

**City of Carson City
Agenda Report**

Date Submitted: April 6, 2010

Agenda Date Requested: April 15, 2010

Time Requested: 10 minutes

To: Board of Supervisors

From: Public Works – Planning Division

Subject Title: Action to recommend to the Department of Housing and Urban Development (HUD) approval of the Carson City 2010-11 Annual Action Plan to implement programs associated with the Community Development Block Grant (CDBG) Program and to forward the plan to HUD.

Staff Summary: The U.S. Department of Housing and Urban Development (HUD) has awarded Carson City \$474,456 in Community Development Block Grant Funds for the FY10 annual cycle. The Annual Action Plan establishes the distribution of the funds between public services activities, public facilities and improvements, and planning, research, reports and administrative functions in accordance with HUD regulations. At the February 18, 2010 Board of Supervisors meeting, the Board reviewed and approved the 2010-11 CDBG Public Services and Public Improvements funding recommendations.

Type of Action Requested:(check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to recommend to the Department of Housing and Urban Development approval of the Carson City 2010-11 Annual Action Plan, including the funding distribution identified in Alternative [A, B, C or other], to implement programs associated with the CDBG Program and to forward the plan to HUD.

Explanation for Recommended Board Action: HUD requires the City to conduct public hearings and recommend approval of the Annual Action Plan prior to submitting the Plan to HUD. The CDBG funding becomes available to the City only upon approval of the Annual Action Plan by HUD.

Applicable Statue, Code, Policy, Rule or Regulation: Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383 as amended; 42 U.S.C.-5301 *et seq.*

Supporting Material: 1) Staff memo.
2) FY 2010-11 CDBG Annual Action Plan

Prepared By: Janice Brod, Management Assistant V/CDBG Coordinator

Reviewed By: _____ **Date:** _____
(Planning Division Director)

_____ **Date:** _____
(Public Works Director)

_____ **Date:** _____
(City Manager)

_____ **Date:** _____
(District Attorney's Office)

Board Action Taken:

Motion: _____ 1) _____ **Aye/Nay**
2) _____ _____

Abstentions: _____

(Vote Recorded By)



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MEMORANDUM

Board of Supervisors Meeting of April 15, 2010

To: Mayor and Board of Supervisors
From: Lee Plemel, Director
Janice Brod, CDBG Coordinator/Management Assistant
Date: April __, 2010
Subject: CDBG 2010-11 Final Action Plan

On February 18, 2010, the Board of Supervisors reviewed the draft Community Development Block Grant (CDBG) Annual Action Plan and recommended funding for various public service and public improvement projects based on estimated CDBG funding that would be available. On March 31, HUD announced the actual 2010-11 allocation of \$474,456 to Carson City, which is \$34,456 more than was estimated for the draft Plan.

The Annual Action Plan was open for public comment during the month of March. Notice was posted in the newspaper and copies were made available at various locations throughout the City. No public comment was received.

However, CDBG staff received an amended request from the Greenhouse project, which originally requested \$105,904. The revised request is for \$35,000. The applicants met with CDBG staff and discussed more detail regarding how the project would meet a CDBG National Objective. In working with the City's HUD representative, it was concluded that the project would meet the Economic Development objectives by creating jobs, at least 51 percent of which would go to low- to moderate income individuals. HUD requires that at least one job be created per \$35,000 in CDBG funding for an Economic Development project. More information regarding the estimated number of jobs that will be created upon completion of the project is included in the attached information from the Greenhouse Project applicant.

REQUIRED ACTION:

The Board of Supervisors must recommend the final Annual Action Plan to HUD, including funding of projects with any proposed revisions based upon the \$34,456 of additional funds that are available. To assist the Board of Supervisors in this decision, the attached "Project Funding Alternatives" spreadsheet shows the funding that was recommended on February 18 and three alternatives, explained in detail below. The Board of Supervisors may select one of these alternatives or modify the funding in another manner with the final adoption of the Plan.

FUNDING ALTERNATIVES

(Refer to the attached “Project Funding Alternatives” spreadsheet.)

“Percentage” Alternative A

This alternative would increase the funding only for projects that were previously recommended for funding but were not fully funded at their requested amount. Projects that were not fully funded would receive a proportional share of the additional funds based on the original recommendations. Projects that were not recommended for funding would still not receive any CDBG funding.

“Greenhouse” Alternative B

This alternative would keep all project funding the same as previously recommended, except the additional \$34,456 that is available would be allocated to the Greenhouse Project.

“Health Center” Alternative C

Like Alternative B, this alternative would keep all project funding the same as previously recommended, except the additional \$34,456 that is available would be allocated to the Nevada Health Centers project to assist in the construction of a new health center facility. The Application Review Workgroup recommended that additional funding made available by HUD up to \$50,000 should be allocated to this project.

Please contact Lee Plemel (lplemel@ci.carson-city.nv.us) or Janice Brod (jbrod@ci.carson-city.nv.us) at 887-2180 if you have any questions regarding this memo or the CDBG program.

On the following pages is general information regarding the CDBG program, for your reference, which has been included to the Board of Supervisors at prior meetings.

Attachments:

- 1) Project Funding Alternatives spreadsheet
- 2) CDBG Consolidated Plan Priority Community Development Needs table

CDBG General Program Overview

The CDBG program is administered by the U.S. Department of Housing and Urban Development (HUD). Carson City has been an “entitlement” community under the program since 2004, meaning the city gets a lump sum allocation each year that may be used at the city’s discretion within HUD guidelines and requirements. Prior to 2004, Carson City had to apply and compete for CDBG funds through the State of Nevada along with other non-entitlement rural counties.

The objectives of the CDBG program are to:

- Create suitable living environments
- Provide decent affordable housing
- Create economic opportunities

Eligibility Requirement

In order to be eligible for funding, every CDBG-funded activity (excluding planning and administration) *must* qualify as meeting one of the three national objectives of the program:

- Benefiting low- and moderate-income (LMI) persons,
- Preventing or eliminating slums or blight, or
- Meeting an urgent community development need due to threat to community health and welfare (e.g. natural disaster emergencies).

Past CDBG public facility and public service projects in Carson City have met the LMI criteria. This means projects that get funded qualify by either:

1. Limited Clientele criteria: Serving persons where at least 51% of the clientele are LMI persons (senior citizens are also classified as LMI under this category); or
2. Area Benefit criteria: Meeting the needs within a service area where at least 51% of the residents in that area are LMI persons. (HUD provides data on the percentage of LMI persons within the Census Block Groups.)

It is very important that projects are able to document the number of LMI persons served for grant monitoring and audit purposes.

No matching funds are required for CDBG activities. However, CDBG funds are often leveraged with other funding for projects.

Eligible Activities

Eligible activities for the use of CDBG funds and examples of such activities include:

- Construction of public facilities and improvements
 - Infrastructure improvements, senior centers, parks, homeless shelters
- Public Services
 - Education programs, services for senior citizens, drug abuse counseling and treatment, low-income rental assistance
 - Public Services funding is limited to a maximum of 15% of the total allocation
- Housing
 - Minor rehabilitation (Emergency Repair, Lead Paint Removal)
 - Rehabilitation of affordable owner and rental housing
 - Down-payment assistance

- Acquisition, new construction of housing
- Economic Development
 - Façade improvements
 - Loans to businesses (usually to create jobs)
 - Micro-enterprise assistance and business incubators
- Planning and Administration
 - Personnel costs, preparation of required documents, planning studies
 - Funding for these costs is limited to a maximum of 20% of the total allocation

Funding Amounts

CDBG funding amounts to Carson City in prior years was as follows:

- 2009: \$439,730
- 2008: \$436,345
- 2007: \$455,505
- 2006: \$457,592
- 2005: \$508,562
- 2004: \$536,000

Past Projects Funded

2009:

- CASA Facility Improvements (\$7600)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,704)
- City sidewalk ADA-compliance improvements, Empire Elementary (\$173,727)
- Community Counseling Center, methamphetamine treatment (\$34,255)
- Community Center ADA restrooms (\$104,498)

2008:

- Community Counseling Center, methamphetamine treatment (\$33,932)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,520)
- City sidewalk ADA-compliance improvements, Washington St/transit access (\$306,466)

2007:

- Community Counseling Center, methamphetamine treatment (\$58,343)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$9,982)
- City sidewalk ADA-compliance improvements, Empire Elementary School area (\$52,984)
- Boys and Girls Club play fields construction (\$253,500)

2006:

- Community Counseling Center, methamphetamine, additional counselor (\$38,437)
- Nevada Health Center bilingual Nevada Check-up and Medicaid eligibility worker (\$30,202)
- Carson City Fire Department fire engine purchase, serving LMI area (\$297,435)

2005:

- Boys and Girls Club, Kids on the Go program (\$35,000)
- Community Counseling Center, methamphetamine counseling/outpatient recovery (\$19,718)
- Carson City Health and Human Services, Disability Rental Assistance program (\$35,000)
- FISH down payment for purchase of property at its current location (\$330,565)

2004:

- RSVP Elder Care Law Program legal services (\$35,000)
- Boys and Girls Club, Kids on the Go program, free rides to programs (\$35,000)
- FISH dental services (\$10,000)
- City water line improvements (\$214,000)
- Energy efficiency upgrades to LMI households (\$10,000)
- Fritsch Elementary School playground improvements (\$45,000)

Key CDBG Program Documents

The following documents are required by HUD in the administration of the program:

- Annual Action Plan – The Annual Action Plan is adopted after the Board of Supervisors selects projects and funding. It is a one-year spending plan that describes the uses of CDBG resources, specific housing and community development activities, and beneficiaries to be assisted in the coming fiscal year.
- Consolidated Plan – The Consolidated Plan is a five-year comprehensive planning document that identifies the City's overall need for affordable and supportive housing, and community development, and it outlines a strategy to address those needs. The Carson City Consolidated Plan was updated last year.
- Consolidated Annual Performance Evaluation Report (CAPER) – The CAPER is required each year by HUD to report on progress the City is making to meet the goals and objectives set forth in the Consolidated Plan.

2010 Grant Cycle Key Dates

The CDBG grant cycle is on a fiscal year running from July 1st through June 30th. The following are some key dates for the 2010-11 grant period:

- January 19, 2010 – CDBG applications due to Planning Division.
- January 29 – Application Review Workgroup, comprised of Carson City community members, reviews applications and makes recommendations to the Board of Supervisors regarding the ranking and funding of applications.
- February 18 – The Board of Supervisors takes action to allocate funding to projects
- March 1-30 – Public comment period for Annual Action Plan.
- April 15 – The Board of Supervisors takes action to approve the Annual Action Plan.
- May 15 – The Annual Action Plan is due to HUD.
- June/July – HUD informs Carson City of the award of funding for the recommended projects.
- Summer/fall – Prepare the Consolidated Annual Performance Evaluation Report (CAPER) for HUD.

**Final CDBG Annual Action Plan
Project Funding Alternatives**

	Requested Funding	February 18 Recommendation	"Percentage" Alternative A	"Greenhouse" Alternative B	"Health Center" Alternative C
Public Services Project					
Ron Wood Center, Reach Up!	\$ 56,423	\$ 47,500	\$ 51,963	\$ 47,500	\$ 47,500
CASA, Transition items/publicity supplies	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
RSVP, Home Companions Respite Care Program	\$ 15,000	\$ 7,500	\$ 8,205	\$ 7,500	\$ 7,500
Brewery Arts Center, Art Education Program	\$ 40,000	\$ -			
Subtotals:	\$ 122,423	\$ 66,000	\$ 71,168	\$ 66,000	\$ 66,000
Max. Public Services Funding Available (15%):	\$ 71,168				
Public Improvements/ Econ. Development Project					
Partnership Carson City, Building upgrade	\$ 26,322	\$ 26,322	\$ 26,322	\$ 26,322	\$ 26,322
FISH, Facility improvement project	\$ 43,300	\$ 43,300	\$ 43,300	\$ 43,300	\$ 43,300
CC Public Works, Long Street ADA sidewalks	\$ 285,000	\$ 121,378	\$ 132,323	\$ 121,378	\$ 121,378
Carson City Community Center, ADA upgrades	\$ 273,130	\$ 127,000	\$ 138,452	\$ 127,000	\$ 127,000
Nevada Health Centers, Sierra Family Health Cntr.	\$ 181,500	\$ -			\$ 34,456
Community Greenhouse and Garden	\$ 105,904	\$ -		\$ 34,456	
Subtotals:	\$ 915,156	\$ 318,000	\$ 340,397	\$ 352,456	\$ 352,456
Planning and Administration	\$ 88,000	\$ 88,000	\$ 94,891	\$ 88,000	\$ 88,000
Max. Planning & Admin. Funding Available (20%):	\$ 94,891				
Totals:	\$	472,000	\$ 506,456	\$ 506,456	\$ 506,456
2009-10 Planning & Admin. Carryover available:	\$ 32,000				
Total 2010-11 CDBG Funds Available:	\$ 474,456				
Total Available:	\$ 506,456	\$ 506,456	\$ 506,456	\$ 506,456	\$ 506,456
Unprogrammed Funds:		\$ 34,456	\$ -	\$ -	\$ -



Second Program Year Action Plan

DRAFT

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

GENERAL

Executive Summary

Carson City begins the second year of its Consolidated Plan on July 1, 2010, and will receive a new allocation of \$474,456 of Community Development Block Grant (CDBG) funds. The City is also reallocating approximately \$32,000 of Planning and Administration funds from FY2009 to FY2010 Public Facilities projects. Funded projects will help create a more **suitable living environment** by making needed services and public facilities more **accessible** and more **affordable** for low to moderate income residents. FY2010-funded projects are as follows:

Project	Amount	Objective	Outcome	Goal
Reach Up	\$47,500	Suitable Living Environment	Availability	100 persons
RSVP, Home Companion Program	\$7,500	Suitable Living Environment	Availability	15
FISH Facility Improvement Project	\$43,300	Suitable Living Environment	Availability	20,000+
ADA Sidewalk Improvements	\$121,378	Suitable Living Environment	Accessibility	3152
ADA Improvements to Community Center	\$127,000	Suitable Living Environment	Accessibility	523
CASA Transition Items for Children/Publicity Supplies	\$11,000	Suitable Living Environment	Availability	25
Partnership CC Building Upgrade	\$26,322	Suitable Living Environment	Availability	1160
Planning & Administration	\$88,000	Not Applicable	Not Applicable	Not Applicable
Contingency (Unprogrammed)	\$34,456			

2010-2011 Proposed Projects

- **Reach Up: \$47,500**

Carson City youth are dangerously underserved when it comes to mental health services and counseling dealing with issues such as family crisis, drug, alcohol and sexual abuse. The Ron Wood Family Resource Center's Reach Up program will provide individual counseling sessions and support groups for ongoing support and follow-up. Reach Up will offer bilingual services to ensure outreach to the Hispanic community as well.

- **Transition Items for Children/Publicity Supplies: \$11,000**

The CASA program in Carson City provides advocacy services to children in foster care and the juvenile probation system. This project will build on the Foster Kids Closet project grant of last year, which provides items or assistance to children who are placed in a shelter or a foster home with few or no possessions. The Transition Items for Children/Publicity Supplies project will pay for items that are not regularly donated such as boys' toddler clothing, toddler beds, shoes, scrapbook kits, and used computer systems.

- **RSVP Home Companion Respite Care Program: \$7,500**

This program provides in-home respite care and caregiver support services to Carson City's low income senior population by helping families avoid the premature institutionalization of their loved ones and in some cases even the caregiver. RSVP volunteers provide the caregiver with breaks twice a week to engage in enjoyable activities outside the home and to attend to their own needs. This assistance helps to reduce the stress and fatigue of 24/7 care giving and insures a healthier existence for the caregiver.

- **Partnership and Latino Services Building Upgrade: \$26,322**

This project would upgrade the United Latino Community Office at 1711 North Roop Street to accommodate a growing need for legal, educational, vocational, advocacy, and community referral services by low income Latinos. Upgrades would include the purchase of three cubicle portable walls to create additional office space, installing ceiling insulation and replacing old windows for significant energy savings, creating new windows to decrease the use of artificial light, and creating a breezeway around the entrance.

- **FISH Facility Improvement Project: \$43,300**

Friends in Service Helping (FISH) is a neighborhood facility that provides food, shelter, medical, and referral services to homeless and low-income people and is funded in part by their thrift store. The FISH Facility Improvement Project would make repairs and improvements to their facility to include replacing the roof on the Ross Medical Center and Education Room, updating the fire suppression system in the kitchen, removing the deteriorating tile floor in the thrift store, and repairing damage to the roof of the administration/food bank building and thrift store.

- **Long Street ADA Sidewalk Improvement: \$121,378**

There are sections of sidewalk in the East Long Street area that are inadequate or that do not comply with Americans with Disabilities Act (ADA) standards. This project would construct new sections of sidewalk in LMI areas where there are currently gaps along East Long Street, replace degraded sections of sidewalk, and improve access to those with disabilities and the public in general by constructing ADA-compliant ramps at intersections. Disabled persons will benefit from increased accessibility in the neighborhood. The City will contribute by designing the improvements, managing the construction project, and inspecting the improvements.

- **Remediation of Community Center Handicapped Access Barriers: \$127,000**

The Carson City Community Center has several architectural barriers to handicapped accessibility that will be removed. Improvements to be made include a wheelchair lift in the west upper hallway to the gymnasium, an interior accessible ramp from the lobby to the west restrooms and meeting rooms, and a remodel of the west upper restrooms. Disabled persons are presumed to be low- to moderate-income and will benefit from increased accessibility in the Community Center facility.

- **Program Administration: \$88,000**

These funds will be used by the City to ensure that all other funded projects are properly managed and fully comply with all federal laws and regulations governing the use of CDBG funds. Funds will also go toward the development of plans, reports, and citizen outreach.

Past Performance

Carson City has accomplished much since it began receiving CDBG funding as an entitlement community. While some funded projects did not realize their initial goals, the overall accomplishments of the program have been impressive. Of the 27 projects funded to date, the City has completed 21 while 5 remain underway. One project, Deer Run Sidewalk Improvements, was cancelled due to lack of availability of other funding sources.

Public Facilities				
Activity Name	Year	Award	Accomplishments	Status
ADA Improvements: Saliman Road	2004	\$79,800	7 Curb Cuts	Complete
Highway 50 East Waterline Project	2004	\$214,000	1 Facility	Complete
Fritsch Elementary Track & Par Course	2004	\$45,000	1 Facility	Complete
Sidewalk Improvements: Deer Run Road	2004	\$39,000	None	Cancelled
Acquisition: Fish Long Street Facility	2005	\$330,565	1 Facility	Complete
Acquisition: Structure Fire Engine	2006	\$297,435	1 Facility	Complete
Boys and Girls Club Playing Field	2007	\$253,500	1 Facility	Complete
ADA Sidewalks – Empire School Area	2007	\$52,984	12 Curb Cuts	Complete
ADA Sidewalks – Downtown Area	2008	\$306,466*	54 Curb Cuts	Underway
ADA Sidewalks – Empire School Area (CDBG-R)	2008	\$100,739	22 ramps, 4750 ft. of new sidewalk, 1062 ft. of new curb	Complete
ADA Sidewalks – Empire School Area	2009	\$173,727	6 ramps, 15 driveways, 2185 ft. of new sidewalk	Complete
CASA Facility Improvements	2009	\$7600*	1 Facility	Underway
Community Center ADA Restrooms	2009	\$104,498*	1 Facility	Underway

Public Services				
Activity Name	Year	Award	Accomplishments	Status
RSVP Elder Law Program	2004	\$35,000	657 Persons	Complete
Boys & Girls Club Kids On The Go	2004	\$31,590	1,553 Persons	Complete
Boys & Girls Club Kids On The Go	2005	\$14,976	778 Persons	Complete
Medical / Dental Services For Homeless	2004	\$10,000	44 Persons	Complete
Housing Energy Efficiency Program	2004	\$10,000	21 Households	Complete
Rental Assistance For Disabled	2005	\$35,000	6 Households	Complete
Methamphetamine Counselor	2005	\$19,718	186 Persons	Complete
Methamphetamine Counselor	2006	\$38,437	200 Persons	Complete
Methamphetamine Counselor	2007	\$56,569	98 Persons	Complete
Methamphetamine Counselor	2008	\$33,932	160 Persons	Complete
Methamphetamine Counselor	2009	\$34,255*	30 Persons	Underway
Access To Health Care For The Uninsured	2006	\$30,202	1,167 Persons	Complete
Project Reach Up Youth Counseling	2007	\$9,982	100 Persons	Complete
Project Reach Up Youth Counseling	2008	\$31,520	251 Persons	Complete
Project Reach Up Youth Counseling	2009	\$31,704*	250 Persons	Underway
Family Enrichment Program (CDBG-R)	2008	\$17,777*	5 persons	Underway
* Budgeted Amounts listed for Underway activities				

General Narrative Questions

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

General Narrative Questions response:

In program year 2010, the City will administer seven projects. Two of the seven have a geographic target area. Approximately 34% of the City's total allocation will be dedicated to target LMI areas. Five projects will serve a specific type of client, including at-risk youth, seniors, and persons with disabilities.

The Ron Wood Family Resource Center will administer the Reach Up program at 212 Winnie Lane. The program will offer mental health treatment and case management for at-risk youth and their families who utilize the service. This program will help meet the high priority need for improved services for at-risk youth identified in the Consolidated Plan.

The CASA Facility is located at 1545 E Fifth Street. The project will improve the services provided to children who are in foster care or juvenile probation. This program will help meet the high priority need for improved services for at-risk youth identified in the Consolidated Plan.

Nevada Rural Counties will administer the RSVP Home Companion Respite Care program at 2621 Northgate Lane, Suite 6. This program will provide in-home respite care and caregiver support services to seniors and will help meet the medium priority need for improved services for seniors as identified in the Consolidated Plan.

Partnership Carson City is located at 1711 North Roop Street. This project will upgrade the current facilities to accommodate a growing prevention and community referral services program. This project will help meet the high priority need for neighborhood facilities as identified in the Consolidated Plan.

Friends in Service Helping (FISH) is located at 138 East Long Street. This project will improve the FISH facility in order to improve services for low-income and homeless clients and will help meet the high priority need for neighborhood facilities as identified in the Consolidated Plan.

The Sidewalk/ADA Improvements will take place on East Long Street between Carson Street and Saliman Road. The City will construct new sidewalks, replace degraded sidewalks, and add corner curb cut ramps in an effort to improve pedestrian safety and ADA-compliant accessibility. This target area was identified in the Consolidated Plan as a low-income area where infrastructure improvements can improve pedestrian safety and create a more suitable living environment.

The Community Center is located at 851 E. William Street and serves the entire City. The improvements to the facility will include a wheelchair lift, an interior accessible ramp, and a remodel of the west upper restroom. These improvements will ensure compliance with the Americans with Disabilities Act (ADA) and will therefore primarily benefit residents with disabilities. This project will help meet the high priority need for public facilities that meet ADA standards identified in the Consolidated Plan.

In its Consolidated Plan, the City identified limited funding and staff capacity as its two main obstacles to meeting underserved needs. To overcome the lack of funding, the City will apply for grants and other funding opportunities as they become available throughout the year. Potential funding sources include Lead Hazard Reduction (HUD), Brownfield (HUD and EPA), Section 108 Loan Guarantee (HUD), and Homeless Prevention Funds (HUD). To address the issue of limited capacity, the City will support the development and increases in capacity of its partner organizations, including technical assistance and the provisions of certificates of consistency.

Potential Funding Sources

Funding Source	Type of Funds	Administrator	Available
CDBG 2010 Allocation	Federal	Carson City	\$440,000
CDBG Reprogrammed Funds (from 2009 Admin)	Federal	Carson City	\$32,000
CDBG Other (Program Income, Section 108)	Federal	Carson City	\$0
Western Nevada HOME Consortium	Federal	Lyon County	\$557,241
State of Nevada HOME	Federal	State Housing Div	\$3,000,000
State of Nevada ESG	Federal	State Housing Div	\$290,854
State of Nevada HOPWA	Federal	State Health Dept.	\$228,000
Low Income Housing Tax Credit	Federal	State Housing Div	\$5,980,384
Section 8 Vouchers	Federal	NRHA	\$300,000
Community Services Block Grant	Federal	City (Health)	\$290,170
Welfare Set-Aside Program	State	State Housing Div	\$16,000
Shelter Plus Care Program (from RNCoc)	Federal	City (Health)	\$20,000/yr

Managing the Process

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

Managing the Process response:

The Planning Department is the lead agency for the City and is responsible for administering the Consolidated Plan and its funded projects. Janice Brod is the primary contact for questions related to the Consolidated Plan and the CDBG Program and may be reached at (775) 887-2180 x 30069 (jbrod@ci.carson-city.nv.us). Lee Plemel is the CDBG Administrator for the City and may be reached at (775) 887-2180 x 30075 (lplemel@ci.carson-city.nv.us).

When developing this plan, the City took several actions to include input from the community as a whole and from key stakeholders:

- The City mailed a Request for Proposals (RFP) to non-profit agencies in the community in early November 2009. Proposals were due by January 19, 2010.
- The City posted 6 notices in the Nevada Appeal from November 18 to December 6 advertising the availability of funds and the opportunity to participate in the development of the plan.

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- The City held two public workshops on December 8 and 15 to explain the availability of funds and to review the funding application for interested participants.
 - On January 4, the City consulted with representatives from City Departments on how CDBG funds could have the most beneficial community impact. This consultation included several departments such as Planning, Public Works, Fire, Library, Health and Human Services and Parks and Recreation.
 - An Application Evaluation Workgroup, including five community members, held a kick-off meeting on January 21 and a public meeting on January 29 to review projects with applicants before making final funding recommendations to the Board of Supervisors. The Workgroup used a detailed criteria to score and rank the proposals for completeness, community need and compliance with HUD requirements.
 - The City made the draft action plan available for public comment for 30 days, beginning March 1 and ending March 30, 2010. Copies were made available at the City Library, Planning Department, and City Hall. The availability of the plan was announced in the Nevada Appeal newspaper on February 3 and February 25.
 - The City held a public hearing on February 18 where the Board of Supervisors made a preliminary decision regarding the funding allocation and opened a 30-day comment period. On April 15 the Board of Supervisors will receive comments and make a final decision on funding allocations.

To enhance coordination and communication with service providers and other public agencies, City staff will continue to hold periodic meetings, workgroups, and consultations with partners and community stakeholders including but not limited to:

- Western Nevada HOME Consortium (WNHC)
- Rural Nevada Continuum of Care (RNCC)
- Nevada Rural Housing Authority (NRHA)
- Local affordable housing developers
- City Health and Human Services Department
- CDBG applicants

Citizen Participation

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

Citizen Participation response:

The citizen participation process is described above under “Managing the Process”. To date, no citizen comments have been received. If any comments are received before the final approved plan is submitted to HUD for review, the City will include them and respond to those comments in the final version of the plan.

In order to outreach to minorities and non-English speaking persons, requests for proposals were sent to the Small Business Administration and the Minority Business Development Agency for posting in their offices. The draft Annual Action Plan was also made available at the United Latino Community Office.

Institutional Structure

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

Institutional Structure response:

For 2010, the City has identified three areas to improve its institutional structure. First, the City will work with Western Nevada HOME Consortium and other partners to increase the capacity of non-profit housing developers. Second, the City will work with the Continuum of Care to strengthen coordination in the delivery of homeless services. And lastly, the City's Health Department will coordinate with other agencies in the state to address the threat of lead-based paint. The City hopes to build its capacity to identify lead-based paint hazards in the community.

Monitoring

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

Monitoring response:

Carson City compiles and maintains files of all funded projects and activities undertaken for each project year. The records provide a full description of each activity assisted (or being assisted) with CDBG funds, including its location (if the activity has a geographical locus), the amount of CDBG funds budgeted, obligated and expended for the activity, and the provision under which it is eligible.

The City's CDBG subrecipient contract explicitly details the federal and local requirements for the project, including quarterly reports and final project benefits reports. The reports will be reviewed by staff to ensure that activities are being undertaken and funds are being expended according to CDBG guidelines. Each grantee will be monitored on-site at least once during the life cycle of the grant. The City will review compliance for each project with all CDBG and other applicable federal regulations. The City will place an emphasis on national objective compliance, compliance with OMB circulars, and performance measurement. The City will follow a written monitoring plan and utilize the appropriate monitoring checklists from the Grantee Monitoring Handbook of HUD's Office of Community Planning and Development. Technical assistance will be provided on a continual basis.

Lead-based Paint

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

Lead-based Paint response:

The National Health and Nutrition Examination Survey (NHANES) found that children in low-income households were eight times as likely to be lead poisoned. The City's Health Department will serve as the lead agency for addressing the issues of lead poisoning and lead-based paint.

The Health Department is coordinating with other service providers in the state to eliminate childhood lead poisoning. Currently, the City has a passive lead poisoning surveillance and testing system in place and currently lacks the capacity to administer an aggressive testing program. If other funds become available to increase capacity, the City will purchase testing equipment and implement a plan to screen at-risk children within the City. Where elevated levels of lead are detected, the City will address the lead exposure through rehabilitation. The City will ensure that all contractors and workers involved with any CDBG-funded housing rehabilitation are properly trained and certified in lead-safe work practices.

In 2010, the City will not carry out any CDBG-funded housing activities. However, the City participates in the Western Nevada HOME Consortium (WNHC) which administers HOME-funded housing programs on behalf of the City. Lead-based paint testing is part of the WNHC housing rehabilitation program. WNHC is working with HUD to provide training on housing rehabilitation and lead paint hazard assessment for agencies operating in the Consortium area.

HOUSING

Housing Objectives

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

Housing Objectives response:

While no additional CDBG funds will be used for housing projects, the City will work with local partner agencies and organizations, such as the WNHC and the NRHA, in an effort to increase and improve the affordable housing stock with other funding sources available. Currently the City is collaborating with the NRHA on the HUD Dollar Homes program and expects to fund housing projects in future years once they have an opportunity to build their capacity or find a capable partner to administer the programs.

The table below details the City's five year affordable housing goals and objectives and other affordable housing programs available to City residents.

HOUSING NEEDS TABLE				
5 Year Strategic Plan Specific Housing Objectives – CDBG FUNDED				
Objective	5 Year Goal	To Date	2010 Goal	Source
Provide emergency repair services and preventative minor repair for low income homeowners.	10 Units	0	0	CDBG
Identify and correct lead-paint hazards in homes occupied by low and moderate income persons.	10 Units	0	0	CDBG

Provide case management and rental assistance to households facing foreclosure or eviction that will lead to homelessness.	100 Households	5	10	CDBG TBD
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5 Year Strategic Plan Specific Housing Objectives – NON CDBG FUNDED				
Objective	5 Year Goal	To Date	2010 Goal	Source
Downpayment Assistance for low income families	100	9	10	WNHC NRHA
Section 8 Rental Assistance	700	541	10 additional	NRHA
Partner with Nevada Rural Housing Authority to develop affordable rental housing for seniors.	10 Units	48	0	NRHA
Home weatherization for low income families	145	29	29	NRHA
Tax credit for low income families	40	8	8	NRHA

Needs of Public Housing

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

Public Housing Strategy response:

The Nevada Rural Housing Authority (NRHA) is the public housing authority for Carson City and all areas in Nevada except for Clark County and Washoe County. While NRHA does not manage any properties in Carson City, approximately 541 Section 8 vouchers are used for elderly and low-income families in Carson City. According to NRHA there are 1015 Carson City households on the Sec 8 Housing Choice Voucher Waiting List. NRHA has not been identified as a troubled agency by HUD. In 2010-2011, the City will work with NRHA to promote its Section 8 homeownership program.

Barriers to Affordable Housing

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

Barriers to Affordable Housing response:

The City did not identify any current public policies related to the development of affordable housing. In Carson City, current public policies do not create a significant regulatory barrier to the development of such housing. The Planning Department completed a HUD survey regarding

regulatory barriers to affordable housing. The survey identified the following areas where improvements could be made to lower the cost of affordable housing:

- The City does not provide waivers for impact and other significant fees related to affordable housing development.
- The City has not modified infrastructure standards or authorized the use of new infrastructure technologies (i.e. water, sewer) to significantly reduce the cost of housing. However, the City Engineer may allow reduced street widths on a case-by-case basis, which can reduce the cost of development.
- The City does not give “as-of-right” density bonuses sufficient to offset the cost of building below market units as an incentive for any market rate residential development that includes units as an incentive.
- The City does not provide for expedited permitting and approvals for affordable housing projects.
- The City does not have an explicit policy that adjusts or waives existing parking requirements for affordable housing developments. However, the City code does provide for reduced parking requirements for senior housing projects.
- The City allows accessory apartments in residential districts zoned for single-family housing, but does not allow rentals.

Several policy recommendations from the Land Use Master Plan are under review by the Board of Supervisors, and their implementation will enable Carson City to maximize its livable space by creating several zoning districts that are appropriate for the construction of higher density multi-family housing, much of it affordable. They include:

1. Identify public lands, including City-owned properties that would be appropriate for affordable housing development.
2. Identify privately held lands for the development of affordable and workforce housing projects.
3. Promote the development of attached housing such as condominiums, town homes, and multi-story residential housing.
4. Develop specific regulatory incentives to encourage/require the development of workforce housing. Consideration should be given to creating inclusionary housing ordinances.
5. Include appropriate standards in the Carson City Municipal Code for permitting and construction of attached or detached accessory dwelling units that allow rental of the units.
6. Implement regulatory actions that reduce housing-related costs.
7. Encourage the development of new energy efficient housing and energy retrofitting for existing housing stock to lower average monthly housing costs.
8. Enforce appropriate standards for safe and decent affordable housing in Carson City.
9. Prohibit the use or limit the length of stay in recreational vehicle parks and motels.
10. Establish permit requirements for short-term residential housing at recreational vehicle parks and local motels.
11. Encourage and support efforts to create more affordable housing on a regional basis.

The City has had discussions with NRHA and other non-profit organizations over the past year to develop an affordable housing project on City property. While this has not yet come to fruition, the City continues to explore the possibility and is currently identifying a strategy to use approximately 8 acres for development of affordable ownership housing.

HOME / American Dream Down payment Initiative (ADDI)

HOME / ADDI response:

Not Applicable. Carson City does not directly receive HOME / ADDI Funds from HUD. Instead, the City participates as a member of the Western Nevada HOME Consortium (WNHC). The lead agency of the WNHC, Lyon County, prepares a separate annual action plan to describe the use of these funds. The WNHC provides various affordable housing programs, including:

- land or development loans to build new low-income rental units
- tenant-based rental & deposit assistance, and
- down-payment assistance for first-time homebuyers.

For more information on WHNC programs, contact the Lyon County Comptroller's Office (27 S. Main Street, Yerington, NV 89447; Phone: (775) 463-6510) or visit their website at: <http://www.lyon-county.org/index.asp?NID=631>

HOMELESS

Homeless Objectives

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

Homeless Objectives Response:

Sources of Funds

Funding sources for various homeless activities include:

- Emergency Shelter Grant (State of Nevada)
- Community Services Block Grant (CSBG)
- Continuum of Care (SHP and SRO)
- Shelter Plus Care (SPC)
- Projects for Assistance in Transition from Homelessness (PATH)
- Prior Year CDBG funds
- Welfare Set-Aside (State of Nevada)

Carson City was awarded a Shelter Plus Care (SPC) grant in 2005 for \$101,580 and one in 2006 for \$197,000. Both grants are spread out over 5 years and are intended to help approximately eight individuals each year.

Carson City Health and Human Services will receive \$16,000 from the State of Nevada through the Welfare Set-Aside program to assist with emergency assistance to households and persons who are in imminent danger of losing housing.

Strategic Plan Objectives

The City has set four homeless objectives as part of its Strategic Plan. The first goal is to partner with local service providers and the Rural Nevada Continuum of Care (RNCoC) to address homeless prevention and provide counseling services and financial assistance to households facing homelessness. The second goal is to provide emergency shelter and transitional housing by continuing to partner with F.I.S.H. and Advocates to End Domestic Violence. The third goal is to develop permanent supportive housing through the redevelopment of a downtown motel or other suitable property. The fourth goal is to provide supportive services in the form of employment counseling and job training in order to prevent homelessness. The City expects to fund housing projects in future years once they have an opportunity to build their capacity or find a capable partner to administer the programs.

Carson City is an active member in the RNCoC through its Health and Human Services office. The RNCoC is a fifteen-county organization that broadly defines the needs of the homeless throughout much of Nevada.

Chronic Homelessness

The RNCoC is currently working on a 10-year plan to end chronic homelessness that started in March 2006. Carson City adopted the plan in June 2006 and is actively involved with Churchill, Douglas, and Lyon counties to implement the 10-year plan.

The RNCoC is working to develop a permanent housing plan through a working group that includes bankers, developers, schools, the Veterans Administration and the business community. The Continuum will address chronically homeless persons by creating additional permanent supportive housing units. The City will explore the potential redevelopment of a motel property into rental housing for very low income households. The City will work with the Continuum of Care to ensure the units are available to persons transitioning into permanent housing and residents have access to necessary supportive services.

Homeless Prevention

The best method for addressing homelessness is to prevent the household from losing their housing in the first place. The risk of homelessness is prevalent as a result of today's economic conditions and housing market. Households that lost jobs in the sagging construction, landscaping and real estate industries and who have not been able to secure full-time employment are among those facing homelessness. The City will coordinate with the RNCOC to provide counseling services and financial assistance to these households. The City will also work with the Continuum to monitor the success of the discharge policies in place (discussed below).

Carson City Health and Human Services was granted \$18,000 from the Nevada Low-Income Housing Trust Fund to provide emergency assistance to households and persons who are in imminent danger of losing housing. Health and Human Services was also granted \$30,000 for the Circles of Support program to support activities aimed at reducing and preventing poverty and homelessness in Carson City. Also awarded to Health and Human Services was \$17,777 of CDBG-R funds for the Family Enrichment Program, which provides support services and financial assistance to prevent families from becoming homeless. The agency also provides rental assistance to those individuals who are pending approval for disability benefits through the Disability Rental Assistance Program. This program was originally funded with CDBG funds and is now using revolving funds from Social Security.

Discharge Policies

The RNCOC has four discharge policies in place to ensure that persons leaving institutional care do not become homeless, including Foster Care, Mental Health, Corrections and Health Care.

The Foster Care protocol is in place and has been implemented statewide. The policy is to identify youth who are aging out of the foster care system prior to discharge. Those youth are eligible for a stipend of \$250 through the Nevada Partnership for Homeless Youth if they completed an intake form prior to their 18th birthday, enroll in the Independent Living Program, and complete an exit survey within 6 months. Another program called Step Up provides stipends for former foster care youth ages 18 to 21 years for signing up for the program and for either receiving a high school diploma or a GED. These funds are meant to help with rent, utilities, and supportive mentoring. Additional funds might be available for emergency requests until the youth turns 21 years.

The Mental Health discharge protocol is based on a Memorandum of Understanding between Mental Health and Disability Services (Rural Clinics/AdultMH Services) and Division of Child and Family Services to ensure effective transition of those leaving mental health treatment, in particular children and families served by DCFS. The protocol has been agreed upon and is being actively carried out by the RNCOC and the publicly funded agencies and systems of care. Corresponding policies and procedures are in place to ensure that persons leaving publicly funded institutions do not end up homeless when discharged from facilities.

The Corrections discharge protocol is followed by the Department of Corrections (DOC) and provides referrals and information regarding permanent housing. The DOC provides services and programs that will prepare the offender at specific stages of his/her sentence for re-entry and release into society. In addition, the DOC has a MOU with the Division of Mental Health and Disability Services (rural clinics) to provide services for inmates with mental health disorders to avoid discharging the individual without care.

Health care discharge protocol is done at the county level. Carson City has not finalized a discharge protocol as of yet, but may choose to follow the model used by Churchill County and Lyon County. These counties developed a broad approach that incorporates health care, law enforcement, treatment, social services and juvenile probation.

The table below details the City's five year homeless needs objectives.

HOMELESS NEEDS TABLE								
#	Specific Objectives	Source of Funds	Performance Indicators	5 Year Goal	Annual Goal	Annual Actual	Actual All Years	Outcome/ Objective
1	Partner with local homeless service providers to fund case management and other essential services to move homeless families and persons into permanent housing.	CDBG, Non-CDBG	Persons	50	0	0	0	DH-1
2	Acquire and redevelop motel for use as permanent supportive housing for homeless and at-risk individuals.	Non-CDBG	Housing Units	30	0	0	0	DH-1

Outcome/Objective Codes	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Emergency Shelter Grants (ESG)

ESG response:

Not Applicable. Carson City does not directly receive Emergency Shelter Grant (ESG) funds from HUD. However, ESG funds are available to Carson City through the Nevada State Housing Division. Please refer to the section above for information on homeless services.

COMMUNITY DEVELOPMENT

Community Development Objectives

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

-
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

Community Development Objectives response:

Carson City will focus its CDBG funds on meeting the community's non-housing community development needs to provide a suitable living environment. In the 2010-2011 program year, the City will fund the following projects.

- **Reach Up: \$47,500**

Carson City youth are dangerously underserved when it comes to mental health services and counseling dealing with issues such as family crisis, drug, alcohol and sexual abuse. The Ron Wood Family Resource Center's Reach Up program will provide individual counseling sessions and support groups for ongoing support and follow-up. Reach Up will offer bilingual services to ensure outreach to the Hispanic community as well.

- **Transition Items for Children/Publicity Supplies: \$11,000**

The CASA program in Carson City provides advocacy services to children in foster care and the juvenile probation system. This project will build on the Foster Kids Closet project grant of last year, which provides items or assistance to children who are placed in a shelter or a foster home with few or no possessions. The Transition Items for Children/Publicity Supplies project will pay for items that are not regularly donated such as boys' toddler clothing, toddler beds, shoes, scrapbook kits, and used computer systems.

- **RSVP Home Companion Respite Care Program: \$7,500**

This program provides in-home respite care and caregiver support services to Carson City's low income senior population by helping families avoid the premature institutionalization of their loved ones and in some cases even the caregiver. RSVP volunteers provide the caregiver with breaks twice a week to engage in enjoyable activities outside the home and to attend to their own needs. This assistance helps to reduce the stress and fatigue of 24/7 care giving and insures a healthier existence for the caregiver.

- **Partnership and Latino Services Building Upgrade: \$26,322**

This project would upgrade the United Latino Community Office at 1711 North Roop Street to accommodate a growing need for legal, educational, vocational, advocacy, and community referral services by low income Latinos. Upgrades would include the purchase of three cubicle portable walls to create additional office space, installing ceiling insulation and replacing old windows for significant energy savings, creating new windows to decrease the use of artificial light, and creating a breezeway around the entrance.

- **FISH Facility Improvement Project: \$43,300**

Friends in Service Helping (FISH) is a neighborhood facility that provides food, shelter, medical, and referral services to homeless and low-income people and is funded in part by their thrift store. The FISH Facility Improvement Project would make repairs and improvements to their facility to include replacing the roof on the Ross Medical Center and Education Room, updating the fire suppression system in the kitchen, removing the deteriorating tile floor in the thrift store, and repairing damage to the roof of the administration/food bank building and thrift store.

- **Long Street ADA Sidewalk Improvement: \$121,378**

There are sections of sidewalk in the East Long Street area that are inadequate or that do not comply with Americans with Disabilities Act (ADA) standards. This project would construct new sections of sidewalk in LMI areas where there are currently gaps along East Long Street, replace degraded sections of sidewalk, and improve access to those with disabilities and the public in general by constructing ADA-compliant ramps at intersections. Disabled persons will benefit from increased accessibility in the neighborhood. The City will contribute by designing the improvements, managing the construction project, and inspecting the improvements.

- **Remediation of Community Center Handicapped Access Barriers: \$127,000**

The Carson City Community Center has several architectural barriers to handicapped accessibility that will be removed. Improvements to be made include a wheelchair lift in the west upper hallway to the gymnasium, an interior accessible ramp from the lobby to the west restrooms and meeting rooms, and a remodel of the west upper restrooms. Disabled persons are presumed to be low- to moderate-income and will benefit from increased accessibility in the Community Center facility.

- **Program Administration: \$88,000**

These funds will be used by the City to ensure that all other funded projects are properly managed and fully comply with all federal laws and regulations governing the use of CDBG funds. Funds will also go toward the development of plans, reports, and citizen outreach.

Anti-poverty Strategy

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

Anti-poverty Strategy response:

As part of the Consolidated Plan, the City is required to devise a strategy to reduce the number of poverty-level families within its jurisdiction. According to the 2008 American Community Survey conducted by the U.S. Census, an estimated 11.3 percent of Nevada residents were below the Federal poverty level.

The largest assistance programs available to households in poverty are coordinated by the State and include Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (Food Stamps), Employment and Supportive Services (E&SS), Child Care Development Fund (CCDF), Medicaid, and Energy Assistance Program (EAP).

The City will coordinate with these state programs to ensure that the programs administered by the City are complementary to the existing state programs and do not overlap. The City is currently administering the Circles of Support Program, which helps people transition out of poverty, and created the Family Enrichment Program, which assists low-income individuals and families achieve self-sufficiency through graduated rental assistance. The City will also coordinate with the United Way and other service providers to ensure that working poor families take advantage of programs like the Earned Income Tax Credit to help build self-sufficiency.

The City will increase coordination among housing and human services providers to enable them to serve poverty level households more effectively with case management/housing counseling services. WNHRC resources have been targeted toward providing opportunities for permanent housing using deposit assistance, short-term emergency housing, tenant-based support, and supportive transitional housing, which provides the adequate flexibility to meet the needs of poverty-level households while accessing additional resources such as counseling, job training, education, financial and living skills. Consortium members have identified stabilization and access

to existing services as the most effective approach to meeting the needs of poverty-level households.

Additionally, the WNHC will work to establish transit services between communities. The Nevada Department of Transportation had previously provided bus services throughout much of the consortium area. This service is important for poverty-level persons and households to access employment opportunities, services and training. Additional funds have been provided to transit services in Churchill, Douglas County and Carson City for welfare-to-work programs.

The table below details the City's five year community development objectives:

COMMUNITY DEVELOPMENT TABLE									
#	Specific Objectives	Source Funds	of	Performance Indicators	5 Year Goal	Annual Goal	Annual Actual	Actual All Years	Outcome/ Objective
1	Provide ADA-compliant sidewalks in low-income areas to create a safer, more suitable living environment.	CDBG,		Facilities	4	2	1	0	SL-1
		Non-CDBG							
2	Build a new library in the downtown area of the City.	Non-CDBG		Facilities	1	0	0	0	SL-1
3	Increase the enrollment of underinsured persons in available health programs.	CDBG,	Non-	Persons	1,000	0	0	0	SL-1
		CDBG							
4	Provide counseling, case management and other needed services for at-risk youth.	CDBG		Persons	750	150	125	125	SL-1

Outcome/Objective Codes	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

SPECIAL NEEDS

Special Needs (91.220 (c) and (e))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

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

Special Needs Objectives response:

Special Needs include the housing and supportive service needs of persons who are not homeless but who may require supportive housing. These populations include elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addiction, and persons with HIV/AIDS and their families.

The City has two special needs objectives. The first goal is the development of a vacant city property into a supportive rental housing development for elderly households. The City will partner with NRHA to locate additional funding sources once they have an opportunity to build their capacity.

The second goal is to provide short-term rental assistance to disabled persons who have filed but have not yet received disability benefits. Although the City no longer has CDBG funds available for the Disability Rental Assistance Program, they will continue the program and seek other funding sources to keep these households in their homes and prevent homelessness.

In addition, HOME Consortium funds will help meet supportive housing needs by increasing the availability of rental housing for elderly and frail elderly through the rehabilitation of existing housing, rental vouchers, and homeowner rehabilitation programs. An example of recent funding is the construction of 11 HOME units in Phase II of the Autumn Village Senior Housing development. Autumn Village Phase II is rental housing available to senior households with incomes ranging from 30% to 55% of area median income.

The NRHA also administers the Section 8 certificate and voucher program, and a significant number of the 541 vouchers will continue to be used in Carson City for the elderly.

The table below details the City's five year special needs objectives:

SPECIAL NEEDS TABLE								
#	Specific Objectives	Source of Funds	Performance Indicators	5 Year Goal	Annual Goal	Annual Actual	Actual All Years	Outcome/ Objective
1	Partner with Nevada Rural Housing Authority to develop 10-unit apartment complex that provides affordable rental units for seniors.	CDBG, Sec. 202	Housing Units	10	0	48	48	DH-2
2	Provide short-term rental assistance to disabled households to prevent homelessness. Continuation of existing program.	CDBG	Households	15	10	5	5	DH-2
3	Provide case management and counseling services to persons suffering from substance abuse, especially methamphetamines.	CDBG	Persons	500	100	30	30	SL-1

Housing Opportunities for People with AIDS (HOPWA)

Not Applicable. Carson City does not directly receive HOPWA funds from HUD. The Nevada Health Division acts as a fiscal agent and provides funding to qualified community-based organizations to administer assistance to recipients. Types of assistance to be provided:

- Emergency Housing
- Utility Payment Assistance;
- Transitional Housing;

For more information, please contact the Health Division:

Steve Dion
4150 Technology Way, Suite 106
Carson City, NV 89706
Phone: 775-684-4025

Other Narrative

Not Applicable