community and Economic Development will sign all Monitoring Letters to ensure consistency in the handling of monitoring Findings and Concerns and to assess the quality and accuracy of the monitoring. The Director

## CHAPTER 5

(Approval continued)

of Community and Economic Development's signature will also attest that the performance problems are properly detected and the selected corrective actions are designed to remedy the specific instance of non-compliance as well as any systematic deficiencies that may affect the expenditure of funds in the future. The Director of Community and Economic Development and the Program Compliance Manager will also ensure that the Monitoring Letter makes appropriate, supportable comments and draws sound conclusions. As a result, the subrecipient will have a clear understanding of DCED's perception of its performance during a specific time period.

## CHAPTER 6

### DOCUMENTATION

#### Documentation

Each step of the monitoring process is documented and maintained in DCED's monitoring files. The client files will remain confidential to protect the privacy of the clients served. A copy of the Annual Monitoring Strategy is kept in the central file. The strategy should be signed and dated by the Program Compliance Manager and the Director of Community and Economic Development.

## CHAPTER 7

# FOLLOW-UP

## Follow-up

In order to ensure the effectiveness of the monitoring, DCED continually assesses the progress of the funded subrecipients. If the monitoring visit and letter reflect a Finding or Concern, a follow-up monitoring visit may be conducted within six months to ensure that the corrective actions are implemented, performance is maintained or improved, and that communication is sustained. All follow-up actions are appropriately documented and communicated to the subrecipient.

## Basis of Follow-up

Effective follow-up is based on:

- The accountability of funded subrecipients,
- The clarity and consistency of performance standards,
- The clarity and consistency of corrective actions,
- The continuous provision of feedback, and
- Timely communications with funded subrecipients.

## Completion of the Monitoring Process

The monitoring process is complete only after:

1. The identified deficiency has been corrected.
2. The corrective action produces improvements, and
3. It is decided that management action is not needed.

Action taken by the subrecipient to correct deficiencies must be verified and documented. DCED will determine if the action was acceptable or whether further action is needed. This determination will be communicated in writing to the subrecipient. DCED will routinely assess whether the corrective action ultimately serves to resolve the deficiency.

## CHAPTER 8

# TECHNICAL ASSISTANCE

## Technical Assistance

Orientation, training and technical assistance provide the keys to successful program operations and reduced problems. DCED wants to enhance overall performance and the long-term capacity of subrecipients to provide services to the community both efficiently and effectively. Technical assistance is not usually a one-time event. Technical assistance of all types should:

- provide the subrecipient with a reasonable period of time to respond to the announcement of an orientation or training session,
- be relevant,
- provide accurate information,
- consider the subrecipient's level of expertise and resources, and
- assess subrecipient's comprehension.

## Orientation Sessions

Orientation sessions are generally held at the beginning of the program year and tend to address broad program objectives. The purpose of orientation sessions is to educate or remind subrecipients about the basic rules under which any activity must operate in the community. An orientation session provides an opportunity for DCED to establish clear expectations for subrecipients with respect to performance standards and policies and procedures.

## Training Sessions

Training sessions are generally aimed at larger groups and are conducted throughout the year to address specific issue areas. Ongoing monitoring, as well as surveys, will determine the topics on which subrecipients need assistance. Training sessions tend to focus on CDBG and HOME topics and examine them in much greater level of detail. Because SHP and ESG programs are carried out in house, staff is encouraged to attend any federally sponsored training to maintain current program information.

## CHAPTER 8

(Training Sessions continued)

Examples of issue-specific topics include:

- outcomes and results
- income verification,
- financial controls,
- audits,
- record-keeping,
- reporting requirements,
- board development,
- recruitment and hiring of program staff.

Small technical assistance sessions are also provided one-on-one or in small groups, often on-site, when operations are already underway. Small technical assistance sessions will be relevant only to agencies that carry out a specific activity. The purpose of this assistance is to improve compliance with specific program rules and regulations in order to avoid the monitoring Findings, questioned costs, disallowance, or interruptions in funding.

## CHAPTER 9

### Self Monitoring

#### Self Monitoring

Monitoring is an ongoing process that allows DCED to assess the quality of programs being administered. Even though comprehensive monitoring is the approach utilized every three years DCED realizes the need to provide more frequent monitoring of programs and projects to insure compliance and proper financial management.

As a result self monitoring of all programs administered by the assigned Program Managers will be the approach to continue to insure production, accountability, performance and compliance. The Compliance Division will determine the risk rating of each program/activity. This risk determination will be performed within the first quarter of each fiscal year. Those programs/activities with a risk rating of less than 3 but greater than 1.99 will be the responsibility of the Program Manager. Policy and procedures will need to be reviewed annually for any programs/activities with a risk rating of less than 2. Self monitoring is to be performed on an annual basis. Each program manager is to provide a self monitoring schedule to the Compliance Division. This self monitoring schedule will be required to be submitted to the Compliance and Accounting Manager by October 31 of each fiscal year. Approximately two weeks before the scheduled review the Compliance Division will follow up with a reminder of the upcoming review to the Program Manager. The Compliance Division will insure the scheduled review is completed within two (2) weeks. The Program Compliance Specialist will then review the results and provide an official report to the Compliance Manager and Director within two (2) weeks. Projects for which there are a high number of activities will be extended by up to two additional weeks.

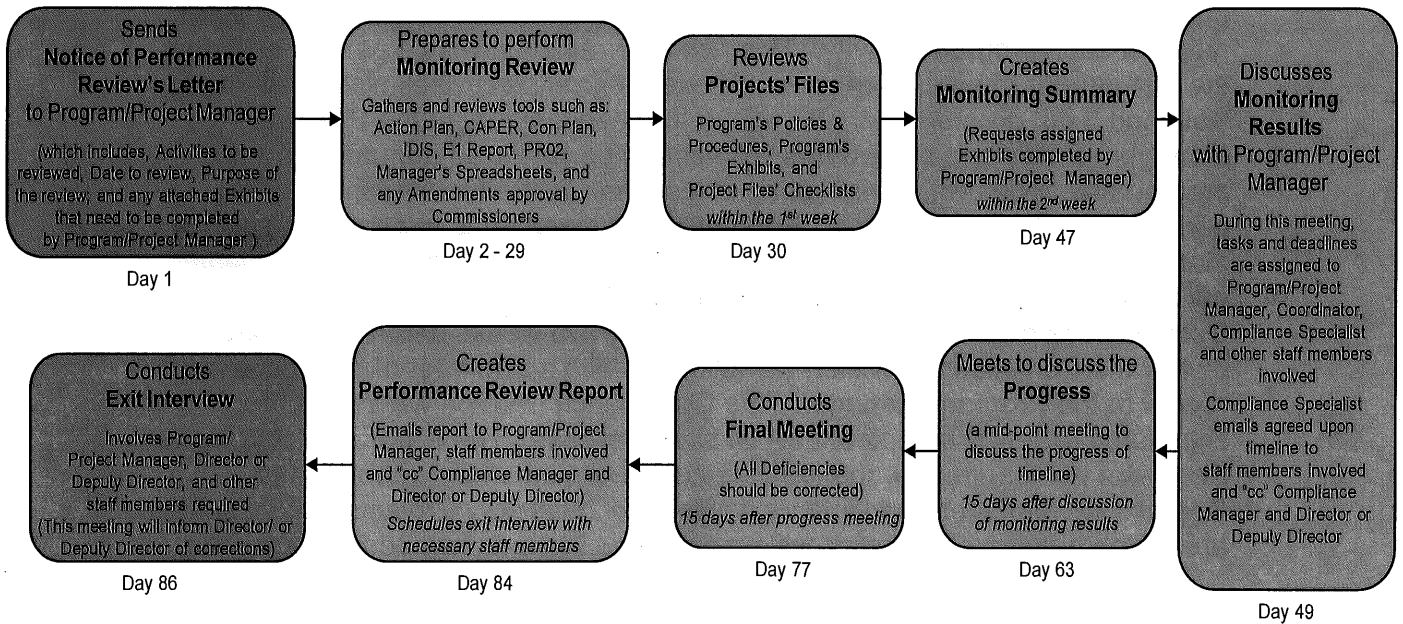
The Program Manager will make use of the exhibits located in the CPD Monitoring Handbook to conduct the monitoring of their programs. These exhibits can be located on HUD's website at [http://portal.hud.gov/hudportal/HUD?src=/program offices/comm planning/library/monitoring/handbook](http://portal.hud.gov/hudportal/HUD?src=/program%20offices/comm%20planning/library/monitoring/handbook).

Those programs that do not have exhibits to use as a monitoring tool will use the most current policies and procedures for that program. The Program Manager and the Compliance Division will develop questionnaires based on the policies and procedures to perform the self-monitoring. Once the self monitoring is complete, copies of the exhibits/questionnaires and a summary of the review is to be forwarded to the Compliance Division.

Comprehensive monitoring of those programs/activities rated less than 2 will be performed every three years and the task carried out by the Compliance Division.

CHAPTER 10

Compliance Performance Review Process





## APPENDIX A

### Annual Monitoring Strategy

The first step in the development of an annual monitoring strategy is to undertake a risk assessment of all programs and the programs activities funded through the City of Albany Department of Community & Economic Development. The objective of the risk analysis is to allocate a larger share of the monitoring resources to those program functions posing the highest risk.

The risk profile, which summarizes the individual risk identified with a particular program participant or program activity, assists in determining the level of resources required to fulfill monitoring responsibilities. Risk analysis factors are the criteria for determining risk exposure, the likelihood that an organization has failed to comply with program requirements, or that the organization has performed unacceptably. The structure of the rating system will result in the determination of organizations that pose a high risk and will therefore be subject to a more comprehensive monitoring.

DCED uses a rating system for assessing the relative risk of funded organizations. Based on the rating system shown below, an Annual Monitoring Strategy is developed. Each program will be evaluated annually to determine level of risk and subsequently, the monitoring strategy.

The City of Albany Department of Community & Economic Development has established the following criteria for risk profiles. The points assigned to each category ranges from 0 to 5 with the number 5 indicating the greatest risk and the number 0 indicating the least risk.

Criteria	Points
<b>Financial</b>	
• Allocation of \$0	0
• Allocation up to \$50,000	1
• Allocation of \$50,001 to \$75,000	2
• Allocation of \$75,001 to \$100,000	3
• Allocation of \$100,001 to \$300,000	4
• Allocation of \$300,001 and up	5
<b>Management</b>	
• History of difficulty in program administration (untimely submission of invoices, monthly reports, inaccuracies in reports, etc.)	0-5
• Staff turnover	0-5
• Lack of progress in achieving stated Outcomes/Results	
• The existence of Findings and/or Concerns from previous monitoring reviews.	0-5

Satisfaction

- Complaints received about the program 0-5

The City of Albany Dept. of Community and Economic Development's Monitoring Strategy is intended to focus monitoring efforts and maximize the effectiveness of a specific monitoring review.

Comprehensive Versus Focused On-site Monitoring

Any program that averages a score of three (3) on the Risk Determination Scale will undergo a comprehensive, on-site monitoring. Additionally, all new programs will undergo a comprehensive, on-site monitoring.

A comprehensive on-site monitoring is a thorough review of all major activities which the following areas:

*(A focus, on-site monitoring is a minimum review of each major activity, expanding in scope if problems become apparent.)*

Performance Evaluation Review	24 CFR 570.501(b) & 24 CFR 85.40 (a)
Record Keeping Systems	24 CFR 570.506
Financial Management Systems	OMB Circular A-110
Non Discrimination & Actions to Further Fair Housing	24 CFR 570.506(g), 570.601, 570.602, and 570.607
Procurement & Bonding	Attachment O, OMB Circular A-110, 24 CFR Part 85.36

The points assigned to each of the above areas will determine the area of primary focus during the monitoring visit.

Each on-site monitoring will require a minimum of three hours. At least three additional hours are generally required for the preparation and approval of the monitoring report. Approximately eighty (80) hours of staff time, including oversight, will be required to complete the monitoring strategy. The Program Compliance Specialist is responsible for all monitoring visits and report preparation.

**Risk Determination Sheet**

Date of Risk Rating: \_\_\_\_\_

Program Year of Risk Rated: \_\_\_\_\_

Program	Financial	Management				Customer Satisfaction	Total Score
		Previous Difficulty	Staff Turnover	Lack of Outcomes	Previous Findings & Concerns		
	\$0 Sup to \$50,000 \$50,001 - \$75,000 \$75,001 - \$100,000 \$100,001 - \$300,000 \$300,001 and up					Complaints	
Activity Name							

Average Score \_\_\_\_\_

**Risk Rating Results**

**0-2 Low Risk**

**3 Medium Risk**

**4-5 High Risk**

**Risk rating results of 3 or higher warrant a comprehensive monitoring review.**

**APPENDIX B**

**Regulatory Requirement Guides  
For  
CDBG, HOME, ESG, and SHP**













































## Title 24--Housing and Urban Development



























































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



































### CHAPTER V--OFFICE OF ASSISTANT SECRETARY FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT



























































#### PART 570--COMMUNITY DEVELOPMENT BLOCK GRANTS

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		570.1	Purpose and primary objective.
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**HOME Investment Partnerships  
Program  
Final Rule**

24 CFR Part 92

September 16, 1996

(updated through December 22, 2004 )

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## Title 24--Housing and Urban Development

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

























## Title 24--Housing and Urban Development











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**APPENDIX C**

**Sample Written Agreement**

**City of Albany  
Department of Community & Economic Development  
Subrecipient Agreement**

with

[Non-Governmental Subrecipient]  
FOR  
[NAME OF CDBG PROGRAM]

THIS AGREEMENT, entered this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the \_\_\_\_\_ (herein called the "Grantee") and \_\_\_\_\_ (herein called the "Subrecipient").

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICE**

**A. Activities**

The Subrecipient will be responsible for administering a CDBG Year [ ] [Name of Program] in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

**Program Delivery**

Activity #1 *[Complete description of activity to be undertaken including what products or services are to be performed, where they are to be provided, for whom they are to be provided, how they are to be provided]*

Activity #2 *[Same description as above]*

Activity #3 *[Same description as above]*

**General Administration**

*[Add description of general administrative services to be performed in support of activities noted above]*

**B. National Objectives**

All activities funded with CDGB funds must meet one of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208. The Subrecipient certifies that the activity (ies) carried out under

this Agreement will meet (indicate which National Objective). Briefly describe how this National Objective will be met.

**C. Levels of Accomplishment – Goals and Performance Measures**

The levels of accomplishment may include such measures as units rehabbed, persons or households assisted, or meals served, and should also include time frames for performance.

The Subrecipient agrees to provide the following levels of program services:

<u>Activity</u>	<u>Units per Month</u>	<u>Total Units/Year</u>
Activity #1	[# of Units]	[# of Units]
Activity #2	[# of Units]	[# of Units]
Activity #3	[# of Units]	[# of Units]
[Add other activities as necessary]		

*[NOTE: Provide definition of Units of Service here.]*

**D. Staffing**

[Provide list of staff and time commitments to be allocated to each activity specified in I.A. above.]

A Grantee might include the following provision if it felt among the Subrecipient’s staff only certain personnel had the requisite experience to implement the activity, or if the Subrecipient had a history of reassigning responsibilities that tended to create problems.

“Any changes in the Key Personnel assigned or their general responsibilities under this project are subject to the prior approval of the Grantee.”

**E. Performance Monitoring**

The Grantee will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

**II. TIME OF PERFORMANCE**

Services of the Subrecipient shall start on the \_\_\_ day of \_\_\_\_\_, 20\_\_ and end on the \_\_\_ day of \_\_\_\_\_ of 20\_\_ . The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

**III. BUDGET**

<u>Line Item</u>	<u>Amount:</u>
Salaries	\$ _____
Fringe	_____
Office Space (Program only)	_____
Utilities	_____
Communications	_____
Reproduction/Printing	_____
Supplies and Materials	_____
Mileage	_____
Audit	_____
Other (Specify)	_____
Indirect Costs (Specify)	_____
<b>TOTAL</b>	<b>\$ _____</b>

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Subrecipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

**IV. PAYMENT**

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$ \_\_\_\_\_. Draw-downs for the payment of eligible expenses shall be made against the line item budgets specified in Paragraph III herein and in accordance with performance. Expenses for general administration shall also be paid against the line item budgets specified in Paragraph III and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 24 CFR 84.21.

Payments are made on a reimbursement basis upon timely submission of reports and required documentation. At a minimum, pay requests may be submitted monthly, but may be submitted less frequently as determined by the Subrecipient's need for reimbursement of expenses incurred. The preferred format for pay requests will be provided by Compliance Division.

**V. NOTICES**

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee

Subrecipient

\_\_\_\_\_, Manager  
Director

\_\_\_\_\_, Exec.

Grantee \_\_\_\_\_

Subrecipient \_\_\_\_\_

[Address] \_\_\_\_\_

[Address] \_\_\_\_\_

[City, State, ZIP] \_\_\_\_\_

[City, State, ZIP] \_\_\_\_\_

[Telephone] \_\_\_\_\_

[Telephone] \_\_\_\_\_

[Fax Number] \_\_\_\_\_

[Fax Number] \_\_\_\_\_

**VI. SPECIAL CONDITIONS**

*[This section of the Agreement can be used by Grantee to include special conditions specific to the particular activity or individual Subrecipient.]*

The subrecipient agrees to comply with the requirements of Title 24 Code of Federal Regulations (CFR) concerning Community Development Block Grants (CDBG) and all federal regulations and policies issued pursuant to these regulations. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

The Subrecipient agrees to comply with the requirements of Title 24 CFR 570.503, Agreements with Subrecipients, (b)(4), Uniform Administrative Requirements, and (b)(5), Other Program Requirements.

**A. File Documentation**

1. Subrecipient shall provide a list of participants receiving services for the quarter. Such a list should include the name, location of the business, number of jobs created or retained, type of assistance, and the amount of each loan.
2. Subrecipient shall maintain a file on each participant with verification of eligibility, services received, application and progress.
3. All applications for services must include the above information/documentation.

**VII. GENERAL CONDITIONS**

**A. General Compliance**

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the Grantee's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the Grantee's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient

further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

**B. “Independent Contractor”**

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers’ Compensation Insurance, as the Subrecipient is an independent contractor.

**C. Hold Harmless**

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

**D. Workers’ Compensation**

The Subrecipient shall provide Workers’ Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

**E. Insurance & Bonding**

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee.

The Subrecipient shall comply with the bonding and insurance requirements of 24 CFR 84.31 and 84.48, Bonding and Insurance.

**F. Grantee Recognition**

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

**G. Amendments**

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee’s governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient.

**H. Suspension or Termination**

In accordance with 24 CFR 85.43, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 24 CFR 85.44, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

**I. Georgia Open Meetings and Open Records Act**

The Subrecipient shall comply with the Georgia Open Records Act and Meetings Act as revised July 1, 1999, Chapter 14 and 18, Georgia Code Annotated.

**VIII. ADMINISTRATIVE REQUIREMENTS**

**A. Financial Management**

**1. Accounting Standards**

The Subrecipient agrees to comply with 24 CFR 84.21–28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

**2. Cost Principles**

The Subrecipient shall administer its program in conformance with OMB Circulars A-122, “Cost Principles for Non-Profit Organizations,” or A-21, “Cost Principles for Educational Institutions,” as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

**B. Documentation and Record Keeping**

**1. Records to be Maintained**

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

## **2. Retention**

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

## **3. Client Data**

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

## **4. Disclosure**

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by the [insert applicable State or Federal law] unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

## **5. Close-outs**

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship



of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

**6. Audits & Inspections**

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning subrecipient's audits and OMB Circular A-133.

**C. Reporting and Payment Procedures**

**1. Program Income**

The Subrecipient shall report [insert frequency of reports, e.g., "monthly"] all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the Subrecipient shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the Subrecipient may use such income during the contract period for activities permitted under this contract and shall reduce requests for an additional fund by the amount of any such program income balances on hand. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account is not program income and shall be remitted promptly to the Grantee.

**2. Indirect Costs**

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation plan for determining the appropriate Subrecipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

**3. Payment Procedures**

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

**4. Progress Reports**

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee. The Subrecipient shall submit the following:

1. A monthly program progress report to the Grantee (**See Attachment A**) for the period grant funds are utilized, and reports shall be submitted by the last day of each month and **due by the 10<sup>th</sup> day** of the following month through \_\_\_\_\_.

**D. Procurement**

**1. Compliance**

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

**2. OMB Standards**

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property, or services in accordance with the requirements of 24 CFR 84.40-48.

**3. Travel**

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

**E. Use and Reversion of Assets**

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 24 CFR Part 84 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement [or such longer period of time as the Grantee deems appropriate]. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this

Agreement after the expiration of the five-year period [or such longer period of time as the Grantee deems appropriate].

3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

**IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT**

**(May not be applicable to Public Service Grants.)**

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. [The Grantee may preempt the optional policies.] The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

**X. PERSONNEL & PARTICIPANT CONDITIONS**

**A. Civil Rights**

**1. Compliance**

The Subrecipient agrees to comply with applicable City of Albany and State of Georgia Civil Rights ordinances and/or laws, and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

**2. Nondiscrimination**

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

**3. Land Covenants**

**(May not be applicable to Public Service Grants.)**

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

**4. Section 504**

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Subrecipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

**B. Affirmative Action**

**1. Approved Plan**

The Subrecipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Subrecipient to assist in the formulation of such program. The Subrecipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

**2. Women- and Minority-Owned Businesses (W/MBE)**

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

**3. Access to Records**

The Subrecipient shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or

other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

**4. Notifications**

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

**5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement**

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, state that it is an Equal Opportunity or Affirmative Action employer.

**6. Subcontract Provisions**

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subrecipients or subcontractors.

**C. Employment Restrictions**

**1. Prohibited Activity**

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

**2. Labor Standards**

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Subrecipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this contract, shall

comply with Federal requirements adopted by the Grantee pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Subrecipient of its obligation, if any, to require payment of the higher wage. The Subrecipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

**3. “Section 3” Clause**

**a. Compliance**

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient and any of the Subrecipient’s subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient and any of the Subrecipient’s subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction

and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The Subrecipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

**D. Conduct**

**1. Assignability**

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

**2. Subcontracts**

**a. Approvals**

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

**b. Monitoring**

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be

summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

**c. Content**

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

**d. Selection Process**

The Subrecipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

**3. Hatch Act**

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

**4. Conflict of Interest**

The Subrecipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:

- a. The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.



**5. Lobbying**

The Subrecipient hereby certifies that:

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

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

**6. Copyright**

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

**7. Religious Activities**

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

## **XI. ENVIRONMENTAL CONDITIONS**

### **A. Air and Water**

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C. , 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

### **B. Flood Disaster Protection**

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

### **C. Lead-Based Paint**

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

### **D. Historic Preservation**

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

**XII. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**XIII. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XIV. WAIVER**

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XV. ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.

*[NOTE: For the above sections, if the Subrecipient is a governmental or quasi-governmental agency, the applicable sections of 24 CFR Part 85, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," and OMB Circular A-87 would apply.]*

Date \_\_\_\_\_

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

Grantee

Subrecipient

By \_\_\_\_\_  
Mayor or City Manager

By \_\_\_\_\_

Attest \_\_\_\_\_  
City Clerk

Title \_\_\_\_\_

By \_\_\_\_\_  
Director, Department of Community  
& Economic Development

By \_\_\_\_\_

Title \_\_\_\_\_

Agency Fed. I. D. # \_\_\_\_\_

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY:**

\_\_\_\_\_  
City Attorney

**APPENDIX D**

**Sample Self Monitoring Review Format**



## DCED - Self Monitoring Review

Received By \_\_\_\_\_ Date \_\_\_\_\_

<p><b>Date of Review:</b></p> <p><b>Program:</b></p> <p><b>Reviewed By:</b></p> <p><b>Project Addresses:</b></p> <p><b>Total Amount of Funds:</b></p> <p><b>Exhibits/Documents Used:</b></p>	
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*(Please attached Exhibits/Documents used for the review.)*

### Overall Program Review

**Summary –**

**Strengths –**

**Area of Concerns –** Findings/Concerns/Observations (if any)

**Corrective Action –** Solution, Due Date, Preventive Measures (if any)

-----

✓  
**File Reviewed -**

Date of Services/Completion/Program Entry:

**Outcome of File Review**

---

**File Reviewed -**

Date of Services/Completion/Program Entry:

**Outcome of File Review**

---

**File Reviewed -**

Date of Services/Completion/Program Entry:

**Outcome of File Review**

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**File Reviewed -**

Date of Services/Completion/Program Entry:

**Outcome of File Review**

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**File Reviewed -**

Date of Services/Completion/Program Entry:

**Outcome of File Review**

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## **Appendix VI**

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> 06/27/2017		<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> _____		<b>5b. Federal Award Identifier:</b> 14.218 Entitlement Grant
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> City of Albany, GA		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 58-60000504		<b>* c. Organizational DUNS:</b> 0158637490000
<b>d. Address:</b>		
<b>* Street1:</b> 222 Pine Avenue, Suite 560		
<b>Street2:</b> _____		
<b>* City:</b> Albany		
<b>County/Parish:</b> Dougherty		
<b>* State:</b> GA: Georgia		
<b>Province:</b> _____		
<b>* Country:</b> USA: UNITED STATES		
<b>* Zip / Postal Code:</b> 31702-0447		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Community & Economic Dev.		<b>Division Name:</b> _____
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> Mrs.		<b>* First Name:</b> Shelena
<b>Middle Name:</b> _____		
<b>* Last Name:</b> Hawkins		
<b>Suffix:</b> _____		
<b>Title:</b> Director		
<b>Organizational Affiliation:</b> City Department		
<b>* Telephone Number:</b> (229) 483-7650		<b>Fax Number:</b> (229) 430-2737
<b>* Email:</b> shawkins@dougherty.ga.us		



**Application for Federal Assistance SF-424**

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

Dept. of Housing & Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

Community Development Block Grant program for Entitlement Communities

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

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

Community Development Block Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="853,775.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="711,969.00"/>
* g. TOTAL	<input type="text" value="1,565,744.00"/>

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

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

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

- Yes  No

If "Yes", provide explanation and attach

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

\*\* I AGREE

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

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:


\* Last Name:

Suffix:

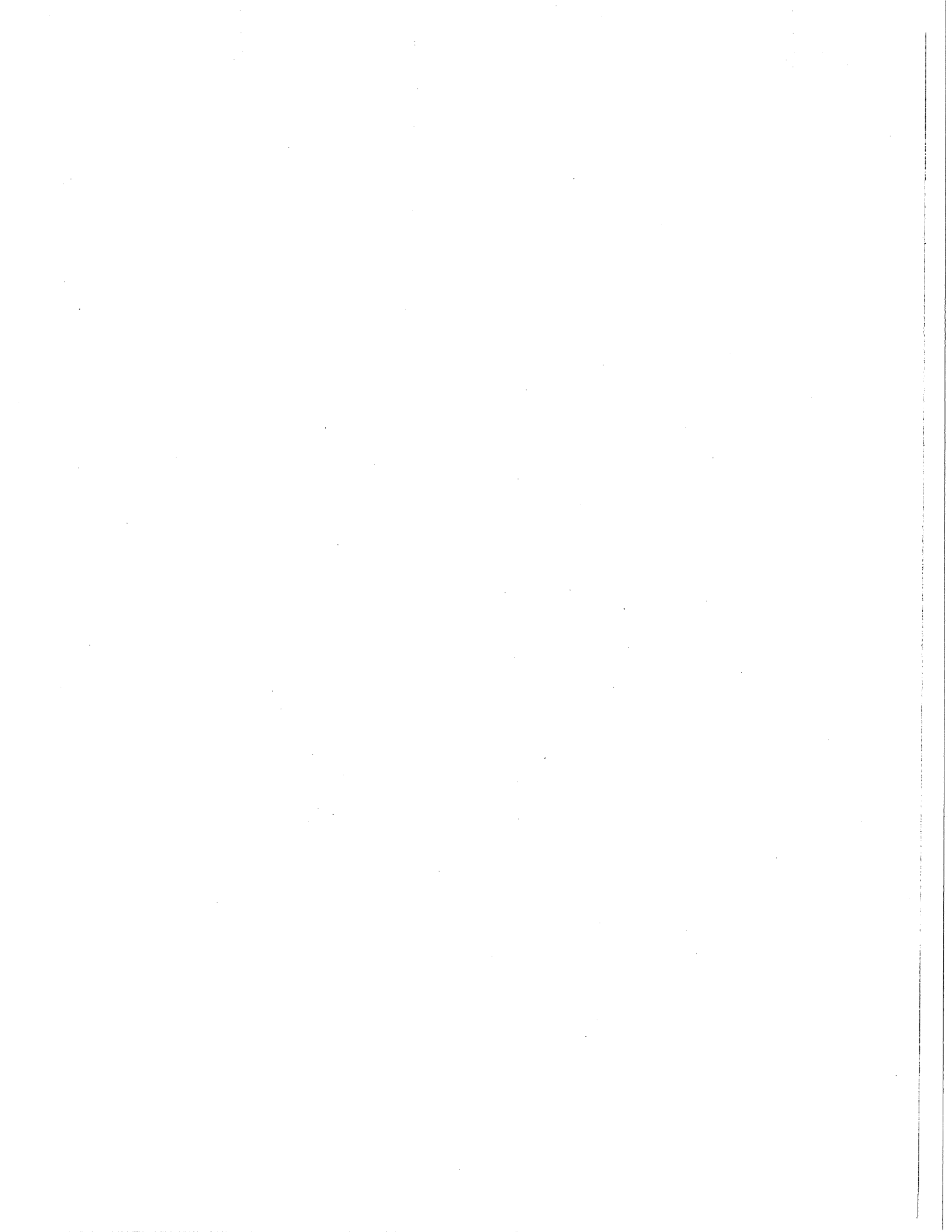
\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:



## Specific CDBG Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2017 , \_\_\_\_\_ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

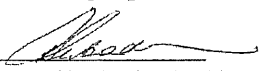
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

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

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

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

  
Signature/Authorized Official

Date 6/30/2017

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and


2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

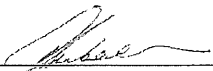
  
\_\_\_\_\_  
Signature/Authorized Official      6/30/2017  
Date

  
\_\_\_\_\_  
Title

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

  
\_\_\_\_\_  
Signature/Authorized Official

6/30/2017  
Date

CITY MANAGER  
Title

**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- Preapplication  
 Application  
 Changed/Corrected Application

**\* 2. Type of Application:**

- New  
 Continuation  
 Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

06/27/2017

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

14.239

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

City of Albany, GA

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

58-60000504

**\* c. Organizational DUNS:**

0158637490000

**d. Address:**

**\* Street1:**

222 Pine Avenue, Suite 560

**Street2:**

**\* City:**

Albany

**County/Parish:**

Dougherty

**\* State:**

GA: Georgia

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

31702-0447

**e. Organizational Unit:**

**Department Name:**

Community & Economic Dev.

**Division Name:**

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Mrs.

**\* First Name:**

Shelena

**Middle Name:**

**\* Last Name:**

Hawkins

**Suffix:**

**Title:**

Director

**Organizational Affiliation:**

City Department

**\* Telephone Number:**

(229) 483-7650

**Fax Number:**

(229) 430-2737

**\* Email:**

shawkins@dougherty.ga.us



**Application for Federal Assistance SF-424**

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

Dept. of Housing & Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.239

CFDA Title:

HOME Program

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

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

HOME Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	374,203.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	99,618.00
* g. TOTAL	473,821.00

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

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

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

- Yes  No

If "Yes", provide explanation and attach

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

\*\* I AGREE

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

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:


\* Last Name:

Suffix:

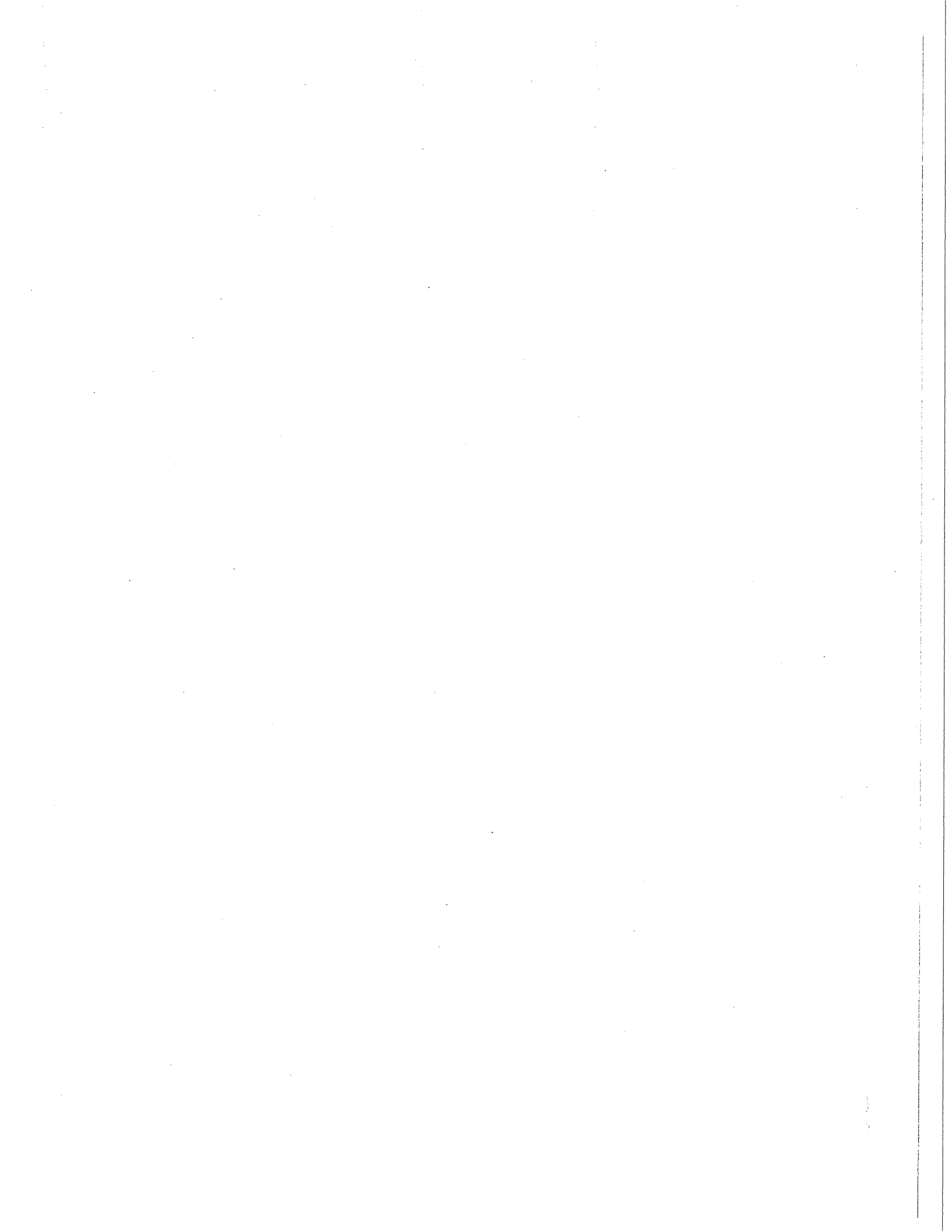
\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:



**Specific HOME Certifications**

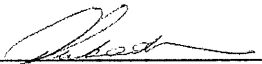
The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

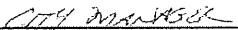
The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

  
\_\_\_\_\_  
Signature/Authorized Official

6/30/2017  
Date

  
\_\_\_\_\_  
Title

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services ( including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING:

#### A. Lobbying Certification

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



