



Travis County Commissioners Court Agenda Request

Meeting Date: November 19, 2013

Prepared By/Phone Number: Christy Moffett / 854-3460

Elected/Appointed Official/Dept. Head:

Sherri E. Fleming, County Executive of Travis County Health and Human Services & Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on items related the Program Year 2012 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant provided by HUD:

- A. Receive a summary of the annual performance report;
- B. Approve the draft of the Program Year 2012 Consolidated Annual Performance Evaluation Report to post for public comment.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Under the provisions of Title 1 of the Housing and Community Development Act of 1974 (42 USC 5301), the federal government, through the U.S Department of Housing and Urban Development (HUD), sponsors the Community Development Block Grant (CDBG), a program that provides annual grants to cities and counties to develop viable urban communities by providing decent housing, a suitable living environment, and by expanding economic opportunities for low and moderate income persons. Since 2006, Travis County has received CDBG funds from HUD on an annual basis. As a CDBG urban entitlement, Travis County must compile and publish a report detailing the use of CDBG funds and associated progress and accomplishments for every program year. HUD calls this annual report the Consolidated Annual Performance and Evaluation Report (CAPER).

The CAPER describes the County's CDBG housing and community development activities as well as the County's overall housing and community development efforts. This year's CAPER corresponds to

activities conducted during the 2012 program year spanning October 1, 2012 to September 30, 2013.

Please see the attached draft of the CAPER and a PowerPoint presentation for a summary of the 2012 program year.

On October 29, 2013 the Travis County Commissioners Court approved a 15-day public comment period spanning from November 25, 2013, through December 9, 2013, as well as a public hearing on December 3, 2013. Notice of the comment period and public hearing was provided in newspapers of general circulation, through postal and electronic mailings, on the County's website, Facebook, Twitter and the seven Travis County Community Centers.

Final approval of the CAPER by the Travis County Commissioners Court is anticipated to occur on December 17, 2013. The CAPER is due to HUD no later than December 30, 2013.

STAFF RECOMMENDATIONS:

Staff recommends approval of the attached draft of the PY 2012 CAPER for public comment.

ISSUES AND OPPORTUNITIES:

When HUD awards CDBG funds to cities and counties, there is a mandate for CDBG entitlements to address the County's housing, economic and community development needs of the low to- moderate income population. Given that often times the CDBG resources provided are limited, entitlements are expected to work in collaboration with other local funds to tackle the multiple community needs and ensure CDBG funds fall within the jurisdiction's broader efforts. This is the reason why the CAPER documents both CDBG projects as well as the County's efforts as a whole in the relevant areas.

During PY12, spending occurred in six different projects benefitting 603 people. Of the funds available to the activities, \$496,692.18 was spent, per HUD's data management system called IDIS and \$173,045 was leveraged.

The reports in Appendix B, Attachment A of the CAPER include data from HUD's database. Due to the length of these reports, they will only be included in the final CAPER.

In addition, the County's fiscal year recently closed without sufficient time for staff to make all of the appropriate references in the report; therefore, all missing General Fund references will be updated in the final report.

FISCAL IMPACT AND SOURCE OF FUNDING:

No budget impacts are anticipated by this item.

REQUIRED AUTHORIZATIONS:

None.

TRAVIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

PY 2012 CDBG Annual Report – Overview of
Performance

Travis County Commissioners Court

November 19, 2013





Project Status Update



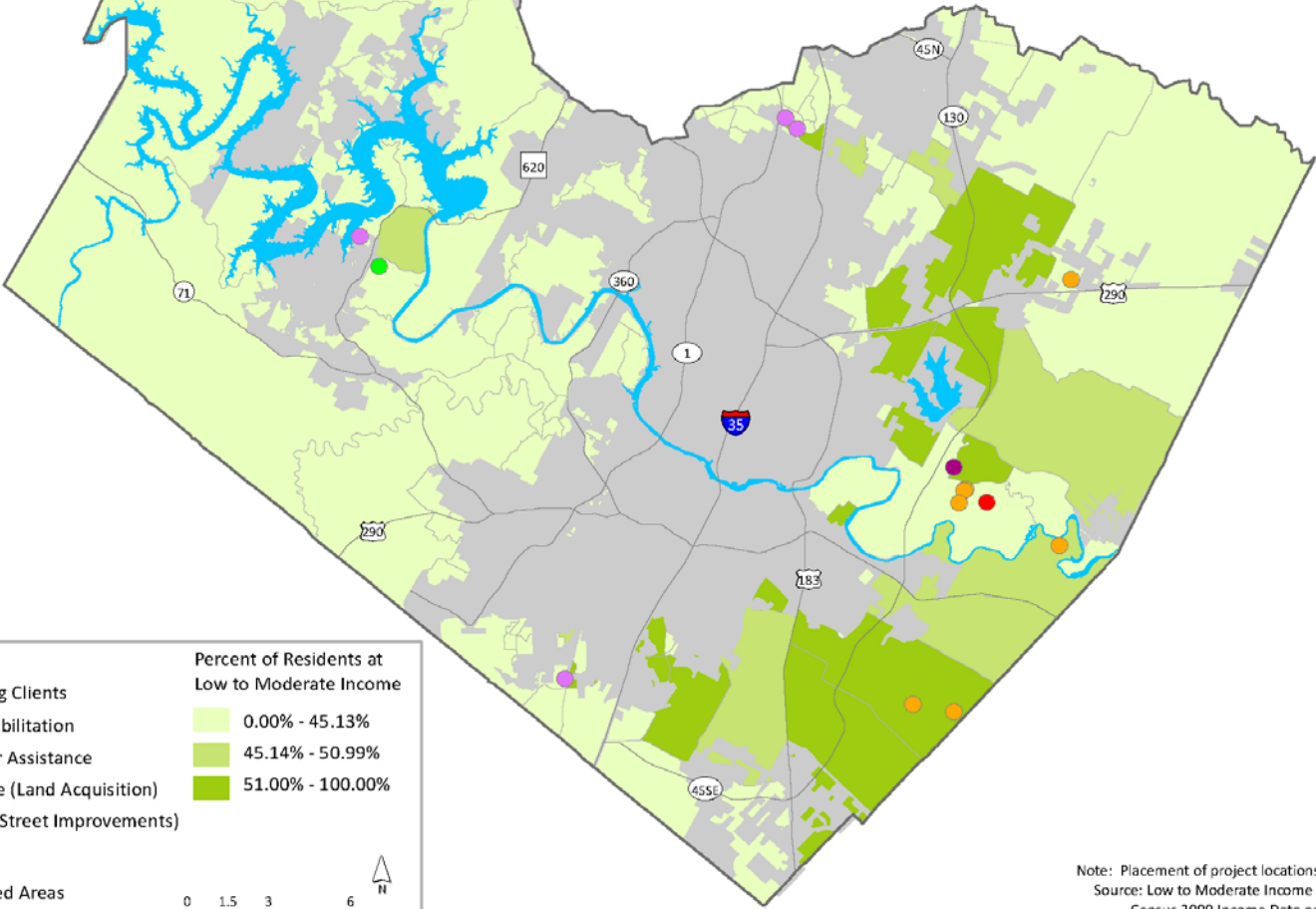
PY 2012 PROJECTS

OVERVIEW

- During PY12, three new projects were launched, and four projects were renewed or continued from previous years.
- Of the funds available \$496,692.18 was spent.
- 603 people benefitted from CDBG funded projects.

Travis County CDBG Projects With Respect to Low-to-Moderate Income Concentrations in the Unincorporated Areas

Note: Block groups that are all or mostly within the incorporated areas of Travis County are shown in gray. The low-to-moderate income data that is mapped does not include these areas.



Legend

- Fair Housing Clients
- Home Rehabilitation
- Homebuyer Assistance
- Gilbert Lane (Land Acquisition)
- Lake Oaks (Street Improvements)
- Water
- Incorporated Areas

Percent of Residents at Low to Moderate Income

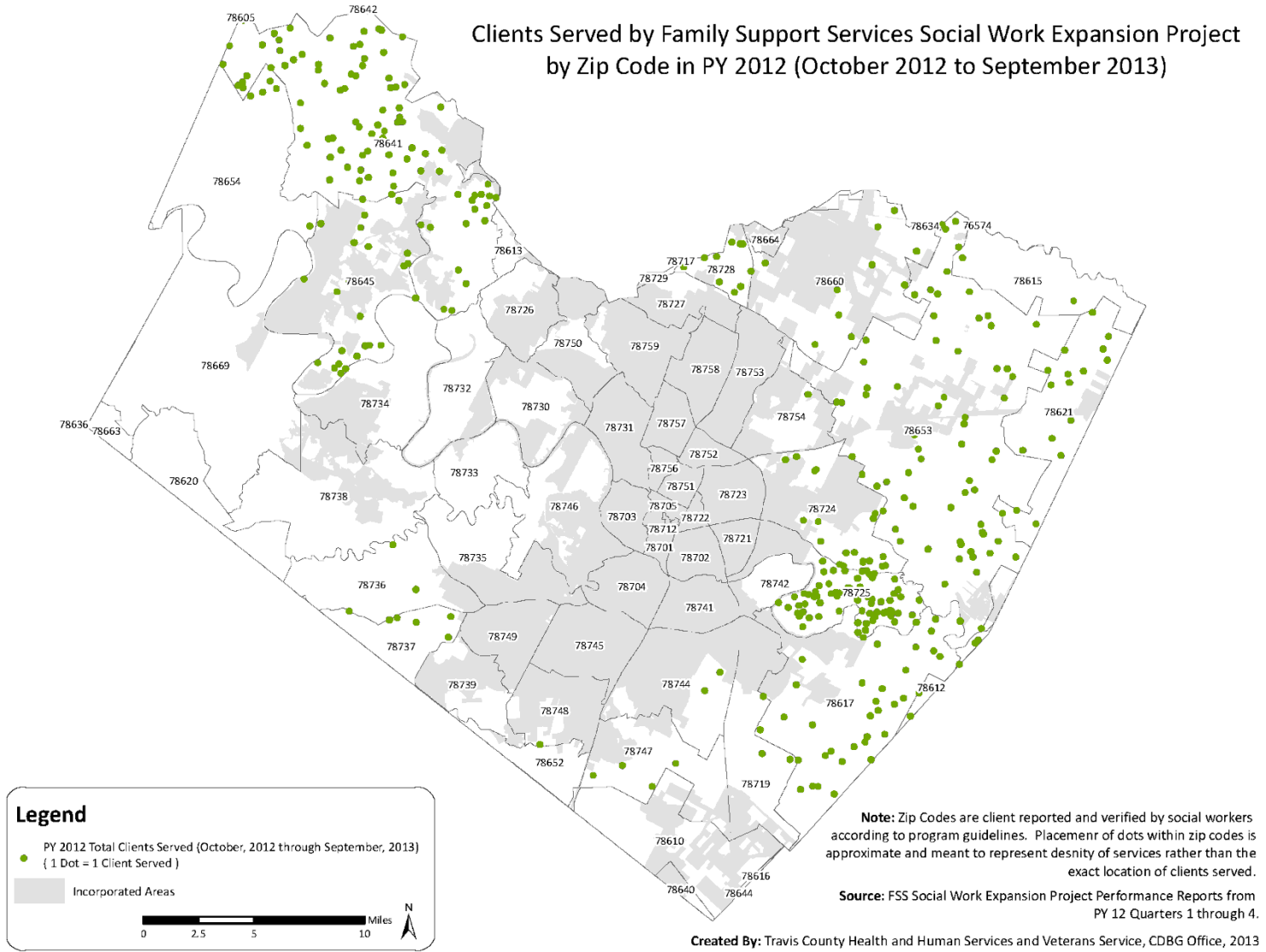
- 0.00% - 45.13%
- 45.14% - 50.99%
- 51.00% - 100.00%

0 1.5 3 6 Miles

N

Note: Placement of project locations is approximate.
 Source: Low to Moderate Income Data is based on Census 2000 Income Data produced by HUD.
 Created by: Travis County HHS/VS, CDBG Office, 2013

Clients Served by Family Support Services Social Work Expansion Project by Zip Code in PY 2012 (October 2012 to September 2013)



PY 2012 ACCOMPLISHMENTS: LAND ACQUISITION

PROJECT STATUS

- In previous years, Austin Habitat for Humanity used over a million dollars in CDBG funds to purchase 31 lots on the Gilbert Lane parcel.
- Two houses were completed during PY11 and are currently occupied by eligible homeowners.
- More than half of the remaining 29 houses will be built in 2014 with the remainder completed in 2015.

Contact Austin Habitat for Humanity, Inc. at (512) 472-8788 to apply for a Habitat House.



PY12 ACCOMPLISHMENTS: LAKE OAK ESTATES

PROJECT STATUS

- A Request-for-Qualifications (RFQ) process took place in PY11 and an Architectural and Engineering firm was selected to administer the design phase of the program.
- In July of 2011 a Notice to Proceed was issued to the chosen firm.
- During PY12 the Design Phase of the project was completed.
- The Environmental Assessment for the project is complete.
- Working on bid release for construction of the first set of roads.



Of the \$471,598 budgeted, \$72,072.26 was expended in PY12 and \$126,265.06 of the total project budget has been spent.

PY 2012 ACCOMPLISHMENTS: HOME REHABILITATION

PROJECT STATUS

- A Tier One environmental was drafted and Request for Release of Funds completed.
- An RFS was released in October 2012.
- The contract was awarded in February 2013
- Eligibility and Site Specific Environmental
- Determinations were made for properties from the program waiting list throughout the spring of 2013.
- Seven homes are complete at the close of the program year. Eleven additional homes were under repair, but not completed by the close of the program year.



Of the \$1,088,731 budgeted, \$146,143.82 was expended in PY12.

PY 2012 ACCOMPLISHMENTS: HOMEBUYER ASSISTANCE

PROJECT STATUS

- The project was launched in the fall of 2012.
- In April 2013, 11 homebuyer applications were ready to close using FHA funding however the subrecipient was unsuccessful in acquiring FHA approval for the program.
- One homebuyer was assisted using conventional financing.
- The subrecipient was able to demonstrate to the lender that conventional financing could be used to make the remaining 10 loans successful, but the lender was not comfortable continuing without the support of FHA financing.
- The County did not to renew the project contract when it terminated on September 30, 2013.
- The remaining funds from the project will be reprogrammed in accordance with the policies and procedures outlined in the Citizen Participation Plan.

Of the \$794,945 budgeted, \$39,599.00 was expended in PY12.

PY 2012 ACCOMPLISHMENTS: SOCIAL SERVICE EXPANSION

PROJECT STATUS

- Outreach to a total of 84 agencies, school districts, churches and neighborhood associations to inform community members about the social work services available.
- 375 people benefitted from services including case management, referrals, non-clinical counseling and crisis intervention.
- 10 clients received assistance through the Youth and Family Assessment Center program.
- 43 clients were assisted with State or County funded rent or utility assistance programs.
- The project resulted in \$24,708 dollars of leveraged funds.

Of the \$106,000 budgeted, \$87,010.86 was expended in PY12.

PY 2012 ACCOMPLISHMENTS: Fair Housing Counseling

PROJECT STATUS

- The project was launched in July of 2013.
- During the quarter that the project was active, five residents of the unincorporated areas received fair housing counseling.
- Outreach was made to 15 community contacts, with an additional 5 contacts made through advertising.
- Two fair housing trainings were conducted for Travis County staff with a total of 78 participants.

Of the \$43,451 budgeted, \$15,535.00 was expended in PY12.

PY 2012 ACCOMPLISHMENTS: PLANNING AND ADMINISTRATION

PROJECT STATUS: GENERAL ADMINISTRATION

- The CDBG program underwent its second financial and programmatic monitoring review by HUD, with the result of no findings and no return of funds for ineligible use.
- Staff monitored two programs provided significant amounts of technical assistance and training to contractors, internal departments and subrecipients.
- The public comment draft of the Analysis of Impediments was readied for review by TCCC.
- The PY11 CAPER and PY13 Action Plan were completed on time.
- Staff assisted the Research and Planning Department of HHS/VS in drafting two reports: *Travis County Snapshot from the American Community Survey* and an annual *Community Impact Report*.

Of the \$179,268 budgeted, \$136,331.24 was expended in PY12.

PY 2012 ACCOMPLISHMENTS: PLANNING AND ADMINISTRATION

PROJECT STATUS: HOUSING AND HOMELESSNESS

- The Home Rehabilitation project and was successfully launched.
- CDBG staff represented HHS/VS in the Ending Community Homelessness Coalition (ECHO).
- As part of ECHO's Education and Outreach Work Group, CDBG staff contributed to the planning of ECHO's annual Hunger and Homelessness Awareness Week in November 2012.
- CDBG staff participated in the Independent Review Team for the Continuum of Care applications.
- Staff participated in drafting the Scope of Work and RFS process for the City of Austin's Housing Market Study.
- CDBG staff participated in the Opportunity Mapping Project.

PY 2012 ACCOMPLISHMENTS: PLANNING AND ADMINISTRATION

PROJECT STATUS: FAIR HOUSING

- A contract was approved for a subrecipient to manage the new fair housing project.
- All CDBG staff attended a fair housing training.
- The CDBG funded Social Work project was cited by the AI consultant as a best practice for extending services into underserved areas, thereby furthering fair housing goals.
- CDBG staff completed fair housing advocacy at the Department and community level that included attending meetings, providing tours and executing contracts with specific performance measures, with the aim of expanding access in the unincorporated areas.
- A variety of current general fund investments are made to address impediments to fair housing choice.

TIMELINESS

TARGET:	1.5
August 1st 2013	2.61
September 30th 2013	2.4

- An informal consultation with HUD was held on September 9, 2013 to discuss the timeliness of CDBG spending.
- On November 12, 2013, HUD provided notice it would reduce the PY13, allocation by \$54,391.

CAPER SUBMISSION TIMELINE:

PUBLIC COMMENT PERIOD:

- Comments are accepted beginning November 25, 2013 at 8:00 a.m. and ending December 9, 2013 at 5:00 p.m. Public hearing will be held on December 3, 2013 at 9:00 at Commissioners Court.

TO ACCESS THE DRAFT ANNUAL REPORT (beginning November 25, 2013):

- Visit www.traviscountytexas.gov/cdbg
- Visit any of the seven Travis County Community Centers
- Or call 512-854-3460 to request a copy

TO SUBMIT WRITTEN COMMENTS:

- Mail them to CDBG Program, Travis County HHSVS, P.O. Box 1748, Austin, TX 78767
- Email them to cdbg@co.travis.tx.us

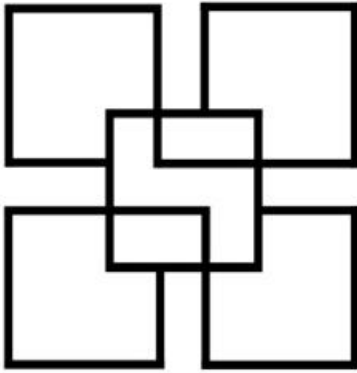
PY 2012

TRAVIS COUNTY CDBG

PY12 CONSOLIDATED
ANNUAL PERFORMANCE
EVALUATION REPORT

10.1.2012 TO 9.30.2013

PUBLIC COMMENT DRAFT



TRAVIS COUNTY, TX CDBG ANNUAL REPORT

Prepared by:

Travis County Health and Human Services & Veterans Service
CDBG Office

Special thanks to the following people for providing information to assist staff in the completion of this report.

County Executive

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CDBG Office

Christy Copeland Moffett
Martha Brown
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Lance Pearson

Travis County Housing Authority

Craig Alter

Travis County Housing Finance Corporation

Andrea Shields

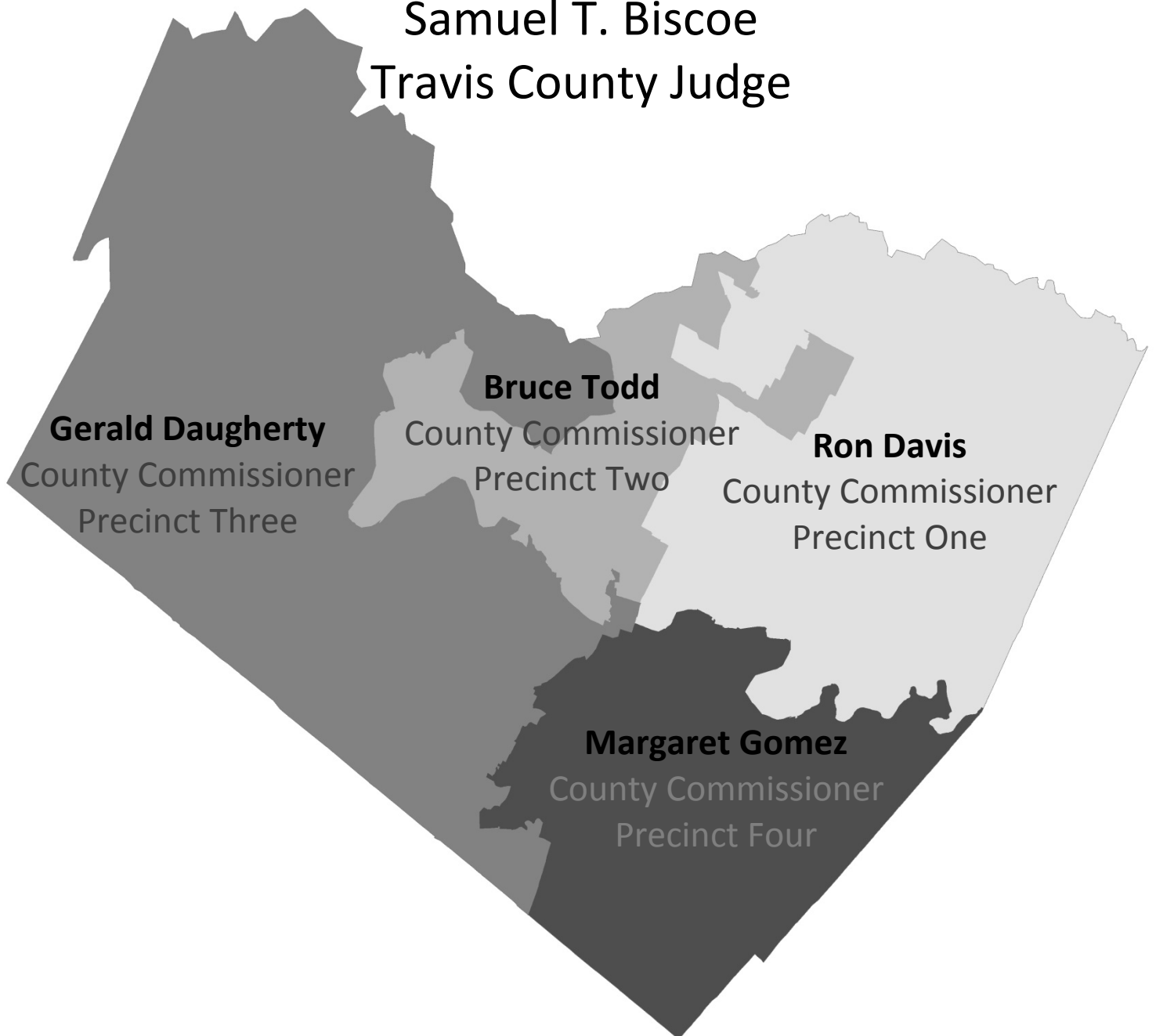
Questions or Comments?

For questions or for more information, please contact the CDBG Office at cdbg@co.travis.tx.us.

TRAVIS COUNTY, TX

COMMISSIONERS COURT

Samuel T. Biscoe
Travis County Judge



Gerald Daugherty
County Commissioner
Precinct Three

Bruce Todd
County Commissioner
Precinct Two

Ron Davis
County Commissioner
Precinct One

Margaret Gomez
County Commissioner
Precinct Four

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ACRONYMS

Throughout this report, the reader will note the following acronyms:

ADA	Americans with Disabilities Act
AI	Analysis of Impediments to Fair Housing Choice
AP	Action Plan
CAPER	Consolidated Annual Performance Evaluation Report
CDBG	Community Development Block Grant
CFR	Code of Federal Regulation
Con-Plan	Consolidated Plan (governs CDBG Programs)
CPD	Community Planning and Development (part of HUD)
CPP	Citizen Participation Plan
EA	Environmental Assessment
ESG	Emergency Shelter Grant
FHA	Federal Housing Administration (part of HUD)
FSS	Family Support Services (a Travis County Social Service Program)
FTEs	Full Time Equivalents
HACT	Housing Authority of Travis County
HHS/VS	Travis County Department of Health & Human Service and Veteran Services
HOME	HOME Investment Partnership Program (HUD’s Program)
HOPWA	Housing Opportunities for Persons with AIDS (HUD’s Program)
the	Accounting Software used by Travis County
HUD	United States Department of Housing and Urban Development
IDIS	Integrated Disbursement Information System (HUD’s Financial Management System))
LMA	Low Mod Area of Benefit
LMC	Low Mod Clientele
LMH	Low Mod Housing
LMI	Low- and Moderate-Income (80% or below median household income)
LMJ	Low Mod Jobs
MFI	Median Family Income
OMB	Office of Management and Budget
PY	Program Year
PY11	Program Year 2011
RFP	Request for Proposals
RFQ	Request for Qualifications
RFS	Request for Services
TC	Travis County
TCHFC	Travis County Housing Finance Corporation
TxDOT	Texas Department of Transportation
TNR	Travis County Department of Transportation and Natural Resources
URA	Uniform Relocation Act

INTRODUCTION

The Community Development Block Grant (CDBG) initiative is a federal grant program administered by the U.S. Department of Housing and Urban Development (HUD). The program provides annual grants to cities and counties to carry out a variety of community development activities aimed at revitalizing neighborhoods, improving affordable housing options, and providing improved community facilities and services.

Based on its population, in 2006, Travis County qualified as an urban county, a federal designation which afforded the County the opportunity to apply for CDBG funds. That year, Travis County applied for and received CDBG funds for the first time and has continued to receive funding for the past seven years. The County's annual allocation is based on a HUD-designed formula that takes into account the county's population size, poverty rate, housing overcrowding, and age of housing.

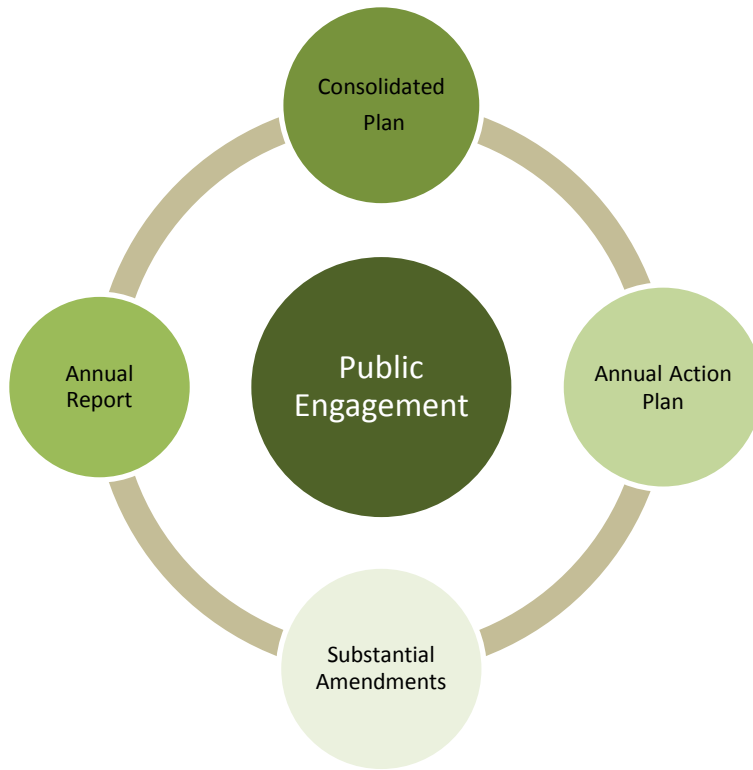
Usage of CDBG funds must meet a variety of parameters set nationally by HUD and locally by the County. Federal regulation requires that a minimum of 70% of the CDBG funds focus on projects for low- to moderate-income residents. Additionally, Travis County's allocation specifically targets residents living in the unincorporated areas of the county and to be eligible, the activities must meet one of the following HUD national objectives:

- Benefit low- and moderate-income persons;
- Aid in the prevention or elimination of slums and blight; or
- Address other community development needs that present a serious and immediate threat to the health and welfare of the community.

The administration of the CDBG program follows a cycle that includes the drafting of a Consolidated Plan (ConPlan), an Action Plan (AP), and a Consolidated Annual Evaluation and Performance Report (CAPER). The current ConPlan identifies the County's community and housing needs and outlines the strategies to address those needs over a three-year period. The Action Plan defines the specific activities to be undertaken during each program year (PY) to address the priorities established in the ConPlan. The CAPER is conducted annually to assess yearly accomplishments.

The following figure is a simplified visual representation of the CDBG cycle. As shown, citizen participation has a central role in setting the priorities to be addressed and defining projects to tackle identified needs.

Figure 1: CDBG Cycle



The Travis County Health and Human Services & Veterans Service Department (HHS/VS) is the lead agency designated by the County for the grant administration of the CDBG program and the single point of contact with HUD.

EXECUTIVE SUMMARY

As a CDBG urban entitlement, Travis County must compile and publish a report detailing the use of CDBG funds and associated progress and accomplishments for every program year. HUD calls this annual report the Consolidated Annual Performance and Evaluation Report (CAPER).

Specifically, the CAPER describes the County’s CDBG housing and community development activities as well the County’s overall housing and community development efforts. This specific document corresponds to activities conducted during Program Year 2012 (PY12) spanning October 1, 2012 to September 30, 2013.

The CAPER is written to provide HUD with required CDBG information and provide the public an update of the progress made in this initiative. As a result of serving two audiences, the report follows the federal reporting requirements, while also presenting information in a format meant to be easily understood by County departments, service providers and residents. The report includes specific outcome performance measures as delineated by HUD’s 2005 Community Planning and Development Outcome Performance Measurement System.

Summary of Resources and Distribution of Funds

The Program Year 2012 Action Plan detailed the proposed use of program funds for a single fiscal year from October 1, 2012 through September 30, 2013. PY12 allocated funds were used along with remaining funds from prior years. The following table represents use of funds for PY12 by project, including reallocated and unexpended funds from previous years, benefit in PY12 and status.

Figure 2: Progress of CDBG Projects as of September 30, 2013

Activities	Expected Benefit/ Served in PY12	Budgeted PY12 Funds	Prior Year funds available for PY12 (includes substantial amendments)	Amount Spent in Prior Years	Amount Spent in PY12	Status
Production of New Owner Housing Units Via land acquisition and infrastructure development	31/0 Housing Units	\$0	\$4	\$1,062,544.90	\$0	Continuing: Property acquired October 2010 & July 2011. Two houses are complete and occupied. The remaining houses are scheduled to be completed in 2014 and 2015.

Activities	Expected Benefit/ Served in PY12	Budgeted PY 12 Funds	Prior Year funds available for PY12 (includes substantial amendments)	Amount Spent in Prior Years	Amount Spent in PY12	Status
Homeowner Rehabilitation Minor home repair up to \$24,999	35/7 Housing Units	\$256,024	\$832,707	\$0	\$146,143.82	Continuing: A subrecipient was identified and a contract executed in February 2013. The program was launched in the Spring of 2013. The remaining units will be completed by February 2014.
Homebuyer Assistance: Direct Homeownership Assistance through Down Payment Assistance and Shared Appreciation Gap Financing	63/1	\$0	\$794,945	\$0	\$39,599.00	Completed 9/30/13
Street Improvements: Lake Oak Estates	126/0	\$326,598	\$145,000	\$54,192.80	\$72,072.26	Continuing: This is a phased project. During PY12, design and the environmental study was completed.
Public Services: Family Support Services (FFS) Social Work Services Expansion –Travis County HHS/VS Program	400/ 375	\$106,000	\$0	\$0	\$87010.86	Completed 9/30/13
Public Services: Fair Housing Counseling	35/ 5 clients receiving counseling; 15/15 community contacts; 5/5 outreach contacts	\$28,451	\$0	\$0	\$15,535.00	Completed 9/30/13
Administration & Planning: CDBG	N/A	\$179,268	\$0	\$0	\$136,331.24	Completed 9/30/13
Total		\$866,341	\$1,772,656	\$1,116,737.70	\$496,692.18	

Timely Spending of Funds

As part of the mandate from Congress, HUD is required to determine whether Community Development Block Grant (CDBG) grantees carry out their program in a timely manner. A grantee is considered to be timely, if 60 days prior to the end of the grantee's program year, the balance in its line-of-credit does not exceed 1.5 times the annual grant. If the grantee exceeds the amount allowed at that 60-day mark, they are considered to be non-compliant. For Travis County, the timeliness test occurs every August. If the grantee fails to meet the timeliness requirements for two consecutive years, HUD can reduce the grant amount available for the next program year by the exact amount of the credit balance in excess of 1.5 times the annual grant.

For the second year, the County was out of compliance with timeliness, with a ratio of 2.38, and was offered an informal consultation to discuss the factors that have contributed to its non-compliance. On September 9, 2013, County Judge Sam Biscoe, Sherri Fleming, and Christy Moffett participated in a conference call with HUD Officials from the San Antonio Field Office and Washington, DC. On November 12, 2013, the County was notified that \$54,391 would be removed from its PY13 allocation resulting in the grant award changing from \$909,925 to \$855,534, a reduction of 5%. Staff is working on a substantial amendment to the PY13 Action Plan to address the reduction.

Public Participation

During PY12, the public had ample opportunity to participate in the development of the PY13 Action Plan. During the months of February and March 2013, the public had an opportunity to identify the needs of the unincorporated areas by:

- 1) Attending one of five public hearings,
- 2) Turning in a Participation Form, or
- 3) Turning in a Project Proposal form.

Public Hearings and Participation Forms

The purpose of the hearings and participation forms was to obtain the public's input on community development, housing, and public service needs, as well as potential project ideas to address those needs. The first hearing, held at the Travis County Commissioners Court (TCCC), followed a traditional hearing format, while those held in each of the precincts had an information session followed by facilitated discussion. The hearings were held according to the following schedule:

Figure 4: Locations and Dates of Public Hearings Held to Collect Information for the PY13 Action Plan	
Locations of Hearings	Dates/Times of Public hearings
Travis County Commissioners Court, Austin	Tuesday, February 19, 2013 9:00 am
Westside Meeting Hall, Austin	Wednesday, February 20, 2013 6:30 pm
South Rural Community Center, Del Valle	Thursday, February 21, 2013 6:30 pm
East Rural Community Center, Manor	Wednesday, March 6, 2013 6:30 pm
West Rural Community Center, Oak Hill	Thursday, March 7, 2013 6:30 pm

Members of the public that could not participate in public hearings had the choice of providing their input by filling out a Participation Form or a Project Proposal Form. These forms were provided to interested parties upon request and were available in both English and Spanish on the Travis County CDBG website.

Every year during the development of the Annual Action Plan, a 30-day public comment period is held to receive comments on the proposed uses of CDBG funds. The comment period includes two public hearings held at the Travis County Commissioners Court. For the development of the PY13 Action Plan the 30-day public comment period was held from June 24, 2013 to July 24, 2013 and the two public hearings occurred on July 2, 2013 and July 9, 2013.

The public comment period was advertised on the County’s website and in newspapers of general circulation during the week of June 3, 2013. In addition, notifications by mail and e-mail were sent to service providers, to citizens who attended public hearings in the past, to the community liaison departments of school districts, and to neighborhood associations. The announcements were available in English and Spanish.

During the week of November 4th, 2013, Travis County published a Public Notice announcing the availability of the PY 2012 CAPER, the public comment period and the public hearing at Travis County Commissioners Court. Travis County HHS/VS drafted the CAPER and presented it to the Travis County Commissioners Court on November 19, 2013. After presentation to Travis County Commissioners Court, the CAPER will be posted for public review and written comments prior to approval by the Travis County Commissioners Court. The comment period will be held from November 25, 2013 to December 9, 2013. Additionally, a public hearing will be held at Travis County Commissioners Court on December 3, 2013.

GENERAL QUESTIONS

STATUS OF PROJECTS

PROJECT 1:

OWNER HOUSING – PRODUCTION OF NEW UNITS

Activity: Land Acquisition

IDIS Activity Numbers: 7 for PY06, 10 for PY07, 26 for PY08, and 33 for PY10



Dedication of first house for the project



Dedication of second house for the project

Project Description

Parcels on one large tract of land in unincorporated Travis County were acquired to build affordable single-family housing of which 17 units will be dedicated to low-income families (25-50% Median Family Income) and 14 units will be dedicated to moderate-income families (up to 80% Median Family Income). Financing for the lots is available to homeowners as a 10-year forgivable loan. Single-family housing is defined as a one- to four-family residence. Public hearings were held to inform the public of the location(s) prior to the purchase of the land.

Austin Habitat for Humanity, a local nonprofit, will secure funding for the construction of homes on the acquired property. Thirty-one units of affordable housing will be created. The number of individuals impacted will vary depending upon the families selected for the housing units.

Project Status and Progress-to-Date

- ◆ Two houses were completed during PY11 and are currently occupied.
- ◆ No units were built in PY12, however, planning for the full build out for PY 13 and PY 14 occurred.

Performance Measure

Affordability for the purpose of creating decent housing.

Activity	Con-Plan Priority	Funds Sources	CDBG Funding	Leveraged Funding	CDBG funds Expended during PY12	Total CDBG funds Expended	Amended Goal/ Actual
Owner Housing	High	CDBG Private	Prior Years: \$1,062,548.90	\$0	\$0	\$1,062,544.90	31/2 Housing Units

PROJECT 2:

HOMEOWNER REHABILITATION

Activity: Home Repair

IDIS Activity Numbers: 39 and 43 for PY06-12



Before and after repairs of bathroom

Project Description

This project funds home repair and weatherization services to low- and moderate-income homeowners in the unincorporated areas of Travis County. The program seeks to improve the energy efficiency, physical living conditions, accessibility and safety in owner-occupied homes. Services are provided by a nonprofit, Meals on Wheels and More, Inc., designated subrecipient and identified

through a formal application process in which it demonstrated the ability to provide services and adhere to federal guidelines. The program will target households at or below 80 percent of the median family income. A maximum of \$24,999 of CDBG assistance per year will be provided to a homebuyer for a single home in the form of a 5-year forgivable loan.

Project Status and Progress-to-Date

- ◆ A Tier One environmental was drafted and Request for Release of Funds completed;
- ◆ October 2012: An RFS was released;
- ◆ February 2013: The contract was awarded;
- ◆ March-April 2013: Eligibility and Site Specific Environmental Determinations were made for properties from the program waiting list;
- ◆ May-September 2013: Site Specific Determinations are ongoing and home repairs for seven (7) homes are complete at the close of the program year. Eleven (11) additional homes were under repair, but not completed by the close of the program year.
- ◆ Of the 7 homes completed during the reporting period:
 - 5 units received modifications for ADA accessibility
 - 7 units received repairs to address health and safety concerns
 - 5 units received repairs to address major system repairs
 - 3 units received repairs to address energy efficiency

Performance Measure

Improving the quality of owner housing.

Activity	Con-Plan Priority	Funds Sources	CDBG Funding	Leveraged Funding	CDBG funds Expended during PY12	Total CDBG funds Expended	Amended Goal/ Actual
Home Rehabilitation	High	CDBG	Prior Years*: \$832,707 PY12 \$256,024	\$ 0	\$146,144	\$146,144	35/ 7 Housing Units

* Includes funds from a Substantial Amendment in June 2012 that reallocated funds from prior year project savings and from deletion of YFAC Flex Fund project.

PROJECT 3:

LAKE OAK ESTATES

Activity: Street Improvements

IDIS Activity Numbers: 35 for PY11, 38 for PY12

Project Description:

The Lake Oak Estates Neighborhood completed a primary survey in March 2011 and was identified as a low- to moderate-income area. The roads in the unincorporated areas of Lake Oak Estates do not meet Travis County standards; therefore, the substandard roads cannot be accepted into the Travis County road maintenance program.



Facing Northwest on Holly Lane



Facing Southeast on Bowling Lane

The street improvement scope of work may include, but is not limited to: 1) design services, 2) land surveying services, 3) geo-technical services, 4) drainage design services, 5) utility location and relocation coordination services, 6) environmental review and related regulatory permits, 7) acquisition of right-of-way and easements, and 8) construction.

The project will take place in three phases and include the improvement to sections of Cavalier Canyon Drive, Bowling Lane, Covenant Canyon Trail, Holly Lane and related cross streets. The first phase, funded with PY11 grant funds, included: 1) design services, 2) land surveying services, 3) geo-technical services, 4) drainage design services, 5) utility location and relocation coordination services, 6) environmental review and related regulatory permits, and 7) project management time. The improvements impact 126 people, of which, 85.7% are considered low to moderate income based on the primary survey.

Project Status and Progress to Date

- ◆ A Request-for-Qualifications (RFQ) process took place in PY11 and an Architectural and Engineering firm was selected to administer the design phase of the program.
- ◆ In July of 2011 a Notice to Proceed was issued to the chosen firm.
- ◆ During PY12 the Design Phase of the project was completed.
- ◆ The Environmental Assessment for the project is complete.

Performance Measure

Accessibility for the purpose of creating a suitable living environment.

Activity	Con-Plan Priority	Funds Sources	CDBG Funding	Leveraged Funding	CDBG funds Expended during PY12	Total CDBG Funds Expended	Goal/ Actual
Street Improvements	High	CDBG	Prior Years: \$145,000 PY12: \$326,598	NA	\$72,072	\$126,265	126/0 People

PROJECT 4:

HOMEBUYER ASSISTANCE

Activity: Direct Homeownership Assistance through Down Payment Assistance and Shared Appreciation Gap Financing

IDIS Activity Number: 28 for PY09 & PY10

Project description

In an effort to make housing affordable to “first-time home purchasing” families whose annual household income is at or below 80 percent of the Area Median Income (AMI), the Travis County Affordable Housing Ownership Program will make Shared Appreciation Gap Financing and Down payment Assistance loans available. The project will be administered by Homebase Texas, a designated subrecipient. All program income will be reinvested into the Homebuyer Assistance program.

Shared Appreciation Gap Financing

Households earning 80% or less of the AMI may obtain up to \$30,000 to reduce the sales price to an amount affordable to the household. Actual assistance amount will be calculated based on actual family need. The loan is a 0% interest, 30-year note with no required annual or monthly payments. Upon resale, refinancing, lease, or other transfer of title, the loan must be repaid in full plus a percentage of the property’s appreciation value.

Down Payment Assistance

Households earning 80 percent or less of the area Median Family Income (MFI) may obtain up to \$8,000 to cover down payment and reasonable closing costs. The loan is a 0% interest, 5-year note with no required annual or monthly payments. The loan is forgiven at a pro-rata rate of 20% for each year of homeownership. The loan is fully forgiven at the end of 5 years. A minimum household investment of \$500 is required.

All households who are interested in receiving financial assistance through the Travis County Affordable Housing Ownership Program are required to participate in a minimum of eight (8) hours of HUD-certified housing counseling.

Project Status and Progress-to-Date

- ◆ A Request-for-Services (RFS) process took place in PY11 and a subrecipient was selected to administer the program.

- ◆ The subrecipient contract was approved on September 11, 2012 and the project launched in the fall of 2012.
- ◆ In April 2013, eleven homebuyer applications were ready to close using FHA funding for the primary home loan, however the subrecipient was unsuccessful in acquiring FHA approval for the program.
- ◆ One downpayment assistance loan and one shared appreciation gap financing loan (both loans made to the same homebuyer) were successfully closed in April using conventional financing.
- ◆ The subrecipient was able to demonstrate to the mortgage lender that conventional financing along with the homebuyer assistance product could be used to make the remaining 10 loans successful, but the lender was not comfortable continuing without the support of FHA financing.
- ◆ The County did not to renew the contract for the program when it terminated on September 30, 2013.
- ◆ The remaining funds from the project will be reprogrammed in accordance with the policies and procedures outlined in the Citizen Participation Plan.

Performance Measure

Availability for the purpose of creating a suitable living environment.

Activity	Con-Plan Priority	Fund Sources	CDBG Funding	Leveraged Funding	CDBG funds Expended during PY12	Total CDBG Funds Expended	Goal/ Actual
Homebuyer Assistance	High	CDBG	Prior Years: \$794,945	N/A	\$39,599	\$39,599	63/1 Households

PROJECT 5:

PUBLIC SERVICES: Social Work Services Expansion

Activity: HHS/VS Family Support Services (FFS) Division Social Work Services Expansion

IDIS Activity Number: 40 for PY12

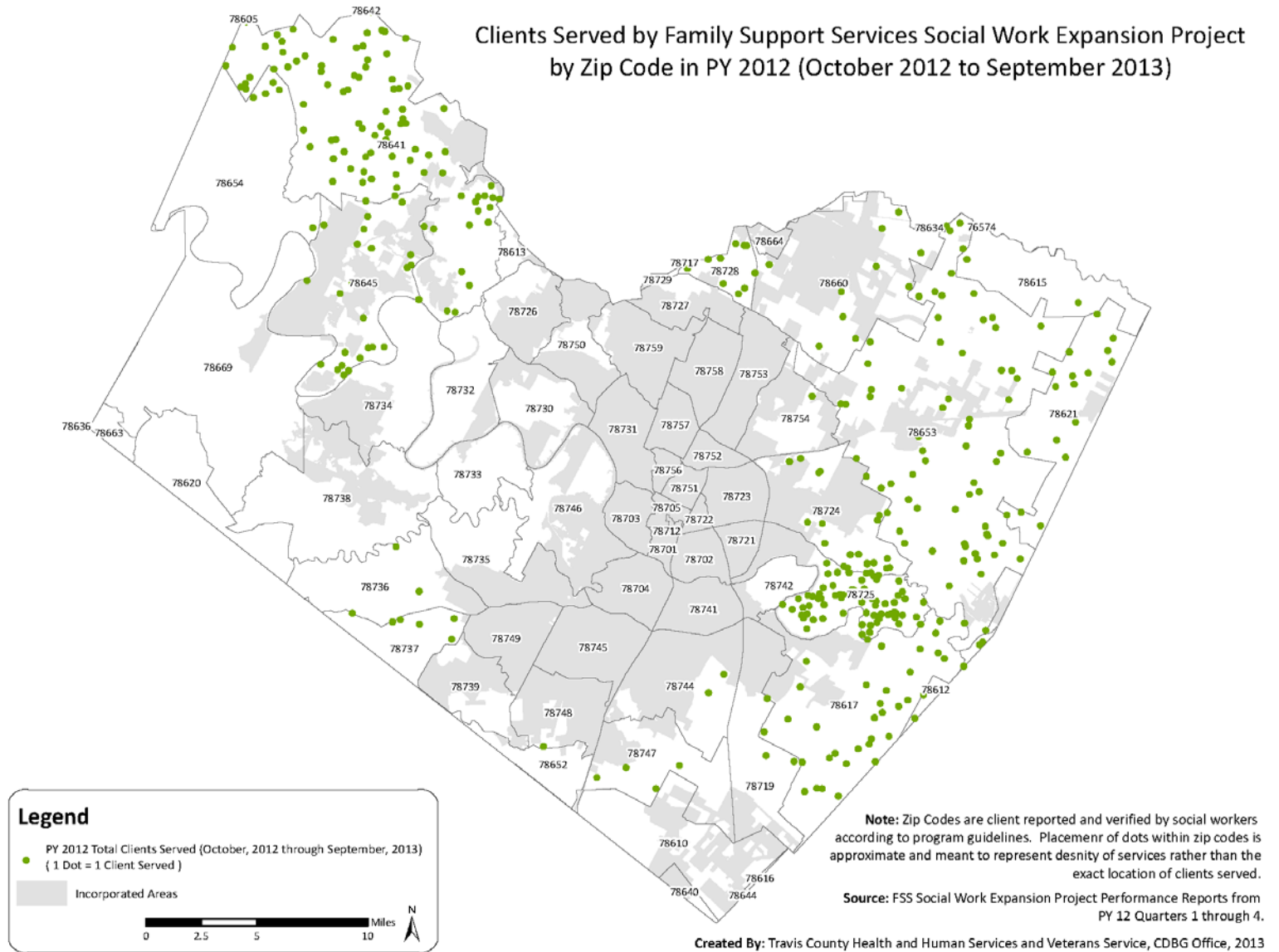
Project Description

This program is an internal Travis County Health and Human Services & Veterans Service (HHS/VS) expansion of existing services. In PY11, the program was redesigned to expand social work services by increasing to the equivalent of one-and-a-half social workers resulting in additional capacity to provide case management, information and referral, non-clinical counseling, crisis intervention, and outreach in all four precincts of the unincorporated areas. The 1.5 full time equivalents (FTEs) partially funded eight social workers who work at a Travis County HHS/VS facility; however, to reduce transportation barriers, the social workers provide the majority of service provision through home visits. Additionally, part of the funds will be used for operating expenses such as items necessary to provide home-based services, and mileage and training, among other related expenses.

Project Status and Progress-to-Date

- ◆ Outreach to a total of 84 agencies, school districts, churches, and neighborhood associations during PY12 to inform community members about the social work services available.
- ◆ Three hundred and seventy five people benefitted from services provided during PY12. Services included case management, referrals, non-clinical counseling, and crisis intervention.
- ◆ Ten clients received assistance through the Youth and Family Assessment Center program.
- ◆ Forty-three clients were assisted with Travis County or State funded rent or utility assistance programs.
- ◆ A map is included below to show the number and distribution of clients served by the program in PY12.

Map 1:



Performance Measure

Availability for the purpose of creating a suitable living environment.

Activity	Con-Plan Priority	Fund Sources	CDBG Funding	Leveraged Funding*	CDBG funds Expended during PY12	Total CDBG Funds Expended	Goal/ Actual
Public Services	High	CDBG	PY12: \$106,000	\$24,707.53	\$87,011	\$87,011	400/ 375 People

*Leveraged funding comes from Travis County General Fund rent and utility assistance, Flexible Youth Funding and State pass through funds for utility and rental assistance.

PROJECT 6:

PUBLIC SERVICES: Fair Housing

Activity: Fair Housing Counseling

IDIS Activity Number: 41 for PY12

Project Description

The funds are allocated for Fair Housing Counseling for residents of the unincorporated areas and the Village of Webberville. This program expands existing fair housing services in the unincorporated areas of the County and the Village of Webberville, to serve approximately 35 people. Fair housing services include: fair housing counseling, fair housing complaint processing and testing in support of an individual complainant. Additionally, part of the funds will be used for allowable program delivery costs such as marketing materials and office supplies. At least 51% (18) of the recipients will be at or below 80% of the Median Family Income (MFI). Because housing discrimination occurs at all income levels, the project will be allowed to service up to 17 households above 80% MFI. Furthermore, an additional \$15,000 was set aside in the administrative and planning budget to provide fair housing outreach and training which are not allowable fair housing activities under the public services cap.

Project Status and Progress-to-Date

- ◆ Due to competing priorities with larger contracts, the project launch was delayed until July of 2013.
- ◆ During the quarter that the project was active, five residents of the unincorporated areas received fair housing counseling.
- ◆ Outreach was made to 15 community contacts, with an additional 5 contacts made through advertising.
- ◆ Two fair housing trainings were conducted for Travis County staff with a total of 78 participants.

Performance Measure

Availability for the purpose of creating a suitable living environment.

Activity	Con-Plan Priority	Fund Sources	CDBG Funding	Leveraged Funding	CDBG funds Expended during PY12	Total CDBG Funds Expended	Goal/ Actual
Public Services	High	CDBG	PY12: \$28,451	\$0	\$15,535	\$15,535	35/ 5 People; 15/15 Community Contacts; 5/5 Outreach Contacts

PROJECT 7:

PLANNING AND ADMINISTRATION

Activity: Administration

IDIS Activity Number: 42 for PY12

Project Description

The funds allocated for administration will pay for the operating expenses associated with the grant including office supplies, training, contracted services, interpreting, membership, and other business related expenses. Additionally, the funds will pay for a portion of the salary for the CDBG Planners and a portion of the salary of a Travis County Department of Transportation and Natural Resources (TNR) Senior Engineer who acts as a project manager for CDBG-funded street and water supply improvement projects. The TNR Senior Engineer also coordinates the preparation of project scopes, eligibility, cost estimates, and project design.

Project Status and Progress-to-Date

- ◆ The CDBG program underwent its second financial and programmatic monitoring review by HUD, with the result of no findings and no return of funds for ineligible use.
- ◆ Through an RFS process a nonprofit was contracted to administer the Home Rehabilitation project and the project was successfully launched.
- ◆ A contract was approved for a subrecipient to manage the new fair housing project and two fair housing trainings were conducted for Travis County staff with a total of 78 participants.
- ◆ Staff participated in drafting a scope of work and in the RFS process for the City of Austin's Housing Market Study.
- ◆ Staff provided significant amounts of technical assistance and training to contractors, internal departments and subrecipients.
- ◆ The public comment draft of the Analysis of Impediments was readied for review by TCCC.
- ◆ The PY 11 CAPER and PY13 Action Plan were completed on time.
- ◆ Staff assisted the Research and Planning Department of HHS/VS in drafting two reports: *Travis County Snapshot from the American Community Survey* and an annual *Community Impact Report*.
- ◆ Staff participated in homeless and housing planning through a variety of groups including the steering committee for a regional Opportunity Mapping project, ECHO and the Continuum of Care Independent Review Team.
- ◆ Staff completed fair housing advocacy at the Department and community level to expand access to programs in the unincorporated areas.

- ◆ Staff attended meetings, provided tours, and executed contracts with specific performance measure to target the unincorporated areas.

Performance Measure

N/A

Activity	Con-Plan Priority	Fund Sources	CDBG Funding	Leveraged Funding	CDBG funds Expended during PY12	Total CDBG Funds Expended	Goal/ Actual
Planning	High	CDBG Travis County	\$179,268	\$137,804.67	\$136,331	\$136,331	N/A

GEOGRAPHIC DISTRIBUTION OF PROJECTS

Travis County’s CDBG program serves the unincorporated areas of the county and the Village of Webberville. The program does not have any designated target areas. Refer to the table below for specific descriptions of geographic distribution for each one of the CDBG projects. For a map of the project locations and racial and ethnic concentrations, please refer to the maps below.

Figure 6: Geographic Distribution of Grant Activity for the Program Year 2012

Project	Location/ Census Tract
Production of New Owner Housing Units: via Land acquisition	Precinct 1, Census Tract: 22.05 Block Group: 4
Street Improvements: Lake Oak Estates	Precinct 4, Census Tract: 17.42, Block Group: 2
Public Services: Family Support Services Social Work Services Expansion	Various eligible households in the unincorporated areas of Travis County. Specifically residents in the following zip codes were served in PY12: 78612, 78617, 78621, 78641, 78645, 78653, 76854, 78660, 78724, 78725, 78728, 78736, 78737, 78744, 78747, 78748.
Public Services: Fair Housing Counseling	Households residing in the unincorporated areas of the County and the Village of Webberville. Specifically residents in the following zip codes were served in PY12: 78728, 78734, 78748.
Housing Rehabilitation	Eligible households residing in the unincorporated areas of the County and the Village of Webberville
Homebuyer Assistance	Eligible households residing in the unincorporated areas of the County and the Village of Webberville

GEOGRAPHIC DISTRIBUTION OF PROJECTS & RACIAL CONCENTRATION

This section outlines the projects in relation to the racial and ethnic concentrations in the areas where they are located. The table below demonstrates the racial breakout of persons served by projects implemented during PY12 and the maps identify where each of the street improvements, land acquisition, and public service projects are located.

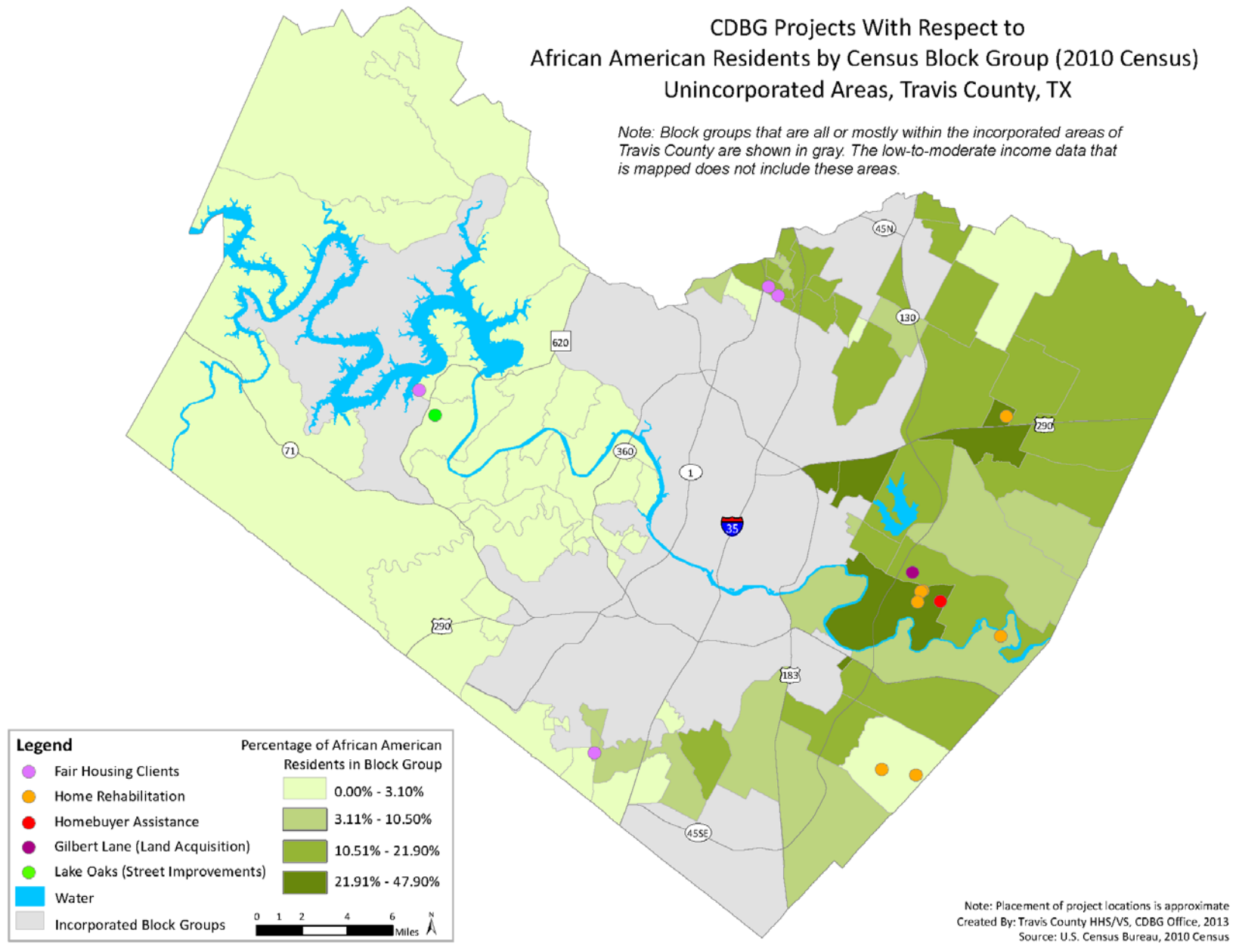
Figure 7: PY12 Project Beneficiaries by Race and Ethnicity

Project	Ethnicity		Race					Total People Benefited
	Hispanic	Non-Hispanic	American Indian or Alaskan Native	Asian/Pacific Islander	Black or African American	White	Other/Multi Race	
▪ Public Services, Other – FFS Services*	136	239	3	1	60	297	14	375
▪ Public Services, Other – Fair Housing Counseling*	2	3	0	0	1	4	0	5
▪ Lake Oak Estates	88	38	0	0	0	29	97	126
▪ Homebuyer Assistance*	0	1	0	0	1	0	0	1
▪ Homeowner Rehabilitation*	7	11	0	0	11	5	2	18
▪ Administration and Planning	N/A	N/A	N/A	N/A	N/A	N/A	N/A	78^
Total	233	292	3	1	73	335	113	603

*Data gathered from the PY12 performance report submitted by service providers.

^ This number includes participants in 2 fair housing trainings, demographic information was not collected.

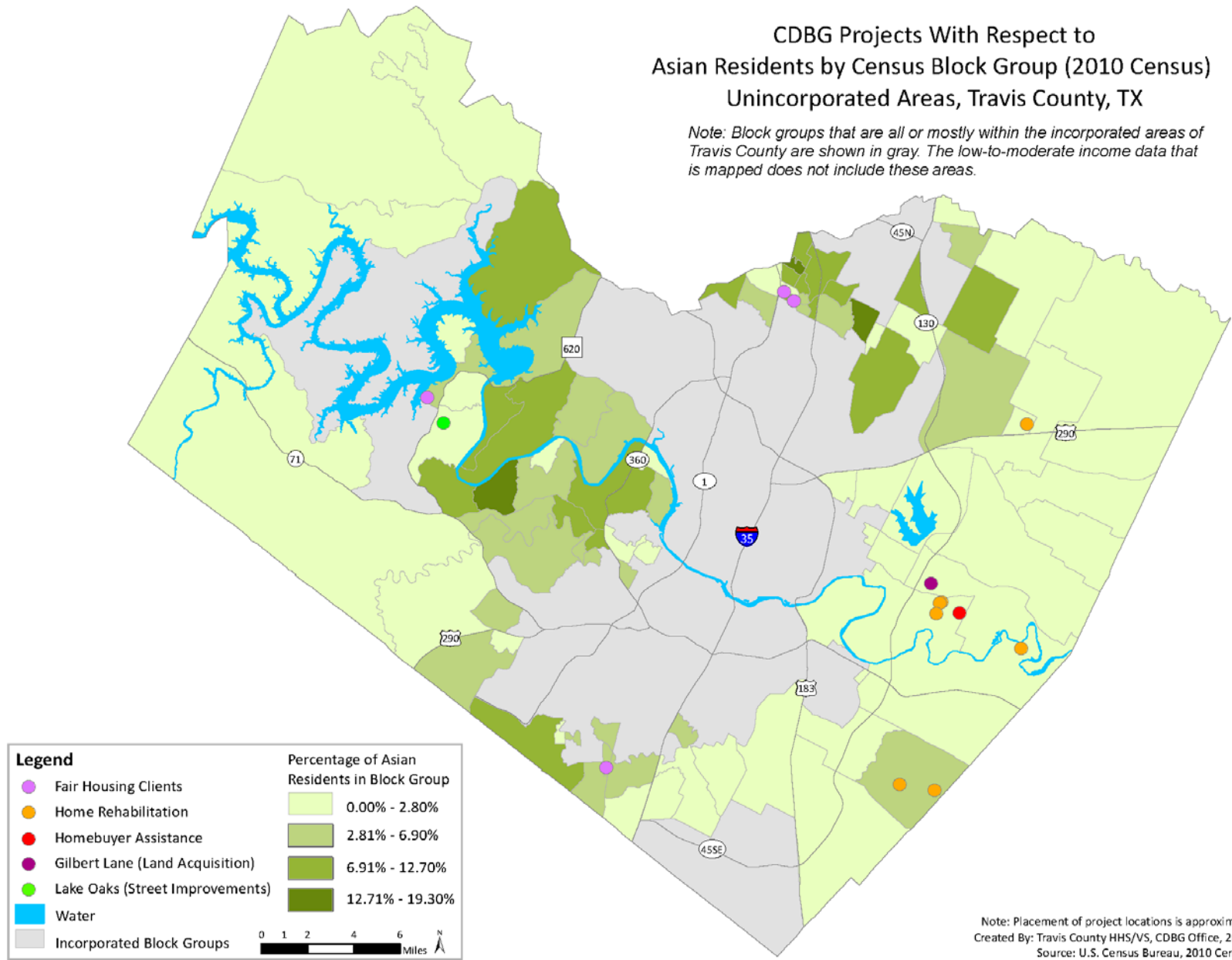
Map 2:



Map 3:

CDBG Projects With Respect to Asian Residents by Census Block Group (2010 Census) Unincorporated Areas, Travis County, TX

Note: Block groups that are all or mostly within the incorporated areas of Travis County are shown in gray. The low-to-moderate income data that is mapped does not include these areas.

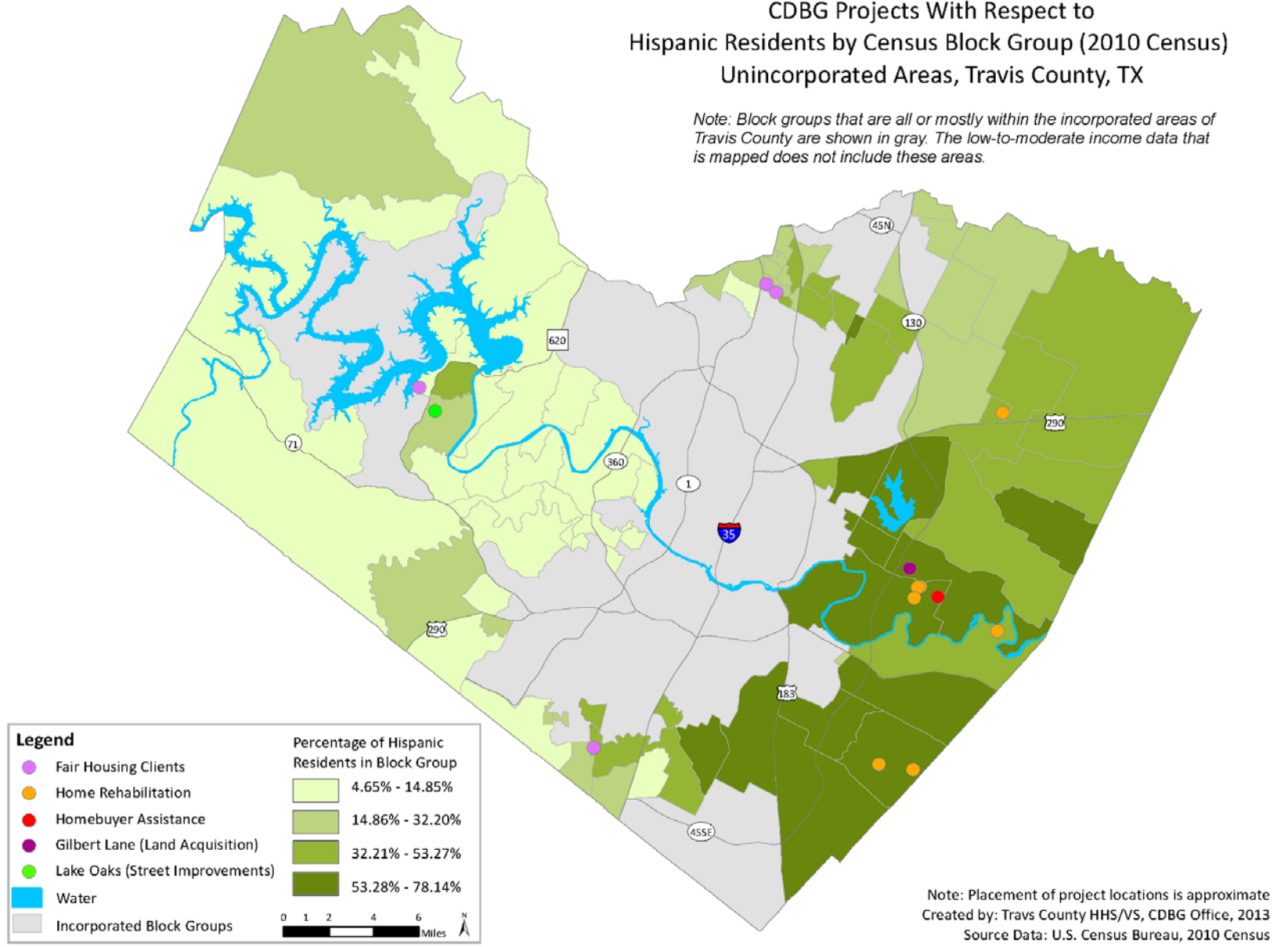


Note: Placement of project locations is approximate
Created By: Travis County HHS/VS, CDBG Office, 2013
Source: U.S. Census Bureau, 2010 Census

Map 4:

CDBG Projects With Respect to Hispanic Residents by Census Block Group (2010 Census) Unincorporated Areas, Travis County, TX

Note: Block groups that are all or mostly within the incorporated areas of Travis County are shown in gray. The low-to-moderate income data that is mapped does not include these areas.

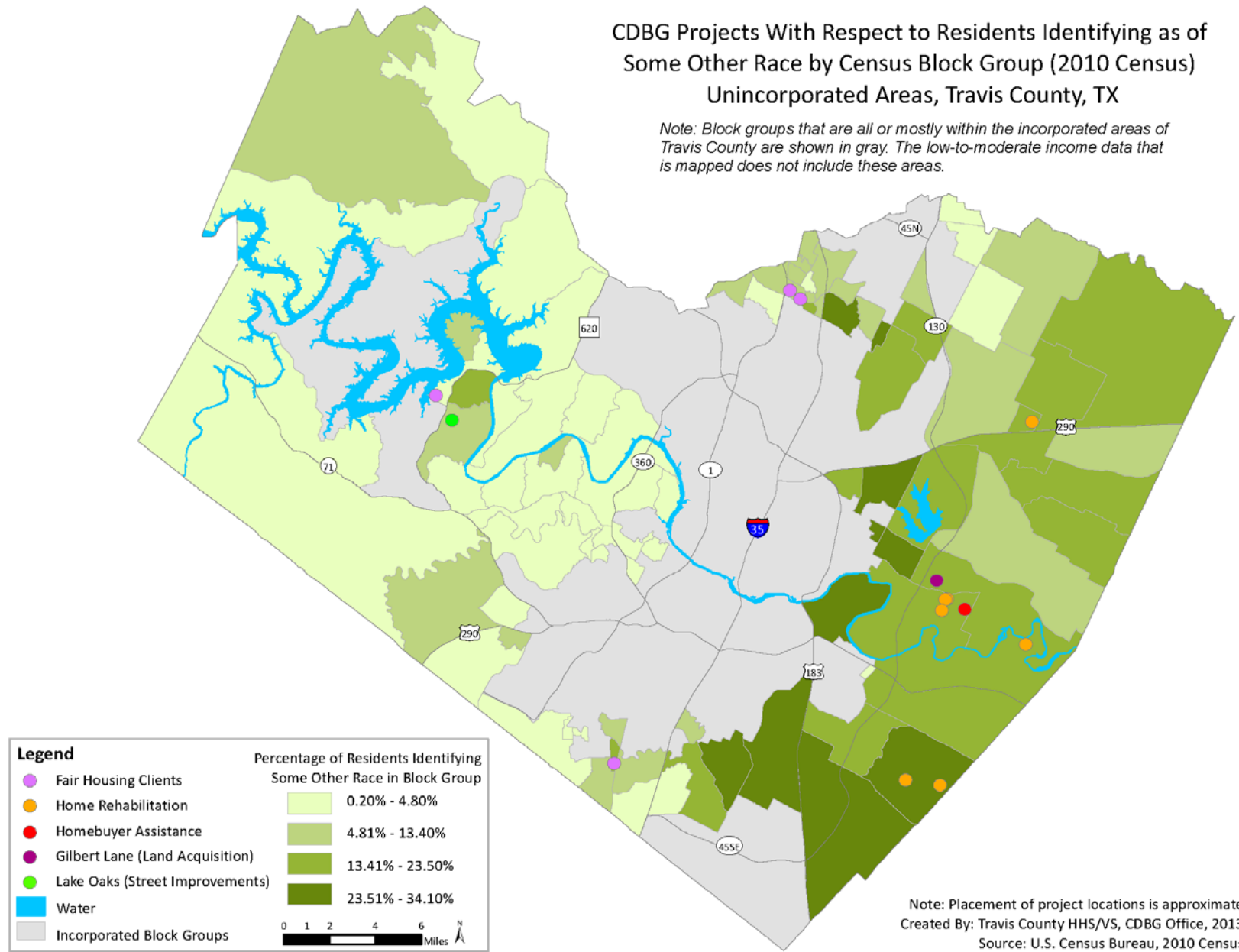


Note: Placement of project locations is approximate
Created by: Travis County HHS/VS, CDBG Office, 2013
Source Data: U.S. Census Bureau, 2010 Census

Map 5:

CDBG Projects With Respect to Residents Identifying as of Some Other Race by Census Block Group (2010 Census) Unincorporated Areas, Travis County, TX

Note: Block groups that are all or mostly within the incorporated areas of Travis County are shown in gray. The low-to-moderate income data that is mapped does not include these areas.

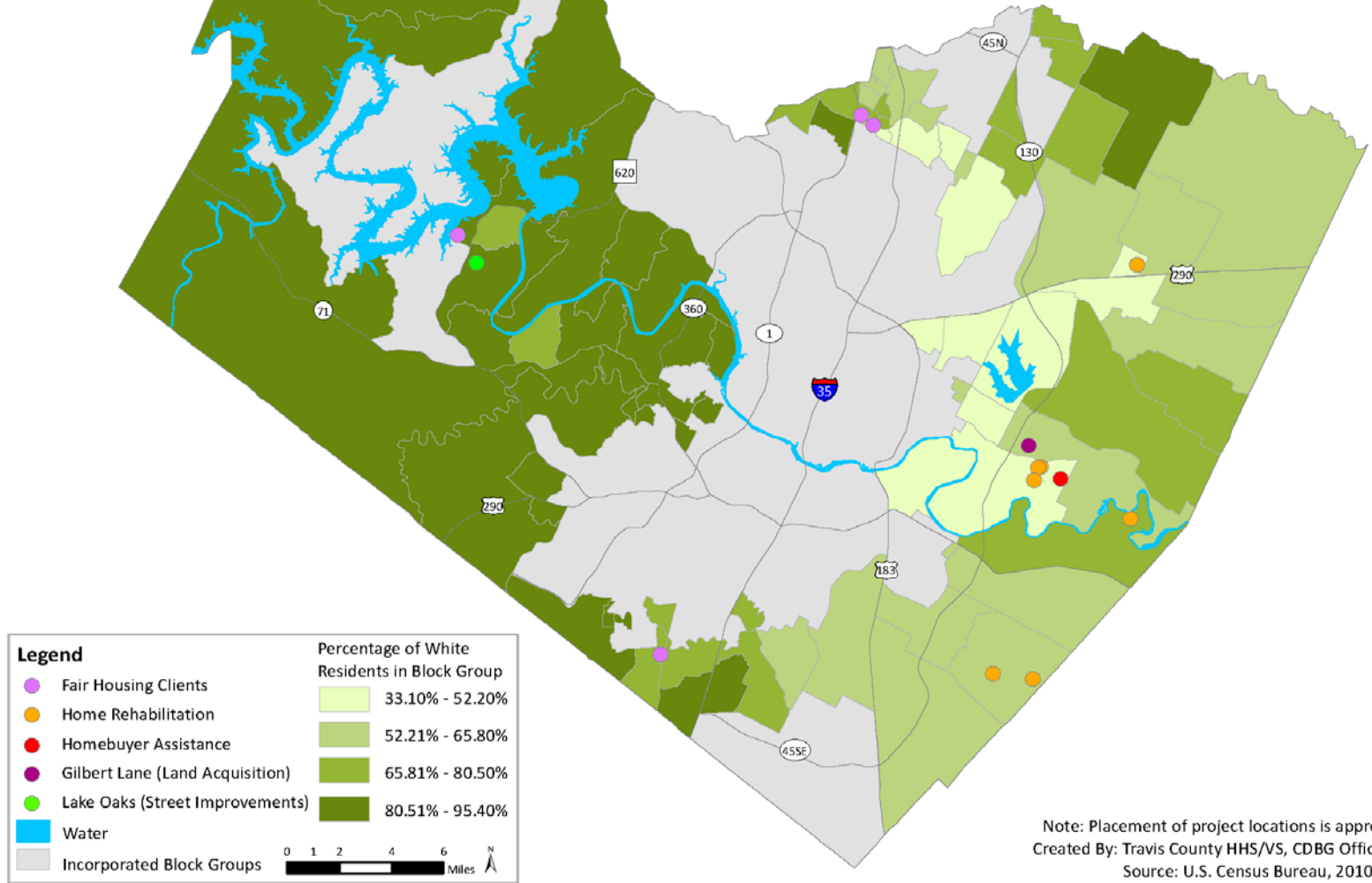


Note: Placement of project locations is approximate
 Created By: Travis County HHS/VS, CDBG Office, 2013
 Source: U.S. Census Bureau, 2010 Census

Map 6:

CDBG Projects With Respect to White Residents by Census Block Group (2010 Census) Unincorporated Areas, Travis County, TX

Note: Block groups that are all or mostly within the incorporated areas of Travis County are shown in gray. The low-to-moderate income data that is mapped does not include these areas.



Note: Placement of project locations is approximate
Created By: Travis County HHS/VS, CDBG Office, 2013
Source: U.S. Census Bureau, 2010 Census

PERFORMANCE EVALUATION OF PROJECTS

Compliance with CDBG National Objectives

The use of CDBG funds requires selecting eligible projects that meet one of the three national objectives prescribed by HUD. These are:

- 1) Benefitting low/moderate income (LMI) persons;
- 2) Addressing slum or blighted areas; and
- 3) Addressing an urgent need.

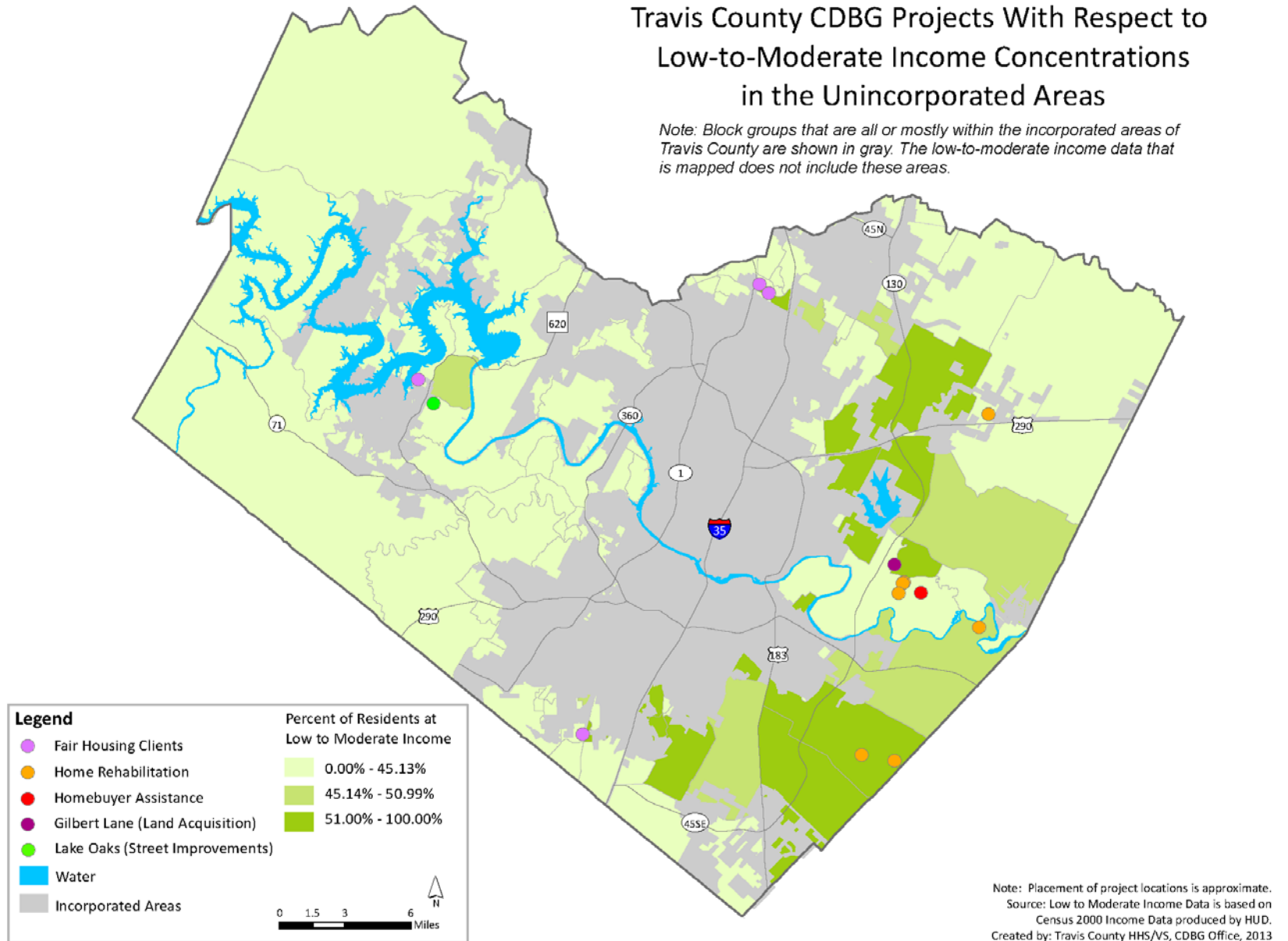
All of the projects implemented during the Program Year 2012 met the national HUD objective of benefiting low/moderate income persons, thereby complying with the additional HUD requirement of spending 70% of CDBG funds on LMI persons. The CDBG Financial Summary for Program Year 2012 Report located in Appendix C shows that 100% of the PY12 expenditures benefitted low to moderate income persons.

For an activity to qualify as meeting the LMI national objective, grantees must certify they are following one of four qualifying categories: area of benefit activities, limited clientele activities, housing activities, and job creation or retention activities. A low-to-moderate (low-mod) area of benefit (LMA) activity is one that benefits all residents in a particular area, where at least 45.14% (based on an exception criteria) of the residents are LMI persons. A limited clientele (LMC) activity is one where 51% of the beneficiaries have to be LMI persons. Low-mod housing (LMH) applies to activities that aim to provide or improve permanent residential structures, which upon completion will be occupied by LMI households. A low-mod job (LMJ) creation activity is one designed to create or retain permanent jobs, at least 51% of which will be made available to or held by LMI persons.

Map 7:

Travis County CDBG Projects With Respect to Low-to-Moderate Income Concentrations in the Unincorporated Areas

Note: Block groups that are all or mostly within the incorporated areas of Travis County are shown in gray. The low-to-moderate income data that is mapped does not include these areas.



The following table summarizes the category under which each project qualifies to meet the LMI national objective as well as the specific number of clients served in each target income area. In the cases of projects where no individuals have received services yet, a check mark identifies the anticipated income targets for the clients that will benefit from that project.

Figure 8: PY12 Beneficiaries By Income

Project	National Objective	Low to Moderate Income Target			Above Moderate Income (Above 80% MFI)	Total People Benefited
		Very Low (<30% MFI)	Low (30.1 to 50% MFI)	Moderate (50.1 to 80% MFI)		
Home Rehabilitation	Low/Moderate Income Housing (LMH)	12	1	5	N/A	18
Street Improvements Lake Oak Estates	Low/Moderate Income Area Benefit* (LMA)	53	38	17	18	126
Homebuyer Assistance via Direct Homeownership Assistance	Low/Moderate Income Housing (LMH)	0	1	0	N/A	1
Public Services, Other – FFS Services	Low/Moderate Income Limited Clientele (LMC)	305	46	24	N/A	375
Public Services, Other – Fair Housing Counseling	Low/Moderate Income Limited Clientele (LMC)	2	2	1	0	5
Administration and Planning	N/A	N/A	N/A	N/A	N/A	78^
Total persons served		372	88	47	18	603

MFI = Median Family Income as defined by HUD Area Benefit

*Road Improvement projects qualify as a Low-Mod Area of Benefit through an Exception Rule Provision or Upper Quartile Criterion permitted by HUD. Travis County’s exception rule is 45.14%. To learn more about the Exception rule visit the following site: <http://www.hud.gov/offices/cpd/lawsregs/notices/2005/05-06.pdf>. The Lake Oak Estates neighborhood conducted a primary survey that indicated 85.7% of respondents were below 80% MFI.

^This number includes participants in 2 fair housing trainings, income information was not collected.

Note: A checkmark indicates anticipated income levels of project beneficiaries.

Compliance with ConPlan Goals

CDBG projects must also fit within one of the high priority project categories approved by Travis County Commissioners Court for the 2011-2013 planning period. The following list summarizes those high priorities identified and the corresponding projects implemented during PY12.

Figure 9: High Priorities in the 2011-2013 Consolidated Plan and Projects Implemented in PY12

High Priorities	Projects
Housing	Home Buyer Assistance; Home Repair
Infrastructure	Street Improvements: Lake Oak Estates
Community Services	Public Services: Social Work Expansion; Fair Housing Counseling

Assessment of Goals and Objectives

This section articulates the CDBG accomplishments for PY12 as they relate to the goals and objectives, spending, overall performance and effective grant management. A total of 603 people benefited from the projects completed under the second year of the 2011-2013 Consolidated Plan.

It is important to note that in many cases the impact of the projects will not be captured for a number of years, given some of the projects will take 12-60 months to implement and complete. For example, the production of new owner housing units will not be completed until 2016. Even though CDBG funds are only expected to support the acquisition of the land, the performance indicator will not be achieved until the houses are fully constructed and qualifying households have purchased the homes.

Figure 10: Summary of Specific Objectives (HUD Table 1C)

Project Title	Specific Objectives	Sources of Funds	Performance Indicators	Year	Target #	Actual #	Percent Completed
SL-1 Availability/Accessibility of Living Environment (Outcome/Objective)							
Street Improvements: Lake Oak Estates	Improve quality of public improvement for lower income persons	CDBG	Number of people who will benefit from improved road	2011	0	0	0%
				2012	126	0	0%
				2013	126	N/A	N/A
				Multiyear Goal	126	0	0

Project Title	Specific Objectives	Sources of Funds	Performance Indicators	Year	Target #	Actual #	Percent Completed
SL-1 Availability/Accessibility of Living Environment (Outcome/Objective)							
Fair Housing Counseling	Improve the availability of services for low/mod income persons	CDBG	Number of people with expanded access to service	2011	N/A	N/A	N/A
				2012	35	7	20%
				2013	68	N/A	N/A
				Multiyear Goal		103	7
Family Support Services Social Work Services Expansion	Improve the availability of services for low/mod income persons	CDBG	Number of people with expanded access to service	2011	500	391	78%*
				2012	400	375	94%*
				2013	400	N/A	N/A
				Multiyear Goal		1300	766
Homeowner Rehabilitation: Plainview Estates	Improve the quality of owner housing	CDBG-R	Number of households who will benefit	2011	39	20	51%*
				2012	N/A	N/A	N/A
				2013	N/A	N/A	N/A
				Multiyear Goal		39	20
Homeowner Rehabilitation	Improve the quality of owner housing	CDBG	Number of housing units rehabilitated	2011	20	0	0%
				2012	8	7	88%
				2013	7	N/A	N/A
				Multiyear Goal		35	7
DH-2 Affordability of Decent Housing (Outcome/Objective)							
Owner Housing - Production of New Units: Land Acquisition	Owner Housing	CDBG	Number of housing units constructed	2011	6	2	33%
				2012	6	0	0%
				2013	6	N/A	N/A
				Multiyear Goal		18	2
Homebuyer Assistance	Owner Housing	CDBG	Number of households who will benefit	2011	20	0	0%
				2012	15	1	6%
				2013	4	N/A	N/A
				Multiyear Goal		39	1

*The project is complete.

The coding system used in the Outcome/Objective rows in the table above follows the numbering system established in the Community Planning and Development Outcome Performance Measurement System. The outcome/objective numbers stand for the following:

Figure 11: Numbering System for Outcome and Objective Coding

Objective	Outcome		
	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

EXPENDITURES AND LEVERAGED RESOURCES FOR PROGRAM YEAR 2012

Overall Expenditures

During PY12, spending occurred in six different projects. Of the funds available to the activities, \$496,692.18 was spent, per HUD’s data management system called IDIS.

Figure 12: CDBG PY12 Summary Financial Report from IDIS

CDBG Program Year 2012 Summary Financial Report	
Carryover from PY11	\$1,752,348.26
PY12 CDBG Entitlement Grant	\$896,341
Total CDBG Funds Available for PY12	\$2,648,689.20
PY12 Funds Committed	\$2,648,689.20
PY12 Funds Expended	\$496,692.18
Carryover to PY13	\$2,151,997.10
HUD Timeliness Ratio	2.4

EXPENDITURES PER PROJECT

The following figure summarizes the budgeted funding, the expended funds and the percent expended for each of the projects.

Figure 13: Summary of PY12 Expenditures by Project

Activities	PY12 Budgeted Funding Available	Expended during PY12	Percent Expended	PY12 Cap Percentages
Production of New Owner Housing Units: Via land acquisition and infrastructure development	Prior Year’s Funding: \$4 PY12: \$0	\$0	99.9%	N/A
Homeowner Rehabilitation: Minor home repair up to \$24,999	Prior Year’s Funding: \$832,707.96 PY12: \$256,024	\$146,143.82	13%	N/A
Homebuyer Assistance: Direct Homeownership Assistance through Down Payment Assistance and Shared Appreciation Gap Financing	Prior Year’s Funding: \$794,945 PY12: \$0	\$39,599.00	5%	N/A
Street Improvements: Lake Oak Estates	Prior Year’s Funding: \$145,000 PY12: \$326,598	\$72,072.26	15%	N/A
Public Services, Other: Family Support Services (FFS) Social Work Services Expansion –Travis County HHS/VS Program	\$106,000	\$87,010.86	82%	10%
Public Services, Other: Fair Housing Counseling	\$28,451	\$15,535.00	55%	2%
Administration & Planning: CDBG	\$179,268	\$136,331.24	76%	16%

TIMELY SPENDING OF FUNDS

As part of the mandate from Congress, HUD is required to determine whether Community Development Block Grant (CDBG) grantees carry out their program in a timely manner. A grantee is considered to be timely, if 60 days prior to the end of the grantee's program year, the balance in its line-of-credit does not exceed 1.5 times the annual grant. If the grantee exceeds the amount allowed at that 60-day mark, they are considered to be non-compliant. For Travis County, the timeliness test occurs every August. If the grantee fails to meet the timeliness requirements for two consecutive years, HUD can reduce the grant amount available for the next program year by the exact amount of the credit balance in excess of 1.5 times the annual grant. For the second year, the County is out of compliance with timeliness, with a ratio of 2.38, and was offered an informal consultation to discuss the factors that have contributed to its non-compliance. On September 9, 2013, County Judge Sam Biscoe, Sherri Fleming, and Christy Moffett participated in a conference call with HUD Officials from the San Antonio Field Office and Washington, DC.

The primary reasons the County did not meet its most recent timeliness test are related to the homebuyer assistance project that did not perform as expected – providing assistance to only one homebuyer, and a series of implementation struggles with the owner occupied home rehabilitation project. Both projects are new programs for CDBG, funded with money dating back to 2008 to present.

Both projects' implementation schedules were set up to assist the County in achieving timeliness, however both projects encountered unforeseen delays. For the Homebuyer Assistance project, in April 2013, eleven homebuyer applications were ready to close using FHA funding for the primary home loan, however the subrecipient was unsuccessful in acquiring FHA approval for the program. Assistance was provided to one homebuyer using a conventional loan. In August 2013, the County sent a letter to the non-profit notifying them of the intent to let the contract expire and close out procedures. The contract should be closed out by November 30, 2013.

The Home Rehabilitation program was ready for implementation in March 2013; however, the first round of site specific determinations was not ready until May 23rd. Site specific environmental determinations were started in January 2013. The County received some guidance from the Regional office about contaminants and toxins needing to be checked at the State and Federal level. As a result of the guidance to check at the State level, the first house was not cleared until May 23, 2013. HUD gave the CDBG office permission to stop checking at the State level on July 18, 2013. Between May 23 and July 18, CDBG staff cleared 7 houses for repair. From July 19 – Aug 23, roughly one month, 19 houses were cleared, a 271% increase. At the close of the program year, repairs on seven houses are complete with an additional 11 underway and 4 more out for bid. It is projected that the subrecipient will expend all funds in the contract by February, 2014.

On November 12, 2013, the County was notified that \$54,391 would be removed from its PY13 allocation resulting in the grant award changing from \$909,925 to \$855,534, a reduction of 5%. Staff is working on a substantial amendment to the PY13 Action Plan to address the reduction.

Leveraging Resources

Although no matching requirements are mandated for CDBG, during the reporting period, Travis County was successful in using HUD’s CDBG funds to leverage additional funds from public sources. The following table summarizes the amount of dollars leveraged:

Figure 14: PY12 Leveraged Resources

Project/Activity Leveraged	Partners	Committed Leveraged Resources	Spent during PY12
Family Support Services Social Work Services Expansion	General Fund rent and utility assistance programs	TBD	\$8,525.53
	State rent and utility assistance programs	TBD	\$10,533.13
	Youth and Family Assessment Center (flexible funding)	TBD	\$16,182.00
Administration and Planning of CDBG	Travis County General Fund	\$177,135	\$137,804.67
Total Leveraged Funding			\$173,045.33

MANAGING THE PROCESS

Comprehensive Planning

The Travis County Health and Human Services & Veterans Service (HHS/VS) Department has a Research and Planning (R&P) Division tasked with much of the comprehensive planning for the department, both internally and externally with community partners. The R&P Division focuses on different issue areas including basic needs, workforce development, child and youth services (with particular emphasis on early childhood education), public health (particularly HIV/AIDS), behavioral health, and efforts to organize the community around support for the elderly and immigrants. Additionally, the R&P Division provides information services to inform decision making in the HHS/VS Department and

across the community. These services include: an annual report of community trends and statistics based on the American Community Survey, periodic surveys of community-based organizations, and focused research and analysis upon request.

CDBG makes requests of the R&P Division for technical assistance, as needed, to assist with data collection, resource development, and planning in the areas related to housing, homelessness and community development. This collaborative effort increases capacity and reduces duplication of planning efforts for the Department.

During PY12, CDBG staff collaborated with R&P staff on data verification and review of the *Travis County Snapshot from the American Community Survey*, an annual summary of Travis County's social, housing, and economic characteristics, based on the results from the U.S. Census Bureau's American Community Survey. Additionally, CDBG staff drafted portions relating to housing and homelessness for the *Community Impact Report*, an annual report that provides performance data, client data, and other information about the social service investments of the Travis County HHS/VS Department.

Over the Program Year 2012, CDBG staff has also participated in the following comprehensive planning efforts:

Homelessness

During PY12, CDBG staff represented HHS/VS in the Ending Community Homelessness Coalition (ECHO). This membership provided the opportunity to be involved in the issue area, to advocate for the homeless population found in the unincorporated areas, to identify service strategies, and to ensure identified pockets of homeless persons in the unincorporated areas are included in the annual homeless count. As part of ECHO's Education and Outreach Work Group, CDBG staff contributed to the planning of ECHO's annual Hunger and Homelessness Awareness Week in November 2012. CDBG also staff participated in the Independent Review Team for the Continuum of Care applications. The County Executive of the HHS/VS Department was chair of ECHO's Membership Council and the Finance Committee for the Permanent Supportive Housing. Finally, HHS social workers participated in the annual Point In time Count of the homeless population.

Resource Development

The Research and Planning Division has a staff person dedicated to monitoring and reviewing grant opportunities. Over the last program year, CDBG and R&P staff kept one another informed about federal, State, and local funding streams and new funds available through various systems

Affordable Housing

During PY12, staff participated in meetings with other regional entities to discuss more coordinated planning in the county as well as the five-county region. The CDBG staff participated in drafting a scope of work and in the RFS process for the City of Austin's Housing Market study.

Opportunity Mapping

CDBG staff participated in the steering committee for the update to the Opportunity Maps for the 5-county region composed of Bastrop, Caldwell, Hays, Travis and Williamson counties. The central premise of opportunity mapping is that residents of a metropolitan area are situated within an interconnected web of opportunities that shape their quality of life. The maps use a variety of indicators relating to education, economics, transportation, health, and neighborhood quality, to show the level of opportunity to which people in different parts of the region have access. The first set of maps was created in 2007 and the updates with a final report were completed in early 2013. The initiative was led by the nonprofit Green Doors, and the maps were created by the Kirwan Institute. The completed maps will be used by a variety of stakeholders to help site projects and make other planning decisions.

Analysis of Impediments

Travis County contracted with the firm Mullin & Lonergan to undertake an AI for the County. As part of the research for the AI, the consultants held two community forums, and conducted onsite interviews and focus groups with a wide variety of stakeholders, both internal and external to the County. At the close of PY12, a draft of the AI is ready for presentation to Commissioners Court. The presentation will take place on November 5, 2013 to be followed by a public comment period.

Foreclosures

During the Program Year, CDBG purchased county-wide foreclosure data. This data was presented in the PY13 Action Plan. CDBG anticipates continuing to work collaboratively through participatory research in this area to ensure a consistent message on the issue.

Board, Commission and Association Involvement

Staff from different divisions of the HHS/VS department, including CDBG and R&P, are currently involved in numerous boards, commissions, associations, and councils, not only to further the understanding of the relationship between the community and the needs of its most vulnerable residents, but also to be a resource to the community, offering data and analysis, grant-writing skills, contacts with influential businesses, community and government leaders, and knowledge of government-funded program opportunities.

Compliance with Certifications

Travis County carried out all planned actions described in the HUD–approved Consolidated Plan, including:

- ◆ Pursuing all resources indicated in the Consolidated Plan. Resources include leveraged dollars for grant administration, homes built on acquired land, and public services.
- ◆ Travis County provided requested certifications of consistency for HUD programs in a fair and impartial manner.
- ◆ Travis County did not hinder the Consolidated Plan implementation through any action or willful inaction.

Anti-Displacement and Relocation

Consistent with the goals and objectives of 24 CFR Part 570.606, Travis County commits to making all reasonable efforts to ensure activities undertaken with federal funds will not cause unnecessary displacement or relocation of persons (families, individuals, businesses, nonprofit organizations and farms).

Travis County’s policy on displacement, at present, is to not fund projects that displace persons. Travis County did not demolish real property with PY12 funds. The rehabilitation work that occurred was of a voluntary nature and conducted in such a manner that no one was displaced.

Specific Activities

HUD requires reporting on certain types of activities funded by CDBG. Below is the list of responses to the required questions.

- **Low/Mod Job Activities:** Travis County did not undertake any low/mod job activities during the reporting year.
 - **Low/Mod Limited Clientele Activities:** The Social Work Services Expansion and Fair Housing Counseling project is currently being implemented successfully. Please refer to the table title “Benefit to Low and Moderate Income Persons by Project” to see the breakdown of clients by income level.
 - **Housing Rehabilitation:** Travis County funded housing rehabilitation project during PY12 using CDBG funds.
Seven units were rehabilitated with CDBG funds this year. Please refer to the section “Project 2: Homeowner Rehabilitation” of this report for more detailed information.
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- **Neighborhood Revitalization Strategies:** Travis County does not currently have any HUD-approved neighborhood revitalization strategy areas.

Fiscal Related Items

HUD requires reporting on certain types of fiscal-related items funded by CDBG. Below is the list of responses to the required questions.

- **Program Income:** Travis County did not receive any program income during the 2012 program year.
- **Prior Period Adjustments:** Travis County did not have any prior period adjustments for the 2012 program year.
- **Loans and Other Receivables:** Travis County retains a promissory note and deed of trust with Austin Habitat for Humanity, Inc. on 29 lots related to the Gilbert Lane Land Acquisition project. This loan is in place to ensure that the required units are built per the subrecipient agreement. No payments are required and no interest is accrued.
- Travis County retains a promissory note and deed of trust for one Shared Appreciation Gap financing loan in the amount of \$30,000, and one Downpayment Assistance loan in the amount of \$3,930.58. Both loans were made through the Homebuyer Assistance program to the same homebuyer. No payments are required and no interest is accrued on either loan. The Shared Appreciation loan has a thirty year term, to be repaid upon refinancing, sale or transfer of title of the home. The Downpayment Assistance loan is forgivable over a five year term, or must be repaid on a pro rata schedule if refinancing, sale or transfer of title of the home occurs before the five years have elapsed.
- Travis County retains a contract with seven homeowners for variable amounts for home rehabilitation. The loan is forgivable over a five year term or must be repaid on a pro rata schedule if refinancing, sale or transfer of title of the home occurs before the five years have elapsed.
- **Lump Sum Agreements:** Travis County did not use any lump sum agreements during the 2012 program year.

MONITORING

As the lead agency for the development and implementation of the Consolidated Plan, the Travis County HHS&VS Department implements standard policies and procedures for monitoring CDBG programs. These monitoring activities ensure compliance with program regulations and compliance with financial requirements. Federal guidelines include: OMB A-110, OMB A-122, 24 CFR Part 570.603 (CDBG Labor Standards), 570.901-906 (CDBG) and the Davis Bacon Act and Contract Work Hours and Safety Standards Act (CDBG).

HHS/VS provides contract administration for community development activities in conjunction with the Transportation and Natural Resources Department, including but not limited to contract negotiations, compliance monitoring, and payment and contract closeout.

Frequency and Results of Monitoring Activity

Sub-recipients

Sub-recipient agreements will be used to conduct housing, community development and public service activities. The sub-recipient agreement will be the foundation for programmatic monitoring. Sub-recipients will be monitored for programmatic compliance on-site or remotely in the following manner:

1. All invoices and reports will be routed via HHS/VS CDBG staff prior to final approval by financial services and the Auditor's Office.
2. All new sub-recipients will be desk audited monthly and monitored semi-annually until no findings occur.
3. After four consecutive semi-annual monitoring reports with no findings annual visits will occur.

Financial monitoring will be completed as necessary and as directed by the sub-recipient fiscal performance and the external monitoring needs of the Travis County Auditor's office. Programmatic and fiscal monitoring may not occur concurrently.

Contractors

Contractors may be used to provide some housing, community development and public services. Contractors submit periodic reimbursement requests that document and verify expenditures. The contract agreement will be used as the primary basis for monitoring. The following steps are an integral part of the monitoring process for each contract:

1. On-site or remote reviews at an established periodic interval (prior to project commencement) will occur to ensure compliance with terms of the contract, HUD guidelines, state/local building and construction standards, and review of engineering plans and specifications.
2. If a contractor is found to be out of compliance, a notice is sent stating their contractual obligation and required action. Failure to comply may result in loss of current and/or future contracts as well as a hold on any payments.
3. All invoices and reports will be routed via HHS/VS CDBG staff prior to final approval by financial services and the Auditor's Office.

Internal Travis County Departments

For CDBG funded projects implemented by Travis County Departments, the CDBG office has instituted controls at key points of the project implementation process to ensure program compliance. The CDBG office:

- ◆ Meets with each project manager and relevant project-related staff at regular intervals throughout the implementation period to review project status, implementation, effectiveness of programs, and compliance issues.
- ◆ Reviews any request for purchase prior to HHS/VS department approval.
- ◆ Reviews all Request for Qualifications, Request for Proposals, Request for Services, Invitations for BID and contracts prior to the release by the Purchasing Department.
- ◆ Requests technical assistance from HUD, as needed, on behalf of each project.
- ◆ Reviews the results of project environmental reviews, and submits the appropriate paperwork to HUD.
- ◆ Verifies and documents target area, and service area eligibility, monitoring documentation on a quarterly basis.
- ◆ Reviews CDBG project expenditures on a monthly basis before draw-downs are made.

CDBG staff completed a variety of monitoring tasks for each project.

Street Improvements: Lake Oak Estates

- ◆ Kept in communication with the project manager.
- ◆ Tracked invoices determine how long they were taking to get through the system.
- ◆ Reviewed environmental documents as needed.
- ◆ Reviewed draws prior to requesting reimbursement from IDIS.

Land Acquisition Project with Austin Habitat for Humanity, Inc. (AHFH)

- ◆ Staff requested updated construction schedule.
- ◆ No houses were started during the year so no eligibility files were checked.
- ◆ Single Audit was reviewed.
- ◆ Requested an updated insurance certificate.
- ◆ Viewed files prior to HUD audit to ensure they were in order.

Public Services, Other: Family Support Services Social Work Services Expansion

- ◆ Provided technical assistance and worked out service delivery issues as needed throughout the year.

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- ◆ A new Project Manager began oversight of the program so training of the program occurred to get her up to speed.
 - ◆ Reviewed quarterly performance reports.
 - ◆ Reviewed almost social work files at the beginning of PY12 as a continuation of PY11 file review. . Of the files reviewed, no files were determined ineligible.

Homebuyer Assistance Program: Down Payment Assistance and Shared Appreciation Gap Financing

- ◆ From October to December 2012, CDBG staff held both on site meetings with the subrecipient and conference calls on at least a monthly basis to review program status and respond to technical assistance questions during the start-up phase of the project;
- ◆ CDBG staff reviewed program brochures and provided revisions to ensure that the program was being accurately marketed;
- ◆ During March and April 2013, CDBG staff worked with the subrecipient to attempt to resolve issues relating to acquiring FHA approval for the program;
- ◆ CDBG staff reviewed the one program client file to confirm that all program guidelines were being met prior to the closing of a down payment loan and a shared appreciation loan;
- ◆ From May to September 2013, CDBG staff held weekly conference calls with the subrecipient to receive status reports on the program and respond to any technical assistance questions;
- ◆ In June 2013, CDBG staff conducted an onsite monitoring visit with the subrecipient and reviewed all program and client files; CDBG staff provided guidance on client file documentation and organization;
- ◆ In June 2013, the County Auditor's office had multiple meetings with the subrecipient to review financial files and invoicing procedures; the Auditor's office provided technical assistance and created worksheets for the subrecipient.

Home Rehabilitation Project

- ◆ Created a subrecipient manual to help with program compliance.
- ◆ Worked collaboratively to come up with program forms and reports.
- ◆ Completed several rounds of income, assets and other programmatic requirements training.
- ◆ Reviewed first sets of eligibility completed and provided feedback.
- ◆ CDBG Manager meets with each client to sign rehabilitation contract at the preconstruction meeting to ensure program compliance and comprehension of forgivable loan.
- ◆ Responded to technical assistance questions as needed.

Fair Housing Project

- ◆ Created a subrecipient manual to help with program compliance.
- ◆ Met with subrecipient to discuss documentation needed for billing.

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- ◆ Responded to technical assistance questions as necessary.

Results of Monitoring Efforts

- ◆ CDBG staff provided feedback on files that needed to have work done.
- ◆ No findings were made.
- ◆ CDBG staff provided training as needed to address capacity issues.
- ◆ Ended with one program implementation being unsuccessful – Home Buyer Assistance Program. As we have looked at other home buyer assistance programs locally and nationwide, several programs have struggled to be successful; therefore, it is likely the current housing and credit market greatly affects the success of these types of programs.

INSTITUTIONAL STRUCTURE AND COORDINATION

Effective implementation of the PY12 Action Plan involved a variety of key stakeholders. Coordination and collaboration within the Travis County departments and between agencies was instrumental in meeting community needs effectively. The departments within Travis County involved in the implementation of projects are described below.

Health and Human Services & Veterans Service Department

The HHS/VS Department is the lead county agency responsible for the administration of the County's CDBG funding. This Department has the primary responsibility of assessing community needs, developing the Consolidated Plan and annual Action Plans, managing project activities in conjunction with other county departments and community partners, administering the finances, and monitoring and reporting. The CDBG office is located in the Office of the County Executive within HHS/VS. The Department reports to the Travis County Commissioners Court for oversight authority.

The CDBG office works with the Research and Planning Division (R&P) within HHS/VS in the areas of community planning, data collection, and resource development. The CDBG office will continue to keep R&P informed about HUD funding streams and continue to work collaboratively identifying and sharing relevant data to ensure a consistent message on emerging issues such as changing housing needs and foreclosure.

Additionally, the Family Support Services (FSS) Division of HHS/VS is the project manager for a CDBG public service project. FSS also manages the seven Travis County Community Centers which provide a key access point for the public to access CDBG information. The CDBG office works closely with the Division to ensure the public's access to CDBG documents and encourage outreach and public engagement through the Centers.

Travis County Commissioners Court

The Commissioners Court is made up of four elected commissioners, one to represent each county precinct, and the County Judge who serves as the presiding officer. As a group, the Commissioners and County Judge are the chief policy-making and governing body of the county government. The Commissioner's Court makes all final decisions about CDBG fund allocations.

Transportation and Natural Resources Department

The Transportation and Natural Resources Department (TNR) and the CDBG office work closely to coordinate environmental review functions, project planning, project implementation and GIS mapping. Additionally, over the last year, TNR's planning division and CDBG staff have begun to work more collaboratively to ensure consistent messaging regarding housing, transportation and community development. TNR and CDBG employees have been trained in HUD environmental regulations. This cross training of both departments allows for quality review and peer consultation. Finally, the CDBG office and the CDBG funded Senior Engineer coordinate the preparation of project scopes, eligibility, cost estimates, and project design. The Senior Engineer also plays an active role in the implementation of CDBG & CDBG-R projects that are managed by TNR such as the street improvement projects for Lake Oak Estates and the Plain View Estates water connection project.

County Attorney's Office

The County Attorney is an elected official and the County Attorney's Office creates and reviews legal agreements as well as provides legal advice and consultation for the Department. They have created templates to assist with CDBG procurement actions, related consultant services, construction documents, and templates for sub-recipient agreements.

Purchasing Office

The Purchasing Office manages the CDBG procurement processes for commodities, professional services and construction. Expertise in the area of federal standards has been created within the Office. The Office ensures compliance with required labor standards and submits related reports to the CDBG office. The Purchasing Office reports to the Purchasing Board, which was established by the Travis County Commissioner's Court.

Coordination

The Travis County CDBG office anticipates coordinating with a variety of local nonprofits and governmental entities activities related to grant management and community planning. The following list provides some examples of the type of engagements the CDBG office built during PY11:

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- Partnerships with local Community Housing and Development Organizations (CHDOs), nonprofits, and other community development and housing providers to explore options for community development and public service projects and leverage other federal, state, local and private funding.
 - Coordination of planning efforts with the Travis County Housing Authority and Travis County Housing Finance Corporation for the Analysis of Impediments to Fair Housing Choice.
 - Engagement of other municipalities in Travis County for future collaboration in the areas of community development and housing activities.
 - Coordination of planning efforts with different entities in the Austin metropolitan region such as of the City of Austin and other cities in the county, for areas such as combining future efforts in the development of documents such as comprehensive Analysis of Impediments to Fair Housing Choice and a comprehensive Housing Market Study for the county/region.
 - Consultation with other entitlement counties and cities to exchange models for CDBG grant management and project implementation;

PUBLIC ENGAGEMENT

Travis County implements a citizen participation process based upon 24 CFR Part 91.105 and the Citizen Participation Plan (CPP) approved by Travis County Commissioners Court on April 11, 2006 and it was amended on July 20, 2010. The approved CPP identifies the strategies and structure to fully engage the community.

PY 2013 Action Plan

During the month of February 2013, the County held five public hearings specifically to solicit input for the use of CDBG funds. In addition, during the month of July, Travis County held two public hearings and a 30-day public comment period to solicit final comment on the proposed uses of CDBG funds. For a detailed version of the public participation activities and comments received please refer to the PY13 Action Plan.

PY12 CAPER

During the week of November 4th, 2013, Travis County published a Public Notice announcing the availability of the PY 2012 CAPER, the public comment period and the public hearing at Travis County Commissioners Court. The notice appeared in several area newspapers that target the unincorporated areas of Travis County. A copy of the notice may be found in *Appendix B* in English (Attachment A) and Spanish (Attachment B). Public notices were also posted at the seven Travis County Community Centers, on the Travis County Website, Facebook and Twitter pages. Email and postal mail notices

were provided to people who attended public hearings previously or who requested to be on the notification list.

Travis County HHS/VS drafted the CAPER and presented it to the Travis County Commissioners Court on November 19, 2013. After presentation to Travis County Commissioners Court, the CAPER will be posted for public review and written comments prior to approval by the Travis County Commissioners Court.

The comment period will be held from November 25, 2013 to December 9, 2013. Additionally, a public hearing will be held at Travis County Commissioners Court on December 3, 2013. The public will have the opportunity to submit comments on the CAPER in writing via email, postal mail, or verbally at the public hearing. The draft CAPER was posted on the Travis County CDBG website (www.co.travis.tx.us/CDBG), and copies of the full document were available for review at the seven Travis County Community Centers.

Summary of Citizen Comments on the CAPER

Comments will be added to the final draft of the CAPER.

Response to Comments

Responses will be added to the final draft of the CAPER.

EVALUATION OF THE CDBG PROGRAM

Strengths

During the 2012 Program Year, the CDBG program underwent its second financial and programmatic monitoring review by HUD, with the result of no findings and no return of funds for ineligible use.

Staff continued to work with Departments, evaluate systems, identify weaknesses and work on improvements to address areas of concern. The program excels in providing quality planning and detailed program guidance. This year, staff spent a large amount of time giving technical assistance to struggling programs.

Additionally, each County Department involved with CDBG projects continues to be extremely cooperative in communicating status of projects, issues, challenges and resolutions to problems. This level of cooperation allows compliance to be more easily achieved.

In PY 12, the program also made progress in Fair Housing. A contract was put in place with Austin Tenants Council, to provide fair housing counseling to residents of the unincorporated areas and trainings were provided for HHS/VS employees.

Challenges

Homebuyer Assistance

CDBG ended with one program's implementation being unsuccessful – Homebuyer Assistance Program. As we have looked at other home buyer assistance programs locally and nationwide, several programs have struggled to be successful; therefore, it is likely the current housing and credit market greatly affects the success of these types of programs. The program would need to be repackaged and funded at a lesser level in the future.

Timeliness

The County continues to struggle with timely, or slow spending. The successful implementation of the home rehabilitation and fair housing programs concludes start-up of all existing projects for the program. Moving forward over the next few program years, the strategy will be to limit activities only to the types of projects that were undertaken in the first seven years of the program. This will be key in allowing the program to steadily implement projects and expend funds. The home rehabilitation program has the capacity to spend over \$100,000 a month which should prove helpful in achieving timeliness in the future.

Goals for Improvement

Staff has identified the following goals for improvement:

1. Continue to look for training opportunities to support knowledge gain to increase grant management skills and CDBG knowledge for County staff.
2. Collaborate with County staff to work through issues with the financial system.
3. Create workflows that allow ample time for County processes and reduce project implementation delays.
4. Request prioritization of CDBG projects with other Departments to help with timeliness.
5. Provide better training for subrecipients and contractors to increase compliance.

HOUSING AND SERVICES FOR THE HOMELESS

HOUSING INVESTMENTS

The tables below summarize the number of homeowner and renter households at various income levels in unincorporated Travis County with housing problems, and the assistance goals of the CDBG program over the planning period. In PY12, a total of seven households received assistance through the Home Rehabilitation Project, and one household through the Homebuyer Assistance Program, please refer to the project descriptions above for additional information.

Figure 15: Priority Housing Needs Summary Table, Owner Households

	Percent of Households	Number of Households*	Priority Need	Carryover from previous years	Year 1		Year 2		Year 3	
					Goal	Actual	Goal	Actual	Goal	Actual
Very Low Income Household	84%	1,782	High	10	3	0	3	4	3	TBD
Low Income Household	72%	1,618	High	27	3	1	3	2	3	TBD
Moderate Income Household	56%	2,451	Medium	52	1	1	6	2	1	TBD

Figure 16: Priority Housing Needs Summary Table, Renter Households

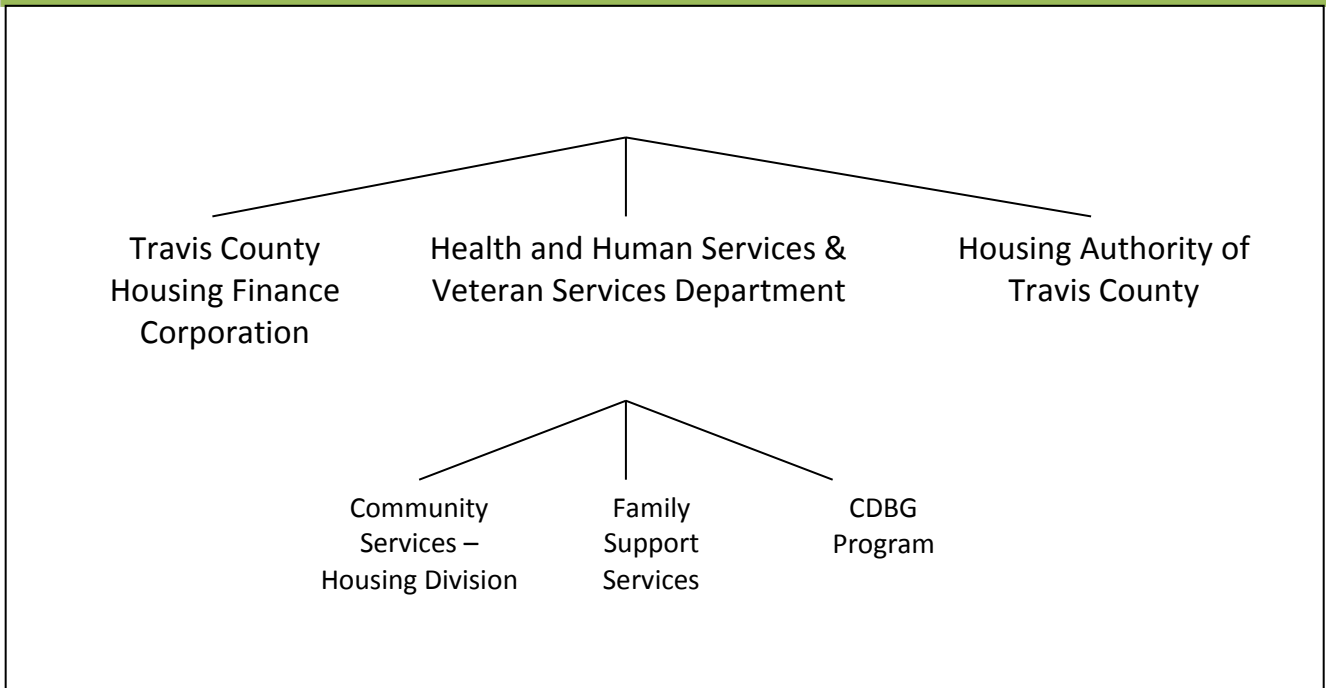
	Percent of Households	Number of Households *	Priority Need	Goals			
				Carryover from previous years	Year 1	Year 2	Year 3
Very Low Income Household	85%	5,736	Medium	0	0	0	0
Low Income Household	86%	4,374	Medium	0	0	0	0
Moderate Income Household	40%	2,706	Low	0	0	0	0

*The number of households with a housing need was calculated based on the total number of households with a housing problem (see figure 3.23 in section 3 of the 2011-2013 Con-Plan.) Because this number was only available for all of Travis County, in order to estimate the need for the unincorporated areas alone, the total number of renter households with a housing problem at each income level was multiplied by the approximate percentage of population in Travis County that lives in the unincorporated area (17 percent.)

OVERVIEW OF HOUSING SERVICES SUPPORTED BY TRAVIS COUNTY

In addition to CDBG, Travis County addresses the housing needs of its residents through diverse strategies that include the support of homeless and emergency shelters; transitional, public, assisted, and rental housing; first-time homebuyer programs and owner-occupied assistance programs. These services are either directly delivered by county departments, affiliate entities or by contracted not-for-profit agencies. The following chart is a visual representation of the different departments/affiliate entities of the County working on a variety of housing services.

Figure 17: Travis County Departments Providing Housing Services



Travis County HHS/VS Housing Services

The Travis County Housing Services Division performs weatherization and home repairs on houses occupied by county residents to improve energy efficiency, the physical living conditions, and safety in these homes. Funding for services comes from the Texas Department of Housing and Community Affairs, and the Travis County General Fund.

In the reporting period, a total of 303 county residents received energy saving and home repair assistance. The assistance was distributed in the following manner:¹

- ◆ 183 low-income homeowners and renters were helped to meet energy savings through the state-funded Low Income Home Energy Assistance Program (LIHEAP) and a state-funded grant from the Department of Energy.
- ◆ 120 low-income homeowners were assisted with home repair through General Fund dollars.

Travis County HHS/VS Family Support Services Division

The Family Support Services (FSS) Division provides rent and mortgage assistance for 30-day housing stabilization as well as utility assistance. Funding for services comes from the Travis County General Fund, the Federal Emergency Management Agency (FEMA), the Comprehensive Energy Assistance Program and a variety of local electric and gas utility providers.

Other Travis County HHS/VS Divisions

Other HHS/VS Divisions provide emergency rent or utility assistance on a smaller scale than FSS. These dollars are usually a part of a comprehensive case management program with strategic use of funds for families in need.

Travis County Housing Finance Corporation

Through the Travis County Housing Finance Corporation (TCHFC), Travis County is engaged in a number of efforts to foster and maintain affordable housing. The Corporation provides single-family home ownership (including down-payment assistance) opportunities to first-time homebuyers who meet certain income requirements. The Corporation also issues tax-exempt bonds to finance the construction or acquisition of multi-family apartments that must provide rental units to certain low and moderate-income families.

TCHFC continues to collaborate with FSS to implement a Tenant Based Rental Assistance (TBRA) program funded through the Texas Department of Housing and Community Affairs to provide rental assistance and case management for up to 24 months for certain low income households.

Twenty nine households received Tenant Based Rental Assistance during the past year. \$164,044.89 has been spent for rent and utilities assistance.

¹ Please note that some individuals may be counted in multiple categories due to receipt of assistance from any combination of these programs.

TCHFC assisted in the acquisition and rehabilitation of a large affordable apartment complex (Champions Crossing Apartments owned by a nonprofit housing entity) through a bond issue. The bond issue allowed for the apartments to be purchased and improved, as well as providing affordable housing for Travis County citizens.

The TCHFC Board approved the issuance of a \$1.8 million loan to a developer applying for low income housing tax credits (LIHTC) for a family property in northwest Travis County, a submarket of the ETJ with very little affordable housing. The loan program satisfies TDHCA's requirements for local government participation in LIHTC developments, and allowed Travis County to participate more directly in addressing the need for workforce housing in the greater County area. The loan has a term of five years and a fixed 3% interest rate per the State's guidelines.

The Housing Authority of Travis County

The Housing Authority of Travis County (HATC) manages three public housing sites, a Section 8 Housing Choice Voucher Program and, three Shelter Plus Care Projects.

The three public housing sites have a total of 105 housing units and are located within the City of Austin. Additionally, HATC manages 33 units of Senior Housing in Manor, and 16 duplex units in Del Valle. The Housing Authority's affiliated entity, Strategic Housing Finance Corporation, is the general partner in three tax credit multifamily properties, including 208 units of Senior Housing in Pflugerville, 70 units of senior housing in Austin, and a 192 unit family property in Austin. The Shelter Plus Care projects provide rental assistance for homeless people with chronic disabilities in the Austin-Travis County area. The program utilizes integrated rental housing and flexible and intensive support services to promote community tenure and independence.

In the City of Austin and the unincorporated areas, HATC administers the Section 8 Housing Choice Voucher Program, assisting very low income, disabled and elderly families or individuals. During the program year, HATC set aside 22 vouchers for homeless individuals who will receive services through Travis County Criminal Justice planning received from the Department of Justice to create more Permanent Supportive Housing opportunities.

The CDBG program will continue to support HATC's efforts to provide homeownership and affordable housing opportunities to low-income residents. CDBG staff has worked with HATC staff to locate sites in the unincorporated areas that are appropriate for rehabilitation or development. Though no sites have been identified yet, staff will continue to work collaboratively to find opportunities to work together.

BARRIERS TO AFFORDABLE HOUSING

In the PY11 – PY13 Consolidated Plan, eight barriers to affordable housing were outlined. These barriers were identified through the needs assessment, housing market analysis, provider forum and surveys, consultations and public hearings.

Lack of Funding for Affordable Housing

Funding for affordable housing requires many different products to achieve the desired affordability levels needed in a community. Funding mechanisms including the HOME Investment Program, tax credits, Community Development Block Grant (CDBG), Federal Housing Administration loans, and down-payment assistance – just to name a few – are key to increasing the affordable housing stock. Currently, Travis County does not receive a HOME formula allocation, which is a major funding source for many entitlement communities to develop affordable housing. The past federal budget cycles resulted in major cuts to programming for many entitlement communities across the country, due to overall reduced funding of the CDBG and HOME programs, as well as reductions to specific jurisdictions' allocations based on the new 2010 Census data.

As part of the ongoing negotiations over spending cuts at the federal level, it is possible that the amount of money allocated to the CDBG and HOME programs will be decreased again in the next federal budget, resulting in the City of Austin and Travis County having less money available for affordable housing and other support activities. With a rapidly growing population in Travis County, an ever-growing demand for affordable rental units, and an upward trend in home prices, it is likely that affordable housing developers and public entities will face significant challenges in meeting the region's need for affordable housing in the coming years. The County advocates for increased federal funding for affordable housing development.

Land Costs

Land values in rural Travis County have steadily increased over the past decade. In western Travis County land values remain strong enough to discourage the development of much-needed affordable housing.

Using CDBG funds the County acquired a parcel of land for the development of affordable housing. Two houses are complete and occupied with the remaining 29 houses scheduled for completion by 2015.

Tight Credit Market

In the wake of the recession and collapse of the housing market, banks have significantly tightened credit requirements. While these tighter requirements were put in place to correct sub-prime lending practices that contributed to the foreclosure crisis, they also make it more difficult for some qualified buyers—particularly lower income homebuyers—to purchase a home or refinance an existing loan. This credit market also impacts a developer’s ability to borrow funds to create rental housing.

During the reporting period, the County funded a Homebuyer Assistance Program to provide down payment and shared appreciation loans to assist qualifying homebuyers. One homebuyer accessed the program in PY12. Due to a variety of factors the program will not be continued, for more information please refer to the status updates for Project 4, above.

Building Codes, Zoning Provisions, Growth Restrictions and Fees

Currently, Travis County does not have any building codes, zoning provisions or growth restrictions in the unincorporated areas. This is largely a function of state statutes that place significant limits on the authority of counties to regulate or restrict development. While less restrictions, codes and provisions initially increase affordable development, it also increases the likelihood for substandard housing and other unsuitable living conditions throughout the unincorporated areas.

During the reporting period, no changes were made however the County now collects and maintains the inspection reports for new subdivisions for those living in the unincorporated areas.

Environmental Regulations

Several state and federal regulations exist to protect the environment including the Endangered Species Act, the National Pollutant Discharge Elimination System and the Wetland regulations. Texas rules include regulations for the installation of septic systems and for development over the Edwards Aquifer. These regulations may increase costs for development, affecting affordability especially in the Western parts of Travis County where endangered species habitat and the Edward Aquifer are located.

During the reporting period, no actions were taken.

Other factors affecting affordability

Though housing affordability is traditionally evaluated by the percentage of income required for housing costs, policy makers and planners are increasingly considering the impact that housing location has on the overall affordability for a household. This is a particularly useful framework for considering affordability in the unincorporated areas of Travis County, where housing prices may be lower but other factors may be considerably more expensive.

- **Transportation**

Transportation costs are a major component of household expenditures. Residents of the unincorporated areas generally must travel farther for work, school and shopping, and have less access to public transit options. As a result, it is likely that residents of the unincorporated areas have higher transportation costs than residents of more densely developed urban neighborhoods.

- **Infrastructure**

Many parts of the unincorporated areas lack existing water and wastewater infrastructure and/or maintained. The costs of installing necessary infrastructure would make a property unaffordable to an individual or an affordable housing nonprofit developer.

- **Utility Costs**

The cost of utilities in the unincorporated areas varies, depending on the provider of the service in a given area. Based on input received through the social work program and resident engagement, monthly utility bills often represent a burden to very low-income households.

During the program year, the public service project referred clients to utility assistance programs, and infrastructure was improved through the use of grant funds. Additionally, the Department made strategic investments with CARTS to improve access to job centers for areas in the Eastern part of the County.

IMPEDIMENTS TO FAIR HOUSING CHOICE

HUD has a commitment to eliminate racial and ethnic segregation, physical and other barriers to persons with disabilities, and other discriminatory practices in the provision of housing. HUD extends the responsibility of affirmatively furthering fair housing to local jurisdictions through a variety of regulations and program requirements.

As an entitlement county receiving CDBG funds from HUD, Travis County must fulfill its fair housing responsibilities by developing an Analysis of Impediments (AI) to Fair Housing Choice and by taking actions to overcome the identified impediments. Given the County's limited history administering the grant (since October 2006), the complexities of conducting a thorough analysis, and the limited staff resources, the CDBG office of Travis County developed a preliminary analysis to lay the foundation for a more comprehensive analysis to be conducted by a consultant.

The City of Austin conducted an Analysis of Impediments to Fair Housing Choice, published in February, 2005. Since much of the analysis conducted by the city used county level data, the impediments

identified in this analysis can be expected to be true for other areas of the county, including the unincorporated areas. The identified impediments are the following:

- Lack of accessible housing to meet the need of the disabled community throughout the county
- Lack of affordable housing
- Discrimination of minorities in housing rental and sales market
- Misconception by property managers concerning family occupancy standards
- Predatory lending practices
- Disparity in lending practices
- Failure of mortgage lenders to offer products and services to very low income and minority census tracts people
- Insufficient financial literacy education
- Insufficient income to afford housing

In addition to the City of Austin's study, the 2011-2013 Consolidated Plan allowed the County to lay the foundation for a robust AI with the key issues identified in the unincorporated areas which include population shifts, foreclosures, and lack of housing for specific populations.

In PY11, Travis County contracted with the firm Mullin & Lonergan with General Fund dollars totaling over \$60,000 to undertake an AI for the County. As part of the research for the AI, the consultants held two community forums, as well as on site interviews and focus groups with a wide variety of stakeholders, both internal and external to the County. At close of program year, the consultants the public comment draft of the AI has been completed. The draft was presented to the Commissioners Court on November 5, 2013, with a public comment period to follow.

During PY12, all CDBG staff participated in a fair housing training conducted by the Austin Tenant's Council. The CDBG funded Social Work project was cited by the AI consultant as a best practice for extending services into underserved areas, thereby furthering fair housing goals. CDBG staff completed fair housing advocacy at the Department and community level that included attending meetings, providing tours and executing contracts with specific performance measures, with the aim of expanding access in the unincorporated areas.

Travis County Social Service Contracts in the amount of \$XX* went towards legal aid and tenants' council services to provide fair housing resources for a total of 9,354 clients in the 2012 program year.²

²Travis County strives to reflect social service contract investments as accurately and generally as possible to highlight the breadth of work being done within each subgroup of services. Therefore, many different organizations with varying programs are included in each of the statistics given. For more detailed information on each of the specific social service providers included in these general statistics,

Literacy / Workforce Development / Job Training³

Through Social Service contracts, Travis County funds nonprofits that provide literacy and workforce education services throughout the county. As this issue closely aligns with CDBG’s current service area priorities, this is the first year that the CDBG office has decided to include more detailed information on these services within the CAPER.⁴ Travis County Social Service Contracts in the amount of \$XX* went towards literacy, job training and workforce development programs to provide employment resources for a total of 22,869 clients in the 2012 program year. Of these clients, approximately 1,451 were enrolled in job training programs.⁵

Equality of Access to Services

In the 2011-2013 Consolidated Plan, CDBG established that access to a variety of services were key in restricting fair housing choice. Due to the proximity to services, often times people living in the unincorporated areas access services less frequently than those living in the urban core. This may occur for a variety of reasons, however, to provide the best access possible, the Department funds the CDBG Social Work Expansion Program. During the program year, a program design occurred, which increased funding, to allow for the equivalent of 1.5 FTEs, thereby expanding both the geographical range and increasing the number of residents in the unincorporated areas that were able to be served by the program. The difference in the amount and geographical location of clients served by the program is shown in the map below. Additionally, an investment of \$50,000 to expand the homeless point in time counting in the outlying areas as well as homelessness awareness activities was made as well as a \$6,000 investment to participate in Opportunity Mapping for further examine equity and opportunity.

Food Deserts/Food Poverty

Through Social Service contracts, Travis County funds nonprofits that provide meal services throughout the county to increase access. Travis County Social Service Contracts in the amount of \$XX* went towards literacy, job training and workforce development programs, and a total of 6,211,734 meal equivalents were provided in the 2012 program year.⁶

please refer to the Community Impact Report published by the Travis County Research and Planning Department (available at http://www.co.travis.tx.us/health_human_services/research_planning/documents_cir.asp

*This number was unavailable at time of report drafting, it will be added to the final draft.

³ Ibid.

⁴ Due to changes in funding priorities for social service contracts throughout fiscal year 2011-2012 some numbers may not accurately reflect the exact number of clients served based on inconsistent reporting requirements.

⁵ Ibid.

*At the time of report drafting, these numbers were not available and will be added to the final draft.

⁶ Due to the nature of this cluster of service providers, some of the agencies within this category overlap in providing meal equivalents. Therefore client numbers may appear higher than they actually are.

*At the time of report drafting, these numbers were not available and will be added to the final draft.

HOMELESSNESS

Planning Efforts to End Homelessness

Travis County is a member of the Ending Chronic Homelessness (ECHO) Coalition whose mission is to identify specific strategies and oversee ongoing planning and implementation of a plan to end chronic homelessness in Austin and Travis County. The coalition is comprised of four committees or work groups: Housing, Continuum of Care (CoC), Outreach and Education, Data, and the 100,000 Homes Campaign. These committees in turn have subcommittees. Regular monthly meetings for each committee/subcommittee are held, and plenary meetings for all ECHO members are held quarterly.

Travis County CDBG staff joined ECHO’s Planning and Evaluation Committee during PY07. In PY11, Travis County granted ECHO \$50,000 to provide administrative and operating support to the newly formed nonprofit to administer homelessness prevention services within the County. Since then County staff have participated in a number of subcommittees including the annual Point-in Time-Count, and the Independent Review Team that reviews and ranks CoC applications and provides feedback to contracting agencies as well as the Housing Committee and Membership Council. Refer to the section on HUD Continuum of CARE (CoC) Funding for further details on CoC.

Homeless Services⁷

During the 2012 program year, Travis County did not target the use of CDBG funds toward homeless efforts. However, Travis County invested \$XX* in general fund dollars via contracts with social service providers targeting the homeless persons in conjunction with the Austin/Travis County ESG grant administration and the Austin/Travis County Plan to End Chronic Homelessness. Services provided include:

- 1,113 unduplicated clients received case management
- 56 unduplicated clients received supportive housing
- 4,165 adults and children received shelter
- 138 adults and children were placed in transitional housing
- 117,212 bed/nights were offered for emergency shelter.

⁷ Travis County strives to reflect social service contract investments as accurately and generally as possible to highlight the breadth of work being done within each subgroup of services. Therefore, many different organizations with varying programs are included in each of the statistics given. For more detailed information on each of the specific social service providers included in these general statistics, please refer to the Community Impact Report published by the Travis County Research and Planning Department (available at http://www.co.travis.tx.us/health_human_services/research_planning/documents_cir.asp)

*At the time of report drafting, these numbers were not available and will be added to the final draft.

Homelessness Prevention

A variety of homelessness prevention efforts are made through the Travis County General Fund and other grant sources. HHS/VS invests funds through its Family Support Services Division (FSS) to address housing stability issues including rent, mortgage and utility assistance. During the reporting period, FSS provided over \$ XX* of General Fund and grant assistance dollars to provide:

- ◆ XX* individuals with emergency rent/mortgage payments to stabilize housing for 30 days.
- ◆ XX* individuals with utilities to resolve an energy crisis and maintain housing.

HHS/VS invests \$ XX* through social service contracts focusing on housing stability. Services provided include:

- ◆ 4,327 unduplicated clients received homelessness prevention services;
- ◆ 89,992 hot meals provided.

HUD Continuum of CARE (CoC) Funding

Continuum of Care is a funding mechanism by which HUD awards through a national competition grants for the Supportive Housing Program (SHP), Shelter Plus Care (S+C) and the Section 8 Moderate Rehabilitation Single-Room Occupancy (SRO) Program to states, localities and nonprofit organizations.

The SHP program provides funding for the development of transitional housing for homeless individuals with disabilities. The S+C program provides rental assistance for homeless people with chronic disabilities (usually severe mental illness, HIV/AIDS, and chronic drug and/or alcohol dependency). All grantees are required to match their federal funding for rental assistance with equal funding for supportive services. The SRO program provides project-based rent subsidies for occupants of single-room occupancy facilities that have undergone moderate rehabilitation.

The Austin/Travis County received approximately \$ 5.4 million in HUD Continuum of Care (CoC) funding. Part of the funding will focus on projects that qualify as part of the SHP program while the other part will target projects under the S+C programs. Additionally, the CoC received a Samaritan bonus to increase funds for permanent supportive housing.

HOME/ AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)

Travis County does not receive HOME or ADDI funds at this time.

* At the time of report drafting, these numbers were not available and will be added to the final draft.

EMERGENCY SHELTER GRANT

Travis County does not receive Emergency Shelter Grant funds at this time.

ADDRESSING “WORST CASE” HOUSING NEEDS

Addressing the housing needs of persons with disabilities and households who live at or below 50% of the Median Family Income (MFI) is critical to ensuring a viable community. HUD defines households with worst case needs as unassisted renters with incomes below 50% of the local area median incomes, who pay more than half of their income for housing or live in severely substandard housing.

CDBG Efforts

CDBG has funded home rehabilitation, homebuyer assistance and land acquisition to support affordable housing development to reduce the cost burden for households at or below 80% MFI. During PY12, seven households received assistance through the CDBG Home Rehabilitation program, one households received assistance through the Homebuyer Assistance Program.

Travis County Efforts

The County addresses worst case housing needs in a variety of ways including targeted investments to low income persons. The Travis County Housing Services performs weatherization and home repairs on houses occupied by county residents to improve energy efficiency, the physical living conditions, and safety in these homes. During PY12 a total of 303 county residents received energy saving weatherization and emergency repair assistance.

NON-HOUSING COMMUNITY DEVELOPMENT AND OTHER ACTIONS

NON-HOUSING COMMUNITY DEVELOPMENT INVESTMENTS

Non-Housing Community Development projects include infrastructure, public facilities and public service projects. Out of these three categories Travis County identified infrastructure and community services as high priorities for the 2011-2013 Consolidated Planning period. The table below summarizes the non-housing community development gaps in funding, as well as the assistance goals of the CDBG program over the planning period.

Figure 18: Priority Housing Needs Summary Table, Owner Households

	Needs	Gap	Priority Need	Year 1		Year 2		Year 3	
				Goal	Actual	Goal	Actual	Goal	Actual
Infrastructure	\$26,000,000	\$26,000,000	High	\$145,000	\$54,193	\$280,000	\$72,072	\$380,000	TBD
Community Services*	\$3,000,000	\$3,000,000	High	\$118,500	\$89,469	\$118,500	\$102,546	\$118,500	TBD
Public Buildings & Facilities	\$15,000,000	\$15,000,000	Medium	\$0	\$0	\$0	\$0	\$0	TBD
Business & Jobs	\$2,000,000	\$2,000,000	Medium	\$0	\$0	\$0	\$0	\$0	TBD

OVERVIEW OF TRAVIS COUNTY CDBG INVESTMENTS IN COMMUNITY DEVELOPMENT

The following table outlines the total amount of CDBG funding committed throughout the program’s history to infrastructure, community service, public buildings and facilities, business and job. For actual expenditures of current projects please refer to the specific project descriptions above, for historical expenditures please consult prior year’s CAPERs⁹.

Figure 19: Overview of Travis County CDBG Investment in Community Development

Community Development Needs/Projects	Priority Need Level	CDBG Investments
Infrastructure		
Water Improvements PY06 Northridge Acres	High	\$ 200,000
Street Improvements PY06 Apache Shores	High	\$ 305,000
Street Improvements P 07 Apache Shores	High	\$ 500,000
Street Improvements PY06 Lava Lane	High	\$ 83,659
Street Improvements P 09 Lava Lane	High	\$ 60,000
Street Improvements PY10 Lava Lane	High	\$ 400,000
Street Improvements PY11 Lake Oak Estates	High	\$ 145,000
Street Improvements PY12 Lake Oak Estates	High	\$326,598
Total Infrastructure		\$2,020,257

⁹ All prior year CAPERs are available for download at the Travis County CDBG website:
http://www.co.travis.tx.us/health_human_services/cdbg/plans_reports/plans.asp

Community Service		
Other Public Service Needs PY07	High	\$ 64,000
Other Public Service Needs PY08	High	\$ 64,877
Other Public Service Needs PY09	High	\$ 35,000
Other Public Service Needs PY10	High	\$69,295
Other Public Service Needs PY11	High	\$ 118,500
Other Public Service Needs PY12 Social Work	High	\$106,000
Other Public Service Needs PY12 Fair Housing	High	\$28,451
Total Community Service		\$486,123
Public Buildings & Facilities	Medium	\$ 0
Business & Jobs	Medium	\$ 0

In addition to CDBG investments, the County’s infrastructure department, Transportation and Natural Resources, conducts community development activities in the form of public parks, bridge and drainage projects, storm water management, road maintenance, on-site sewage facilities, transportation planning, and various other projects, approximately totaling over \$50 million.

Water and Wastewater Needs

Since the inception of the CDBG Program, there has been strong interest in water and wastewater projects from residents in the unincorporated areas. To date, the Travis County CDBG office has received public requests for water infrastructure projects that taken together would cost \$16,000,000 to implement and requests for wastewater infrastructure projects that would cost a total of \$8,000,000 to implement. A higher percentage of these requests have come from neighborhoods on the eastern side of the county. Due to funding constraints, no water infrastructure projects are currently funded through the CDBG program.

Transportation¹⁰

Travis County's HHS/VS provides services to populations through direct services as well as social service contracts and inter-local agreements with other governmental organizations. Travis County HHS/VS invests in different programs to address community development needs. Transportation is one of many social service contracts that Travis County invests in to improve access and ensure inclusion. In program year 2012, \$XX* went towards service providers working to create improved access through 418,113 trips provided for 12,780 individuals.

ANTI-POVERTY STRATEGY

Travis County's lead agency for administering CDBG funds is the Health and Human Services & Veterans Service Department. The goal of the department is to address community needs through internal and external investments and services. The department strives to accomplish the following: Maximize quality of life for all people in Travis County; Protect vulnerable populations; Invest in social and economic well-being; Promote healthy living: physical, behavioral, and environmental; and Build a shared understanding of our community.

Annually, over \$XX* million is invested in alleviating the conditions which contribute to poverty by stabilizing housing, providing comprehensive case management, and increasing opportunity through workforce development and youth and child programs – just to name a few. Furthermore, the CDBG program has invested in expansion of an internal social work program to serve 375 people to link them to services to improve self-sufficiency and quality of life; while investments in housing will be made to reduce cost burden and to improve access to safe and decent housing.

Travis County operates a number of anti-poverty programs that assist individuals and families on multiple fronts in transitioning from crisis to self-sufficiency. The County carries out its anti-poverty programs both through the direct delivery of services managed by HHS/VS and by purchasing services from private and not-for-profit agencies in the community – referenced above. In addition to the provision of direct services, Travis County continually assesses the poverty and basic needs of county residents, works with stakeholders in facilitating anti-poverty efforts, and supports public policy initiatives that prevent and ameliorate conditions of poverty.

¹⁰ Travis County HHS/VS has invested in multiple agencies providing transportation services through social service contract dollars for many years. However, due to shifts in funding priorities and reporting requirements, this category only captures performance data for one service provider for PY 2011.

* At the time of report drafting, these numbers were not available and will be added to the final draft.

Overall, the needs of the residents in the unincorporated areas have not been studied in depth and quantified as much as those that live within the city limits. The work of the social services program and collaborative planning will continue to identify those needs and will serve as a starting point for a more thorough needs assessment.

NON-HOMELESS SPECIAL NEEDS

HUD identifies non-homeless special needs populations as elderly, frail elderly, those with severe mental illness, the developmentally disabled, the physically disabled, persons with alcohol and other drug addictions, victims of domestic violence, and persons living with HIV/AIDS.

Travis County’s HHS/VS provides services to special needs populations through direct services as well as social service contracts and inter-local agreements with other governmental organizations. Travis County HHS/VS invests in different programs to address public health, substance abuse, indigent health, and mental health needs. Additionally, CDBG funded programs will be marketed to populations with specialized needs and services to ensure inclusion and improve access.

Services for Elderly & Frail Elderly¹¹

Travis County funded \$XX* of services to the elderly and frail elderly through social service contracts during the reporting period. Services provided include case management, in-home care services, meals and bill payer services. In-home services include assistance with personal hygiene tasks as well as housekeeping, while bill payer services included assistance with finances and money managements. In total:

- 4,393 unduplicated clients were served,
- 923 unduplicated clients received case management services,
- 582,081 prepared meals were provided, and
- 1,226 individuals received in-home services.

¹¹ Travis County strives to reflect social service contract investments as accurately and generally as possible to highlight the breadth of work being done within each subgroup of services. Therefore, many different organizations with varying programs are included in each of the statistics given. For more detailed information on each of the specific social service providers included in these general statistics, please refer to the Community Impact Report published by the Travis County Research and Planning Department (available at http://www.co.travis.tx.us/health_human_services/research_planning/documents_cir.asp).

Services for Persons with Physical Disabilities or Developmental Delays¹²

Through social service contract investments during the reporting period, Travis County funded \$XX* of services for persons with physical disabilities and developmental delays. Services centered around employment and job-readiness, case management, early childhood intervention, basic needs assistance, and social/recreational opportunities. A total of 4,793 unduplicated children and adults were served during the reporting period. Amongst the total number of clients, 1,843 case management hours were recorded.

Services for Victims of Domestic Violence¹³

Travis County funded \$XX* of services for persons experiencing abuse, neglect, domestic violence, and sexual assault through social service contract investments during the reporting period. Services centered around advocacy, crisis management, emergency shelter, transitional housing and counseling. Approximately 48,383 days of shelter and 2,447 unduplicated adults and children received services during the reporting period.

Services for Persons Living with HIV/AIDS¹⁴

In PY12 Travis County funded\$ XX* of services for persons living with HIV/AIDS (PWLA) through social service contract investments. Services centered around advocacy, crisis management, emergency shelter, transitional housing, and counseling. A total of 980 persons received services including case management, medical care retention, client advocacy, medication adherence assistance, food pantry assistance, nutritional counseling, home health, prevention and support groups. Additionally, Travis County provided other services through public health inter-local agreements.

LEAD-BASED PAINT

During PY12, the CDBG office continued to develop a lead-based paint procedures manual for guiding the implementation of the home rehabilitation project. Prior to contracting for the owner occupied home repair program, the County will finish the manual and follow its guidelines to comply with the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in

¹² Ibid.

*At the time of report drafting, these numbers were not available and will be added to the final draft.

¹³ Travis County strives to reflect social service contract investments as accurately and generally as possible to highlight the breadth of work being done within each subgroup of services. Therefore, many different organizations with varying programs are included in each of the statistics given. For more detailed information on each of the specific social service providers included in these general statistics, please refer to the Community Impact Report published by the Travis County Research and Planning Department (available at http://www.co.travis.tx.us/health_human_services/research_planning/documents_cir.asp).

¹⁴ Ibid.

*At the time of report drafting, these numbers were not available and will be added to the final draft.

September, 1999. Activities supported with Travis County CDBG funds must be in full compliance with the Lead Safe Housing Rule (24 CFR Part 35) of the U.S. Department of Housing and Urban Development (HUD). The CDBG program has created guidelines to ensure that the necessary steps for notification, identification and treatment of Lead Based Paint are followed, for owner occupied rehabilitation projects, homebuyer assistance projects and other projects as appropriate.

HHS/VS Housing Services Division, which receives funds through State grant funds and the Travis County General Fund, provides limited lead-based paint remediation on houses built before 1978 where small holes in the wall or similar acts that could cause additional possible lead exposure are made. The lead safe practices are used to ensure client and worker safety. Areas disturbed are sealed and all loose contaminates are removed. The Housing Services Division does not have a complete lead abatement process nor does it have a formal lead based paint remediation program; however, they do perform Lead Safe work as prescribed by the EPA in conjunction with their WAP and Home Repair Programs. Housing Services is an EPA Certified Lead Safe Firm who employs EPA Certified Lead Safe Renovators and complies with lead safe practices when working on homes built prior to 1978.

SPECIFIC HOPWA OBJECTIVES

Travis County does not receive HOPWA funds at this time.

APPENDIX A

Attachment A: Public Comment Advertisements

TRAVIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

INVITATION TO COMMENT ON THE DRAFT OF THE PROGRAM YEAR 2012 CDBG ANNUAL REPORT

As part of Travis County's ongoing public engagement related to its Community Development Block Grant (CDBG,) Travis County will make available to the public its Program Year 2012 CDBG annual report known as the Consolidated Annual Program, Performance and Evaluation Report (CAPER).

The CAPER covers a period from October 1, 2012 to September 30, 2013, and describes progress made in carrying out the CDBG projects. This report will be submitted to the U.S. Department of Housing and Urban Development to meet federal requirements.

COMMENT PERIOD AND DRAFT DOCUMENT

Comments will be accepted for 15 days beginning November 25, 2013 at 8:00 a.m. and ending December 9, 2013 at 5:00 p.m. Beginning November 25, 2013, a draft document will be available for download on the Travis County CDBG page www.co.travis.tx.us/CDBG or available for review at any of the seven Travis County Community Centers:

South Rural Community Center	3518 FM 973, Del Valle
Travis County Community Center	15822 Foothills Farm Loop, Bldg D, Pflugerville
West Rural Community Center	8656-A Hwy 71 W., Suite A, Oak Hill
Northwest Rural Community Center	18649 FM 1431, Jonestown
East Rural Community Center	600 W. Carrie Manor, Manor
Palm Square Community Center	100 N. IH-35, Suite 1000, Austin
Post Road Community Center	2201 Post Road, Suite 101, Austin

PUBLIC HEARINGS

The public can provide their comments by attending a Public Hearing scheduled for Tuesday, December 3, 2013 at 9:00 a.m. at the Travis County Commissioners Courtroom, 700 Lavaca St., Austin, TX.

MAILING COMMENTS

The public can also mail their comments to: CDBG Program, Travis County, HHSVS, P.O. Box 1748, Austin, TX 78767 or e-mail them to the CDBG program at cdbg@co.travis.tx.us

For additional information contact Christy Moffett, at cdbg@co.travis.tx.us or call 512-854-3460. To request that an American Sign Language or Spanish interpreter be present at the public hearing, please contact staff at least five business days in advance.

Travis County is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. Please call 512-854-3460 for assistance.



Spanish Version

EL PROGRAMA DE SUBSIDIOS GLOBALES DE DESARROLLO COMUNITARIO
(CDBG) DEL CONDADO DE TRAVIS

INVITACIÓN PARA COMENTAR SOBRE LA VERSIÓN PRELIMINAR DEL
INFORME ANNUAL DEL PROGRAMA CDBG
PARA EL AÑO PROGRAMÁTICO 2012

Como parte del proceso continuo del Condado de Travis relacionado con participación pública en el Programa de Subsidios Globales para el Desarrollo Comunitario (conocido como CDBG, por sus siglas en inglés) el Condado de Travis pondrá a disposición del público el informe anual del programa CDBG para el año programático 2012 conocido como el Informe Anual Consolidado de Desempeño y Evaluación (CAPER, por sus siglas en inglés).

El informe CAPER cubre un período desde el 1 de octubre de 2012 hasta el 30 de septiembre de 2013, y describe el progreso realizado en el desarrollo de los proyectos del programa CDBG. Este informe será presentado al Departamento de Vivienda y Desarrollo Urbano de EE.UU. para cumplir con los requisitos federales.

PERÍODO PARA COMENTARIOS Y DOCUMENTO PRELIMINAR

Se aceptarán comentarios durante 15 días a partir del 25 de noviembre de 2013 a las 8:00 a.m. hasta el 9 de diciembre de 2013 a las 5:00 p.m. A partir 25 del noviembre de 2013 la versión preliminar del documento estará disponible para ser descargada de la página del programa CDBG del Condado de Travis en internet www.co.travis.tx.us/CDBG o estará disponible para ser consultada en cualquiera de nuestros siete centros comunitarios del Condado de Travis:

Centro Comunitario Rural del Sur	3518 FM 973, Del Valle
Centro Comunitario del Condado de Travis	15822 Foothills Farm Loop, Bldg D, Pflugerville
Centro Comunitario Rural del Oeste	8656-A Hwy 71 W., Suite A, Oak Hill
Centro Comunitario Rural del Noroeste	18649 FM 1431, Jonestown
Centro Comunitario Rural del Este	600 W. Carrie Manor, Manor
Centro Comunitario de Palm Square	100 N. IH-35, Suite 1000, Austin
Centro Comunitario de Post Road	2201 Post Road, Suite 101, Austin

AUDIENCIA PÚBLICA

El público puede hacer sus comentarios asistiendo a una audiencia pública programada para el 3 de diciembre de 2013 a las 9:00 a.m. en el edificio Travis County, en la sala "Commissioners Courtroom", 700 Lavaca St., Austin, TX.

ENVÍO DE COMENTARIOS

El público también puede enviar comentarios por correo postal a: CDBG Program, Travis County, HHSVS P.O. Box 1748, Austin, TX 78767 o por correo electrónico a CDBG al cdbg@co.travis.tx.us.

Para mayor información comuníquese con Christy Moffett a través del e-mail cdbg@co.travis.tx.us o llamando al 512-854-3460. Para solicitar que haya un intérprete en español o de lenguaje americano de señas en alguna de estas reuniones, por favor contacte al personal por lo menos con cinco días hábiles de anterioridad.

El Condado de Travis está comprometido a cumplir con la Ley de Americanos con Discapacidades (ADA) y con la Sección 504 de la Ley de Rehabilitación de 1973, según su enmienda. Al solicitarlo, se proporcionarán modificaciones razonables e igual acceso a comunicaciones. Si necesita ayuda, por favor llame al 512-854-3460.



APPENDIX A

Attachment B: Summary of Public Comments

To be added to final draft.

APPENDIX B

Attachment A: CDBG Financial Summary Report (CO4PR26)

To be added to final draft.

APPENDIX B

Attachment B: Program Year 2011 Summary of Accomplishments (CO4PR23)

To be added to final draft.

APPENDIX B

Attachment C: Summary of Consolidated Plan Projects (PR06)

To be added to final draft.

APPENDIX B

Attachment D: CDBG Activity Summary Report for Program Year 2011 (CO4PR03)

To be added to final draft.