



2018-2019 Annual Action Plan

Submitted to:

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

June 29, 2018

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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 2018-2019 Action Plan as the third 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 2018-2019 Action Plan including available and potential resources. The Plan was adopted by the City of Albany, Board of City Commissioners on April 24, 2018 and the final document is due to HUD no later than June 26, 2018. 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 2018-2019 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.

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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.albanyga.gov/about-us/city-departments/community-economic-development> under Planning Documents and Reports.

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.

Summary from citizen participation section of plan.

The City conducted significant consultation with citizens in preparing its 2018-2019 Action Plan. The City hosted sixteen (16) 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 four hundred sixty-two (462) meeting attendees and three hundred forty (325) 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 2018-2019, the City of Albany received approximately \$1,396,343 million from HUD through two entitlement grants: Community Development Block Grant (CDBG) - \$889,129 and HOME Investment Partnerships Program (HOME) - \$507,214. Entitlement grants provided through HUD are determined by statutory formulas. The City anticipates on receiving approximately \$846,000 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.

The City seeks to undertake a variety of community and economic development activities during the upcoming program year. For projects and activities (AP-20) to be undertaken by the City of Albany beginning on July 1, 2018 - June 30, 2019, please select \\homecore1\share\City\CED\Shelena Hawkins\Action Plans\FY 2018-2019\AP-38 Project Summary.pdf for a complete and accurate list of Annual Goals and Objectives to include a summary of the goals. For a complete and accurate list of projects and project summary information (AP-38) to be undertaken by the City of Albany beginning on July 1, 2018 - June 30, 2019, please select \\homecore1\share\City\CED\Shelena Hawkins\Action Plans\FY 2018-2019\AP-38 Project Summary.pdf.

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 2018-2019 Annual Action Plan through collaborative efforts of City staff and local stakeholders.

Consolidated Plan Public Contact Information

Shelena Hawkins, Director
City of Albany, Department of Community & Economic Development
230 South Jackson Street
Suite 315
Albany, GA 31701-2872
Phone: 229-483-7650
Fax: 229-430-2737
Email: shawkins@albanyga.gov

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

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 sixteen (16) 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(I))

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?	Interview - Discussed public housing needs and housing and job training programs. The City and Albany Housing Authority will collaborate and provide housing opportunities to residents, enrollment in the Section 3 Job Training Program, and provide rental units for possible relocation as AHA units are rehabilitated.
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 Meetings - Coordination of services were discussed to address poverty, crime, and community needs. Fight Albany Blight is an initiative to assist with combating these issues and the City's Departments: Community and Economic Development, Code Enforcement, Planning Department, Police Department, and Public Works are coordinating resources and efforts to address blight and associated issues using a block by block strategy.

3	Agency/Group/Organization	Albany State University
	Agency/Group/Organization Type	Services-homeless Services-Education Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Strategy 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?	Meeting - Discussions were held with professors of the social work field and their students. Albany State University students assist with volunteerism during the Annual Homeless Project Connect Event, and the City provides internship opportunities within City Departments to provide hands-on learning opportunities.
4	Agency/Group/Organization	Albany Utilities
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Barriers to Affordable Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting - Discussions were held with staff of the local utility company to determine programs and services to benefit residents with lowering utility costs for households. The Weatherization Program has been continued with use of nonfederal funds, and the City will seek to incorporate energy efficient measures into rehabilitations. Southwest Georgia Community Action Council administers the LIHEAP Program in collaboration with Albany Utilities.

6	Agency/Group/Organization	DOUGHERTY COUNTY
	Agency/Group/Organization Type	Other government - County District Attorney
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs 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?	Meeting - Discussion with County Administrators to identify available housing resources and strategically plan to rehabilitate existing housing and produce new construction housing.
7	Agency/Group/Organization	Dougherty County Public Schools
	Agency/Group/Organization Type	Services-Education Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children 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 - Members of the Dougherty County School System attend the Homeless Coalition and participate in community activities to combat homelessness which impact households with students. Also, Fair Housing Workshops were held at Dougherty County Schools to educate parents and students on fair housing laws.

8	Agency/Group/Organization	Liberty House of Albany, Inc
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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.
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 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 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?	Meeting - Discussion with a Program Staff to discuss available resources and services to benefit LMI residents and special populations.
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	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Albany-Dougherty Homeless Coalition	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.

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 FY 2016-2017)	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: HOPE VI/Choice Neighborhood Program, mixed finance modernization or development, conversion of public housing units to RAD, and project-based vouchers; 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.
Fight Albany Blight/GICH	Albany Georgia Initiative for Community Housing Team	This plan aids the City in strategically planning for housing needs and targeting resources to areas of highest needs. FAB focuses on neighborhood revitalization, beautifications, elimination of slum and blight, and crime prevention at a street level and block by block. Collaboration between public and private entities will enhance success of planning initiatives.

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 in November 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.

The City is undertaking a number of initiatives, in collaboration with local agencies and partners, to address crime, neighborhood blight, quality housing needs, economic development to include encouraging a skilled workforce and job creation/retention, and other community needs. These initiatives are to promote a sustainable, healthy, and thriving community for residents and businesses.

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 April 24, 2018. Two public hearings were held: February 24, 2018 and April 21, 2018. The comment period ended on April 23, 2018.

Advanced notice was given to citizens through announcements in the local newspaper, social media, 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 March 21, 2018 and ended on April 23, 2018. Oral comments were noted during the public meetings; however, no further comments were received. On Tuesday, April 24, 2018, 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 to HUD electronically online via HUD's eCon Planning Suite by June 26, 2018.

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	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	6 interviewees	Priority needs identified through the interviews included: Housing needs; homeless needs; services for seniors; youth programs; crime prevention; housing repair needs; and economic development initiatives to create jobs within the community.	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)
3	Survey on Community Needs	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	325 survey respondents	Priority economic/community development needs included: Financial assistance for entrepreneurs and small businesses, redevelopment or demolition of abandoned properties, more code enforcement efforts, and financial assistance for community organizations. Public service needs included child abuse prevention, domestic abuse services, drug abuse education/crime prevention, housing counseling, and educational/literacy. Housing priority needs included: housing for seniors, emergency shelter for homeless/homeless shelters, and housing for persons with physical disabilities.	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	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public Notices of the FY 2018-2019 Proposed Use of Funds and public hearings were advertised in both local newspapers on March 21, 2018: Albany Herald and Southwest Georgian.	No oral or written comments were received through advertisement of the public notices.	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)
5	Public Hearing	Non-targeted/broad community	83 attendees	Priority community needs and discussions included: Housing repairs and rehabilitation; financial assistance for entrepreneurs and small businesses; demolition of abandoned properties; more code enforcement efforts; housing for seniors; nonprofits financial assistance and performance; and youth development.	None	
6	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	13 attendees	Priority community needs and discussions included: Housing repairs and rehabilitation; financial assistance for small businesses; more code enforcement efforts; senior services; and youth development.	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)
7	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The departmental webpage, City's main webpage, and social media are also a primary method for advertisement of the Action Plan.	No comments were received by our office from advertisement on DCED or the City's websites or social media.	None	

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: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	889,129	715,000	0	1,604,129	1,657,041	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	507,214	131,000	0	638,214	648,503	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 2018-2019 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.

Additionally, the City owns approximately 200 vacant parcels that are restricted from future development by the Federal Emergency Management Agency (FEMA). See Unique Appendices under AD-26 Administration for a listing of these City-owned properties. These parcels are predominantly within special flood hazard areas in the South Albany NRSA. Buildable vacant parcels 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 parcels 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: \$0	Buildings Demolished: 0 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: \$308,843	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	CDBG: \$0 HOME: \$0	Homeowner Housing Added: 0 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: \$153,350 HOME: \$144,758	Rental units rehabilitated: 6 Household Housing Unit Homeowner Housing Rehabilitated: 16 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: \$65,000 HOME: \$30,000	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	CDBG: \$0 HOME: \$0	Direct Financial Assistance to Homebuyers: 0 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: \$35,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 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: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 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: 15 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: \$65,000	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: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households 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: \$0 HOME: \$0	Other: 0 Other
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: \$75,000	Public service activities other than Low/Moderate Income Housing Benefit: 150 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: \$276,493	Jobs created/retained: 6 Jobs Businesses assisted: 10 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: \$320,825 HOME: \$63,821	Other: 0 Other
17	Planned Section 108 Repayment	2016	2021	Economic Development	ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA	Program Administration and Planning	CDBG: \$334,690	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: \$150,507	Direct Financial Assistance to Homebuyers: 2 Households Assisted Businesses assisted: 3 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: \$37,000	Other: 16 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: \$23,264	Public service activities other than Low/Moderate Income Housing Benefit: 25 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.
2	Goal Name	Affordable Rental Housing
	Goal Description	Maintain affordable rental housing options within the community through the provision of Tenant Based Rental Assistance.
3	Goal Name	Production of New Housing Units (CHDO)
	Goal Description	New construction of affordable housing
4	Goal Name	Rehab / Repair of Existing Housing Units
	Goal Description	Rehabilitation of rental and homeowner housing that benefit extremely low, low, and moderate income households.
5	Goal Name	Acquisition / Disposition of Existing Units
	Goal Description	Acquisition of housing for rehabilitation to benefit low and moderate income households.
6	Goal Name	Direct Financial Assistance
	Goal Description	Direct financial assistance to homebuyers to make homeownership affordable.

7	Goal Name	Housing Counseling
	Goal Description	Housing counseling and financial literacy workshops/trainings to educate on pre and post homeownership, rental housing, and loan default.
8	Goal Name	Fair Housing Education
	Goal Description	Fair housing education to make the public aware of prohibited housing discrimination.
10	Goal Name	Build Community Capacity
	Goal Description	Workshops and trainings to educate nonprofits on financial management, grant writing, board development, fund raising, etc. to build staffing and financial capacity.
11	Goal Name	Homeless Services
	Goal Description	Public services that benefit homeless persons/households or those at risk of homelessness.
12	Goal Name	Public Facilities
	Goal Description	Rehabilitation and improvements to public facilities that serve low income persons/households.
13	Goal Name	Public Improvements / Infrastructure
	Goal Description	Tree plantings/beautification projects to improve low and moderate income neighborhoods.
14	Goal Name	Public Services
	Goal Description	Services provided by nonprofit organizations that benefit low income residents such as homeless, youth, disabled, elderly, and other special populations.

15	Goal Name	Economic Development
	Goal Description	Economic development activities associated with small businesses located within the Microbusiness Enterprise Center (MBEC) that create and retain jobs for low and moderate income persons.
16	Goal Name	Planning and Administration
	Goal Description	Management, oversight, and planning activities associated with administration of CDBG and HOME Programs.
17	Goal Name	Planned Section 108 Repayment
	Goal Description	Repayment of two Section 108 Loans to HUD for loans made to Hilton Gardens Inn and MacGregor Golf Company.
18	Goal Name	Loan Servicing
	Goal Description	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	Goal Name	Rehabilitation Administration
	Goal Description	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	Goal Name	Section 3 Employment Training
	Goal Description	Provision to increase job training and employment opportunities for extremely low and low income persons.

Projects

AP-35 Projects – 91.220(d)

Introduction

Projects planned for the 2018-2019 program year are identified in the table below. Additional details are provided in Section AP-38. For a complete and accurate list of the City's projects to be undertaken from July 1, 2018 - June 30, 2019, please select the following link: \\homecore1\share\City\CED\Shelena Hawkins\Action Plans\FY 2018-2019\AP-38 Project Summary.pdf

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
24	CHDO Operating Assistance
25	Acquisition/Rental Rehabilitation
26	Acquisition
27	Commercial Facade

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 its low and moderate income persons. The activities that have been identified as 2018-2019 projects will assist the City in meeting community priorities which was derived from public input and community meetings in formulation of the 2018-2019 Action Plan and the 2016-2021 Consolidated Plan. Additionally, with two recent tornados that the City suffered in January 2017, the identified projects will aid the City in its disaster relief efforts to rebuild impacted communities and households.

AP-38 Project Summary

Project Summary Information1	Project Name	CDBG Administration
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Planning and Administration
	Needs Addressed	Program Administration and Planning
	Funding	CDBG: \$320,825
	Description	The management and oversight of the CDBG Programs by the City of Albany, Department of Community & Economic Development.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	
	Planned Activities	Administration
2	Project Name	Section 108 Loan Repayment
	Target Area	ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA
	Goals Supported	Planned Section 108 Repayment
	Needs Addressed	Program Administration and Planning
	Funding	CDBG: \$334,690
	Description	The repayment of two Section 108 Loans (Hilton Gardens and MacGregor) to HUD for economic development activities.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	Two businesses - Hilton Garden Inn and MacGregor Golf Co. (Payroll Development Authority) will continue repayments of Section 108 Loans provided by the City.
	Location Description	
	Planned Activities	Economic Development
3	Project Name	Microbusiness Enterprise Center
	Target Area	ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA
	Goals Supported	Economic Development
	Needs Addressed	Neighborhood Revitalization Program Administration and Planning
	Funding	CDBG: \$276,493
	Description	The operation and administration of the Microbusiness Enterprise Center and provision of technical assistance to micro-businesses within the Center.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The Microbusiness Enterprise Center will operate as a business incubator to assist businesses. Approximately new six (6) businesses will be assisted during upcoming program year to include job creation for LMI persons. Approximately five (5) existing businesses will continue to be assisted during the program year.
	Location Description	230 S. Jackson Street
	Planned Activities	Economic Development

4	Project Name	Loan Servicing
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Loan Servicing
	Needs Addressed	Program Administration and Planning
	Funding	CDBG: \$150,507
	Description	To provide loan servicing of housing loans made to low and moderate income households.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The City maintains a residential loan portfolio of approximately 200 residential business loans and approximately 20 commercial loans. The City will continue to service these loans. During the program year, the City will seek to assist 3 new businesses with commercial loans and provide direct financial assistance to approximately 2 prospective homebuyers.
	Location Description	
	Planned Activities	Increase the availability of affordable housing.
5	Project Name	Housing Rehabilitation - CDBG
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Rehab / Repair of Existing Housing Units
	Needs Addressed	Maintain Affordable Housing Stock
	Funding	CDBG: \$153,350
	Description	Rehabilitation of single-family homeowner properties and rental properties.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will seek to rehabilitate approximately 16 homeowner units and approximately 3 rental units for occupancy by LMI households.

	Location Description	
	Planned Activities	Sustainability of affordable housing
6	Project Name	Demolition
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Demolition and Clearance
	Needs Addressed	Neighborhood Revitalization
	Funding	:
	Description	Demolition and clearance of blighted and dilapidated structures.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Demolition and Clearance
7	Project Name	Public Services
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Public Services
	Needs Addressed	Public Svcs for Low-Income / Special Needs
	Funding	CDBG: \$75,000
	Description	To provide funds to agencies for services to low and moderate income persons in the community.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will assist approximately 150 individuals with public services through partnerships with local nonprofit agencies. Also, approximately 5 local nonprofits will be assisted with CDBG Grant Funds.
	Location Description	
	Planned Activities	Improved quality of living
8	Project Name	Capacity Building for Non-Profits
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Build Community Capacity
	Needs Addressed	Neighborhood Revitalization Public Svcs for Low-Income / Special Needs Program Administration and Planning
	Funding	CDBG: \$38,000
	Description	To provide capacity building training to subrecipients and non-profits.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will assist approximately 15 businesses to include nonprofits.
	Location Description	
Planned Activities	Capacity building for subrecipients and nonprofits who serve low and moderate income persons	

9	Project Name	Fair Housing
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Fair Housing Education
	Needs Addressed	Affirmatively Further Fair Housing Choice
	Funding	CDBG: \$5,000
	Description	Education, outreach, and services related to fair housing to increase knowledge and awareness of housing discrimination and applicable federal laws.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, approximately 100 individuals will be educated on fair housing and applicable laws.
	Location Description	
Planned Activities	Fair housing	
10	Project Name	Housing Counseling
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Housing Counseling
	Needs Addressed	Increase Access to Affordable Housing Affirmatively Further Fair Housing Choice
	Funding	CDBG: \$35,000
	Description	To provide financial literacy, pre- and post-default, and other counseling to renters, homeowners, and homeless persons.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, approximately 100 individuals will be assisted with housing counseling services.
	Location Description	
Planned Activities	Housing Counseling	

11	Project Name	Homeless Programs
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Homeless Services
	Needs Addressed	Support the Needs of Homeless and At-Risk Persons
	Funding	CDBG: \$65,000
	Description	Services supporting the needs of homeless persons.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, approximately 30 individuals will be assisted with homeless services.
	Location Description	
	Planned Activities	Homeless services
12	Project Name	Rehabilitation Administration
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Rehabilitation Administration
	Needs Addressed	Program Administration and Planning
	Funding	CDBG: \$37,000
	Description	The costs associated with conducting work write-ups, environmental reviews, and inspections for housing rehabilitation/repair projects.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, approximately 16 housing units will be inspected and tested prior to rehabilitation assistance.
	Location Description	
	Planned Activities	Rehab administration
	Project Name	Section 3 Program

13	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Section 3 Employment Training
	Needs Addressed	Program Administration and Planning
	Funding	CDBG: \$23,264
	Description	To provide very low and low income persons with job training to increase employment opportunities and to assist with job placement.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, approximately low income 25 individuals will be assisted with job training or job placement.
	Location Description	
	Planned Activities	Job training and economic development
14	Project Name	HOME Administration
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Planning and Administration
	Needs Addressed	Program Administration and Planning
	Funding	HOME: \$48,482
	Description	The management and oversight of the HOME Programs by the City of Albany, Department of Community & Economic Development.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	
Planned Activities	Administration of the HOME program.	
	Project Name	Rental Rehabilitation

15	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Rehab / Repair of Existing Housing Units
	Needs Addressed	Maintain Affordable Housing Stock
	Funding	HOME: \$27,745
	Description	Rehabilitation and repair of existing rental units.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The City will seek to rehabilitate approximately 6 existing rental units for occupancy by LMI households.
	Location Description	
	Planned Activities	Rehabilitation and repair of existing rental units.
16	Project Name	AHOP Program
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Direct Financial Assistance
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$25,000
	Description	Direct financial assistance
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
Planned Activities	Direct financial assistance	
17	Project Name	Down Payment Assistance
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA

	Goals Supported	Direct Financial Assistance
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$5,000
	Description	Downpayment assistance to LMI homebuyers
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Downpayment assistance to LMI homebuyers
18	Project Name	Tenant Based Rental Assistance
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Affordable Rental Housing
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$221,478
	Description	The provision of rental subsidies to low and very low income renters to ensure that rental housing is affordable.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the upcoming program year, approximately 30 low and very low income households will be provided with rental housing subsidies to make housing more affordable.
	Location Description	
	Planned Activities	Rental Assistance
19	Project Name	CHDO Set-Aside
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Rehab / Repair of Existing Housing Units
	Needs Addressed	Increase Access to Affordable Housing

	Funding	HOME: \$157,116
	Description	To provide funds to one or more Certified CHDOs seeking to undertake an eligible CHDO affordable housing project.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will seek to partner with a Certified CHDO to rehabilitate approximately 2 housing units for occupancy by low and moderate income households.
	Location Description	
	Planned Activities	Eligible CHDO projects
20	Project Name	Disposition
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Acquisition / Disposition of Existing Units
	Needs Addressed	Neighborhood Revitalization Maintain Affordable Housing Stock Increase Access to Affordable Housing
	Funding	CDBG: \$10,000
	Description	The disposition of City-owned properties via donation, lease, and sale to benefit LMI persons/households.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City seeks to dispose of 2 single-family housing units to low and moderate income households (LMI) and/or dispose of 2 vacant parcels to benefit a LMI household or a LMA.
	Location Description	
	Planned Activities	Disposition of properties
21	Project Name	Housing Rehabilitation - HOME
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Rehab / Repair of Existing Housing Units

	Needs Addressed	Neighborhood Revitalization Maintain Affordable Housing Stock
	Funding	HOME: \$173,874
	Description	The rehabilitation of existing housing units to benefit LMI persons.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will seek to rehabilitate approximately 16 homeowner units.
	Location Description	
	Planned Activities	Housing Rehabilitation
22	Project Name	Tree Plantings/Beautification
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Public Facilities
	Needs Addressed	Neighborhood Revitalization
	Funding	:
	Description	Tree plantings and beautification projects to enhance low and moderate income neighborhoods.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Public Facility Improvements - Tree Plantings/Beautification
23	Project Name	CHDO Operating Assistance
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA
	Goals Supported	Build Community Capacity
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$18,710

	Description	Special operating assistance provided to certified and eligible CHDOs.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will seek to provide operating assistance to a Certified CHDO to build capacity.
	Location Description	
	Planned Activities	The provision of special operating assistance to a certified, eligible CHDO to assistance with operating costs in providing affordable housing to LMI persons.
24	Project Name	Acquisition/Rental Rehabilitation
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Affordable Rental Housing
	Needs Addressed	Neighborhood Revitalization Maintain Affordable Housing Stock Increase Access to Affordable Housing
	Funding	HOME: \$30,000
	Description	The acquisition of an existing housing unit for rehabilitation to make rental housing available and affordable to an LMI household.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City will seek to acquire 1 existing housing unit for rehabilitation to make an affordable rental housing unit available to an LMI household.
	Location Description	
	Planned Activities	Acquisition/Rehabilitation/Rental
25	Project Name	Acquisition
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Acquisition / Disposition of Existing Units

	Needs Addressed	Neighborhood Revitalization Maintain Affordable Housing Stock
	Funding	CDBG: \$65,000
	Description	The acquisition of a housing unit in which the City seeks to secure its investment and mortgage loan position.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City seeks to acquire approximately 2 housing units to secure its investment and mortgage loan position.
	Location Description	
	Planned Activities	Acquisition
26	Project Name	Commercial Facade
	Target Area	SOUTH ALBANY URBAN REDEVELOPMENT AREA ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA East Albany NRSA
	Goals Supported	Economic Development
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$15,000
	Description	The exterior improvements of a commercial building to include commercial facades and signage.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	During the program year, the City seeks to provide financial assistance to 1 business to assist with a commercial facade and/or signage.
	Location Description	
	Planned Activities	Commercial facade improvements

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	20
ENTERPRISE COMMUNITY NEIGHBORHOOD STRATEGY AREA	30
East Albany NRSA	50

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 2018-2019 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 2018-2019 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 179 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	22
Special-Needs	1
Total	53

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	0
Rehab of Existing Units	25
Acquisition of Existing Units	3
Total	58

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 30 households which may include homeless persons/households; rehabilitate 6 rental units; rehabilitate 16 homeowner units; rehabilitate 2 units for homeownership/rental by a Certified CHDO; and acquisition of 3 properties for rehabilitation/resale or rental.

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 provides the majority of AHA’s funding through annual grant awards. The AHA manages a portfolio of 892 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 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. AHA utilized its annual grant allocation (annually over \$1 million) through the Capital Fund Program from HUD to assist with repairs to its public housing units to include replacement of doors, installation of LED lighting, appliance replacement, kitchen and bath renovations, HVAC installation, roof replacements, and similar maintenance items. The availability of these grant funds allows AHA to continually improve the quality of its housing stock.

Additionally, AHA has plans for revitalization of the West Central Albany area in partnership with a private developer seeking Low Income Housing Tax Credits (LIHTCs) in a project area known as The Oaks at North Intown. Planning for the project was initially 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. The AHA and developer plan 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. In partnership with a private developer, 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 \$65,000 of its CDBG Funds for homeless programs in FY 2018-2019. This will serve as a match to the City’s anticipated Emergency Solutions Grant Award of \$40,000.

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 Liberty House of Albany, HUD-Veterans Affairs Supportive Housing (HUD-VASH), and Open Arms, Inc. 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 housing 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 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 (DCED) will focus its efforts on outreach and education and other appropriate actions to overcome the effects of the impediments to furthering housing choice. DCED will continue to provide outreach and education activities, including general information on fair housing issues, meetings with local landlords, lenders, and realtors, consumer or landlord/tenant complaint assistance, promotion of minority homeownership, and 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 in partnership with local agencies who assist homeless persons or very low income persons such as Liberty House of Albany, Open Arms, Inc., Strive2Thrive, Necco, The Salvation Army, Being Empowered and Successfully Trained (B.E.S.T.), and other agencies.

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 - rental and homeowner.

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 where feasible 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.
- 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 and prospective tenants to include those within and 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 within Albany-Dougherty County. Properties proposed for rehabilitation will be properly screened and tested for lead-based paint (LBP), and the applicants of housing repair programs will be provided with educational literature on lead-based paint hazards to increase awareness. Additionally, the City will remediate lead-based paint hazards (where possible) during rehabilitation of housing units constructed prior to 1978 where positive LBP results are identified by an independent, Certified Lead-based Paint Inspector.

Actions planned to reduce the number of poverty-level families

The City will continue development within 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 Small Business Administration, Albany Community Together!, 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. As part of the City's AlbanyWorks! Initiative, opportunities for job training, internships, and employment will be afforded to very low and low income persons to increase literacy, job readiness, work skills, and wages to address poverty. The initiative is to serve as a conduit through which residents are linked to community resources and services on the pathway to self-sufficiency.

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, social media outlets, subcontractors, and partnerships with public and private entities. The City will encourage community-based solutions and regional

partnerships. AlbanyWorks! is a City initiative where local government such as the City, local institutions of higher learning, and local social service agencies are partnering to improve the quality of life and citizenship of residents through life education and workforce readiness. The mission of AlbanyWorks! is to provide access to assistance and services through local nonprofit agencies and educational entities focused on employment, education/job readiness, and medical/mental health services.

Discussion:

The City will continue its efforts to increase collaborations between public and private agencies to ensure that the needs of its very low, low, and moderate income households are met to ensure concerted efforts, coupling of available resources, and continued partnerships. To maintain a thriving community, it is imperative to collectively strategically plan in sustaining and redeveloping Albany communities. Over the program year, existing partnerships will be expanded, duplication of services will be eliminated where possible to ensure good stewardship of available funding, and resources are directed to individuals and households of greatest need as identified within the Action Plan and Consolidated Plan.

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 2018-2019 is 70.00%, unless HUD grants the City an extension of this requirement to be satisfied over the next three years to aid 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
Total Program Income:	0

Other CDBG Requirements

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

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

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

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.

Attachments

MarketView

AB&T	ALTY	2.56	0.80	Ford	F	19.99	-0.02	Pfizer Inc.	PFE	36.33	0.09
AT&T	T	36.34	-0.24	General Motors	GM	36.89	-0.12	Procter & Gamble	PG	28.31	-0.35
AFLAC	AR	45.43	0.73	Gray TV	GTN	12.65	-0.30	Regions Bank	RF	19.46	-0.09
Air Products	APD	155.66	-1.02	Google	GOOG	1097.21	-2.11	RenaSant	RNST	44.43	-0.20
Altria Group Inc.	MO	61.52	-0.95	Home Depot	HD	178.35	1.06	Sears Holding	SHLD	2.29	-0.04
Amazon	AMZN	1996.51	41.59	Intl Business Mach.	IBM	156.20	-1.35	Southern Co.	SO	43.85	-0.31
American Express	AXP	94.95	0.11	International Paper	IP	31.28	-0.02	Saurtrust	STI	70.37	-0.38
Ameris Bancorp	ABC	56.30	-0.30	JC Penney	JCP	3.04	-0.05	Synovus	SNV	51.68	-0.35
Apple	APPL	175.24	-0.86	Johnson & Johnson	JNJ	131.21	0.57	Target Corp.	TGT	71.55	1.22
Bank of America	BAC	31.58	0.00	John Deere	DE	159.99	0.46	Textron	TXT	59.12	0.18
Caterpillar	CAT	154.06	1.31	Kellogg Company	K	66.32	-0.11	Total Sys Svc Inc.	TSS	89.93	0.75
Clorox	CLX	228.12	4.40	Kohls	KES	64.25	0.61	Verizon	VZ	42.68	-0.62
Coca-Cola	KO	43.15	-0.10	Kraft Heinz	KHC	63.15	-0.77	Wal-Mart	WMT	82.95	0.50
CSX Corp	CSX	56.97	0.28	Kroger Co.	KR	23.41	0.25	Waste Management	WM	86.27	0.47
Darden	DRI	95.11	0.74	Lowe's	LOW	53.73	-0.06	Wells Fargo	WFC	54.90	-0.58
Delta Airlines	DL	56.50	0.54	McDonald's	MCD	159.36	0.37	Dow Jones	DJ	242727	106.36
DowDupont	DWP	66.39	-0.17	Merck & Company	MER	54.04	0.01	SAP	SAP	278.94	4.02
Exxon Mobil	XOM	73.89	-0.15	Microsoft	MSFT	91.12	0.24	NASDAQ	INDEX	7964.29	20.66
Flowers	FLO	21.13	-0.04	Norfolk Southern	NSC	139.30	0.13				

EPA to host national summit in Washington

Focus Staff Reports

news@albanyherald.com

WASHINGTON — In a letter sent to governors of 56 states and territories, the U.S. Environmental Protection Agency announced plans Monday to host a National Leadership Summit in Washington, D.C., to address concerns about Per- and Polyfluoroalkyl Substances (PFAS), according to an EPA press release.

PFAS chemicals are man-made and have been widely used in a range of products because of their stain-resistant, waterproof and/or nonstick properties. They have been used in nontoxic coolants, water-repellent clothing, stain-resistant fabrics and carpets, some cosmetics, some firefighting foams, and products that resist grease, water and oil.

"EPA's leadership summit will bring together stakeholders from across the country to build on the steps we are already taking and to identify immediate actions to protect public health," EPA Administrator Scott Pruitt said. "Through this event, we are providing critical national leadership, while ensuring that our state, tribal and local partners

have the opportunity to help shape our path forward."

Used in industry and consumer products worldwide since the 1950s, the potential for health effects from PFAS in humans is not well understood.

Animal studies have found that animals exposed to PFAS at high levels resulted in changes in the function of the liver, thyroid, pancreas and hormone levels, according to the Centers for Disease Control and Prevention's National Center for Environmental Health and the Agency for Toxic Substances and Disease Registry.

"The states have been on the front lines of addressing PFAS issues, so ECOS is glad to see EPA recognize their urgency and engage the states early in its process," Environmental Council of States Executive Director Sambhav Sankar said.

"Many states cannot take action on PFAS issues until EPA makes a regulatory determination, and all states would like to see continued federal research and leadership in this area."

Some scientific studies suggest that certain PFAS may affect different systems in the body. ATSDR

is working with various partners to better understand how exposure to PFAS might affect people's health, especially how exposure to PFAS in water and food may be harmful.

Although more research is needed, some studies in people have shown that certain PFAS may affect growth, learning and behavior of infants and older children; lower a woman's chance of getting pregnant; interfere with the body's natural hormones; increase cholesterol levels; affect the immune system; and increase the risk of cancer.

"It is critical that responding agencies at all levels are effectively communicating and coordinating efforts to protect the public's health," Michigan Gov. Rick Snyder said. "We need a national effort to review the expanding scientific research on these contaminants, as well as possible responses and remediation. Having a national dialogue on this growing concern could be instrumental in establishing standards, protocols and best practices that will allow all state and federal partners to comprehensively address these contaminants across the country."

The National Leadership Summit is scheduled for May 22-23 in Washington. During the summit, participants will work together to share information on ongoing efforts to characterize risks from PFAS and develop monitoring and treatment/cleanup technologies; identify specific near-term actions, beyond those already underway, that are needed to address challenges currently facing states and local communities; and develop risk communication strategies to address public concerns with PFAS.

Following the summit, EPA officials will travel to states with communities affected by PFAS to further engage on ways the agency can best support the work that's being done at the state and local levels.

"Using information from the National Leadership Summit and community engagement, EPA plans to develop a PFAS Management Plan for release later this year," the EPA press release said. "EPA has also

updated the PFAS website to highlight ongoing work by the agency, including the development of additional toxicity values, analytical methods and treatment options for PFAS in drinking water. Details on the National Leadership Summit and community engagement events will be posted on the website as materials become available."

For more information about PFAS, visit <https://www.epa.gov/pfas>.

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Call 877-790-5327

Get Your Mortgage Back On Track

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Mortgage Modification Services

NOTICE OF PUBLIC HEARING

I. Summary of Proposed FY 2018-2019 Action Plan:

The City of Albany, Georgia is proposing its allocation of Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funding in its proposed FY 2018-2019 Action Plan. 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. To date, the City has not received its formula allocations from HUD, and the below activity budgets may be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

CDBG Allocation:	Estimated 2018-19 Grant Award:	HOME Allocation:	Estimated 2018-19 Grant Award:
Administration	\$813,775	Administration	\$174,203
Capital Construction	\$224,000	Capital Construction	\$131,000
Community Development	\$1,548,775	Community Development	\$565,203
Emergency Services	\$113,775	Emergency Services	\$10,520
Financial Services	\$134,000	Financial Services	\$108,443
Health Services	\$10,000	Health Services	\$75,000
Homelessness	\$156,507	Homelessness	\$154,120
Information Technology	\$275,453	Information Technology	\$205,203
Intergovernmental Relations	\$75,000	Intergovernmental Relations	\$75,000
Legal Services	\$15,000	Legal Services	\$15,000
Local Economic Development	\$175,000	Local Economic Development	\$175,000
Public Safety	\$45,000	Public Safety	\$45,000
Public Works	\$5,000	Public Works	\$5,000
Recreation	\$17,110	Recreation	\$17,110
Transportation	\$83,020	Transportation	\$83,020
Unemployment Services	\$124,475	Unemployment Services	\$124,475

II. Summary of Substantial Amendment to FY 2014 - 2017 Action Plans

The City of Albany, Georgia is proposing a substantial amendment of FY 2014 - 2017 Action Plans. The amendment is required to modify the Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) budgets and to add or delete projects. 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.

Public Facility Rehabilitation	FY 2014 (CDBG)	FY 2014 (HOME)
Rehabilitation of a public facility was deleted.	\$12,500	\$0
Commercial Rehabilitation	FY 2015 (CDBG)	FY 2015 (HOME)
To assist with repairs of a commercial building - Albany Theater.	\$0	\$45,000
Disposition	FY 2017 (CDBG)	FY 2017 (HOME)
Less funding was utilized during the program year.	\$10,000	\$10,000
Housing Rehabilitation	FY 2017 (HOME)	FY 2017 (HOME)
Funding was allocated in other program areas.	\$17,824	\$0
Acquisition/Rehabilitation	FY 2011 (HOME)	FY 2018 (HOME)
Funding was allocated to homeless programs.	\$18,260	\$0
Acquisition/Rehabilitation	FY 2016 (HOME)	FY 2016 (HOME)
Funding was used to acquire vacant, single family units for rental.	\$40,674	\$0
New Construction	FY 2016 (HOME)	FY 2017 (HOME)
Funding was used for rental rehabilitation and acquisition/rehabilitation activities.	\$40,674	\$0
Mental Rehabilitation	FY 2017 (HOME)	FY 2017 (HOME)
Funding was used to rehabilitate mental housing units.	\$0	\$78,707
Affordable Homeownership Program (AHOP)	FY 2016 (HOME)	FY 2016 (HOME)
Less funding was utilized during the program year.	\$75,000	\$75,000

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 **Saturday, April 21, 2018 at 10:30 a.m.** at the following location: **Thomson Community Center, 233 Thomson Drive, Albany, Georgia 31705.**

Please mail written comments to the following address no later than **Monday, April 23, 2018**. You may also call (229) 483-7650 between the hours of 9:00 am and 4:00 pm or email comments to city@albanyga.gov. You may also forward written comments to the following location: **City of Albany, Department of Community and Economic Development, 230 South Jackson Street, Suite 315, Albany, Georgia 31702.**

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ELECT EDWARDS FOR COUNTY COMMISSIONER DISTRICT 2



Victor T. Edwards

"Resolve individually and collectively to MOVE FORWARD to continue to work with families, faith based, and other organizations, programs, agencies, and officials - local, regional, and state wide in COMBATING unemployment, homeless populations, senseless shooting and killings, abusive and violent attacks, residential, business, and vehicle break ins, and recidivism rates."

Certainly Dougherty County faces many challenges, but I will no longer stand in the Shadow of fear, because I truly know that in putting God first we will move forward. Victor T. Edward - March 2018

Election Day - May 22, 2018
 District 2 Voting Locations
 Mt. Zion Center
 Carver Teen Center (2-5)
 Bill Miller Gym
 Radium Elementary School
 Lamar Reese Elementary
 Alice Coachman Elementary

THANK YOU TO THE CITIZENS OF DISTRICT 6 FOR YOUR SUPPORT



Dean Phinazee - District 6 Dougherty County School Board

Since I am running unopposed in the next election, I will represent District 6 on the Dougherty County School Board for the next four years. I want to thank the people of District 6 for their support and the confidence that you have placed in me.

- Beginning in the fall of 2018, the career academy will be in full operation.
- The long awaited new artificial field and track at Dougherty High is scheduled to be installed this fall.
- The Early Childhood Education Center is scheduled to open at Old Magnolia Elementary School this fall.

These are just a few of the goals I am currently working on for District 6 for the upcoming school year.

Once again, I would like to thank the citizens of District 6 for your support.
 Dean Phinazee - District 6 Dougherty County School Board

WOMAN KILLS HER CHILDREN HOURS AFTER HUSBAND FILES FOR DIVORCE



Brandi Worley, left, and her two children Tyler Worley, 7, and Charlie Worley

A judge has sentenced a central Indiana woman to 120 years in prison for fatally stabbing her young children hours after her husband filed for divorce. Thirty-one-year-old Brandi Worley learned her sentence Monday after she pleaded guilty in January to two counts of murder for killing her son, 7-year-old Tyler Worley, and her daughter, 3-year-old Charlie Worley, in November 2016.

Her husband was asleep downstairs at the time at the family's Darlington home, about 40 miles northwest of Indianapolis.

Worley gave no statement at the sentencing, and her attorney said there was no explanation for what she did.

Court documents have said Worley told police she killed the children because she didn't want her husband to take them. She also was treated for self-inflicted stab wounds to her neck.

Worley called 911 moments after the attack. "I just stabbed myself and I killed my two children," Worley said in the 911 audio previously obtained by CBS affiliate WTTV.

When the dispatcher asked Worley, what caused her to do that, she replied, "My husband wanted a divorce and wanted to take my kids. And I don't want him to have my kids."

The Dougherty County School System Logistical/Supply Services Dept. 401 Flint Ave., ALBANY, GA 31706, will receive sealed Bids/Proposals PUR 495-1718, NURSING ANNE SIMULATOR, UNTIL APRIL 3, 2018 @ 12:15 PM.

Bid documents may be obtained from our website at www.dccschools.org. Minority business enterprises are encouraged to submit bids.

By: Sharronda Thompson, Interim Director of Logistical Services

P- 09/9007

NOTICE OF PUBLIC HEARING

I. Summary of Proposed FY 2018-2019 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 2018-2019 Action Plan. 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. To date, the City has not received its formula allocations from HUD, and the below activity budgets may be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

CDBG Allocation:	HOME Allocation:	Estimated 2018-19 Grant Award:	Estimated 2018-19 Grant Award:
Estimated 2018-19 Grant Award:	Estimated 2018-19 Grant Award:	\$653,775	\$374,203
Estimated Program Income:	Estimated Program Income:	\$155,000	\$331,200
		\$1,468,775	\$905,403

Administration	\$313,775	Administration	\$90,820
Section 808 Loan Payments	\$34,890	Tenant Based Rental Assistance (TBRA)	\$309,949
Commercial Facades	\$10,000	Housing Rehabilitation	\$75,500
Disposition	\$10,000	CRBD Set-aside	\$98,150
Loan Servicing	\$180,607	CRBD Operating	\$112,710
Microbusiness Enterprise Center	\$276,483	CRBD Operating	\$205,203
Housing Rehabilitation	\$75,000		
Capacity Building	\$30,000		
Fair Housing	\$5,000		
Rehabilitation Administration	\$37,000		
Public Service Grants/Compsitive	\$75,000		
Homeless Programs	\$65,000		
Housing Counseling	\$35,000		
Rental Rehabilitation	\$78,310		
Acquisition (CRP Grant)	\$65,000		
Acquisition (CRP Grant)	\$1,568,775		

II. Summary of Substantial Amendment to FYs 2014 - 2017 Action Plans

The City of Albany, Georgia is proposing a substantial amendment to FYs 2014 - 2017 Action Plans. The amendment is required to modify the Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) budgets and to add or delete projects. 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.

Public Facility Rehabilitation	FY 2014 (CDBG)	FY 2014 (CDBG)
Rehabilitation of a public facility was delayed.	\$12,500	\$0
Commercial Rehabilitation <td>FY 2015 (CDBG)</td> <td>FY 2016 (CDBG)</td>	FY 2015 (CDBG)	FY 2016 (CDBG)
To assist with repairs of a commercial building - Albany Theater.	\$0	\$45,000
Disposition <td>FY 2017 (CDBG)</td> <td>FY 2017 (CDBG)</td>	FY 2017 (CDBG)	FY 2017 (CDBG)
Less funding was utilized during the program year.	\$20,000	\$15,000
Housing Rehabilitation <td>FY 2017 (HOME)</td> <td>FY 2017 (HOME)</td>	FY 2017 (HOME)	FY 2017 (HOME)
Funding was allocated to other program areas.	\$173,874	\$0
Acquisition/Rehabilitation <td>FY 2013 (HOME)</td> <td>FY 2016 (HOME)</td>	FY 2013 (HOME)	FY 2016 (HOME)
Funding was allocated to homeless programs.	\$118,290	\$0
Acquisition/Rehabilitation <td>FY 2016 (HOME)</td> <td>FY 2016 (HOME)</td>	FY 2016 (HOME)	FY 2016 (HOME)
Funding was used to acquire vacant, single family units for rental.	\$0	\$242,874
New Construction <td>FY 2016 (HOME)</td> <td>FY 2017 (HOME)</td>	FY 2016 (HOME)	FY 2017 (HOME)
Funding was used for rental rehabilitation and acquisition/rehabilitation activities.	\$60,489	\$0
Rental Rehabilitation <td>FY 2017 (HOME)</td> <td>FY 2017 (HOME)</td>	FY 2017 (HOME)	FY 2017 (HOME)
Funding was used to rehabilitate rental housing units.	\$0	\$374,207
Affordable Homeownership Program (AHOP) <td>FY 2016 (HOME)</td> <td>FY 2016 (HOME)</td>	FY 2016 (HOME)	FY 2016 (HOME)
Less funding was utilized during the program year.	\$75,000	\$25,000

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 Saturday, April 21, 2018 at 10:30 a.m. at the following location: Thomson Community Center, 210 Thomson Drive, Albany, Georgia 31705.

Please mail written comments to the following address no later than Monday, April 23, 2018. You may also call (229) 483-7650 between the hours of 9:00 am and 4:00 pm or email written comments to griffin@albany.ga.us. You may also forward written comments to the following location: City of Albany, Department of Community and Economic Development, 230 South Jackson Street, Suite 311, Albany, Georgia 31702.

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Town hall helps Albany residents apply for home repair funding

Published Thursday, March 29, 2018, 12:59 pm EDT
 Updated: Thursday, March 29, 2018, 2:05 pm EDT
 By Ashley Bohle, Reporter



Photo: Ashley Bohle/WISN-TV
 ©2018 WISN-TV

ALBANY, GA (WISN) — After a record-breaking Albany town hall meeting Saturday February 24, dozens at the city commission's office are "ringing off the hook."

Last January, more than 20 low and moderate income homeowners, those who make \$20,000 or less, learned how federal and state government grants can help pay for home repairs.

Ward One City Commissioner Howard says nearly \$1 million can be given to help these people.

Now, several people have applied for funding, having to make modifications to their homes, and Howard said he's excited.

"Because in having my town hall meeting, sometimes, the first two days, the telephone was start to ring. But it's been ongoing calls, and I'm able to help them, and to shepherd them in the right direction," explained Howard.

The next town hall meeting will be held Saturday, March 24 at 10 a.m. at the Boys & Girls Club at 211 Thomson Drive in Albany.

Howard said one possible topic could be city leaders informing the community more about the opioid epidemic.

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Photo: Ashley Bohle/WISN-TV
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NEWS WEATHER SPORTS TRAFFIC INVESTIGATORS VIDEO LOUISIANA

Town Hall Saturday for grant eligibility

Published: Friday, February 23rd 2018, 11:49 am EDT
Updated: Friday, February 23rd 2018, 2:31 pm EDT

By Amanda Hoskins, Reporter [CONTACT](#)



Low-income families in Albany can qualify for grants to help cover their homes. (Source: WAJB)

ALBANY, GA (WAJB) - Albany City Commissioner Jon Howard is hosting a town hall for all residents on Saturday morning.

The city's community economic development director will be speaking about federal and state government grants many Albany residents qualify for.

Each year, the city gets millions of dollars for moderate and low-income residents to help them pay for home repairs and community services.



Jon Howard is the Albany City Commissioner who is hosting the town hall event. (Source: WAJB)

"A lot of individuals do qualify, but the numbers are still low and we certainly need to make sure that we get those numbers up, because if the money isn't utilized, it could go back to the federal government or the state," said Howard.

At the end of the meeting, there will be a way you can check to see if you qualify for the money.

The meeting will run from 10 a.m. until 11:30 a.m. at the Boys and Girls Club on Thornton Drive.

For more information, you can contact [Commissioner Howard](#).

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Albany commissioner's town hall draws largest crowd ever

Published: Saturday, February 24th 2018, 8:10 pm EDT
Updated: Monday, February 26th 2018, 12:30 am EDT

By Ashley Behle, Reporter **CONNECT**



Albany homes that could take advantage of the federal funding.
(Source: WALB)

ALBANY, GA (WALB) - More than 100 people in Albany showed up to learn how they could best use for necessary home repairs.

Albany City Commissioner John Howard hosted his biggest town hall ever at the Thomson Boys & Girls Club Saturday.

The city's community economic development director talked about federal and state government grants people may not know they qualify for.

That includes money for moderate and low-income residents to pay for home repairs and community services.



Town hall meeting with more than 100 people (Source: WALB)

Arelna Hill said she'll use what she learned to get her roof and air conditioning repaired.

"Ah well, I'm able to act on it now, I'm able to call the correct people to get what I need done. And it will cut down on a lot of frustration," explained Hill.

Commissioner Howard said he has hosted monthly town hall meetings for more than 22 years and said he was ecstatic to see the high turnout.

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Arelna Hill, Albany resident (Source: WALB)



Residents listen on how they can



Community Meeting - Needs Assessment

The City of Albany

Dept. of Community & Economic Development
is working to identify community development priorities, affordable housing needs, and factors that shape equal access to housing for incorporation into the City's

Annual Action Plan (2018-2019)

Please plan to attend the Community meeting for a discussion of these important issues. Your input will assist in prioritizing community needs as identified in the City's 2016-2021 Consolidated Plan.

**As an active citizen of Albany,
your input is needed!**

LET YOUR VOICE BE HEARD

You may also participate by taking the survey:
<https://www.surveymonkey.com/r/2GQMQ33>

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) 251-2920. Telephone assistance is available for persons with hearing impairments through the State of Georgia's public service called Georgia Relay which is available 24 hours a day, 365 days a year. Please use this service to contact us. To make a Georgia Relay call, dial 771.

Saturday, February 24, 2018

10:00 A.M.

**THORNTON COMMUNITY CENTER
210 Thornton Drive**

Five Year Priority Needs

- * *Neighborhood Revitalization*
- * *Maintain Affordable Housing Stock*
- * *Increase Access to Affordable Housing*
- * *Support the Needs of Homeless and At-Risk Persons*
- * *Public Services Supporting Low-Income and Special Needs Populations*
- * *Acquire, Develop, or Improve Public Facilities*
- * *Affirmatively Further Fair Housing Choice*
- * *Program Administration and Planning*



For more information,
please contact:
Ginette Mills
(229) 483-7650
gmills@albanypega.gov



Community Meeting - Needs Assessment

The City of Albany

Dept. of Community & Economic Development is working to identify community development priorities, affordable housing needs, and factors that shape equal access to housing for incorporation into the City's

Annual Action Plan (2018-2019)

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Saturday, April 21, 2018
10:30 A.M.
THORNTON COMMUNITY CENTER
210 Thornton Drive

Five Year Priority Needs

- * Neighborhood Revitalization
- * Maintain Affordable Housing Stock
- * Increase Access to Affordable Housing
- * Support the Needs of Homeless and At-Risk Persons
- * Public Services Supporting Low-Income and Special Needs Populations
- * Acquire, Develop, or Improve Public Facilities
- * Affirmatively Further Fair Housing Choice
- * Program Administration and Planning



For more information,
please contact:
Ginette Mills
(229) 483-7650
gmills@albanypega.gov

COMMUNITY MEETING – NEEDS ASSESSMENT

February 5, 2018 @ 6:00 p.m.

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

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
May Ben	1008 Wiley	229 432 2731	maybrown_53@yahoo.com
Yvonne James	1021 Whitney Ave	229-435-552	
Glenda Mays	1414 W. Lincoln Ave	229-376-8839	gmays@docoschools.org
Lavetta Baker	618 Cherry Ave	229-343-1966	plaster@yahoo.com
Melvin Blocker	710 Cotton	446 8367	
Ralph Rameaux	503 Cherry Ave	883 1293	Ralph.Rameaux@gmail.com
Annie Teeme	2208 Gold Washington St	436 5022	
Johannie Mae Teeme	133 Wells Ave	(229) 863-5429	
Julius T. Smith	716 West Gordon Ave	229 436-5173	julius.t.smith@yahoo.com
Gwen Rhoads	1001 Whitney Ave		

COMMUNITY MEETING – NEEDS ASSESSMENT

February 6, 2018 @ 6:00 p.m.

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

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
W.B. CORBETT JR	3209 HARVEST LANE	229-436-1855	nrnw12@msd
Jeff Hutchison ^{HUTCHISON}	605 DEERBORN ST	229-854-3669	Jeffhutch@aol.com
Barbara Walkhael	2903 AUTUMN	229-883-8646	
Rudolph Jackson	3207 Harvest Ln	229-888-2744	levant1026@hofman.l.com
Naipme Gunney			
Dupe J. Johnson	3110 Winterwood ave	229-888-3740	
Earl J. Johnson	3110 Winterwood ave	229-888-3740	
Roger B. Marietta	2008 Robinhood Rd	(229) 317-6808	rogermarietta@gmail.com
Barbara Lee	3014 Autumn Ave.	229-669-0183	leejay2473@msd.com
Johnny Walker	2910 HARVEST LN.		
Ann W. Anderson	3017 Autumn	229-889-1332	
Robert West	2910 Phillip Dr	229-432-7909	
Katanni Caldwell	3014 Harvest Ln.	229-255-7623	pkew@bellsouth.net

COMMUNITY MEETING – NEEDS ASSESSMENT

February 6, 2018 @ 7:00 p.m.

Location: American Legion Post 512 (815 Willie Pitts Jr Rd)
Neighborhood Watch

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Edward Brown	1127 ST Andrews Dr	432 5274	
Kenneth	2204 Glen Eagle Dr	439-0581	
James Robison	1314 August Dr.	229-883-6914	
William Wright	1225 Augusta Dr	432-1370	fwright37@yahoo.com
Mildred Weeks	1110 Saint Andrews Dr.	229-883-8143	
Armond + Darlene Waters	1105 St Andrews Dr	856 806 9806	
Mattie Wright	1102 Duke Lane	439-7196	MattieWright@att.net
Roger Mariette	2008 Robinwood Rd	894-2425	vmariette@albanyga.gov
Roderick T. Thomas	1309 Firstone Dr	669-8820	thomas.roderickt@yahoo.com
Aaron Fawcett	2311 Gleneagles Dr	639-1059	faaron24@yahoo.com
Nylene Jones	1115 St. Andrews Dr.	439-1840	
Felecia Hawkins	1014 St. Andrews Dr.	436-3691	feleciahawkins@bellsouth.net

COMMUNITY MEETING – NEEDS ASSESSMENT

February 10, 2018 @ 11:00 a.m.

Location: 614 Sandalwood Drive (Carroll Harper's Home)

Neighborhood Watch

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>EMAIL</u>
Carroll + Linda	614 Sandalwood	(229) 566-3132	adenby@msn.com
Addie Denby	611 Sandalwood	279 889-9274	
Bea Carter	606 Pinson	435-2253	
Don & June	602 Sandalwood	888. 2906	sun.kol@yahoo.com
Dan + Mary	606 Sandalwood	438-7488	dlabo@yahoo.com
Bill			
John Howard			
Eddie			
BILL BEFORD		881-2164	
apt. Dillard Glover			

COMMUNITY MEETING – NEEDS ASSESSMENT

February 24, 2018 @ 10:00 a.m.

Location: Thornton Community Center (Boys and Girls Club)
210 Thornton Drive

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Catherine Dracy	PO Box 342	229-436-6025	cbracy@uga.edu
Margaret Burrell	1508 A. Whitings Dr.	229-436-2922	
Victoria D. Smith / Rosal Smith	2014 Jones Avenue	(229) 272-6689	Victoria.DS@bellsouth.net
Russie BATTEN	401 BARBERY, Dr	(229) 435-5061 ^{578 0390}	
Nathaniel Royster	1301 Hampton Ct	229 883-5588	
* Bennie Jones	2300 TOMPKINS AVE.	229-436-8741	
* BARBARA Moreland	2000 AVALON AVE	229-310-0135	
* Shirley Bowersox	606 Mitchell Ave	²²⁹ 432-1998	
Elizabeth Conley	3027 Tiger Ct	229-349-3768	econley1211@A1.com
* Alice Moultrie	613 Longbow DR. Albany	229 883 4567	alicer-moultrie@bellsouth.net
Jaquelyn Tensley	3028 East Park Ct. Albany ³¹⁷⁰⁵	229-343-6272	jtensley@outlook.com
Tom Blair	1410 E. BONNVIEW DR	229 439 7574	
Cheyenne Fields	129 Thornton DR Albany	229-343-7238	fieldscheyenn@yahoo.com

Mattie Lee Johnson 607 Hobson Street 227 314-5107

Calvin + Virginia Blake 120 Nutter Street (229) 291-2880

Vivian Rice 1109 James Cross Ave 229-296-6204

Elizabeth Williams 1804 Spruce Lane 229 376-7023

Claude Evans
207 N. Central St
Albany, Ga 31705

Marcus Ellerbee 31701 1219 Newton Rd 229 438 5524

Janice Walker 719 Georgetown N St 31705-229-438-1649

Rathy Hill - 803 - South Cason Albany, Ga 31705-229-669-3055

Bertha Hodges 410 Bennettsville Ave Albany, Ga 31705 229 485-8023

Cheryl Alexander 1005 So. Lee St Albany, Ga 31701 432-9205

Paula Miller 311 Lexington Rd Albany Ga 31705 529 432 1143

Geraldine C Butler 819 MLK DR DR 229. 603 1957

Eddison Holsey 519 Vintage Rd Albany Ga 31705 229 585 1091

Anthony Trappier 2010 W. Broad Ave Apt 24 Albany Ga 31707 229-376-1656

COMMUNITY MEETING – NEEDS ASSESSMENT

February 24, 2018 @ 10:00 a.m.

Location: Thornton Community Center (Boys and Girls Club)
210 Thornton Drive

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Geraldine Crawford	1517 Whiting Dr.	²²⁹ 344-5549	geraldineCrawford6@gmail.com
Barbara Moreland	2000 Avalon Ave.	229-310-0135	_____
Bernie Jones	2308 TOMPKINS AVE	229-436-8741	
* LEO Bowersox	606 Mitchell Ave	229-432-1998	PapaSox@Hotmail.com
* SHIRLEY Bowersox	606 Mitchell Ave	229-432-1998	
* Thonnie Dublin	3108 Sweetbrier Rd	229-462-752	
JASON Stuckwell	421 W. TIFT AVE	229-412-3587	Stuckwell.j@GSOoutdoor.com
EMMA JACKSON	1011 Amsterdam Ln.	229-885-3634	
Patricia Jones	1800 Melrose Dr.	229-733-2386	Grahammamapat@att.net
Evelyn Bryant	2914 Madeline Rd	229-291-9582	beveyn0411@gmail.com
Wilbert Evelyn Bryant	2914 Madeline Rd	404-502-1673	Mechanic709@gmail.com
Ida Peterson	305 S. Carroll St	229-518-2798	
Gracie Ball	903 Hobson St	229-491-311	

*Minnie Jackson

Annie Jenkins

*John Lee Gibson

Bishop John Burr

Debbie Gibson

Joan King

Marvin King

Jen Maloney

Sharon Hammonds

Betty Sanders

Tricia Thompson

Essie McCray

Alfonya McCray

Ella Quincy

James Williams

Donna McMiller

Cassandra Watson

*Pamela Newsome

607 Arrowhead Lane

1315 E 3rd Ave

411 Bonneyview Ave

2206 Oxford Bishop Burr

411 Bonneyview Ave

3804 Quail Hollow Rd

3804 Quail Hollow Rd

6008 Newton Rd, Albany, GA 31721 229 343-7760

1810 Avalon Ave 229-485-7842

2806 Banks Ave. 229-291-8369 31705

1200 Stuart Ave 229-669-7712

132 A N Broadway St 229-733-1631

2228 Duitman Rd 229-854-2911

2214 Grady St 229-449-2888

323 Tremont Ave 229-434-8320

700 Cotton Ave, 31701 (229)432-0604

517 Nectar Lane (229)288-7000

2010 N. Flintock (229)733-9981

31707

31705 (229-436-3787)

(229)405-2981

229-296-6888

229 405-2981

229-434-4601

" " "

COMMUNITY MEETING – NEEDS ASSESSMENT

February 24, 2018 @ 10:00 a.m.

Location: Thornton Community Center (Boys and Girls Club)
210 Thornton Drive

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Mae F. D. Shelley	1005 Swift St	229 436 0879	NA
Danna + Albert Tommons	2319 Tompkins Ave	229-484-2402	DT25898@GMAIL.COM
Michael Fowler		347-1157	
Leo Bowersox	606 Mitchell Ave		
SHIRLEY Bowersox	" " "	229-482-1998	PaperSox @ Hotmail.com
BARBARA Moreland	2000 AVALON	229-310-0135	
Alice Moultrie	608 Longbow DR 31721	883-4567	alice_t-moultrie@bellsouth.net
David Ealum			
Patricia Bradford	608 Sappington 31705	229-344-4709	
x Evelyn Bryant	2914 Madeline Rd 31725	229-2919583	bevelyn0411@gmail.com
x Wilbert Bryant	" " "	404 502 1673	Wilbert_bryant@bellsouth.net
Minnie Jackson	607 Arrowhead Lane	229-395-2503	
x Norine Dublin	3408 Sweetbriar	229 462 3798	
Ola Abdullah	420 Vintage Rd	229-272-2014	olaabdullah57@gmail.com

NAMEADDRESSPHONE

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
Pearlie Mae Richardson	1124 W. Lincoln Ave	229-435-5813
* Ola Abdullah	Alban Ga	
John Tumbler	420 Vintage Rd Alb, Ga 31705	229-272-2014
Betty Wellin	1522 Chulyston	229-255-0031
Della Strum	710 Anderson St	229-883-2914
Donald Bowie	803 East 4 th	229-883-4882
Jenni P. Hamner	2305 Habersham Rd	229-889-9543
Helia Mae	711 Berkeley Blue	... 435-0569
Thelma Folwever	413 Bonaparte	229-430-8044
John H. Watson	1206 18 th Ave	(229) 395-0478
Mary Collier	1906 Keystone	229-639-1994

** THIS IS A SIGN-IN SHEET *** PLEASE PRINT CLEARLY **

Community Development, 02/24/18

NAME	ADDRESS	TELEPHONE NO.
Melaine Rulkworth	700 Colquitt Cr.	883-3584
Hattie Paul	1606 Mabone Av	436-7524
Mae Francis Shelley	1005 Swift St.	436-0019
Pinkie Rambo	1909 Colquitt Ave.	436-4784
Bonnie Shesley	200 Lexington Dr	
Tom Burks	606 Jabara Rd	883-6733
Lucretia Katoor	416 Rosser Lane	(229) 469-6289
Dennis Goodman	2000 Barnesdale Way	894-5757
x Donna Tammons	2319 Tompkins Ave	888-2402
x Albert Tammons	2319 Tompkins Ave	888-2402
x Michael Fowler		397-1157
x Margaret Burrell	1508 A. Whiting Dr.	436-2922
x Nathaniel Royster	1301 Hampton Ct	883-5588
x Geraldine Crawford	1517 Whiting Dr.	344-5549
Freddie G Beasley	1205 Cromartie Beach	395-2513
x Elizabeth Conley	3027 Tiger Ct. (31705)	229-349-3768
x Alice Moultrie	613 Longbow Dr. 31721	883-4567
x Leo Bowersox	606 Mitchell Cwe	229-432-1998
x Shurkey Bowersox		
x BARBARA Moreland	2500 Avalon	310-0135

COMMUNITY MEETING – NEEDS ASSESSMENT

February 26, 2018 @ 6:00 p.m.

Location: Microbusiness Enterprise Center
230 S. Jackson Street (1st Floor Conference Room)

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Lawrence Wade	1019 Amsterdam	(229) 420-8867	
Dale Jones	1017 Amsterdam Ln	229-603-3188	
John Reed	1216 Netherland	229-367-2916	
Robert Bishop Jr.	1326 Montego Ct	(229) 376-5012	rbishop36@gmail.com
Shondra Freeman	1004 Amsterdam Ln	(229) 349-152	shondrafree@yahoo.com
Doris Wilson	1016 Amsterdam Ln.	229-854-1220	dwilson7299@yahoo.com

COMMUNITY MEETING – NEEDS ASSESSMENT

March 5, 2018 @ 6:00 p.m.

Location: 503 Hobson Street
Colonial Village – East District

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
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<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>EMAIL</u>
Vickie Jenkins	707 Hobson St.	229 291 5567	JENKINS1047@gmail.com
Louise CROSS	605 Hobson St.	229-888-7299	N/A
Harold Williams	503 Hobson St	229-894-2772	Harold.williams227@yahoo.com
Carolyn Mathis	409 Hobson St	229-888-2096	mrsCarolynm@yahoo.com
Johnnie Jamlin	703 Hobson	229-435-4493	N/A
Janie McPherson	1007 ^E Residence	229-436-1862	N/A
Gussie Smith	1009 ^E Roosevelt	229-878-3700	N/A

COMMUNITY MEETING – NEEDS ASSESSMENT

March 13, 2018 @ 6:00 p.m.

Location: Mt. Zion Baptist Church
901 South Westover Blvd. – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Alice Lewis	189 Quail Valley Dr, Leesburg, GA	229-883-2161	Fellew@aol.com
Felton Lewis	" " " " " "	" " "	" " " "
Wildmon Bryant	4508 Chateau Dr, Albany GA 31704 wildmonbryant@bellsouth.net	229 669-6413	wildmonbryant@bc/south.net
A. S. Edmondson	2012 Evergreen Drive 2341 McClain Ln Albany GA 31707	229-343-2081 (cell)	edmondson2345@aol.com
Leigh Flournoy	leighflournoy@yahoo	404-290-9447	#
Alonzo Jackson	144 Larkspur Dr	229-395-8155	
Benjamin Jones	4983 Goodson Road Camilla GA Leesburg, Ga 31763	229 449-1975	jonesbenjaminj@aol.com
Jacob Grier	112 Elizabeth Court	229-432-1875	grierjca@bellsouth.net
Brian Jones	2308 Taft St.	229-438-0415	bthevoice@aol.com
Betty G. Frazier	1016 Randolph Street, Albany GA 31701	229-435-7122 # 229-291-1639	bfrazier64@aol.com
Annie Carothers	102 Donerail Dr Albany GA 31705	229 8832448	Albabeauty_culturists@yahoo.com
Shelma Stanley	3404 Wofford Dr	229 435-1384	
B. Hedges-Tiller	P.O. Box 71625 (31708)		htilt@aol.com
Joyce Bartow	1026 Tallahassee Rd	229 888-1672	#ba jdgb@bellsouth.net

COMMUNITY MEETING – NEEDS ASSESSMENT

March 21, 2018 @ 4:30 p.m.

Location: Albany State University (Social Work Class)
504 College Drive, Room 104 – Hartnett Hall) – Albany, Ga.

SIGN-IN SHEET

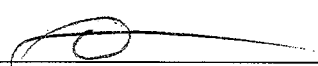
NAME	ADDRESS	PHONE NUMBER	EMAIL
Ira Pittman	419 Heard Ave Albany, Ga	(229)344-9080	pittmonira@yahoo.com
Ternica Marshall	2336 Springside Ct Cairo Ga	229 (344) (6274)	ternicamarshall@yahoo.com
Malorie Whitley	3002 Ga Hwy 188 North Cairo Ga	352-221-1008	malories.mw@gmail.com
Kyra Robinson	709 Royal Oaks Dr. Macon, Ga 31206	(478) 461-6193	Krobin40@students.asu.edu
Chararla Tolbert	504 College Drive #1204 Albany, GA 31705	404-550-2171	chararlatolbert@yahoo.com
Shamecah Tandy Garrett	106 Shawnee Ave. Apt B Leesburg Ga 31763	229-395-8529	shamecantandy@gmail.com
Jasmine Frazier	2715 Springside Ct. Douglasville GA 30135	404-839-9998	jazzfrazier7@gmail.com

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Yvonne Brown	2008 Oxford Rd	229-291-2401	Yvonne brown 19 @ I.cloud.com
Jacquelyn Rolfe-Person	2317 Tompkins Ave	305-507-425192	as Jam @ G Mail
JAMES JOHNSON	163 Oakgrove Dr	229 291-0417	James Johnson 612 @ yahoo.com
Pauline Rasheed	1235 Augusta Drive	(229) 888-1972	prashheed 1235 @ bellsouth.net
JANET WILLIAMS	1704 Fir Lane	229 7330581	—
Kathleen Holloman	1310 Pinehurst Drive	229-603-4357	
Janice Wilson	2317 Thompkins Ave	229-344-1655	wilsonjanice 41 @ gmail.com
Debres Finley	P O Box 71483	2293497576	—

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Para J. Benson	5000 Grandview Drive	229-436-2219	
Mary F. Williams	125 Winship Dr ³¹⁷⁶³	439-8938	
Geraldine Williams	906 Dorseth Ave 31701	405-1121	
Carolyn H. Smith	1301 Birkdale Dr 31707	(229) 886-9403	chsmith@mail.com
Ivy Saini	P.O. Box 70096 31708	(504) 564-5249	IAMIAT51iv@gmail.com
Glenda Taylor	134 Mossydale Ln 31721		pudden12@att.net
Ruthie Caldwell	134 Mossydale Ln 31721		pudden12@att.net
Frances Stroble	2805 FALCON LN #A 31721		Honda200868@yahoo.com
Johani Ward	413 Mulberry Ave 31705	229-594-2025	
Patricia Vaughn	1630 DEVON DR	732-735-9317	tangopv@aol.com

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Bernie Davis	611 Sulist St apt 12	229 623 3824	
Bobbie Dupree	600 Sands Dr #1204		
Mary Richardson	643 Zachery Ave 31701	229 436 8719	
Matthe Jackson	131 Bennett Dr.	229 395-0818	
Curtis Kelly	" " "		
Mary Fields	418 Wadkins	229. 432.6753	
Lillie Washington	154 Crapps Rd. Spawster, Ga	229-526-8218	
Charles Bankston	" " "	" " "	

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Ruby J. Moore	3313 Sweetthrive Rd Albany Ga. 31701	NA	NA
Janie S Taylor	1012 Se Harding St	229 365173 669 1445	Janie L Taylor @ e11 south.net
Anna McKendrick	2102 Juniper Dr	229 883-1362	McKenanna @ att.net
Pearlie Brooks	3010 Autumn Ave.	229 733 5958 229 878 6695	brookspearlie @ Att.net
Corine Carroll	816 Holloway Ave	229-883-4677	NA
James Carroll	816 Holloway Ave	229-883-4677	NA
Joanne Gates	2517 Toni Lynne Ln	229-435-6177	N/A
Julia Mathis	938 Corn Ave	229-8781445	

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Annic Greene	2251 Ga Hwy 256, ³¹⁷⁹¹ Sylvester	229-776-6011	ajgreene@mchsii.com
Alice D. Milton	204 South Jefferson St	229-776-2600	
Pearl Rahman	2703 Pointe North Blvd #120 ^{Albany, GA}	229 364-2252	pearlrahman64@yahoo.com
Eulalia Gilbert	3025 West Pointe Ct #603	229-296-1215	gilb8258ebellsouth.net
Maggi Williams	2101 Goldendale Lane	229-291-7223	maggiw16@gmail.com
Ann Lyles	1907-B Elkhorn Lane Dr ³¹⁷⁰⁷	229-669-6029	
Mary Roberson	111 Red Tip Ln.	229.435.1304	
SAM Roberson	111 Red Tip Ln.	229.435.1304	

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Catherine M. Jones	1206 W Lincoln Ave	229-436-4094	
Opie M. Walker	719 Georgetown Dr.	229-409-019	
Anita Walker	918 D Lippitt Dr.	339-436-0708	
Janice Walker	719 Georgetown Dr	229-438-1649	janicefwalker@yahoo.com
Marie Jones	502 EBONY LN	229-496-9341	
Odessa PETTWAY	3103 CASTLE PINES LN	229-883-1577	odesspett@aol.com
Kimberly Thomas	401 Flint Ave. Apt. 519	229-405-5265	kimberlyt085@gmail.com
Albert Clinton	401 Flint Ave. Apt. 312	229-894-7105	

COMMUNITY MEETING – NEEDS ASSESSMENT

March 28, 2018 @ 10:30 a.m.

Location: Senior Citizens' Easter Egg Hunt & Bingo Extravaganza
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Dorothy Daniels	2822 Astoria Dr	(229) 432-5908	
LaDonna Lewis	317 Tremont Avenue	(229) 854-0398	
Juanita Ingram	2020 MLK Drive	(229) 733-6443	
Annie Thornton	1401 ^(SW) Waddell	(229) 446-6099	
Kynnette Phillips	1501 Martha St	(229) 878-4565	
PATRICIA PORTER	2716 Dawson Rd. Apt 35	229-854-5596	
Gwen Lewis	321 Independence Dr.	229(439)-1739	
Dorothy Fletcher	1572 Georgia Ave	229-3761769	

COMMUNITY MEETING – NEEDS ASSESSMENT

March 30, 2018 @ 9:00 a.m.

Location: Albany State University Child and Family Welfare Event
ASU West Campus, Building J – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Seneca Clay	Turner Job Corps	(478) 444-0577	Clayseneca17@gmail.com
Corinda Farley	SWGACAC	(229) 776-5081	corindafarley@hotmail.com
Chaka P. Tucker	SWGACAC	229-516-2908	chaka_tucker@yahoo.com
Charlita James	SWGACAC	(229) 246-6458	Gjames@swgacac.com
Nezine Mae	Albany State	229-433-2429	ginamandouma@gmail.com
Laura Starnes	ABAC Tifton	(779) 520-7977	lstarnes@stallionsabac.edu
Katisha Hall	ABAC Tifton	229-345-0758	Katisha.Hall@cehnc.com
Kiana Harris	ABAC Tifton	478-954-5881	kharris18@stallionsabac.edu
Santianna White	6013 Keth Ave Apt 6 Albany, GA 31701	(229) 288-1896	santianna.white@yahoo.com
Ricketta McEay	2908 Harvest Ln. Albany, GA	(229) 869-9524	rickettayarbrough@yahoo.com

COMMUNITY MEETING – NEEDS ASSESSMENT

March 30, 2018 @ 9:00 a.m.

Location: Albany State University Child and Family Welfare Event
ASU West Campus, Building J – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Tahj Glasper	Turner Job Corps	(678) 826-7464	Tahjglasper@gmail.com
Sanger Castro	Turner Job Corps	(229) 364-0920	SC3937A@gmail.com
Ambra HANSON	TURNER Job Corps	(486) 507-3487	AHANSON64@gmail.com
Darina Samuel	Tift Co. Schools	229 382 9298	gordyd@mylink.net
Myeshia Huntley	2005 Bessie Rd Apt. E10 Valdosta GA	(929) 854-4868	myeshia.huntley@yahoo.com
Iris Renteria	Turner Jobs Corps	(678) 462-0032	Irisrenteria17@gmail.com
Alawa Moore	504 College Dr	(729) 429-9060	amoore16@studentes.asu.edu
Dr. Florence Moemena	1330 Freedom Ridge Dr 2000	706 761-2248	Frogbasia@yahoo.com
Heaven Morris	Turner Job Corps Schilling	404-717-5540	MorrisHeaven73@gmail.com
Ashlee T. Hu	16 Kar (A.P.L.) AL3689	706-325-4435	H111976@bellsouth.net
Iola M ^a Cloud	711 Houston, AL 36303	404-291-1585	imcloud38@gmail.com
Marilynn Coley	P.O. Box 274, Plains, GA 31780	229-942-1862	mcoley@swgacac.com
Kiwanis Booker	1403 Westwood Dr Apt A Albany, GA 31721	(229) 291-4062	Kiwanisbooker@yahoo.com

COMMUNITY MEETING – NEEDS ASSESSMENT

April 18, 2018 @ 10:30 a.m.

Location: Senior Citizens' Blue Jeans & Diamonds Event
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Sign-in Sheet			
1. Jacquelyn Rolle - Person			
2. Tanice Wilson			
3. SARAH PAUL			
4. Pearl Kahman			
5. Eulalia Gilbert. (LAWA)			
6. Pauline Basheed			
7. Willie Pearl Law			
8. Phyllis Stewellen			
9. Della Strum			
10. Janice Walker			
11. Beverly K. Lewis			
12. St. J.			

COMMUNITY MEETING – NEEDS ASSESSMENT

April 18, 2018 @ 10:30 a.m.

Location: Senior Citizens' Blue Jeans & Diamonds Event
Albany Civic Center – Albany, Ga.

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
12 Patricia Porter			
13 Betty Williams			
14 Arlene Green			
15 Melba Ross			
16 Gloria Boyd			
17 Evelyn Bryant			

May 3, 2018 @ 11:00 a.m.
Location: The Grille House (Mother's Day Event)
105 West Broad Avenue

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Tamaro Hayes	XXXXXXXXXXXXXXXXXXXX	229-347-4362	thayes@openarmsinc.org
Carol Fowler			camed49@hatmail.com
Kentomous pims	1202 E-Clark Ave	229 2556842	
Phyllis Palle	225 PINE AVE	229-438-3974	ppalle@dogherty.ga.us
Johnny Litman, Esq	1202 E Clark Ave	229 343 7070	
Michael L Fowler		229 3471157	michael.fowler@bellsouth.net

May 3, 2018 @ 11:00 a.m.
Location: The Grille House (Mother's Day Event)
105 West Broad Avenue

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Jacquelyn Rolle-Person	2317 Tompkins Ave	305-242-5192	65 Jan 49 @ Gmail
Janice Wilson	2317 Tompkins Ave	229-244-1655	Wilson Janice @ Gmail
Lynnette Phillips	1501 Martha St	229-878-4565	
Annie Thronton	1401 Waddell St	229-446-6099	
Tawnita Ingram	2020 Martin Luther King	229 733-6443	

May 3, 2018 @ 11:00 a.m.
Location: The Grille House (Mother's Day Event)
105 West Broad Avenue

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Pauline Rasheed	1235 Augusta Dr ^{Albany} Georgia	(229) 888-1772	prasheed1235@bellsouth.net
Pearl Rahman	2703 Pointe N. Blvd	(229) 364-2282	pgrahman64@yahoo.com
Merle Isler	4517 Lacosta Dr. ^{Albany 31721}	(229) 496-1500	Mrsisler@aol.com
Eulalia Gilbert	3025 W. Pointe Ct #603	229-296-1215	gil68258@bellsouth.net
Maggie Williams	2101 Goldendale Lane	229-291-7993	maggw116@gmail.com
Geneva Abree	2907 Rosebush Av	229-376-0512	None
SARAH PAUL	P.O. Box 5492 Albany	229-854-9512	slp45rock@yahoo.com

May 3, 2018 @ 11:00 a.m.
Location: The Grille House (Mother's Day Event)
105 West Broad Avenue

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Christine Puffin	901 Colquett Circle	434-1702	
Wanda Crawford	4005 Maultrie Road	344- ³⁴⁴⁻⁶³⁸³ 6383	wacrawford57@gmail
Gwen Latson	416 Reson Lane	(229) 669-6289	gwenlatson1@gmail.com
Lisa C. Watts	P.O. Box 3844	229) 435-3642	
Julie Hester	204 Glen Eagles Dr, 31707	229) 395 4989	
Minnie Lewis	2004 Jones Ave Albany GA	229-364 7466	
Sheridan Hester	1811 Keystone Albany GA	229-420-1788	

May 3, 2018 @ 11:00 a.m.
 Location: The Grille House (Mother's Day Event)
 105 West Broad Avenue

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER	EMAIL
Rachel Richard	2817 Barnaby Dr.	229-439-7935	
Johnnie Ward	413 Mulberry Ave	229-594-2025	
Ruthie Caldwell	134 Mossydale Ln	229-420-7304	pudden12@att.net
Glenda Taylor	134 Mossydale Ln	229-420-7304	pudden12@att.net
Mitell Kenton	4000 G. Monville Rd	229-883-0393	
Frances Stroble	2805 Falcon Ln	(229) 869 6955	
Pat Vaughn	1630 Devon Drive	(732) 735-9317	
Carolyn Smith	1301 Birch Lake Dr.	(229) 886-9403	chsmith@mail.com



Public Hearings

Proposed Use of Funds
2018-2019 Annual Action Plan
and
Substantial Amendment
(FYs 2014 - 2017)

April 21, 2018

Citizen Participation

- 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 issued by HUD;
- 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.
- To coincide with the City's HUD deadline for submission of the Action Plan (May 15th) and the City's normal budget process which requires Commission approval by June 30th, DCED will proceed with a draft budget based upon estimated allocations.

Community Development Block Grant (CDBG) Funds

- 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 2018-2019, the City has requested regulatory and program waivers from HUD to assist with disaster relief efforts.

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 Partnerships Program (HOME) Funds

- The HOME Investment Partnerships (HOME) Program provides formula grants to States and localities that become known as Participating Jurisdictions (PJs).
- 10% Cap on administrative costs.
- Required 15% Minimum CHDO Set-aside

Eligible Uses for HOME Funds

- 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?

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

Proposed Allocations/Program Income

- CDBG Allocation

Estimated 2018-2019 Grant Award: \$853,775

Estimated Program Income: \$715,000

Total \$1,568,775

- HOME Allocation

Estimated 2018-2019 Grant Award: \$374,203

Estimated Program Income: \$131,000

Total \$505,203

Proposed CDBG Activities

• Administration	\$313,775
• Section 108 Loan Payments	\$334,690
• Commercial Façade	\$10,000
• Disposition	\$10,000
• Loan Servicing	\$150,507
• Microbusiness Enterprise Center	\$276,493
• Housing Rehabilitation	\$75,000
• Capacity Building	\$38,000

Continued...

• Housing Counseling	\$35,000
• Public Service Grants/Competitive	\$75,000
• Homeless Programs	\$65,000
• Fair Housing	\$5,000
• Rehabilitation Administration	\$37,000
• Rental Rehabilitation	\$78,310
• Acquisition (CHIP Grant)	\$65,000
Total	\$1,568,775

Proposed HOME Activities

• Administration	\$50,520
• Tenant Based Rental Assistance (TBRA)	\$308,843
• Housing Rehabilitation	\$75,000
• CHDO Set-aside	\$56,130
• CHDO Operating	\$14,710
Total	\$505,230

Questions/Comments ???



Summary of Substantial Amendment FYs 2014 – 2017 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

Public Facility Rehabilitation Rehabilitation of a public facility was delayed.	FY 2014 (CDBG) \$12,500	FY 2014 (CDBG) \$0
Commercial Rehabilitation To assist with repairs of a commercial building – Albany Theater.	FY 2015 (CDBG) \$0	FY 2016 (CDBG) \$45,000
Disposition Less funding was utilized during the program year.	FY 2017 (CDBG) \$30,000	FY 2017 (CDBG) \$15,000
Housing Rehabilitation Funding was allocated to other program areas.	FY 2017 (HOME) \$173,874	FY 2017 (HOME) \$0
Acquisition/Rehabilitation Funding was allocated to homeless programs.	FY 2013 (HOME) \$118,280	FY 2016 (HOME) \$0

Continued...

Acquisition/Rehabilitation Funding was used to acquire vacant, single-family units for rental.	FY 2016 (HOME) \$0	FY 2016 (HOME) \$242,674
New Construction Funding was used for rental rehabilitation, and acquisition/rehabilitation activities	FY 2016 (HOME) \$400,499	FY 2017 (HOME) \$0
Rental Rehabilitation Funding was used to rehabilitate rental housing units.	FY 2017 (HOME) \$0	FY 2017 (HOME) \$378,307
Affordable Homeownership Program (AHOP) Less funding was utilized during the program year.	FY 2016 (HOME) \$75,000	FY 2016 (HOME) \$25,000

Questions/Comments ???



Citizen Comments

Mail written comments through **Friday, April 23, 2018 by 4:00 p.m.** to gimills@albanyga.gov

> 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

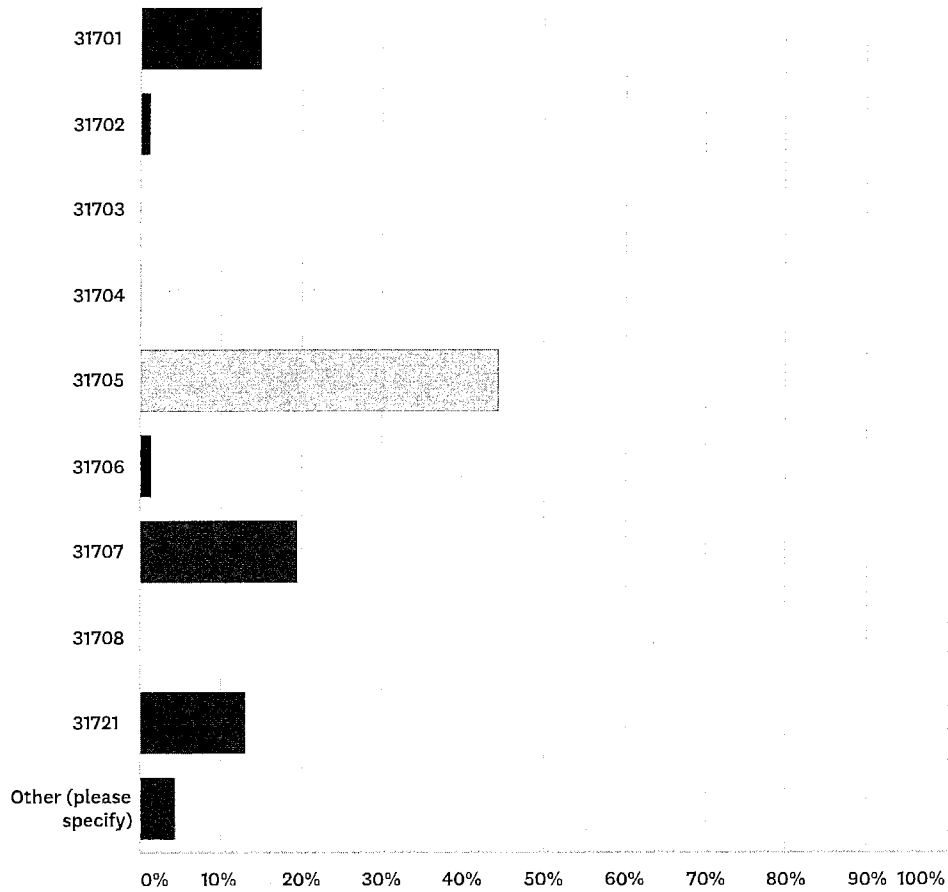
230 South Jackson Street; Suite 315
Albany, Georgia 31702

Thank you for your Feedback!



Q1 Please select the Zip Code where you live.

Answered: 325 Skipped: 0

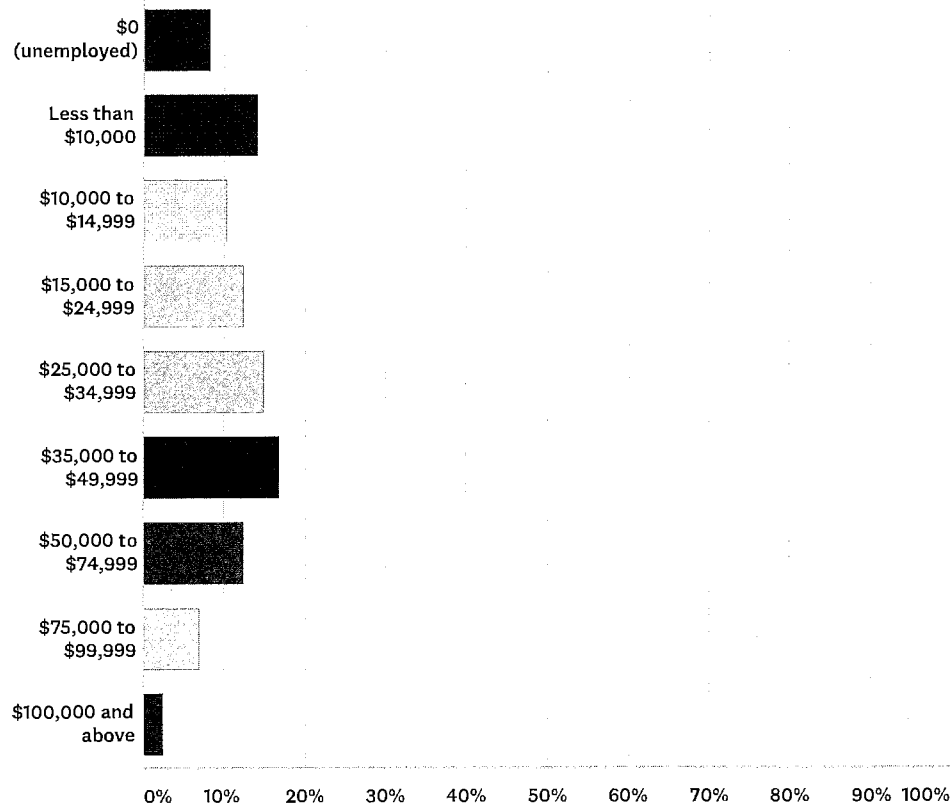


ANSWER CHOICES	RESPONSES	
31701	15.08%	49
31702	1.23%	4
31703	0.00%	0
31704	0.31%	1
31705	44.62%	145
31706	1.54%	5
31707	19.69%	64
31708	0.00%	0
31721	13.23%	43
Other (please specify)	4.31%	14

Total Respondents: 325

Q2 Which is your total household income?

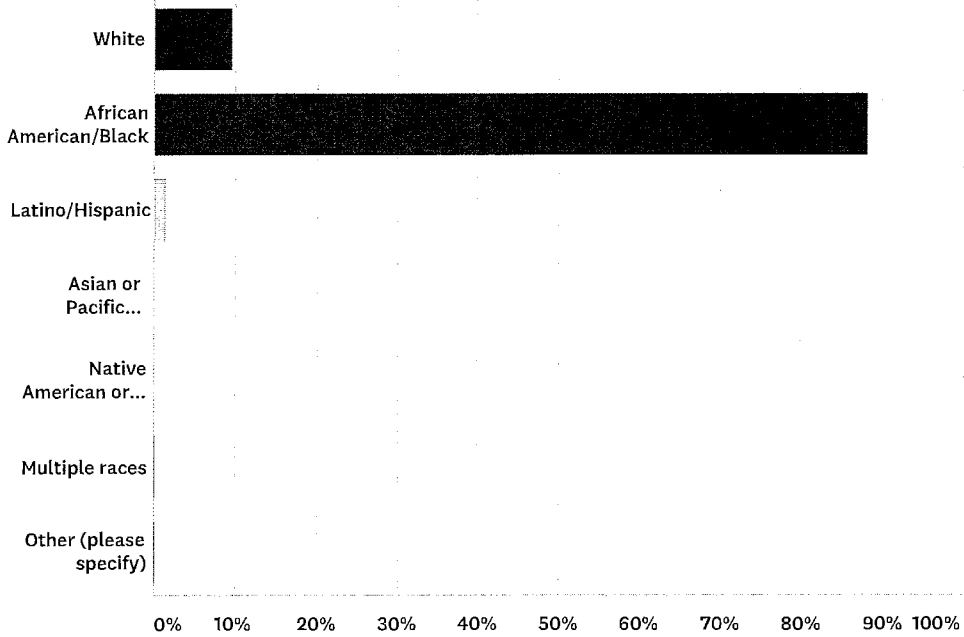
Answered: 324 Skipped: 1



ANSWER CHOICES	RESPONSES	
\$0 (unemployed)	8.33%	27
Less than \$10,000	14.20%	46
\$10,000 to \$14,999	10.49%	34
\$15,000 to \$24,999	12.65%	41
\$25,000 to \$34,999	15.12%	49
\$35,000 to \$49,999	16.98%	55
\$50,000 to \$74,999	12.65%	41
\$75,000 to \$99,999	7.10%	23
\$100,000 and above	2.47%	8
TOTAL		324

Q3 What is your race/ethnicity?

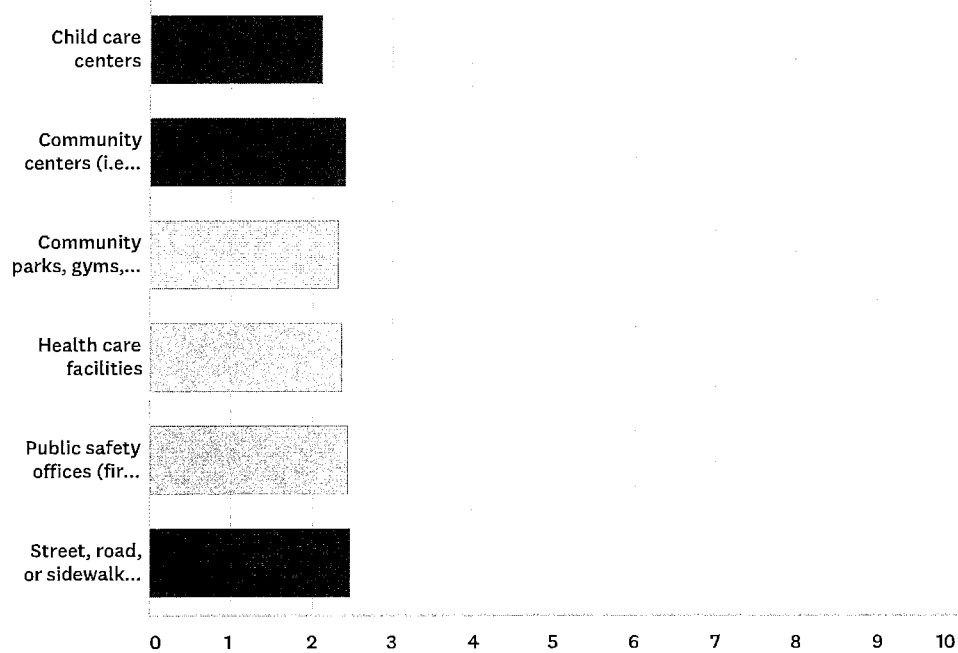
Answered: 324 Skipped: 1



ANSWER CHOICES	RESPONSES	
White	9.57%	31
African American/Black	88.27%	286
Latino/Hispanic	1.54%	5
Asian or Pacific Islander	0.00%	0
Native American or Alaska Native	0.00%	0
Multiple races	0.31%	1
Other (please specify)	0.31%	1
TOTAL		324

Q4 Please rank the following public facility needs for 2018-2019 in Albany on a scale ranging from a low need to a high need.

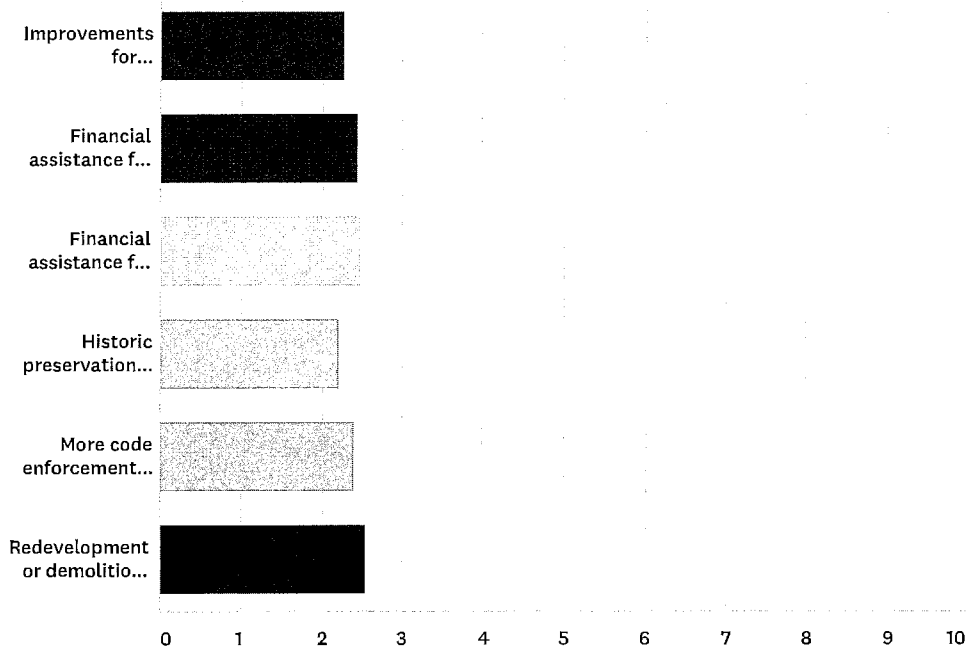
Answered: 325 Skipped: 0



	LOW NEED	MODERATE NEED	HIGH NEED	TOTAL	WEIGHTED AVERAGE
Child care centers	26.10% 83	33.33% 106	40.57% 129	318	2.14
Community centers (i.e., youth, senior, or cultural centers)	13.48% 43	31.03% 99	55.49% 177	319	2.42
Community parks, gyms, and recreation fields	17.08% 55	31.37% 101	51.55% 166	322	2.34
Health care facilities	18.32% 59	23.91% 77	57.76% 186	322	2.39
Public safety offices (fire, police, emergency management)	13.71% 44	25.86% 83	60.44% 194	321	2.47
Street, road, or sidewalk improvements	18.24% 58	15.09% 48	66.67% 212	318	2.48

Q5 Please rank the following economic/community development needs for 2018-2019 in Albany on a scale ranging from a low need to a high need.

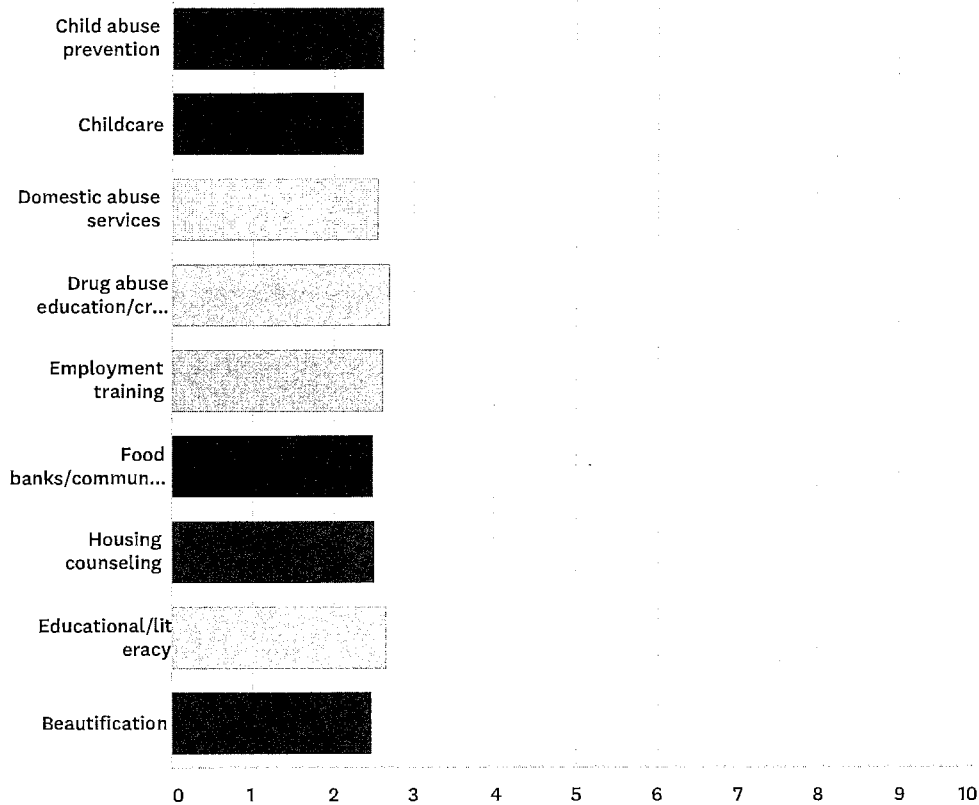
Answered: 324 Skipped: 1



	LOW NEED	MODERATE NEED	HIGH NEED	TOTAL	WEIGHTED AVERAGE
Improvements for storefronts/commercial facades	20.00% 64	31.56% 101	48.44% 155	320	2.28
Financial assistance for community organizations	15.26% 49	24.30% 78	60.44% 194	321	2.45
Financial assistance for entrepreneurs and small businesses	14.86% 48	20.74% 67	64.40% 208	323	2.50
Historic preservation efforts	24.30% 78	30.53% 98	45.17% 145	321	2.21
More code enforcement efforts	18.94% 61	22.05% 71	59.01% 190	322	2.40
Redevelopment or demolition of abandoned properties	12.73% 41	19.57% 63	67.70% 218	322	2.55

Q6 Please rank the following public service needs for 2018-2019 in Albany on a scale ranging from a low need to a high need.

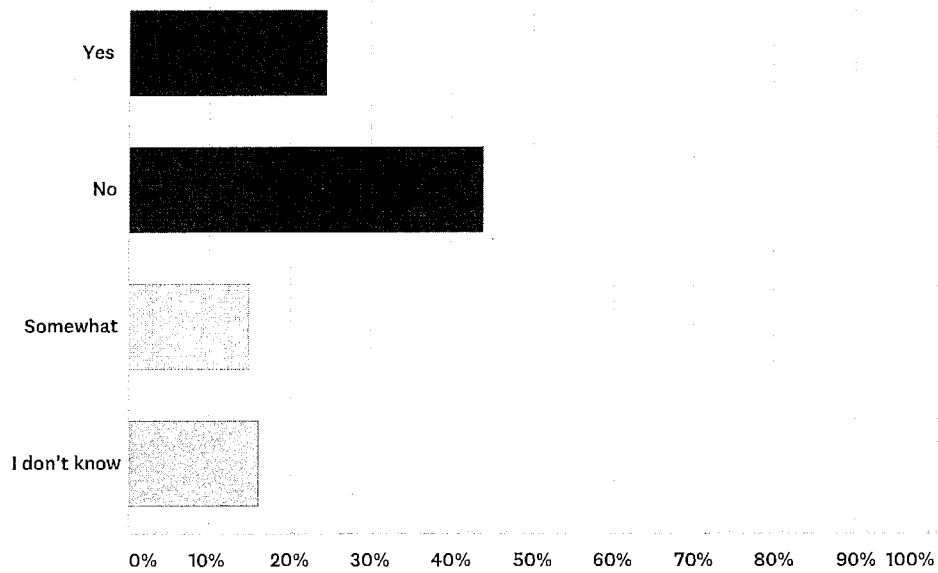
Answered: 325 Skipped: 0



	LOW NEED	MODERATE NEED	HIGH NEED	TOTAL	WEIGHTED AVERAGE
Child abuse prevention	7.74% 25	20.43% 66	71.83% 232	323	2.64
Childcare	14.69% 47	31.25% 100	54.06% 173	320	2.39
Domestic abuse services	10.53% 34	21.98% 71	67.49% 218	323	2.57
Drug abuse education/crime prevention	7.12% 23	14.86% 48	78.02% 252	323	2.71
Employment training	8.07% 26	20.19% 65	71.74% 231	322	2.64
Food banks/community meals	9.63% 31	29.81% 96	60.56% 195	322	2.51
Housing counseling	8.98% 29	27.86% 90	63.16% 204	323	2.54
Educational/literacy	6.50% 21	18.58% 60	74.92% 242	323	2.68
Beautification	12.46% 40	26.17% 84	61.37% 197	321	2.49

Q7 Do you believe housing discrimination is an issue in your neighborhood?

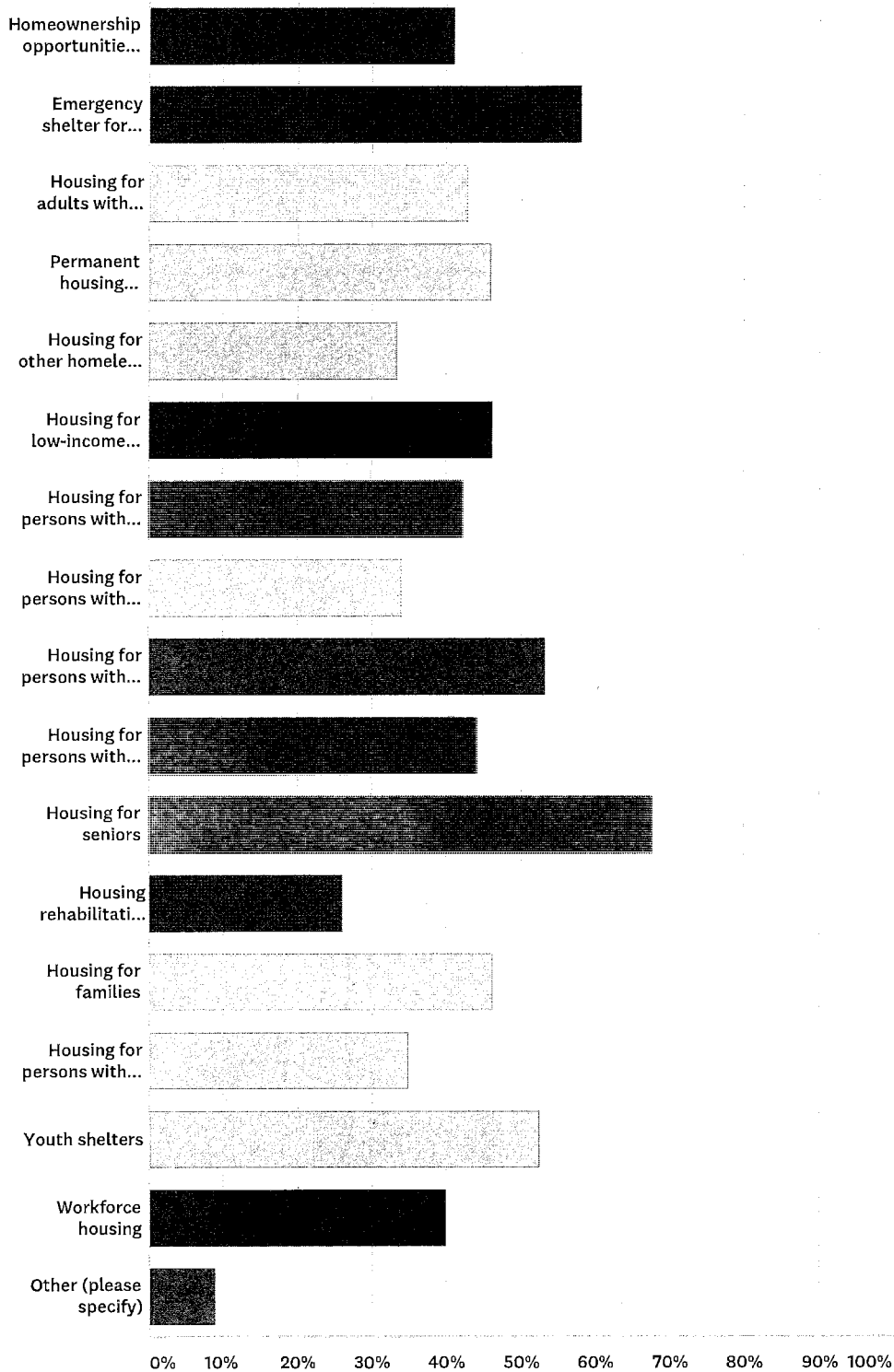
Answered: 325 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	24.62%	80
No	44.00%	143
Somewhat	15.08%	49
I don't know	16.31%	53
TOTAL		325

Q8 What are the greatest unmet housing needs in your area? Please select all that apply.

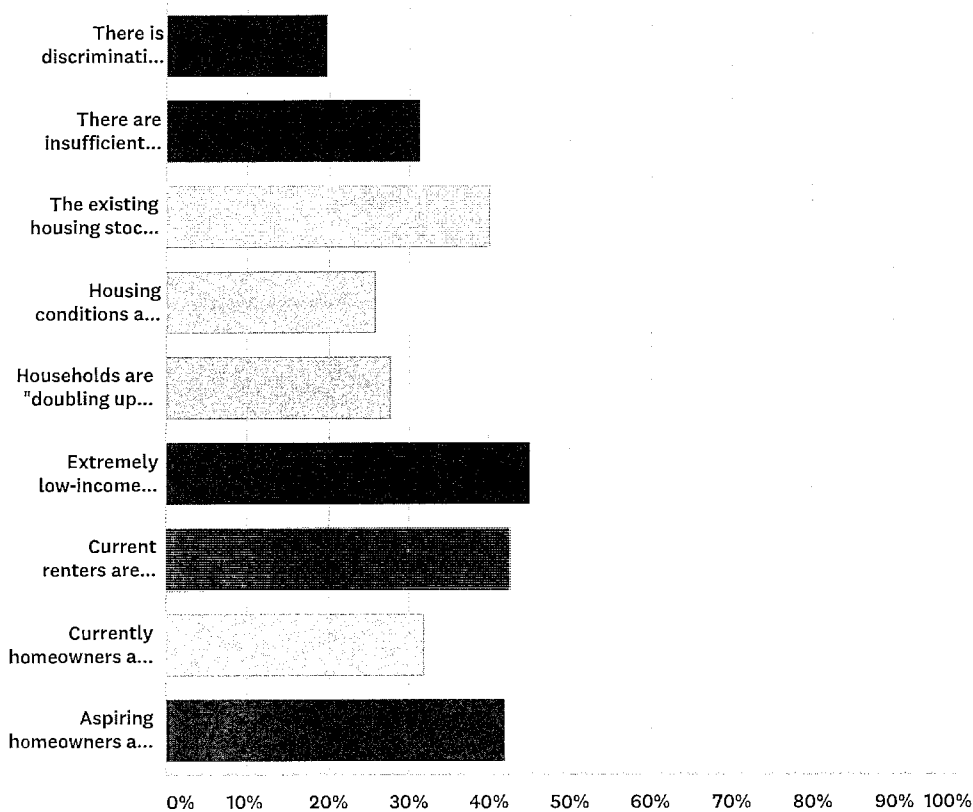
Answered: 320 Skipped: 5



ANSWER CHOICES	RESPONSES	
Homeownership opportunities (please specify income levels below)	40.94%	131
Emergency shelter for homeless/homeless shelter	58.13%	186
Housing for adults with criminal (felony) histories	42.81%	137
Permanent housing solutions for chronic homelessness	45.94%	147
Housing for other homeless populations (please specify below)	33.44%	107
Housing for low-income households (please specify income levels below)	46.25%	148
Housing for persons with cognitive disabilities	42.19%	135
Housing for persons with HIV/AIDS	34.06%	109
Housing for persons with physical disabilities	53.44%	171
Housing for persons with serious mental illness	44.06%	141
Housing for seniors	67.81%	217
Housing rehabilitation (please specify target populations below)	26.25%	84
Housing for families	46.25%	148
Housing for persons with addictions	35.00%	112
Youth shelters	52.50%	168
Workforce housing	40.00%	128
Other (please specify)	9.06%	29
Total Respondents: 320		

Q9 Please choose the three most important housing needs in your region.

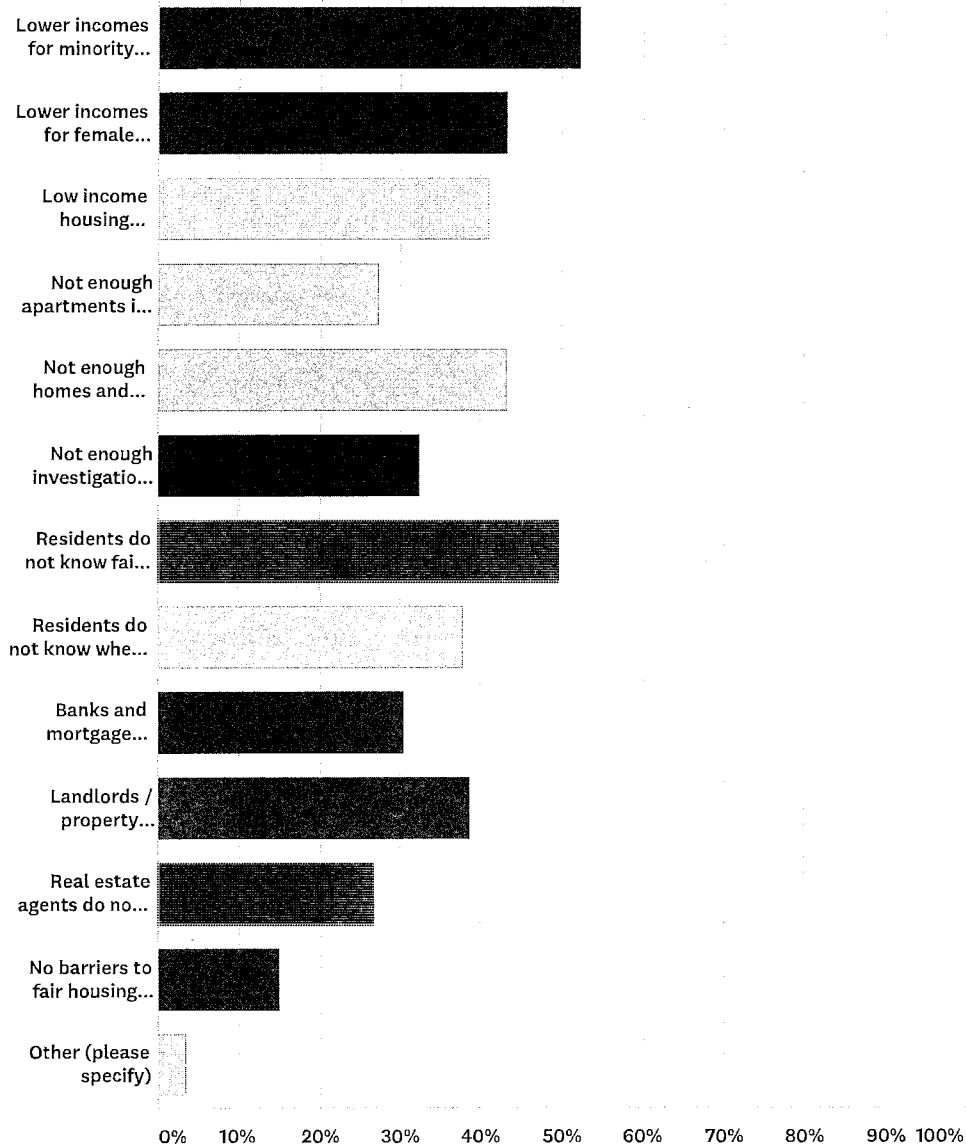
Answered: 321 Skipped: 4



ANSWER CHOICES	RESPONSES
There is discrimination in the housing market on the basis of race, ethnicity, gender, disability, familial status (being pregnant or having children), or age.	19.94% 64
There are insufficient housing options suitable for people with disabilities.	31.46% 101
The existing housing stock is not energy efficient.	40.19% 129
Housing conditions are unsafe, substandard, and/or lacking basic amenities.	25.86% 83
Households are "doubling up" with family/friends into overcrowded living arrangements.	27.73% 89
Extremely low-income households are at risk of homelessness.	45.17% 145
Current renters are cost-burdened due to high rental rates in their community.	42.68% 137
Currently homeowners are cost-burdened and facing potential foreclosure due to high-cost loans.	32.09% 103
Aspiring homeowners are unable to purchase a home in their community due to high housing costs.	42.06% 135
Total Respondents: 321	

Q10 Do you think any of the following are barriers to fair housing in Albany? (CHECK ALL THAT APPLY)

Answered: 317 Skipped: 8



ANSWER CHOICES

RESPONSES

Lower incomes for minority householders (i.e., African American, Latinos, etc.)	52.37%	166
Lower incomes for female householders	43.22%	137
Low income housing concentrated in a few parts of Albany	41.01%	130
Not enough apartments in Albany	27.44%	87
Not enough homes and apartments that are handicap accessible in Albany	43.22%	137

City of Albany Housing and Community Development Survey (2018-2019)

SurveyMonkey

Not enough investigation and testing for housing discrimination	32.49%	103
Residents do not know fair housing rights	49.84%	158
Residents do not know where to report housing discrimination	37.85%	120
Banks and mortgage lenders do not follow fair housing laws	30.60%	97
Landlords / property managers do not follow fair housing laws	38.80%	123
Real estate agents do not follow fair housing laws	26.81%	85
No barriers to fair housing choice in Albany	15.14%	48
Other (please specify)	3.47%	11
Total Respondents: 317		

A RESOLUTION
ENTITLED *18-R-121*
A RESOLUTION APPROVING FY 2018-2019
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 ("DCED") sought citizen participation, as well as conducted public hearing held on April 21, 2018, where DCED encouraged citizens to comment and otherwise make suggestions; and

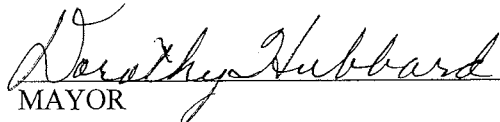
WHEREAS, a "Summary of Proposed FY 2018-2019 Action Plan" is attached hereto and incorporated by reference; and

WHEREAS, it is in the best interests of the citizens of Albany that the 2018-2019 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 2018-2019 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: *April 24, 2018*

Introduced By Commissioner: *Jon Howard*
Date(s) read: *April 24, 2018*

Citizen Participation Plan

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.

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.

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.

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.

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.

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, 15th 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.

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.

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.

**Department of Community and Economic Development
Property List (March 2018)**

Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
654		Albert	Dr		0.18	R-3	Vacant Land
607		Albert	Ct		0.19		FEMA
609		Albert	Ct		0.19		FEMA
300		Alice	Ave		0.15	R-6	Vacant Land
301		Alice	Ave		0.13	R-6	Vacant Land
302		Alice	Ave		0.15	R-6	Vacant Land
303		Alice	Ave		0.13	R-6	Vacant Land
304		Alice	Ave		0.15	R-6	Vacant Land
305		Alice	Ave		0.13	R-6	Vacant Land
307		Alice	Ave		0.13	R-6	Vacant Land
308		Alice	Ave		0.12	R-6	Vacant Land
309		Alice	Ave		0.13	R-6	Vacant Land
310		Alice	Ave		0.13	R-6	Vacant Land
313		Alice	Ave		0.13	R-6	Vacant Land
411		Alice	Ave		0.17	R-6	Vacant Land
413		Alice	Ave		0.25	R-6	Vacant Land
501		American	Ln		0.35	R-3	Vacant Land
502		American	Ln		0.23	R-3	Vacant Land
521		American	Ln		0.15	R-3	Vacant Land
522		American	Ln		0.23	R-3	Vacant Land
525		American	Ln		0.24	R-3	Vacant Land
527		American	Ln		0.24	R-3	Vacant Land
534		American	Ln		0.22	R-3	Vacant Land
601		American	Ln		0.24	R-3	Vacant Land
603		American	Ln		0.24	R-3	Vacant Land
605		American	Ln		0.16	R-3	Vacant Land
607		American	Ln		0.16	R-3	Vacant Land
609		American	Ln		0.17	R-3	Vacant Land
611		American	Ln		0.24	R-3	Vacant Land
613		American	Ln		0.24	R-3	Vacant Land
615		American	Ln		0.16	R-3	Vacant Land
617		American	Ln		0.16	R-3	Vacant Land
619		American	Ln		0.16	R-3	Vacant Land
621		American	Ln		0.16	R-3	Vacant Land
622		American	Ln		0.25	R-3	Vacant Land
623		American	Ln		0.16	R-3	Vacant Land
625		American	Ln		0.16	R-3	Vacant Land
400		Barbary	Ave		0.31	R-3	Vacant Land
207		Barton	Ave		0.22	R-3	FEMA
209		Barton	Ave		0.22	R-3	FEMA
214		Barton	Ave		0.22	R-3	FEMA
216		Barton	Ave		0.22	R-3	FEMA
218		Barton	Ave		0.22	R-3	FEMA
220		Barton	Ave		0.22	R-3	FEMA
222		Barton	Ave		0.77	R-3	FEMA
223		Barton	Ave		0.22	R-3	FEMA
304		Barton	Ave		0.22	R-3	Rental Property
310		Barton	Ave		0.22	R-3	FEMA
317		Barton	Ave		0.22	R-3	Rental Property
215		Barton	Ave		0.22	R-3	Rental Property
217		Barton	Ave		0.22	R-3	Rental Property
219		Barton	Ave		0.22	R-3	Rental Property
224		Barton	Ave				FEMA
226		Barton	Ave				FEMA
310		Barton	Ave		0.22		FEMA
221		Barton	Ave		0.22	R-3	Rental Property
600		Blossom	Ln		0.24	R-3	Vacant Land
602		Blossom	Ln		0.16	R-3	Vacant Land
604		Blossom	Ln		0.16	R-3	Vacant Land
606		Blossom	Ln		0.25	R-3	Vacant Land
608		Blossom	Ln		0.25	R-3	Vacant Land
243		Bonny View	Ct		0.20		Rental Property
245		Bonny View	Ct				Rental Property
247		Bonny View	Ct		0.27		Rental Property
248		Bonny View	Ct		0.28		Rental Property
249		Bonny View	Ct				Rental Property
250		Bonny View	Ct				Rental Property
251		Bonny View	Ct		0.32		Rental Property
252		Bonny View	Ct		0.18		Rental Property
253		Bonny View	Ct				Rental Property
254		Bonny View	Ct				Rental Property

**Department of Community and Economic Development
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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
301	North	Broadway	St		0.23	R-3	Vacant Land
305	North	Broadway	St		0.25	R-3	Vacant Land
309	North	Broadway	St		0.25	R-3	Vacant Land
312	North	Broadway	St		0.21	R-3	Vacant Land
313	North	Broadway	St		0.27	R-3	Vacant Land
314	North	Broadway	St		0.34	R-3	Vacant Land
317	North	Broadway	St		0.17	R-3	Vacant Land
318	North	Broadway	St		0.17	C-2	Vacant Land
319	North	Broadway	St		0.17	R-3	Vacant Land
320	North	Broadway	St		0.17	C-2	Vacant Land
321	North	Broadway	St		0.17	R-3	Vacant Land
322	North	Broadway	St		0.17	C-2	Vacant Land
215		Broadway	Ct		3.52	R-3	Rental (24 units)
215		Broadway	Ct	1			Rental Property
215		Broadway	Ct	2			Rental Property
215		Broadway	Ct	3			Rental Property
215		Broadway	Ct	4			Rental Property
215		Broadway	Ct	5			Rental Property
215		Broadway	Ct	6			Rental Property
215		Broadway	Ct	7			Rental Property
215		Broadway	Ct	8			Rental Property
215		Broadway	Ct	9			Rental Property
215		Broadway	Ct	10			Rental Property
215		Broadway	Ct	11			Rental Property
215		Broadway	Ct	12			Rental Property
215		Broadway	Ct	13			Rental Property
215		Broadway	Ct	14			Rental Property
215		Broadway	Ct	15			Rental Property
215		Broadway	Ct	16			Rental Property
215		Broadway	Ct	17			Rental Property
215		Broadway	Ct	18			Rental Property
215		Broadway	Ct	19			Rental Property
215		Broadway	Ct	20			Rental Property
215		Broadway	Ct	21			Rental Property
215		Broadway	Ct	22			Rental Property
215		Broadway	Ct	23			Rental Property
215		Broadway	Ct	24			Rental Property
2603		Carlton	Ct		0.39	R-2	Vacant Land
108	South	Carroll	St		1.54		Vacant Land
418		Carver	Ave		0.18	R-3	Rental Property
421		Carver	Ave		0.19	R-3	Rental Property
513		Carver	Ave		0.17	R-3	Rental Property
218		Cedar	Ave				FEMA
417		Cedar	Ave		0.17	R-3	Vacant Land
610		Cedar	Ave		0.54	R-3	Rental Property
612		Cedar	Ave		0.21	R-3	Rental Property
614		Cedar	Ave		0.14	R-3	Rental Property
616		Cedar	Ave		0.07	R-3	Vacant Land
618		Cedar	Ave		0.1	R-3	Vacant Land
620		Cedar	Ave		0.17	R-3	Vacant Land
616		Cedar	Ave		0.14	R-3	Rental Property
601		Charity	Ln		0.24	R-3	Vacant Land
603		Charity	Ln		0.16	R-3	Vacant Land
605		Charity	Ln		0.16	R-3	Vacant Land
607		Charity	Ln		0.25	R-3	Vacant Land
314		Cherry	Ave		0.05	R-6	Vacant Land
315		Cherry	Ave		0.15	R-6	Vacant Land
318		Cherry	Ave		0.11	R-6	Vacant Land
508		Cherry	Ave		0.17	R-3	FEMA
619		Cherry	Ave		0.14	R-3	Vacant Land
629		Cherry	Ave		0.14	R-3	Vacant Land
405		Cherry	Ave		0.05		FEMA
407		Cherry	Ave		0.17		FEMA
408		Cherry	Ave		0.17		FEMA
409		Cherry	Ave		0.17		FEMA
410		Cherry	Ave		0.17		FEMA
411		Cherry	Ave		0.17		FEMA
412		Cherry	Ave		0.17		FEMA
413		Cherry	Ave		0.17		FEMA
414		Cherry	Ave		0.17		FEMA
416		Cherry	Ave		0.17		FEMA

**Department of Community and Economic Development
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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
417		Cherry	Ave		0.17		FEMA
418		Cherry	Ave		0.17		FEMA
419		Cherry	Ave		0.17		FEMA
421		Cherry	Ave		0.17		FEMA
425		Cherry	Ave		0.17		FEMA
423		Cherry	Ave		0.17		FEMA
427		Cherry	Ave		0.17		FEMA
428		Cherry	Ave		0.17		FEMA
430		Cherry	Ave		0.17		FEMA
431		Cherry	Ave		0.17		FEMA
432		Cherry	Ave		0.17		FEMA
433		Cherry	Ave		0.17		FEMA
434		Cherry	Ave		0.17		FEMA
2614		Cherry Heights	Ct				FEMA
2615		Cherry Heights	Ct				FEMA
314		Church	St		0.18	R-3	Vacant Land
315		Church	St		0.12	R-3	Vacant Land
317		Church	St		0.11	R-3	Vacant Land
320		Church	St		0.13	R-3	Vacant Land
504		Cochran	Ave		0.19	R-2	Rental Property
506		Cochran	Ave		0.19	R-2	Rental Property
508		Cochran	Ave		0.19	R-2	Rental Property
510		Cochran	Ave		0.28	R-2	Rental Property
518		Cochran	Ave		0.16	R-3	Rental Property
520		Cochran	Ave		0.16	R-3	Rental Property
523		Cochran	Ave		0.17	R-3	Vacant Land
401		Corn	Ave		0.28	R-3	Vacant Land
403		Corn	Ave		0.25	R-3	Vacant Land
405		Corn	Ave		0.25	R-3	Vacant Land
407		Corn	Ave		0.25	R-3	Vacant Land
409		Corn	Ave		0.25	R-3	Vacant Land
417		Corn	Ave		0.25	C-1	Vacant Land
419		Corn	Ave		0.25	R-3	Vacant Land
421		Corn	Ave		0.28	R-3	Vacant Land
500		Corn	Ave		0.17	R-3	Vacant Land
500		Corn	Ave		0.17	R-3	FEMA
502		Corn	Ave		0.17	R-3	Vacant Land
623		Corn	Ave		0.11	R-3	Vacant Land
402		Corn	Ave		0.17		FEMA
408		Corn	Ave		0.17		FEMA
414		Corn	Ave		0.17		FEMA
420		Corn	Ave		0.17		FEMA
422		Corn	Ave		0.17		FEMA
430		Corn	Ave		0.17		FEMA
401		Cotton	Ave		0.34	R-3	Vacant Land
403		Cotton	Ave		0.34	R-3	Vacant Land
404		Cotton	Ave		0.28	R-3	Vacant Land
405		Cotton	Ave		0.34	R-3	Vacant Land
407		Cotton	Ave		0.34	R-3	Vacant Land
411		Cotton	Ave		0.34	R-3	Vacant Land
415		Cotton	Ave		0.34	C-1	Vacant Land
417		Cotton	Ave		0.69	R-3	Vacant Land
418		Cotton	Ave		0.27	R-3	Vacant Land
420		Cotton	Ave		0.31	R-3	Vacant Land
512		Cotton	Ave		0.84	R-3	Vacant Land
524		Cotton	Ave		0.42	R-3	Vacant Land
525		Cotton	Ave		0.17	R-3	Vacant Land
310	North	Davis	St		0.44	C-3	Vacant Land
410	North	Davis	St		0.06	C-3	Vacant Land
801	North	Davis	St		0.16	R-6	Rental Property
803	North	Davis	St		0.16	R-6	Rental Property
805	North	Davis	St		0.16	R-6	Rental Property
302	South	Davis	St		0.39	C-3	Vacant Land
113		Denmark	St		0.64		FEMA
115		Denmark	St		0.48		FEMA
117		Denmark	St		0.48		FEMA
118		Denmark	St				FEMA
119		Denmark	St		0.48		FEMA
120		Denmark	St				FEMA
122		Denmark	St				FEMA
124		Denmark	St				FEMA

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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
126		Denmark	St				FEMA
128		Denmark	St				FEMA
2102		Dervan	St		0.11	R-3	Vacant Land
2200		Dervan	St		0.15	R-3	Vacant Land
2202		Dervan	St		0.15	R-3	Vacant Land
2203		Dervan	St		0.82	R-3	FEMA
2204		Dervan	St		0.17	R-3	Vacant Land
2205		Dervan	St				FEMA
2206		Dervan	St		0.15	R-3	Vacant Land
2207		Dervan	St				FEMA
2208		Dervan	St		0.16	R-3	Vacant Land
2209		Dervan	St				FEMA
2211		Dervan	St		0.37	R-3	Vacant Land
2301		Dervan	St		0.13	R-3	Vacant Land
2302		Dervan	St		0.12	R-3	Vacant Land
2304		Dervan	St		0.13	R-3	Vacant Land
301		Dorsett	Ave		0.86	R-6	Vacant Land
311		Dorsett	Ave		0.17	R-6	Vacant Land
321		Dorsett	Ave		0.14	R-6	Vacant Land
619		Dorsett	Ave		0.14	R-3	Vacant Land
633		Dorsett	Ave		0.36	R-3	Rental Property
635		Dorsett	Ave		0.36	R-3	Rental Property
637		Dorsett	Ave		0.36	R-3	Rental Property
839		Dorsett	Ave		0.19	R-3	Rental Property
1536		Dougherty	Ave		6.3	C-3	Incubator
219		Ebony	Ln		0.18	R-3	Vacant Land
221		Ebony	Ln		0.18	R-3	Vacant Land
1502		Eleventh	Ave		0.39	R-1A	Vacant Land
1503		Eleventh	Ave		0.46	R-6	Vacant Land
402		Emily	Ave		0.16	R-3	Vacant Land
403		Emily	Ave		1.39	R-6	Vacant Land
406		Emily	Ave		0.17	R-3	Vacant Land
410		Emily	Ave		0.18	R-3	Vacant Land
414		Emily	Ave		0.17	R-3	Vacant Land
416		Emily	Ave		0.17	R-3	Vacant Land
420		Emily	Ave		0.22	R-6	Rental Property
421		Emily	Ave		0.36	R-6	Vacant Land
501		Emily	Ave		0.36	R-6	Vacant Land
505		Emily	Ave		0.18	R-6	Vacant Land
507		Emily	Ave		0.18	R-6	Vacant Land
525		Fifth	Ave		0.24	C-5	Public Facility
638		First	Ave		0.24	R-6	Vacant Land
710	West	First	Ave		0.24	R-6	Rental Property
1108	East	First	Ave		0.17	R-3	AHOP
531		Flint	Ave		0.14	C-2	Vacant Land
130	North	Front	St		0.47		FEMA
311		Gaines	Ave			R-3	
432		Gaines	Ave		0.12	R-3	Rental Property
438		Gaines	Ave		0.12	R-3	Rental Property
442		Gaines	Ave		0.12	R-3	Rental Property
454		Gaines	Ave		0.12	R-3	Rental Property
600		Gilbert	Ln		0.22	R-3	Vacant Land
602		Gilbert	Ln		0.2	R-3	Vacant Land
604		Gilbert	Ln		0.2	R-3	Vacant Land
605		Gilbert	Ln		0.2	R-3	Vacant Land
606		Gilbert	Ln		0.2	R-3	Vacant Land
607		Gilbert	Ln		0.2	R-3	Vacant Land
608		Gilbert	Ln		0.2	R-3	Vacant Land
609		Gilbert	Ln		0.2	R-3	Vacant Land
610		Gilbert	Ln		0.2	R-3	Vacant Land
611		Gilbert	Ln		0.2	R-3	Vacant Land
612		Gilbert	Ln		0.22	R-3	Vacant Land
613		Gilbert	Ln		0.25	R-3	Vacant Land
615		Gilbert	Ln		0.41	R-3	Vacant Land
619		Gilbert	Ln		0.25	R-3	Vacant Land
621		Gilbert	Ln		0.19	R-3	Vacant Land
623		Gilbert	Ln		0.2	R-3	Vacant Land
628		Gilbert	Ln		0.22	R-3	Vacant Land
630		Gilbert	Ln		0.2	R-3	Vacant Land
631		Gilbert	Ln		0.2	R-3	Vacant Land
632		Gilbert	Ln		0.2	R-3	Vacant Land

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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
633		Gilbert	Ln		0.2	R-3	Vacant Land
634		Gilbert	Ln		0.2	R-3	Vacant Land
636		Gilbert	Ln		0.2	R-3	Vacant Land
637		Gilbert	Ln		0.31	R-3	Vacant Land
639		Gilbert	Ln		0.31	R-3	Vacant Land
700		Gilbert	Ln		0.31	R-3	Vacant Land
702		Gilbert	Ln		0.31	R-3	Vacant Land
706		Gilbert	Ln		0.2	R-3	Vacant Land
707		Gilbert	Ln		0.2	R-3	Vacant Land
708		Gilbert	Ln		0.2	R-3	Vacant Land
709		Gilbert	Ln		0.2	R-3	Vacant Land
710		Gilbert	Ln		0.2	R-3	Vacant Land
711	Not in TD	Gilbert	Ln		0.2	R-3	Vacant Land
712		Gilbert	Ln		0.22	R-3	Vacant Land
713		Gilbert	Ln		0.2	R-3	Vacant Land
715		Gilbert	Ln		0.53	R-3	Vacant Land
717		Gilbert	Ln		0.53	R-3	Vacant Land
719		Gilbert	Ln		0.24	R-3	Vacant Land
721		Gilbert	Ln		0.24	R-3	Vacant Land
723		Gilbert	Ln		0.33	R-3	Vacant Land
728		Gilbert	Ln		0.22	R-3	Vacant Land
729		Gilbert	Ln		0.25	R-3	Vacant Land
730		Gilbert	Ln		0.2	R-3	Vacant Land
731		Gilbert	Ln		0.2	R-3	Vacant Land
732		Gilbert	Ln		0.2	R-3	Vacant Land
733		Gilbert	Ln		0.2	R-3	Vacant Land
734		Gilbert	Ln		0.2	R-3	Vacant Land
735		Gilbert	Ln		0.2	R-3	Vacant Land
736		Gilbert	Ln		0.2	R-3	Vacant Land
737		Gilbert	Ln		0.2	R-3	Vacant Land
738		Gilbert	Ln		0.2	R-3	Vacant Land
740		Gilbert	Ln		0.22	R-3	Vacant Land
629		Gilbert	Ln		0.25	R-3	Vacant Land
307		Gordon	Ave		0.08	R-6	Vacant Land
309		Gordon	Ave		0.07	R-6	Vacant Land
311		Gordon	Ave		0.09	R-6	Vacant Land
315		Gordon	Ave		0.21	R-6	Vacant Land
323		Gordon	Ave		0.31	R-3	Vacant Land
526		Gordon	Ave		0.17	R-3	Vacant Land
609		Gordon	Ave		0.07	R-6	Vacant Land
309	Not in TD	Gowan			0.05	R-6	Vacant Land
300		Gowan	Ave		0.77	R-3	FEMA
301		Gowan	Ave		0.5	R-6	Rental Property
302		Gowan	Ave			R-3	FEMA
303		Gowan	Ave			R-6	Rental Property
304		Gowan	Ave			R-3	FEMA
305		Gowan	Ave		0.5	R-6	Rental Property
306		Gowan	Ave			R-3	FEMA
307		Gowan	Ave			R-6	Rental Property
2223		Grady	St		0.18	R-3	Vacant Land
2225		Grady	St		0.18	R-3	FEMA
2227		Grady	St		1.07	R-3	FEMA
2229		Grady	St				FEMA
2231		Grady	St				FEMA
2233		Grady	St				FEMA
2235		Grady	St				FEMA
1104		Greenwood	Dr		0.51	R-1A	FEMA
2206		Habersham	Rd		4.04	R-6	Rental (50 units)
2206		Habersham	Rd	1			Rental Property
2206		Habersham	Rd	2			Rental Property
2206		Habersham	Rd	3			Rental Property
2206		Habersham	Rd	4			Rental Property
2206		Habersham	Rd	5			Rental Property
2206		Habersham	Rd	6			Rental Property
2206		Habersham	Rd	7			Rental Property
2206		Habersham	Rd	8			Rental Property
2206		Habersham	Rd	9			Rental Property
2206		Habersham	Rd	10			Rental Property
2206		Habersham	Rd	11			Rental Property
2206		Habersham	Rd	12			Rental Property
2206		Habersham	Rd	13			Rental Property

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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
2206		Habersham	Rd	14			Rental Property
2206		Habersham	Rd	15			Rental Property
2206		Habersham	Rd	16			Rental Property
2206		Habersham	Rd	17			Rental Property
2206		Habersham	Rd	18			Rental Property
2206		Habersham	Rd	19			Rental Property
2206		Habersham	Rd	20			Rental Property
2206		Habersham	Rd	21			Rental Property
2206		Habersham	Rd	22			Rental Property
2206		Habersham	Rd	23			Rental Property
2206		Habersham	Rd	24			Rental Property
2206		Habersham	Rd	25			Rental Property
2206		Habersham	Rd	26			Rental Property
2206		Habersham	Rd	27			Rental Property
2206		Habersham	Rd	28			Rental Property
2206		Habersham	Rd	29			Rental Property
2206		Habersham	Rd	30			Rental Property
2206		Habersham	Rd	41			Rental Property
2206		Habersham	Rd	42			Rental Property
2206		Habersham	Rd	43			Rental Property
2206		Habersham	Rd	44			Rental Property
2206		Habersham	Rd	45			Rental Property
2206		Habersham	Rd	46			Rental Property
2206		Habersham	Rd	47			Rental Property
2206		Habersham	Rd	48			Rental Property
2206		Habersham	Rd	49			Rental Property
2206		Habersham	Rd	50			Rental Property
2206		Habersham	Rd	51			Rental Property
2206		Habersham	Rd	52			Rental Property
2206		Habersham	Rd	53			Rental Property
2206		Habersham	Rd	54			Rental Property
2206		Habersham	Rd	55			Rental Property
2206		Habersham	Rd	56			Rental Property
2206		Habersham	Rd	57			Rental Property
2206		Habersham	Rd	58			Rental Property
2206		Habersham	Rd	59			Rental Property
2206		Habersham	Rd	60			Rental Property
422		Harmon	Ave		0.19	R-3	Vacant Land
608		Harmon	Ave		0.19	R-3	Rental Property
636		Harmon	Ave		0.19	R-3	Vacant Land
422		Harmon	Ave		0.19		FEMA
2307		Harvey	Rd		0.37	R-3	Vacant Land
2308		Harvey	Rd		0.45	R-3	Vacant Land
2421		Harvey	Rd		0.3	R-3	Vacant Land
2514		Harvey	Rd		0.18	R-2	Vacant Land
2600		Harvey	Rd		0.18	R-2	Vacant Land
2602		Harvey	Rd		0.18	R-2	Vacant Land
2606		Harvey	Rd		0.18	R-2	Vacant Land
2608		Harvey	Rd		0.18	R-2	Vacant Land
2612		Harvey	Rd		0.19	R-2	Vacant Land
424		Heard	Ave		0.21	R-2	
429		Heard	Ave		0.18	R-2	Vacant Land
431		Heard	Ave		0.18	R-2	Vacant Land
432		Heard	Ave		0.22	R-3	Rental Property
433		Heard	Ave		0.18	R-2	Vacant Land
435		Heard	Ave		0.18	R-2	Vacant Land
437		Heard	Ave		0.23	R-2	Vacant Land
901		Henderson	Rd		0.18		FEMA
304		Highland	Ave		0.23	C-3	Vacant Land
316		Highland	Ave		0.25	C-3	Vacant Land
410		Highland	Ave		0.39	R-6	Vacant Land
412		Highland	Ave		0.16	R-6	Vacant Land
526	West	Highland	Ave		0.38	R-3	Rental Property
527	West	Highland	Ave		0.34	C-3	Rental Property
630		Highland	Ave		0.12	R-6	Vacant Land
609	Not in TD	Hobson	St		0.26	R-6	Vacant Land
304		Holloway	Ave		0.17	R-6	Vacant Land
305		Holloway	Ave		1.04	R-6	Vacant Land
306		Holloway	Ave		0.17	R-6	Vacant Land
308		Holloway	Ave		0.17	R-6	Vacant Land
310		Holloway	Ave		0.17	R-6	Vacant Land

**Department of Community and Economic Development
Property List (March 2018)**

Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
326		Holloway	Ave		0.27	R-3	Vacant Land
528		Holloway	Ave		0.17	R-3	Rental Property
629		Holloway	Ave		0.29	R-3	Vacant Land
703		Holloway	Ave		0.14	R-3	Vacant Land
1000		Holloway	Ave		0.19	R-3	Vacant Land
1002		Holloway	Ave		0.19	R-3	Vacant Land
520		Holloway	Ave		0.17	R-3	Rental Property
522		Holloway	Ave			R-3	Rental Property
524		Holloway	Ave		0.34	R-3	Rental Property
407		Holloway	Ave		0.17		FEMA
411		Holloway	Ave		0.17		FEMA
413		Holloway	Ave		0.17		FEMA
415		Holloway	Ave		0.17		FEMA
423		Holloway	Ave		0.17		FEMA
425		Holloway	Ave		0.17		FEMA
427		Holloway	Ave		0.17		FEMA
429		Holloway	Ave		0.17		FEMA
431		Holloway	Ave		0.17		FEMA
526		Holloway	Ave			R-3	Rental Property
215	South	Jackson	St		0.17	C-3	Public Facility
219	South	Jackson	St				
221	South	Jackson	St				
223	South	Jackson	St				
225	South	Jackson	St				
303	South	Jackson	St		0.16	C-3	Vacant Land
513	South	Jackson	St		0.05	R-6	Vacant Land
517	South	Jackson	St		0.04	R-6	Vacant Land
519	South	Jackson	St		0.04	R-6	Vacant Land
521	South	Jackson	St		0.04	R-6	Vacant Land
921	South	Jackson	St		0.31	R-6	Vacant Land
1001	South	Jackson	St		0.18	R-6	FEMA
1005	South	Jackson	St		0.11	R-6	Vacant Land
1007	South	Jackson	St		0.06	R-6	Vacant Land
1009	South	Jackson	St		0.12	R-6	Vacant Land
1101	South	Jackson	St		0.17	R-6	Vacant Land
1105	South	Jackson	St		0.17	R-6	Vacant Land
1301	South	Jackson	St		2.73	R-6	Vacant Land
1400	South	Jackson	St		0.14	R-6	FEMA
1407	South	Jackson	St		3.85	R-1A	Vacant Land
1502	South	Jackson	St		0.22	R-6	FEMA
1504	South	Jackson	St		0.22	R-6	FEMA
1505	South	Jackson	St		0.26	R-6	FEMA
1506	South	Jackson	St		0.26	R-6	FEMA
1507	South	Jackson	St		0.26	R-6	FEMA
1508	South	Jackson	St		0.22	R-6	FEMA
1512	South	Jackson	St		0.22	R-6	FEMA
1600	South	Jackson	St		0.22	R-6	FEMA
1602	South	Jackson	St		0.22	R-6	FEMA
1604	South	Jackson	St		0.22	R-6	FEMA
1605	South	Jackson	St		0.23	R-6	Vacant Land
1606	South	Jackson	St		0.22	R-6	FEMA
1607	South	Jackson	St		0.23	R-6	Vacant Land
1609	South	Jackson	St		0.23	R-6	Vacant Land
1702	South	Jackson	St		0.21	R-6	FEMA
1703	South	Jackson	St		0.66	R-6	Vacant Land
1704	South	Jackson	St		0.21	R-6	FEMA
1707	South	Jackson	St		0.38	R-6	Vacant Land
1710	South	Jackson	St		0.21	R-6	FEMA
1711	South	Jackson	St		0.26	R-6	Vacant Land
1712	South	Jackson	St		0.21	R-6	FEMA
1714	South	Jackson	St		0.21	R-6	FEMA
1716	South	Jackson	St		0.21	R-6	FEMA
1802	South	Jackson	St		0.21	R-6	FEMA
1804	South	Jackson	St		0.21	R-6	FEMA
1806	South	Jackson	St		0.21	R-6	FEMA
1807	South	Jackson	St		0.26	R-6	FEMA
1808	South	Jackson	St		0.21	R-6	FEMA
1810	South	Jackson	St		0.21	R-6	FEMA
1812	South	Jackson	St		0.21	R-6	FEMA
1900	South	Jackson	St		1.24	R-3	FEMA
1905	South	Jackson	St		0.26	R-3	FEMA

**Department of Community and Economic Development
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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
1916	South	Jackson	St		0.43	R-3	FEMA
1918	South	Jackson	St		0.22	R-3	FEMA
1920	South	Jackson	St		0.21	R-3	FEMA
1922	South	Jackson	St		0.21	R-3	FEMA
1924	South	Jackson	St		0.41	R-3	FEMA
2211	South	Jackson	St		0.4	R-3	Vacant Land
2405	South	Jackson	St		0.1	R-3	Vacant Land
2407	South	Jackson	St		0.1	R-3	Vacant Land
2504	South	Jackson	St		0.14	R-6	FEMA
2506	South	Jackson	St		0.14	R-6	FEMA
2508	South	Jackson	St		0.21	R-6	FEMA
2600	South	Jackson	St		8.2	C-3	Vacant Land
2600	South	Jackson	St		0.21	R-3	Vacant Land
2602	South	Jackson	St		0.13	R-3	Vacant Land
2402	Not in TD	Jackson	St		0.27	R-3	Rental Property
2404		Jackson	St			R-3	Rental Property
2406		Jackson	St		0.27	R-3	Rental Property
2410/2412	South	Jackson	St		0.18	R-3	FEMA
2204	South	Jackson	St		0.19	R-3	Vacant Land
2206	South	Jackson	St		0.19	R-3	Vacant Land
2208	South	Jackson	St		0.19	R-3	Vacant Land
2210	South	Jackson	St		0.19	R-3	Vacant Land
1510	South	Jackson	St		0.22		FEMA
1902	South	Jackson	St				FEMA
1903	South	Jackson	St		0.26		FEMA
1904	South	Jackson	St				FEMA
1906	South	Jackson	St				FEMA
1908	South	Jackson	St				FEMA
1910	South	Jackson	St				FEMA
1912	South	Jackson	St				FEMA
1914	South	Jackson	St				FEMA
1926	South	Jackson	St				FEMA
2502	South	Jackson	St				FEMA
230	South	Jackson	St		1.54	C-3	Incubator
2408		Jackson	St			R-3	
2408		Jackson	St			R-3	Rental Property
402		Jefferies	Ave		0.21	R-3	Vacant Land
406		Jefferies	Ave		0.34	R-3	Vacant Land
430		Jefferies	Ave		0.17	R-3	Vacant Land
521		Jefferies	Ave		0.17	R-3	Vacant Land
608		Jefferies	Ave		0.17	R-3	Vacant Land
2604		Jackson	St		0.13	R-3	Rental Property
407		Jefferies	Ave		0.17	R-3	Rental Property
409		Jefferies	Ave			R-3	Rental Property
411-A		Jefferies	Ave		0.17	R-3	Rental Property
411-B		Jefferies	Ave			R-3	Rental Property
420		Jefferies	Ave		0.17	R-3	Rental Property
422		Jefferies	Ave		0.17	R-3	Rental Property
518		Jefferies	Ave		0.17	R-3	Rental Property
404		Jefferies	Ave		0.17	R-3	Vacant Land
1007	South	Jefferson	St		0.34	R-3	Vacant Land
1100	South	Jefferson	St		0.29	R-6	Vacant Land
1106	South	Jefferson	St		0.14	R-6	Vacant Land
1108	South	Jefferson	St		0.15	R-6	Vacant Land
1110	South	Jefferson	St		0.14	R-6	Vacant Land
1112	South	Jefferson	St		0.15	R-6	Vacant Land
1204	South	Jefferson	St		0.58	R-6	Vacant Land
1218	South	Jefferson	St		0.15	R-6	Vacant Land
1222	South	Jefferson	St		0.15	R-6	Vacant Land
1300		Jefferson	St		3.76	R-6	Rental Property
1302		Jefferson	St			R-6	Rental Property
1304		Jefferson	St			R-6	Rental Property

**Department of Community and Economic Development
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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
1306		Jefferson	St			R-6	Rental Property
1400		Jefferson	St			R-6	Rental Property Bldg.
1401	South	Jefferson	St		0.23	R-6	Vacant Land
1410 - A1		Jefferson	St			R-6	Rental Property
1410 - A2		Jefferson	St			R-6	Rental Property
1410 - A3		Jefferson	St			R-6	Rental Property
1410 - A4		Jefferson	St			R-6	Rental Property
1410 - A5		Jefferson	St			R-6	Rental Property
1715	South	Jefferson	St		0.23	R-6	Vacant Land
906	South	Jefferson	St		0.18	R-6	Vacant Land
1501	South	Jefferson	St		0.2	R-6	Vacant Land
1413	South	Jefferson	St		0.17	R-6	Vacant Land
807	South	Jefferson	St		0.28		FEMA
905	South	Jefferson	St		0.17		FEMA
907	South	Jefferson	St		0.13		FEMA
1001	South	Jefferson	St		0.17		FEMA
1009	South	Jefferson	St		0.17		FEMA
1011	South	Jefferson	St		0.17		FEMA
1015	South	Jefferson	St		0.17		FEMA
1411	South	Jefferson	St		0.17	R-6	Rental Property
405		Johnny W. Williams	Rd		0.21	R-3	Vacant Land
509		Johnny W. Williams	Rd		0.19	R-3	Vacant Land
901		Johnny W. Williams	Rd		0.18	R-3	Vacant Land
2622		Joshua	St		5.05	FP	FEMA
2700		Joshua	St		10	FP	FEMA
2715		Joshua	St		0.23	FP	FEMA
2704		Joshua	St		0.25		FEMA
1010		Lincoln	Ave		0.13	R-3	Vacant Land
417		Louis	Ave		0.14	R-3	Vacant Land
515		Louis	Ave		0.14	R-3	Vacant Land
517		Louis	Ave		0.14	R-3	Vacant Land
0	South	Madison	St		0.24	R-3	Vacant Land
0	South	Madison	St		0.23	R-3	Vacant Land
0	South	Madison	St		0.23	R-3	Vacant Land
0	South	Madison	St		0.32	R-3	Vacant Land
0	South	Madison	St		0.23	R-3	Vacant Land
0	South	Madison	St		0.87	R-3	Vacant Land
208	South	Madison	Ave		0.18	C-3	Rental Property
210	South	Madison	Ave		0.18	C-3	Rental Property
212	South	Madison	Ave		0.21	C-3	Rental Property
302	South	Madison	Ave		0.38	R-3	Rental Property
306	North	Madison	St		0.13	C-2	Vacant Land
403	North	Madison	St		0.05	C-3	Vacant Land
405	North	Madison	St		0.08	C-3	Vacant Land
407	North	Madison	St		0.08	C-3	Vacant Land
409	North	Madison	St		0.08	C-3	Vacant Land
411	North	Madison	St		0.08	C-3	Vacant Land
413	North	Madison	St		0.12	R-6	Vacant Land
415	North	Madison	St		0.12	R-6	Vacant Land
417	North	Madison	St		0.12	R-6	Vacant Land
419	North	Madison	St		0.12	R-6	Vacant Land
902	South	Madison	St		0.18	R-3	Vacant Land
1206	South	Madison	St		0.15	R-3	Vacant Land
1206	South	Madison	St		0.16	R-3	Vacant Land
1405	South	Madison	St		0.17	R-3	Vacant Land
1514	South	Madison	St		0.11	R-3	Vacant Land
2229	South	Madison	St		0.23	R-3	Vacant Land
2259	South	Madison	St		1.59	R-3	Vacant Land
2307	South	Madison	St		0.68	R-3	Vacant Land
2406	South	Madison	St		0.18	R-3	Vacant Land
2407	South	Madison	St		1.96	R-3	Vacant Land
2408	South	Madison	St		0.18	R-3	Vacant Land
2600	South	Madison	St		0.66	R-3	Vacant Land
2603	South	Madison	St		0.41	R-3	Vacant Land
104	South	Magnolia	St		0.15	C-3	Public Facility
632		Marshall	Ln		0.46	R-3	Vacant Land
900		Martin Luther King, Jr.	Dr		0.2	R-6	Vacant Land
905		Martin Luther King, Jr.	Dr		0.18	R-6	Vacant Land
1106		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1107		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1109		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land

**Department of Community and Economic Development
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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
1112		Martin Luther King, Jr.	Dr		0.45	R-6	Vacant Land
1200		Martin Luther King, Jr.	Dr		3.59	R-6	Vacant Land
1201		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1203		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1205		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1207		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1209		Martin Luther King, Jr.	Dr		0.13	R-6	Vacant Land
1500		Martin Luther King, Jr.	Dr		0.51	R-6	Vacant Land
1602		Martin Luther King, Jr.	Dr		0.8	R-6	Vacant Land
1604		Martin Luther King, Jr.	Dr		0.48	R-6	Vacant Land
2008		Martin Luther King, Jr.	Dr		0.15	R-3	Vacant Land
2024		Martin Luther King, Jr.	Dr		0.08	R-3	Vacant Land
2026		Martin Luther King, Jr.	Dr		0.08	R-3	Vacant Land
2100		Martin Luther King, Jr.	Dr		0.17	C-1	Vacant Land
2117		Martin Luther King, Jr.	Dr		2.39	R-6	FEMA
2314		Martin Luther King, Jr.	Dr		5.06	C-1	Vacant Land
3017		Martin Luther King, Jr.	Dr		0.27	R-3	Vacant Land
3019		Martin Luther King, Jr.	Dr		0.31	R-3	Vacant Land
1301		Martin Luther King, Jr.	Drive			R-6	Rental Property
1303		Martin Luther King, Jr.	Drive			R-6	Rental Property
1305		Martin Luther King, Jr.	Drive			R-6	Rental Property
1307		Martin Luther King, Jr.	Drive			R-6	Rental Property
1309		Martin Luther King, Jr.	Drive			R-6	Rental Property
2008		Martin Luther King, Jr.	Dr		0.15		FEMA
1311		Martin Luther King, Jr.	Drive			R-6	Rental Property
1401 - C1		Martin Luther King, Jr.	Drive			R-6	Rental Property
1401 - C2		Martin Luther King, Jr.	Drive			R-6	Rental Property
1401 - C3		Martin Luther King, Jr.	Drive			R-6	Rental Property
1401 - C4		Martin Luther King, Jr.	Drive			R-6	Rental Property
1401 - C5		Martin Luther King, Jr.	Drive			R-6	Rental Property
1411 - B1		Martin Luther King, Jr.	Drive			R-6	Rental Property
1411 - B2		Martin Luther King, Jr.	Drive			R-6	Rental Property
1411 - B3		Martin Luther King, Jr.	Drive			R-6	Rental Property
1411 - B4		Martin Luther King, Jr.	Drive			R-6	Rental Property
1411 - B5		Martin Luther King, Jr.	Drive			R-6	Rental Property
2600		McCoy	Ln		0.18	R-2	Vacant Land
2606		McCoy	Ln		0.18	R-2	Vacant Land
2608		McCoy	Ln		0.18	R-2	Vacant Land
2609		McCoy	Ln		0.18	R-2	Vacant Land
2611		McCoy	Ln		0.22	R-2	Vacant Land
2617		McCoy	Ln		0.19	R-2	Vacant Land
2619		McCoy	Ln		0	R-2	Vacant Land
2626		McCoy	Ln		0.18	R-2	Vacant Land
2630		McCoy	Ln		0.18	R-2	Vacant Land
2634		McCoy	Ln		0.19	R-2	Vacant Land
203		McCray	Dr		0.14	R-3	FEMA
205		McCray	Dr		0.09	R-3	FEMA
205		McCray	Dr		0.23	R-3	FEMA
212		McCray	Dr		0.19	R-3	FEMA
214		McCray	Dr		0.19	R-3	FEMA
215		McCray	Dr		0.12	R-3	FEMA
221		McCray	Dr		0.46	R-3	FEMA
310		McCray	Dr		0.28	R-3	FEMA
209		McCray	Dr		0.12		FEMA
211		McCray	Dr		0.12		FEMA
213		McCray	Dr		0.12		FEMA
2000		McIntosh	Rd		0.33	R-1B	FEMA
2002		McIntosh	Rd		0.29	R-1B	FEMA
407	North	McKinley	St		0.16	C-3	Vacant Land
409	North	McKinley	St		0.07	C-3	Vacant Land
429		Medlock	Ave		0.14	R-3	Vacant Land
431		Medlock	Ave		0.16	R-3	Vacant Land
433		Medlock	Ave		0.15	R-3	Vacant Land
435		Medlock	Ave		0.15	R-3	Vacant Land
437		Medlock	Ave		0.15	R-3	Vacant Land
439		Medlock	Ave		0.15	R-3	Vacant Land
441		Medlock	Ave		0.15	R-3	Vacant Land
443		Medlock	Ave		0.15	R-3	Vacant Land
445		Medlock	Ave		0.15	R-3	Vacant Land
447		Medlock	Ave		0.15	R-3	Vacant Land
602		Medlock	St		0.09	R-3	Rental Property

**Department of Community and Economic Development
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Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
300		Mercer	Ave		1.45	R-3	?
312		Mercer	Ave		0.21	R-3	?
314		Mercer	Ave		0.44	R-3	?
315		Mercer	Ave		0.03	R-3	?
320		Mercer	Ave		0.11	R-3	?
322		Mercer	Ave		0.12	R-3	?
324		Mercer	Ave		0.21	R-3	?
800		Mercer	Ave		0.09	R-3	Vacant Land
803		Mercer	Ave		0.09	R-3	Vacant Land
804		Mercer	Ave		0.13	R-3	Vacant Land
810		Mercer	Ave		0.25	R-3	Rental Property
815		Mercer	Ave		0.26	R-3	Rental Property
821		Mercer	Ave		0.26	R-3	Rental Property
1310		Mobile	Ave		0.11	R-3	AHOP
1330		Mobile	Ave		0.13	R-3	AHOP
807	South	Monroe	St		0.08	R-3	Vacant Land
1309		Montego	Ct		0.15	R-3	AHOP
301		Mulberry	Ave		0.14	R-3	Vacant Land
303		Mulberry	Ave		0.16	R-3	Vacant Land
0		Neuman	Pl		0.25	R-3	Vacant Land
812		Newton	Rd		0.02	R-3	Vacant Land
814		Newton	Rd		0.09	R-3	Vacant Land
1013		Newton	Rd		0.21	C-5	Vacant Land
1201		Newton	Rd		0.32	C-7	Vacant Land
235		Norfolk	Ln		0.89	R-3	Vacant Land
317		Odom	Ave		0.12	R-6	Vacant Land
411		Odom	Ave		0.9	R-6	Vacant Land
420		Pine	Ave		0.26	R-4	Public Facility
313		Plum	Ave		0.17	R-3	Vacant Land
315		Plum	Ave		0.17	R-3	Vacant Land
317		Plum	Ave		0.17	R-3	Vacant Land
503		Porter	Ln		0.4	R-3	Vacant Land
1709		Radium Springs	Rd		0.41	C-1	FEMA
217		Railroad	St		1.8	M-1	Vacant Land
604		Residence	Ave		0.41	R-6	Vacant Land
608		Residence	Ave		0.28	R-6	Vacant Land
215		Riverside	Dr		0.08	R-6	FEMA
217		Riverside	Dr		0.26	R-6	FEMA
629		Roadway	St		0.24	R-3	Vacant Land
624		Roadway	St		0.24	R-3	Vacant Land
423		Robinson	Ave		0.19	R-3	Rental Property
601		Roosevelt	Ave		0.06	C-3	Vacant Land
603		Roosevelt	Ave		0.16	C-3	Vacant Land
605		Roosevelt	Ave		0.16	C-3	Vacant Land
607		Roosevelt	Ave		0.16	C-3	Vacant Land
718		Roosevelt	Ave		0.08	C-3	Vacant Land
720		Roosevelt	Ave		0.08	C-3	Vacant Land
722		Roosevelt	Ave		0.09	C-3	Vacant Land
603		Roosevelt Alley	Ave		0.03	C-3	Vacant Land
605		Roosevelt Alley	Ave		0.03	C-3	Vacant Land
607		Roosevelt Alley	Ave		0.03	C-3	Vacant Land
0		Scroggins	Ave		0.36	R-3	Vacant Land
620		Scroggins	Ave		0.3	R-3	Vacant Land
622		Scroggins	Ave		0.3	R-3	Vacant Land
624		Scroggins	Ave		0.3	R-3	Vacant Land
117		Shelby	Ln		0.2	R-3	FEMA
122		Shelby	Ln		0.61	R-3	FEMA
123		Shelby	Ln		0.2	R-3	FEMA
209		Shelby	Ln		0.2	R-3	FEMA
212		Shelby	Ln		0.2	R-3	FEMA
215		Shelby	Ln		0.25	R-3	FEMA
216		Shelby	Ln		0.2	R-3	FEMA
217		Shelby	Ln		0.25	R-3	FEMA
219		Shelby	Ln		0.24	R-3	FEMA
221		Shelby	Ln		0.24	R-3	FEMA
124		Shelby	Ln				FEMA
126		Shelby	Ln				FEMA
0		Story	Rd		1.02	R-3	Vacant Land
503		Story	Rd		0.29	R-3	Vacant Land
505		Story	Rd		0.29	R-3	Vacant Land

**Department of Community and Economic Development
Property List (March 2018)**

Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
507		Story	Rd		0.29	R-3	Vacant Land
511		Story	Rd		0.33	R-3	Vacant Land
513		Story	Rd		0.33	R-3	Vacant Land
601		Story	Rd		0.32	R-2	Vacant Land
1649		Sunny Lane	Dr		0.07	R-3	Vacant Land
1661		Sunny Lane	Dr		0.17	R-3	Vacant Land
1668		Sunny Lane	Dr		0.17	R-3	Vacant Land
203		Sunrise	Dr		0.24	R-1C	FEMA
207		Sunrise	Dr		0.29	R-1C	FEMA
211		Sunrise	Dr		0.24	R-1C	FEMA
214		Sunrise	Dr		0.23	R-1C	FEMA
235		Sunrise	Dr		0.4	R-1C	FEMA
201		Talafax	Rd		0.23	R-3	FEMA
211		Talafax	Rd		0.23	R-3	FEMA
215		Talafax	Rd		0.23	R-3	FEMA
1111	East	Third	Ave		0.22	R-3	Rental Property
1309		Towering Pines	Ln		0.2	R-1B	Rental Property
200		Tremont	Ave		0.21	R-1C	FEMA
307		Tremont	Ave		0.23	R-1C	FEMA
600		Urghart	Ave		0.44	R-3	Rental Property
602		Urghart	Ave			R-3	Rental Property
411	South	Van Buren	St		0.08	R-3	Vacant Land
501	South	Van Buren	St		0.08	C-1	Vacant Land
601	South	Van Buren	St		0.09	R-3	Vacant Land
1121	South	Van Buren	St		0.06	R-3	Vacant Land
1214		Waddell	Ave		0.72	R-1B	Vacant Land
2100	South	Washington	St		39.29	FP	FEMA
2207	South	Washington	St		0.18	R-3	Vacant Land
2224	South	Washington	St		0.22	R-3	FEMA
2226	South	Washington	St		0.22	R-3	FEMA
2227	South	Washington	St		0.18	R-6	FEMA
2228	South	Washington	St		0.22	R-3	FEMA
2229	South	Washington	St		0.18	R-3	FEMA
2231	South	Washington	St		0.18	R-3	FEMA
2233	South	Washington	St		0.18	R-3	FEMA
2400	South	Washington	St		0.22	R-3	FEMA
2503	South	Washington	St		0.12	R-3	FEMA
2600	South	Washington	St		0.18	R-3	FEMA
2601	South	Washington	St		0.18	R-3	FEMA
2612	South	Washington	St		0.48	R-6	FEMA
2614	South	Washington	St		3.66	R-6	FEMA
50		Wells	Ave		0.23	R-6	FEMA
50		Wells	Ave		4.77	R-6	FEMA
116		Wells	Ave		0.46	R-3	FEMA
117		Wells	Ave		0.23	R-3	FEMA
118		Wells	Ave		0.23	R-3	FEMA
122		Wells	Ave		0.23	R-3	FEMA
123.5		Wells	Ave		0.23	R-3	FEMA
123		Wells	Ave		0.23	R-3	FEMA
127		Wells	Ave		0.23	R-3	FEMA
222		Wells	Ave		0.23	R-3	FEMA
224		Wells	Ave		0.23	R-3	FEMA
302		Wells	Ave		0.23	R-3	FEMA
88		Wells	Ave		0.43		FEMA
96		Wells	Ave		0.46		FEMA
98		Wells	Ave		0.46		FEMA
89		Wells	Ave		8.23		FEMA
90		Wells	Ave		0.46		FEMA
91		Wells	Ave				FEMA
92		Wells	Ave				FEMA
93		Wells	Ave				FEMA
94		Wells	Ave		0.46		FEMA
95		Wells	Ave				FEMA
100		Wells	Ave				FEMA
101		Wells	Ave				FEMA
102		Wells	Ave				FEMA
103		Wells	Ave				FEMA
104		Wells	Ave				FEMA
105		Wells	Ave				FEMA
106		Wells	Ave				FEMA
110		Wells	Ave				FEMA

**Department of Community and Economic Development
Property List (March 2018)**

Street Number	Direction	Street Name		Apt. #	Acreage	Zoning	Property Classification
302		Wells	Ave		0.23		FEMA
311		Westbrook	St		0.04	R-6	Vacant Land
313		Westbrook	St		0.06	R-6	Vacant Land
506		Willard	Ave		0.17	R-3	Rental Property
510		Willard	Ave		0.17	R-3	Rental Property
512		Willard	Ave		0.17	R-3	Rental Property
514		Willard	Ave		0.17	R-3	Rental Property
518		Willard	Ave		0.21	R-3	Vacant Land
608-A		Willard	Ave		0.23	R-3	Rental Property
608-B		Willard	Ave			R-3	Rental Property
619		Willis	Dr		0.14	R-3	Vacant Land
400		Zackery	Ave		2.03	R-6	Vacant Land
500		Zackery	Ct		0.27	R-3	Vacant Land
502		Zackery	Ct		0.25	R-3	Vacant Land

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 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%).



**DEPARTMENT OF
COMMUNITY & ECONOMIC DEVELOPMENT**

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

JUNE 30, 2011

(1st Revision November 2011)

(2nd 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).

**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**



www.albany.ga.us

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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 statutes,
- 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.

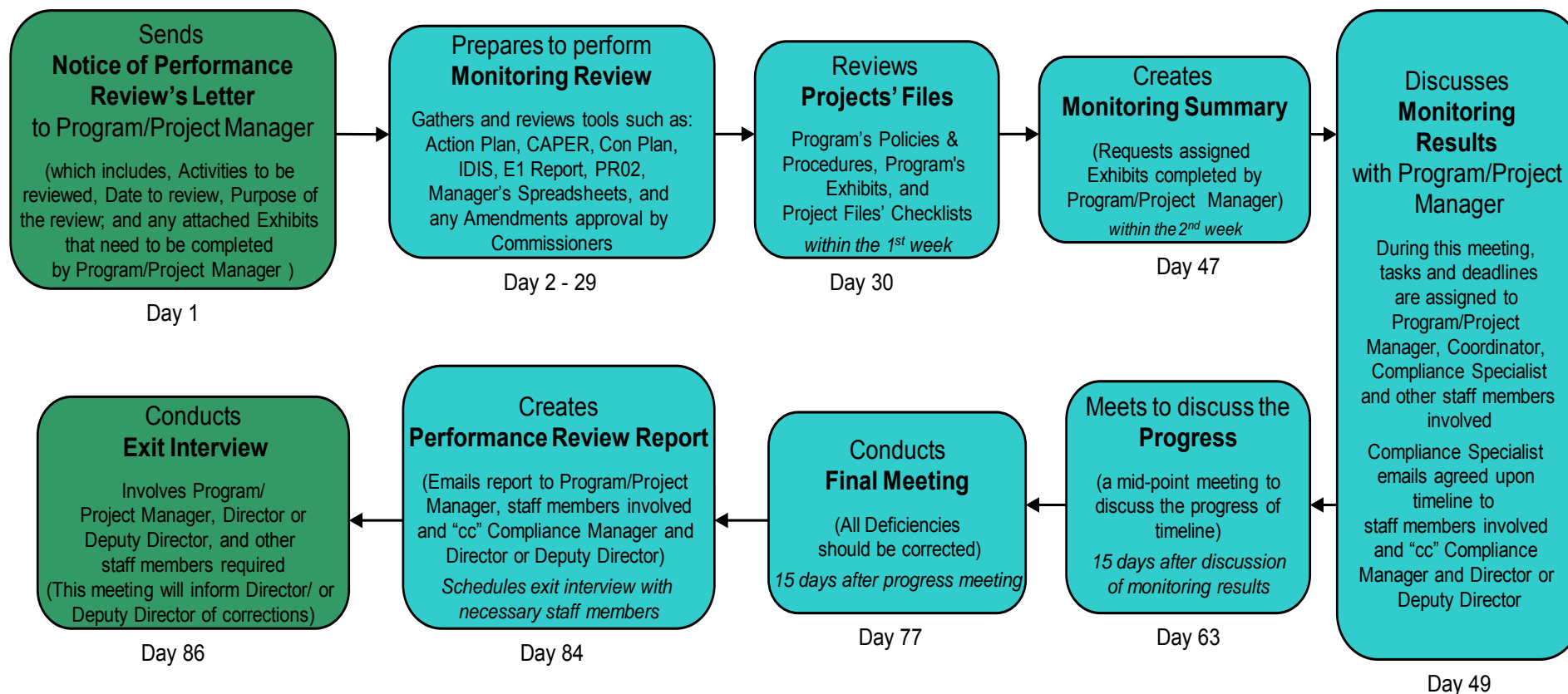
The Program Manager will make use of the exhibits located in the CPD Monitoring Handbook to conduct the monitoring of their programs. These exhibits can be located on HUD's website at http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/library/monitoring/handbook.

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
Financial	
• 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
Management	
• 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


























































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



























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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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CHAPTER V--OFFICE OF ASSISTANT SECRETARY FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF 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	<i>[# of Units]</i>	<i>[# of Units]</i>
Activity #2	<i>[# of Units]</i>	<i>[# of Units]</i>
Activity #3	<i>[# of Units]</i>	<i>[# of Units]</i>
[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)	_____
 TOTAL	 \$ _____

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 of 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 10th 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

By _____
Mayor or City Manager

Attest _____
City Clerk

By _____
Director, Department of Community & Economic Development

Subrecipient

By _____

Title _____

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>Date of Review:</p> <p>Program:</p> <p>Reviewed By:</p> <p>Project Addresses:</p> <p>Total Amount of Funds:</p> <p>Exhibits/Documents Used:</p>	
--	--

(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

File Reviewed -

Date of Services/Completion/Program Entry:

Outcome of File Review

File Reviewed -

Date of Services/Completion/Program Entry:

Outcome of File Review

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 05/01/2018	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: 14.239	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Albany, Georgia		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 58-6000504	* c. Organizational DUNS: 0158637490000	
d. Address:		
* Street1: 401 Pine Avenue	Street2: <input type="text"/>	
* City: Albany	County/Parish: Dougherty	
* State: GA: Georgia	Province: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 31702-0447	
e. Organizational Unit:		
Department Name: Community & Economic Dev.	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs.	* First Name: Shelena	
Middle Name: <input type="text"/>	* Last Name: Hawkins	
Suffix: <input type="text"/>	Title: Director	
Organizational Affiliation: City Department		
* Telephone Number: (229) 483-7650	Fax Number: (229) 430-2737	
* Email: shawkins@albanyga.gov		

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	<input type="text" value="507,214.00"/>
* 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="131,000.00"/>
* g. TOTAL	<input type="text" value="638,214.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**
 a. This application was made available to the State under the Executive Order 12372 Process for review on .
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**
 Yes No
If "Yes", provide explanation and attach

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

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:
* Title:
* Telephone Number: Fax Number:
* Email:
* Signature of Authorized Representative:  * Date Signed:

CERTIFICATIONS

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

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

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

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

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

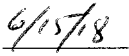
Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

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

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



Signature of Authorized Official



Date

City Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) **2017, 2018, 2019** _____ [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

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

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

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

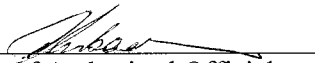
Excessive Force -- It has adopted and is enforcing:

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

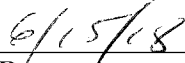
Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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



Signature of Authorized Official



Date

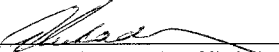
City Manager

Title


OPTIONAL Community Development Block Grant Certification

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 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 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 of Authorized Official



Date

City Manager

Title

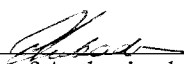
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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.

Subsidy layering -- 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 of Authorized Official

6/15/18

Date

City Manager

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient 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 recipient 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 recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient 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 of Authorized Official

Date

Title

Housing Opportunities for Persons With AIDS 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 consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

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

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE City Manager
APPLICANT ORGANIZATION City of Albany, GA	DATE SUBMITTED 6/15/18

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:**

05/01/2018

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

14.218 Entitlement Grant

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

City of Albany, Georgia

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

58-6000504

*** c. Organizational DUNS:**

0158637490000

d. Address:

*** Street1:**

401 Pine Avenue

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@albanyga.gov

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.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="889,129.00"/>
* 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="715,000.00"/>
* g. TOTAL	<input type="text" value="1,604,129.00"/>

*** 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

Add Attachment

Delete Attachment

View Attachment

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

** I AGREE

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


Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

CERTIFICATIONS

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

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

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

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

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

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

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

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



Signature of Authorized Official

6/15/18
Date

City Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) **2017, 2018, 2019** [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

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

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

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

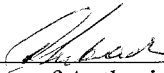
Excessive Force -- It has adopted and is enforcing:

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

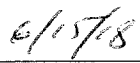
Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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



Signature of Authorized Official



Date

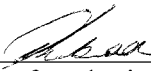
City Manager

Title

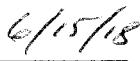
OPTIONAL Community Development Block Grant Certification

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 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 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 of Authorized Official



Date

City Manager

Title


Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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.

Subsidy layering -- 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 of Authorized Official

6/15/18

Date

City Manager

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 recipient 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 these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient 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 recipient 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 recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient 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 of Authorized Official

Date

Title

Housing Opportunities for Persons With AIDS 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 consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

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

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant., I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE City Manager
APPLICANT ORGANIZATION City of Albany, GA	DATE SUBMITTED 6/15/18