

## Amendment Statement

Second Amendment to PY 2019 Annual Action Plan: Amended on June 24, 2021 to add a second round of CDBG CARES Act funds to the PY 2019 Annual Action Plan. Includes \$594,749 in additional CDBG-CV3-Part A funding added to the original CDBG-CV1 funds of \$733,264.

Previous Amendment Information: Amended on June 23, 2020 to add CDBG CARES Act funds to the PY2019 Annual Action Plan. Additionally, a re-allocation of \$120,400.00 in CDBG funds previously designated to Parks Improvements (\$11,343.00), Code Enforcement Administration (\$20,000.00), Code Enforcement Demolition (\$16,473.00), Minor Repair Program (\$35,000.00), and The Arc of Wichita County (\$37,584.00.) These funds are now being proposed to be re-allocated to finalize the construction of a Community Center located in the Lynwood East Addition.

## Executive Summary

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

#### 1. Introduction

Each year, the City of Wichita Falls receives entitlement grant funds from the U.S. Department of Housing and Urban Development (HUD) to undertake housing and community development activities that meet local priority needs identified in the City's five-year 2015-2019 Consolidated Plan. Annual Action Plans present a blueprint of how Wichita Falls intends to use the federal funds to be received. All activities undertaken by the City in support of the Consolidated Plan must also meet eligibility requirements of the federal Community Development Block Grant (CDBG) or HOME Investment Partnership (HOME) Programs. The Program Year 2019 Annual Action Plan (Year 5) of the Consolidated Plan describes proposed activities that serve to implement a unified and strategic vision supporting decent housing, a suitable living environment, expanded economic opportunities, and improved public services that primarily benefit low-moderate income persons and neighborhoods. This PY 2019 Action Plan addresses available funding resources and dollar amounts allocated for the specific activities proposed to be undertaken during the period of October 1, 2019, through September 30, 2020.

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

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

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This PY 2019 Action Plan contains a range of goals, objectives, and outcomes formulated to address needs identified for homelessness, other special needs, affordable housing, and non-housing community development, barriers to affordable housing, lead-based paint hazards, institutional structure, and coordination. These objectives include:

- Continue to plan, monitor and administer Entitlement Grant Programs and ensure compliance with Federal Regulations.
- Improve the condition of housing for low-income homeowners.
- Increase the development of units and affordability of housing for homeownership.
- Address community needs through community-based public service programs.
- Address community needs through improvements and expansion of Public Facilities and Public infrastructure.

These objectives are supported by a collection of associated strategies and performance goals. These strategies seek to work toward meeting the objectives stated, addressing the need for more affordable housing, housing rehabilitation, public facilities and infrastructure improvements, and public services. Specifics can be found in the Strategic Plan and Annual Action Plan.

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

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

Wichita Falls has a history of successful programs funded through the Community Development Block Grant and HOME Investment Partnership Program that meet the needs of the community, principally the low and moderate income population, and that are identified as a priority in the Consolidated Plan. Of particular importance to the continued well-being and vitality of the city's neighborhoods have been programs that focus on improving the condition of housing stock. The City has successfully administered housing rehabilitation activities benefitting lower income, handicapped, and elderly owner-occupied households unable to properly maintain the repair of their homes. Thousands of feet of old and deteriorated waterlines in low-income residential neighborhoods have been replaced with larger-capacity waterlines, resulting in increased reliability and water quality and enhanced fire protection. For severely deteriorated structures that are a hazard and blight on the neighborhood, the City has funded demolition and clearance activities. Since 1993 the HOME-funded First Time Homebuyer's Program has enabled many low-moderate income persons to benefit from homeownership. The nationally-recognized Concrete Training Program has greatly improved accessibility throughout the city by installing handicapped ramps from street to sidewalk while training low-skill and unemployed workers.

The City has actively coordinated with local homeless services providers to assist in the goal to expand both the stock of units/beds available to homeless persons and provide services aimed at helping those persons find employment, housing, health care services, and educational opportunities. Further details of past performance can be found in the City's Consolidated Annual Performance and Evaluation Report (CAPER).

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

Summary from citizen participation section of plan.

Letters to local non-profit organizations were sent February 20, 2019, announcing the availability of PY 2019 Funding Applications, informing potential applicants of program requirements and the availability of technical assistance for completing the application process and establishing the deadline for submitting requests for funding. Notifications were sent March 7, 2019, to City Departments announcing the availability of PY 2019 Funding Applications. To broaden outreach to the community, the funding announcement and a fillable application were also placed on the City's website. Applicants interested in pursuing PY 2019 CDBG funding met with the City Council Subcommittee on Outside Agencies on May 23, 2019, to ask questions, present proposals, and share information about their needs. On June 18, 2019, City Staff and the City Council Subcommittee on Outside Agencies met to discuss recommendations to City Council. The Draft Annual Plan was advertised for 30-day public comment period begins 7/6/19 and ends 8/5/19. City Council held a Public Hearing and approved the Annual Plan on August 6, 2019.

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

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

The following Public Comments related to the 2019 Annual Action Plan were received during the Wichita Falls City Council meeting on August 6, 2019:

- Allen Patterson, CEO of the Community Healthcare Center, explained the scope of services of the organization, shared the number of persons served, revealed plans for increasing the number of satellite clinics to serve the community, and expressed appreciation for the Council's proposed funding to replace HVAC units at the main facility.
- Michelle Turnbow, Executive Director of First Step, Inc., expressed appreciation for the Council's support in recommending funding for the electrical generator for the domestic abuse shelter which will help keep the clients safe during any future electrical outage.
- Pam Hughes, Director of Marketing and Development for Senior Citizens Services of North Texas, thanked the Council for funding for Meals on Wheels program and brought thank you letters

from several clients who depend upon the program for nutritional support and for the personal contact from those delivering the noon meal. She explained that 35% of the recipients live in total isolation except for the Meals on Wheels contact.

- Addison Roberts, Executive Director of the ARC of Wichita County, explained how the CDBG funding will enable wheelchair-bound clients to participate in outdoor recreational activities and expressed appreciation for the recommended funding to install artificial turf in the playground area.

- Rhonna Prickett, Fund Development Director for the Wichita Falls Area Food Bank, expressed appreciation for the recommended CDBG funding and explained how the funding will greatly improve the ability for large trucks to back up to the loading dock and increase the efficiency of food supply delivery.

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

None of the comments received were rejected. No additional written comments were received during the public comment period.

## **7. Summary**

The PY 2019 Annual Action Plan outlines how the City of Wichita Falls proposes to use the CDBG entitlement grant amount of \$1,241,545, the HOME Investment Partnership Program grant amount of \$391,886, and PY 2017 unexpended CDBG funding in the amount of \$100,000 to meet local priority needs and goals in the Consolidated Plan. These grant resources fund activities and programs that enable the City to benefit primarily low-moderate income citizens and neighborhoods to improve public facilities, develop and maintain affordable housing, improve access for people with disabilities, provide important public services, aid in services to the homeless, and eliminate slum and blight.

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

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

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

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	WICHITA FALLS	Development Services Department
HOME Administrator	WICHITA FALLS	Development Services Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The Neighborhood Resources Division of the Community Development Department has primary responsibility for the administration of the CDBG and HOME Investment Partnership Programs.

**Consolidated Plan Public Contact Information**

For additional information, inquiries, or comment, contact:

Neighborhood Resources Division

City of Wichita Falls

Room 300, Memorial Auditorium

1300 7th Street

Wichita Falls, TX 76301

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

### **1. Introduction**

The Neighborhood Resources Division of the City of Wichita Falls collaborates throughout the year with local agencies and service organizations to share information and improve coordination to more effectively meet the needs of our local community. Subrecipients, public service agencies, special needs providers, housing providers, member agencies of the homeless coalition, and a variety of non-profit and state agencies provide ongoing input that clarifies local needs, facilitates referrals for services, and allows for a re-evaluation of programs and services provided.

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

The division has a close interactive working relationship and frequent contact with agencies such as the Section 8 Housing Office, the Wichita Falls Housing Authority, Nortex Regional Planning Commission, Patsy's House, First Step Shelter, Rolling Plains Management Corporation, Area Agency on Aging, Christmas in Action, Community Health Care Center, Habitat for Humanity, and Adult Protective Services, all of whom refer clients for services offered by the City and to whom the City makes referrals. The City has two representatives on the Continuum of Care and participates in Homeless Coalition of North Texas meetings. Several mental health, public health, and special needs service agencies have applied for and received CDBG funding for projects through past and current annual allocation cycles, and as a result, have developed and maintained productive collaborative relationships with the City. The City also makes an effort to share helpful information and resources with local agencies to assist them in their work.

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

The City works closely with and regularly attends Continuum of Care homeless coalition meetings as they are scheduled, sharing insight and comment for problems and issues impacting local agencies as related to homelessness. The City has provided guidance and resources to a local entity interested in establishing a veteran's village to offer transitional housing units and services to homeless veterans and their special needs; the City has consulted with and is providing CDBG funding during 2019-20 for an organization that provides shelter for domestic violence victims; and the City works in cooperation with Nortex Regional Planning Commission's Housing Services Office in support of the Permanent Supported Housing Program that it administers, referring potential clients threatened with homelessness or who are homeless and that contact the City seeking housing assistance.

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

The City does not receive any ESG funding, but is an active participant in the North Texas Homeless Coalition CoC and contributes to planning and discussions that arise concerning the populations served by programs administered by the various entities in attendance. Nortex Regional Planning Commission, where coalition meetings are held, manages the HMIS system. At several coalition meetings, members discussed the HMIS system administration, use, cost, and applicability to meet the needs of local service providers. The coalition is currently developing the HMIS system software for use by local social service organizations which is expected to expand functionality and enhance data sharing among member agencies.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Child Care, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.
2	<b>Agency/Group/Organization</b>	Faith Mission
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services-Employment Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and as a participating agency in homeless coalition meetings to keep informed of needs and services, resources to meet those needs, and issues impacting the delivery of services.



3	<b>Agency/Group/Organization</b>	Christmas in Action Wichita County, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons Services-Persons with Disabilities Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.
4	<b>Agency/Group/Organization</b>	NORTEX Regional Planning Commission (NORTEX)
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Service-Fair Housing Regional organization Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and as a participating agency in homeless coalition meetings to keep informed of needs and services, resources to meet those needs, and issues impacting the delivery of services.
5	<b>Agency/Group/Organization</b>	Senior Citizens Services of North Texas, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.
6	<b>Agency/Group/Organization</b>	Wichita Falls Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA Services-Employment Service-Fair Housing Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and as a participating agency in homeless coalition meetings to keep informed of needs and services, resources to meet those needs, and issues impacting the delivery of services.

7	<b>Agency/Group/Organization</b>	Phased In
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Services-Employment Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth Homelessness Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.
8	<b>Agency/Group/Organization</b>	North Texas Parent and Child Development, Inc
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.

9	<b>Agency/Group/Organization</b>	FIRST STEP of Wichita Falls, INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.
10	<b>Agency/Group/Organization</b>	Wichita Falls Area Food Bank
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.

11	<b>Agency/Group/Organization</b>	ARC of Wichita County
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Persons with Disabilities Services-Health Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation is ongoing throughout the year and more specifically during the grant allocation/grant administration process to keep informed of the agency's needs, resources to meet those needs, and issues impacting the delivery of services.

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

Agency types indicated as not consulted, demonstrated by a non-check status of the available selection fields, generally did not significantly impact and/or were not applicable or related to the development and implementation of activities, goals, and objectives, or programs detailed in this Action Plan.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Nortex Regional Planning Commission	Strategic Plan goals are consistent with goals of the Continuum of Care in that both strive to effectively meet the particular needs of the at-risk, low-income populations of our community. CDBG-funded social service organizations and City initiatives such as Child Care Inc., First Step, Early Head Start, North Central Texas Community Health Care Center and the City's handicapped ramps and repair programs provide needed assistance to this special population. Several sub-recipient organizations are members of the CoC and deliver services in addition to what CDBG funds enable for the at-risk population we jointly serve, in an effort to increase independence and reduce the potential for homelessness.

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

**Narrative (optional)**

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

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

A variety of opportunities and mechanisms were made available to the community requesting citizen input concerning local needs and comments on the use of expected grant funding. A Notice of Funding Availability explaining the CDBG application process and eligibility requirements was mailed to local non-profit organizations and posted on the Neighborhood Resources webpage. Newspaper ads announcing public forums and public hearings; meetings with representatives of the City Council to present proposals, explain impacts, and advocate for projects; local television broadcast news reports that explained how CDBG funds are proposed to be used in the community and notified citizens of an opportunity for public comment at a City Council public hearing; a newspaper-advertised public hearing related to the PY19 Action Plan that invited attendance and encouraged citizen comment; direct citizen feedback provided to the full City Council at an advertised and televised public hearing; and general information about the application, funding and public comment process that was mailed to local community organizations and made available on the City's website and that encouraged public input. Interactions, comments, and applications for CDBG funding that resulted confirmed that the goals and priorities established in the Consolidated Plan for our community were being addressed by the funding of past and current projects and activities.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Notice of Funding Availability/Applications Requested	Non-targeted/broad community	Letters sent on 2/20/19 to local groups and posted on the City website notifying the community that CDBG funds would be available to the City for allocation and encouraging the submission of applications for projects that benefit low-moderate income persons, facilities, and neighborhoods.	Received inquiries from several new organizations about applying for funds, and applications for 16 projects were submitted	No comments were rejected.	



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	The City Council Subcommittee on Outside Agencies met with organizations on 6/18/19 that were interested in applying for PY 2019-20 CDBG funds to hear proposals, ask and answer questions about projects and activities for which the organizations were seeking funding. City Council held a public hearing on 8/06/19 with an approval of the Annual Action Plan.	Eight entities attended and explained needs, use of funds, expected accomplishments of the proposed projects.	No comments were rejected.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>Newspaper ad in the Times Record News on 7/6/19 notifying of a formal public hearing at the 8/6/18 City Council meeting concerning the Action Plan proposed use of CDBG and HOME funds, asking for public comment, informing of a 30-day period running from 7/7/18 through 8/5/18 to submit written comments.</p>	<p>No written comments were received.</p>	<p>N/A</p>	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Wichita Falls receives funding from two federal grant programs, the Community Development Block Grant Program, and the HOME Investment Partnership Program. These two grant programs combined will provide \$1,633,431 in PY 2019 entitlement amounts and \$100,000 in prior-year CDBG unexpended funds for use by the City for a total of \$1,733,431 to support decent, affordable housing, a suitable living environment, expanded economic opportunities, and improved public services that primarily benefit low-moderate income persons and neighborhoods.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,241,545	0	100,000	1,341,545	1,241,545	Expected amount for the remainder of 5-year ConPlan equals the Year 4 Annual Allocation times one.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	391,886	0	0	391,886	391,886	Expected amount for the remainder of 5-year ConPlan equals the Year 4 Annual Allocation times one.
Other	public - federal	Other	1,328,013	0	0	1,328,013	0	CDBG-CV funds to be used to prevent, prepare for and respond to the Coronavirus. Funds include \$733,264 in CDBG-CV (CV1) funds accessed on June 23, 2020 through the first amendment to the PY2019 AAP, and a further \$594,749 in CDBG-CV (CV3) funds accessed through a second amendment to the PY2019 AAP in 2021.

Table 5 - Expected Resources – Priority Table

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

Matching requirements for the HOME Program will be met through one or more of the following sources: the present discounted value of yields forgone; waived taxes, fees and charges; and donated professional services, materials, and volunteer labor according to the type and programmatic aspects of the particular activities funded. CDBG dollars are also leveraged by sellers of affordable housing through the First-Time Homebuyers Program performing repairs required by the property inspection. CDBG funding in support of local non-profit activities and public facility improvements often results in additional leveraged dollars from local foundations and State entities to augment funding requirements for services and activities provided by the local sub-recipient agencies.

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

On tax-foreclosed properties, the City serves as a trustee for the three local taxing entities: Wichita County, Wichita Falls Independent School District, and the City of Wichita Falls. When suitable real estate parcels are acquired for non-payment of taxes or liens, the City, with the agreement of the county and school district, makes that property available to non-profit housing developers such as Habitat for Humanity to acquire at no or a very low cost for use in developing affordable housing. The City will continue to evaluate opportunities to use public lands for future development that benefit locally identified needs contained in the ConPlan.

**Discussion**

The City plans to program approximately \$1.7 million from the CDBG and HOME programs for the FY 2019 program year. This sum includes both annual entitlement allocations and \$100,000 in reprogrammed CDBG funds from previous program years. These funds will be used to operate a varied range of private and public services as described in subsequent sections of the Annual Action Plan. Above is also an indicated Other CDBG-CV fund amount in the total amount of \$1,328,013. CDBG-CV funds were allocated in the amount of \$733,264 via an amendment to the PY 2019 AAP on June 23, 2020 during the initial CV1 disbursement, and a further \$594,749 via an amendment in August 2021 to access the CV3 funds allocated to the City of Wichita Falls.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Adminstration Objective	2015	2019	Administration	Citywide	Administration	CDBG: \$248,309 HOME: \$39,188	Other: 1 Other
3	Demolition Objective	2015	2019	Non-Housing Community Development	CDBG Eligible Areas	Demolition/Removal of Slum and Blight	CDBG: \$260,000	Buildings Demolished: 35 Buildings
4	Code Enforcement Objective	2015	2019	Non-Housing Community Development	CDBG Eligible Areas	Demolition/Removal of Slum and Blight	CDBG: \$95,000	Housing Code Enforcement/Foreclosed Property Care: 200 Household Housing Unit
7	Christmas in Action Objective	2015	2019	Affordable Housing	Citywide	Housing Rehabilitation and Reconstruction Emergency Home Repairs	CDBG: \$100,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Women's Shelter Improvement Objective	2015	2019	Non-Housing Community Development	Citywide	Housing Rehabilitation and Reconstruction Domestic Violence/Child Abuse Public and Community Facilities Homeless Prevention and Emergency Assistance Homeless Facilities Emergency Housing Assistance	CDBG: \$26,942	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted
10	Childcare Services Objective	2015	2019	Non-Housing Community Development	Citywide	Child Care Services	CDBG: \$130,362	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
11	Senior Services Objective	2015	2019	Non-Homeless Special Needs	Citywide	Senior Services Meals/Food Pantry/Meals on Wheels	CDBG: \$55,869	Public service activities other than Low/Moderate Income Housing Benefit: 450 Persons Assisted
12	City Minor Home Repair Objective	2015	2019	Affordable Housing	Citywide	Housing Rehabilitation and Reconstruction	CDBG: \$165,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit
13	Emergency Homeowner Rehab Objective	2015	2019	Affordable Housing	Citywide	Emergency Home Repairs	CDBG: \$100,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
14	Homebuyer Assistance with Repair Objective	2015	2019	Affordable Housing	Citywide	Housing Assistance	HOME: \$263,916	Direct Financial Assistance to Homebuyers: 10 Households Assisted
15	Habitat Homebuyer Assistance Objective	2015	2019	Affordable Housing	Citywide	Housing Assistance	HOME: \$30,000	Direct Financial Assistance to Homebuyers: 4 Households Assisted
16	CHDO Objective	2015	2019	Affordable Housing	Citywide	Housing Development	CDBG: \$58,782	Homeowner Housing Added: 4 Household Housing Unit

Table 6 – Goals Summary

### Goal Descriptions

1	Goal Name	Adminstration Objective
	Goal Description	
3	Goal Name	Demolition Objective
	Goal Description	
4	Goal Name	Code Enforcement Objective
	Goal Description	
7	Goal Name	Christmas in Action Objective
	Goal Description	

<b>8</b>	<b>Goal Name</b>	Women's Shelter Improvement Objective
	<b>Goal Description</b>	
<b>10</b>	<b>Goal Name</b>	Childcare Services Objective
	<b>Goal Description</b>	
<b>11</b>	<b>Goal Name</b>	Senior Services Objective
	<b>Goal Description</b>	
<b>12</b>	<b>Goal Name</b>	City Minor Home Repair Objective
	<b>Goal Description</b>	
<b>13</b>	<b>Goal Name</b>	Emergency Homeowner Rehab Objective
	<b>Goal Description</b>	
<b>14</b>	<b>Goal Name</b>	Homebuyer Assistance with Repair Objective
	<b>Goal Description</b>	
<b>15</b>	<b>Goal Name</b>	Habitat Homebuyer Assistance Objective
	<b>Goal Description</b>	
<b>16</b>	<b>Goal Name</b>	CHDO Objective
	<b>Goal Description</b>	

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

### Project Summary Information

### Projects

#	Project Name
1	CDBG Grant Administration
2	Child Care, Inc. - Subsidies (PubSv)
3	Senior Citizens Meals on Wheels
4	Christmas in Action
5	Minor Repair Program
6	Emergency Repair Program
7	Project Delivery Costs - Minor/Emergency Repair Programs
8	Transportation
9	Code Demolition & Clearance
10	Code Enforcement
11	ARC of Wichita County
12	HOME Program Administration
13	First Time Homebuyers Program
14	CHDO Set-Aside Funding
15	Affordable Housing Program
16	Child Care, Inc.
17	First Step - Emergency Generator
18	North Central Texas Community Health Care Center - HVAC Replacement
19	Wichita Falls Food Bank

**Table 7 - Project Information**

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

The projects listed above were selected from the total of project proposals received and are consistent with the priorities established through the Consolidated Plan. These projects meet local needs established in the Needs Assessment to the extent that funding was available. Organizational competencies were also considered when selecting projects, leaning toward those entities with long-standing histories of successful community service and project management. Meeting underserved

needs is subject to and contingent upon the limited amount of funding available for allocation.

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

1	<b>Project Name</b>	CDBG Grant Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Administration Objective
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$248,309
	<b>Description</b>	Costs to operate and administer the CDBG Program
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Low to moderate-income families, non-profit organizations, and public facilities serving the low-moderate income population will benefit. The number of beneficiaries will be the total number of persons served from all of the CDBG-eligible activities undertaken.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Operate and administer the CDBG Program
2	<b>Project Name</b>	Child Care, Inc. - Subsidies (PubSv)
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Childcare Services Objective
	<b>Needs Addressed</b>	Child Care Services
	<b>Funding</b>	CDBG: \$130,362
	<b>Description</b>	Child care subsidies for working low income families under the Public Services cap
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 100 low-income working for families.
	<b>Location Description</b>	Child care centers at 1100 Smith, 211 East Wichita, 403 Lamar, and 1416 North 6th Street, Wichita Falls, TX
	<b>Planned Activities</b>	Child care subsidies for low-income working families
3	<b>Project Name</b>	Senior Citizens Meals on Wheels
	<b>Target Area</b>	
	<b>Goals Supported</b>	Senior Services Objective

	<b>Needs Addressed</b>	Disability Services Senior Services Meals/Food Pantry/Meals on Wheels
	<b>Funding</b>	CDBG: \$55,869
	<b>Description</b>	Support for the Meals on Wheels Program to assist with nutritional needs of elderly and handicapped
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 450 elderly and handicapped low-income families.
	<b>Location Description</b>	City-wide.
	<b>Planned Activities</b>	Provide home-delivered noon meal to the elderly and handicapped to augment nutritional needs
4	<b>Project Name</b>	Christmas in Action
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Christmas in Action Objective
	<b>Needs Addressed</b>	Housing Rehabilitation and Reconstruction Emergency Home Repairs
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Minor home repair for low income, elderly and/or handicapped homeowners using volunteer labor
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 10 elderly and handicapped families.
	<b>Location Description</b>	City-wide.
5	<b>Project Name</b>	Minor Repair Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	City Minor Home Repair Objective

	<b>Needs Addressed</b>	Housing Rehabilitation and Reconstruction
	<b>Funding</b>	CDBG: \$165,000
	<b>Description</b>	Minor repairs to homes of low-moderate income homeowners
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 15 low-moderate income homeowners
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Minor repairs to homes of low-moderate income homeowners
<b>6</b>	<b>Project Name</b>	Emergency Repair Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Emergency Homeowner Rehab Objective
	<b>Needs Addressed</b>	Housing Rehabilitation and Reconstruction
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Immediate-need minor repair to address threats to life, health or safety of low-moderate income homeowners
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 10 low-moderate income homeowners
	<b>Location Description</b>	City-wide
<b>Planned Activities</b>	Immediate-need minor repair to address threats to life, health or safety of low-moderate income homeowners	
<b>7</b>	<b>Project Name</b>	Project Delivery Costs - Minor/Emergency Repair Programs
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Adminstration Objective City Minor Home Repair Objective Emergency Homeowner Rehab Objective
	<b>Needs Addressed</b>	Administration Housing Rehabilitation and Reconstruction Emergency Home Repairs



	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Staff salary costs for time spend on administration of services for the Minor/Emergency Repair Programs pro-rated to actual time spent on each applicant project. IDIS accomplishments reported under Minor and Emergency Repair Program activities.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 25 low-moderate income homeowners
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Staff services for the Minor/Emergency Repair Programs pro-rated to actual time spent on each applicant project.
8	<b>Project Name</b>	Transportation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Senior Services Objective
	<b>Needs Addressed</b>	Public Improvements Infrastructure
	<b>Funding</b>	CDBG: \$12,400
	<b>Description</b>	Bus shelters for Wichita Falls Transit System passengers. The National Objective being met is activity benefiting Low to Moderate Income persons. All Bus Shelters will be located in Low To Moderate Income census tracts
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Bus shelters for Wichita Falls Transit System passengers
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Bus shelters for Wichita Falls Transit System passengers. The National Objective being met is activity benefiting Low to Moderate Income persons. All Bus Shelters will be located in Low To Moderate Income census tracts
	<b>Project Name</b>	Code Demolition & Clearance

9	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Demolition Objective
	<b>Needs Addressed</b>	Demolition/Removal of Slum and Blight
	<b>Funding</b>	CDBG: \$260,000
	<b>Description</b>	Demolition and clearance of hazardous structures on a spot basis
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 35 owners of hazardous properties
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Demolition and clearance of hazardous structures on a spot basis.
	10	<b>Project Name</b>
<b>Target Area</b>		CDBG Eligible Areas
<b>Goals Supported</b>		Code Enforcement Objective
<b>Needs Addressed</b>		Administration
<b>Funding</b>		CDBG: \$95,000
<b>Description</b>		Administrative and operational costs related to code enforcement activities
<b>Target Date</b>		9/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		Approximately 150 owners of properties in violation of Code ordinances that will be required to come into compliance
<b>Location Description</b>		CDBG-eligible areas
<b>Planned Activities</b>		Administrative and operational costs related to code enforcement activities
11	<b>Project Name</b>	ARC of Wichita County
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Childcare Services Objective
	<b>Needs Addressed</b>	Public and Community Facilities Parks and Recreation Facilities Public Improvements

	<b>Funding</b>	CDBG: \$37,584
	<b>Description</b>	Install artificial turf in the playground area
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	85 Developmentally disabled persons
	<b>Location Description</b>	3115 Buchanan St, Wichita Falls, TX 76308
	<b>Planned Activities</b>	Install artificial turf in the playground area
<b>12</b>	<b>Project Name</b>	HOME Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Administration Objective
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	HOME: \$39,188
	<b>Description</b>	Costs to administer the HOME Program
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 14 low-moderate income first-time homebuyers
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Administration of the HOME Program
<b>13</b>	<b>Project Name</b>	First Time Homebuyers Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homebuyer Assistance with Repair Objective
	<b>Needs Addressed</b>	Housing Assistance
	<b>Funding</b>	HOME: \$263,916
	<b>Description</b>	Acquisition assistance in the form of downpayment, closing costs, and/or principle reduction for first-time home buyers.
	<b>Target Date</b>	9/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 10 low-moderate income first-time homebuyers
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Acquisition assistance in the form of down payment, closing costs, and/or principal reduction for first-time home buyers.
<b>14</b>	<b>Project Name</b>	CHDO Set-Aside Funding
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	CHDO Objective
	<b>Needs Addressed</b>	Housing Development
	<b>Funding</b>	HOME: \$58,782
	<b>Description</b>	15% set-aside of HOME grant for development of single-family affordable housing
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 4 Habitat for Humanity homebuyers
	<b>Location Description</b>	Area bounded by Japonica, Edwards, Texas, and Ft. Worth Streets; other areas in the City as determined by lot availability
<b>Planned Activities</b>	15% set-aside of HOME grant for the development of single-family affordable housing	
<b>15</b>	<b>Project Name</b>	Affordable Housing Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Habitat Homebuyer Assistance Objective
	<b>Needs Addressed</b>	Housing Assistance
	<b>Funding</b>	HOME: \$30,000
	<b>Description</b>	Acquisition assistance to families purchasing new affordable housing constructed by Habitat for Humanity acting as the City's CHDO
	<b>Target Date</b>	9/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 4 low-income buyers of Habitat for Humanity new homes
	<b>Location Description</b>	The area bounded by Japonica, Edwards, Texas, and Ft. Worth Streets; other areas of the City as determined by lot availability
	<b>Planned Activities</b>	Acquisition assistance to families purchasing new affordable housing constructed by Habitat for Humanity acting as the City's CHDO
<b>16</b>	<b>Project Name</b>	Child Care, Inc.
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Childcare Services Objective
	<b>Needs Addressed</b>	Public and Community Facilities
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Security system for MLK and Huey Learning Centers
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	75 persons in MLK 85 persons in Huey
	<b>Location Description</b>	1100 Smith / 1513 North 6th, Wichita Falls, TX 76301
	<b>Planned Activities</b>	Security system for MLK and Huey Learning Centers
<b>17</b>	<b>Project Name</b>	First Step - Emergency Generator
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Women's Shelter Improvement Objective
	<b>Needs Addressed</b>	Domestic Violence Shelters
	<b>Funding</b>	CDBG: \$26,942
	<b>Description</b>	Installation of a emergency generator for the domestic violence shelter
	<b>Target Date</b>	9/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 300 persons seeking shelter from domestic violence
	<b>Location Description</b>	Shelter location is protected information
	<b>Planned Activities</b>	Security & ADA improvements, flooring, and ceiling fan replacement
<b>18</b>	<b>Project Name</b>	North Central Texas Community Health Care Center - HVAC Replacement
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Childcare Services Objective
	<b>Needs Addressed</b>	Public and Community Facilities
	<b>Funding</b>	CDBG: \$57,599
	<b>Description</b>	Replacement of old and faltering HVAC units for the Community Health Care Center with new, more efficient HVAC units.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	21,000 unduplicated predominately low-income clients of the community health care facility
	<b>Location Description</b>	200 Martin Luther King Boulevard, Wichita Falls, TX
	<b>Planned Activities</b>	Replacement of old and faltering HVAC units for the Community Health Care Center with new, more efficient HVAC units
<b>19</b>	<b>Project Name</b>	Wichita Falls Food Bank
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Demolition Objective
	<b>Needs Addressed</b>	Public and Community Facilities
	<b>Funding</b>	CDBG: \$7,480
	<b>Description</b>	Driveway improvements to access the loading dock
	<b>Target Date</b>	9/30/2019

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 22,000 persons
<b>Location Description</b>	1230 Midwestern Pkwy, 76302
<b>Planned Activities</b>	Driveway improvements to access the loading dock

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

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

The City does not establish specific geographic target areas for project or funding concentration that exclude other low income-qualified sections of the city. Funding from the CDBG and HOME programs are applicable for use in any of the CDBG-eligible neighborhoods or citywide, depending on the design and nature of the specific programs and activities. The following numbers are strictly estimates based on past experience.

#### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	15
CDBG Eligible Areas	85

**Table 8 - Geographic Distribution**

#### **Rationale for the priorities for allocating investments geographically**

Allocation of funds is based on local priority needs, funding availability and the design of each project undertaken, with the result that much of the federal investment is allocated to the benefit of the individual low-income person or family and to a lesser degree a CDBG-eligible area as a measure of meeting a national objective. Areas of deteriorating housing conditions, more prevalent in low-income census tracts, were also considered in the identifying process for activities undertaken.

#### **Discussion**

The distribution of funds is projected to be mostly citywide due to use of funds for administration, non-profit organization support, and individual benefit-oriented programmatic uses of the funds. The remaining funds are estimated to be spread through the more geographically-limited CDBG-eligible areas.



## Affordable Housing

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

#### Introduction

The annual goals previously listed specify the following production numbers for housing assistance and for homelessness, non-homeless, and special needs populations.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	53
Special-Needs	0
Total	53

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	4
Rehab of Existing Units	35
Acquisition of Existing Units	14
Total	53

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

#### Discussion

These figures relate to production targets specified in the annual goals for 2019 for specific activities related to housing production, and rehab. CDBG and HOME funding expended for these activities and the number of persons who seek assistance may result in an increase in the number of households supported.

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

### **Introduction**

There are no plans to utilize CDBG funding for Wichita Falls Housing Authority activities in the next program year.

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

There are no plans to utilize CDBG funding for Wichita Falls Housing Authority activities in the next program year.

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

The Wichita Falls Housing Authority will continue to have active, involved and effective resident councils at each housing development.

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

N/A

### **Discussion**

There are no plans to utilize CDBG funding for Wichita Falls Housing Authority activities in the next program year.

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

### **Introduction**

The City of Wichita Falls is active in the Homeless Coalition of North Texas Continuum of Care (CoC), addressing issues related to homelessness in the region. Funding for homeless projects and services primarily comes through the CoC's sources of financial grant support and from that of the agencies and entities represented by the 36 members of the coalition.

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

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

The local Continuum of Care conducts annual surveys of homeless individuals including unsheltered persons. These point-in-time surveys assist in helping to focus coalition agency activities and resources for the coming year and provide documentation of the scope and scale of the needs of homeless individuals and families in our area. NORTEX Regional Planning Commission, Faith Mission, and Faith Refuge, First Step, Church Without Walls, Phased IN and the Salvation Army are the lead agencies for providing shelter and/or direct services for homeless or homeless-threatened persons and families.

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

In recent proceedings funding cycles, the City of Wichita Falls has provided financial assistance for facility rehab/repair needs of local organizations that serve to provide emergency shelter for homeless persons. The City also remains receptive to providing support for the Continuum of Care and local organizations such as First Step, Faith Mission, and Faith Refuge in their efforts to provide for the emergency shelter and transitional housing needs of homeless persons in the community. When aware of a need, the City makes referrals to Nortex Regional Planning Commission's My Walls Permanent Supported Housing Program which serves to assist chronically homeless with shelter and support.

#### **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**

With limited staff and funding, the City of Wichita Falls does not currently administer any specific activities that would help homeless persons transition to permanent housing and independent living. However, the City has collaborated with and will continue to support the efforts of local entities

interested in improving support systems and housing opportunities for homeless persons and homeless veterans. The City is providing CDBG funding support that will help facilitate an additional housing project for young adults emancipated from foster care. The City also continues to collaborate with Catholic Charities in referring persons for the various services offered to assist with housing, education, financial and other needs of low-income residents and veterans. The City's Planning Department continues to work with a local non-profit organization during the initial development stage of a project that hopes to bring transitional housing and services in a planned tiny-house village targeted to assist the veteran population. The City's Section 8 Office provides rental assistance to qualified persons, improving housing opportunities for low-income members of the community.

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

Homeless prevention is a major focus of the participants in the Continuum of Care. Member agencies support homeless prevention in conjunction with programs that provide shelter and other support services. The City collaborates with the Permanent Supported Housing Program administered by Nortex Regional Planning Commission in referring individuals for support services offered by the program. The City funded Phased IN's effort to increase housing for post-foster care youth aging out of the system by assisting with facility improvements in the form of a roof replacement that was completed during PY 2018 which will provide an additional 15 beds for transitional housing and help prevent potential homelessness of this special needs group. This year City is assisting First Step, Inc. with repairs and improvements to the shelter that serves approximately 300 domestic abuse/sexual assault victims.

## **Discussion**

The participants in the Continuum of Care work closely together to meet the needs of homeless individuals and families through the continuum of services coordinated through the partnership.

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

### **Introduction:**

There are no known public policy barriers to the production of affordable housing units in Wichita Falls. However, local economic growth of the city is relatively flat compared with other similar Texas housing markets, with a resultant limit on the number of available jobs with adequate pay to meet the costs of affordable housing for low-moderate income persons. The City's First Time Homebuyer Program assists with down payment and closing costs needed to acquire affordable housing. Habitat for Humanity of Wichita Falls also develops new single-family homes on available vacant lots within existing residential neighborhoods to help meet the needs for decent affordable housing. These homes carry a 0% mortgage interest rate.

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

The Consolidated Plan identified no issues related to public policy that serve as barriers to affordable housing.

### **Discussion:**

N/A

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

### **Introduction:**

The City currently provides a variety of community development and housing services to the residents of Wichita Falls, some funded by CDBG and HOME allocations, with private, State, and City funding bringing additional assets to bear on local problems. Following are some of the actions currently performed by the City or items under consideration for the future.

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

Funding availability and staffing levels necessary to properly administer programs are major obstacles in providing the services needed to focus on the wide variety of issues that prevent families from breaking out of poverty and that hinder low-income persons from living in the best, most affordable housing possible. Because funding levels are not adequate to meet the breadth and scope of local needs, the City will continue to be open to new funding sources for programs to address underserved needs. This being a small yet interactive and connected community, City staff strives to develop and maintain periodic contact, viable relationships, and open dialogue with a variety of agencies that meet local underserved needs and/or that have received previous or current CDBG grant funding for public facility improvements or public service activities. City staff is available for technical and advisory support of efforts at meeting community needs by local organizations. Membership in the local Continuum of Care facilitates and enhances relationships with agencies that meet the needs of the underserved. The free flow of information that results allows identification of obstacles and consideration of strategies to attempt to overcome those obstacles to meeting underserved needs.

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

Although no new tax credit projects were submitted to the City during the 2019 Texas Department of Housing and Community Affairs application period, the City will continue to offer support for viable tax credit projects for an affordable housing development that expands multi-family rental opportunities when those projects are presented for review. The City will continue to make local tax-foreclosed properties available to the City's CHDO, Habitat for Humanity, at low or no cost for affordable housing development. The First-Time Homebuyer Program assists low-moderate income persons with down payment and closing costs, and the property condition standards of the program result in repairs and improvements by owners to meet property requirements. The Minor/Emergency Repair Program and Christmas in Action's Homeowner Repair Program help low-income, elderly and disabled individuals maintain their homes, increasing sustainability.

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

- Continue to apply and comply with HUD lead-based paint standards in housing rehabilitation

and acquisition programs.

- Seek resources when needed to provide appropriate testing and abatement of lead-based paint hazards in housing projects where young children are present and/or where medical indications require environmental assessments to take corrective action in areas where children are possibly exposed to lead contaminants.
- Expand the stock of lead-safe housing units through housing development initiatives.
- Seek appropriate resources as they become available to provide for testing, abatement, training, and educational awareness.
- Staff participation in continuing education opportunities relating to lead-based paint.

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

The City will continue its efforts working in conjunction with the Continuum of Care to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the city. The City has provided ongoing financial support for the Early Head Start and Child Care, Inc. allowing low-income families to achieve work stability and greater economic independence. The Housing Authority of Wichita Falls administers a Family Self-Sufficiency Program whose goal is to increase employable skills and economic opportunity for residents. The Section 8 Program supplements housing costs incurred by low-income families, improving their overall financial condition. The City provides grant funding for many local non-profit organizations whose purpose is to assist low-income families with a variety of needs that relate to enhancing overall family stability and improved opportunity.

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

- Continue to work with non-profit organizations to address community needs and provide support to federal and non-federal funding initiatives.
- Work with private industry to address important issues that hamper housing and community development efforts.
- Identify opportunities to create private/public partnerships for project finance and program development to leverage federal funds.
- Assist the Wichita Falls Housing Authority with any support requested, such as technical assistance and review of Part 58 HUD environmental requirements and reports.
- Work with the banking and real estate communities in continuing to develop a cooperative and collaborative relationship with the goal of placing low-income persons in affordable housing.

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

The City will continue to participate in planning activities with public and private housing and social

service agencies, including involvement in the Homeless Coalition of North Texas' Continuum of Care meetings, development of the Continuum of Care's capacity and services, and assisting in point-in-time and homeless surveys. City staff will also be available for participation in other coalitions and advisory groups as the opportunity arises. The City maintains close, cooperative relationships with a variety of local social service agencies by frequent contact with those providers. The City offers technical assistance to local non-profit organizations during the grant funding allocation process with the goal of encouraging local organizations to submit applications for funding.

**Discussion:**

These actions are primarily the continuation of what the City is currently doing in various areas. No major obstacles in the institutional structure have been identified that need to be addressed. The City continues to maintain and improve its efforts to coordinate with private housing and social service agencies.



# Program Specific Requirements

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

### Introduction:

The following provides details on program-specific requirements for each of the entitlement programs, Community Development Block Grant and HOME Investment Partnership.

### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

### HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

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

as follows:

No other form of investment is planned beyond those identified in Section 92.205.

The City will continue to support the many efforts of non-profit and social service provider agencies in the community in efforts to obtain funding from various sources to operate their programs.

Many of these organizations receive private donations to sustain their programs and must apply for funding on the federal, state, and local level whenever available and applicable to the organization's mission.

The availability of additional federal funds would enhance any of the listed programs and would mean that more services and housing opportunities could be provided. Because of the limited amount of private, state and federal funding, the City has offered to collaborate with and provide technical support to various organizations in an attempt to develop programs that would increase the leveraging capacity of funding mechanisms so that more money would be available for needed endeavors. Better use of the existing resources and increasing those resources are the main concerns of local agencies.

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

Included in the FTHB application process, and explained to the buyer during the application interview with staff, is a written agreement that includes a section titled "Notice Regarding Recapture Provisions of the FTHB Program." Buyers sign the form acknowledging they understand the repayment of assistance under certain conditions. Buyers are required to repay all or part of the HOME Program assistance if and when they cease to occupy the property as their primary principal residence during the 5-year or 10-year affordability period. If the assistance amount from the FTHB Program is less than \$15,000, the affordability period is 5 years and the assistance is forgiven at 20% on the anniversary date of the transfer of title for each year the FTHB occupies the house as their primary residence. If the assistance amount is greater than \$15,000, the affordability period is 10 years and the assistance is forgiven at 10% on the anniversary date of the transfer of title for each year the FTHB occupies the house as their primary residence. If a sale or foreclosure occurs, and proceeds do not allow for the full repayment amount, the repayment will be made from "net proceeds", defined as the amount remaining after repayment of the mortgage loan balance and payment of seller's closing costs.

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

Included in the CHDO Affordable Housing Program and First-Time Homebuyer's (FTHB) Program

applications, and explained during the applicant's interview with staff, is a written agreement that includes a section titled "Notice Regarding Recapture Provisions of the CHDO Affordable Housing Program/and or First-Time Homebuyer's Program." Buyers sign the form acknowledging they understand the repayment of assistance under certain conditions. Buyers are required to repay all or part of the HOME Program assistance if and when they cease to occupy the property as their primary principal residence during the 5-year or 10-year affordability period. If the assistance amount from the CHDO Affordable Housing Program or FTHB Program is less than \$15,000, the affordability period is 5 years and the assistance is forgiven at 20% on the anniversary date of the transfer of title for each year the buyer occupies the house as their primary residence. If the assistance amount is greater than \$15,000, the affordability period is 10 years and the assistance is forgiven at 10% on the anniversary date of the transfer of title for each year the buyer occupies the house as their primary residence. If a sale or foreclosure occurs, and proceeds do not allow for the full repayment amount, the repayment will be made from "net proceeds", defined as the amount remaining after repayment of the mortgage loan balance and payment of seller's closing costs.

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

The City does not intend to use HOME funds to refinance existing debt secured by multifamily housing that was rehabilitated with HOME funds. In addition, the funds will not be used to refinance multifamily loans made or insured by any federal program. The City is aware that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

The City strives to meet all program specific requirements as detailed in the enabling legislation and program guidelines. The City works with and oversees sub grantees to inform them about program requirements and ensure that these standards are met.

HOME Program applicants are not limited to a certain category other than those that meet criteria required by regulation. Most applicants are referred to the City by mortgage lenders and Realtors who generally make initial contact with potential homebuyers. Information about activities available through the HOME Program and how to apply for assistance is disseminated through both the City's webpage and through program brochures provided to the local real estate community and to thirteen different participating mortgage lenders. Brochures are also placed in information displays throughout City Hall and related non-profits. Program information is emailed or mailed to any person making an inquiry about HOME Program assistance. The City does not fund sub-recipients under the HOME Program and thus does not seek proposals from other entities.

Applicants are not limited by any preference category or classification other than being first required to pre-qualify for a standard mortgage loan through a participating lender. Although only

implemented on one occasion in program history, if available funding appears insufficient to support the number of FTHB applicants, once that becomes a possibility we will implement a first-come, first-served requirement that established a dated preference process for receiving assistance to those who have successfully completed the income documentation process, the homebuyer education requirement, and who have provided an executed purchase contract.

Homebuyer assistance under both the FTHB and CHDO Affordable Housing Programs is provided for the direct benefit of the homebuyer through the title company performing the property closing. This HOME funding assistance and the provisions under which it can be recaptured are secured by an executed Note and Subordinate Deed of Trust filed for record with the Wichita County clerk.

Net proceeds are defined as the amount remaining after payment of a seller's closing costs and payment of the remaining balance of the mortgage loan amount. If net proceeds remain following these obligations, the HOME Program receives first funding up to the full amount required under the forgiveness schedule of 20% at each anniversary date (for a 5-year period of affordability), with the homebuyer then receiving any remainder. If net proceeds are insufficient to repay the complete HOME assistance due, the City will accept whatever proceeds remain as the satisfaction of the repayment requirement. In this instance, the seller will not receive any proceeds.

