

**CITY OF IRVING, TX**  
**ANNUAL ACTION PLAN**  
**2020-2021**



## Executive Summary

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

#### 1. Introduction

The United States Department of Housing and Urban Development (HUD) provides cities, states, urban counties meeting certain requirements with annual funding to meet housing and housing-related needs for low and moderate income residents. Funding is provided through a congressional appropriation and a subsequent formula allocation to jurisdictions. The City of Irving receives Community Development Block Grant (CDBG), Home Investment Partnerships Grant (HOME), and Emergency Solutions Grant (ESG) funds through this formula allocation. Through these funds, the City of Irving provides a wide variety of programs, including housing rehabilitation, home construction, down payment assistance, public services, infrastructure and public facilities improvements, homelessness services, and other services which benefit low and moderate income Irving residents. In addition to the entitlement funds received from HUD, the Continuum of Care Grant (CoC) is awarded from HUD through the Dallas Area/Irving Continuum of Care. The CoC funds are used to administer Irving's permanent supportive housing program.

The Consolidated Plan is a strategic planning document that is submitted to HUD every five years. The Annual Action Plan is developed each year to meet the goals and priorities of the Consolidated Plan in a given year. The City of Irving is currently working within the 2019-2023 Consolidated Plan. The Housing and Human Services Board (HHSB) approved the Action Plan at its June 17 meeting, and the Irving City Council adopted the Annual Action Plan at its July 30, 2020 meeting.

The City of Irving's proposed allocations for Fiscal Year 2020-2021 consist of a total amount of \$3,221,748 in projected support from the following programs: Community Development Block Grant (\$2,305,989), Home Investment Partnerships Grant (\$829,045), and Emergency Solutions Grant (\$196,746).

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

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

Generally, the objectives of this Action Plan are to provide decent housing, a better quality of life, and economic opportunity for the low and moderate income residents of Irving. Specifically, the strategic plan laid out in the Consolidated Plan includes: 1) housing rehabilitation for both owner and rental units, 2) assisting the homeless, 3) rental assistance for extremely low income households threatened with homelessness, 4) increased supply of affordable single-family housing, 5) down payment assistance, 6) improving/revitalizing neighborhoods, 7) programs for youth, 8) job training and education, 9) small business assistance, and 10) public infrastructure and facility improvements.

Housing market analysis shows significant issues with affordability. The current sales market has driven up the cost of safe and decent housing beyond the amounts needed to ensure low income persons are not cost burdened. In addition, due to the lack of affordable homebuyer housing, there is little to no vacancy in multi-family units. This has led to a rental market where units are difficult to locate and for which rent amounts are burdensome to low income residents. Thus, increasing access to affordable housing opportunities continues to be a major goal for these funds.

While the January 2020 homeless count shows an unsheltered homeless count of 37, it is poverty that is a driving force in the development of goals, strategies, and activities. Irving has 15% of its population living below the established poverty level of \$24,600 for a family of 4 (ACS 2012-2016). Among those in poverty, 8.6% of the elderly and 22.5% of persons under 18 are living in poverty. Irving's income per capita is 7% lower than the national average.

CDBG funds are used to revitalize neighborhoods, expand access to affordable housing and economic opportunities, and to improve community facilities and services, principally to benefit low and moderate income persons. HOME funds are used for a variety of affordable housing activities for low and moderate income families including affordable housing creation, home rehabilitation, and down payment assistance. ESG funds are used to assist homeless persons through the maintenance and operations assistance to emergency shelters, homelessness prevention, and the re-housing of homeless persons.

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

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

Irving's CDBG programs have a positive effect in solving neighborhood and community problems in that they provide services that would otherwise be inadequate or nonexistent in these communities. Of particular importance to the health of the City have been programs that address the condition of the housing stock. The City has successfully funded housing rehabilitation activities targeting lower income and elderly households unable to properly maintain their homes. The City also operates a successful program that provided down-payment and mortgage assistance to new homebuyers. The City has worked actively with local homeless services providers meet the needs of individuals who are homeless

and those at risk of becoming homeless. The City also has a history of meeting community needs through the funding of public services such as youth programs, programs for the elderly, and health services.

The City's evaluation of its past performance on HOME, CDBG and ESG is completed through Consolidated Annual Performance and Evaluation Reports (CAPERs). These documents state the objectives and outcomes identified in each Annual Action Plan and includes an evaluation of past performance through measurable goals and objectives compared to actual performance. The City's CAPERs can be found in the City's online Document Center:

<https://www.cityofirving.org/DocumentCenter>

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

*Summary from citizen participation section of plan.*

Irving's Citizen Participation Plan encourages and empowers citizens to participate in the development of viable urban programs, and the Action Plan was developed using an effective citizen participation process in compliance with the regulations set forth in 24 CFR §92. A copy of the comments that were received is incorporated into this document. Two public hearings were held to obtain the views of residents on housing and community development needs and the development of proposed activities.

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

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

The City is open to receive program and procedural ideas from the public during the public hearings during the 30-day

public review period. No comments were received.

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

The City accepts all comments that are offered.

**7. Summary**

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	IRVING	Planning and Community Development
HOME Administrator	IRVING	Planning and Community Development
ESG Administrator	IRVING	Planning and Community Development

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Irving’s Financial Services, Code Enforcement, Police, Inspections, Parks and Recreation, Capital Improvement Program, City Attorney’s Office, Office of the Mayor, City Manager’s Office, Economic Development, and Information Technology departments aid the Planning and Community Development department in the efficient and compliant execution of the CDBG, HOME, and ESG grants. The City of Irving also works closely with the Irving Independent School District, the Dallas Area/Irving Continuum of Care, Irving Community Action Network, Texas Department of Housing and Community Affairs, HUD’s Ft. Worth Office of Community Planning and Development; and non-profit agencies such as Many Helping Hands, Brighter Tomorrows, Metrocare Services, Irving Family Advocacy Center, Irving Family Promise, Senior Source, Salvation Army, and Irving Cares. Most recently, the City of Irving has been working with Visiting Nurses Association.

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

The City of Irving employs diverse methods to encourage ongoing participation from residents, community service providers, and existing/potential community development partners. The participation process for the Action Plan included public notices, a public comment period, and two public hearings.

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

The Planning and Community Development department works closely with many city government, community, county, and regional entities to improve the coordination and efficiency of the provision of services to low and moderate income Irving residents, particularly in addressing neighborhood stability, the creation of affordable housing, and homelessness services.

Irving redesigned its Home Rehabilitation program to better match the changing needs of homeowners. As part of this design change, the Planning and Community Development department developed an exterior repair target program open only to low income residents receiving notices of violation from Code Enforcement. In addition, the Home Rehabilitation program works closely with the Dallas County Weatherization Program to leverage property needs with available funding.

Also, the establishment of the Behavioral Health Leadership Team, consisting of representatives from local hospitals, mental health providers, Police, Fire, regional planning entities, and housing providers, which seeks to improve resident access to mental health care and to reduce mental health-related recidivism in emergency rooms and with Police and Fire calls. Moreover, Irving has worked to increase outreach and access to mental health services for low income residents through prioritization of Public Services funding to this need.

Irving staff meet regularly with the Irving Community Action Network (ICAN – local poverty and homeless coalition) to improve client services. Members of the city government, local school district, non-profit service providers, faith-based community, and other organizations come together to ensure that the needs of the community are addressed. Irving actively participates in these meetings to provide access to data, training, and information being offered in order to enhance the delivery of their services.

The City of Irving has been proactive in addressing gaps in service and has undertaken a number of specific actions to overcome these gaps. In particular and in addition to the initiatives listed above, the City of Irving has 1) enhanced the focus on the Irving Community Action Network to increase agency coordination, 2) established an inter-agency procedure in emergency situations, 3) Increased partnerships in neighborhood, city, and regional sponsored events including Heritage Expo, Taste of Irving, school district events, and others, 4) Section 108 Guarantee Loan funds for expansion of Georgia Farrow Recreation Center, and 5) Provided ongoing and frequent technical assistance in the form of training and one-on-one assistance to local housing and non-profit organization to increase organizational capacity.

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

The City has been proactive in addressing these gaps and has undertaken a number of specific actions to overcome these gaps.

In particular, the City has:

- \* enhanced focus on the Irving Community Action Network to increase agency coordination and cooperation.
- \* coordinated the City of Irving's Homeless Count and Survey.
- \* continued participation in Metropolitan Dallas Homeless Alliance and Dallas City & County/Irving Continuum of Care. One staff is on the MDHA board and an additional staff is on various subcommittees.
- \* increased partnership in city, regional, and neighborhood sponsored events.
- \* continued partnership with Texas Department of Housing and Community Affairs, Irving Independent School District, and the Housing and Human Services Board to accomplish program goals.
- \* continued participated on the City of Irving Police Department's mental health task force by having one Department staff person sit on this committee.

\* continued partnerships between the Planning and Community Development Department, other City of Irving departments, and social services agencies for comprehensive problem solving for neighborhood revitalization.

\* continued provision of technical assistance in the form of training and one-on-one assistance to local housing and non-profit organizations to increase organizational capacity.

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

The City has been proactive in addressing these gaps and undertaken a number of specific actions to overcome these gaps. In particular, the City has:

- facilitated community-based responses to sheltering needs for target homeless populations.
- continued the Services to Empower People (STEP) program (a partnership between the City of Irving and local faith-based organizations to provide a community response to the needs of the near-homeless).
- continued support of Community Housing Development Organizations and for profit developers in the construction of affordable single family housing units.
- continued partnership with the City's Code Enforcement Department to provide assistance to low and moderate income homeowners faced with citations for code compliance.
- continued participation with the Irving Community Action Network, a local Poverty and Homeless Coalition in developing plans to address the needs of at-risk populations (homeless, domestic violence victims, crisis poverty populations and the elderly).

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

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

1	<b>Agency/Group/Organization</b>	IRVING COMMUNITY DEVELOPMENT CORPORATION
	<b>Agency/Group/Organization Type</b>	Services - Housing Community Development Financial Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CHDO Development; construction of new homes for moderate income citizens
2	<b>Agency/Group/Organization</b>	SALVATION ARMY
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Prevention of homelessness
3	<b>Agency/Group/Organization</b>	Housing and Human Services Board
	<b>Agency/Group/Organization Type</b>	Services - Housing Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Interviews of all applicant of public services agencies, approval of all budgets and allocation; ensure funding prioritization of funding aligned with priorities and needs

4	<b>Agency/Group/Organization</b>	Irving Cares
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
5	<b>Agency/Group/Organization</b>	Housing Channel
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	
6	<b>Agency/Group/Organization</b>	B&R CONSTRUCTION SERVICES
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	
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**Identify any Agency Types not consulted and provide rationale for not consulting**

To the best of its ability, the City of Irving has been in contact with all known agencies and organizations involved in activities that are relevant to CDBG, HOME, and ESG activities and programs. No organization or entity was knowingly excluded from the planning process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Metro Dallas Homeless	Coordination of homeless programs;coordinated client access.

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

**Narrative (optional)**

As noted above, the City coordinates with a range of public entities, including the Metropolitan Dallas Homeless Alliance, the Texas Department of Housing and Community Affairs, and Dallas County in the development and execution of a range of programs and activities.

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

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

The City of Irving considers the involvement of its low and moderate income residents to be essential to the development and implementation of its Five-Year Consolidated Plan and Annual Action Plans. Irving holds two public hearings to garner citizen participation in the development of the Action Plan and in determining funding allocations. The public hearings were held on June 17 and July 16, 2020. A public comment period was held June 15, 2020 through to July 17, 2020. In addition, Irving provides updates to the City Council, whose meetings are televised and open to the public, placed draft versions of this document on the City webpage, and conducts a public comment period. Additionally, poverty, housing, and homelessness topics were incorporated into the development of the Imagine Irving Comprehensive plan, and department staff played a large role in the process.

The Planning and Community Development staff encourages citizen participation in the Action Plan process through its varied interactions with residents. Staff members participate in several community outreach events and have provided announcement to a broader audience. The City of Irving continually investigates ways in which it can more effectively engage the community. The City of Irving ensures that a Spanish-speaking person is available at all meetings to accommodate the needs of Spanish-speaking citizens. The City ensures that all public hearings are held at times and locations convenient to potential and actual beneficiaries and makes accommodations for those individuals in need of special assistance. Irving also provides technical assistance workshops for all interested in the programs. The chart on the following page outlines the outreach that was used to gather information.

Due to the COVID-19 pandemic shutdown, some outreach opportunities were cancelled in 2020.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	Advertised in the Rambler Newspaper on June 13 to announce a Request for Public Comment as well as announce the public comment period from June 15 to July 17, 2020.	TBA		

**Table 4 – Citizen Participation Outreach**

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## Expected Resources

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

#### Introduction

The Planning and Community Development department administers three Federal Entitlement grants: Community Development Block Grant (CDBG), Home Investment Partnerships Grant (HOME), and Emergency Solutions Grant (ESG). ESG grantees are required to coordinate and collaborate with the local Continuum of Care (CoC), a regional homeless services planning consortium. The City of Irving will receive a total of **\$3,331,780** in HUD funds. Funding is allocated to **CDBG** in the amount of **\$2,305,989**, funding is allocated to **HOME** in the amount of **\$829,045**, and funding is allocated to **ESG** in the amount of **\$196,746**. Fiscal Year 2020-21 **CDBG funds** are allocated to Public Facility Improvements (\$560,000), CDBG Administration (\$461,198), Public Services (\$272,500), Housing Services (\$260,000), Site Development/Demolition/Land Acquisition (\$102,291), Home Rehabilitation (\$250,000), and Public Improvements (\$000,000). Fiscal Year 2020-21 **HOME funds** are allocated to Down Payment Assistance (\$246,141), Community Housing Development Organization (CHDO) Reserve (\$500,000), and HOME Administration (\$82,905). Fiscal Year 2020-21 **ESG funds** are allocated to Rapid Re-Housing (\$93,943), Homelessness Prevention (\$58,047), Emergency Shelter Operations and Maintenance (\$25,000), Administration (\$14,756), and HMIS (\$5,000). HUD's guidance regarding the inclusion of non-Entitlement federal funding sources in an Annual Action Plan is that non-Entitlement federal sources are to be included if they are reasonably expected to be made available to address the needs outlined in the plan.

This Action Plan is not intended to confer any legal rights or entitlements on any persons, groups, or entities, including those named as intended recipients of funds or as program beneficiaries. The terms of this Annual Action Plan are subject to amendment and to the effect of applicable laws, regulations and ordinances. Statements of numerical goals or outcomes are for the purpose of measuring the success of programs and policies and do not impose a legal obligation on the city to achieve the intended results. Actual funding of particular programs and projects identified in this Plan are subject to completion of various further actions, some of which involve discretionary determinations by the city or others. These include HUD approval of this Plan; appropriations by the United States Congress and the City Council; reviews and determinations

under environmental and related laws; and results of bidding and contracting processes.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,305,989	0	0	2,305,989	0	The CDBG Program is authorized under Title I of the Housing and Community Development Act of 1974 as amended. The primary objective of CDBG is the development of viable communities by: Providing decent housing; Providing a suitable living environment; Expanding economic opportunities. Any activity funded with CDBG must meet one of three national objectives: Benefit low- and moderate-income persons; Aid in the prevention of slums or blight; Meet a particular urgent need.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	829,045	0	0	829,045	0	The HOME Program was created by the National Affordable Housing Act of 1990 (NAHA), and has been amended several times by subsequent legislation. The three objectives of the HOME Program are: 1) Expand the supply of decent, safe, sanitary, and affordable housing to very low and low-income individuals; 2) Mobilize and strengthen the ability of state and local governments to provide decent, safe, sanitary, and affordable housing to very low- and low-income individuals; 3) Leverage private sector participation and expand the capacity of non-profit housing providers.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	196,746	0	0	196,746	0	The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) became law on May 20, 2009, and consolidated several homeless assistance programs administered by HUD. It also renamed the Emergency Shelter Grants program the Emergency Solutions Grants (ESG) program. ESG is designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. ESG funded programs leverage other federal and local funds. Transitional housing is no longer an eligible activity under ESG (24 CFR 576 Subpart B).
Other	public - federal	Other	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

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

The City continues to cultivate funding partners who can match the City's investment of CDBG and HOME funds. The City administration

recognizes that the City's annual entitlement and formula allocations are not sufficient to meet all of its needs. Additional funds need to be raised to insure that more affordable housing is available for those in need.

HOME investments have leveraged significant in private and public funding in past years.

Matching requirements have been satisfied with other eligible financial resources and/or in-kind services, and the City will continue to seek this type of matching as well as financial matches.

The Emergency Solutions Grant has obtained matching resources for its programs.

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

**Discussion**

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	1A Expand and Improve Public Infrastructure	2019	2023	Non-Housing Community Development	Citywide/Administrative	Expand & Improve Public Infrastructure/Facilities		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1140 Persons Assisted
2	1B Improve Access to Public Facilities	2019	2023	Non-Housing Community Development	Citywide/Administrative	Expand & Improve Public Infrastructure/Facilities	CDBG: \$560,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 171 Persons Assisted
3	2A Provide Owner Occupied Housing Rehab/Reconstruc	2019	2023	Affordable Housing	Citywide/Administrative	Provide Affordable Housing Opportunities	CDBG: \$250,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	2B Increase Homeownership Opportunities	2019	2023	Affordable Housing	Citywide/Administrative	Provide Affordable Housing Opportunities	HOME: \$246,141	Homeowner Housing Added: 5 Household Housing Unit
5	2C Increase Affordable Rental Housing Opportunitie	2019	2023	Affordable Housing	Citywide/Administrative	Provide Affordable Housing Opportunities	CDBG: \$400,000	Rental units constructed: 1 Household Housing Unit
6	3A Provide Supportive Services LMI/Special Needs	2019	2023	Non-Homeless Special Needs Non-Housing Community Development	Citywide/Administrative	Public Service Programs for LMI & Special Needs	CDBG: \$115,000	Public service activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
7	5A Provide Homeless Prevention Services	2019	2023	Homeless	Citywide/Administrative	Homeless Activities	ESG: \$58,047	Homelessness Prevention: 15 Persons Assisted
8	5B Provide Shelter Services	2020	2023	Homeless			ESG: \$25,000	Homeless Person Overnight Shelter: 36 Persons Assisted
9	5C Provide Assistance for Rapid Re-Housing	2019	2023	Homeless	Citywide/Administrative	Homeless Activities	ESG: \$93,943	Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted
10	5D Homeless Management Information System (HMIS)	2019	2023	Homeless	Citywide/Administrative		ESG: \$5,000	Other: 1 Other

**Table 6 – Goals Summary**

Annual Action Plan  
2020

## Goal Descriptions

1	<b>Goal Name</b>	1A Expand and Improve Public Infrastructure
	<b>Goal Description</b>	Expand public infrastructure through activities for LMI persons and households.
2	<b>Goal Name</b>	1B Improve Access to Public Facilities
	<b>Goal Description</b>	Expand public facilities through activities for LMI persons and households. Some activities will include investments in parks and community centers.
3	<b>Goal Name</b>	2A Provide Owner Occupied Housing Rehab/Reconstruc
	<b>Goal Description</b>	Provide for owner occupied housing rehabilitation in target areas of the jurisdiction. These activities will benefit LMI households.
4	<b>Goal Name</b>	2B Increase Homeownership Opportunities
	<b>Goal Description</b>	Increase homeownership opportunities for LMI households through homeowner housing added and direct financial assistance to homebuyers
5	<b>Goal Name</b>	2C Increase Affordable Rental Housing Opportunitie
	<b>Goal Description</b>	Increase affordable rental housing opportunities in LMI areas through rental units constructed and rental units rehabilitated.

6	<b>Goal Name</b>	3A Provide Supportive Services LMI/Special Needs
	<b>Goal Description</b>	Provide supportive services for low income and special needs populations in the jurisdiction. Public services will target LMI citizens and may include services to address homelessness, physical and mental health, seniors, youth, and education.
7	<b>Goal Name</b>	5A Provide Homeless Prevention Services
	<b>Goal Description</b>	Increase and improve street outreach and support through homeless persons overnight shelter programs and through homeless prevention services.
8	<b>Goal Name</b>	5B Provide Shelter Services
	<b>Goal Description</b>	Provide assistance to homeless shelters.
9	<b>Goal Name</b>	5C Provide Assistance for Rapid Re-Housing
	<b>Goal Description</b>	Provide for rapid rehousing for the homeless population through tenant-based rental assistance and the rapid rehousing program.
10	<b>Goal Name</b>	5D Homeless Management Information System (HMIS)
	<b>Goal Description</b>	Provide funding for HMIS.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The development of the Annual Action Plan involved consultation with those agencies involved in delivering housing and housing services within Irving. Meetings and discussions were held between the staff of the City's Planning and Community Development Department and other City Departments, as well as conducting meetings with appropriate housing and social service agencies regarding the housing needs of children, elderly persons, persons with disabilities, homeless persons. Public input was also solicited through focus groups, and public hearings. All projects selected to receive funding meet objectives and goals set by the City to address housing and social needs.

### Projects

#	Project Name
1	CDBG Administration
2	Housing Services
3	CDBG: Public Facilities & Infrastructure
4	CDBG: Public Services
5	CDBG: Repayment of Section 108
6	CDBG: Housing Rehabilitation
7	Site Development/Demolition/Land Acquisition
8	HOME Administration
9	HOME: Down Payment Assistance
10	HOME: CHDO Reserves
12	ESG: Homeless Housing and Services

**Table 7 - Project Information**

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

These projects are deemed to be of the highest priority and meet the greatest need. The chief obstacle to meeting these needs is a lack of resources to provide a greater level of assistance. All allocation amounts and specific projects have been approved by Planning and Community Development staff, the City of Irving's Housing and Human Services Board, and the City Council.

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

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1	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	Citywide/Administrative
	<b>Goals Supported</b>	1A Expand and Improve Public Infrastructure 1B Improve Access to Public Facilities 2A Provide Owner Occupied Housing Rehab/Reconstruc 2B Increase Homeownership Opportunities 2C Increase Affordable Rental Housing Opportunitie 3A Provide Supportive Services LMI/Special Needs
	<b>Needs Addressed</b>	Expand & Improve Public Infrastructure/Facilities Provide Affordable Housing Opportunities Public Service Programs for LMI & Special Needs
	<b>Funding</b>	CDBG: \$461,198
	<b>Description</b>	Expand public infrastructure and facilities through activitiesfor LMI persons and households. Provide affordable housing opportunities.
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	City Residents
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Administration
2	<b>Project Name</b>	Housing Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	2A Provide Owner Occupied Housing Rehab/Reconstruc 2B Increase Homeownership Opportunities 2C Increase Affordable Rental Housing Opportunitie
	<b>Needs Addressed</b>	Provide Affordable Housing Opportunities
	<b>Funding</b>	CDBG: \$260,000
	<b>Description</b>	Provide affordable housing opportunities.
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 low- to moderate-income households

	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Housing Administration and Housing Programs
<b>3</b>	<b>Project Name</b>	CDBG: Public Facilities & Infrastructure
	<b>Target Area</b>	Citywide/Administrative
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$560,000
	<b>Description</b>	Expand & Improve Public Infrastructure/Facilities
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3000
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Public Facilities Improvements
	<b>4</b>	<b>Project Name</b>
<b>Target Area</b>		
<b>Goals Supported</b>		3A Provide Supportive Services LMI/Special Needs
<b>Needs Addressed</b>		Public Service Programs for LMI & Special Needs
<b>Funding</b>		CDBG: \$272,500
<b>Description</b>		Provider vital services for low- to moderate-income households and special needs populations.
<b>Target Date</b>		9/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		200 low- to moderate- income/special needs households
<b>Location Description</b>		Citywide
<b>Planned Activities</b>		Services for Low Income and Special Needs Populations
<b>5</b>	<b>Project Name</b>	CDBG: Repayment of Section 108
	<b>Target Area</b>	

	<b>Goals Supported</b>	1A Expand and Improve Public Infrastructure 1B Improve Access to Public Facilities
	<b>Needs Addressed</b>	Expand & Improve Public Infrastructure/Facilities
	<b>Funding</b>	CDBG: \$400,000
	<b>Description</b>	Repayment of Section 108 Loan
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	TBD
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Section 108 Loans
<b>6</b>	<b>Project Name</b>	CDBG: Housing Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	2A Provide Owner Occupied Housing Rehabilitation/Reconstruction
	<b>Needs Addressed</b>	Provide Affordable Housing Opportunities
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	Funding for this project includes service delivery and direct services that may include activities under one of the following programs: Emergency Repair, HVAC Repair and/or Replacement, Homeowner Accessibility, Exterior Improvement, Major Systems Repair, or Reconstruction.
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 low to moderate income eligible households.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Major and minor housing rehabilitation, emergency repair, lead-based paint hazard testing and remediation, reconstruction, lien and loan services.
<b>7</b>	<b>Project Name</b>	Site Development/Demolition/Land Acquisition
	<b>Target Area</b>	

	<b>Goals Supported</b>	2B Increase Homeownership Opportunities 2C Increase Affordable Rental Housing Opportunitie
	<b>Needs Addressed</b>	Provide Affordable Housing Opportunities
	<b>Funding</b>	CDBG: \$102,291
	<b>Description</b>	Provides for costs associated with acquiring land, demolishing substandard structures, and developing sites for construction.
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One (1) unit
	<b>Location Description</b>	To be determined
	<b>Planned Activities</b>	Site Development, demolition, land acquisition
	8	<b>Project Name</b>
<b>Target Area</b>		Citywide/Administrative
<b>Goals Supported</b>		2A Provide Owner Occupied Housing Rehab/Reconstruc 2B Increase Homeownership Opportunities 2C Increase Affordable Rental Housing Opportunitie
<b>Needs Addressed</b>		Provide Affordable Housing Opportunities
<b>Funding</b>		HOME: \$82,905
<b>Description</b>		Provide affordable homeownership and rental opportunities
<b>Target Date</b>		9/30/2021
<b>Estimate the number and type of families that will benefit from the proposed activities</b>		
<b>Location Description</b>		Citywide
<b>Planned Activities</b>	Administration	
9	<b>Project Name</b>	HOME: Down Payment Assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	2B Increase Homeownership Opportunities
	<b>Needs Addressed</b>	Provide Affordable Housing Opportunities
	<b>Funding</b>	HOME: \$246,141

	<b>Description</b>	Provide down payment and closing cost assistance to eligible LMI first time homebuyers
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 low- to moderate-income households
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Direct financial assistance for down payment and closing costs.
<b>10</b>	<b>Project Name</b>	HOME: CHDO Reserves
	<b>Target Area</b>	
	<b>Goals Supported</b>	2B Increase Homeownership Opportunities 2C Increase Affordable Rental Housing Opportunitie
	<b>Needs Addressed</b>	Provide Affordable Housing Opportunities
	<b>Funding</b>	HOME: \$500,000
	<b>Description</b>	Provide funds to Community Development Housing Organizations (CHDO) for the provision of affordable housing opportunities to low and moderate income households.
	<b>Target Date</b>	9/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 low-to moderate-income households.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Rental Housing Development, Affordable Housing Development for Home Ownership.
<b>11</b>	<b>Project Name</b>	ESG: Homeless Housing and Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	5A Provide Homeless Prevention Services 5B Provide Shelter Services 5C Provide Assistance for Rapid Re-Housing
	<b>Needs Addressed</b>	Homeless Activities
	<b>Funding</b>	ESG: \$196,746

<b>Description</b>	Provide homeless prevention services and rapid re-housing.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	TBD
<b>Location Description</b>	Citywide Low-Mod Census Tract Areas
<b>Planned Activities</b>	Administration, HMIS, Homeless Prevention Services, Rapid Re-housing, Shelter Operations, Supportive Services

DRAFT

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

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

The target areas in the City are the low/mod Census Tracts which have the highest levels of poverty.

Many of these Tracts are in South Irving, south of Highway 183.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide/Administrative	100

**Table 8 - Geographic Distribution**

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

The proposed allocation of funds is based on federal funding requirements for each formula-allocated grant. Areas of low- to moderate-income concentration and certain areas of high minority concentration are targeted. Areas of low homeownership and deteriorating housing conditions were also considered in the targeting process. The City will target the majority of its resources in small geographic areas in order to make a visible, measurable impact.

### **Discussion**

The distribution of funds by target area is projected to be primarily citywide due to use of funds for administrative, non-profit support, and individual benefit-oriented programmatic uses of the funds. The remaining funds are estimated to be spread through smaller target areas.

## Affordable Housing

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

#### Introduction

The most important impediment to affordable housing revolves around the lack of Federal and State resources for affordable housing initiatives. The lack of programs and resources to reduce excessive rent or mortgage burdens to qualified persons is a key factor. Another barrier to affordable housing in Irving is the high cost of housing created by high land costs and a demand for housing, both existing and new, which exceeds the current supply. Irving is perceived as a desirable place to live, and has experienced growth in terms of both businesses that wish to operate there and in terms of people who wish to reside there.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	5
Non-Homeless	140
Special-Needs	0
Total	145

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	124
The Production of New Units	10
Rehab of Existing Units	5
Acquisition of Existing Units	3
Total	142

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

#### Discussion

Down Payment Assistance (DPA) – The goal of the department is to assist 5 families in becoming homeowners. Assistance is provided in the form of a deferred forgivable loan, a portion of which is forgiven for each year of client compliance with the lien monitoring requirements during the affordability period (up to 20 years). The program offers down payment, and closing cost assistance up to \$50,000 for eligible applicants below 80% of median income for the purchase of existing homes or purchase of newly constructed homes. The Planning and Community Development department has selected the recapture method of ensuring affordability. Should the client not meet the requirements of the HOME grant agreement or if the property changes ownership during the affordability period, the

remaining amount of the lien is repaid to the City of Irving for future use in DPA programs.

Minority Outreach – The City of Irving, through its Affordable Housing programs, carries out different outreach initiatives focusing on its DPA clients. By far, the largest minority population in Irving is the Hispanic population, and the department specifically targets outreach to the Hispanic population, specifically in the southern sector of Irving. Many of the contractors used by the City of Irving are certified as Minority and Women Owned Businesses, and most of the preferred contractors and lenders are minority-owned, whether certified or not. Lenders are required to have at least one loan officer or loan processor that is bilingual (Spanish preferred) and to have experience with first time homebuyers. Due to the high percentage of Hispanics that apply to the DPA program, about 40-50% of the participating real estate agents, private inspectors, and insurance agents speak Spanish, and most of them are Hispanics.

Home Rehabilitation – Much of the affordable housing stock in Irving is in need of rehabilitation assistance. The purpose of Irving’s Home Rehabilitation Program is to repair and preserve single family housing in Irving, thereby contributing to neighborhood revitalization and stability. Deferred forgivable loans and low interest rate loans are offered to homeowners for rehabilitation activities exceeding \$5,000. The City of Irving proposes to repair 10 homes through this program in Fiscal Year 2020-21. Homeowners are eligible for \$5,000-\$50,000 in assistance, depending on need and feasibility of repairs. Repair programs are funded through CDBG and will be allocated to the following programs: Emergency Repairs, Homeowner Accessibility, HVAC repair and replacement, Exterior Improvement, and Major Systems Repair. If homes are deemed infeasible to repair due to overall condition and cost reasonability, applicants may be able to use the HOME-funded Home Reconstruction program. Reconstruction generally means the demolishing and rebuilding of a structure on the same site in substantially the same manner. Irving targets assistance under the Home Rehabilitation program to senior citizens. Senior are eligible for deferred forgivable loans with no monthly loan payments.

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

### **Introduction**

The City of Irving does not administer a local program that accepts Project-Based Section 8 Vouchers or Housing Choice Vouchers (HCV). Residents who are in need of affordable publicly supported housing may apply for HCV vouchers through the Dallas Housing Authority, Fort Worth Housing, Grand Prairie Housing, and Arlington Housing Authority. Families may also apply for Section 8 through the Dallas County Housing Agency, Dallas Housing Authority and Fort Worth Housing Solutions. There are 156 Project-Based Section 8 and 1,284 HCV vouchers currently in use in Irving through these housing authorities. Referrals are directed from City of Irving's Planning and Community Development Department to these agencies.

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

N/A

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

N/A

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

N/A

### **Discussion**

N/A

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

### **Introduction**

The City of Irving is the recipient of funds under the Emergency Solutions Grant. These funds allow the City of Irving to provide emergency assistance as well as rental assistance and in-house case management to ensure efficient client transition from homelessness to self sustainability. The City of Irving continues to partner with the Continuum of Care to provide a coordinated approach to address the needs of the homeless.

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

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

The Irving Community Action Network serves as the local Poverty and Homeless Coalition, which is charged with identifying gaps in the provision of services to homeless and near homeless Irving residents and in creating efficiencies between service providers to reduce these gaps. Additionally, ICAN provides a consolidated school supply drive for very low income students, at which event the families are provided with wrap-around social services. ICAN provides a community based solution forum for social services issues in Irving.

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

Because Irving does not have a traditional emergency homeless shelter, the Planning and Community Development staff has created a network of local service providers, located donors for hotel/motel stays, and has funded and assisted organizations such as Family Promise and the Main Place. The City of Irving also completed a significant renovation project for the Brighter Tomorrows domestic violence transitional housing units in 2014.

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

Grant funds will be used to make the transition from homelessness by the following: 1) providing

transitional housing for women and children who are victims of domestic violence; 2) funding agencies that provide social services to persons who are homeless or are at risk of homelessness; 3) rapid re-housing for those persons leaving shelters or street homelessness and transitioning into permanent housing; 4) serving as a coordinated access point for documentation of prioritization (DOPS) for the CoC coordinated system of homeless assistance; 5) funding of social services programs to provide self-sufficiency building wrap-around services such as counseling, mental health services, job training, and case management.

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

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

As mentioned above, the City of Irving has undertaken significant efforts to help extremely low income households from becoming homeless. ESG is designed to be one of the first steps in a continuum, of assistance to prevent homelessness and to enable homeless individuals and families to achieve self-sufficiency. Additionally, the City of Irving considers homelessness prevention a high funding priority and

allocates CDBG Public Services funds accordingly.

While there is no formal discharge policy for the Irving community, the City of Irving works closely with discharging institutions to determine optimal housing options and to connect clients with available services. The Planning and Community Development department has recently collaborated with the Municipal Court Judge and the Irving Family Advocacy Center to coordinate outreach services to persons in the municipal jail who claim homelessness. This effort strives to reduce recidivism in the jail system, increase client access to mental health services, and encourages moving incarcerated homeless persons into housing. The Behavioral Health Leadership Team will also be addressing discharge issues.

### **Discussion**

Overall, the City of Irving takes its responsibility to assist its homeless or near homeless residents very seriously. It is a high Consolidated Plan priority, and funding allocations reflect this prioritization. The Continuum of Care and is continuously looking for innovative, effective, and leveraged solutions for homelessness.

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

### **Introduction:**

Data and experience from the Planning and Community Development programs reveals barriers that impact the ability of low income households to purchase homes including poor credit histories, limited understanding of the “purchasing process”, and a lack of affordable housing units in Irving.

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

To address these barriers to affordable housing and home ownership, the City proposes the following actions:

- \*. Continue to pursue the acquisition of vacant lots suitable for infill housing
- \*. Partner to provide mandatory home ownership education class for eligible applicants.
- \*. Seek development opportunities in areas of opportunity and invest in rehabilitation of older housing stock in low income areas to increase the supply of decent affordable housing.
- \*. Provide for one-on-one mortgage qualification including debt reduction, monthly budgeting, credit counseling, and mortgage loan counseling
- \*. Foster strong partnerships with local for-profit and non-profit organizations to build quality affordable housing units

### **Discussion:**

Please see the preceding response.

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

### **Introduction:**

To address these barriers to affordable housing and home ownership, the City proposes the following actions:

- \*Continue using the City's surplus property, when available, for the development of new housing
- \*Continue to pursue the acquisition of vacant lots suitable for infill housing
- \*Continue to require mandatory home ownership education class for eligible applicants.
- \*Provide for one-on-one mortgage qualification including debt reduction, monthly budgeting, credit counseling, and mortgage loan counseling and foster strong partnerships with local for-profit and non-profit organizations to build quality affordable housing units.

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

The greatest challenge to meeting underserved needs in the coming year will be meeting the increased need for program activities with a limited amount of funding. To overcome this significant challenge the City will work more efficiently, seek a greater level of collaboration with other agencies and organizations, and aggressively seek opportunities to leverage funds.

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

The City places great emphasis upon seeing that decent, safe affordable housing is available for low income residents to the extent possible. The City also believes that rehabilitation of both rental and owner housing units is a High priority, as these efforts keep people in affordable housing and, especially for extremely low-income and elderly homeowners, may serve to prevent homelessness. Homeless activities, ranging from providing emergency shelter to preventing homelessness receive a High priority. Thus, the City will focus on multiple efforts including rental assistance, rental acquisition and rehabilitation, new rental construction, as well as homeowner repair to provide affordable housing and in many instances prevent homelessness.

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

Since inception of the CDBG program, all homes older than 1978 scheduled for rehabilitation activities receive lead based paint testing to determine the extent of lead hazards. Lead was found mostly in small amounts such as frames on the doors and was usually on the exterior of the

house. All of the lead that was found was addressed by interim controls and abatement through covering and/or painting.

The City will also continue the tasks to the following steps this program year to meet lead based paint requirements including:

Continued distribution of the “Protect Your Family From Lead in Your Home” pamphlet to homeowners receiving housing rehabilitation services or homebuyer assistance

Continued identification of potential lead hazards for all houses which were built before 1978 which receive HUD-funded rehabilitation/homebuyer assistance

Continued treatment of lead hazards on HUD funded rehabilitation projects as mandated by HUD, the Environmental Protection Agency (EPA) and Texas Department of Health (TDH) regulations and requirements

Continued provision of lead based paint training for participating contractors and nonprofit organizations in preparation for state-required examinations, to ensure that sub-recipient and contractor activities are fully in compliance

Continued provision of lead based paint certification for workers and supervisors working on grant-funded projects which require lead based paint reduction activities

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

As noted above, the City’s anti-poverty strategy is part of a coordinated effort to create jobs and

improve the local economy. During this COVID pandemic, CDBG-CV and CDBG provides the core funding for critical basic needs including health, childcare, housing, and transportation because the creation of economic opportunities is not an isolated solution to alleviating poverty. The City works with community partners to identify educational, life skills and training needs and provide opportunities for self empowerment that will enable low- and moderate-income residents to become and continue to be self sufficient and economically independent. These programs have an immediate impact on primary needs

of the low-income population and the causes of poverty.

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

The City has identified gaps in institutional structure for implementing the Consolidated Plan and ways to enhance coordination among housing agencies and social service providers. These gaps included a lack of sufficient resources, limited coordination between service providers, and the difficulty of social services agencies in obtaining Irving specific data.

As noted in AP-10, the City has been proactive in addressing these gaps and undertaken a number of specific actions to overcome these gaps. In particular, the City has enhanced focus on the Irving Community Action Network to increase agency coordination and cooperation, continued participation in Continuum of Care and membership groups, increased partnership in city sponsored and neighborhood sponsored events, , continued to enhance partnership between the Planning and Community Development Department, other City of Irving departments, and social services agencies for comprehensive problem solving for neighborhood revitalization, continued provision of technical assistance in the form of training and one-on-one assistance to local housing and non-profit organizations to increase organizational capacity, continued the Services to Empower People (STEP) program (a partnership between the City of Irving and local faith based organizations to provide a community response to the needs of the near-homeless), continued support of Community Housing Development Organizations and for profit developers in the construction of affordable single family housing, continued partnership with the City' Corporate Communications Department to develop Neighborhood Associations in areas of redevelopment activities, continued partnership with the City' Code Enforcement Department to provide assistance to low and moderate income home owners faced with citations for code compliance, continued facilitation of the Poverty and Homeless Coalition in

developing plans to address the needs of at-risk populations (homeless, domestic violence victims, crisis poverty populations and the elderly).

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

The Planning and Community Development Department continues its efforts to collaborate with other city and county departments to increase the range of services and benefits for Irving residents. Specific Planning and Community Development strategies include neighborhood revitalization and sustaining and diversifying housing initiatives that promote home ownership.

The Department meets regularly and coordinates with the Continuum of Care and to expand services, and with non-profit service providers, faith-based organizations, educational institutions, city departments, and other agencies and organizations to ensure that the needs of the community are addressed. The City serves as a conduit to enable non-profits and faith-based organization to stay abreast of the training and conferences being offered that will enhance the delivery of their services.

The City will continue to strengthen existing relationships and build new relationships with private and public organizations, community service agencies, neighborhood associations, and the faith-based community, and attend meetings of other organizations promoting community development.

**Discussion:**

Please see the preceding discussions.

## **Program Specific Requirements**

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

#### **Introduction:**

The City of Irving solicits proposals for CDBG public services under a Notice of Funding Availability (NOFA), which lists estimated funding, project specifications, and applicable requirements. The NOFA is published on the City of Irving website, in the newspaper of record, and is pushed out to interested parties through social media and email listservs. The Housing and Human Services Board interviews applicants and makes recommendations for funding. Funds are approved by the City Council, subject to citizen participation requirements as outlined in Irving's Consolidated Plan.

The City of Irving does not target HOME assistance to any particular beneficiary beyond meeting income and program eligibility requirements. The City of Irving does not discriminate in its assistance of clients and encourages CHDOS to affirmatively market available units to historically underserved populations.

The City of Irving accepts eligible applicants for the DPA program on a first-come, first-served basis. Currently there is no waiting list; therefore, assistance is provided to eligible applicants as they successfully move through the home buying process.

The City of Irving accepts eligible application for the Home Rehabilitation program on a first-come, first-served basis, with the exception of Emergency Repairs. Should a resident request assistance for an emergency situation through the Emergency Repair program, that application will take precedence over any pending Home Rehabilitation program applications.

Rapid Re-Housing and Permanent Supportive Housing program participants are selected from the Continuum of Care Priority list and are subject to eligibility requirements shown in the policies and procedures.

### **Community Development Block Grant Program (CDBG)**

#### **Reference 24 CFR 91.220(I)(1)**

Projects planned with all CDBG funds expected to be available during the year are identified in the

Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

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

**Other CDBG Requirements**

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(l)(2)**

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

N/A

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

The Planning and Community Development department has selected the recapture method of ensuring affordability. In general, policies require that the applicant agree, for a minimum of five to twenty years following the purchase of the property, to continuously use that residence as the principal residence. The Planning and Community Development department monitors compliance with this requirement, as well as homeowner status with regard to insurance and taxes, annually. HOME assistance for the purchase of a new home will be in the amount not to exceed

\$50,000. Assistance for closing cost on a new home is up to \$7,000.

The City of Irving offers assistance for the purchase of new and existing homes. The City of Irving provides down payment, closing cost, and buy-down assistance to eligible homebuyer assistance applicants. Assistance is provided in the form of a deferred forgivable loan with a lien in accordance with the following: 1) a loan in an amount up to \$10,000 requires a five year lien period; 2) a loan in an amount above \$10,000 but less than or equal to \$15,000 requires a ten year lien period; 3) a loan above \$15,000 but less than or equal to \$40,000 requires a fifteen year lien period; and a loan above \$40,000 requires a twenty year lien period. Liens are forgiven proportionately on an annual basis, and a City of Irving DPA lien must be in first or second position.

HOME assistance for the purchase of an existing home will be in an amount not to exceed \$50,000. Purchasers of existing homes may receive assistance for down payment, closing costs up to \$5,000 (subject to Planning and Community Development approval), and mortgage buy-downs (approved on a case-by-case basis and according to client need).

A person purchasing a home through the DPA program must adhere to the following policies regarding the fulfillment of his or her lien agreement: 1) the applicant must, for a minimum of the affordability period following his or her purchase of property, continuously use the residence located on the property as the applicant's principal residence. The applicant will, on an annual basis, execute such certifications as the City of Irving may require to confirm the applicant's compliance with this requirement. Please see the City's Resale and Recapture policies which discuss affordability requirements, recapture provisions, and other associated requirements.

The City of Irving chooses a more restrictive affordability period to encourage neighborhood stability. Properties assisted with HOME funds will be sold to HUD eligible homebuyers through the city's HOME funded DPA program are required to apply and qualify for the city's DPA program, whether they are purchasing CHDO properties constructed with HOME funds and/or existing homes. While the DPA program funds are budgeted in prior year allocations, the City of Irving will continue to use the recapture method of DPA funds.

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

The City's Homebuyer Down Payment Assistance Program guidelines specifically address the policy that applicants must adhere to with respect to the fulfillment of their lien.

(A) The applicant agrees, for a minimum of the affordability period following their purchase of the property, to continuously use the residence located on the property as the applicant's principal residence. Applicant agrees that the applicant will, on an annual basis, execute such certifications as the city may require to confirm applicant's compliance.

(B) Applicant understands and agrees that if: (i) Applicant sells the property within the affordability period and such purchaser does not meet the requirements of 24 C.F.R. 92.254; or (ii) Applicant fails to continuously use the residence located on the Property as Applicant's principal residence for the entire affordability period; or (iii) Applicant fails to honor any of its other obligations to the City; collectively, Defaults; that Applicant, the City's option, is required to repay the Downpayment Loan Amount, either immediately or in monthly installments in an amount necessary to fully amortize the outstanding Downpayment Loan Amount. In the event of Default, the Downpayment Loan Amount to be repaid shall be the difference between the Downpayment Loan Amount and any forgiven portion of the loan.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

Not Applicable

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The City of Irving has long been a partner with the Dallas City & County/Irving Continuum of Care and participates in monthly meetings, application processes, task forces, and HMIS processes. For the development of the new ESG program, the City of Irving participated in collaborative effort between members of entitlement communities (those entities directly receiving funds from the U.S. Department of Housing and Urban Development (HUD)), Metro Dallas Homeless Alliance personnel (MDHA administrators of the Dallas Area/Irving Continuum of Care), and other area service providers.

Allocating ESG funds for eligible activities

Developing funding, policies, and procedures for the operation and administration of the HMIS

The City of Irving participates in the HMIS plan, as developed through consultation with other entities and MDHA, the administrator of the HMIS system.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Dallas City & County/Irving Continuum of Care has implemented a coordinated access system amongst all its participating agencies. A universal access form has been deployed throughout the organization and will undergo additional phases of review and development to ensure its usefulness.

The Continuum of Care is still currently transitioning to a new HMIS software system that might cause the current coordinated access system to be changed.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Homeless youth (18-21 yrs. old) are the target population for the City of Irving. Partnering with area service agencies and the Irving Independent School District, the City of Irving aims to ensure high school graduation for vulnerable populations during the assistance period. The ESG program is one of a continuum of services to homeless or near homeless Irving residents. The City of Irving utilizes Shelter Plus Care funds to assist chronically homeless and disabled residents with permanent supportive housing; CDBG public services funds to assist with short term homelessness prevention; a funding partnership with local faith-based organizations to provide short term homelessness prevention funds for sustainability based short & medium term homelessness prevention and housing of homelessness households.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City will collaborate with the Continuum of Care in order to meet the homeless participation requirement. Many of the agencies participating in the homeless programs have trained staff or volunteers that will meet this requirement.

5. Describe performance standards for evaluating ESG.

The steering committee of the Continuum of Care has agreed upon performance measures. These measures were developed in concert with performance measures established by the Texas Department of Housing and Community Affairs (TDHCA) to further incorporate potential Dallas City & County/Irving state funding sub-recipients into the areas performance plan.

DRAFT