Jefferson County, Missouri

Community Development Block Grant (CDBG) Program

DRAFT 2017 ACTION PLAN

OMB Control No: 2506-0117 (exp. 07/31/2015)

Executive Summary

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

1. Introduction

The Consolidated Plan is a strategic planning instrument required by the Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant Program (CDBG). The Consolidated Plan helps the County of Jefferson identify key community issues and the resources to deal with those issues.

This Annual Action Plan outlines the use of Community Development Block Grant (CDBG funds for the 2017 Program Year.

The Annual Action Plan process requires that the grantee out line an action plan which addresses the priority needs and local objectives of the community for a one-year period.

2. Summarize the objectives and outcomes identified in the Plan

Programs and activities outlined in this plan are intended to primarily benefit low-to moderate-income residents of Jefferson County, neighborhoods with high concentrations of low to moderate-income residents, and the County as a whole.

Jefferson County with this plan and its identified programs will continue to address the stated objectives of providing;

1. Decent Housing
2. A Suitable Living Environment
3. Expanded Economic Opportunities

Specific program goals, objectives and outcomes for the program are as follows:

- Maintain homeownership opportunities and prevent homelessness for low-to-moderate income residents through the established sustainability program of Homeowner Rehabilitation 5-year forgivable loan program: Objective-Decent Housing/Outcome-Sustainability
- Maintain homeownership opportunities and prevent homelessness for low-to-moderate income residents through the established sustainability program of Private Sanitary Sewer System Replacement 5-year forgivable loan program: Objective-Suitable Living Environment/Outcome-Sustainability
- Expand homeownership opportunities to low-to-moderate income residents through the existing HOME Down Payment Assistance 5-year forgivable loan program: Objective-Decent housing/ Outcome-Affordability

- Expand homeownership opportunities to low-to-moderate income residents through sponsorship of Habitat for Humanity: Objective- Decent Housing/ Outcome-Affordability
- Expand local services, available affordable housing, and prevent homelessness by providing funding to the CHDO in Jefferson County via HOME funds: Objective-Decent Housing/Outcome-Availability/Accessibility
- Expand education on fair housing to residents of Jefferson County through structured activities, delivered either in-house or in cooperation with EHOC to address reduce discrimination issues: Objective-Suitable Living Environment/Outcome-Accessibility
- Expand homelessness prevention efforts through coordination with the Jefferson County Housing Solutions Coalition: Objective-Suitable Living Environments/Outcome-Sustainability
- Partner with both for and not-for profit organizations to assist in delivering services to low-to-moderate income residents: Objective-Suitable Living Environments/Outcome-Sustainability
- Make needed infrastructure improvements that benefit low-to-moderate income residents within the participating municipalities and unincorporated Jefferson County: Objective-Suitable Living Environments/Outcome-Availability/Accessibility
- Use available funding and local resources to help stabilize the local community and create job opportunities: Objective-Economic Opportunities/Outcome-Sustainability

3. Evaluation of past performance

Jefferson County has a consistently acceptable performance record and as of the end of 2016, is on track to meet all performance goals for its identified active programs.

Jefferson County will continue to meet its yearly expenditure ratio and continue its consultation with the general public, affiliate organizations and entities to continue to identify and address issues of our low-to-moderate income residents.

4. Summary of Citizen Participation Process and consultation process

The Jefferson County Citizens Participation Plan is constructed in a manner developed in accordance with Sections 104 (a) (2) and (3) of the Housing and Community Development Act of 1974 as amended, and 24 CFR Part 91, etal. The plan process consists of public meetings/hearings, public comment periods of not less than 30 days for public viewing of documents and acceptance of public comment, needs assessments surveys and final adoption of all plans by the governing body of Jefferson County.

Jefferson County continues to make the Citizens Participation Plan available to the public at various public facilities located throughout the County which are available to all citizens including persons with disabilities, minorities and any non-English speaking citizens. In future plans, Jefferson County will attempt to publish such plans on the web in addition to hard copies being distributed to better provide the information to all citizens.

In addition to providing public notice and copies of all written plans to the participating municipalities and all public libraries, to encourage public participation, Public Notice was also sent to the following public service agencies representing special interest groups, citizens with disabilities and low-to-moderate income individuals: Developmental Services of Jefferson County, Disability Resource Association, Catholic Community Services, Comtrea, Family Resource Center, Festus Housing Authority, Habitat for Humanity, Jefferson County Community Partnership, Jefferson County Family Services, Jefferson County Rescue Mission, Jefferson-Franklin Community Action Corporation, St. Vincent De Paul Society, and the Salvation Army.

In accordance with our Citizen Participation Plan, the 2017 Annual Action Plan process included a public hearing held on October 24, 2016 at the office of the Administrator and a 30-day public comment period from October 24, 2016 to November 22, 2016. Notice of both the public hear and the comment period was posted at all participating municipalities, public libraries, various housing & social service agencies and an ad run in newspaper. Hard copies of the 2017 Annual Action Plan were provided to all participating municipalities, public libraries and posted on the Administrators website.

5. Summary of public comments

At this point, Jefferson County has received no comments either at its public hearings or in written form. If such comments are received, they will be included in this Consolidated Plan, if received within time, and forwarded to HUD independently if received after such time.

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

7. Summary

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Jefferson County	Economic Development Corp of Jefferson County

Table 1 – Responsible Agencies

Narrative

The Economic Development Corporation of Jefferson County, a public not-for-profit corporation is contracted by the County of Jefferson and is responsible for administration of the yearly allocation of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds. The EDC directly administers the CDBG funding in house. The HOME funds are administered through the St. Louis HOME Consortium of which Jefferson County is a participating member.

Consolidated Plan Public Contact Information

Ms. Rosalie Buchanan
Assistant Executive Director/CDBG Administrator
Economic Development Corporation of Jefferson County
P.O. Box 623
5217 Highway B
Hillsboro, MO 63050
(636) 797-5336

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

This section describes the consultation process that Jefferson County follows in developing all of its CDBG Plans.

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(l)).

Jefferson County takes a County-wide approach to issues affecting our low-to-moderate populations and engages in ongoing coordination between all providers of service whether public or private, at all given opportunities.

Jefferson County continues makes all plans and documents available to the public at various public facilities located throughout the County which are available to all citizens including persons with disabilities, minorities and any non-English speaking citizens. In future plans, Jefferson County will attempt to publish such plans on the web in addition to hard copies being distributed to better provide the information to all citizens.

In addition to providing public notice and copies of all written plans to the participating municipalities and all public libraries, to encourage public participation, Public Notices are also sent to the following public service agencies representing special interest groups, citizens with disabilities and low-to-moderate income individuals: Developmental Services of Jefferson County, Disability Resource Association, Catholic Community Services, Comtrea, Family Resource Center, Festus Housing Authority, Habitat for Humanity, Jefferson County Community Partnership, Jefferson County Family Services, Jefferson County Rescue Mission, Jefferson-Franklin Community Action Corporation, St. Vincent De Paul Society, and the Salvation Army.

Additionally, to enhance continued coordination, Jefferson County participates in quarterly meetings of the Jefferson County Housing Solutions Coalition (JCHSC), a group comprised of individuals and organizations from various low-to-moderate income housing and service providers within the County, attends St. Louis HOME Consortium meetings, participates in all Balance of State Continuum of Care meetings and meets with other County Departments on a regular basis to ensure coordination and availability of services to LMI clientele.

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.

Jefferson County is a member of the Balance of State Continuum of Care (CoC) and does not receive homeless funding itself in light of the significantly small numbers of homeless persons as reported during the past several year's homeless counts. Entitlement staff participate in the quarterly regional meetings of the CoC.

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

N/A as Jefferson County does not receive ESG funds.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

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

N/A

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		

Table 3 - Other local / regional / federal planning efforts

Narrative

Jefferson County participates in the Balance of State Continuum of Care, leads the Jefferson County Housing Solutions Coalition group and is a member of the St. Louis Housing Consortium.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The Jefferson County Citizens Participation Plan and its processes are constructed in a manner developed in accordance with Sections 104 (a) (2) and (3) of the Housing and Community Development Act of 1974 as amended, and 24 CFR Part 91, etal. The plan process consists of public meetings, public comment periods of not less than 30 days for public viewing of documents, and acceptance of public comment, public hearings, needs assessment surveys and final adoption by the governing body of Jefferson County.

Jefferson County continues to make all plans and documents available to the public at various public facilities located throughout the County which are available to all citizens including persons with disabilities, minorities and any non-English speaking citizens. In future plans, Jefferson County will attempt to publish such plans on the web in addition to hard copies being distributed to better provide the information to all citizens.

In addition to providing public notice and copies of all written plans to the participating municipalities and all public libraries, to encourage public participation, Public Notice was also sent to the following public service agencies representing special interest groups, citizens with disabilities and low-to-moderate income individuals: Developmental Services of Jefferson County, Disability Resource Association, Catholic Community Services, Comtrea, Family Resource Center, Festus Housing Authority, Habitat for Humanity, Jefferson County Community Partnership, Jefferson County Family Services, Jefferson County Rescue Mission, Jefferson-Franklin Community Action Corporation, St. Vincent De Paul Society, and the Salvation Army.

Additionally, as part of the Consolidated Plan process, Jefferson County developed and uses a Needs Assessment Survey distributed to the public to determine needs and priorities for the current consolidated plan period, the survey's received were totaled and used for priority of activity purposes to prepared this Plan. Hard copies of this survey were distributed to all municipalities, libraries and school districts within the County, member organizations of the Jefferson County Housing Solutions Coalition, to Board members of the EDC, as well as included in mailings of all requested applications and handed out to the general public as they came to the administrator's office for services.

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	Public Comment Period	Non-targeted/broad community	Notice of comment period (October 24, 2016 to November 22, 2016) was posted at all participating municipalities, public libraries, various housing & social service agencies and ad run in newspaper.	No comments were received	N/A	
2	Public Hearing	Non-targeted/broad community	Public hearing held at Administrators office on October 24, 2016, No attendees were present	No comments were received	N/A	
3	Public Meeting and Comment Period	Non-targeted/broad community	Copies of Draft Plans were provided to all participating municipalities, government offices and public libraries.	No comments were received	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

Jefferson County received $1,074,374 in 2016 and anticipates to receive yearly allocations equal or less than for the next five years and has accordingly used the 2016 funding amount to calculate estimated funding for 2017. All proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual 2017 allocation amounts when announced by HUD.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	1,074,374	0	0	1,074,374		Resources anticipated based upon 2017 funding allocation.

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

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While Jefferson County does not require matching funds on infrastructure projects, it is highly encouraged and past projects have shown a significant amount of "in-kind" labor injected into projects by the entities receiving funds.

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

N/A

Discussion

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Rehabilitation Program	2017	2017	Affordable Housing	Jefferson County	Preservation of Housing	CDBG: $75,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Private Sanitary Sewer System Replacement Program	2017	2027	Affordable Housing	Jefferson County	Preservation of Housing	CDBG: $160,000	Homeowner Housing Rehabilitated: 8 Household Housing Unit
3	Handicap/ADA Public Facility Assistance Program	2017	2017	Non-Housing Community Development	Jefferson County	Suitable Living Environments	CDBG: $20,000	Other: 1 Other
4	Residential Sewer Tap-on Program	2017	2017	Non-Housing Community Development	Jefferson County	Preservation of Housing	CDBG: $100,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 5 Households Assisted
5	Sewer Infrastructure Program	2017	2017	Non-Housing Community Development	Jefferson County	Suitable Living Environments	CDBG: $500,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 200 Households Assisted
6	Transportation Assistance Program	2017	2017	Non-Housing Community Development	Jefferson County	Suitable Living Environments	CDBG: $4,500	Public service activities other than Low/Moderate Income Housing Benefit: 10 Persons Assisted

7	Administration	2017	2017		Jefferson County	Home Ownership Opportunities Preservation of Housing Affordable Housing Development Suitable Living Environments	CDBG: $214,874	Other: 1 Other

Table 6 - Goals Summary

Goal Descriptions

1	**Goal Name**	Home Rehabilitation Program
	Goal Description	This is a five-year forgivable loan of up to $15,000 available to LMI owner occupied residents' that are at or below 80% of median income for the repair of health and safety issues to their existing owner occupied home. Forgiveness rate is 20% per year upon staff inspection of property and payment of taxes verification. Homes must be located in either unincorporated Jefferson County or within a participating municipality.

2	**Goal Name**	Private Sanitary Sewer System Replacement Program
	Goal Description	This is a five-year forgivable loan of up to $20,000 available to LMI owner occupied residents' that are at or below 80% of median income for the repair or total replacement of failing private on-site sanitary sewer systems of owner occupied homes. Forgiveness rate is 20% per year upon staff inspection of property and payment of taxes verification. Failing Status must be able to be verified through the Jefferson County Building Department or by licensed sewer inspectors. All repairs, replacements, and associated engineering work must be completed by a licensed professional verified on file with the Jefferson County Building Department. Homes must be located within unincorporated Jefferson County or within a participating municipality.
3	**Goal Name**	Handicap/ADA Public Facility Assistance Program
	Goal Description	This program is designed to assist Jefferson County and its participating municipalities in handicap accessing its public facilities and public service areas, primarily parks, sidewalks including curb cuts and other areas of public egress. Funds to offset costs will be made available for application in the amount of up to $20,000 per barrier removed. Projects in predominately LMI areas will receive a higher priority rating. Prior year existing funds will be combined with current year funds.
4	**Goal Name**	Residential Sewer Tap-on Program
	Goal Description	This is a five-year forgivable loan of up to $20,000 available to LMI owner occupied residents' that are at or below 80% of median income for the fees/costs associated with residential hook-up to a centralized sewer collection service. Eligible costs include tap-on fee charged by public or municipal sewer district, the lateral line construction/installation and any associated components as required by the regulating entity for new service hook-on (i.e. grinder pump, lift station, etc.) Forgiveness rate is 20% per year upon staff inspection of property and payment of taxes verification. Homes must be located in either unincorporated Jefferson County or within a participating municipality.

5	**Goal Name**	Sewer Infrastructure Program
	Goal Description	This program is available to all public sewer districts/departments located within unincorporated Jefferson County and participating municipalities. The program is designed to offset costs incurred by such public sewer districts/departments for the replacement or upgrading of public sewer service to a predominately low- to moderate-income areas. Eligible costs include but are not limited to installation or renovation of existing "main" sewer lines. These funds are awarded on a competitive basis yearly. Application amount divided by $5,000 per LMI home/overall project.
6	**Goal Name**	Transportation Assistance Program
	Goal Description	This program plans to utilize the services of Jefferson County public transportation providers who wish to participate (Jeffco Express, Disability Resource Association, JC Transit, etc.) through the purchase ride/bus passes for low-to-moderate-income persons. The passes will provide transportation to work, school, medical facilities, libraries and various other destinations. All applicants will provide proof of income on a yearly basis to be eligible to participate in the program and passes will be good for a one-year period renewable annually with continued income eligibility verification. Participants will be issued a single pass/person for the service provider of their choice from participating organizations. No private transportation services can be utilized.
7	**Goal Name**	Administration
	Goal Description	These funds will pay the expenses for the general administration of the CDBG programs described in this application (i.e. salaries, benefits, operating costs, etc.) These administration funds are reimbursed to the contracted CDBG administrator, the EDC of Jefferson County.

Table 7 – Goal Descriptions

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AP-35 Projects - 91.420, 91.220(d)

Introduction

The table below lists the projects that Jefferson County will undertake in 2017 in order to address the needs identified through its consolidated Plan Process.

#	Project Name
1	2017 HOMEOWNER REHABILITATION PROGRAM
2	2017 PRIVATE SANITARY SEWER SYSTEM REPLACEMENT PROGRAM
3	2017 FAIR HOUSING PROGRAM
4	2017 HANDICAP/ADA PUBLIC FACILITY ASSISTANCE PROGRAM
5	2017 CDBG Grant Administration
6	2017 SEWER INFRASTRUCTURE PROGRAM
7	2017 Transportation Assistance Program
8	2017 Residential Sewer Tap-on Program

Table 8 – Project Information

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

The primary national objective of the Consolidated Plan is to assist and benefit low-income and moderate-income residents, Jefferson County's grant program funds will be targeted to low-income and moderate-income residents, neighborhoods and activities that benefit these residents as a whole.

The Jefferson County Entitlement program is comprised of County-wide programs which include but are not limited to housing rehabilitation, sanitary sewer infrastructure (both individual residential and municipal), storm water infrastructure (municipal), removal of architectural barriers/Americans with Disabilities Act and any similar, low-to-moderate-income activities deemed a priority in the community needs surveys received by the Entitlement program during the planning process. 100% of the Entitlement funds are available to residents of all unincorporated areas of the County as well as within the jurisdictions of the participating municipalities.

During 2016 the primary obstacles in meeting under-served needs were that of availability of funding resources and qualified applicants. Community Development Block Grant (CDBG) funding for Jefferson County has seen minor decreases over the ten years of its participation. The most significant decrease to our program occurred in 2011 when the CDBG program overall received a 16.5%. This resulted in a $200,000 cut in funding causing a significant reduction of applicants that could be served during that program year and beyond. If additional cuts of this magnitude are made to CDBG for future program years, Jefferson County may be forced to discontinue some programs previously funded and reduce staff. In regards to qualified applicants, the past declining and currently flat economy continues to take its toll on LMI applicants, primarily in the reduced current value of homes. As a result, this lower valuation has significantly reduced the amount of available equity required to meet program guidelines.

While unemployment does continue to decline in Jefferson County, it has been identified in typical LMI applicants that a commitment to retain an owner occupied home for the five years for participation in any given program is a commitment that many are not comfortable in making seeing the unstable financial situation of this sector of the population. Typically, LMI applicants have represented a high percentage of the unemployed, if such applicant has successfully gained employment; they are very skeptical as to the longevity of the employment and therefore also very skeptical about making a legal commitment for the five-year forgiveness period required by our programs. It is the opinion of staff that these stated obstacles continue to reduce the number of applicants overall for all programs currently offered. Program requirements may need to be adjusted to overcome this need.

Additionally, the on-going State of Missouri budget cuts which affect local agencies that traditionally deliver services to low-moderate income individuals and families (Dept. of Mental Health, Medicaid, Dept. of Health and Senior Services) have had an equally significant impact on Jefferson County residents. This, along with the reduced CDBG and HOME funding that Jefferson County has received and the anticipated future cuts, Jefferson County expects to be severely impacted over the current and possible future consolidated plan periods. In addition, some needs are not met because of choices to fund one set of priority needs over another. Jefferson County will continue to seek out additional areas of funding and investigate leveraging opportunities if available.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	2017 HOMEOWNER REHABILITATION PROGRAM
	Target Area	Jefferson County
	Goals Supported	Home Rehabilitation Program
	Needs Addressed	Preservation of Housing Suitable Living Environments
	Funding	CDBG: $75,000
	Description	THIS PROJECT IS A FIVE-YEAR FORGIVABLE LOAN FOR UP TO A MAXIMUM OF $15,000 PER LMI, OWNER OCCUPIED, SINGLE FAMILY RESIDENCES TO REPAIR OR RE PLACE HEALTH AND SAFETY ISSUES.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 5 LMI owner occupied homes will be assisted
	Location Description	Entire County of Jefferson
	Planned Activities	Rehabilitation of health and safety items of existing owner occupied single family units
2	**Project Name**	2017 PRIVATE SANITARY SEWER SYSTEM REPLACEMENT PROGRAM
	Target Area	Jefferson County
	Goals Supported	Private Sanitary Sewer System Replacement Program
	Needs Addressed	Preservation of Housing Suitable Living Environments
	Funding	CDBG: $160,000

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	Description	THIS PROJECT IS A FIVE-YEAR FORGIVABLE LOAN FOR UP TO A MAXIMUM OF $25,000 PER LMI, OWNER OCCUPIED, SINGLE FAMILY RESIDENCE TO REPLACE AN EX ISTING FAILING ON-SITE PRIVATE SANITARY SEWER SYSTEM
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 8 owner occupied LMI sing family units will be assisted
	Location Description	Entire County of Jefferson
	Planned Activities	Replace existing failing on-site septic systems to LMI owner occupied homes
3	**Project Name**	2017 FAIR HOUSING PROGRAM
	Target Area	Jefferson County
	Goals Supported	
	Needs Addressed	Fair Housing
	Funding	CDBG: $1
	Description	Activity created to provide fair housing education to residents, landlcrds, developers and other persons associated with housing in Jefferson County. Utilize services of Metrcpolitan St. Louis Equal Housing Opportunity Council (EHOC) to conduct public meetings, seminars, information flyers, etc.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Estimated that 1 fair housing activity will be conducted
	Location Description	Entire County of Jefferson

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	Planned Activities	Activity created to provide fair housing education to residents, landlords, developers and other persons associated with housing in Jefferson County. Utilize services of Metropolitan St. Louis Equal Housing Opportunity Council (EHOC) to conduct public meetings, seminars, information flyers, etc.
4	**Project Name**	2017 HANDICAP/ADA PUBLIC FACILITY ASSISTANCE PROGRAM
	Target Area	Jefferson County
	Goals Supported	Handicap/ADA Public Facility Assistance Program
	Needs Addressed	Suitable Living Environments
	Funding	CDBG: $20,000
	Description	THIS PROJECT IS DESIGNED TO ASSIST JEFFERSON COUNTY AND ITS PARTICIPAT ING MUNICIPALITIES IN HANDICAP ACCESSING ITS PUBLIC FACILITIES AND PUBLIC SERVICE AREAS. PROJECT WILL REMOVE ARCHITECTURAL BARRIERS IN PARKS, PUBLIC FACILITIES AND OTHER AREAS AS DESIGNATED ACCEPTABLE.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Estimated that one public facility will receive ADA improvements
	Location Description	Entire County of Jefferson
	Planned Activities	To remove architectural barriers from public facilities (parks, sidewalks, etc)
5	**Project Name**	2017 CDBG Grant Administration
	Target Area	Jefferson County
	Goals Supported	Administration
	Needs Addressed	
	Funding	CDBG: $214,873

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	Description	General program administration 20% of total funding
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A Administration of program
	Location Description	Entire County of Jefferson
	Planned Activities	Administration of program
6	**Project Name**	2017 SEWER INFRASTRUCTURE PROGRAM
	Target Area	Jefferson County
	Goals Supported	Sewer Infrastructure Program
	Needs Addressed	Preservation of Housing Suitable Living Environments
	Funding	CDBG: $500,000
	Description	THIS PROJECT WILL PROVIDE UP TO A MAXIMUM OF $5,000 PER LMI, SINGLE-FA MILY RESIDENCES TO OFF SET THE INFRASTRUCTURE COSTS INVOLVED IN PROVID ING OR IMPROVING EXISTING SUBSTANDARD PUBLIC SANITARY SEWER SERVICE TO AN APPLICANT AREA
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Estimated minimum of 200 LMI homes assisted
	Location Description	Entire County of Jefferson
	Planned Activities	Replace or repair public sewer lines to LMI owner occupied single family homes

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7	**Project Name**	2017 Transportation Assistance Program
	Target Area	Jefferson County
	Goals Supported	Transportation Assistance Program
	Needs Addressed	Transportation Program
	Funding	CDBG: $4,500
	Description	This program will provide public transportation (bus) passes to LMI residents of Jefferson County.
	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Estimated that 10 LMI persons will be assisted
	Location Description	Entire County of Jefferson
	Planned Activities	To provide ride/bus passes to LMI persons for transportation to jobs, medical services & essential needs
8	**Project Name**	2017 Residential Sewer Tap-on Program
	Target Area	Jefferson County
	Goals Supported	Residential Sewer Tap-on Program
	Needs Addressed	Preservation of Housing Suitable Living Environments
	Funding	CDBG: $100,000
	Description	Five Year forgivable loan of up to $20,00 available to LMI owner occupied residences that are at or below 80% median income for the fees/costs associated with new residential hook-up to a centralized sewer collection service. Eligible costs include tap-on fee, lateral line construction/installation and any associated components as required by the regulating entity (grinder pump, lift station, etc.)

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	Target Date	12/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	Estimated 5 LMI owner occupied single family homes will be assisted
	Location Description	Entire County of Jefferson
	Planned Activities	To install lateral lines for new connection to public sewer service for LMI owner occupied single family homes

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

Because Jefferson County qualifies as an Urban County as defined by the U.S. Department of Housing and Urban Development (HUD), the size of its entitlement (CDBG and HOME funding) is determined by both unincorporated residents and residents of the participating municipalities. Currently 11 out of 15 municipalities have joined Jefferson County in meeting the requirements necessary to receive funding.

Because the primary national objective of the Consolidated Plan is to assist and benefit low-income and moderate-income residents, Jefferson County's grant program funds will be targeted to low-income and moderate-income residents, neighborhoods and activities that benefit these residents as a whole.

Geographic Distribution

Target Area	Percentage of Funds
County of Jefferson	100%

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Jefferson County Entitlement program is comprised of County-wide programs which include but are not limited to housing rehabilitation, sanitary sewer infrastructure (both individual residential and municipal), storm water infrastructure (municipal), removal of architectural barriers/Americans with Disabilities Act and any similar, low-to-moderate-income activities deemed a priority in the community needs surveys received by the Entitlement program during the planning process. 100% of the Entitlement funds are available to residents of all unincorporated areas of the County as well as within the jurisdictions of the participating municipalities.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

In regards to qualified applicants, Jefferson County will continue to work with applicants to attempt to assist them in meeting the qualifications of the programs. If continued lack of equity is determined to affect the program over all, staff may recommend that program requirements be adjusted. In regards to funding, Jefferson County will continue to investigate creative leveraging strategies and additional funding sources.

Actions planned to foster and maintain affordable housing

Jefferson County does not believe there to be any local policies or regulations that create significant barriers to development, maintain or improve affordable housing within its jurisdiction.

The Analysis of Impediments to Fair Housing Choice (AI) is a comprehensive review of a jurisdiction's laws, regulations, and administrative policies, procedures and practices affecting the location, availability, and accessibility of housing, as well as an assessment of conditions, both public and private, affecting fair housing choice. Impediments to fair housing choice are any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin. Policies, practices, or procedures that appear neutral on their face, but which operate to deny or adversely the provision of housing to persons of a particular race, color, religion, sex, disability, familial status, or national origin may constitute such impediments.

Jefferson County is sensitive to the effects that public policies have on the cost (including development, maintenance, rehabilitation or management) of affordable housing within its jurisdiction. An Analysis of Impediments Study was completed for Jefferson County. The study concludes with relatively few identified impediments. None of the impediments listed were related to public policies that would or could hinder the development, maintenance or rehabilitation of affordable housing or add to the cost of existing affordable units within Jefferson County.

Since Jefferson County does not believe that any local policy or regulation exists to create significant barrier to the development, maintenance or improvement of any affordable housing within its jurisdiction, there is no need at this time to development a strategy to address these. Should barriers present themselves, the County will at that point address and develop a strategy to remove or ameliorate such negative effect.

Actions planned to reduce lead-based paint hazards

Jefferson County will continue existing efforts to reduce the Lead Paint Hazards in the County. This goal

is achieved through the County's Home Rehabilitation Programs in which contractors comply with all applicable Federal and State regulations. Jefferson County administration staff and contractors utilized are trained in Lead Safe Work Practices as required by our current funding levels per housing unit.

Jefferson County follows Federal and State of Missouri regulations in testing for lead and mitigating its affects. All housing units that are assisted with CDBG or HOME funding are inspected for deteriorated paint. Further, Jefferson County has contracted with United Infrastructure Corporation of St. Louis to execute lead based paint risk assessments for all homes constructed prior to 1978. All surfaces are treated using lead safe work practices and activity clearance is obtained, if necessary, from the assessment authorities. Jefferson County does not receive any additional funding for lead remediation.

Actions planned to reduce the number of poverty-level families

A number of governmental agencies and private organizations operate programs within Jefferson County to reduce public funding dependency and poverty among its residents. Primarily among those agencies are the Missouri Division of Family Services and the Jefferson/Franklin Community Action Agency, both of which are state and federally funded. They offer broad based assistance to primarily welfare recipients and the extremely low to low-income residents. Assistance includes but is not limited to food stamps, Medicaid health insurance, aid to dependent children, Section 8 housing vouchers, WIC, counseling, family self-sufficiency programs and several other programs which provide assistance to our low income residents. Jefferson County seeks to reduce the number of poverty level families by investing its CDBG and HOME funds into programs and projects that support affordable housing overall and foster self-sufficiency and sustainability.

Jefferson County, like many other sister communities has seen high unemployment rates and dramatically decreased new housing starts over the past several years. Existing small "Starter" type housing units that tend to be more affordable for LMI families are typically not readily available in all areas of Jefferson County. The housing slowdown has significantly reduced additional units of this size and price range from coming "online" in the past couple of years. These trends put an additional burden on individuals and families at and below the poverty level. In many cases, low-income families are forced to pay a disproportionate amount of their incomes for safe and affordable housing which in turn affects all aspects of an individual or family's success in life.

To address this, the Jefferson County Entitlement program, in an effort to enhance but not duplicate service, utilizes referrals (in addition to its own outside applicants) from all local agencies to help provide additional services in order to assist these individuals on their track from dependency to independency. This is achieved through several programs/activities.

The first time home buyer program operated through the County's HOME funds provides financial assistance to LMI residents wishing to achieve their goal of home ownership, the home rehabilitation programs provides funds to alleviate health and safety issues to existing housing units (most Jefferson County LMI residents locate in older homes needing repairs due to their affordability). Job

training/economic development is provided through the County's various business funding programs offered primarily through the EDC and local banks (direct micro-enterprise program when funding is available) and through support of the County's workforce development program which utilizes Jefferson College's extensive workforce development programs and the Missouri Career Center System which serves as a labor exchange for both businesses and job seekers.

Unfortunately, Jefferson County does not have any identifiable transitional housing. While the need seems to exist, insufficient funding levels have played a major factor in meeting this need. The county will continue to search for additional funding and/or partner organizations to help meet this need, but the County is doubtful that it will be satisfied within this 5-year period.

Actions planned to develop institutional structure

During 2017 the institutional structure through which Jefferson County will carry out its housing and community development activities will continue to be through its contracted administrator, The Economic Development Corporation of Jefferson County with final adoption/approval of the Jefferson County Council. The EDC is a not-for-profit organization funded by the County of Jefferson and its participating municipalities to carry out general economic development programs including but not limited to programs available through the Small Business Administration (SBA), State of Missouri (DED), Economic Development Administration (EDA), and various other economic incentive programs as available. As a result of the range of tools and diversity that the EDC has available to it, the County of Jefferson relies upon the EDC for in-house administration of its countywide CDBG programs and activities, which benefit low-to-moderate income residents, eliminate slum and blighted conditions or, address an urgent need.

Additional needs of the participating municipalities and non-profit organizations are determined at a local level and reported to the administrator for execution if deemed a priority need and funded. This organizational structure for delivery has been chosen because each municipal government can focus on the needs within its area of the County and the non-profit organizations can specialize on specific areas of service within all communities.

Jefferson County receives yearly HOME funding through its participation with the St. Louis HOME Consortium. St. Louis County Office of Community Development (OCD) is the administrator of these funds. Members of the St. Louis HOME Consortium meet on a quarterly basis to oversee project activity and annually to create policy, develop housing strategy and implement activities directed under the HOME program. Each member holds public hearings to make the public aware of their proposed use of HOME funds.

Actions planned to enhance coordination between public and private housing and social

service agencies

Jefferson County takes a County-wide approach to issues affecting our low-to-moderate populations and engages in ongoing coordination between all providers of service whether public or private, at all given opportunities.

In addition to providing public notice and copies of all written plans to the participating municipalities and all public libraries, to encourage public participation, Public Notices are also sent to the following public service agencies representing special interest groups, citizens with disabilities and low-to-moderate income individuals: Developmental Services of Jefferson County, Disability Resource Association, Catholic Community Services, Comtrea, Family Resource Center, Festus Housing Authority, Habitat for Humanity, Jefferson County Community Partnership, Jefferson County Family Services, Jefferson County Rescue Mission, Jefferson-Franklin Community Action Corporation, St. Vincent De Paul Society, and the Salvation Army.

Additionally, to enhance continued coordination, Jefferson County participates in quarterly meetings of the Jefferson County Housing Solutions Coalition (JCHSC), a group comprised of individuals and organizations from various low-to-moderate income housing and service providers within the County, attends St. Louis HOME Consortium meetings, participates in all Balance of State Continuum of Care meetings and meets with other County Departments on a regular basis to ensure coordination and availability of services to LMI clientele.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0

Discussion

OMB Control No: 2506-0117 (exp. 07/31/2015)

SOURCE OF FUNDS

PROPOSED 2017 BUDGET

(Actual 2016 CDBG ALLOCATION AMOUNTS USED)

***All proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual 2016 allocation amounts when announced by HUD**

CDBG Formula Grant Award			$ 1,074,374.00
20% HUD Approved Administration			<$ 214,874.00>
Sub-Total			$ 859,500.00
Home Owner Rehabilitation (5 homes @ $15,000 each)	$	75,000.00	
Private Sanitary Sewer System Replacement (8 homes @ $20,000 each)	$	160,000.00	
Fair Housing Activities (AFFH)	$	0.00	
Handicap/ADA Public Facility Assistance	$	20,000.00	
Residential Sewer Tap-On Fee (5 homes @ $20,000 each)	$	100,000.00	
Sewer Infrastructure (Public) (2 projects @ 250,000 each)	$	500,000.00	
Storm Water Infrastructure (Public)	$	0.00	
Transportation Assistance Program	$	4,500.00	
Total CDBG Funds utilized			**$ 1,074,374.00**

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