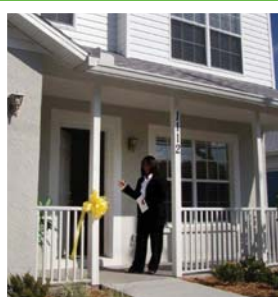


2016/2017
Consolidated Annual
Performance and
Evaluation Report
(CAPER)



City of Clearwater, Florida
December 7, 2017



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Clearwater is designated an Urban City for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) program funding; State Housing Initiatives Partnership (SHIP) funding and Pinellas County Housing Trust Funds (PCHTF) funding. The City's objectives include assisting residents in achieving self-sufficiency through decent housing; providing for a suitable living environment; expansion of economic opportunities; promoting community self investment in low/moderate-income areas; providing facilities and services to address critical social services needs; and providing facilities/services for seniors, children and persons with special needs, and the expansion of economic opportunities.

The City focuses on three basic areas for assisting in the provision of decent, safe and affordable housing: homeowner rehabilitation (which include emergency repairs and disabled retrofitting); down payment and closing cost assistance for homebuyers; and acquisition/rehabilitation/new construction.

Objective: Performance Measure One – Provide Availability of, and Provide Accessibility to, Decent Affordable Housing for the Residents of the City of Clearwater: 30 households will have access to affordable housing through down payment and closing cost assistance and housing for the purpose of providing decent affordable housing. 57 households will have new or improved access to housing through the preservation of existing or creation or acquisition of additional units for the purpose of preserving and/or creating decent affordable housing. Outcome: 190 households served. Additional housing activities remain underway and will be reported upon project completion.

Objective: Performance Measure Two – Prevent and Reduce Homelessness within the City of Clearwater: 480 individuals will have access to shelter facilities and beds and have access to agencies that provide homeless prevention and service programs. Outcome: 1,451 individuals served.

Objective: Performance Measure Three – Expand Accessibility and Coordination of Social Services to the City of Clearwater Special Needs Population: 20 special needs individuals will have access to support programs that assisted elderly, frail/elderly, disabled, veterans and other populations with special needs. Outcome: 38 individuals served.

Objective: Performance Measure Four – Enhance the Living Environment for Persons in Low- and Moderate-Income Areas Through Community Development Activities, Public Service Programs and Elimination of Blight: 4,406 individuals will have a more livable environment through infrastructure construction and improvements and facility rehabilitation for the purpose of creating a suitable living environment. 50 individuals will have access to recreational and social services and a more livable environment through the support of programs that promote neighborhood safety and security, youth accountability and mentoring, community outreach, meal and/or food bank services, affordable youth/children centers, senior centers, health and mental health facilities, and the expansion and improvement of public parks, infrastructure and utilities. Outcome: 528 individuals served.

Objective: Performance Measure Five – Support Programs that Create Economic Opportunities in the City of Clearwater, Particularly in Neighborhood Revitalization Strategy Areas: No businesses were assisted in FY 2016-2017.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

| Goal | Category | Source / Amount | Indicator | Unit of Measure | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|---|-----------------------------------|---------------------|---|------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| Community Development and Public Services | Non-Housing Community Development | CDBG: \$ / HOME: \$ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 8906 | 75 | 0.84% | 4406 | 75 | 1.70% |

| | | | | | | | | | | |
|---|-----------------------------------|---------------------|--|---------------------|------|-----|-----------|-----|-----|-----------|
| Community Development and Public Services | Non-Housing Community Development | CDBG: \$ / HOME: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 4550 | 453 | 9.96% | 50 | 453 | 906.00% |
| Economic Development | Economic Development | CDBG: \$ / HOME: \$ | Facade treatment/business building rehabilitation | Business | 3 | 0 | 0.00% | 2 | 0 | 0.00% |
| Economic Development | Economic Development | CDBG: \$ / HOME: \$ | Jobs created/retained | Jobs | 3 | 0 | 0.00% | | | |
| Economic Development | Economic Development | CDBG: \$ / HOME: \$ | Businesses assisted | Businesses Assisted | 2 | 0 | 0.00% | 2 | 0 | 0.00% |
| Homelessness | Homeless | CDBG: \$ / HOME: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 50 | 740 | 1,480.00% | 50 | 740 | 1,480.00% |
| Homelessness | Homeless | CDBG: \$ / HOME: \$ | Homeless Person Overnight Shelter | Persons Assisted | 50 | 711 | 1,422.00% | 50 | 711 | 1,422.00% |
| Homelessness | Homeless | CDBG: \$ / HOME: \$ | Homelessness Prevention | Persons Assisted | 1280 | 0 | 0.00% | 380 | 0 | 0.00% |

| | | | | | | | | | | |
|---------|--------------------|---------------------|--|------------------------|-----|-----|--------|-----|-----|--------|
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 0 | 145 | | 0 | 145 | |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Public service activities for Low/Moderate Income Housing Benefit | Households Assisted | 188 | 0 | 0.00% | 140 | 0 | 0.00% |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Rental units constructed | Household Housing Unit | 15 | 7 | 46.67% | 15 | 7 | 46.67% |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Rental units rehabilitated | Household Housing Unit | 24 | 17 | 70.83% | 24 | 17 | 70.83% |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Homeowner Housing Added | Household Housing Unit | 67 | 6 | 8.96% | 19 | 6 | 31.58% |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Homeowner Housing Rehabilitated | Household Housing Unit | 83 | 2 | 2.41% | 38 | 2 | 5.26% |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Direct Financial Assistance to Homebuyers | Households Assisted | 90 | 13 | 14.44% | 30 | 13 | 43.33% |

| | | | | | | | | | | |
|----------------------------|----------------------------|------------------------------|--|------------------------|-----|----|--------|----|----|---------|
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Housing for Homeless added | Household Housing Unit | 0 | 0 | | 0 | 0 | |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Housing for People with HIV/AIDS added | Household Housing Unit | 0 | 0 | | 0 | 0 | |
| Housing | Affordable Housing | CDBG: \$ / HOME: \$ | Other | Other | 20 | 0 | 0.00% | 20 | 0 | 0.00% |
| Non-Homeless Special Needs | Non-Homeless Special Needs | CDBG: \$ / HOME: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 320 | 38 | 11.88% | 20 | 38 | 190.00% |
| Program Administration | Program Administration | CDBG: \$ / HOME: \$ | Other | Other | 0 | 0 | | | | |

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Projects funded supported objectives indentified in the 2016/2017-2019/2020 Consolidated Plan. CDBG and HOME funds were used to address high priority needs of providing housing, addressing physical revitalization and redevelopment, supporting public facilities, supporting public

services and programs and economic development opportunities in the City of Clearwater.

Goal: Preserving or Producing Affordable Housing. Addressed goal through completion of the following projects: eight acquisitions and new construction in collaboration with Habitat for Humanity of Pinellas County; rehabilitation of Fulton Avenue Apartments; down payment and closing cost assistance through Tampa Bay Community Development Corporation; and homebuyer education/fair housing through Tampa Bay Community Development Corporation and Community Service Foundation.

Goal: Prevention and Reduction of Homelessness. Addressed goals through completion of the following projects: Westcare Gulfcoast Florida – A Turning Point; Religious Community Services- Grace House; Homeless Emergency Project – Emergency Shelter Program; and Kimberly Home Transitional Housing.

Goal: Expanding Accessibility and Coordination of Social Services to Special Needs Population. Addressed goals through completion of the following projects: Pinellas Opportunity Council – Chore Services; Kimberly Home – Transitional Housing; and The Arc Tampa Bay – Facility Improvements.

Goal: Enhance Living Environment Through Community Development Activities; Public Service Programs and Elimination of Blight. Addressed goals through completion of the following projects: Intercultural Advocacy Institute – Youth Leadership Partnership; Safety Harbor Neighborhood Family Center – Bridge the Gap; and The Arc Tampa Bay – Facility Improvements.

Goal: Create Economic Opportunities. No facade improvements were completed during this reporting period nor were any funds utilized for job creation or training.

The following projects are currently underway: Habitat for Humanity of Pinella County rehabilitation project (acquired property, rehabilitation to commence next year); one owner-occupied rehabilitation (completion scheduled for December 2017); Religious Community Services – Facility Improvements (completion scheduled for December 2017); Kimberly Home – Facility Improvements (completion scheduled for December 2017); Community Service Foundation – Tieman Village (completion scheduled for March 2018); and Habitat For Humanity of Pinellas County - Garden Trail Subdivision (completion scheduled for September 2018).

In FY 2016-2017, two projects identified for funding were cancelled; Clearwater Free Clinic – Facility Improvements and East Gateway Stormwater Improvements/Resurfacing.

Expenditures for each priority need during FY 2016-2017 were fairly consistent with the Action Plan and identified objectives. Affordable housing projects often span multiple reporting periods, thus carry over into subsequent years.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

| | CDBG | HOME |
|---|--------------|-----------|
| White | 1,346 | 18 |
| Black or African American | 693 | 9 |
| Asian | 15 | 0 |
| American Indian or American Native | 13 | 0 |
| Native Hawaiian or Other Pacific Islander | 113 | 0 |
| Total | 2,180 | 27 |
| Hispanic | 340 | 0 |
| Not Hispanic | 1,840 | 27 |

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In FY 2016-2017, CDBG funded public service, public facility, acquisition and housing activities served a total of 2,180 individuals. The following are the racial and ethnic status of the program participants: White – 1,346 (61.74%); Black/African American – 693 (31.7%); Asian – 15(0.69%); American Indian/Alaskan Native – 13 (0.60%); and Multi-Racial - 113 (5.18%) Additionally, 340 of these identified program participants, or 15.60% of the total identified, were Hispanic.

In FY 2016-2017, HOME funded housing activities served a total of 27 households. The following are the racial and ethnic status of the program participants: White – 18 (66.6%) and Black/African American – 9 (33.3%). Additionally, no program participants identified as Hispanic.

In FY 2016-2017, SHIP funded housing activities served a total of 13 households. The following are the racial and ethnic status of the program participants: White – 8 (62%) and Black/African American – 5 (38%). Additionally, no program participants identified as Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

| Source of Funds | Source | Resources Made Available | Amount Expended During Program Year |
|-----------------|--------|--------------------------|-------------------------------------|
| CDBG | CDBG | 1,383,655 | 686,681 |
| HOME | HOME | 1,671,209 | 942,651 |
| HOPWA | HOPWA | | |
| ESG | ESG | | |
| Other | Other | 1,167,000 | 847,247 |

Table 3 - Resources Made Available

Narrative

During the fiscal year, the City of Clearwater had a total of \$3,054,864 in Federal CDBG and HOME program funding available to fund eligible housing and community development activities in low- and moderate-income areas and to fund local agencies that provide services that assist low- and moderate-income residents throughout the City. The funding consisted of \$952,872 in new entitlement funding through CDBG and HOME programs and \$954,021 of prior year funding. The City also had available \$1,147,951 of program income generated from the HOME program and CDBG Revolving Loan.

Additionally, the City had a total of \$750,000 in Florida State Housing Initiatives Partnership (SHIP) and \$417,000 in County Housing Trust program funds available to assist housing needs throughout the City.

Identify the geographic distribution and location of investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|---|----------------------------------|---------------------------------|--|
| Citywide Low- and Moderate-Income Areas | 52 | 59 | Allocation was accomplished through our DPA program and activities that serve the city as a whole. |
| East Gateway District Neighborhood Revitalization Strategy Area | 18 | 0 | No projects were identified or proposed for this NRSA. |
| Lake Bellevue Neighborhood Revitalization Strategy Area | 1 | 6 | Allocation was accomplished through acquisition/rehabilitation of two homes by our CHDO. |

| | | | |
|--|----|----|--|
| North Greenwood Neighborhood Revitalization Strategy Area | 29 | 31 | Allocation was accomplished through new rental units, single-family construction and rehab of rental |
|--|----|----|--|

Table 4 – Identify the geographic distribution and location of investments

Narrative

During the fiscal year, the City expended 59% of the CDBG and HOME funds on activities through our Down Payment Assistance and Owner-Occupied Rehabilitation programs and those activities that benefit citizens from the incorporated areas of the City of Clearwater; 31% of CDBG and HOME funds were expended in the North Greenwood NRSA on activities through new construction/rehabilitation of rental units and new construction of single-family units; 6% of CDBG and HOME funds were expended in the Lake Bellevue NRSA on activities through acquisition and rehabilitation of two homes by our CHDO. No projects were identified or were proposed for the East Gateway NRSA.

Public facility improvements and operation activities are funded throughout the City as long as the activities being carried out serve residents of the City of Clearwater and are serving low- to moderate-income clientele. Housing programs are available throughout the City of Clearwater, with a focus on the three NRSAs.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City's efforts to provide affordable housing and other services to very-low to moderate-income families have resulted in leveraging a great amount of additional resources.

The City leverages federal funds through the use of other public and private resources. Allocations and program income generated through SHIP and Housing Trust Fund programs; private lenders; homeowner contributions; and other city departments provide public leveraging against CDBG and HOME dollars.

In FY 2016-2017, the City expended \$1,629,332 of federal CDBG and HOME funds on completed housing, public service, facility and infrastructure related activities. The City expended \$847,247 of Housing Trust funds and SHIP funds on completed housing activities. Completed federal, state and local funded projects leveraged \$2,322,164 in community funding.

| Fiscal Year Summary – HOME Match | |
|--|---------|
| 1. Excess match from prior Federal fiscal year | 93,729 |
| 2. Match contributed during current Federal fiscal year | 323,242 |
| 3. Total match available for current Federal fiscal year (Line 1 plus Line 2) | 416,971 |
| 4. Match liability for current Federal fiscal year | 3,323 |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | 413,649 |

Table 5 – Fiscal Year Summary - HOME Match Report

| Match Contribution for the Federal Fiscal Year | | | | | | | | |
|--|----------------------|----------------------------|-------------------------------|------------------------------|-------------------------|---|----------------|-------------|
| Project No. or Other ID | Date of Contribution | Cash (non-Federal sources) | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated labor | Bond Financing | Total Match |
| CFI - 356 | 0 | 23,750 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 360-1 | 0 | 50,120 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 364 | 0 | 88,625 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 365 | 0 | 12,792 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 365-1 | 0 | 15,375 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 366-1 | 0 | 18,187 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 367-1 | 0 | 23,130 | 0 | 0 | 0 | 0 | 0 | 0 |
| CFI - 369-1 | 0 | 24,963 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1811 | 0 | 3,829 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1817 | 0 | 3,949 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1818 | 0 | 3,979 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1819 | 0 | 3,041 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1826 | 0 | 3,818 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1828 | 0 | 3,971 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1831 | 0 | 4,013 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1834 | 0 | 3,500 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1835 | 0 | 2,188 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1841 | 0 | 3,500 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1844 | 0 | 3,500 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1845 | 0 | 3,500 | 0 | 0 | 0 | 0 | 0 | 0 |
| DPA - 1851 | 0 | 3,500 | 0 | 0 | 0 | 0 | 0 | 0 |
| RL - 1807 | 0 | 11,218 | 0 | 0 | 0 | 0 | 0 | 0 |

| Match Contribution for the Federal Fiscal Year | | | | | | | | |
|--|----------------------|----------------------------|-------------------------------|------------------------------|-------------------------|---|----------------|-------------|
| Project No. or Other ID | Date of Contribution | Cash (non-Federal sources) | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated labor | Bond Financing | Total Match |
| Volunteer & SE Hours (CFI - 369-1) | 0 | 8,795 | 0 | 0 | 0 | 8,795 | 0 | 0 |

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

| Program Income – Enter the program amounts for the reporting period | | | | |
|---|---|---|--------------------------------|--|
| Balance on hand at beginning of reporting period \$ | Amount received during reporting period \$ | Total amount expended during reporting period \$ | Amount expended for TBRA \$ | Balance on hand at end of reporting period \$ |
| 676,877 | 947,951 | 214,616 | 0 | 733,335 |

Table 7 – Program Income

| Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period | | | | | | |
|---|---------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | Total | Minority Business Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts | | | | | | |
| Dollar Amount | 299,539 | 0 | 0 | 124,472 | 0 | 175,067 |
| Number | 4 | 0 | 0 | 2 | 0 | 2 |
| Sub-Contracts | | | | | | |
| Number | 5 | 0 | 0 | 2 | 0 | 3 |
| Dollar Amount | 11,873 | 0 | 0 | 7,050 | 0 | 4,823 |
| | Total | Women Business Enterprises | Male | | | |
| Contracts | | | | | | |
| Dollar Amount | 299,539 | 0 | 299,539 | | | |
| Number | 4 | 0 | 4 | | | |
| Sub-Contracts | | | | | | |
| Number | 5 | 0 | 5 | | | |
| Dollar Amount | 11,873 | 0 | 11,873 | | | |

Table 8 - Minority Business and Women Business Enterprises

| Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted | | | | | | |
|--|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | Total | Minority Property Owners | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | 0 | 0 | 0 | 0 | 0 |
| Dollar Amount | 0 | 0 | 0 | 0 | 0 | 0 |

Table 9 – Minority Owners of Rental Property

| Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition | | | | | | |
|--|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| Parcels Acquired | | 0 | 0 | | | |
| Businesses Displaced | | 0 | 0 | | | |
| Nonprofit Organizations Displaced | | 0 | 0 | | | |
| Households Temporarily Relocated, not Displaced | | 0 | 0 | | | |
| Households Displaced | Total | Minority Property Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | 0 | 0 | 0 | 0 | 0 |
| Cost | 0 | 0 | 0 | 0 | 0 | 0 |

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

| | One-Year Goal | Actual |
|--|---------------|------------|
| Number of Homeless households to be provided affordable housing units | 50 | 711 |
| Number of Non-Homeless households to be provided affordable housing units | 87 | 27 |
| Number of Special-Needs households to be provided affordable housing units | 0 | 0 |
| Total | 137 | 738 |

Table 11 – Number of Households

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of households supported through Rental Assistance | 0 | 0 |
| Number of households supported through The Production of New Units | 19 | 6 |
| Number of households supported through Rehab of Existing Units | 38 | 2 |
| Number of households supported through Acquisition of Existing Units | 30 | 13 |
| Total | 87 | 21 |

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City of Clearwater worked diligently to meet the first year goals as identified in the 2016/2017 - 2019/2020 Consolidated Plan. The City made modest progress in meeting the affordable housing goals. One of the major obstacles is the availability of land and/or housing stock for affordable housing. The City will continue to work with its housing partners to identify land purchase opportunities for affordable housing.

For the category Number of Homeless Households Provided Affordable Housing; the City exceeded the goal established in the Consolidated Plan. However, 816 individuals served is slightly less than individuals served last year.

Discuss how these outcomes will impact future annual action plans.

This year is the first year of the 2016/2017 - 2019/2020 Consolidated Plan. The City will re-evaluate and adjust the expected goals of our Consolidated Plan which will reflect the continued reduction in resources for affordable housing. Affordable housing and homelessness continues to be a high priority identified in the Consolidated Plan and will continue to be addressed in the Annual Action Plans with the City continuing to utilize CDBG, HOME and all other available resources to meet the needs identified.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

| Number of Households Served | CDBG Actual | HOME Actual |
|-----------------------------|-------------|-------------|
| Extremely Low-income | 19 | 4 |
| Low-income | 51 | 9 |
| Moderate-income | 87 | 14 |
| Total | 157 | 27 |

Table 13 – Number of Households Served

Narrative Information

The City’s housing programs are available to extremely-low, low, and moderate-income households that meet the eligibility requirements for each program.

In FY 2016-2017, the City’s housing programs assisted 184 total units utilizing CDBG and HOME funding, as well as SHIP and Housing Trust funds. Owner housing opportunity programs, owner preservation programs and owner housing production programs served a total of 177 households: 20 extremely-low; 56 low; and 101 moderate-income. Rental housing preservation and rental housing production served a total of 7 households: 3 extremely-low; 4 low, and 0 low- to moderate-income.

The City continues to experience a significant housing affordability issue with both ownership and rental housing. According to the U.S. Census Bureau American Community Survey (ACS) database, there was a negligible increase in the City’s population from 108,939 in the year 2000 to 109,210 in 2014. In contrast, the number of households decreased 17% from 56,915 households in year 2000 to 47,015 households in year 2014. Conversely, median income increased 19% from \$36,494 in the year 2000 to \$43,306 in year 2014.

Based on the data sourced from the 2008-2012 Comprehensive Housing Affordability Strategy database (CHAS), citywide, 22,680 households earned 100% or more of HUD Adjusted Median Family Income (HAMFI), with 8,630 households in the 50-80% HAMFI and 5,365 households or 11% of all households earned below 30% of HAMFI.

Cost burden is a fraction of a household's total gross income spent on housing costs. Approximately 2,000 renter-households within the 0-30% AMI group are experiencing severe cost burden defined as greater than 50% of income going towards rent and utilities. Among all income groups, 3,915 renters have a cost burden greater than 30% of income and over 4,395 renters have a cost burden greater than 50% of income. Approximately 3,000 owner-households have a cost burden greater than 30% of income and nearly 4,000 owner-households have a cost burden greater than 50% of income.

The City of Clearwater is a built-out community and lacks developable land for construction of new affordable owner-occupied and rental housing. These barriers continue to have a negative impact on projects and programs utilized to implement the City's stated strategies.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)
Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The Pinellas County Homeless Leadership Board (HLB) is the lead agency for the Pinellas County/St. Petersburg/ Clearwater/ Largo Continuum of Care (CoC). Its mission is to prevent, reduce and end homelessness in Pinellas County.

There are two major Councils under the HLB with very specific roles. The Providers Council, made up of public and private homeless and at-risk service providers, develops recommendations to the HLB on issues affecting the homeless services system, addresses the needs of all target groups, and coordinates planning and recommendations with other community-wide planning groups. The Funders Council, composed of representatives from local and state governments, businesses, foundations, and other funders of services that affect all homeless/at-risk target groups, was created in August 2013 and develops recommendations to the HLB on funding of homeless/ at-risk programs and services and on strategically aligning funding resources available for homeless/at-risk programs and services based on HLB-approved priorities, to make the most effective use of scarce resources.

The City provides staff support for the annual Point-In-Time Survey and Count. According to the Point-In-Time Survey and Count of the homeless population in Pinellas County for 2017, the total number of homeless individuals was 2,435. Approximately 20.2% of the entire homeless population self-reported that they come from Clearwater.

In FY 2016-2017, City staff continued educating City employees and the general public on the city's homeless initiative. Staff created a website listed in the City's webpage at www.myclearwater.com/housing/homelessinitiative. Additionally, staff created a handout in an effort to educate the residents about the main goal of the city's homeless initiative, how they can assist the homeless population by giving a hand up and not a hand out, and provided the citizens with contact information of local social service providers.

In FY 2016-2017, the Clearwater Homeless Services Street Outreach Team directly assisted 225 homeless individuals by transport to Safe Harbor, Pinellas Hope and HEP. The Outreach Team, on average, receives 359 calls per month. It has been noted that some of the calls are coming from outside Pinellas County since many counties in Florida do not have shelters. Additionally, more calls are being received from out of state and from those who have arrived here from other states and have no place to go.

In FY 2016-2017, the City provided \$198,554 in CDBG funds supporting homeless operations and homeless facility rehabilitation. Funding was provided to six projects: Religious Community Services –

Grace House for operating costs including salary support for their domestic violence shelter and for the rehabilitation of Grace House; Homeless Emergency Project – Emergency Shelter Program for operating costs including salary support; Kimberly Home for operating costs including salary support for their transitional housing services program and for the demolition of a blighted structure and creation of additional parking; and West Care Gulf Coast Florida for operating costs of their Turning Point emergency intervention shelter and inebriate receiving facility. At this time, two public facilities projects are ongoing and are scheduled to be completed by December 31, 2017.

The funding provided addresses the following priority needs: supporting improvements of public facilities serving low- to moderate-income persons, including the homeless and special needs populations and supporting operations of programs serving low- to moderate-income persons, including the homeless and special needs population.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City supports emergency and transitional housing needs by providing \$198,554 in CDBG funding to assist with rehabilitation projects and operation support. In FY 2016-2017, the City provided \$64,694 to Religious Community Services – Grace House for operating costs including salary support for their domestic violence shelter and for the rehabilitation of Grace House that assisted 475 individuals; provided \$9,345 to Homeless Emergency Project – Emergency Shelter Program for operating costs including salary support that assisted 711 individuals; provided \$115,170 to Kimberly Home for operating costs including salary support for their transitional housing services program and for the demolition of a blighted structure and creation of additional parking that assisted 47 individuals; and provided \$9,345 to West Care Gulf Coast Florida for operating costs of their Turning Point emergency intervention shelter and inebriate receiving facility that assisted 218 individuals. At this time, two public facilities projects are ongoing and are scheduled to be completed by December 31, 2017.

In FY 2016-2017, the City, through its General Fund, contributed \$100,000 to Pinellas Safe Harbor, \$50,000 to Homeless Emergency Project, \$25,000 to the Homeless Leadership Board, \$25,000 to Pinellas Hope, \$25,000 to Religious Community Services and \$10,000 to The Salvation Army of Upper Pinellas. The funding provided address the following priority need: supporting operations of programs serving low- to moderate-income persons, including the homeless and special needs populations and public services.

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

Pinellas County Human Services provides homeless prevention and self-sufficiency programs targeted at

the homeless population. The programs target high poverty zone areas throughout the County, to include Clearwater, and focuses on individuals who are disabled and need assistance applying for Federal benefits, employing homeless families with children seeking affordable, permanent housing and veterans who need assistance with obtaining Federal benefits, with a special focus on homeless veterans to include the following programs: Family Housing Assistance Program; Adult Emergency Financial Assistance Program and Veterans Services Program.

The City continues to work closely with Pinellas County to ensure all eligible recipients are referred to the appropriate organization that will assist with their various needs.

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

In FY 2016-2017, the City provided \$64,694 to Religious Community Services – Grace House for operating costs including salary support for their domestic violence shelter and for the rehabilitation of Grace House that assisted 475 individuals; provided \$9,345 to Homeless Emergency Project – Emergency Shelter Program for operating costs including salary support that assisted 711 individuals; provided \$115,170 to Kimberly Home for operating costs including salary support for their transitional housing services program and for the demolition of a blighted structure and creation of additional parking that assisted 47 individuals; and provided \$9,345 to West Care Gulf Coast Florida for operating costs of their Turning Point emergency intervention shelter and inebriate receiving facility that assisted 218 individuals. At this time, two public facilities projects are ongoing and are scheduled to be completed by December 31, 2017.

Additionally, the City, through its General Fund, contributed the following in support of transitioning from homelessness to permanent housing and independent living:

- \$100,000 to Pinellas Safe Harbor, a 470-bed homeless shelter and jail diversion program that opened in January 2011. Pinellas Safe Harbor serves as a transitional facility to prevent former City/County residents coming out of State prisons from ending up on the street;
- \$50,000 to Homeless Emergency Project to support their emergency shelter program, family transition program, permanent supportive housing services and rapid re-housing services;
- \$25,000 to the Pinellas County Homeless Leadership Board who is the lead agency for the Pinellas County/St. Petersburg/ Clearwater/ Largo Continuum of Care (CoC);
- \$25,000 to Pinellas Hope, a temporary emergency shelter for over 250 men and women located in Clearwater on 20 acres provided by Bishop Robert N. Lynch and the Diocese of St. Petersburg with case managers meeting with the individuals served on a regular basis to set goals towards

self-sufficiency. The case managers also assist the residents with job and housing placement and perform follow up visits within six months after they leave the shelter to ensure successful outcomes;

- \$25,000 to Religious Community Services for their domestic violence shelter that provides apartment-style emergency shelter to homeless families with children. The program works one-on-one with families through case management, providing education, increasing job readiness, and helping families save money in order to secure stable housing; and
- \$10,000 to the Salvation Army of Upper Pinellas for Hope Crest, a transitional living center that comprises two- and three-bedroom apartments providing a secure home for families while providing counseling and life skills classes.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City understands the benefits of improving public housing and resident initiatives. The City collaborates with the Clearwater Housing Authority (CHA) to foster innovative public housing developments, potential joint ventures and residential initiatives. HUD funds are used to subsidize the Housing Choice Voucher (HCV) Program and in subsidizing 202 units of public housing. CHA's private investors help to fund 529 units of mixed-income communities, for which there is no Federal subsidy.

In FY 2016-2017, the CHA assisted 1,219 families per month through their Housing Choice Voucher Program, expended \$9,282,425 in Housing Assistance Payments, assisted 257 families through its Public Housing Program and listed \$1,913,567 dollars in expenditures, plus an additional \$479,759 in Capital and Replacement Housing Funds.

The City and CHA continues to work together to identify opportunities that will provide affordable units to households at 50% AMI, 60% AMI and up to 120% AMI.

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

The Clearwater Housing Authority (CHA) encourages residents to become more involved with management and to participate in self-sufficiency programs. The CHA offers a Family Self-Sufficiency (FSS) Program for all Housing Choice Voucher holders who wish to improve their financial situation, eliminate their dependence on public assistance and are motivated to change their lives. FSS participants sign a five-year contract, during which time they complete an educational or vocational program, obtain employment, and become free from government assistance. The FSS staff provides the structure and support necessary to break down barriers and achieve goals. Once a FSS participant obtains employment or higher wages, he or she may begin to save money in an escrow account which is awarded upon completion of the program.

Actions taken to provide assistance to troubled PHAs

The CHA was checked through HUD's Public and Indian Housing Information Center (PIC), identified as a Combined Program Type, is designated as a High Performer. No further action is needed.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City began receiving SHIP Program funding in 1992 when the Florida Legislature adopted the Sadowski Act.

During the 2007 legislative session, the Florida legislature passed House Bill 1375. Under this bill, approval was granted for the creation of Section 420.9076 of the Florida Statute. This statute requires counties and cities receiving SHIP funds to appoint an eleven member Affordable Housing Advisory Committee (AHAC). The statute further provides that the committee be made up of members from a specific industry or a specific group as identified in the statute. The requirement was largely met through the use of the City's existing Neighborhood Affordable Housing Advisory Board (NAHAB). The City Council adopted Resolution No. 08-15 that created and appointed the AHAC.

The duties of the AHAC included reviewing policies and procedures, ordinances, land development regulations and the City's adopted comprehensive plan and recommending specific actions or initiatives to encourage or facilitate affordable housing.

The following are barriers and strategies undertaken by the City to remove or ameliorate the barrier:

Barrier: Lack of land available to develop affordable housing projects – Strategy: Prepare inventory of locally-owned public lands suitable for affordable housing.

Barrier: Limited funding to invest in production and rehabilitation of attainable housing – Strategy: Strengthen our relationship with the Clearwater Housing Authority and private developers to foster innovative public housing developments, mixed-income residential developments, potential joint ventures and residential initiatives.

Barrier: Lack of information concerning the City's permitting process for affordable housing units and limited information on the City's affordable incentives and programs – Strategy: Provide information on affordable housing permitting process to interested developers through printed material and City website.

Barrier: Land Development codes and incentives and third party barriers such as involuntary easements/encroachments and homeowners insurance - Strategy: Initiated an expedited permitting and ongoing review process; provide for flexible densities for affordable housing projects; reduction of parking setback requirements for affordable housing; allowance of flexible lot configuration, including zero-lot line configuration for affordable housing; and support of development near transportation hubs, major employment centers, and mixed-use development. While homeowners insurance is

required, the City's policy is to ensure the client receives only the insurance required.

Barrier: Public perception of affordable housing development – Strategy: Provide information to the public via printed material, reports and the City website showcasing ongoing and completed projects. Support mixed-income housing development projects that strengthen the socio-economic foundation of the community with the inclusion of market-rate units.

Barrier: Maintaining the City's aging stock as a source of affordable housing - Strategy: Provide educational opportunities to citizens concerning barriers that can be eliminated, such as poor credit; provide acquisition and rehabilitation loans to non-profits whose main goal is to preserve affordable housing; provide down payment and closing cost assistance to participants for first time homebuyers; and provide rehabilitation loans to eligible participants to ensure code compliance.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The major obstacle to meeting underserved needs is the lack of financial resources among housing and service providers that support the City's institutional delivery structure. Local government policies such as building codes, subdivision standards and impact fees enacted to protect the general welfare of the public have unintended consequences by creating barriers to housing affordability by increasing per unit development costs and the supply of affordable housing to very-low, low, and low- to moderate-income families.

Another major obstacle citywide is rent and housing affordability. Average rents are not affordable with many households barely able to pay their rent and afford necessities such as food, clothing, medical care and transportation. The City gives priority to the acquisition and construction of new mixed-use development projects especially in the established Neighborhood Revitalization Strategy Areas, where need is the greatest and continues to support the expansion and accessibility of social services to the City's special needs population.

First time home buyers obstacles include the purchase price of homes in the area, credit issues and unemployment/underemployment. The City does provide first time homebuyers educational opportunities and down payment and closing cost assistance.

In FY 2016-2017, the City utilized CDBG funding to rehabilitate a multi-unit development with set-aside units for lower-incomes. The City provided \$105,721.05 in CDBG funds for the rehabilitation of Fulton Avenue Apartments.

Additionally, the City provided Pinellas County Habitat for Humanity \$36,160 in CDBG funds for the acquisition of 2 vacant lots; \$296,568.32 in HOME funds and \$98,859.45 in SHIP funds for the construction of six new homes.

The City provided \$18,732.35 in CDBG Revolving Loan funds to rehabilitate 1 owner-occupied dwelling and \$376,265 in SHIP funds to rehabilitate 13 owner-occupied dwellings.

The City provided \$5,700 to Tampa Bay Community Development Corporation and \$560 to Community Service Foundation for homebuyer education that assisted 105 individuals, \$4,500 in HOME funds and \$1,500 in SHIP funds was provided to Tampa Bay Community Development Corporation for down payment and closing cost assistance that assisted 6 households and \$1,039.53 was provided to Community Service Foundation for fair housing counseling that assisted 40 individuals.

The City provided \$137,959 in HOME funds and \$46,286 in SHIP funds for down payment and closing cost assistance to assist 13 households. These activities preserve the existing housing stock through rehabilitation of aging units, increase the availability of affordable housing through new construction, and improve access to affordable housing through homebuyer education and down payment assistance for qualified low- and moderate-income households.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Lead based paint is a serious problem throughout cities across America. It is usually prevalent in homes built prior to 1978. The City maintains that lead based paint is a serious issue and conducts housing inspections to determine if there are defective paint surfaces. If lead conditions are present, the lead paint is either removed or covered in a manner prescribed by HUD. The City continues its effort to rid structures of lead based paint and inspects any homes built prior to 1978 for any presence of lead based paint. If the presence of lead based paint is found, the City requires removal of the paint as part of its down payment and closing cost assistance and rehabilitation programs. In FY 2016-2017, the City removed lead based paint in 6 homes.

Additionally, the City continues to coordinate with agencies in the Clearwater area that screen residents for elevated blood lead levels (EBL) and inspect housing units for lead based paint hazards. These agencies include the Pinellas County Health Department and the Clearwater and Pinellas County housing authorities, among others. The City places information about lead based paint and safety on the City's Housing Division website. Program activities include: Assurance that children identified as at risk receive blood lead testing and the child with elevated lead levels receives follow-up care; promotion of a public awareness campaign through education via physicians and the community and disbursement of educational materials; routine placement of educational materials on the City's Housing Division webpage; assessment of homes at risk to identify lead hazard control services to eliminate hazards identified in homes; initiation of supportive lead hazard control services to eliminate hazards identified in homes; and evaluation of prevention activities to measure the impact and outcome of program services and intervention efforts in the community.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

According to the 2010-2014 American Community Survey (ACS) estimates, 16% percent of people living in the City of Clearwater are at poverty level or below. To combat this trend, the City continues to coordinate with a number of agencies that support poverty-level families. These agencies also provide services to other homeless and non-homeless special needs populations, as well as to low- and moderate-income families. Such services include referrals to affordable housing, employment assistance/job training, and other activities to promote economic opportunity.

In FY 2016-2017, the City provided \$11,702.50 to Intercultural Advocacy Institute that assisted 77 individuals and \$15,670 to Safety Harbor Neighborhood Family Center that assisted 376 individuals to provide family advocacy and mentoring toward academic and employment success, as well as self-sufficiency. The Intercultural Advocacy Institute serves Clearwater's Hispanic community; whereas the Safety Harbor Neighborhood Family Center serves a broader population.

Also, through the coordination of programs, including the Environmental Protection Agency, State Brownfields Redevelopment initiatives, Juvenile Welfare Board, United Way, the Eckerd Foundation, CareerSource Pinellas and the University of South Florida, the City continues to expand its efforts to reduce impediments.

Additionally, the City, through its Economic Development and Housing Department and the Community Redevelopment Agency, promoted economic opportunity by providing technical assistance to small businesses and funding for façade improvements toward job creation. For FY 2016-2017, no facade improvements funding requests were received.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City has a strong institutional delivery structure. The City continues to work with its own departments and various housing and public service providers, as well as partners of their programs, in an effort to expand opportunities and to make continuous improvements to the institutional structure. Continued actions will include solicitation of feedback on referral processes and other means of coordination between such providers and the City of Clearwater.

In FY 2016-2017, the City supported an array of activities that strengthen the institutional structure's ability to serve persons of low- and moderate-income, persons with special needs, and the homeless. These activities include case management, emergency shelter and transitional housing, behavioral and mental health services, supportive services for the elderly, facilities for the disabled, referrals to appropriate housing providers, affordable housing unit construction or rehabilitation, homebuyer education, down payment assistance and access to economic opportunities.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City continues to coordinate with housing and public service providers to develop an effective institutional structure and enhance inter-agency coordination.

The City continues to work with regional housing authorities, such as the Clearwater Housing Authority and Pinellas County Housing Authority, to improve access to public housing and tenant-based assistance. Although funding for public housing authorities is limited, and competition for affordable housing is high, these agencies continue to provide housing-related activities, such as rental assistance, rehabilitation, and new construction, for low-income persons. Input from public housing authorities is regularly solicited during preparation of the City's Annual Action Plan.

Additionally, the City promotes coordination between non-profit and private for-profit housing providers through its Neighborhood and Affordable Housing Advisory Board (NAHAB), through the SHIP mandated Affordable Housing Advisory Committee (AHAC) in conjunction with the LHAP and LHS reports, and through the Annual Action Plan process. Moreover, annual meetings in conjunction with the Action Plan provides an opportunity for these providers to interact.

Public service providers in the greater Clearwater area provide a wide array of services to low- and moderate-income persons. These organizations typically have a specific target population that they serve (e.g. the homeless, persons with special needs, low-income families, etc.), and accordingly possess a level of knowledge and expertise that is invaluable when identifying underserved needs. The continuation and expansion of these public services were encouraged by means of matching programs with funding, as available. The City recognizes that improved coordination between housing and public service providers will continue to be critical action toward preventing homelessness. Therefore, input from public service providers is regularly solicited during preparation of the City's Annual Action Plan.

In FY 2016-2017, the City supported activities that will address underserved needs through community development and public services; foster and maintain affordable housing through rehabilitation, new construction, and homebuyer assistance; reduce lead-based paint hazards through responsible rehabilitation; reduce the number of poverty-level families through a combination of mentoring and economic development; and develop institutional structure through a network of community partners, including the City and its departments. Additionally, the City continues to encourage coordination between public housing authorities, non-profit and private for-profit housing providers, and public service providers through the NAHAB and AHAC, Annual Action Plan participation, and regular day-to-day referrals through the Economic Development and Housing Department.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

During FY 2015-2016, Pinellas County's Office of Human Rights and the Community Development and Planning Division of the Planning Department prepared a countywide Analysis of Impediments to Fair Housing Choice (Analysis) which included the City of Clearwater. Data from the Analysis suggested that the following types of impediments exist: Areas of Discrimination; Areas of Limited Opportunity; and Condition of Housing Stock.

The City funds programs that offer free classes for persons interested in homeownership, as well as provides outreach and training in fair housing. In FY 2016-2017, the City provided \$7,299.53 in CDBG funds to Tampa Bay Community Services Foundation and Community Service Foundation and assisted 145 individuals. The City's efforts are furthered through partnerships with the Pinellas Realtor Organization (PRO) which subscribes to the Affirmative Marketing Agreement (VAMA) and the Bay Area Apartment Association (BAAA); both entities work to educate its members on Fair Housing issues.

The City continues to work with the State, National Non-Profit Housing Intermediaries, Federal Home Loan Bank, other lenders and HUD to evaluate programs and identify funding that can help reduce the mortgage default rate and foreclosure rates among low- to moderate-income home buyers and existing homeowners.

The City supports self-help initiatives based on volunteers providing housing assistance to designated elderly and indigent property owners and assisting them in complying with municipal housing codes to include individual volunteers, community and religious organizations/institutions and businesses as a means of supplementing financial resources for housing repair and neighborhood cleanups that include Paint Your Heart Out and United Way's Day of Caring.

The City has an established Housing Committee, the Affordable Housing Advisory Committee (AHAC), that provides oversight and review of incentives that will encourage the development of affordable housing. The AHAC provides recommendations to the City of Clearwater when there are changes to be considered that will facilitate the removal of barriers.

Inquiries from low- to moderate-income tenants are often referred to the City's Code Enforcement staff. Tenants are often seeking a remedy to actual or perceived Housing Code violations in their rental unit that the landlord or property management company may have declined to address or repairs that are being addressed by the landlord at an unacceptable pace for the tenant. The Code Enforcement staff provides general information on code enforcement alternatives and remedies as well as the State's landlord tenant law. Also, some tenants are referred to pro bono or low-cost legal assistance programs to serve tenants needs.

While the City does not provide legal services, the Pinellas County Clerk of the Circuit Court operates three Legal Self Help Centers to assist Pinellas County citizens on representing themselves in court in

regard to family law, small claims or landlord/tenant matters. The Self Help Centers provide consultation with an attorney for a minimal fee, forms and packets for civil court actions, document notary and copying services.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City is responsible for monitoring all agreements administered under its CDBG and HOME programs, advising subrecipients on their performance, and ensuring compliance with Federal rules and regulations corresponding to the funding source. Monitoring is necessary to ensure that sub-recipients continue to meet expectations for timeliness, capacity, and reporting; and that activities continue to meet National Objectives and other program goals. Through frequent monitoring, conflicts of interest and opportunities for waste, mismanagement, fraud, and abuse are minimized.

On-site monitoring visits occur at least annually depending on the risk-level of the sub-recipient, or if concerns were identified during a prior visit, on-site monitoring visits may occur more frequently to determine compliance or until corrective actions are taken. Staff contacts the sub-recipient by phone or email to schedule a monitoring visit, staff follows-up by mailing a formal Notification Letter to the recipient at least two (2) weeks prior to the scheduled visit. The Notification Letter includes confirmation of the date, time and duration of the visit; a description of the purpose for the monitoring visit; and identification of the sub-recipient representatives expected to be present and any office/meeting space that will be required.

In preparation for an on-site monitoring visit, City staff reviews all the documentation associated with the sub-recipient's records, including but not limited to: original application for CDBG or HOME funding; subrecipient agreement; requests for payment and corresponding documentation; monthly or quarterly reports; documentation from previous monitoring visits; and copies of audits (if any, e.g. independent or government initiated).

At the beginning of the scheduled on-site monitoring visit, City staff holds an Entrance Conference with the sub-recipient's Director and appropriate financial and program staff. The Entrance Conference reiterates the schedule and purpose of the on-site monitoring visit and documents the sub-recipient's participation. The Entrance Conference also is used to convey to the subrecipient the City's responsibility to monitor the subrecipient to determine whether the use of Federal funds is appropriate and consistent with the agreement, even if the on-site monitoring visit presents an inconvenience for the subrecipient.

Within 30 days after the visit, the City mails a Monitoring Letter to the subrecipient that details the results of the on-site monitoring visit. The letter identifies any Findings or Concerns as follows: Finding

– A violation of law or regulation that could result in a sanction or Concern – A matter that, if not properly addressed, could become a finding that could result in a sanction.

The Monitoring Letter details each Finding (if any) identified along with the corresponding citation(s) of applicable laws, regulations, or program policies and the supporting fact(s) collected during the on-site monitoring visit. For each Finding identified, the letter specifies the corrective action(s) that the sub-recipient must take along with a date specific by which the subrecipient must provide a written response detailing how and by when the corrective action(s) will be taken.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

As required, reasonable notice for review and comment of the CAPER was provided. Public notice of the comment period was published in the Tampa Bay Times on November 17, 2017, advising of the availability of this performance report for viewing and public comment from November 20, 2017 through December 4, 2017. A notice was also placed on the City of Clearwater’s webpage and copies of the CAPER were made available at the North Greenwood and East Libraries. No comments were received during the comment period.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The programs administered during FY 2016-2017 were Community Development and Public Services Program; Non-Homeless Special Needs; Homelessness; Housing; and Economic Development.

Community Development and Public Services Program include: Religious Community Services, Inc. - Facility Improvements, The Arc of Tampa Bay - Facility Improvements, Kimberly Home - Acquisition and Demolition project, Intercultural Advocacy Institute, Inc. – Youth Leadership Services, and Safety Harbor Family Center – Mentoring Services.

Non-Homeless Specials Needs Program includes: Pinellas Opportunity Council – Chore Services Program.

Homelessness Program includes: Religious Community Services, Inc. – Grace House, Homeless Emergency Project, Inc. – Transitional Housing Program, Kimberly Home – Woman Shelter Program, and Westcare GulfCoast Florida, Inc. – Substance Abuse Services.

Housing Program includes: Tampa Bay Community Development Corporation - Down Payment Assistance, Habitat for Humanity of Pinellas County – Single Family Homes, Tampa Bay Community Development Corp – Homebuyer Education. Community Service Foundation – Fair Housing, Community Service Foundation – Homebuyer Education, CDBG Rehabilitation and CDBG Rehabilitation Revolving Loan Program.

Economic Development Program includes: Technical Assistance and Business Development – Façade Improvements.

Two projects were cancelled this fiscal year: Stormwater Improvements/Resurfacing and Clearwater Free Clinic. Both projects were unable to meet required deadlines and eventually proceeded without CDBG assistance.

The City made an effort to promote more economic development activities going forward by attracting services that assist entrepreneurial ventures, job creation activities and business development especially within the three designated NRSAs.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Inspection of initial lease-up of rental housing units is conducted by City staff and ongoing inspections of rental housing funded by HOME funds are also conducted by City staff or contracted compliance monitoring agency. All HOME funded projects are monitored annually, either by a desk review or an on-site inspection. A desk review includes compliance with income and rent eligibility requirements and financial records. An on-site monitoring includes compliance with income and rent eligibility requirements, financial reports, program records/files and is performed at least every two or three years as applicable. The following list identifies all projects that received a desk review in FY 2016-2017:

- Abilities of Morningside II (2500-1 Harn Boulevard) – In Compliance
- Fulton Avenue Apartments (1602 Fulton Avenue) - In Compliance
- Homeless Emergency Project (1250 Palmetto Street) – In Compliance
- Fairburn Apartments (1102 Fairburn Avenue) – In Compliance
- Kimberly Home, Inc. (114 North Missouri Avenue) – In Compliance
- Kimberly Home, Inc. (1192 Browns Court) – In Compliance
- Pineberry Apartments (1225 Highland Avenue) – In Compliance
- Prospect Towers (801 Chestnut Street) – In Compliance
- Garden Trail Apartments (609 Seminole Street) – In Compliance
- Norton Apartments (1450 South Martin Luther King Jr. Avenue) – In Compliance
- Lexington Apartments (1100 Missouri Avenue) – In Compliance

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

As part of the HOME application, applicants are required to submit an affirmative marketing plan to the County which must conform to the County's affirmative marketing requirements. Monitoring of affirmative marketing for HOME funded units is incorporated into the County's overall monitoring process. During each onsite monitoring visit, the City monitors subrecipients for compliance with affirmative marketing requirements.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

HOME Program Income received during the program year totaled \$947,951.37 and is broken down into the following amounts for repayment of housing activity loans:

- Infill: \$35,613.40
- DPA: \$4,167.80
- Revolving Loan: \$23,025.27
- Payoffs: \$691,238.49
- Payoff - CHDP: \$175,808.78
- Interest - City: \$18,097.63

In FY 2016-2017, HOME funds were expended on 19 projects and administration totaling \$942,650. Program Income was expended as it became available with 10% of HOME Program Income expended on administration.

HOME funded housing activities served a total of 27 households. The following are the racial and ethnic status of the program participants: White – 18 (66.6%) and Black/African American – 9 (33.3%).

Additionally, none of the identified program participants identified as Hispanic. Additionally, 10 of the individuals were identified as Head of Households.

Of the 27 households, 4 (14.8%) were very-low income (below 30%), 9 (33.3%) were low income (30% - 60%) and 14 (51.8%) were moderate income (60% - 80%).

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

During FY 2016-2017, the City continued to proactively support, develop and maintain affordable housing. Utilizing CDBG, HOME, SHIP and Housing Trust Funds, the City assisted 13 households to become homeowners through down payment and closing cost assistance; assisted 14 existing homeowners to preserve their homes through rehabilitation; and ensured long-term availability by supporting Bright Community's Land Trust, a Community Housing Development Organization (CHDO).

The City continues to support local and national housing policies and continues to educate and inform citizens, as well as elected local officials, of the need for affordable housing.

