

Draft

2011 Annual Action Plan for Housing & Community Development in Suburban Monroe County



Atwood Park Apartments - Senior Housing - Town of Gates



Ogden Gardens - Senior Housing - Town of Ogden



Home Improvement Program Project - Before



Home Improvement Program Project - After

Public Comment Period
May 11 - June 10, 2011



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Second Program Year Action Plan

The CPMP Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

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

Program Year 2 Action Plan Executive Summary:

1) Mission Statement:

To improve the quality of life for low to moderate-income families, seniors and persons with special needs in suburban Monroe County by providing affordable rental and homeownership opportunities, repairing and conserving existing housing, financing public facilities and infrastructure improvements, creating and retaining jobs, and funding public services that stabilize and enhance living conditions.

2) Purpose

The CDBG, HOME and ESG programs will help Monroe County direct \$3 million into the suburban towns and villages that comprise the Monroe County Community Development Consortium in support of public works, housing, economic development, community services and homeless assistance programs that primarily benefit low to moderate-income households, seniors and persons with special needs.

Funding for these programs is provided through the U.S. Department of Housing and Urban Development (HUD). In order to remain compliant with the Consolidated Planning Regulations, which cover these federal allocations, Monroe County is required to complete an Annual Action Plan for the 2011 program year, which addresses projects funded on an annual basis and new program initiatives for the program year.

This is the seventh action plan that the Community Development (CD) office has developed using the Consolidated Plan Management Planning (CPMP) Tool. Accomplishments are entered into CPMP, which aids in the compilation of information for the Consolidated Annual Performance and Evaluation Report (CAPER), published annually in September.

The purpose of Monroe County's 2011 Action Plan is to make a clear presentation of projects, programs, and new initiatives that CD intends to fund during the program year, the availability of federal dollars to complete those projects and to encourage public commentary in this endeavor. The Action Plan also serves as a reporting mechanism to HUD on the planning and evaluation of programs.

3) Consortium Membership

In 2011 the CDBG program will operate in 17 towns and 10 villages in suburban Monroe County. All municipalities in Monroe County are members of the consortium with the exception of the Towns of Greece and Irondequoit and the City of Rochester. By virtue of their populations, the Towns of Greece and Irondequoit are entitlement communities in their own right, and as such receive their own CDBG allocations. The HOME program includes the Towns of Greece and Irondequoit, bringing the HOME consortium membership to 19 towns and 10 villages. The City of Rochester receives its own CDBG, HOME and ESG allocations.

The Urban County re-qualification will be completed during 2011 for the 2012-2014 program years.

The upper quartile of eligible block groups, commonly known as Low Mod Areas (LMAs), consists of 60 block groups, which are eligible for funding for a broad range of projects. Public works projects in municipalities without eligible LMAs are more restricted in their project selection and tend to be limited to ADA and other accessibility enhancements in public facilities.

Municipalities with more than four eligible block groups are the Towns of Brighton, Chili, Gates, Henrietta, and the Villages of Brockport and East Rochester.

Municipalities with one to four eligible block groups are the Towns of Clarkson, Hamlin, Ogden, Penfield, Perinton, Pittsford, Riga, Sweden, Webster and the Villages of Fairport, Scottsville and Webster.

Municipalities with less than one eligible block group are the Town of Parma and Village of Hilton.

The seven municipalities without any eligible block groups are the Towns of Mendon, Rush, and Wheatland and the Villages of Churchville, Honeoye Falls, Pittsford and Spencerport.

Should membership of the consortium change for any reason, HUD would re-calculate the eligible low-mod block groups to take effect for the following program year.

4) Allocation

Monroe County expects to receive an allocation of \$3,093,390 from HUD for the CDBG, HOME and ESG programs. The County's anticipated CDBG allocation is \$1,736,758; the HOME allocation is \$1,239,543; and, the ESG allocation is \$117,089, an overall decrease of \$468,736. Estimated program income (interest on outstanding loans and other repayments) is expected to total \$300,000 for the CDBG program and \$85,000 for the HOME program. The level of program income is anticipated to be slightly more than 2010. Total resources anticipated to be available, including program income, are \$3,478,390. Monroe County also expects to receive Section 108 loan repayments totaling \$260,513 during the 2011 program year. Monroe County does not intend to reprogram any funds remaining from previous program years for the 2011 program year. Monroe County and HUD are not bound by these estimates as they are subject to approval of the Action Plan submission to HUD.

Slightly more than \$2 million is available through all CDBG sources to fulfill over \$3.8 million worth of requests. These are the primary programs and new initiatives that are addressed in the 2011 Action Plan.

5) Program Goals

CDBG, HOME and ESG funds will be directed toward accomplishing the following primary program goals and objectives during the 2011 program year:

- a. Develop affordable rental and homeownership opportunities for all low to moderate-income

residents, with a priority focus on the development of housing in towns and villages that do not currently provide affordable rental units that have been financed, in part, through the County's CDBG and/or HOME Program

- b. Repair and conserve existing housing stock
- c. Improve access to and quality of public facilities
- d. Provide essential utility infrastructure in lower income areas
- e. Provide job training and economic development opportunities for low to moderate-income persons and persons with special needs
- f. Provide essential public services, particularly those that promote homeownership, fair housing and housing stability
- g. Revitalize deteriorated neighborhoods

6) Citizen Participation

The first public notice in regard to the availability of funds and the first public hearing appeared in The Daily Record and the Messenger Post Newspapers on December 15, 2010. The first public hearing on the 2011 Annual Action Plan was held on January 12, 2011 in the Large Conference Room of the Ebenezer Watts Conference Center located at 49 South Fitzhugh Street in downtown Rochester. There were 33 people in attendance, including 7 CD staff members, which resulted in one public comment. The Steering Committee meeting to start the program year was held on January 12, 2011 at the Watts Conference Center, immediately following the public hearing.

CDBG project applications were due February 11, 2011. Preliminary award letters from the County Executive were sent out on April 25, 2011. The public notice listing the program categories intended for funding and the second public hearing appeared in The Daily Record and The Messenger Post Newspapers on April 20, 2011. The Annual Action Plan was made available to the public and filed with the Monroe County Legislature on May 6. The 30-day comment period is May 11 to June 10.

The second public hearing will be held on May 11, 2011 at 2:30 p.m. at the Chili Town Hall, 3333 Chili Avenue. The Plan is due to HUD on June 16, 2011.

7) CDBG and HOME Funded Programs

a. Housing Rehabilitation

The Home Improvement Program (HIP) will receive a combined allocation of \$651,150 (\$402,001 from CDBG and \$249,149 from HOME), which will fund over 85 housing rehabilitation projects when combined with prior years' funds. Continuation of this popular and essential program did not impact the funding available for other CDBG program categories. Significantly high program demand and increasing rehabilitation project costs have necessitated the institution of a formal waiting list for HIP participation, effective April 20, 2011. All program applicants are added to the waiting list after an initial eligibility screening and will be processed in order of the date they are received. However, emergency situations are given priority if they pose an imminent threat to health, safety or structural integrity.

Due to the significant demand for program assistance and federal budget reductions to the CDBG and HOME programs, the County will be implementing changes to current program guidelines, effective January 1, 2012. These changes will allow the program to continue to serve those residents most in need while maintaining the quality of program services and overall community benefits. Revised program guidelines include: Households with incomes between 0 and 60% of area median income (AMI) will be eligible for a grant of up to \$10,000 for needed health and safety repairs. Those with incomes between 61 and 80% of AMI can receive a grant for half of the project costs, with a maximum grant of \$5,000, and the opportunity to apply for a low-interest loan for the

other half or may fund half of the project cost themselves. All households with incomes up to 80% of AMI with a disabled member will continue to be offered an additional grant of up to \$2,500 for accessibility improvements. The allowable liquid asset limit for program participants will be reduced to \$30,000. Repeat grants will continue to be disallowed. All program changes will be in effect for any applications processed after January 1, 2012, regardless of when they were received, and will remain in effect throughout the program year.

During the first nine months of the 2010 program year (through April 30, 2011), 73 HIP projects were completed and 93 active projects are in various stages of progress. Communities with the greatest number of program participants are Gates, East Rochester, Hamlin and Chili.

Lead-based paint risk assessments and clearance tests are conducted under contract with Proway Management, and another \$10,000 will be allocated to this activity in 2011.

b. Home Ownership & First-Time Home Buyer Assistance

Home ownership assistance and counseling is provided free of charge to prospective home buyers through the Monroe County Home Ownership Program, which is administered under contract by Providence Housing Development Corporation. The contract with Providence, considered a public service, is funded through CDBG. Given the current pipeline of families in the First Time Home Buyer Program and those currently working in the credit restoration program, Providence estimates that 35 families will receive financial assistance to purchase their first home during the program year. The direct home buyer subsidy is funded through the 2011 HOME allocation of \$75,000, as well as funds remaining from the 2010 program.

During the first nine months of the current program year (through April 30, 2011) 13 first-time home buyers received down payment and closing cost assistance to purchase their first home. This figure is down considerably from the previous program year as a direct result of the discontinuance of the federal stimulus incentives that were offered last year.

An additional allocation of direct purchase subsidy funds in the amount of \$50,000 is also budgeted for the Suburban Housing Opportunity Program (SHOP), administered by the Greater Rochester Housing Partnership (GRHP). Through this program, the GRHP will purchase five to seven vacant, single-family homes in suburban Monroe County which blight the residential neighborhoods where they are located, and rehabilitate them for sale to long-term, owner-occupant, income eligible families. Buyers of these homes will receive counseling and packaging services through the existing Monroe County Homeownership Program administered by Providence Housing Development Corporation to maintain consistent, quality pre- and post-purchase counseling services.

An allocation of \$15,000 will be made to the County's Mortgage Relief Program to provide direct mortgage payment subsidy for 10 to 15 low- to moderate-income homeowners who are undertaking foreclosure prevention counseling and need assistance to bring mortgage payments current. The mortgage relief assistance is provided as deferred loans, which are converted to grants after five years if the homeowner remains current with mortgage payments.

8) CDBG Funded Activities

a. Public Facilities Improvements

The need for public facilities improvements remains high in the suburban towns and villages, particularly in communities with greater concentrations of low to moderate-income areas and/or aging infrastructure. Combined with the growing older adult population and persons with impaired mobility, the need for accessible public facilities remains a high priority. Twenty-eight proposals totaling \$1,758,949 were received for public facilities improvements.

The largest portion of the CDBG program (35%) is public works projects in the towns and villages.

Proposals were not received from the Towns of Parma, Pittsford, Sweden and the Villages of Pittsford and Spencerport. Due to limited funding, some municipalities may not receive the full amount requested in 2011. Proposed grant amounts for towns and villages range from a maximum of \$25,050 for municipalities with less than one LMA, a maximum of \$33,400 for one to four LMAs and a maximum of \$41,750 for more than four LMAs. Grants are targeted to those communities with the greatest concentration of low to moderate-income areas, which is consistent with prior program years.

Twelve public works/facilities projects are proposed for LMAs; six are located in towns and six are located in villages.

During the first nine months of the 2010 program year (through April 30, 2011), 16 municipal public works projects were completed, 15 are underway, and 9 others will start later this spring.

b. Economic Development

The Economic Development Grant and Loan Fund is funded at \$100,000. This amount of funding should allow for grants and/or loans to two (2) companies, and create 8 and retain 20 jobs, at least 51% of which will be for low to moderate-income persons.

During the first nine months of the 2010 program year (through April 30, 2011), 4 businesses received loans totaling \$325,000 through the ED Grant and Loan fund. The businesses receiving these loans are anticipating the creation of 440 new jobs.

c. Public Services

Requests for public services totaled \$566,613, which far exceeds the allowable limit. Grant amounts in community services have been scaled back over the last few years in order to maintain priority housing related services and meet the regulatory spending cap for public services. Monroe County's public services are provided free of charge to program participants.

As part of this Action Plan, Providence Housing is retained to administer the County's Home Ownership Program and The Housing Council is retained to provide comprehensive counseling in the following housing-related areas: Fair Housing and Landlord/Tenant Counseling and Foreclosure Prevention. Anne Peterson, Fair Housing Consultant, will also provide services relative to the implementation of Phase I the Fair Housing Action Plan. The services of LifeSpan are retained to administer the Safety and Security for Seniors Program, which provides minor home and safety repairs that cannot be made through the Home Improvement Program for the suburban senior population, as well as direct one-on-one counseling for seniors to prevent and/or resolve fraud and scam cases.

The Association for the Blind and Visually Impaired (ABVI) will purchase needed equipment to retain 80 positions filled by blind or visually impaired persons in their manufacturing operations.

Lifetime Assistance Inc. (LAI) will receive funding to assist with approximately one-third of the cost of purchasing an additional truck to support the growth of their document shredding business, which employs individuals with development disabilities.

Four public services are not recommended for funding this year. Applicant entities received funds for similar projects in previous years through CDBG public services.

9) HOME Funded Activities

a. Affordable Housing

To ensure fair housing choice through expanding the provision of affordable rental housing opportunities, Monroe County issued a HOME Program request for proposals for the development of permanent affordable rental housing in November 2010. The deadline for submission to the County was December 2011. Monroe County's early submission was due to a change in NYS HCR NOFA schedule for 2011. CD received six (6) proposals seeking \$1.7 million in HOME funds. Overall projected development costs totaled \$58,592,637. Requested HOME funding amounts were somewhat higher than in past years as construction costs continue to escalate.

The County approved and committed HOME Program financing to four of the six affordable housing proposals received. Three of the four project developers submitted applications to the NYS Homes and Community Renewal through NYS's Low Income Housing/HOME/HTF/Low Income Credit Programs. The deadline for early submission of applications under the NYS HCR 2010 Unified Funding Round was January 12, 2011. The regular Round deadline was February 9, 2011. NYS funding announcements are expected to be made in April and June 2011, respectively. If all four of the projects move forward, the proposed County financed projects will produce 263 units (52 studio units; 185, 1-bedroom; and 26, 2-bedroom) for older adults - including frail (ages 55, 62 and older), families and individuals with developmental disabilities.

The 2011 (YR-20) HOME Rental Housing Production (RHP) funds in the amount of \$607,940 and 2011 RHP-CHDO funds in the amount of \$210,000 will be designated for the development of affordable rental housing to provide HOME Program financing for the four proposed rental projects in the amount of \$817,940.

Listed below, in descending order of financial commitment, are the four proposed affordable rental housing projects that will receive Monroe County 2011 HOME funding commitments:

i) \$250,000 for Fairport Apartments by Episcopal Senior Life Communities and Rochester's Cornerstone Group, Ltd. to rehabilitate and preserve a 104 unit apartment complex with 52 studio and 52 one-bedroom independent living apartments for older adults (age 55+) in the Town of Perinton;

ii) \$210,000 (CHDO) for Heritage Gardens by Heritage Christian Services (HCS) and Home Leasing, to construct 53 units of workforce housing (41 one-bedroom and 12 two-bedroom) for individuals, families and persons with developmental disabilities in the Town of Henrietta;

iii) \$ 200,000 for Gardens at Town Center by Home Leasing to construct 98 apartment units consisting of 86 one-bedroom and 12 two-bedroom apartments for older adults (age 55+) in the Town of Greece.

iv) \$157,940 for South Avenue Individual Residential Alternative (IRA) Supportive Apartments by Lifetime Assistance Inc. (LAI) to renovate an existing residence (6 one-bedroom and 2 two-bedroom) for ten developmentally disabled individuals in the Village of Brockport.

10) Fair Housing Activities

The Fair Housing Action Plan, Phase I (the Plan) was implemented in 2010. The Plan addresses impediments identified in the *Analysis of Impediments to Fair Housing Choice in Monroe County, New York*, a detailed analysis sponsored by Monroe County and Towns of Greece and Irondequoit. Phase I is expected to span a three-year period. Specific actions were selected to address each Priority identified in the Plan.

The Four Priorities are: Provide Fair Housing Education and Outreach; Increase the Supply of Affordable Housing; Promote Sustainable Minority Home Ownership; and Expand Appropriate Housing Opportunities for Minorities, Seniors, People with Disabilities and the Homeless Population.

The consultant is currently working with local sub-recipients to carry out actions selected for Phase I implementation within each Priority.

The Fair Housing Action Plan, Phase I, can be viewed in its entirety in the 2010-2015 Five Year Strategic Plan Appendix.

11) Homeless Continuum of Care (CoC)

Several Monroe County departments, including CD, remain very active in the CoC Team. As in prior years, one of the primary activities during the 2010 program year will be the completion of a coordinated and equitable HUD Super NOFA that will administer the process for local applicants; review and rank eligible Super NOFA applications per CoC priorities and update the CoC Super NOFA Exhibit I for submission to HUD.

The CoC has played an active role in assisting and collaborating with the County and City to facilitate joint County/City efforts to allocate funds under the American Recovery and Reinvestment Act of 2009 (Recovery Act). Through the Recovery Act, HUD Stimulus funds have been allocated to the County (\$789,300) and City (\$3,954,235) through the Homeless Prevention and Rapid Re-Housing Program (HPRP). The HPRP funding allocations are described in both the City and County HPRP Substantial Amendment to the Consolidated Plan 2008 Action Plan and other required documents submitted to HUD in May 2009.

All approved HPRP activities are being administered jointly by the County and City, in cooperation with the CoC and CCSI pursuant to the Recovery Act and as described in the Substantial Amendments to the Consolidated Plan 2008 Action Plan for the HPRP. Upon evaluation of program outcomes to date, results indicated a far greater need than anticipated for Homelessness Prevention. Therefore, an amendment to the Substantial Amendment was sent to HUD in September 2010 to revise the program allocations to reflect actual needs.

As required by HUD, the implementation of the Homeless Management Information System (HMIS) as a tool of gathering accurate information about the homeless population is actively in place in Monroe County. CoC sponsors have entered into a Memorandum of Understanding with Catholic Family Center for the implementation and maintenance of the HMIS system. Implementation of the HMIS has progressed and currently with the exception of four emergency shelters, all homeless programs are fully participating in HMIS. HMIS is currently preparing for ESG programs and VA projects to begin entering into HMIS. The CoC has had AHAR data (collected in HMIS) accepted for use by HUD for the past two years, and will begin participating in PULSE in 2011.

After careful review and recommendation of the Public Policy Committee of the United Way of Greater Rochester (UW), the Ten-Year Plan to End Chronic Homelessness was selected to be one of three Public Policy priorities for 2007-08. UW has provided staff to further CoC Ten Year Planning efforts and has assumed a key role in the implementation of the community's Ten-Year Plan.

The 2009 goals included in the Ten Year Plan are described in the Priority Homeless Needs section of the Strategic Plan.

To further this planning effort, the CoC commissioned InSite Housing Solutions, LLC to prepare a special study entitled "Supportive Housing Production Implementation Plan" to review our current emergency housing stock, assess housing gaps for specific subpopulations, provide projections for the types and quantities of housing units required to fill the overall need, provide cost projections,

and review appropriate case management services. This Plan was funded by the UW and Enterprise Community Partners. Special meetings were held with key community stakeholders, including the County and City, to review and discuss the Plan and the potential of implementing various recommendations. This Plan is available through the CoC or the Monroe County CD Office.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 2 Action Plan General Questions response:

1. Geographic Areas in which Assistance Will Be Directed

Several community-wide public services will reach a broad array of residents in all consortium communities. These include The Housing Council's programs to provide fair housing, landlord/tenant, foreclosure prevention and predatory lending counseling, and fair housing education; the home ownership counseling provided by Providence Housing and the safety and security training provided by LifeSpan. Monroe County's public services are offered free of charge to suburban Monroe County residents.

Sidewalk improvements in a Monroe County Park will also positively impact a broad spectrum of County residents.

The Home Improvement Program will help 85 or more families from all geographic areas of the consortium. Some municipalities have more applicants than others, such as Gates, Henrietta, Chili and East Rochester, but residents from all parts of the County have participated in this long-standing program. Likewise, the Home Ownership Program will provide counseling to prospective home buyers and purchase subsidy to over 35 first-time homebuyers from the entire consortium area. First-time homebuyers may purchase in any town or village, but most frequently buy homes in the Towns of Greece, Irondequoit, Gates and Henrietta.

Twelve of 22 public works projects are planned for LMAs: 6 located in towns; 6 located in villages. Projects specifically targeted for LMAs include: sidewalks in Brighton, Chili, Gates, East Rochester and Fairport; street improvements in Henrietta; sewer system improvements in the Villages of Hilton and Scottsville; ADA park improvements in Penfield; town hall improvements in Hamlin and water main improvements in the Villages of Brockport and Webster.

Projects to enhance access to public facilities and recreation areas are planned for the remaining towns and villages, because over half of the consortium municipalities have one or fewer LMAs. Funding commitments for affordable rental housing developments were made to projects in Brockport, Henrietta, Greece and Perinton.

2. Basis for Allocating Funding and Assigning Priority

The rationale for assigning funding priorities is consistent with the evaluation criteria set forth in the Strategic Plan. Monroe County administers a competitive application process for all CDBG, ESG and HOME-funded programs. The 2011 CDBG application requires additional information on funding sources to more closely evaluate the leveraging of public and private funds. CD does not administer multi-year contracts; therefore all municipalities and sub-recipients are required to apply for funds on an annual basis. While this may create budgetary challenges for sub-recipients, it affords CD flexibility while facing uncertain CDBG resources. Monroe County's objective is to fund CD's core programs and services to the greatest extent possible, particularly programs and services that could not be administered by another department or funding source.

Public facilities improvements will also take place in one County Park. The ED Grant and Loan Fund will receive an allocation, and the popular Home Improvement Program will receive CDBG and HOME allocations. Public services, which are subject to a 15% cap, will round out the County's housing program through counseling services provided by The Housing Council, Providence Housing and LifeSpan.

3. Actions to Address Obstacles to Meeting Underserved Needs

The greatest obstacle to meeting underserved needs is the lack of stable funding levels and the threat of future funding reductions. With a best case scenario of status quo funding for CDBG, it becomes increasingly difficult to fund new community services initiatives. As a result, fewer programs can be funded and limited service expansions are under consideration.

Projects covering all program areas that could not be funded due to lack of funds available for public services are the Volunteers of America Working Wardrobe, Partners in Community Development Work Pays and Togetherness in Love Community Youth Program projects. All applicants are encouraged to seek CDBG funds in the future and participate in other grant opportunities that may be available through the division and elsewhere.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 2 Action Plan Managing the Process response:

1. Lead Agency

Monroe County is the lead agency that oversees the Action Plan through the six-person Community Development (CD) Division of the Department of Planning and Development. Programs are administered by the CD staff with assistance from the three other divisions of the Planning and Development Department, as well as municipal consortium members and private sector

subrecipients. CD staff administer the Home Improvement Program and contracts with towns, villages, subrecipients and first-time homebuyers. The Economic Development (ED) Division of the Department administers the CDBG-funded ED Grant and Loan Fund, the Section 108 Loan Guarantee Program and a wide variety of County business incentive programs. The Planning Division evaluates municipal planning and development activities including CDBG infrastructure projects and HOME-funded affordable rental developments. The Workforce Development Division serves as a resource for programs and other funds that address employment and training needs of the unemployed and underemployed.

Non-profit subrecipients responsible for administering programs covered by the Action Plan include The Housing Council and Providence Housing Development Corporation.

2. Significant Aspects of Plan Development and Other Participants

County inter-departmental consultation and collaboration with municipal members of the Monroe County Community Development Consortium and related public and private-sector agencies, boards and committees is vital to the development of the action plans. The process began in January 2011 at the public hearing and Steering Committee meeting to begin gathering input from the public and committee members on long-term community development needs. The Action Plan is developed based on the priorities identified by the Steering Committee and any public input received. Projects are reviewed for eligibility within the Department and by the County Executive. The Action Plan is then presented to the public, the Steering Committee and the County Legislature for a thirty-day comment period. A second public hearing is held during this time to gather further input. The matter is reviewed by at least two standing committees of the Legislature and later by the full Legislature on June 14, 2011. Each of these entities plays a key role in the formulation of projects, integration of community-wide goals and objectives and overall program development.

3. Consulting Agencies

Affordable Housing Needs and Strategies: United Way of Greater Rochester, Greater Rochester Housing Partnership, The Housing Council, Bishop Sheen Ecumenical Housing Foundation, Rochester Housing Authority (RHA), Urban League of Rochester, Habitat for Humanity, Fair Housing Coalition, County/City Community Choice Advisory Committee, Greater Rochester Association of Realtors, Rochester Home Builders Association, Conifer Realty, The DiMarco Group

CHDOs Providing Input on Housing Issues: Rural Housing Opportunities Corporation, Housing Opportunities, Inc., Heritage Christian Services, ISLA Housing and Development Corporation, Providence Housing Development Corporation

Homeless Issues: County/City Homeless Continuum of Care (CoC) Team, Monroe County Department of Human Services (MCDHS), MC Office for the Aging, MC Office of Mental Health, Rochester/Monroe County Youth Bureau, Salvation Army, The Housing Council, Rochester Housing Authority, Unity Health, Catholic Family Center, United Way

Elderly Needs and Strategies: MC Office for the Aging, MC Health Department, LifeSpan, MC Council of Elders and affordable housing developers (listed above)

Lead-Based Paint Hazards: MC Health Department, Environmental Protection Agency and environmental consulting firms

Disabled Needs and Strategies: Regional Center for Independent Living, Center for Disability Rights, Lifetime Assistance, Inc., Continuing Developmental Services, Inc., Rochester Rehabilitation Center, Monroe Community Hospital, The Housing Council, MCDHS

Persons with AIDS: AIDS Rochester and Monroe County Health Department

Economic Development and Employment Issues: Rochester Business Alliance, Small Business Administration, Rochester Works, Inc., County of Monroe Industrial Development Agency (COMIDA), The Entrepreneurs Network (TEN), Procurement Technical Assistance Center (PTAC), Empire State Development, the City of Rochester and Greater Rochester Enterprise (GRE)

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.
Program Year 2 Action Plan Citizen Participation response:

1. Summary of Citizen Participation Process

CD followed the Citizen Participation Process outlined in the 2010-2015 Strategic Plan to formulate the 2011 Action Plan. The first public notice regarding the availability of funds and the first public hearing appeared in The Daily Record and the Messenger Post Newspapers on December 15, 2010. The first public hearing on the 2011 Annual Action Plan was held January 12, 2011 in the Large Conference Room of the Ebenezer Watts Conference Center located at 49 South Fitzhugh Street in downtown Rochester. There were 33 people in attendance, including 7 CD staff members, which resulted in one public comment. The Steering Committee meeting to start the program year was held immediately following the public hearing.

The public notice announcing the program categories intended for funding and the second public hearing appeared in The Daily Record and The Messenger Post Newspapers on April 20, 2011. Preliminary award letters were sent on April 25, 2011 to all prospective grant recipients and declination letters were sent to all entities not intended for funding. The 30-day comment period was May 11 - June 10, 2011. Copies of the proposed plan were provided to the Steering Committee, elected and public officials, and interested community development and housing agencies throughout Monroe County. It was also posted on the County's website at www.monroecounty.gov.

The second public hearing on the 2011 Annual Action Plan will be held May 11, 2011 in the Main Meeting Room at the Chili Town Hall at 3333 Chili Avenue at 2:30 p.m. The Steering Committee meeting will be held immediately following the public hearing.

Monroe County used the CPMP Tool again in 2011 to provide a cohesive, efficient plan for public review and information dissemination. The Steering Committee, the County Legislature and the general public now review and comment on projects at the same time.

2. Summary of Citizen Comments

The first public hearing on the development of the 2011 Action Plan was held on Wednesday, January 12, 2011 at 9:30 a.m. to obtain public comments and input on the planning process. The meeting was held at the Watts Conference Center, which is ADA accessible. Kathi Gingello, Community Development Manager, conducted the hearing and informed the public of the following:

"Monroe County expects to receive an allocation of about \$3.4 million from the U.S. Department of Housing and Urban Development in 2011. This amount represents allocations for the Community Development Block Grant in the amount of \$2 million, the HOME Investment Partnerships Program in the amount of \$1.3 million, and the Emergency Shelter Grants Program in the amount of \$84,000. These estimates are comparable to the actual levels of funding approved by HUD for these programs in Monroe County for the 2010 program year. Program income for the CDBG and HOME Programs in 2011 is expected to make available an additional \$380,000, for a combined total of about \$3.9 million.

Funds will be used to continue existing programs and to identify new housing and community development activities that principally benefit low to moderate-income individuals.

In accordance with federal regulations, a notice of funding availability was published in the December 15, 2010 issues of The Messenger Post Newspapers and The Daily Record to solicit participation from the public in the planning process for 2011 and to encourage comments from private individuals, consortium members and community service agencies.

Community Development is accepting project proposals for grants that will be made available on or after August 1, 2011. CDBG project applications are due Friday, February 11, 2011 by 5:00 p.m. Affordable rental housing applications were due on January 7, 2011 and are currently being evaluated for funding recommendations. Applications for funding are available here today if you would like one or are also available via email upon request or on our website at www.monroecounty.gov. If you need any assistance completing an application, please contact the appropriate staff member listed in the instructions and we will be happy to assist you.

Priority activities are those that develop affordable rental and homeownership opportunities for all low to moderate-income residents, without discrimination; repair and conserve existing housing stock; improve access to and quality of public facilities; replace deteriorated infrastructure with safe utilities; provide job training and economic development opportunities for low-mod income persons and persons with special needs; provide essential public services, particularly those that promote homeownership, fair housing and housing stability; and revitalize deteriorated neighborhoods.

The program area for the CDBG Program includes all municipalities in Monroe County with the exception of the City of Rochester and the Towns of Greece and Irondequoit. The HOME Program area consists of all suburban towns and villages in Monroe County, excluding the City of Rochester. To be eligible for funding, projects must principally benefit low to moderate-income persons and comply with other regulations of the CDBG, HOME or ESG Programs.

Monroe County appreciates your comments on these programs and thanks you for attending this morning in spite of the challenging weather conditions."

Thirty-three people, including seven CD staff members, attended the first hearing. There was one public speaker who expressed comments.

Commenter #1: Diane Coleman, Director of Advocacy, Center for Disability Rights, Inc. – Ms. Coleman commented about the continuing need for accessible housing for people with disabilities.

She encouraged Monroe County to use available funding to provide housing modifications to eliminate barriers. She also urged Monroe County to support housing that integrates, rather than segregates, seniors and people with disabilities.

The second public hearing on the development of the 2011 Action Plan will be held on Wednesday, May 11, 2011 at 2:30 p.m. at the Chili Town Hall. Kathi Gingello, Community Development Manager, will conduct the hearing.

3. Efforts to Broaden Public Participation

The proposed Action Plan is sent to all consortium members, program sub-recipients and interested community development agencies. The Plan is available free of charge in paper copy, electronically or on CD from the CD Division of the Department of Planning and Development. The document is also posted on the County's website at www.monroecounty.gov. The notice of funding availability and notice of projects proposed for funding are published in The Daily Record and The Messenger Post Newspapers when the Plan is released in May for public comment.

The FONSI/IRROF is another public notice that will be published in August for public commentary. It describes the County's intent to request the release of funds from HUD and lists projects that have received negative environmental declarations. Public notices are also published in October making available the Consolidated Annual Performance and Evaluation Report (CAPER) for review and comment.

CD will continue to provide promotional materials to educate residents on CD-funded programs. The County website, www.monroecounty.gov, provides interested persons with immediate access to program materials. Information is also disseminated at municipal offices and local housing agencies to reach special populations of low-mod income, elderly and disabled residents. Notices are issued to allow reasonable and timely notification of local meetings and encourage citizen participation throughout all stages of the program. All plans, reports and informational materials are provided free of charge and, upon request, can be made available in other languages or media formats to make them accessible by all interested individuals and groups.

CD has implemented several strategies to increase public participation. Public hearings are now being held in different suburban locations around the County and at varying times of day. This is being done to allow as much opportunity as possible for interested citizens to participate in the planning process. Meeting locations are always fully ADA accessible to encourage attendance by residents with mobility challenges. All public notices will now be posted on the County's website and more concerted efforts are being made to ensure that hearing notices are prominently posted in public access areas such as municipal offices, community centers, senior centers and public housing facilities. CD staff also conduct informational presentations and attend local housing and community development related events to disseminate program information and provide outreach directly to citizens.

CD is continually exploring areas of opportunity to increase public input into program planning and development, as well as increasing program visibility and keeping the public apprised of progress and accomplishments. The County Executive issues press releases to encourage media coverage of funded programs and projects throughout the year, as well as participates with CD staff in many project groundbreaking and ribbon cutting events. These public appearances are a useful vehicle to increase public awareness of CD-funded activities throughout the program area.

Staff participation in the housing development module of the County's training sessions for planning and zoning board members is critical to expanding community-wide understanding of the development of affordable housing. This 3-hour evening session includes CD staff, a property manager and a housing agency executive director, and also includes fair housing as it pertains to housing development.

Technical assistance is provided upon request to housing, economic and community development agencies and community task forces and committees for elderly, disabled and homeless persons. Outreach and assistance is also available to low-mod residents of public housing facilities. CD sponsors workshops for low-mod income suburban residents on the Home Improvement Program, lead-based paint issues and available housing services.

4. Comments Not Accepted

N/A

Institutional Structure

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

Program Year 2 Action Plan Institutional Structure response:

1. Actions to Develop Institutional Structure

CD will continue to work closely with all applicable public, private and government entities within Monroe County's organizational structure to further enhance collaboration and communication and improve program delivery. Toward this goal, County staff communicates with RHA periodically in regard to the Section 8 Program, Shelter Plus Care and other services provided by RHA.

Staff participation on the Homeless CoC Team will continue. Staff continues to coordinate activities and outreach with the Manager of Monroe County's Office of Faith Based & Community Initiatives to effectively implement HUD guidelines for the equitable treatment of faith-based organizations and expand outreach to entities that may be eligible for the Emergency Shelter Grants program and the Homeless Prevention and Rapid Re-Housing Program.

ED Staff will coordinate the CDBG funded Economic Development (ED) Grant and Loan Fund with new programs developed in the community and the agencies that administer them, including The Entrepreneurs Network (TEN) that offers intensive training and mentoring for high-tech entrepreneurs and PTAC that connects vendors to procurement opportunities with the federal government.

Monitoring

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

Program Year 2 Action Plan Monitoring response:

a) CDBG Project Monitoring & Compliance

The CDBG Program is monitored using standard Monroe County financial practices and federal program regulations to measure fiscal, regulatory and programmatic performance and compliance of all activities with local, state and federal regulations. Policies establish project eligibility compliance with primary and national objectives. Detailed contracts between Monroe County and the sub-grantee specify project goals and objectives, as well as agreed upon costs and services.

Uniform financial procedures scrutinize the legitimacy and appropriateness of project costs. Sub-grantees submit claim vouchers with progress reports and statistical data to obtain reimbursement. Voucher materials are project specific to include invoices for materials purchased, personnel

records for labor involved, a detailed scope of services performed, and other data to evidence project costs. Narrative documentation includes program status reports, a description of services performed, and a breakdown of project beneficiaries by income, age, residence, ethnic background and disability.

Seven public service projects will be funded in 2011. Four involve housing services, one project provides minor home modifications for seniors, one project is for purchase of manufacturing equipment for use by people who are blind or visually impaired, and one will provide funds toward the purchase of a truck to expand job opportunities for developmentally disabled adults.

In-house reviews will be conducted with all sub-recipients to evaluate contracts, progress reports, vouchers and financial materials. Monitoring visits are conducted to insure that services are provided in compliance with federal regulations. Sub-recipients are given specific monitoring forms to record activities in progress and to identify project beneficiaries by income, age, residence, ethnic background and disability. Staff monitors performance and effectiveness in reaching target recipients, program objectives and compliance with regulations, formulate monitoring strategies and recommend appropriate follow-up actions. In-depth project reviews will be conducted annually to insure compliance.

Twenty-two public works and facility improvement projects will be funded in 2011. During the eligibility analysis on these projects, beneficiaries are projected by number, income, age, residence, ethnic background and disability. All construction projects are evaluated to insure that the proper HUD Procurement method is used.

For public bid projects, CD staff will meet with project engineers and municipal project managers to ensure that contract agreements, bid documents and public bid notices comply with federal regulations, specifically labor standards provisions, as they relate to Davis Bacon Wage Rates, EEO, M/WBE plan, funding clauses, Section 3 provisions and applicable federal, state and local certifications. All contractors and subcontractors will be reviewed against the federal lists of suspended and debarred contractors and must also sign a County Debarment Certification to verify that they are not listed on any other suspended or debarred list.

Staff will attend pre-bid and bid openings, pre-construction conferences and other progress meetings. Projects are monitored with an initial inspection to verify that federal notices are posted and to verify the site prior to construction. Progress inspections will be conducted to verify that work billed to the County has been completed. One employee of each contractor and subcontractor is interviewed in accordance with HUD guidelines. Final inspections are performed with the project engineer to verify the satisfactory completion of the project, evidenced by photos.

For construction projects performed by municipal work forces, CD staff will meet with municipal staff to execute contracts between municipalities and the County and explain the force account process. Reimbursable items are materials purchased, the cost of labor and fringe benefits for municipal workers and the cost of any equipment rented to accomplish the project.

The ED Grant & Loan Fund uses HUD guidelines as a framework for financially underwriting and selecting eligible businesses to receive assistance. HUD's public benefit standards are used to insure compliance. Eligible businesses must demonstrate that the assistance is appropriate and commit to making 51% of full-time new or retained jobs available to low-mod income persons and provide training as needed. Businesses must list permanent jobs created or retained, jobs available to low-mod income persons, jobs requiring special skills or education, part-time jobs, and actions taken to insure first consideration of low-mod income persons. For job retention, evidence that jobs would be lost without funding is needed. Businesses must also provide documents to evidence compliance with the income benefit requirements for all beneficiaries.

The CAPER and IDIS are effective monitoring systems that contain the financial status and performance measures for funded activities. Other records are Monroe County internal audit and sub-recipient audit reports, Public Service Monitoring Visit reports, construction inspection documents and project contracts.

b) HOME Program Monitoring

To ensure HOME Program compliance, monitoring visits will be conducted for each type of rental housing project (disabled, elderly and family). Family, elderly and disabled rental projects are scheduled to be conducted during the spring and summer of 2011.

All rental housing projects will continue to be monitored to determine compliance with Housing Quality Standards (HQS) and federal regulations (24 CFR 92) to verify that the project owner maintains the appropriate mix of low-income tenants throughout the compliance period; collects the required information and annually determines the income eligibility of tenants in the assisted units; collects rents that do not exceed the HOME maximum rents, and maintains the units in accordance with HQS.

Prior to construction, staff will assist developers with construction bid documents to ensure inclusion of federal regulations and attend bid openings and pre-construction meetings to assure compliance with HUD requirements. During construction, staff attends frequent on-site meetings and performs periodic inspections and employee interviews. After completion of construction, staff conducts inspections of a sufficient sample of units to ensure that the owner maintains units in compliance with Section 8 HQS. The CAPER and other records will continue to be kept to verify income certification, rent levels, ethnic groups served, family size, type of unit, and sales price of unit to insure compliance with program regulations and the housing strategic plan.

The Home Improvement Program (HIP) will continue to be monitored using the existing system. Significantly high program demand and increasing rehabilitation project costs have necessitated the institution of a formal waiting list for HIP participation, effective April 20, 2011. All program applicants are added to the waiting list after an initial eligibility screening and will be processed in order of the date they are received. However, emergency situations are given priority if they pose an imminent threat to health, safety or structural integrity. The current selection criteria is: household income at or below 80% AMI, cash or liquid assets below \$50,000, property ownership for at least 1 year with all taxes paid. Program guidelines will be revised, effective January 1, 2012, decreasing the liquid asset limit to \$30,000 and also offering grants of up to \$10,000 to households with incomes at or below 60% of AMI and grants for half of the project cost, for a maximum of \$5,000, for those with incomes between 61-80% of AMI, with the other half potentially as a low-interest loan or other owner funds. General contractors, selected by the homeowner, provide direct supervision of all rehabilitation work. Rehab staff conducts eligibility inspections prior to funding, environmental reviews, prepares work specifications, assists homeowners in obtaining estimates and verifies that completed improvements meet or exceed federal HQS. Lead-based paint federal regulations apply most to this program and were implemented in 2000. Housing staff prepares program grant and loan agreements and monitors projects during the required recapture period by recording mortgages against each property and subsequently releasing them at the end of the recapture period.

c) Compliance with Match Requirements

Match contributions will be made from non-federal resources and will be in the form of one or more of the sources permissible under Section 92.220. The match contributions will total no less than 25 percent of the funds drawn from the County's HOME Investment Trust Fund Treasury account in the fiscal year. Monroe County maintains records demonstrating compliance with HOME match requirements, including a running log and project records documenting the type and amount of

match contributions by project. Match funds earned in 2009 exceeded match requirements and allowed the County to carry forward \$1,038,245 in match for the 2010 program year. Monroe County is currently carrying forward \$998,804 in available match.

The HOME Program attracts substantial private and other public dollars into its funded projects. The potential sources of these leveraged funds (other than match funds) are many: investor equity, including tax credit syndications; homebuyer down payments; private rental and home ownership loans; other state, federal and local housing and community development programs and foundations.

Lead-based Paint

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

Program Year 2 Action Plan Lead-based Paint response:

1. Actions to Evaluate and Reduce Housing Units Containing Lead-Based Paint Hazards

In 2011, the CD Division will continue to enforce actions specific to its housing programs in lead-based paint hazard identification, disclosure and reduction. Lead-based paint hazard reduction activities are expected to make up half of the repairs undertaken this year in the Home Improvement Program. Federal requirements for lead-safe work practices and contractor certifications have substantially increased the costs of home repairs, making it more difficult to accomplish all that is necessary to ensure that health and safety related deficiencies are corrected. For this reason, CD has again allocated substantial CDBG and HOME funds to the Home Improvement Program for 2011, as well as an additional amount for risk assessment and clearance inspections.

Proway Management, a Rochester-based lead paint testing firm, is currently under contract to provide risk assessment and clearance inspection services for the Home Improvement Program.

All properties purchased through the County's First-Time Homebuyer Program must have inspections for lead-based paint hazards prior to final approval of applications for assistance. Purchase subsidies are only issued after receipt of inspection reports indicating that there are no lead-based paint hazards present at the time of purchase.

The Monroe County Department of Public Health (MCDOPH) is the lead agency in regard to lead poisoning prevention.

The MCDOPH was awarded a 3-year, \$3,070,000 Lead Hazard Control Grant from the U.S. Department of Housing and Urban Development (HUD) Office of Healthy Homes & Lead Hazard Control. The grant will be administered from January 1, 2010 – December 30, 2012 and will increase the City of Rochester's lead safe affordable housing and reduce housing related health hazards in conjunction with lead hazard control activities. More than \$1.9 million will be devoted over three years to fund direct lead hazard control and healthy home interventions in 350 dwellings located in the high risk areas for childhood lead poisoning in the City of Rochester. As of March 2011, 165 units have been made lead-safe through this grant. Reimbursement Homeowner Grants of up to \$5500/unit are made available for units housing low- and very-low income residents. In an effort to increase the energy efficiency, all windows and doors requiring replacement will meet 2009 Energy Star requirements. Each unit will be evaluated for moisture/mold, need for integrated

pest management, fire, carbon monoxide safety, general sanitation (as related to allergies/asthma) and housing safety issues such as adequate lighting. Up to \$200 of the \$5500 grant can be used for these "Healthy Home Interventions." Conditions that need to be addressed will be required in the Grant Work Plan.

The MCDOPH Lead Program also received another \$150,000 Healthy Neighborhoods grant for outreach from the NYSDOH, which runs through September 2011. The focus of the grant is primary prevention for Tobacco Control, Fire Safety, Lead Prevention, Indoor Air Quality, General Housing Conditions and Asthma. Outreach workers will perform six hundred (600) initial visits in the 14609, 14611 and 14621 zip codes, which have well documented public health and housing issues. A total of 150 follow up visits are required. A room-by-room inspection and a survey form will be completed for each home. Topics covered will include lead poisoning prevention (deteriorated paint, dust, cleaning and nutrition), fire safety issues, carbon monoxide, general sanitation issues, code violations, electrical problems and mold. Referrals will be made to MCDOPH programs and other agencies when problems are identified.

Lead Safe Work Practices Training - After April 2010, the new federal law requires contractors to become EPA Lead Certified Renovators. The new Lead Renovation, Repair and Painting rule (LRRP) affects anyone who is paid to perform work that disturbs paint in housing and child-occupied facilities built before 1978. This would include residential rental property owners/managers, general contractors, maintenance personnel and trade contractors, including HVAC, painters, plumbers, carpenters and electricians. All persons conducting lead hazard control work that is ordered in a "Notice and Demand," and participating in the HUD grant must successfully complete an approved EPA Renovation, Repair & Painting initial 8-hour training. Prior to the commencement of lead hazard control work the recipient of the "Notice and Demand" and/or property owner must submit proof of this training to the MCDOPH for all such persons. A total of 42 classes will be conducted. The Cornell School of Industrial Relations is the EPA-certified training provider again for 2011. This year the training is being paid for with funds from the HUD grant and the Childhood Lead Poisoning Primary Prevention grant.

The Childhood Lead Poisoning Primary Prevention Program received another Lead Poisoning Primary Prevention grant from the NYSDOH for \$802,276. This grant runs from October 1, 2010 through September 30, 2011. Approximately 400 properties that house young children, pregnant women and refugees will be made lead safe and residents and owners of these properties will be educated in lead poisoning prevention and other environmental health hazards in their homes including asthma triggers, mold, pest infestation, fire safety and carbon monoxide poisoning prevention. A MCDOPH Lead Program Public Health Sanitarian will visit these homes. He/she will conduct a lead inspection and provide a healthy home inspection and education. Properties found to have conditions conducive to lead poisoning will be designated as an "Area of High Risk" under Public Health Law and have a Notice and Demand issued to the property owner. In addition, the program is conducting a Pilot program with the NYS Office of Child and Family Services (OCFS) to jointly inspect family and group family in-home daycare facilities. The Program continues to expand the City of Rochester's existing Certificate of Occupancy activities and enhance efforts by performing additional lead visual inspections (2196) and lead dust wipe test sampling (1275).

HOUSING

Specific Housing Objectives

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

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 2 Action Plan Specific Objectives response:

1. Priorities and Objectives

The specific objectives developed to expand the provision of affordable housing opportunities and ensure fair housing choice are as follows:

- i) Develop additional rental units for low to moderate income elderly and handicapped/disabled households (with supportive services) and families.
- ii) Continue and enhance programs to assist low to moderate-income elderly, family and disabled homeowners to repair and maintain their homes, including accessibility improvements for those with disabilities.
- iii) Provide home ownership opportunities through the County's First-Time Homebuyer Program, including assistance to access the single family housing market for low to moderate-income families, particularly single headed households.
- iv) Educate and counsel residents to facilitate homeownership and housing stability.
- v) Assist homeless and at-risk persons, in accordance with the Homeless CoC Plan and the HPRP to secure supportive housing (emergency, transitional and permanent) and services necessary to achieve independent living.
- vi) Support the preservation of existing affordable rental housing developments.

In addition, private and non-profit developers are encouraged to set aside rental units in proposed projects that are affordable to households in the 0-30% AMI income level. To achieve this objective, it may be necessary to increase the number of proposed units in a project to allow fixed costs for management and maintenance to be more widely spread in project operating budgets. Also, it may be possible to reduce debt service and increase equity in such projects through creative financing (i.e. increasing loan terms and combining various financial sources to provide increased funding amounts). In addition to serving households at and below 30% AMI, proposed affordable rental housing project applications that provide additional handicap accessible and/or adaptable units would enhance the potential to obtain County support and/or financial assistance. To contribute to the long-term sustainability of affordable housing, developers are also encouraged by HUD and the County to submit mixed-income rental housing projects. Mixed-income projects are comprised of housing units with differing levels of affordability, typically consisting of some market-rate housing and some below market-rate housing that is available to low-income occupants.

To the extent feasible, the County will allocate available program resources to meet housing needs in an equitable geographic distribution across the County, with a priority focus on the development of units in towns and villages that do not currently provide affordable rental units that have been financed, in part, through the County's CDBG and/or HOME Programs.

2. Resources to Address Housing Needs

a) Housing rehabilitation will be addressed with \$249,149 from HOME and \$402,001 from CDBG to provide grants to homeowners for rehabilitation of substandard, single-family, owner-occupied homes through the Home Improvement Program (HIP). The grants will provide health and safety related repairs, accessibility improvements, structural and major systems repairs as well as energy conservation improvements to at least 85 low to moderate-income homeowners.

Due to the significant demand for program assistance and federal budget reductions to the CDBG and HOME programs, the County will be implementing changes to current program guidelines, effective January 1, 2012. These changes will allow the program to continue to serve those residents most in need while maintaining the quality of program services and overall community benefits. Revised program guidelines include: Households with incomes between 0 and 60% of area median income (AMI) will be eligible for a grant of up to \$10,000 for needed health and safety repairs. Those with incomes between 61 and 80% of AMI can receive a grant for half of the project costs, with a maximum grant of \$5,000, and the opportunity to apply for a low-interest loan for the other half or may fund half of the project cost themselves. All households with incomes up to 80% of AMI with a disabled member will continue to be offered an additional grant of up to \$2,500 for accessibility improvements. The allowable liquid asset limit for program participants will be reduced to \$30,000. Repeat grants will continue to be disallowed. All program changes will be in effect for any applications processed after January 1, 2012, regardless of when they were received, and will remain in effect throughout the program year.

b) Home ownership will be addressed through CDBG and HOME allocations. The CDBG program will fund the Home Ownership Program provided by sub-recipient Providence Housing Development Corporation (\$85,000). This program will provide pre- and post-purchase counseling to prospective first-time home buyer families. Downpayment, closing cost and principal reduction assistance will be provided through a 2011 HOME allocation of \$75,000, along with \$50,000 for the Suburban Housing Opportunity Program (SHOP). This allocation, along with remaining 2010 subsidy funding, is anticipated to assist over 35 families to purchase new homes during the program year.

c) Affordable Rental Housing Development will use \$210,000 in HOME RHP-CHDO set-aside funds, \$607,940 in HOME RHP funds totaling \$817,940 for the development of rental housing for low to moderate-income elderly, families and persons with special needs, as described below.

To ensure fair housing choice through the provision of affordable housing opportunities, the HOME Consortium, including Monroe County and the Towns of Greece and Irondequoit, work with both non-profit development corporations and for-profit private corporations to expand the development of affordable housing projects.

For the 2011 program year, the County approved HOME Program financing to four (4) affordable housing proposals. Three of the project developers submitted an application to the NYS Division of Housing and Community Renewal through New York State's Low Income Housing/HOME/HTF/Low Income Credit Programs. NYS funding announcements are expected to be announced in April for early submissions and June for Regular Round Awards.

If all four of the projects move forward, the proposed County financed projects will produce 263 rental units consisting of (52 studio apartments, 185, 1-bedroom; and 26, 2-bedroom) for older adults (age 55 and older), families and individuals with developmental disabilities.

2011 RHP and CHDO HOME allocations will fund the development of proposed affordable rental housing projects detailed below:

Project Name: Heritage Gardens

- Proposed Funds: HOME - \$210,000 Loan (CHDO)
- Developer: Heritage Christian Services Corp. (HCS), Home Leasing.
- Description: 1 and 2 bedroom apartments
- Location: Town of Henrietta
- Target Population: Individuals and families and individuals with developmental disabilities below 50% AMI
- Total Units: 53 (41, 1-bedroom, 12, 2-bedroom)
- Accessible Units: 8
- Adaptable Units: 45
- Total Project Cost: \$9,963,689

Project Name: Fairport Apartments

- Proposed Funds: HOME - \$250,000 Loan
- Developer: Episcopal Senior Life Communities and Rochester's Cornerstone Group, Ltd. (Co-Developers)
- Description: Studio and 1-bedroom apartments (renovation)
- Location: Town of Perinton
- Target Population: Elderly (Age 55+, including frail, with incomes below 60 and 80% AMI)
- Total Units: 104 (52, 0-bedroom, and 52, 1-bedroom)
- Accessible Units: 3
- Adaptable Units: 52
- Total Project Cost: \$15,111,915

Project Name: LAI Individual Residential Alternative (IRA) Supportive Apartments

- Proposed Funds: HOME - \$157,940 Deferred (Forgivable) Loan
- Developer: Lifetime Assistance Inc. (LAI)
- Description: 1 and 2-bedroom apartments (renovation)
- Location: Village of Brockport
- Target Population: Developmentally Disabled
- Total Units: 8 (6, 1-bedroom, and 2, 2-bedroom)
- Accessible Units: 3
- Adaptable Units: 3
- Total Project Cost: \$160,940

Project Name: Gardens at Town Center

- Proposed Funds: HOME - \$200,000 Loan
- Developer: Home Leasing
- Description: 1 and 2 bedroom apartments (new construction)
- Location: Town of Greece
- Target Population: Elderly (Age 55+), with incomes below 50% AMI
- Total Units: 98 (86, 1-bedroom, 12, 2-bedroom)
- Accessible Units: 15 (visually/hearing impaired)
- Adaptable Units: 73
- Total Project Cost: \$15,753,796

A map of the 2011 proposed HOME-funded affordable housing projects appears in the Appendix.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 2 Action Plan Public Housing Strategy response:

1. Addressing Needs of Public Housing

Please refer to the following sections provided by the Rochester Housing Authority (RHA) and the Fairport Urban Renewal Agency (FURA):

a) RHA Public Housing Located in Suburban Monroe County

Number of Units (Occupied and Unoccupied) – Only one (1) public housing rental project is maintained by RHA outside of the City of Rochester. This project, Antoinette Blackwell Estates, is located in the Town of Henrietta. Antoinette Blackwell Estates was developed prior to a legal opinion stating that RHA is prohibited from owning public housing property outside of the City of Rochester. Antoinette Blackwell Estates consists of 100 units (99 1-Bdrm and 1 2-Bdrm) for elderly households. As of early 2011, 99 of the 100 units are occupied.

RHA-owned public housing units, including those located in the City of Rochester total 2,432. RHA maintains an occupancy rate consistently between 97–99% for all units.

Designated elderly housing in public housing is exclusively available to persons age 50 and older. Non-designated elderly housing is available to either the elderly or individuals below age 50 who are disabled or handicapped. Currently, RHA has designated 899 units exclusively for elderly occupancy, and 477 non-designated elderly housing units for occupancy by either the elderly or persons with disabilities totaling 1,376, 0 and 1-bedroom units. The number of accessible units in the RHA inventory exceeds Section 504 requirements.

While there is a need for additional public housing units within Monroe County, RHA is at the maximum number of public housing units allowable as established under the Federal Faircloth Limit.

Physical Condition – All RHA public housing units are classified as above standard, as evidenced by HUD's overall public housing assessment score for RHA of 80%.

Restoration and Revitalization Needs - RHA continues to perform moderate rehabilitations to all vacant apartment units as well as modernization to many of the units under capital improvements. The restoration and revitalization needs of RHA public housing are detailed in RHA's five-year Capital Comprehensive Fund Programs (CFP) plan, which is produced annually on an overlapping basis and is part of RHA's Annual Agency Plan.

The CFP five-year spending plan is established for physical improvements, management improvements and supportive services for public housing residents. Each year RHA will receive an annual formula allocation to address identified needs. Under the most recent CFP Plan totals, RHA will receive approximately \$4.5 million annually. The CFP plan is based upon a complete evaluation

Monroe County

of the public housing units in RHA’s inventory. Presented in the plan is a physical needs assessment for each of RHA’s 26 project locations and its scattered sites. The plan also identifies activities to improve management, development and to provide support services to residents.

A complete copy of the CFP plan may be reviewed at the following locations:

Rochester Housing Authority
Executive & Administrative Offices
675 West Main Street, Rochester, NY 14611
(585) 697-3602

City of Rochester
Bureau of Business & Housing Development
City Hall, Room 010A
30 Church Street, Rochester, NY 14614
(585) 428-6150

Public Housing Waiting List - Significant demand exists for public housing as evidenced by the waiting lists. There is a 3:1 demand for family housing compared to demand for elderly housing. Annually, the demand for elderly housing continues to grow. The RHA waitlist has increased by 38% in one year. The number of families/households on the public housing waiting list as of March 2011 was 6,072. For families, the greatest demand continues to be for two bedroom units, which is now over 60% of the entire waiting list.

b) RHA PUBLIC HOUSING WAITING LIST as of March 2011

Bedroom	Demand	%
1	1,144	18.8%
2	3,734	61.5%
3	904	14.9%
4	289	4.8%
5+	1	<0.1%
TOTAL	6,072	

RHA is currently accepting applications for public housing, although the Section 8 waiting list is currently closed. Applicants are able to apply online at www.rochesterhousing.org. After meeting income criteria, prospective applicants are selected according to the date of application and the availability of a unit appropriate for the applicant’s household.

Designated elderly housing is public housing exclusively available to persons age 50 and older. Non-designated elderly housing is available to either the elderly or individuals below age 50 who are disabled or handicapped. Currently, RHA has designated 899 units exclusively for elderly occupancy, and 477 non-designated elderly housing units for either the elderly or persons with disabilities, totaling 1,376, 0 and 1-bedroom units.

SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

Suburban Monroe County

The Rochester Housing Authority (RHA) and the Fairport Urban Renewal Agency (FURA) manage the two existing publicly administered Section 8 Housing Choice Voucher Programs in the County. RHA currently administers the Voucher program in the City of Rochester and Monroe, Livingston, Ontario, Orleans and Wayne Counties and FURA administers the Fairport program.

RHA HOUSING CHOICE VOUCHER WAITING LIST

As of March 2011, over 2,140 of the 8,290 current RHA voucher and Shelter Plus Care participants reside in suburban Monroe County.

The RHA voucher inventory as of March 2011 is 7,700 vouchers, plus an additional 780 participants in the Shelter Plus Care program. RHA's voucher inventory has increased by more than 150 vouchers since January 2009. RHA has been able to consistently utilize between 96–99% of their total voucher inventory. RHA is currently providing rental assistance in their voucher and Shelter Plus Care programs to 370 more participants in March 2011 compared to January 2010.

The RHA voucher programs include:

- Tenant Based Vouchers
- Project Based Vouchers
- Enhanced Vouchers
- Shelter Plus Care
- HUD – Veterans Affairs Supportive Housing Vouchers
- Family Self-Sufficiency Vouchers
- Home Ownership Vouchers
- Nursing Home Transition and Diversion Program (NY State Program)
- Designated Housing Vouchers
- Moderate Rehabilitation/Single Room Occupancy Vouchers
- Mainstream Vouchers
- Family Unification Vouchers
- Disaster Relief HAP Program Vouchers

RHA Housing Choice Voucher Waiting List – Significant demand exists for additional vouchers in Monroe County as evidenced in the waiting lists. A centralized waiting list currently exists in the Rochester/Monroe County area, with the exception of the Fairport program. As of March 2011, there were 14,594 families on the RHA tenant based voucher waiting list. Similar to public housing, the demand for Section 8 one and two-bedroom units is greatest, at 75% of the total demand. The significant number of applicants on the Section 8 waiting list is due to the list being open for the majority of 2009. Households will wait an average of seven years on the list before receiving an RHA tenant-based voucher based on the current Section 8 waiting list.

The RHA Section 8 tenant-based voucher waiting list is now closed to new applicants but the project based waiting list and certain special programs lists remain open.

The RHA SECTION 8 WAITING LIST as of March 2011

Bedroom	Demand	%
1	5,913	40.5%
2	4,883	33.5%
3	2,852	19.5%
4	757	5.2%
5+	<u>189</u>	1.3%
TOTAL	14,594	

Currently, 70% of all RHA program participants and applicants have incomes below 30% of AMI. RHA is required to target 75% of all new admissions to households below 30% AMI.

Public Housing Agency Strategies

Over the next year, RHA will continue to work at improving the living environment and economic well-being of RHA residents, program participants and the community through specific activities which are in line with Monroe County's Consolidated Plan and HUD's goals and objectives. The following is a sample listing of activities RHA is involved in:

RHA HOMEOWNERSHIP

RHA is committed to HUD's priority of increasing homeownership opportunities for low-income families. RHA operates two Section 8 home ownership programs; one a tenant-based (Section 8 voucher holder) program and the other, a public housing tenant based program. The Section 8 Homeownership Program has enabled 102 Section 8 voucher participants to become homeowners, 37 of which have disabled heads of household. The public housing Homeownership Program has enabled 13 public housing residents to become homeowners. Of the 115 homeowners, approximately 15% percent purchased homes in suburban Monroe County (Chili, East Rochester, Gates, Greece, Henrietta, Riga, Irondequoit and Brockport.)

Under RHA's Home Ownership Program, the Section 8 participant's portion of the monthly housing payment is applied to a mortgage along with the Section 8 housing payment.

RHA is also investigating the possibility for the conversion of RHA-owned rental units to homeownership through the RHA Homeownership Program.

Other RHA Participant Activities

Youth Programs

Educational – After school and evening tutorial programs in conjunction with the Rochester City School District (Schools 2, 4, 6, 9, and 50)

Activities – Urban League of Rochester Recreational – City of Rochester youth basketball league; Resident summer camp; City recreation programs

Senior Citizen Programs

Consortium of Elderly Substance Abuse

RSVP Program and I'm Okay Program through the Red Cross

Visiting Nurse Service/Monroe County Health Department

Grocery shopping bus service

Enriched Housing Program and Assisted Living Program/FSOR

HCR case managers/Lifespan (located at various sites and available for all our seniors)

Crime Prevention

Security consultant services

Crime prevention lectures, displays, security surveys and patrols

Resident crime prevention organizations and tenant security programs

Adult Programs

Employment – Skills assessment; job search assistance; job placement, Section 3

Training – Computer skills, construction trades, child care provider; financial assistance for other training opportunities; job readiness training; Section 3

Education – Computer assisted GED classes; scholarship assistance; adult basic education; SAT/ACT preparation; computer literacy

Business Start up – Small business development workshop; financial assistance for business start-up (micro loan program)

Family Self-Sufficiency – Home buyer seminars; budgeting and household finances; time management; family support; financial counseling services; credit restoration and money management

Support Groups – Barriers to success; mental wellness; nutrition; values clarification

Eviction prevention counseling

Resident Council

Resident Advisory Board

Resident worker program

Various on-site resident educational trainings such as fire safety, nutrition/wellness, blood pressure screenings, flu clinics, etc.

RHA is placing a higher than ever focus on promoting Section 3 opportunities. RHA administers its own Section 3 program, maintaining a list of potential Section 3 employees for Section 3 qualified contracts. RHA requires all of its own maintenance and construction contractors to comply with Section 3 requirements.

RHA AFFORDABLE HOUSING STRATEGIES

RHA activities support Monroe County in achieving the Housing Goals, Priorities and Objectives outlined in the 2010–2015 Monroe County Strategic Plan for Housing and Community Development. The following is a summary of some of the initiatives RHA is involved in to increase affordable rental options, increase/rehabilitate the affordable rental housing stock, promote fair housing and expand housing choice opportunities throughout Monroe County.

RHA has used its discretionary authority to set the Housing Choice Voucher Payment Standards at 110% of the Fair Market Rent (FMR) in all suburban locations within Monroe County to provide additional housing options for program participants.

The RHA, in partnership with Home Leasing, is in the process of developing a housing project, Voter's Block Community, which will consist of 92 apartments on selected sites in the City of Rochester, Monroe County. The development will consist of new construction on vacant lots plus the rehabilitation of a vacant structure. This community will serve the needs of low to middle-income families.

RHA intends to acquire additional new housing units through 24 CFR 941. Acquisition and rehabilitation of these properties will occur with either Section 8 reserve funds, unrestricted funds available to the Housing Authority and/or may include CFP funds as well.

RHA intends to voluntarily demolish up to 5 units of its single-family scattered site units. This will involve vacant units where the cost to modernize them meets or exceeds the cost of new construction on the same site or involves conditions in the area surrounding the development (density, or industrial or commercial development) that adversely affect the health or safety of the residents or the feasible operation of the development by RHA.

As part of the RHA Strategic Plan finalized in February 2011, RHA intends to increase the size of their voucher program over the next five years. The goal is to increase housing choice options and increase the number of affordable rental units in Monroe County for low-income families.

EFFORTS TO ENHANCE COORDINATION

Coordination between the RHA, private and governmental health and mental health services are enhanced by the County through the County's support of RHA social services programs and safety and security programs. The County also supports RHA's Family Self-Sufficiency Program which links Section 8 tenants and public housing residents with local training and employment related service agencies.

The County has assisted in revitalizing neighborhoods surrounding public housing developments in many areas. New schools and community centers have been built. Road reconstruction and street maintenance are regular. Fire and police protection efforts are ongoing at high levels of service. Local law enforcement works cooperatively with RHA in drug elimination efforts and assisting in developing crime reduction strategies. RHA tenants regularly use nearby schools and recreation centers for educational needs and after school programs, although this has been expressed in meetings as an area for greater engagement. The County's economic development efforts are ongoing and touch upon many neighborhoods where public housing residents and Section 8 participants live.

RHA AGENCY PLAN

RHA prepares a five year Agency Plan and an Annual Action Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act (QHWRA). The Agency Plan embodies, in many respects, the concepts of the Consolidated Community Development Plan. Like the Consolidated Plan, the Agency Plan requires consultation with affected groups in the development of the Plan.

These plans require RHA to examine its existing operations and to design long and short range strategies to address identified needs. The five-year Agency Plan is to describe the mission and the long range goals and objectives for achieving its mission over the five year period, currently from October 1, 2010 to September 30, 2015. The Annual Plan is to provide details about operations; program participants and their needs; needed capital improvements; available financial resources (federal and non-federal); the strategies for addressing needs; and the programs and services for the upcoming fiscal year.

RHA is obligated to ensure that the Agency Plan is consistent with local Consolidated Plans; including description of the manner in which the applicable plan contents are consistent with the Consolidated Plans.

2) The Rochester Housing Authority is not designated as a troubled agency by HUD.

Barriers to Affordable Housing

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

Program Year 2 Action Plan Barriers to Affordable Housing response:

1. Actions to Remove Barriers to Affordable Housing

The Fair Housing Action Plan (Phase I was implemented in 2010) is designed to address impediments identified in the Plan. The Plan addresses impediments identified in the Analysis of Impediments to Fair Housing Choice in Monroe County, New York, a detailed analysis sponsored by Monroe County and Towns of Greece and Irondequoit. Phase I is expected to span a three-year period. The following Actions have been selected for initial implementation of the Fair Housing Action Plan:

Priority One: Provide Fair Housing Education and Outreach

- Fair housing education for private market suburban landlords
- Fair housing education for supervisory, administrative and maintenance staff at assisted housing locations

Priority Two: Increase the Supply of Affordable Housing

- Require existing providers and applicants for affordable housing funding to expand marketing plans where necessary to ensure successful outreach to minority residents

Priority Three: Promote Sustainable Minority Home Ownership

- Establish a financial literacy initiative targeted to minority suburban home buyers
- Provide pre-purchase counseling targeted to minority home buyers
- Provide post-purchase counseling targeted to minority home buyers
- Provide foreclosure prevention case management targeted to minority suburban home owners

Priority Four: Expand Appropriate Housing Opportunities for Minorities, Seniors, Disabled and Homeless Populations

- Establish an outreach initiative targeted to rehab centers discharging persons with newly acquired disabilities, providing fair housing information for persons who must alter their housing situations

These initiatives recognize the importance of providing quality rental housing opportunities in both private market and assisted housing in suburban locations (Priority One). Research of minority housing tenure in suburban assisted housing will be undertaken to ensure equitable opportunities for minority residents to take advantage of amenities available in suburban locations addresses Priority Two.

Priority Three promotes sustainable minority home ownership. Proper preparation for home ownership significantly increases success rates. Targeted home buyer seminars and education programs help minority home buyers make good decisions that ensure sustainable home ownership.

Across the country, there is evidence that minorities are disproportionately affected by foreclosure. Priority Three addresses providing effective outreach to minority home owners and ensures that they receive the same level of service as other distressed home owners.

The Priority Four program selected for implementation helps newly disabled individuals find and/or retain appropriate housing by providing information, in most instances, that they have never thought of before regarding their fair housing rights, as well as appropriate community resources available to disabled individuals.

The entire Fair Housing Action Plan is included in the 2010-2015 Strategic Plan under the section entitled Barriers to Affordable Housing.

HOME

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.

- b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
- a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 2 Action Plan HOME response:

1. Other Forms of Investment
N/A

2. Resale/Recapture Guidelines for Home Buyers

Monroe County provides conditional grants to eligible applicants in the First-Time Home Buyer Program to reduce the cost of purchasing eligible single-family properties. At the time that an applicant enters into a Purchase Agreement on an eligible property, the applicant accepts the amount, terms and conditions of the grant by execution of a Buyer's Agreement.

At the time of closing, a Note and Mortgage is executed by each home buyer and recorded, securing the total grant funds awarded for the purchase, and obligating the applicant to recapture provisions if they fail to reside in the purchased property for the requisite affordability period. The recapture provisions in the Note and Mortgage specify that if the net proceeds (defined as the sales price minus the cost of repaying outstanding mortgages and closing costs) are insufficient to repay the full amount of the subsidy, the buyer will repay only a pro-rated portion of the subsidy, but never more than the net proceeds available from the sale. This HUD-approved practice will continue in effect for all future home ownership activities.

3. Refinancing Guidelines
N/A

HOMELESS

Specific Homeless Prevention Elements

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

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction’s plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 2 Action Plan Special Needs response:

1. Sources of Funds

The CoC requested funding under the 2010-11 CoC Super NOFA to finance thirty-two (32) local projects. In January 2010, HUD announced that all of the twenty-four (24) "renewal" projects were funded in the amount of \$6,811,393. In April 2010, HUD also announced that all eight (8) "new" projects were funded in the amount of \$2,872,236. All thirty-two (32) CoC projects/programs were funded in accordance with the Rochester-Monroe County CoC Team's 2010-11 project recommendations, totaling \$9.6 million for our community. This funding includes one-year renewals and three to five year terms for new projects.

The eight (8) "new" projects that were selected by the CoC Team, which were recently funded by HUD are:

Veteran's Permanent Housing Program SHP \$602,168
SPC East House Home to Stay Project Phase II S+C \$522,000
SPC Hillside Children's Centers S+C \$157,920
SPC VOA Family Housing Program S+C \$357,120
SPC Voters Block S+C \$324,600
Voter Block Community SHP \$143,149
VOAWNY Permanent Supportive Housing in Rochester, NY SHP \$692,850
East House Home to Stay Phase II supportive services SHP \$72,429

In addition to the eight (8) 2009-10 CoC Super NOFA "new" projects referenced above, below are the twenty-four (24) proposed priority "renewal" projects that were selected by the CoC Team to fill a gap in the Rochester-Monroe County CoC system that were funded by HUD:

Reunite Families - \$51,030 Award (Supportive Housing Program-1 Year Renewal)

Supportive Housing Cornerstone - \$82,219 Award (Supportive Housing Program-1 Year Renewal)

Providence Housing Development Corporation - \$420,948 Award - (Shelter Plus Care-1 Year Renewal)

OMH/DePaul S+C - \$163,368 Award (Shelter Plus Care-1 Year Renewal)

S+C3 - \$880,962 Award (Shelter Plus Care-1 Year Renewal)

SPC 10 Sojourner 2009 - \$208,836 Award (Shelter Plus Care-1 Year Renewal)

SPC 5 2009 - \$2,268,504 Award (Shelter Plus Care-1 Year Renewal)

SPC 7 Unity 2009 - \$725,784 Award (Shelter Plus Care-1 Year Renewal)

SPC VOC 2009 - \$90,360 Award (Shelter Plus Care-1 Year Renewal)

Strong Ties- \$186,852 Award (Shelter Plus Care-1 Year Renewal)

Nielsen House- \$94,556 Award (Supportive Housing Program-1 Year Renewal)

Suburban Supportive Housing Initiative - \$126,622 Award (SHP - 1 Year Renewal)

Project ReDirect - \$293,290 Award (Supportive Housing Program-1 Year Renewal)

WCP Supportive Housing Initiative - \$139,025 Award (SHP - 1 Year Renewal)

CFC-HMIS - \$246,941 Award (SHP – 1 Year Renewal)

CFC-Lafayette Housing - \$133,879 Award (SHP – 1 Year Renewal)

Center for Youth – Independent Living Skills (SHP – 1 Year Renewal)

MCLAC – Legal Services for the Homeless (SHP – 1 Year Renewal)

Sojourner House – Transitional Housing (SHP – 1 Year Renewal)

Sojourner House – Case management for PSH (SHP – 1 Year Renewal)

Spiritus Christi – Jennifer House (SHP – 1 Year Renewal)

Veterans Outreach Center – Richards House (SHP – 1 Year Renewal)

YWCA – Women in Transition (SHP – 1 Year Renewal)

2. Homelessness

The Rochester/Monroe County Homeless Continuum of Care 2010 "Super NOFA Funding" Priorities are in ranked order as follows:

- 1) Increase the supply of permanent, affordable housing with support services for the chronically homeless (this includes Shelter Plus Care and Housing First projects.)
- 2) Increase the supply of permanent, affordable housing with support services for the homeless in general and targeted toward special needs populations:
 - Older homeless youth; pregnant/parenting older homeless youth
 - Homeless with criminal and poor credit histories
 - Homeless with mental health and/or substance abuse issues
 - Homeless families with children
 - Veterans and their families
- 3) Maintain current inventory of HUD funded homeless housing and services at current levels (renewal projects)
- 4) Transitional housing for homeless special needs populations (see above)
- 5) Support Services:
 - Increase capacity and access to comprehensive case management services from entry into the homeless system through follow up services in un-supported, permanent housing
 - Employment/Job Placement services for persons with little or no employment history (including child care and transportation)
 - Improve access to and capacity of permanent, supportive housing programs
 - Outreach/Engagement services for the chronically homeless and frequent users of the homeless system

Only projects that meet the above-referenced priorities and are eligible activities under the CoC Super NOFA will be rated.

Renewal Applications - Must meet or exceed HUD's national performance measurements. These projects must clearly demonstrate that the services provided continue to be a need of the homeless in this community and are an essential component of the community's continuum of care.

In addition to the above Homeless CoC 2010 "Super NOFA Funding" priorities, the Rochester/Monroe County Homeless Continuum of Care 2010 Community Priorities include the Implementation of this community's Ten-Year Plan to End Homelessness - "Housing Options for All" and the following priorities which are not in any ranked order:

- Consistent, quality case management services available across the continuum
- Employment/Job Placement Services for special needs populations
- Improvements to, and coordination of, discharge planning processes and protocols
- Increase Homelessness Prevention services
- Community education and advocacy around issues of homelessness and housing
 - Accessing mainstream services/systems advocacy
 - Cross systems approach to meeting the needs of the homeless
 - "Putting a face on Homelessness" - decreasing NIMBYism (Not In My Back Yard)

CoC Homeless Population and Subpopulations

The following sheltered and unsheltered homeless populations and homeless subpopulations will be

reported in the 2011 CoC Super NOFA-Exhibit I Homeless Population and Subpopulations Chart which is included in the Worksheet section of the Strategic Plan:

Homeless Population

Sheltered in Emergency Housing

- Number of Individuals - 256
- Number of Households with Dependent Children – 82
- Total Number of Persons in these Households (adults & children) – 212
- Number of Persons in Households with Only Children - 8

- Total Persons = 476

Sheltered in Transitional Housing

- Number of Individuals - 66
- Number of Households with Dependent Children – 53
- Total Number of Persons in these Households (adults & children) - 82
- Number of Persons in Households with Only Children – 20
- Number of Individuals in Safe Haven – 15

- Total Persons = 183

Unsheltered

- Number of Individuals - 0
- Number of Households with Dependent Children – 0
- Total Number of Persons in these Households (adults & children) - 0

- Total Persons = 0

- TOTAL Sheltered in Emergency Housing, Transitional Housing, and Unsheltered = 659

Note: Though the total number of homeless persons decreased from 2010; the number of households increased. Reduction was due in most part to fewer children in households with minor children.

Homeless Subpopulations

Sheltered and Unsheltered

- Chronically Homeless – Sheltered (in Emergency Shelter Only) - 79
- Chronically Homeless - Unsheltered – 0

- Total Chronically Homeless Sheltered & Unsheltered - 79

- Severely Mentally Ill – Sheltered - 175; Unsheltered – 0; Total - 175
- Chronic Substance Abuse – Sheltered - 186; Unsheltered - 0; Total - 186
- Veterans – Sheltered - 44; Unsheltered - 0; Total - 44
- Persons with HIV/AIDS – Sheltered - 5; Unsheltered - 0; Total - 5
- Victims of Domestic Violence – Sheltered - 123; Unsheltered - 0; Total - 123
- Unaccompanied Youth (Under Age 18)–Sheltered-33; Unsheltered-0; Total 33

- TOTAL Subpopulations Sheltered and Unsheltered = 645

3. Chronic Homelessness

The CoC Ten-Year Plan to End Chronic Homelessness Planning Committee has been meeting to develop the Rochester-Monroe County Ten-Year Plan. After careful review and recommendation of the Public Policy Committee of the United Way of Greater Rochester (UW), the community's CoC Ten-Year Plan to End Chronic Homelessness was selected to become one of three UW Public Policy priorities for 2007-08, which will continue to be a priority in 2011. UW staff participates as an active CoC sponsor member. As such, potential roles have been established for UW to assume as a catalyst in the development and implementation of the community's Ten-Year planning process to end chronic homelessness, which include the following:

- Raising community awareness of homeless issues in the community
- UW's unique ability to bring new partners to the table for the planning process
- Provide UW staff support in the planning process
- Assist in the assessment of future organizational structure planning options

Since UW adopted the community's public policy initiative to develop and implement an effective Ten-Year Plan to End Chronic Homelessness, the Ten-Year Planning Committee, which includes UW staff representatives, has been meeting regularly. Current activities of the Ten-Year Plan Planning Committee include the following:

- Gathering data on the chronic homeless to accurately assess this population
- Establish a cost analysis of services/resources to serve the chronic homeless
- Utilizing data from the Homeless Services Network (HSN) Homeless Needs Survey and Point in Time Survey collected from 2009 – 2011.
- Revision of the annual Super NOFA rating/ranking review process
- Released the Ten-Year Plan to end homelessness in Rochester/Monroe County entitled "Housing Options for All - A Strategy to End Homelessness in Rochester/Monroe County", which is available through the CoC or the Monroe County CD office
- Began implementation of Phase I of the Ten-Year Plan, by contracting with an independent consultant to develop a 2008-2017 "Supportive Housing Production Implementation Plan" (SHPI) which was completed in February 2009 and is available through the CoC or the Monroe County CD office.

The SHPI study included the following research components:

1. A comprehensive review of current emergency housing stock and inventory of existing and planned supportive housing available including location, population served, services provided and financing sources for services in Rochester and Monroe County
2. Detailed assessment of housing gaps for specific subpopulations (special needs, chronically homeless, families and youth)
3. Appropriate mix of housing types and models to fill the overall need with focus on homeless populations with incomes below 30% AMI
4. Identification of potential developers and service providers to facilitate the provision of supportive housing development
5. Detailed projections for types and quantities of housing units required to fill the overall need
6. Short and long-term cost projections for the provision of supportive housing developments, i.e. Housing First model and permanent supportive housing
7. Map of all available federal, state, local and private supportive housing development resources with highlighted examples of projects having multiple financing sources
8. Review of appropriate case management services
9. Potential implementation timelines
10. Presentation of Implementation Plan to key community stakeholders

The SHPI Plan recommends the simultaneous pursuit of three (3) major components in ending homelessness:

1. Prevention
2. Comprehensive Support Services
3. Affordable Permanent Housing*

*Affordable permanent housing is a means to address all three of the major components noted above to serve people who are most likely to be homeless repeatedly or for long periods of time.

This SHPI Plan is designed to build on the existing foundation of the current 698 supportive housing units in Monroe County and to provide guidance and ideas for increasing the availability of supportive housing over the ten-year period.

In 2006, research of other community Plans and successful models of Housing First projects was completed. The Committee's initial research found that such a Plan will require the identification of additional resources, especially for ongoing operation of a Housing First model and/or for permanent supportive housing. Upon further analysis of planning efforts across the country, the Committee drafted a preliminary Plan outline and made the following recommendations in 2006:

- Include other homeless populations in this community's Plan, even though 10-Year Plans focus on the chronically homeless
- Development of additional units of affordable, permanent supportive housing is the solution to ending homelessness and should, therefore, be a key component of this community's Ten-Year Plan
- Build on the strong infrastructure of homeless housing and services that currently exists in this community
- Identify potential new funding sources for implementation of the 10-Year Plan

Potential partner organizations and community leaders have been identified and a list of potential community stakeholders has been developed. Both the Monroe County Executive and City of Rochester Mayor submitted letters supporting the ten-year planning initiative.

Current Chronic Homelessness Strategy (2006-10)

Past strategies continue as a strong framework on which we can build and they remain an integral part of our current strategy. We continue to provide strong support of the movement to serve the chronic homeless through our community's Shelter Plus Care programs that occurs mostly through non-traditional case management programs. The support services, in addition to the affordable, permanent housing, has allowed the chronically homeless to remain in permanent housing. All existing permanent housing programs for individuals are serving the chronically homeless and providers are encouraged to designate a specific number of beds for the chronically homeless.

The CoC Team has conducted point in time surveys since February 2002. In May 2003, the survey began asking shelter providers to provide numbers of individuals that fit the definition of chronic homelessness to attempt to get an accurate picture of the number of chronic homeless. The Point in Time Survey conducted on January 26, 2011 identified 79 individuals as being chronically homeless; 6 more individuals than reported in the Point in Time Survey conducted on January 27, 2010.

The CoC Team continues to monitor the CoC system to ensure that the chronically homeless are accessing mainstream financial entitlements and mainstream service providers in a timely manner.

The County, City, Red Cross, CoC Team and Poor People United developed and implemented a plan

to assist the unsheltered homeless in accessing existing shelter beds and providing additional overflow beds during severe weather conditions beginning in the winter of 2004. The Hypothermia Plan has been updated annually and continues to be used during severe weather conditions.

The Special Needs Populations Committee of the HSN developed a list of resources and service providers available to homeless persons who are sanctioned or otherwise unable to access financial entitlement programs, many of whom are chronically homeless.

The Special Needs Populations Committee of the HSN worked with Coordinated Care Service, Inc. (CCSI) to develop discharge guidelines from public in-patient mental health programs to outpatient treatment. An addendum to the plan was made with specific protocols for discharge of persons who were in homeless shelters to ensure shelter providers have information on medications, outpatient treatment providers, etc.

4. Homelessness Prevention

Described in detail in the Homelessness Prevention section of the Strategic Plan are the specific planned action steps that remain in effect, particularly those designed for individuals and families with children at imminent risk of becoming homeless.

On February 26, 2009 the CoC facilitated the first meeting of a community Rapid Re-Housing Committee (RRH) to develop a RRH model to reduce the amount of time homeless households are homeless and to prevent households from returning to homelessness. This model included a central intake system and common assessment tool process. Planning efforts of the RRH Committee were prioritized to facilitate the development of a Homeless Prevention/Rapid Re-Housing model to prevent homelessness and stabilize households. To ensure that program participants are linked to ongoing assistance, such as Section 8 housing vouchers, intensive case management, or assertive community treatment, the RRH model was incorporated into the Homeless Prevention and Rapid Re-Housing (HPRP) Heading Home Program to coordinate closely with other community resources. The joint City/County Heading Home Program was established under Title XII of the American Recovery and Reinvestment Act of 2009 (ARRA) to provide financial assistance and services to prevent individuals and families from becoming homeless and to help those who are experiencing homelessness to be quickly rehoused and stabilized. The HPRP Heading Home Program is described in more detail in the Strategic Plan.

The Heading Home Program became fully operational in November 2009. As of January 31, 2011, 312 households were assisted and \$346,231 (46%) of Monroe County's allocation of HPRP funds has been spent on prevention and rapid re-housing services such as rental assistance, security deposits, utility assistance, moving/storage expenses, housing search, case management, legal services and tenant training. It is anticipated that Heading Home funding for Monroe County will be fully expended by January 2012, well in advance of HUD's program completion deadline of July 2012. Community Planning efforts are currently underway to develop a model similar to Heading Home to continue providing individuals and families in Monroe County these valuable services.

5. Discharge Coordination Policy

The community continues to work toward the Discharge Coordination Policy detailed in the Strategic Plan.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 2 Action Plan ESG response:

ESG applications were solicited at the same time as the CDBG application cycle in January 2011. Eleven applications were received, totaling over \$271,000. Monroe County will receive an allocation in 2011 of \$117,089. Of the eleven proposals submitted, six projects are proposed for funding in the 2011 program year: Operating Assistance for Alternatives for Battered Women's Domestic Violence Residential Program, Women's Place shelter by the Catholic Family Center, Dimitri House, Volunteers of America and Wilson Commencement Park's Family Support Services. Dimitri House and HOPE Ministry will receive funding for Homeless Prevention Assistance.

COMMUNITY DEVELOPMENT

Community Development

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

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

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

Program Year 2 Action Plan Community Development response:

1. Priority Non-Housing Community Development Needs

Monroe County's non-housing Community Development needs for this program year generally align with the overall needs outlined in the Strategic Plan: improve access to and quality of public facilities; provide essential utility infrastructure in lower income areas; provide job training and economic development opportunities for low to moderate-income persons and persons with special needs; provide essential public services, particularly those that promote homeownership, fair housing and housing stability and revitalize neighborhoods.

By eligibility category, Monroe County's priority community development needs are as follows:

Public Facilities and Improvements - neighborhood facilities (03E); parks and recreation facilities (03F); parking facilities (03G); water/sewer improvements (03J); street improvements (03K); sidewalks (03L)

Projects in these categories include:

(03E) Neighborhood Facilities Improvements: Wheatland Donnelly House ADA Improvements

Monroe County

(03F) Parks & Recreation Facilities: Monroe County Parks ADA, Hamlin Recreation Improvements, Ogden Pinewyway Ponds Park ADA, Penfield Irondequoit Creek Trail Improvements, Perinton Canal Crossing, Rush ADA Recreation Improvements, Town of Webster North Ponds Park ADA and Honeoye Falls Harry Allen Park ADA

(03G) Parking Facilities: Riga ADA Parking Improvements

(03J) Water/Sewer Improvements: Brockport College Street Watermain, Hilton Sanitary Sewers, Scottsville Sanitary Sewers and Village of Webster Watermain

(03L) Sidewalks: Brighton, Chili, Gates, Mendon, Churchville, East Rochester and Fairport sidewalks

Housing - construction of housing (12); direct homeownership assistance (13); rehab single-unit residential (14A); rehab multi-unit residential (14B); rehabilitation administration (14H); lead-based/lead hazard test/abate (14I)

Projects in these categories include:

(12, 14B) Affordable Rental Housing Development (funded through HOME)
(13) Mortgage Relief (direct foreclosure prevention subsidy funded through CDBG) and First-Time Homebuyer Program (subsidy funded through HOME)
(14A, B, H, I) Home Improvement Program

Each of these program areas is detailed fully in the Housing section of the Action Plan.

Public Services - senior services (05A); handicapped services (05B); fair housing activities (05J); tenant/landlord counseling (05K); housing counseling (05U)

Projects in this category include:

(05A) LifeSpan Safety and Security for Seniors Program
(05B) ABVI Centennial Campus Phase III and Lifetime Assistance Truck Purchase
(05J) Anne Peterson Consulting-Fair Housing Implementation Phase I and Expanding Housing Opportunities Program by The Housing Council
(05U) Home Ownership Program by Providence Housing and Foreclosure Prevention and HECM Counseling by The Housing Council

Economic Development - ED direct financial assistance (18A); ED technical assistance (18B)

Projects in this category create and retain local jobs and include:

(18A, B) ED Grant and Loan Fund

Monroe County defines, analyzes and assigns priority to community needs using many reliable data sources and input from the community as a whole. These factors help CD determine the priority of a project; absolute need, relative need, availability of other funds, local preference and spending cap by category.

Currently, there are 60 block groups that are eligible for funding in Monroe County's upper quartile. Neighborhoods targeted for public improvements are located in eligible census tracts and block groups where the highest percentages of low/mod income residents are located. These statistics geographically define a concentration of residents in need of programs and services.

CD staff works closely with several County Departments that provide health and social services. These partnerships provide valuable assistance in identifying the needs of County residents.

The Monroe County Department of Human Services (MCDHS) provides the annual Homeless Services Report, which is used to identify trends and needs of the homeless population and is included in the Appendix of this Plan.

Consultation with primary community agencies listed in the Strategic Plan helps to identify local trends, gaps in services and needs of special population groups, including senior citizens, persons with special needs and homeless persons.

The Steering Committee continues to help shape the community development needs analysis through the input of municipal members at semi-annual meetings. Members also participate in focus groups that result in the identification of current and future suburban needs and services. Local preference continues to be a strong determining factor in assigning priority.

Public commentary, provided by County residents through the Citizen Participation Process, provides valuable insight into community needs. Any public suggestions are incorporated into Monroe County's needs analysis and strategic plan, and are funded in the Action Plan.

Staff participation on local committees and boards involved in public service issues provides added input on community needs as well as an opportunity to merge resources for programs that meet identified needs. Involvement on the Homeless CoC Team, Greater Rochester Housing Partnership Board of Directors and the United Way Building Community Impact Team are a few examples of community participation that have been beneficial in this regard.

Many needs identified as medium and low priority are activities that may be more readily funded by other sources, more appropriate to a city than an urban county, or activities requested less frequently (medium priority) or infrequently (low priority) by project applicants. Monroe County does not reject applications for funding solely because the project may be of low priority. Low priority activities are considered for funding, provided the request is for an eligible activity.

2. Long-Term and Short-Term Community Development Objectives

The greatest challenge to meeting underserved needs is limited funding resources. More applicants are seeking community development funds than ever before, creating increased competition. As previously referenced, applicants seeking \$2.9 million were competing for \$2.3 million in available CDBG funds.

Strategies to address the CD objective of decent housing:

In the 2011 program year, the Home Improvement Program (HIP) will continue services to suburban residents. HIP helps low to moderate-income residents finance home repairs to correct serious housing deficiencies. Due to the significant demand for program assistance and federal budget reductions to the CDBG and HOME programs, the County will be implementing changes to current program guidelines, effective January 1, 2012. These changes will allow the program to continue to serve those residents most in need while maintaining the quality of program services and overall community benefits. Revised program guidelines include: Households with incomes between 0 and 60% of area median income (AMI) will be eligible for a grant of up to \$10,000 for needed health and safety repairs. Those with incomes between 61 and 80% of AMI can receive a grant for half of the project costs, with a maximum grant of \$5,000, and the opportunity to apply for a low-interest loan for the other half or may fund half of the project cost themselves. All households with incomes up to 80% of AMI with a disabled member will continue to be offered an additional grant of up to \$2,500 for accessibility improvements. The allowable liquid asset limit for program participants will be reduced to \$30,000. Repeat grants will continue to be disallowed. All program changes will be in effect for any applications processed after January 1, 2012, regardless of when they were received, and will remain in effect throughout the program year.

In addition, the Home Ownership Program and the subsidy provided to income eligible first-time home buyers in the form of down payment and closing cost assistance will continue to expand access to decent housing. Monroe County's home ownership counseling is free to program participants, which allows low to moderate income homebuyers to put more of their resources toward the home purchase. Demand for down payment and closing cost subsidy for first-time home buyers increased significantly in 2009 and 2010, partly due to the ARRA tax credits. CD has allocated \$75,000, along with \$50,000 for the Suburban Housing Opportunity Program (SHOP) to ensure continuation of this extremely popular and successful program.

Strategies to address the objective of providing a suitable living environment:

Improve the safety and livability of neighborhoods by providing utility infrastructure and neighborhood improvements in low to moderate-income areas by utilizing CDBG funds to provide municipal public works projects, as proposed by municipalities according to their needs. The suburban towns and villages continue to list new construction or replacement of utility infrastructure as a priority because of the age and deterioration of sidewalks, sanitary sewers, waterlines and drainage utilities.

For the 2011 program year, projects will include Phase II of the replacement of an undersized water main in a Village of Webster LMA, which will provide an adequate supply of water to residential areas, neighborhood businesses and industrial districts. The Village of Brockport will complete a similar water main project. To repair and/or replace deteriorated sanitary sewers, projects will be undertaken in LMAs in Hilton and Scottsville. To improve pedestrian safety in Brighton, Chili, Gates, Mendon, Penfield, Churchville, East Rochester and Fairport LMAs, new sidewalks will be constructed.

Municipal officials prioritize the need for ADA improvements because the elderly, mobility impaired and disabled populations have grown substantially in the past decade and continue to increase. Many facilities need initial ADA alterations and some facilities need further accommodations to comply with current ADA construction codes.

To increase access to quality public and private facilities and services, Monroe County will fund the following ADA facility improvements in 2011: resurfacing of an ADA parking lot and recreational surfaces at the Town Park in Hamlin, the construction of ADA accessible paths in Pineway Ponds Park in Ogden, ADA trail improvements near Irondequoit Creek in Penfield, the installation of an ADA accessible pedestrian bridge over the Erie Canal in Perinton, the replacement of an ADA parking lot in Riga, installation of an ADA basketball court at the Town Park in Rush and at Harry Allen Park in Honeoye Falls, the installation of an ADA accessible path and fishing pier at North Ponds Park in Webster and the continuation of ADA accessibility improvements at the Donnelly House in Wheatland.

Public services are necessary to provide a suitable living environment, particularly for low to moderate-income families, seniors and disabled persons. Maximizing public services with limited Community Development dollars and within the 15% funding threshold for public services is a long-term objective. Activities funded this year will improve the quality of life and foster self-sufficiency and independence for low to moderate-income, elderly and disabled populations.

Projects funded in 2011 promote fair housing, housing stability and home ownership. The County will contract with The Housing Council to provide invaluable fair housing education through its housing hotline and referral to other programs. They will also provide foreclosure prevention and landlord/tenant counseling services to promote housing stability among our most vulnerable residents. The CDBG-funded Home Ownership Program will continue the provision of credit-repair counseling, education, referral and financial assistance to low and moderate-income persons

wishing to purchase homes in suburban Monroe County. The long-term credit repair component of this program enables some of the County's lowest income residents to become eligible and prepared for homeownership.

Public services that address the safety and security aspect of housing stability for the growing number of senior citizens and disabled persons in suburban Monroe County will be addressed by continued CDBG commitment to a public service administered by Lifespan that provides minor home repairs and security improvements not addressed by the Home Improvement Program.

Strategies to address the community development objective of economic opportunity require adequate resources and incentives for business retention, expansion and relocation necessary to encourage new jobs and protect existing jobs; and the need for more programs with expanded services that offer employment training and development, especially for displaced workers, unemployed and underemployed residents and persons with special needs. Two public service projects will be undertaken to provide increased employment opportunities for individuals with disabilities. Funding will be provided to the Association for the Blind and Visually Impaired (ABVI) to purchase manufacturing equipment to be used by people who are blind or visually impaired. Lifetime Assistance Inc. (LAI) will receive an allocation to fund a portion of the cost of a truck to expand operations of their Classified Shredding Program, which employs adults with developmental disabilities.

The most effective business development strategy available through CDBG is the Economic Development Grant and Loan Fund. The fund provides low-interest loans or grants to local companies for equipment acquisition, infrastructure and leasehold improvements, real estate and working capital activities involved in business start-ups, expansions and relocations. Funds are combined with other public resources to leverage private capital investments, including the CDBG Section 108 Loan Guarantee authority, COMIDA, New York State's Urban Development Corporation and the SBA 504 Program. To stabilize and expand small businesses, the ED Division will continue to work with the Small Business Administration in regard to the SBA 504 Program.

Antipoverty Strategy

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

Program Year 2 Action Plan Antipoverty Strategy response:

1. Actions to Reduce the Number of Poverty Level Families

Following the Office of Management and Budget's (OMB's) Directive 14, the Census Bureau uses a set of money income thresholds that vary by family size and composition to identify who is poor. If the total income for a family or unrelated individual falls below the relevant poverty threshold, then the family or unrelated individual is classified as being "below the poverty level."

The poverty status of a household is determined by whether or not their "total income" falls above or below the Poverty Income threshold for the number of people in their household. Total income is the sum of the amounts reported separately for wages, salary, commissions, bonuses or tips; self-employment income for own non-farm or farm businesses, including proprietorships and partnerships; interest, dividends, net rental income, royalty income or income from estates and trusts; Social Security or Railroad Retirement income; Supplemental Security Income (SSI); any public assistance or welfare payments from the state or local welfare office; retirement, survivor or disability pensions; and any other sources of income received regularly such as Veterans' (VA) payments, unemployment compensation, child support or alimony.

Monroe County

The guidelines for poverty level are different than another commonly used income threshold referred to as 30% of the Area Median Family Income Limits. Below is a breakdown by household size of both the 2011 Poverty Guidelines issued by the U.S. Department of Health and Human Services (HHS) and the 2010 Monroe County 30% AMI limits issued by the U.S. Department of Housing and Urban Development for comparison purposes:

<u>Household Size</u>	<u>2011 HHS Poverty Guidelines</u>	<u>2010 30% AMI Limits</u>
1	\$10,890	\$14,000
2	\$14,710	\$16,000
3	\$18,530	\$18,000
4	\$22,350	\$20,000
5	\$26,170	\$21,600
6	\$29,990	\$23,200
7	\$33,810	\$24,800
8	\$37,630	\$26,400

As of the writing of this Plan, the 2011 guidelines have not been issued.

Strategies in 2011 include continuation of existing programs that promote a stable living environment, reduce dependency and poverty primarily caused by unemployment, underemployment, housing condition and cost burden. Programs that address a stable living environment include the Home Improvement Program, Home Ownership Program, each of the programs administered by The Housing Council, and the ABVI and LAI assistance to increase employment opportunities for persons with disabilities. LifeSpan's program for seniors will continue to provide minor home repairs and safety training to help elderly persons remain in their homes. In addition, many of the public facilities projects promote a stable living environment by reducing the cost burden placed on municipalities to make these improvements thereby reducing the costs passed on to local taxpayers. ESG funds will be allocated to six agencies to provide critical services to homeless and at-risk individuals and families. Collectively, these programs help prevent homelessness, financial hardship, institutionalization and poverty.

MCDHS is the primary provider of public assistance benefits for poverty level persons and, therefore, has the greatest capacity to reduce the number of poverty level families. Housing efforts, particularly emergency housing, are coordinated with the Homeless Continuum of Care and other community-wide affordable housing agencies.

Programs that will provide job opportunities and reduce poverty include the ED Grant and Loan Fund, which targets job creation to low/mod residents, and non-CDBG funded County programs that provide incentives to businesses that employ local labor, tax credit incentives for companies that increase jobs through the Empire Zone Program, The Entrepreneurs Network, which offers training and mentoring for high-tech entrepreneurs, and programs provided at job centers operated by Rochester Works, Inc. The ED Grant & Loan Fund will receive an allocation of \$100,000 in 2011 to encourage business expansion and relocation with resulting job creation and retention. COMIDA will also continue to provide business development incentives and resources for companies that create and retain jobs. Additionally, the public service projects proposed for ABVI and LAI will increase employment opportunities for persons with disabilities.

To improve the cost of living, the County has kept property taxes stable, streamlined social services, enhanced economic development incentives for businesses, created more job centers, and offering a prescription drug discount plan free to all County residents. Maggie Brooks, Monroe County Executive, announced in March 2011 that the Prescription Discount Program saved local families over \$1 million in the first six months alone. Since August of 2010, local residents filled over 25,000 prescriptions through the program, saving more than 56% on average.

NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

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

Program Year 2 Action Plan Specific Objectives response:

1. The list below outlines the non-homeless special needs populations' priority needs (H/M/L priorities) and funding source identified in the 5-Year Strategic Plan.

Special Needs Category

Elderly

Housing – H (HOME & CDBG)
Supportive Services – Y (CDBG)

Frail Elderly

Housing – M (HOME & CDBG)
Supportive Services – Y (CDBG)

Persons w/ Severe Mental Illness

Housing - M
Supportive Services - N

Disabled (Developmental or Physical)

Housing – M (HOME)
Supportive Services - N

Alcohol/Other Drug Addicted

Housing - H
Supportive Services - N

Persons w/ HIV-AIDS

Housing - L
Supportive Services - N

Public Housing Residents

Housing – L
Supportive Services – N

To help fund those needs identified as medium and high priorities, Monroe County is funding the following programs to serve the populations identified.

Elderly and Frail Elderly Housing: Home Improvement Program, Affordable Rental Housing Development

Elderly and Frail Elderly Supportive Services: LifeSpan Safety and Security for Seniors, The Housing Council programs

Disabled Housing: Affordable Rental Housing Development, Home Improvement Program and Home Ownership Program

2. Monroe County has CDBG and HOME resources available for the housing and supportive services identified above. Other Federal resources, such as the HUD Super NOFA and other State resources, such as HHAP, OMRDD, VESID and OASAS are more readily available for the housing and supportive services which Monroe County is not able to fund in this Action Plan.

Housing Opportunities for People with AIDS

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

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 2 Action Plan HOPWA response:

N/A

Specific HOPWA Objectives

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

Program Year 2 Specific HOPWA Objectives response:

N/A

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

The following table is a complete list of projects and programs proposed for funding through the CDBG, HOME and ESG programs in the 2011 program year (August 1, 2011 – July 31, 2012).

Proposed CDBG Projects for 2011 Program Year		
Public Works and Facility Improvements:		
Town of Brighton	Winton Road South Sidewalks	\$41,750
Town of Chili	Chili Avenue Sidewalk Extension	\$41,750
Town of Gates	Sidewalk and Gutter Replacement	\$41,750
Town of Hamlin	Town Hall Parking and Recreation Improvements	\$33,400
Town of Henrietta	Kenwick Drive Street Improvements	\$41,750
Town of Mendon	Library ADA Sidewalks	\$25,050
Town of Ogden	Pineway Ponds Park ADA Path	\$33,400
Town of Penfield	Irondequoit Creek Trail Improvements	\$41,750
Town of Perinton	Canal Crossing & Roadway Re-Alignment	\$33,400
Town of Riga	ADA Parking Lot Replacement	\$33,400
Town of Rush	ADA Basketball Court	\$25,050
Town of Webster	North Pond Park ADA Fishing Pier	\$33,400
Town of Wheatland	Donnelly House ADA Improvements	\$25,050
Village of Brockport	College Street Water Main Replacement	\$41,750
Village of Churchville	ADA Sidewalk Improvements	\$3,800
Village of East Rochester	East Avenue Sidewalk, Curb and Road Replacement	\$41,750
Village of Fairport	ADA Sidewalk Improvements	\$33,400
Village of Hilton	Sanitary Sewer Repairs	\$25,050
Village of Honeoye Falls	Harry Allen Park ADA Basketball Court	\$25,000
Village of Scottsville	Sanitary Sewer Inspection	\$24,207
Village of Webster	Water Main Improvements – Commercial & Martin St.	\$33,400
Monroe County Parks	Highland Park Sidewalks	\$41,750
Shaded = Project is located within a low to moderate-income area (LMA)		
Community-Wide Public Services:		
Home Ownership Program (Providence Housing)		\$85,000
Expanding Housing Opportunities Program (The Housing Council)		\$80,000
Foreclosure Prevention & HECM Counseling (The Housing Council)		\$85,000
Fair Housing Consultation – Anne Peterson – Implementation Phase I		\$7,000
Safety and Security for Seniors Program (Lifespan)		\$41,750
ABVI – Centennial Campus Improvements – Phase III		\$15,000
Lifetime Assistance – Truck for Classified Shredding		\$20,000
Community-Wide Housing Programs:		
Home Improvement Grant Program		\$412,001
Mortgage Relief Program – Foreclosure Prevention Direct Subsidy		\$15,000
Community-Wide Economic Development:		
Economic Development Grant & Loan Fund		\$100,000
Planning and Capacity Building Activities:		
General Administration		\$405,000
Economic Development Technical Assistance		\$25,000
Housing Rehab Program Delivery		\$25,000

Proposed HOME Categories for 2011 Program Year	
Home Improvement Grant Program	\$249,149
First Time Home Buyer Program Direct Subsidy – County-Wide	\$75,000
“ “ “ “ “ “ “ - GRHP Acquisition/Rehab SHOP	\$50,000
Rental Housing Development (non-CHDO)	\$607,940
Rental Housing Development (CHDO)	\$210,000
General Administration	\$132,454
Proposed ESG Projects for 2011 Program Year	
Alternatives for Battered Women – Domestic Violence Residential Program - Operations	\$20,030
Catholic Family Center – Women’s Place - Operations	\$19,100
Dimitri House – Operations and Homeless Prevention	\$20,000
HOPE Ministry – Homeless Prevention	\$20,000
Volunteers of America – Emergency Family Shelter Operations	\$12,105
Wilson Commencement Park – Family Support Services - Operations	\$20,000
General Administration	\$5,854