

# ANNUAL ACTION Plan



# CITY OF CORPUS CHRISTI FY2025/PY2024

October 1, 2024-September 30, 2025

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# Executive Summary

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

### 1. Introduction

The City of Corpus Christi (City) is a federal entitlement community under the U.S. Department of Housing and Urban Development (HUD). The City receives this designation through the application; administration, execution, and compliance of HUD funded programs by the City's Planning and Community Development Department (PCDD).

As a HUD entitlement community, the City is required to prepare an Annual Action Plan (AAP) to implement federal programs that fund housing, community development and economic development. FY2025/PY2024 AAP represents the second year of the City's Five-Year Consolidated Plan for HUD Fiscal Years 2023-2028 as ratified by the City Council and accepted by HUD.

The FY2025/PY2024 AAP is the City of Corpus Christi's application to HUD for entitlement grants and identifies the proposed programs and projects to be funded during the City's Fiscal Year (FY) 2025. The following three HUD entitlement grants are covered in the AAP:

- Community Development Block Grant (CDBG): The primary objective of the CDBG program is the development of viable urban communities through the provision of improved living environments, expansion of economic opportunity, and suitable housing. Funds are intended to serve low and moderate-income residents and areas.
- HOME Investment Partnerships Program (HOME): The HOME program is dedicated to increasing the availability, quality, and access to affordable and decent housing for low-income households.
- Emergency Solutions Grant (ESG): The purpose of the ESG program is to assist individuals and families regain both temporary and permanent housing after experiencing a housing crisis or homelessness.

The FY2025/PY2024 annual allocations will receive the following for the three grant programs: \$2,659,704 in CDBG funds; \$1,119,386 HOME funds; and \$234,083 in ESG funds. An additional \$300,000 from CDBG Program Income and \$175,684 in CDBG reprogrammed funds. Also, \$250,000 in HOME Program Income is included. The total resources for the 2nd year of the Consolidated Plan are \$4,738,857.

### 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.

The Strategic Plan provides a framework to address the needs of the City for the next five years using approximately \$3.1 million in Community Development Block Grant (CDBG) funds, \$1.4 million in HOME funds and \$234,000 in ESG funds annually. The three overarching objectives guiding the proposed activities are:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments
- Creating Economic Opportunities

Outcomes show how programs and activities benefit low- and moderate- income areas of a community or the people served. The three outcomes that will illustrate the benefits of each activity funded by the CDBG program are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

Activities funded this year will support at least one objective and one outcome. The City's framework for realizing the objectives and outcomes include the following goals:

- Increase and Maintain Affordable Housing for low-income households.
- Provide a Suitable Living Environment through public facilities and infrastructure improvements.
- Blight Removal
- Provide public services and programs related to healthy outcomes for low- and moderate-income persons and households.
- Address Homelessness

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

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

The most recent CAPER (PY 2022) succinctly outlined the City's commendable performance in adhering to HUD regulations while effectively and efficiently delivering housing and community development services. Noteworthy accomplishments in PY2022 encompassed a diverse range of initiatives, including owner-occupied housing rehabilitation, expansion of affordable housing options, enhancement of public

facilities for youth and seniors, homebuyer assistance programs, bolstering food bank services, and services for the unhoused.

The City demonstrated proficiency in administering three internal housing programs, ensuring compliance with HUD regulations and program benchmarks. Notably, the Minor Home Repair Grant program, tailored to assist elderly/disabled households, witnessed significant progress, with 30 out of the targeted 35 households receiving services by the end of the year. Although a few projects were pending completion by September 30, 2023, they will be duly accounted for in the PY23 CAPER.

Additionally, partnerships with organizations like Rising Tide Ministries enabled targeted interventions, such as the Safe at Home program, aiming to enhance aging-in-place outcomes for low-income older adults by addressing home environment needs. These endeavors contribute to preserving existing affordable housing stock and ensuring the well-being of vulnerable populations.

The City's commitment to tenant-based rental assistance programming and strategic use of HOME funds, alongside leveraging city-owned property for Low-Income Housing Tax Credit projects, underscores its dedication to fostering the creation of new affordable housing units.

Furthermore, with the approval of the City's HOME ARP plan by HUD in PY22, efforts are underway to implement programs effectively. Notably, adaptations stemming from the CARES Act related to COVID-19 have been seamlessly integrated, demonstrating the City's resilience and responsiveness in addressing emergent challenges.

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

Summary from citizen participation section of plan.

A series of Public Meetings and Technical Assistance (TA) workshops for the City's FY2025/PY2024 AAP which include CDBG, ESG, and HOME Programs were conducted on February 28, 2024, February 29, 2024, March 3, 2024, March 6, 2024, and March 7, 2024. TA meetings occurred on April 4, 2024. The purpose of the Public Meetings and TA workshops were to provide program information, receive comments concerning housing and community needs and answer questions regarding request for proposals and the overall application process. All interested persons of low- and moderate-income residing in CDBG eligible areas were invited to attend. A first reading public hearing for the FY2025/PY2024 will be held on July 16, 2024, during the scheduled City Council meeting to receive public comment.

Also, the City took part in several measures in an effort to broaden public participation. In addition to the public hearings/meetings, the City conducted several consultations virtually, one-on-one meetings, and calls with local stakeholders including affordable housing agencies, homeless service providers, social service providers, health care and mental health providers, and the Texas Balance of State Continuum of Care.

The purpose of these public meetings was to assess needs and to obtain the views and comments of individuals concerning the City's housing and community development needs for the year and align with the 5-Year Con Plan priorities. For those who were unable to attend the meetings in person, the meetings were on Facebook and the City's YouTube Channel.

In efforts to broaden citizen participation efforts, the public meeting and TA schedule was published in the Corpus Christi Caller Times, in both English and Spanish and posted on the City's webpage.

**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.

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

**7. Summary**

In summary, the AAP has been developed with extensive community input as noted above and reflects the needs of the City.

**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	CORPUS CHRISTI	Planning & Community Development	Development Dept
HOME Administrator	CORPUS CHRISTI	Planning & Community Development	Development Dept
ESG Administrator	CORPUS CHRISTI	Planning & Community Development	Development Dept

**Table 1 – Responsible Agencies**

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

**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 preparation of the Annual Plan involved outreach to an extensive number of local and regional organizations involved in providing housing, community development, economic development, and social services in Corpus Christi.

**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.**

City staff work actively with the Homeless Issues Partnership, Inc. (HIP), the local homeless coalition in the Continuum of Care. Staff are on board and participate in regularly scheduled meetings and point-in-time surveys. The City often brings CDBG resources to the table to supplement Continuum of Care initiatives and distributes Emergency Solutions Grant funding to the various agencies that make up the Continuum of Care.

**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.**

Staff from the City is on the board of the Texas Balance of State Continuum of Care (TX BoS CoC) which is administered by the Texas Homeless Network (THN), and work with area service providers to include City resources, to the extent possible, in the provision of service and shelter operations (via ESG funding) to homeless individuals and families in Corpus Christi. The City is an active participant in HIP.

Funding is based on agency needs to address homelessness and available resources. The City released technical assistance workshops in April. The City also coordinates with the Texas Homeless Networks (THN) Balance of State staff on annual ESG allocations. As a member of the TX BoS CoC, the City abides by THN policies for the administration of HMIS.



The City worked closely with THN and HIP to implement a Coordinated Entry System (CES). The Salvation Army is the coordinated entry point established in the City and has taken the lead in the effort to provide a central point to determine the housing and social service needs of homeless persons.

The City has ESG performance standards and evaluation procedures set in place. City staff established and used an internal database system to collect ESG data and request quarterly reports and HMIS data from funded agencies to reconcile accounts. The City's INFOR financial system is also used to reconcile accounts, to set up activities, set up budgets, process payments and to close out activities. The data is also used in the preparation of the CAPER. During PY23, the City updated the ESG Performance Standards and ESG Policy Manual.

**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>	Texas Balance of State Continuum of Care
	<b>Agency/Group/Organization Type</b>	Continuum of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was through virtual meeting. The anticipated outcome is to gather data and information on the prioritization standards for CoC programs and referred to Point In Time (PIT) resources and local providers.
2	<b>Agency/Group/Organization</b>	CORPUS CHRISTI HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done via phone. The consultation provided input on CCHA housing and the ongoing partnership with the city to provide affordable housing. The PHA shared that the preferences for vouchers are being amended to make sure that those with the greatest need are being served.
3	<b>Agency/Group/Organization</b>	United Corpus Christi Chamber
	<b>Agency/Group/Organization Type</b>	Regional organization
	<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>	Consultation was done online via email. The anticipated outcome include better coordination between the City and Civic group for better understanding of community needs including affordable housing, job training, employment skills, homebuyer programs, and emergency shelter support.

4	<b>Agency/Group/Organization</b>	CORPUS CHRISTI HOPE HOUSE, INC.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done via email. The anticipated outcomes include better coordination between the city and the CCHH. This will be a continued area for improved coordination.
5	<b>Agency/Group/Organization</b>	The Salvation Army
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through virtual meeting. The anticipated outcomes include better coordination between the city and the Salvation Army. The city worked closely with Salvation Army to establish a Coordinated Entry System (CES) to determine the housing and social service needs of homeless persons. This will be a continued area for improved coordination.

6	<b>Agency/Group/Organization</b>	Family Endeavors
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through virtual meeting. The anticipated outcome includes better coordination with Family Endeavors to serve additional Veterans who are homeless or at risk of homelessness in Corpus Christi with prevention funding to maintain housing or rapid rehousing services to regain housing stability and mental health.
7	<b>Agency/Group/Organization</b>	Corpus Christi Metropolitan Planning Organization
	<b>Agency/Group/Organization Type</b>	Transportation
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done via email. The anticipated outcome is to gain a better understanding of transportation needs of the low/mod community and the transportation issues affecting the homeless population and other vulnerable communities in Corpus Christi.
8	<b>Agency/Group/Organization</b>	Corpus Christi Independent School District
	<b>Agency/Group/Organization Type</b>	Services-Education

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children 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>	Consultation was done through virtual meeting. The anticipated outcome is to gain a better understanding of housing issues, homeless, unaccompanied youth, and other needs of students in the Corpus Christi Independent School Districts.
9	<b>Agency/Group/Organization</b>	Coastal Bend Wellness Foundation (CBWF)
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through virtual meeting. The anticipated outcome is to gather input on the healthcare, mental health, foster care, victims of Domestic and sex trafficking needs of the low -income and homeless populations that are served by Coastal bend Wellness Foundation.
10	<b>Agency/Group/Organization</b>	cdcb   come dream. come build
	<b>Agency/Group/Organization Type</b>	Housing Non-Profit
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through multiple in person meetings. The anticipated outcome is to help identify the affordable housing needs in the City and input on how to address the need over the next year.

11	<b>Agency/Group/Organization</b>	TG 110, Inc., Palms at Morris
	<b>Agency/Group/Organization Type</b>	Affordable Housing Developer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through multiple meetings and phone calls. The anticipated outcome is to help to identify affordable rental housing needs and how to help address the needs over the next year.
12	<b>Agency/Group/Organization</b>	TG 110, Inc., Palms at Williams
	<b>Agency/Group/Organization Type</b>	Affordable Housing Developer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through multiple meetings and phone calls. The anticipated outcome is to help to identify affordable rental housing needs and how to help address the needs over the next year.
13	<b>Agency/Group/Organization</b>	Corpus Christi Parks & Recreation Department
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done by in person meetings. The anticipated outcome is to help to identify the non-housing community development needs in the City and how to potentially address them over the next year.
14	<b>Agency/Group/Organization</b>	Spectrum
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done by phone call. The anticipated outcome is to help to identify the broadband needs of housing occupied by low-and moderate-income households and how to potentially address them over the next year.
15	<b>Agency/Group/Organization</b>	The Purple Door
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims Non-Profit
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done by email. The anticipated outcome is to identify the needs of affordable housing, youth center for violence prevention, rapid rehousing, emergency shelter operational support, and efforts to develop a comprehensive approach to supporting homeless initiatives.
16	<b>Agency/Group/Organization</b>	Corpus Christi Fair Housing (CCFH)
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Barriers to Affordable Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In person consultation. The anticipated outcome is to help to identify fair housing needs and how to help address the needs over the next year.
17	<b>Agency/Group/Organization</b>	Nueces Center for Mental Health and Intellectual Disabilities
	<b>Agency/Group/Organization Type</b>	Services-Health Non-Profit

	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Special Needs Facilities and Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was a phone call. The anticipated outcome is to address the needs including affordable housing, supportive services, rapid rehousing, tenant based rental assistance and follow up care. MHID has joined City staff and other partners for weekly street outreach for persons who are homeless. The City has awarded MHID its state allocation of homeless funds to provide services.
18	<b>Agency/Group/Organization</b>	City of Corpus Christi Police Department
	<b>Agency/Group/Organization Type</b>	Other government - Local Public Agency Law Enforcement
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through a scheduled meeting with the department. The anticipated outcome is to understand the needs and supportive services within the community.
19	<b>Agency/Group/Organization</b>	Coastal Bend Aging and Disability Resource Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through a Virtual meeting. The anticipated outcome is to understand how to better serve seniors and those with disabilities.
20	<b>Agency/Group/Organization</b>	Christus Spohn Hospital Corpus Christi- Shoreline
	<b>Agency/Group/Organization Type</b>	Services-Health



	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through a teams meeting. The anticipated outcome is to provide affordable housing, supportive services, street outreach, transitional housing or hospice, respite care or hospital step-down.
21	<b>Agency/Group/Organization</b>	HUD Climate Communities Technical Assistance through IEM Consultant
	<b>Agency/Group/Organization Type</b>	Other government - Federal
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Hazard Mitigation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through a monthly virtual meeting. The City participates in monthly meetings as the Larger Coastal Peer Cohort for technical assistance. The anticipated outcome is that Corpus Christi participation will be used to identify hazard issues associated with climate change, management of flood prone areas, drought and other significant weather events impacting the community.
22	<b>Agency/Group/Organization</b>	Foster Angels
	<b>Agency/Group/Organization Type</b>	Services-Health Non-Profit
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consultation was done through a phone call. The anticipated outcome is to coordination between the City and the agency to establish a partnership for homeless strategy to assist foster youth aging out of the foster care system and potential funding in the future.

23	<b>Agency/Group/Organization</b>	Emergency Operations Center
	<b>Agency/Group/Organization Type</b>	Other government - County Other government - Local Other government - Multi-Jurisdiction
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Hazard Mitigation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	EOC is responsible for developing Multi-Jurisdictional Hazard Mitigation Action Plan. The multi-jurisdictional efforts include participation from regional and state agencies including Nueces County EOC, and City's EOC, Public Works, Engineering Corpus Christi Fire Department, Corpus Christi Police Department, National Weather Services and NOAA. The anticipated outcome is to identify hazard issues associated with climate change, significant weather events including areas with increased flood risk. The City is engaged with multiple stakeholders and state and federal agencies about increasing the available water resources to Corpus Christi on a monthly basis and performs full scale exercises.

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

There were not any agencies specifically not consulted. The meetings were an open invitation to any organizations that wish to participate in the consultation process.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Texas Homeless Network	Funding proposals in the Strategic Plan aid preserving housing units and preventing homelessness.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
CC Parks, Recreation, & Open Spaces Master Plan	City of Corpus Christi	Strategic Plan goals for improving community infrastructure aid parks & recreational spaces that benefit low to moderate income residence of Corpus Christi.
Corpus Christi's Citizen Participation Plan	City of Corpus Christi	The Citizen Participation Plan was used to help navigate citizen participation throughout the plan to gather community input on the goals for the strategic plan.
Plan CC Comprehensive Plan 2016	City of Corpus Christi	All Strategic Plan goals will support the City's Comprehensive Plan overall long-term community development vision.
Nueces County Multi-Jurisdictional Hazard Mitigation	Corpus Christi Office of Emergency Management	Strategic Plan goals were influenced by the issues identified in the Hazard Mitigation Plan.

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

**Narrative (optional)**

Internet Service providers participated in a consultation conducted for the AAP. In addition, the City consulted with the local library regarding the utilization of the library mobile hotspots available for checkout. A Federal Communications Commission (FCC) map was used to assess the broadband needs of housing occupied by low- and moderate-income households. The FCC National Broadband Map was used to provide data on the broadband internet service providers in Corpus Christi and provide data on the number of households with both fixed and mobile broadband internet.

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

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

A series of Public Meetings and Technical Assistance (TA) workshops were conducted on for the City's FY2025/PY2024 AAP which include CDBG, ESG, and HOME Programs on: February 28, 2024, February 29, 2024, March 3, 2024, March 6, 2024, and March 7, 2024. TA meetings occurred on April 4, 2024. The purpose of the Public Meetings was to help to identify housing and community development needs and establish priorities for HUD funding over the FY2025/PY2024 Annual Action Plan. The TA workshops were to provide program information, receive comments concerning housing and community needs and answer questions regarding request for proposals and the overall application process. All interested persons of low- and moderate-income residing in CDBG eligible areas were invited to attend. A first reading public hearing for the FY2025/PY2024 will be held on July 16, 2024, during the scheduled City Council meetings to receive public comment.

The City also undertook several measures in an effort to broaden public participation. In addition to the public hearings/meeting, the City conducted several virtual and one-on-one meetings, and calls with local stakeholders including affordable housing agencies, homeless service providers, social service providers, health care and mental health providers, and Texas Homeless Network-the Texas Balance of State Continuum of Care.

The purpose of these public meetings was to assess needs assessment to obtain the views and comments of individuals concerning the City's housing and community development needs for the year and align with the 5-Year Con Plan priorities. For those who were unable to attend the meetings in person the meetings were live on Facebook and the City's YouTube Channel.

In efforts to broaden citizen participation efforts, the public meeting and TA schedule was published in the Corpus Christi Caller Times, in both English and Spanish.

**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  City Council Districts	February 28 District 3 (6 attendees), February 29 District 1 (8 attendees), March 3 District 2 (5 attendees), March 6 District 4 (7 attendees), and March 7 District 5 (8 attendees)	Citizens provided input on community needs.	Comments will be included after public comment period.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Consultations	Stakeholders	<p>A number of individuals from organizations whose mission involves housing in one facet, or another provided feedback. Individuals representing government and policy makers, nonprofit organizations, affordable housing providers, housing developers, community development organizations, educational institutions, and other interested parties were invited to participate to ensure that as many points-of-view as possible were heard. A complete summary of meeting minutes is included in the 2024 Citizen Participation Appendix X.</p>	Participants provided input on community needs and priorities.	All comments were accepted. See Citizen Participation section for extensive notes.	20

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	Public Hearing/First Reading of Ordinance: 7/16/2024	One comment was received. See attached citizen participation comments.	All comments were accepted.	
4	Council Agenda	Non-targeted/broad community	Second Reading of Ordinance: 7/23/2024	No comments were received.	All comments were accepted.	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

#### 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	2,659,704	300,000	175,684	3,135,388	7,979,112	The estimated expected amount available for the remainder of the Con Plan is three times the 2024 annual allocation.



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	1,119,386	250,000	0	1,369,386	3,358,158	The estimated expected amount available for the remainder of the Con Plan is three times the 2024 annual allocation. Dan Curtis payoff \$45k for prior year resources consideration.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	234,083	0	0	234,083	702,249	The estimated expected amount available for the remainder of the Con Plan is three times the 2024 annual allocation.

**Table 5 - Expected Resources – Priority Table**

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

The City plans to optimize HOME funds to supplement the Texas Department of Housing and Community Affairs' Low-Income Housing Tax Credit (LIHTC) projects, a trend expected to continue into FY2025/PY2024. The City will set aside 15 percent of HOME funds for specific activities.

to be undertaken by a special type of nonprofit called a Community Housing Development Organization (CHDO). ESG funding will be fully matched (minus administrative costs) by each subgrantee. Additionally, the City augments CDBG funds allocated for park or facility enhancements by allocating general funds towards project expenses or addressing improvements for parks not meeting CDBG criteria. For instance, the Nutrition Education Center, facilitating Meals on Wheels programs and serving as a disaster meal kitchen, receives support.

The Homeless Services and Workforce Housing (HSWH) Division under PCDD focuses on homeless service initiatives. Funded by the City's General Fund, HSWH actively pursues grants like the Homeless Housing and Services Program (HHSP) and private donations. This strategic approach allows HSWH staff to focus efforts on homeless needs and foster local collaborations with social service agencies, developers, builder associations, private industry, educational institutions, hospitals, and City departments to devise policies aimed at removing barriers.

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

### **Discussion**

The City is working with four non-profit and one for-profit housing developers to provide low market and affordable infill housing products for a mix of income ranges on the former Mirabeau B. Lamar Elementary School site and additional city-owned parcels in the surrounding neighborhood. While a 72-unit Low-income housing tax credit project for senior residents is proposed on the former elementary school site and the lots just to the north, an additional 40 single-family housing units are proposed to be constructed on vacant lots throughout the adjacent neighborhood. The infill housing development is intended to aid the city with meeting local housing affordability needs, stabilizing an established neighborhood, and benefitting the residents of this deeply rooted community, which are majority Hispanic or Latino and low-income households, by creating opportunities to build generational wealth.

## 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	Housing Repair	2023	2027	Affordable Housing	Citywide	Increase and Maintain Affordable Housing	CDBG: \$1,272,259	Homeowner Housing Rehabilitated: 50 Household Housing Unit
2	Housing Rehabilitation	2023	2027	Affordable Housing	Citywide	Increase and Maintain Affordable Housing	HOME: \$344,916	Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Increase and Maintain Affordable Housing - New Con	2023	2027	Affordable Housing	Citywide	Increase and Maintain Affordable Housing	HOME: \$587,531	Rental units constructed: 72 Household Housing Unit
4	Homebuyer and Builder Program	2023	2027	Affordable Housing	Citywide	Increase and Maintain Affordable Housing	HOME: \$300,000	Homeowner Housing Added: 12 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Facilities/Infrastructure Improvement	2023	2027	Public Facilities	CDBG Low/Mod Tracts	Public Facility Improvements	CDBG: \$977,613	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 8710 Persons Assisted
6	Homeless Emergency Shelter and Operational Support	2023	2027	Homeless	Citywide	Address Homelessness	ESG: \$216,527	Public service activities other than Low/Moderate Income Housing Benefit: 840 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 356 Households Assisted
7	Planning and Administration	2023	2027	Administration	Citywide	Administration and Planning	CDBG: \$885,516 HOME: \$136,939 ESG: \$17,556	Other: 1 Other

**Table 6 – Goals Summary**

**Goal Descriptions**

1	<b>Goal Name</b>	Housing Repair
	<b>Goal Description</b>	The Minor Home Repair Grant Program assists 50 homeowners with a grant to provide repairs involving the roof, plumbing, electrical, heating, minor structural repairs, and accessible ramps. The applicant must be at least 62 years old or disabled. The applicant must meet the very low-income limits (50% AMI).
2	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	The Single- Family Rehabilitation Loan Program benefits only low and very low-income homeowners. The program provides zero percent loans to homeowners interested in rehabilitating their homes. Funds requested will be used to provide demolition and relocation grants and reconstruction loans to eligible homeowners whose homes are 51% deteriorated. 2 homes
3	<b>Goal Name</b>	Increase and Maintain Affordable Housing - New Con
	<b>Goal Description</b>	Construct 72 units of affordable senior housing at 2212 Morris Street. Project dependent on 9% LIHTC funding.
4	<b>Goal Name</b>	Homebuyer and Builder Program
	<b>Goal Description</b>	come dream. come build. Will assist low-income first-time homebuyers with downpayment and closing cost assistance. Serving a minimum of 12 families with up to \$25,000.

5	<b>Goal Name</b>	Public Facilities/Infrastructure Improvement
	<b>Goal Description</b>	<p>HEB Tennis Complex and Pool -HEB Park is a full-service municipal park designated as a community/ regional park. The park offers tennis, swimming pool, handball, park and playground that offers residents a variety of programs. The tennis courts increase their skill level and knowledge of the sport. HEB Park is located in an underserved area that would greatly benefit from park amenities that improve the health and well- being of its residents. The Park offers a large public tennis facility attracting city-wide participation. Funding will be used to make parking lot and park amenities improvements. HEB Park at 1501 Shely Street, CCTX 78404 located within two low- mod-income block groups. The parking lot and pool area south of Shely Street is in Block Group 3, Census Tract 15, Nueces County, Texas, with an 82% low- mod population share. The north area with tennis courts is in Block Group 2, Census Tract 15, Nueces County, Texas with a 64% low- mod-share.</p> <p>The Salvation Army-Facility Improvements: The proposed project involves the installation of 1,150 feet of perimeter fencing around the shelter and administrative offices to address safety and security concerns for homeless residents.</p>
6	<b>Goal Name</b>	Homeless Emergency Shelter and Operational Support
	<b>Goal Description</b>	<p>Corpus Christi Hope House provides emergency shelter, homeless prevention assistance, rapid rehousing assistance, and other supportive services to the homeless and at-risk of homelessness individuals in our community.</p> <p>The Salvation Army will provide case management, food, shelter, homeless prevention, rapid rehousing and supportive services to those who are homeless or at-risk of homelessness.</p>
7	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Planning, Administration, and Program Delivery for the CDBG, HOME, and ESG programs.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City of Corpus Christi receives funding from three federal grant programs, CDBG Program, the HOME, and the ESG Program. The FY2025/PY2024 annual allocations will receive the following for the three grant programs: \$2,659,704 in CDBG funds; \$1,119,386 in HOME funds; and \$234,083 in ESG funds. An additional \$300,000 from CDBG Program Income and \$175,684 in CDBG reprogrammed funds. Also, \$250,000 in HOME Program Income is included. The total resources for the 2nd year of the Consolidated Plan are \$4,738,857.

### Projects

#	Project Name
1	Grant Monitoring - Minor Home Repair Grant Program
2	HEB Tennis Complex and Pool
3	The Salvation Army-Facility Improvements
4	Grant Monitoring - CDBG Program Administration
5	Grant Monitoring - Program Delivery
6	Grant Monitoring - Emergency Solutions Grant (ESG) Program Administration/Projects
7	Grant Monitoring - Single Family Rehabilitation
8	TG110, Inc. Palms at Morris
9	come dream.come build. Homebuyer Assistance Program
10	HOME Grant Monitoring - Program Administration

Table 7 - Project Information

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

The projects outlined above were chosen from a pool of project proposals aligned with the priorities set in the 2023-2028 Five-Year Con Plan. They address the needs identified in the Needs Assessment section and were prioritized based on available funding. Additionally, we took into account organizational competencies, favoring those organizations with a proven track record of successful project management when making selections.



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

<b>1</b>	<b>Project Name</b>	Grant Monitoring - Minor Home Repair Grant Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Increase and Maintain Affordable Housing
	<b>Funding</b>	\$1,272,259
	<b>Description</b>	The Minor Home Repair Grant Program assists 50 homeowners with a grant to provide repairs involving the roof, plumbing, electrical, heating, minor structural repairs, and accessible ramps. The applicant must be at least 62 years old or disabled. The applicant must meet the very low-income limits (50% AMI).
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 very low-income households
	<b>Location Description</b>	Various locations within the city
	<b>Planned Activities</b>	Repairs involving the roof, plumbing, electrical, heating, minor structural repairs, and accessible ramps.
<b>2</b>	<b>Project Name</b>	HEB Tennis Complex and Pool
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Facilities/Infrastructure Improvement
	<b>Needs Addressed</b>	Public Facility Improvements Public Infrastructure Improvements
	<b>Funding</b>	\$826,913
	<b>Description</b>	HEB Park is located in an underserved area that would greatly benefit from park amenities that improve the health and well-being of its residents. The Park offers a large public tennis facility attracting city-wide participation. Funding will be used to make parking lot and park amenities improvements. HEB Park at 1501 Shely Street, CCTX 78404 located within two low- mod-income block groups. The parking lot and pool area south of Shely Street is in Block Group 3, Census Tract 15, Nueces County, Texas, with an 82% low- mod population share. The north area with tennis courts is in Block Group 2, Census Tract 15, Nueces County, Texas with a 64% low- mod-share.

	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	6,645 low-mod persons
	<b>Location Description</b>	1501 Shely Street and 1502 Shely Street, Corpus Christi, Texas 78404
	<b>Planned Activities</b>	HEB Park is located in an underserved area that would greatly benefit from park amenities that improve the health and well-being of its residents. The Park offers a large public tennis facility attracting city-wide participation. Funding will be used to make parking lot and park amenities improvements. HEB Park at 1501 Shely Street, CCTX 78404 located within two low- mod-income block groups. The parking lot and pool area south of Shely Street is in Block Group 3, Census Tract 15, Nueces County, Texas, with an 82% low- mod population share. The north area with tennis courts is in Block Group 2, Census Tract 15, Nueces County, Texas with a 64% low- mod-share.
<b>3</b>	<b>Project Name</b>	The Salvation Army-Facility Improvements
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Facilities/Infrastructure Improvement
	<b>Needs Addressed</b>	Public Facility Improvements Address Homelessness
	<b>Funding</b>	\$150,700
	<b>Description</b>	The proposed project involves the installation of 1,150 feet of perimeter fencing around the shelter and administrative offices to address safety and security concerns for homeless residents.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2065 persons
	<b>Location Description</b>	1804 Buford Street, Corpus Christi, Texas 78404
	<b>Planned Activities</b>	The proposed project involves the installation of 1,150 feet of perimeter fencing around the shelter and administrative offices to address safety and security concerns for homeless residents.

4	<b>Project Name</b>	Grant Monitoring - CDBG Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Administration and Planning
	<b>Funding</b>	\$356,785
	<b>Description</b>	This request funds 6 FTEs. 1 Management Analyst at about 50%; 1 Contract Administrator at about 50%; 1 Contract Administrator at about 65%; 1 Grant Monitoring Program Coordinator at about 50%; Community Development Program 1 Assistant Director at about 45%. These staff are funded predominately from CDBG General Administration. The remaining percentages are funded from other funds. Staff interprets CDBG, HOME, and ESG federal regulations, conducts public hearings/meetings, reviews proposed projects and activities to determine funding and eligibility, monitors subrecipients for program compliance, provides technical assistance, conducts environmental assessments of funding projects/activities, and enforces Davis Bacon Federal Labor Standards requirements. Staff must attend mandatory and required trainings in order to remain in federal compliance.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	1201 Leopard St. Corpus Christi, Texas 78401
	<b>Planned Activities</b>	Staff interprets CDBG, HOME, and ESG federal regulations, conducts public hearings/meetings, reviews proposed projects and activities to determine funding and eligibility, monitors subrecipients for program compliance, provides technical assistance, conducts environmental assessments of funding projects/activities, and enforces Davis Bacon Federal Labor Standards requirements. Staff must attend mandatory and required trainings in order to remain in federal compliance.
5	<b>Project Name</b>	Grant Monitoring - Program Delivery
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Administration and Planning

	<b>Funding</b>	\$528,731
	<b>Description</b>	This request funds 6 FTEs. 1 Program Manager at about 55%; 2 Rehabilitation Specialists at about 95%; 1 Housing Program Coordinator at about 90%; 2 Program Specialist at about 95%. These staff are funded predominately from CDBG Program Delivery. The remaining percentages are funded from other funds The staff manage and administer the Single-Family Rehabilitation Loan Program, Minor Home Repair Grant Program, Homebuyer Down Payment and Closing Cost Assistance Program, and Mortgage Servicing which manages the servicing of approximately 550 loans provided through the Single-Family Rehabilitation Loan Programs. Services include collection of loan payments, escrowing of insurance and property taxes, payment of insurance and property taxes, preparing end of year escrow analysis, and providing release of liens on loans that are paid off. Services provided include applicant in-take, loan processing, loan settlement, construction monitoring, project estimating, and development of specifications and drawings. Staff must attend mandatory and required trainings to remain in federal compliance.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	1201 Leopard St. Corpus Christi, Texas 78401
	<b>Planned Activities</b>	The staff manage and administer the Single Family Rehabilitation Loan Program, Minor Home Repair Grant Program, Homebuyer Down Payment and Closing Cost Assistance Program, and Mortgage Servicing which manages the servicing of approximately 550 loans provided through the Single Family Rehabilitation Loan Programs. Services include collection of loan payments, escrowing of insurance and property taxes, payment of insurance and property taxes, preparing end of year escrow analysis, and providing release of liens on loans that are paid off. Services provided include applicant in-take, loan processing, loan settlement, construction monitoring, project estimating, and development of specifications and drawings. Staff must attend mandatory and required trainings to remain in federal compliance.
<b>6</b>	<b>Project Name</b>	Grant Monitoring - Emergency Solutions Grant (ESG) Program Administration/Projects

	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Homeless Emergency Shelter and Operational Support
	<b>Needs Addressed</b>	Address Homelessness
	<b>Funding</b>	\$234,083
	<b>Description</b>	Corpus Christi Hope House (CCHH): \$116,527: CCHH will provide emergency shelter (ES), homeless prevention assistance (HP), rapid rehousing assistance (RRH), and other supportive services to the homeless and at-risk of homelessness individuals in our community. Specifically, CCHH is allocating \$69,900 for ES, \$35,020 for HP and \$11,607 for RRH. Salvation Army \$100,000: TSA will provide case management, food, shelter, homeless prevention, rapid rehousing and supportive services to those who are homeless or at-risk of homelessness. Specifically, TSA is allocating \$60,000 for ES, \$20,000 for HP and \$20,000 for RRH. ESG Grant Monitoring Admin: \$17,556
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Salvation Army-408 very low- income persons Corpus Christi Hope House - 432 very low- income Persons
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Corpus Christi Hope House (CCHH): \$116,527 – CCHH will provide emergency shelter (ES), homeless prevention assistance (HP), rapid rehousing assistance (RRH), and other supportive services to the homeless and at-risk of homelessness individuals in our community. Specifically, CCHH is allocating \$69,900 for ES, \$35,020 for HP and \$11,607 for RRH. Salvation Army \$100,000: TSA will provide case management, food, shelter, homeless prevention, rapid rehousing and supportive services to those who are homeless or at-risk of homelessness. Specifically, TSA is allocating \$60,000 for ES, \$20,000 for HP and \$20,000 for RRH. ESG Grant Monitoring Admin: \$17,556
<b>7</b>	<b>Project Name</b>	Grant Monitoring - Single Family Rehabilitation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Increase and Maintain Affordable Housing
	<b>Funding</b>	\$344,916

	<b>Description</b>	The Single- Family Rehabilitation Loan Program benefits only low- and very low-income homeowners. The program will provide two zero percent deferred forgivable loans to homeowners interested in rehabilitating their homes. Funds requested will be used to provide demolition and relocation grants and reconstruction loans to eligible homeowners whose homes are 51% deteriorated.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 Low Income Households
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The Single- Family Rehabilitation Loan Program benefits only low- and very low-income homeowners. The program will provide two zero percent deferred forgivable loans to homeowners interested in rehabilitating their homes. Funds requested will be used to provide demolition and relocation grants and reconstruction loans to eligible homeowners whose homes are 51% deteriorated.
<b>8</b>	<b>Project Name</b>	TG110, Inc. Palms at Morris
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Senior Services
	<b>Needs Addressed</b>	Increase and Maintain Affordable Housing
	<b>Funding</b>	\$587,531
	<b>Description</b>	Construct 72 units of affordable senior housing at 2212 Morris Street. Project dependent on 9% LIHTC funding.
	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	72 families
	<b>Location Description</b>	2212 Morris Street, Corpus Christi, Texas 78405
	<b>Planned Activities</b>	Construct 72 units of affordable senior housing at 2212 Morris Street. Project dependent on 9% LIHTC funding.

9	<b>Project Name</b>	come dream.come build. Homebuyer Assistance Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Increase and Maintain Affordable Housing - New Con
	<b>Needs Addressed</b>	Increase and Maintain Affordable Housing
	<b>Funding</b>	\$300,000
	<b>Description</b>	Assist low-income first- time homebuyers with downpayment and closing cost assistance. Serving a minimum of 12 families with up to \$25,000.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Assist low-income first time homebuyers with downpayment and closing cost assistance. Serving a minimum of 12 families with up to \$25,000.
10	<b>Project Name</b>	HOME Grant Monitoring - Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Administration and Planning
	<b>Funding</b>	\$136,939
	<b>Description</b>	This request funds 1 FTE which is a Management Assistant at about 60%. This staff is funded predominately from HOME General Administration. The remaining percentage is funded from other funds. Administrative funds for staff planning, oversight, coordination, staff supervision, monitoring and evaluation, contracting, recordkeeping/reporting and overall program management. Staff training and administrative expenses are also included in the request. Technical assistance will be provided to enhance the capacity of CHDO's, non-profits, owners/investors of rental property and other organizations that may participate in the program.
	<b>Target Date</b>	9/30/2025



<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
<b>Location Description</b>	Citywide
<b>Planned Activities</b>	Administrative funds for staff planning, oversight, coordination, staff supervision, monitoring and evaluation, contracting, recordkeeping/reporting and overall program management. Staff training and administrative expenses are also included in the request. Technical assistance will be provided to enhance the capacity of CHDO's, non-profits, owners/investors of rental property and other organizations that may participate in the program.

## **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**

Funding will be directed to qualified low- and moderate income (LMI) census tracts, in addition to other areas indirectly through assistance to LMI households who are income qualified for program funding. Other assistance for City and homeless facilities also are in the LMI census tracts. All the CDBG funding (100%) will benefit LMI clientele and areas.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CDBG Low/Mod Tracts	100
Citywide	100

**Table 8 - Geographic Distribution**

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

Federal regulations specify that funds used for area benefit, as opposed to individual benefit, be targeted to census tracts where 51 percent or more of the population earns below 80 percent of the area median income. The target areas include those designated LMI tracts.

### **Discussion**

The vast majority of the funding allocated to CDBG projects are targeted to the CDBG eligible LMI census tracts, either for parks, accessibility improvements, public service for qualified beneficiaries and new construction for LMI persons. An undetermined amount of funding will be allocated to projects within the CDBG tracts, to benefit and assist individuals/families who qualify for programs based on income. These projects include homebuyer assistance, minor repair, and homeowner rehabilitation.

The percentage of CDBG funds which will go towards CDBG LMI census tracts is estimated to be 100%, with the exception of the funds that will go towards administration. It is estimated that all of the ESG funding will be used on projects within qualified CDBG tracts, but the assistance is not directed according to area benefit.

100% of ESG funding will benefit low-income homeless individuals, other than the percentage allowed for administrative funds. Likewise, the HOME funding may benefit the CDBG target area, but is not directed according to area benefit. HOME funding will also benefit LMI eligible persons and families for all proposed projects other than administration costs which is 10%.

# Affordable Housing

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

### Introduction

The City will use its ESG, CDBG, and HOME funds to support rental assistance programs, minor home repairs, construction of new affordable housing, and down payment assistance. The one-year goals for affordable housing in the City for FY2025-PY2024 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	38
Non-Homeless	168
Special-Needs	6
Total	212

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	76
The Production of New Units	72
Rehab of Existing Units	52
Acquisition of Existing Units	12
Total	212

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

### Discussion

The table describes the one-year goals specifically for the ESG, CDBG, and HOME Program funds as required by 91.220(g):

ESG Rapid Rehousing Program: Provide housing relocation, stabilization services and short-and/or medium-term rental assistance as necessary to prevent the individual or family from moving to an emergency shelter, a place not meant for human habitation for households that are Literally Homeless. at-risk of homelessness. (38 households)

ESG Homeless Prevention Program: Provide housing relocation, stabilization services and short-and/or medium-term rental assistance as necessary to prevent the individual or family from moving to an emergency shelter, a place not meant for human habitation for households At-Risk of Homelessness. (38 households)

HOME Rental Housing Program - Palms at Morris: New construction of 72-rental unit multifamily

apartment community which will be at or below 60% AMI. Of the 72 units, 6-units will be section 504/special needs. (72 households)

The HOME Single Family Rehabilitation Program: Will assist homeowners with Demolition and Reconstruction for homes the cost of which equals or exceeds 50 percent of the market value of the structure.

This program offers a deferred forgivable loan to eligible homeowners interested in rehabilitating their homes with income limits at or below 80% AMI. SFR program estimated beneficiaries for FY25-PY24 (2 households)

The program provides a grant to rehabilitate/repair homes which are less than 50% deteriorated.

HOME Program: Will assist first time homebuyers with down payment assistance in the form of grants to low- and moderate-income first-time homebuyers. Down payment assistance can also take the form of a forgivable loan as a second mortgage – a loan in addition to the mortgage secured by the homebuyer.

Homebuyer program estimated beneficiaries for FY25-PY24 (12 households)

CDBG Minor Home Repair Program: Will assist homeowners with a grant to provide repairs involving the roof, plumbing, electrical, heating, minor structural repairs, and accessible ramps. The applicant must be at least 62 years old or disabled. The applicant must be at or below 50% AMI. MHR program estimated beneficiaries for FY25-PY24 (50 households)

The City of Corpus Christi will leverage city owned property by working with four non-profit and one for-profit housing developers to provide affordable infill housing products for a mix of income ranges on the former Mirabeau B. Lamar Elementary School site and additional city-owned parcels in the surrounding neighborhood. While a 72-unit Low-income housing tax credit project for senior residents is proposed on the former elementary school site and the lots just to the north, an additional 40 single-family housing units are proposed to be constructed on vacant lots throughout the adjacent neighborhood. The infill housing development is intended to aid the city with meeting local housing affordability needs, stabilizing an established neighborhood, and benefitting the residents of this deeply-rooted community, which are majority Hispanic or Latino and low-income households, by creating opportunities to build generational wealth.

The HOME ARP Tenant Based Rental Assistance program will help the four qualifying populations with up to two years of rental assistance. (12 households)

In late 2017, the City of Corpus Christi completed its Assessment of Fair Housing (AFH). The City will continue to use the recommendations from the AFH as a tool for policy decisions.

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

### **Introduction**

Corpus Christi Housing Authority converted its units through RAD.

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

In the next year, the Corpus Christi Housing Authority is amending applicant preferences to ensure those with the greatest need are prioritized.

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

Corpus Christi Housing Authority through its affiliate Thanksgiving Homes, is building homes below market value located in low-income areas.

### **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 is an active participant in the Homeless Issues Partnership, Inc, (HIP) as an ex-officio board member. The City continues to work with HIP to identifying eligible activities for the FY2024-2025 Annual Action Plan. The City also sits on the board of Texas Balance of State Continuum of Care partnering with the Texas Homeless Network and other agencies across the state to address homelessness.

The special needs population includes individuals having mobility impairments, disabilities, or that require supportive services. Typically, this population has severe or persistent mental illness, development and/or physical disabilities. Several organizations provide facilities and services for special needs populations in Corpus Christi.

### **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**

Eleven service providers participate in weekly coordinated street and encampment outreach. Service providers include substance use disorder treatment, medical services, day services, transitional housing, shelter, mental health services, etc. The participating service providers are holding quarterly resource fairs for unsheltered persons at rotating locations throughout the City. Persons are assessed and signed up for services and programs in the field and appointments are made for follow up services. The City Homeless Outreach Coordinator visits the Mother Teresa Day Shelter multiple times a week to engage with the over 100 daily unsheltered persons served. Engagement includes inquiring about the goals of the unsheltered persons and making connections to services like ID recovery, mental health program appointments, VA appointments, etc. The City created a Homeless Resource Officer in the Corpus Christi Police Department in 2024 who is also in the field making contacts and referrals. The police officer often focuses on the medical care of the unsheltered persons.

Each January, the Homeless Issues Partnership conducts a Point-in-Time (PIT) count of the City's sheltered and unsheltered homeless in coordination with Texas Homeless Network and Balance of State to ascertain the number and characteristics of the homeless population and to assess their needs. Corpus Christi's continued active participation in the PIT count gives the City the ability to collect information to be used in setting priorities, written standards, and performance measures for the area.

CES is designed to account for the diversity of needs of people experiencing homelessness, urgently responds to these needs with permanent housing solutions, and successfully incorporates the housing, healthcare, and employment systems. This community response will ensure an accessible and navigable

set of entry points; a universal assessment for all person requesting assistance; and effective and appropriate connections to housing and services for all populations.

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

The funding requested for FY 2025/PY 2024 will support the programs at Salvation Army that provide emergency shelter, homeless prevention, and rapid re-housing services to the ever-increasing number of homeless, poor, and working poor in the community.

The funding requested for Hope House will provide assistance and Emergency Shelter to homeless families, specifically, homeless women with children and provide assistance to keep individuals and families at-risk of homelessness stably housed through Homeless Prevention Program Assistance, and transition individuals and families out of homelessness into permanent housing through Rapid Rehousing Program Assistance, as well as Case Management. Budgeting classes will also be offered for clients receiving Homeless Prevention and Rapid Rehousing Assistance.

Also, the City works with privately funded Good Samaritan Rescue Mission with individual referrals for unsheltered persons needing assistance.

### **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**

Proposed funding for the ESG program includes activities targeting improvements in the areas of rapid rehousing, discharge planning, and homeless prevention.

The Salvation Army will continue to provide food, shelter, case management, and supportive services including coordinated entry, homeless prevention, and rapid re-housing to homeless and at-risk individuals, families, and veterans. Funding requested will also support Coordinated Entry.

Corpus Christi is a recipient of state Homeless Housing and Services Program funding to serve those literally homeless or at-risk of homelessness. The City, through competitive application process, has awarded these funds to the Nueces Center for Mental Health and Intellectual Disabilities (MHID). MHID uses these funds to provide a Permanent Supporting Housing model in which homeless and at risk of homeless youth and adults are provided with their own unit, which includes a lease.

MHID provides supportive service for these clients in an Assertive Community Treatment (ACT) model. This model provides client the ability to engage in a wide variety of supportive services such as mental

health, case management, substance use disorder treatment, peer support, etc.

**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.**

The implemented Coordinated Entry System (CES) should assist greatly in identifying issues that impact homelessness and end the “recycling” of persons who are prone to bouts of homelessness. The City also contributes to homeless prevention through the funding of Corpus Christi Hope House and The Salvation Army. Hope House seeks to provide stable housing for individuals at risk of homelessness and transition individuals and families out of homelessness into permanent housing through the rapid rehousing program. The Salvation Army provides emergency shelter support and rapid rehousing as well for homeless individuals and those at risk of homelessness.

The City collaborates with external agencies to make funding available and establishes partnerships with both public and private local organizations in various sectors, including social services, health, mental health, foster care, youth facilities, and corrections programs to help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families. The Homeless Outreach Coordinator closely collaborates with the Corpus Christi Police Department Crisis Intervention Team and multiple agency partners in coordinated outreach endeavors to assist the most vulnerable population daily. Moreover, the Coordinator assists in inclement weather planning by collaborating with CCPD, Animal Care Services, local shelters, hospitals, and mental health institutions to guarantee transportation and shelter availability.

## **Discussion**

N/A



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

### **Introduction:**

The City updated its Analysis of Impediments to Fair Housing (AI) in 2018. The City will continue to address the impediments included in the current AI.

The primary barriers to 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.

### **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**

Over the course of the past couple of years, the City's Planning and Community Development Department (PCDD) continued to reduce barriers to affordable housing, by implementing the following strategies:

- Coordinated efforts with Development Services Department to streamline permitting, allow provisions for eligible building code variances and emergency post disaster emergency construction of Minor Home Repair and Single-Family Rehabilitation programs funded by HUD.
- Revision of internal housing program policies and procedures to align with local revised building codes regarding accessory uses and structures and accessory dwelling units.
- The City's Development Services Department, by City Ordinance, provides a savings of up to ½ pre-development permit costs to non-profits developing affordable housing.
- The City met with local non-profit service providers, regional housing developers, and other stakeholders, to develop a public-private partnership for a property development project to increase the availability of affordable housing in Corpus Christi at a Former Lamar Elementary Site & Nearby Neighborhood Parcels.
- During Fair Housing Month, the city provides a fair housing informational flyer insert into all utility bills. This flyer will provide information related to tenants' rights as they relate to fair housing laws.
- PCDD will update the City's current Analysis of Impediments during the next five years. This will include an update to the current Fair Housing Action Plan to include updated strategies to address impediments to fair housing in the City.

It should be noted, non-governmental barriers, primarily market factors such as elevated land costs and construction costs, and high prevailing market prices for housing, have been the primary challenges

facing jurisdictions in the region, including Corpus Christi, in recent years, not public policies. These barriers are addressed, within the City's limited ability to address them, through the housing activities listed in the City's Annual Action Plan and through the goals and policies listed for affordable housing.

**Discussion:**

N/A

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

### **Introduction:**

This section of the AAP describes the City's planned actions to carry out the following strategies outlined in the Strategic Plan:

- Foster and maintain affordable housing,
- Rehabilitate housing for existing homeowners
- Homebuyer program
- New construction of multifamily residential rental units for senior citizens and
- Public Facility Improvements

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

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state, and other local sources, the high cost of housing that is not affordable to low- income people and the lack of availability of home repair financing in the private lending industry. To address these obstacles, the City is investing CDBG funds through the FY2025/PY2024 Annual Action Plan in projects that provide grants to low- and moderate-income homeowners for home improvements and public facility improvements; and HOME funds for projects that provides zero percent deferred forgivable loans for housing rehabilitation programs and homebuyer programs to low- and moderate-income people.

The City is working with four non-profit and one for-profit housing developers to provide affordable infill housing products for a mix of income ranges on the former Mirabeau B. Lamar Elementary School site and additional city-owned parcels in the surrounding neighborhood. While a 72-unit Low-income housing tax credit project for senior residents is proposed on the former elementary school site and the lots just to the north, an additional 40 single-family housing units are proposed to be constructed on vacant lots throughout the adjacent neighborhood. The infill housing development is intended to aid the city with meeting local housing affordability needs, stabilizing an established neighborhood, and benefitting the residents of this deeply-rooted community, which are majority Hispanic or Latino and low-income households, by creating opportunities to build generational wealth.

The City leverages ESG funding by providing staff from the Homeless Services and Workforce Housing Division (HSWH) to provide community outreach for improving homeless persons access to mainstream benefits and services. The HSWH team also provides technical assistance to the Homeless Issues Partnerships group. The City meets regularly with the entities to discuss and establish strategies to facilitate homeless initiatives including research and establishing partnerships with local agencies for potential projects.

In addition to having a staff member sit on the HIP board, the HSWH sits on the TX BoS CoC. Filling this

seat showcases the City of Corpus Christi as a subject matter expert in ESG related funding to the TX BoS CoC. This seat allows the City to strategically position itself in understanding upcoming funding trends, in preparation of future additional funding that could be brought into the City to be used for providing services to special needs populations.

The HSWH team is also responsible for the administration and implementation of fair housing programs. CCFHU aims to significantly reduce incidents of housing discrimination through effective outreach and education concerning housing rights to landlords and tenants; and to provide investigation, conciliation, and remediation services. The HSWH Division is funded strictly by the City's general fund.

Additionally, the HSWH received grant funding to address homeless issues within the community. These grants include:

Cheniere Foundation \$200,000- Subgranted to CBCIL: Coastal Bend Center for Independent Living (CBCIL) provided case management and rental assistance services for homeless persons with mental, behavioral, and other disabilities in Corpus Christi, Texas during FY 2021-2022 and FY 2022-2023. During the term of this Agreement, CBCIL provided case management, supportive services, and secure housing for persons with disabilities who are homeless in Corpus Christi, Texas. \*See Attachment A

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

In the implementation of the FY2025/PY2024 AAP, the City will invest CDBG funds to preserve and maintain affordable housing through the Minor Home Repair Program that will provide grants to low- and moderate-income owners of single-family housing.

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

The City provides lead-based paint hazard screening on all housing rehabilitation projects funded by the City using CDBG or HOME grant funds. It will continue these efforts during the FY2025/PY2024 AAP.

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

The implementation of CDBG activities meeting the goals established in the Five Year 2023-2028 Con Plan and this year's FY2025/PY2024 Annual Action Plan will help to reduce the number of poverty-level families by:

- Supporting activities that expand the supply of housing that is affordable to low- and moderate-income households
- Supporting activities that preserve the supply of decent housing that is affordable to low- and moderate-income households.
- Supporting housing preservation programs that assure low-income households have a safe, decent, and appropriate place to live; and

- Supporting public facility improvements for low- and moderate-income residents
- Supporting new construction of multifamily residential units for senior citizens

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

The institutional delivery system in Corpus Christi is high-functioning and collaborative—particularly the relationship between local government and the nonprofit sector comprised of a network of capable non-profit organizations that are delivering a full range of services to residents. Strong City departments anchor the administration of HUD grant programs and the housing and community activities that are implemented, support and enhance this existing institutional structure; the City will collaborate with nonprofit agencies receiving CDBG and HOME funds through the FY2025/PY2024 AAP to ensure that the needs of low- and moderate-income residents are met as envisioned within the Five Year 2023-2028 Con Plan.

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

The City has a long track record of successful partnerships among public and private sector entities. The delivery system for the HUD grant programs is no exception. Communication and cooperation between the City's Planning and Community Development Department and the partner agencies and organizations that administer activities is strong. City staff continues to work closely with the other organizations to improve regulatory compliance, monitoring, cooperation and partnerships among agencies and technical capacity of organizations involved in project delivery. To enhance coordination between public and private housing and social service agencies, the City will continue consulting with and inviting the participation of a wide variety of agencies and organizations involved in the delivery of housing and supportive services to low- and moderate-income residents in Corpus Christi, particularly the CDBG Target Areas.

### **Discussion:**

In the implementation of the FY2025/PY2024 AAP, the City will invest CDBG resources to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

## Program Specific Requirements

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

#### Introduction:

#### 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	300,000
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>300,000</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.	0.00%

**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:

The City is not using other forms of investment beyond those identified in Section 92.205.

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 following language is included in the homebuyer agreement for the homebuyer assistance program:

This Agreement, the related Deed of Trust and Promissory Note refer to the affordability provisions of 24 Code of Federal Regulations (CFR) Section 92.254. As the affordability provisions place some limitations on your ability to sell the property for a period of ten (10) years, you should be sure that you thoroughly understand these documents before you sign them. You should obtain legal advice if you do not understand any provision.

\*language in the agreement to cover loan forgiveness, recapture and failure to pay:

LOAN FORGIVENESS: Homebuyer understands and agrees that provided that the Property remains the Homebuyer's principal place of residence throughout the ten (10) year affordability period, after the Beginning Date as defined in Section 12 of this Agreement, the City will forgive 100% of Homebuyer's original principal amount of the HOME Funds Loan ("Loan"), and no further sums will be due to the City.

FAILURE TO REPAY: HOMEBUYER UNDERSTANDS AND AGREES THAT FAILURE TO REPAY THE HOME FUNDS IN ACCORDANCE WITH THIS AGREEMENT AND/OR THE LOAN DOCUMENTS AND/OR TO COMPLY WITH THE OTHER PROVISIONS OF THE LOAN DOCUMENTS, MAY RESULT IN THE FORECLOSURE OF THE CITY'S LIEN AGAINST THE PROPERTY AND THE LOSS OF HOMEBUYER'S RESIDENCE AND THE PROPERTY.

RECAPTURE PROVISION: Homebuyer understands and agrees that if Homebuyer sells the Property voluntarily or involuntarily through foreclosure, within the ten (10) years period of affordability, then the City will recapture all or a portion of the Loan provided to the Homebuyer as provided in this paragraph:

The Loan will be forgiven pro rata by 1/120th of the original amount over the ten (10) year period of affordability for each month the Loan is outstanding. The monthly reductions shall take effect on the same day of the month as the Beginning Date of the period of affordability, as defined in Section 12 of this Agreement, and will continue throughout the period of affordability as long as the home

remains the principal residence of the Homebuyer.

**For Example:** For a \$5,000 Loan, if the Notice provided to Homebuyer states that the IDIS activity completion date and therefore the corresponding and equal Beginning Date of the Period of Affordability is **January 5, 2020**, then on February 5, 2020, March 5, 2020, April 5, 2020 and so on, until the completion of the ten (10) year period of affordability, the Loan will be forgiven by 1/120th of the original amount, or \$41.67 a month, for as long as the home remains the principal residence of the Homebuyer.

The City of Corpus Christi has adopted a Recapture Policy that serves to address the continued affordability of housing units acquired with HOME funds. Recaptured funds are HOME funds which are recouped by the City of Corpus Christi when HOME assisted homeownership housing does not continue to be the principal residence of the assisted homebuyer for the full affordability period required by 24 CFR 92.254(a)(4). When HOME funds are used to assist a household in the purchase of a unit, restrictions will be placed on the unit to ensure compliance with the recapture requirements described in 24 CFR 92.254(a)(5)(ii). This section sets forth the method that will be used by the City of Corpus Christi to enforce these requirements. In the event there is a transfer of title, voluntary or involuntary, within the affordability period, the City of Corpus Christi has selected the "Owner Investment Returned First" recapture option (as defined under 24 CFR 92.254(a)(5)(ii)(A)(4) to calculate the recapture amount.

\*See Attachment B and C

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:

Homebuyer agrees to comply with all applicable requirements of the HUD Affordable housing home ownership statutes and regulations, including but not limited to 24 CFR §92.254, and more specifically 24 CFR § 92.254(a) entitled "Qualification as Affordable Housing: Homeownership", as amended. Homebuyer agrees that the housing being purchased must be a single residential unit. The unit may be a house, condo, townhome, or manufactured home, Funds will not be provided to purchase properties with multi-units. The housing must be modest housing meaning the maximum sales price cannot exceed 95% of the median purchase price for the area.

Homebuyer agrees to comply with all applicable federal, state and local laws, regulations, rules, and requirements related to the HOME Investment Partnerships Program. Homebuyer also agrees to comply with 24 CFR §92.254, and more specifically 24 CFR §92.254(a) entitled "Qualification as Affordable Housing: Homeownership", as amended, of the Code of Federal Regulations.

Homebuyer agrees that the housing being purchased must be a single-family residential unit ("housing unit"). The housing unit may be a single-family house, condo, townhome, or



manufactured home. Funds will not be provided to purchase properties with multi-units (i.e. duplex, tri-plex, quad-plex, etc.). In accordance with CFR §92.254(a)(2)(iii), the housing must be modest housing meaning the maximum sales price cannot exceed 95% of the median purchase price for the area.

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:

Currently, the City has no projects in this category.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

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

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

See Attachment D.

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

In the Texas Balance of State Continuum of Care (TX BoS CoC), Coordinated Entry (CE) is managed by

multiple parties from the CoC level to the regional level. The CoC level parties include the TX BoS CoC Board, Texas Homeless Network, and the Coordinated Entry Steering Committee. At the regional level, the CE process is supervised by each region's Coordinated Entry Planning Entity.

Given its large geographical size, the TX BoS CoC has taken a regional approach to administer Coordinated Entry. By designating regions, local communities are able to play an important role in assessing and communicating their specific needs. This allows the TX BoS CoC to better understand how to best assist every community. Across all 18 designated CE regions, the CE process operates similarly and involves Entry Points, Assessors, and Receiving Agencies.

In Corpus Christi, The Salvation Army is the lead Coordinated Entry point.

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).

The City makes the ESG allocation available to private nonprofit organizations through a competitive Notice of Funding Availability (NOFA). The NOFA is announced on the website and through a public notice in the local newspaper. The City holds a technical workshop to answer questions about the application and process. The application period is open for at least 30 days. Submitted applications are reviewed for risk, impact, and eligibility.

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 requires non-profits participating in the ESG program to have homeless representatives on their boards of directors. This is monitored on an annual basis.

5. Describe performance standards for evaluating ESG.

The City evaluates the performance of ESG through the comparison of proposed beneficiaries compared to actual beneficiaries and the compliance with federal, state, and local rules and regulations related to ESG. Sub-grantee evaluation includes monitoring that begins with the attached Agency Monitoring Standards. Based on the questionnaire answers, payment request supporting documentation, and HMIS reporting, the City evaluates the performance and compliance for ESG.

# Caller Times

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COUNTY OF BROWN)

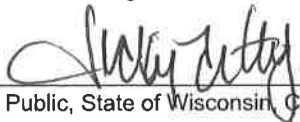
I, being first duly sworn, upon oath depose and say that I am a legal clerk and employee of the publisher, namely, the Corpus Christi Caller-Times, a daily newspaper published at Corpus Christi in said City and State, generally circulated in Aransas, Bee, Brooks, Duval, Jim Hogg, Jim Wells, Kleberg, Live Oak, Nueces, Refugio, and San Patricio, Counties, and that the publication of which the annexed is a true copy, was inserted in the Corpus Christi Caller- Times in the following issue(s) dated:

**01/21/2024**

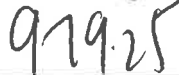
On this January 21, 2024, I certify that the attached document is a true and exact copy made by the publisher:



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**This is not an invoice**

**NOTICE TO THE PUBLIC  
PLANNING AND COMMUNITY DEVELOPMENT  
DEPARTMENT  
FY25/PY24 ANNUAL ACTION PLAN  
PUBLIC MEETING ANNOUNCEMENT**

Notice is hereby given that the City of Corpus Christi, Texas is currently in the process of preparing its FY24/PY24 Annual Action Plan. The Annual Action Plan (AAP) is a requirement for the City's annual funding allocation of Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG) funds through the U.S. Department of Housing and Urban Development (HUD). The AAP will serve as a blueprint for the expenditure of these federal funds in the City of Corpus Christi from October 1, 2024, to September 30, 2025. Funding amounts for FY25/PY24 have not been released by HUD at this time but based on FY24/FY23 funding anticipated HUD funds for FY25/PY24 are estimated to be approximately:

CDBG: \$2,663,378  
HOME: \$1,352,610  
ESG: \$235,549

Outreach to local housing and community development stakeholders, social service organizations and citizens is a key element to the plan development process. These meetings help to identify housing and community development needs and establish priorities for HUD funding over the next five years and amend the City's citizen participation plan.

In accordance with the City of Corpus Christi's Citizen Participation Plan, the City will hold community development and housing needs assessment public meetings at the time and locations noted below. The public meetings are being held to provide all City residents with ample opportunity to attend and comment.

District 3: 2/28/24 Corpus Christi Water Utilities, Choke Canyon Room 2726 Holly Rd. (6:00 p.m-7:00 p.m.)

District 1: 2/29/24 Owen R. Hopkins Public Library- 3202 McKinzie Rd. (6:00 p.m-7:00 p.m.)

District 2: 3/4/24 Ben F. McDonald Public Library- 4044 Greenwood Dr. (6:00 p.m-7:00 p.m.)

District 4: 3/6/24 Janet F. Harte Public Library- 2629 Waldron Rd. (6:00 p.m-7:00 p.m.)

District 5: 3/7/24 Dr. Clotilde P. Garcia Public Library- 5930 Brockhampton (6:00 p.m-7:00 p.m.)

If you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting, please contact the Planning and Community Development Department at (361) 826-3010. Notification 48 hours prior to the meeting will enable the Planning and Community Development Department to make reasonable arrangements to ensure accessibility to the meeting.

The purpose of the public meetings is to:

1. Obtain the views and comments of individuals and organizations concerning the City's housing and community development needs. The information gathered will be used in the preparation of the FY25/PY24 AAP.
2. Review the City's Community Development Block Grant, HOME Investment Partnerships and Emergency Solutions Grants Programs and provide an opportunity for the public to comment on program performance.
3. Summarize the AAP process and obtain the views of citizens, public agencies and others interested in the housing and community development needs of the City.

For more information, you may contact Leticia Kanmore, Grant Monitoring Manager, at 361.826.3816.

After the required planning and needs assessment activities are complete, projects will be solicited based on those needs. The City of Corpus Christi will then present the FY25/PY24 Annual Action Plan. Public notices will be printed in local newspapers and posted on the City's website at <https://www.cctexas.com/grnd>

**AVISO AL PÚBLICO  
DEPARTAMENTO DE PLANIFICACIÓN Y  
DESARROLLO COMUNITARIO  
FY25/PY24 PLAN DE ACCIÓN ANUAL  
ANUNCIO DE LA REUNIÓN PÚBLICA**

Por la presente se notifica que la Ciudad de Corpus Christi, Texas, se encuentra actualmente en el proceso de preparar su próximo Plan de Acción Anual (AAP). El AAP es un requisito para la asignación anual de fondos de la Ciudad de la Subvención en Bloque para el Desarrollo Comunitario (CDBG), el Programa de Asociaciones de Inversión HOME (HOME) y la Subvención para Soluciones de Emergencia (ESG) a través del Departamento de Vivienda y

Desarrollo Urbano de los Estados Unidos (HUD). El AAP servirá como un plan para el gasto de estos fondos federales en la Ciudad de Corpus Christi desde el 1 de octubre de 2024 hasta el 30 de septiembre de 2025. Los montos de financiamiento para el año FY25/PY24 no han sido publicados por HUD en este momento, pero según la financiación del año fiscal FY24/PY23, se estima que los fondos anticipados de HUD para el año fiscal FY25/PY24 serán aproximadamente:

CDBG: \$2,663,378  
HOME: \$1,352,610  
ESG: \$235,549

El alcance a las partes interesadas locales en vivienda y desarrollo comunitario, las organizaciones de servicios sociales y los ciudadanos es un elemento clave para el proceso de desarrollo del plan. Estas reuniones ayudan a identificar las necesidades de vivienda y desarrollo comunitario y a establecer prioridades para el financiamiento de HUD durante los próximos cinco años y enmendar el plan de participación ciudadano de la Ciudad.

De acuerdo con el Plan de Participación Ciudadana de la Ciudad de Corpus Christi, la Ciudad llevará a cabo juntas públicas de desarrollo comunitario y evaluación de necesidades de vivienda en el momento y lugares que se indican a continuación. Las juntas públicas se llevan a cabo para proporcionar a todos los residentes de la Ciudad una amplia oportunidad de asistir y comentar.

Distrito 3: 2/28/24 Servicios de agua de Corpus Christi, Choke Canyon Room – 2726 Holly Rd. (6:00 p.m-7:00 p.m.)

Distrito 1: 2/29/24 Biblioteca Pública Owen R. Hopkins- 3202 McKinzie Rd. (6:00 p.m-7:00 p.m.)

Distrito 2: 3/4/24 Biblioteca Pública Ben F. McDonald- 4044 Greenwood Dr. (6:00 p.m-7:00 p.m.)

Distrito 4: 3/6/24 Biblioteca Pública Janet F. Harte- 2629 Waldron Rd. (6:00 p.m-7:00 p.m.)

Distrito 5: 3/7/24 Biblioteca Pública Dr. Clotilde P. García- 5930 Brockhampton (6:00 p.m-7:00 p.m.)

Si necesita adaptaciones para la movilidad física, la discapacidad sensorial o las necesidades lingüísticas para participar en la reunión, comuníquese con el Departamento de Planificación y Desarrollo Comunitario al (361) 826-3010. La notificación 48 horas antes de la reunión permitirá al Departamento de Planificación y Desarrollo Comunitario hacer arreglos razonables para garantizar la accesibilidad a la reunión.

El propósito de las juntas públicas es:

1. Obtener las opiniones y comentarios de individuos y organizaciones con respecto a las necesidades de vivienda y desarrollo comunitario de la Ciudad. La información que será colectada se utilizará en la preparación del Plan de Acción Anual FY25/PY24.
2. Para revisar los programas de Subvenciones en Bloque para el Desarrollo Comunitario, Asociaciones de Inversión HOME y Subvenciones para Soluciones de Emergencia de la Ciudad y para darle la oportunidad al público de comentar sobre el desempeño del programa.
3. De resumir el proceso del Plan Consolidado y obtener las opiniones de los ciudadanos, agencias públicas y otras personas interesadas en las necesidades de vivienda y desarrollo comunitario de la Ciudad.

Para obtener más información, puede comunicarse con Leticia Kanmore, Gerente de Monitoreo de Subvenciones, al 361.826.3816.

Después de completar las actividades requeridas de planificación y evaluación de necesidades, los proyectos serán solicitados en función de esas necesidades. La Ciudad de Corpus Christi presentará el Plan de Acción Anual FY25/PY24. Los avisos públicos se imprimirán en los periódicos locales y se publicarán en el sitio web de la Ciudad en <https://www.cctexas.com/gmd>

# FY25/PY24 ANNUAL ACTION PLAN PUBLIC MEETING ANNOUNCEMENT / ANUNCIO DE LA REUNIÓN PÚBLICA DEL PLAN DE ACCIÓN ANUAL FY25/PY24

RETURN

[« Return to Housing Grants](#)

## NOTICE TO THE PUBLIC PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT FY25/PY24 ANNUAL ACTION PLAN PUBLIC MEETING ANNOUNCEMENT

### ENGLISH NOTICE

Notice is hereby given that the City of Corpus Christi, Texas is currently in the process of preparing its FY25/PY24 Annual Action Plan. The Annual Action Plan (AAP) is a requirement for the City's annual funding allocation of Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG) funds through the U.S. Department of Housing and Urban Development (HUD). The AAP will serve as a blueprint for the expenditure of these federal funds in the City of Corpus Christi from October 1, 2024, to September 30, 2025.

Outreach to local housing and community development stakeholders, social service organizations and citizens is a key element to the plan development process. These meetings help to identify housing and community development needs and establish priorities for HUD funding over the next five years and amend the City's citizen participation plan.

In accordance with the City of Corpus Christi's Citizen Participation Plan, the City will hold community development and housing needs assessment public meetings at the time and locations noted below. The public meetings are being held to provide all City residents with ample opportunity to attend and comment.

- District 3: 2/28/24 Corpus Christi Water Utilities, Choke Canyon Room



# CITY OF CORPUS CHRISTI

Planning and Community Development Department

## HUD GRANT EXPENDITURES



# COMMUNITY INPUT SESSIONS

All sessions from 6:00 p.m. to 7:00 p.m.



District 3

**CCW Choke Canyon Room**  
2726 Holly Road



District 1

**Owen R. Hopkins Library**  
3202 McKinzie Road



District 2

**Ben F. McDonald Public Library**  
4044 Greenwood Drive



District 4

**Janet F. Harte Public Library**  
2629 Waldron Road



District 5

**Dr. Clotilde P. Garcia Library**  
5930 Brockhampton Street



**City of Corpus Christi - Government**

**Intro**

The official Facebook account for The City of Corpus Christi, Texas

**Page** · Government organization

1201 Leopard Street, Corpus Christi, TX, United States, Texas

(361) 826-2489

cityofcc

cctexas.com

Promote Website

Open now

**Photos** See all photos

The photo grid includes: 1. A poster for 'WOMEN'S HISTORY Month' with text about recognizing women's strength and courage. 2. A room with colorful lighting and a display. 3. A display board with a smiley face and various items. 4. A woman in a pink jacket speaking at a podium. 5. A group of people at an event with a screen in the background. 6. A display with colorful buttons and a screen. 7. A group of people at an adoption event. 8. A sign for 'FITNESS LANE + CL...' at 'THE WATER'S EDGE'.

محمد ابن مغرب حارة اسرائيل  
فلسطين حرة

3h Like Reply See translation

Write a comment...

You're commenting as Bryan Quitania.

**City of Corpus Christi - Government** was live. 19h · 🌐

The City of Corpus Christi held its second of five public input sessions to discuss how funds can be used from the Community Development Block Grant Program, the HOME Investment Partnerships Program, and the Emergency Solutions Grant.

Learn more at <https://cctx.info/42LQd5M>.

#CorpusChristi #HUD #grants #communityinput



Boost this post to reach up to 2253 more people if you spend \$42. **Boost post**

1 Like Comment Share

Write a comment...





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City of Corpus Christi | Community I...

- Details
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## Video comments

- Published
- Held for review

Filter



@minezurc783 · 23 minutes ago

CDBG funds could be used to develop affordable housing units that are energy-efficient and hurricane-resistant, as we discussed earlier. The HOME funds could be used to provide down payment assistance to homebuyers who are interested in purchasing energy-efficient homes. And the ESG funds could be used to support job training programs that teach green skills.

REPLY 0 replies



# Caller Times

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Publication

CITY OF CORPUS CHRISTI  
ACCOUNTS  
PO BOX 9277  
CORPUS CHRISTI, TX 78469-9277

STATE OF WISCONSIN)

COUNTY OF BROWN)

I, being first duly sworn, upon oath depose and say that I am a legal clerk and employee of the publisher, namely, the Corpus Christi Caller-Times, a daily newspaper published at Corpus Christi in said City and State, generally circulated in Aransas, Bee, Brooks, Duval, Jim Hogg, Jim Wells, Kleberg, Live Oak, Nueces, Refugio, and San Patricio, Counties, and that the publication of which the annexed is a true copy, was inserted in the Corpus Christi Caller-Times on the following dates:

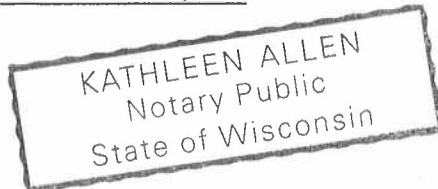
2/18/2024

On this February 21, 2024, I certify that the attached document is a true and exact copy made by the publisher:

Nicole Jacobs  
Legal Notice Clerk

Kathleen Allen  
Notary Public, State of Wisconsin, County of Brown

1-7-25  
Notary Expires



Publication Cost: \$1,382.40  
Ad No: 0005880543  
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**NOTICE TO THE PUBLIC  
CITY OF CORPUS CHRISTI  
PLANNING AND COMMUNITY DEVELOPMENT  
DEPARTMENT  
RELEASE OF  
NOTICE OF FUNDING AVAILABILITY (NOFA)  
ANNOUNCEMENT OF TECHNICAL ASSISTANCE (TA)  
WORKSHOP MEETINGS RELATED TO THE CITY'S  
FY25/PY24 HUD PROGRAMS FOR CDBG/ESG/HOME**

The City's Planning and Community Development Department (PCDD) is in the process of preparing it's FY25/PY24 Annual Action Plan (AAP) for the City's Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG) and HOME Investment Partnerships (HOME) Programs for submission to the U.S. Department of Housing and Urban Development (HUD) before August 15, 2024. As such all interested parties shall submit a Notice of Funding Availability (NOFA) for the CDBG, ESG and HOME Programs. This will allow staff to review and screen all proposals for eligibility and other requirements. One-on-one interviews will be scheduled for all applicants who have not previously received CDBG, ESG, and HOME Program funding for a project within the last year or as deemed necessary. These interviews will be scheduled with each organization.

Staff will hold a Technical Assistance (TA) workshop meetings for the City of Corpus Christi's FY25/PY24 AAP that includes the CDBG, ESG and HOME Programs. The purpose of the TA workshops are to provide program information, receive comments concerning housing and community needs and answer questions regarding NOFAs and the process. All interested persons are invited to attend any of the following meetings.

DATE: April 4, 2024  
PLACE AND LOCATION: City Hall, 1201 Leopard Street, 6th Floor Conference Room.  
MEETING TYPE: TA Workshop  
TIME: CDBG-9:00 a.m.; ESG-10:00 a.m.; HOME-11:00 a.m.

Nonprofit organizations providing services to low- and moderate-income individuals are invited to attend any of the above meetings. If you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting, please contact the Planning and Community Development Department at (361) 826-3010. Notification 48 hours prior to the meeting will enable the Planning and Community Development Department to make reasonable arrangements to ensure accessibility to the meeting.

Staff will release the FY25-PY24 NOFAs on April 1, 2024. NOFA Applications will be available at the above scheduled TA Workshops and the following website <https://www.cctexas.com/gmd> and at PCDD, City Hall, 2nd Floor, 1201 Leopard St., Corpus Christi, TX. NOFA Applications shall be emailed to [leticiaak@cctexas.com](mailto:leticiaak@cctexas.com) due no later than 5:00 p.m. on Wednesday, May 1, 2024. NOFAs received after above due dates and times will not be considered. For further information, you may contact Leticia Kanmore, Grant Monitoring Manager, at 361.826.3816.

**AVISO AL PÚBLICO  
CIUDAD DE CORPUS CHRISTI  
DEPARTAMENTO DE PLANIFICACIÓN Y  
DESARROLLO COMUNITARIO  
LANZAMIENTO DE  
AVISO DE DISPONIBILIDAD DE FONDOS (NOFA)  
ANUNCIO DE LA JUNTA DE ASISTENCIA TÉCNICA  
(TA) RELACIONADAS CON LOS PROGRAMAS HUD DE**

**LA CIUDAD PARA EL A O FISCAL 2025/ PY2024 PARA CDBG/ESG/HOME**

El Departamento de Planificación y Desarrollo Comunitario de la Ciudad (PCDD), está en el proceso de preparar su Plan de Acción Anual (AAP) para los Programas de Subvención en Bloque para el Desarrollo Comunitario (CDBG), Subvención para Soluciones de Emergencia (ESG) y Asociaciones de Inversión HOME (HOME) de la Ciudad para su presentación al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD) antes del 15 de agosto de 2024. Como tal, todas las partes interesadas deberán presentar un Aviso de Disponibilidad de Financiamiento (NOFA) para los Programas CDBG, ESG y HOME. Esto permitirá al personal revisar y examinar todas las propuestas de elegibilidad y otros requisitos. Se programarán entrevistas individuales para todos los solicitantes que no hayan recibido previamente fondos del Programa CDBG, ESG y HOME para un proyecto en el último año o según se considere necesario. Estas entrevistas se programarán con cada organización.

El personal llevará a cabo una sesión de juntas de Asistencia Técnica (TA) para el AAP FY25 /PY24 de la Ciudad de Corpus Christi que incluye los programas CDBG, ESG y HOME. El propósito de lo mencionado es para proporcionar información sobre el programa, recibir comentarios sobre las necesidades de vivienda y de la comunidad y responder preguntas sobre los NOFA y el proceso. Todas las personas interesadas están invitadas a asistir a cualquiera de las siguientes reuniones.

FECHA: 4 de abril de 2024

LUGAR Y UBICACIÓN: Ayuntamiento, 1201 Leopard Street, 6 planta Sala de conferencias.

TIPO DE REUNIÓN: Taller de asistencia técnica

HORA: CDBG-9:00 a.m.; ESG-10:00 a.m.; HOME-11:00 a.m.

Las organizaciones sin fines de lucro que brindan servicios a personas de ingresos bajos y moderados están invitadas a asistir a cualquiera de las reuniones anteriores.

Si necesita adaptaciones para la movilidad física, la discapacidad sensorial o las necesidades lingüísticas para participar en la reunión, comuníquese con el Departamento de Planificación y Desarrollo Comunitario al (361) 826-3010. La notificación 48 horas antes de la reunión permitirá al Departamento de Planificación y Desarrollo Comunitario hacer arreglos razonables para garantizar la accesibilidad a la reunión.

El personal lanzará los NOFA FY25-PY24 el 1 de abril de 2024. Las solicitudes de NOFA estarán disponibles en las juntas de asistencia técnica programados anteriormente y en el siguiente sitio web <https://www.cctexas.com/gmd> y en PCDD, Ayuntamiento, 2do Piso, 1201 Leopard St., Corpus Christi, TX. Las solicitudes de NOFA se enviarán por correo electrónico a [leticjak@cctexas.com](mailto:leticjak@cctexas.com) vencerán a más tardar a las 5:00 p.m. del Miércoles 1 de mayo de 2024. Los NOFA recibidos después de las fechas y horas de vencimiento anteriores no serán considerados. Para obtener más información, puede comunicarse con Leticia Kanmore, Gerente de Monitoreo de Subvenciones, al 361.826.3816.

**NOTICE TO THE PUBLIC  
CITY OF CORPUS CHRISTI  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
RELEASE OF  
NOTICE OF FUNDING AVAILABILITY (NOFA)  
ANNOUNCEMENT OF TECHNICAL ASSISTANCE (TA) WORKSHOP  
MEETINGS RELATED TO THE CITY'S FY25/PY24 HUD PROGRAMS FOR  
CDBG/ESG/HOME**

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**CIUDAD DE CORPUS CHRISTI**  
**DEPARTAMENTO DE PLANIFICACIÓN Y DESARROLLO COMUNITARIO**  
**LANZAMIENTO DE**  
**AVISO DE DISPONIBILIDAD DE FONDOS (NOFA)**  
**ANUNCIO DE LA JUNTA DE ASISTENCIA TÉCNICA (TA)**  
**RELACIONADAS CON LOS PROGRAMAS HUD DE LA CIUDAD PARA EL**  
**AÑO FISCAL 2025/ PY2024 PARA CDBG/ESG/HOME**

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# FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

## District 3-Choche Canyon Room

Wednesday, February 28, 2024 - 5:30 p.m.

	Name	Address	Phone	Email
1	Leticia Kennon	City of Corpus PCD	361 826 3816	leticia.kennon@corpuspcd.com
2	Dan Melbinn	1201 Leopard St	826-7011	danielm@ctexas.com
3	Antonios Rodriguez	226 SARA TARA Blvd	853-7010	→
4	Jennifer Burton	1201 Leopard St	361-826-3976	jenniferb9@ctexas.com
5	Rolando Sanchez	1201 Leopard St	(361) 460-2484	→
6	Beatriz Alvarez	910 Olive 73404	361 929 8035	beatrizalvarez@gmail.com
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# FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

District 1-Owen R. Hopkins Public Library

Thursday, February 29, 2024 - 6:00 p.m.

	Name	Address	Phone	Email
1	Heticia Kammone	City of Corpus	361 8263814	heticia.k@ccfutas.com
2	Dan Mcloinn	City of CC	826-7011	danielmc@ccfutas.com
3	Janet Spitzer	City of CC	820-39710	janet.sp@ccfutas.com
4	Donna	City of CC	361 510 7684	sharon21@yahoo.com
5	Jim Klein	3501 Monterey St	361-334 3908	JEKlein20@gmail.com
6	Eli Melcar	1608 Mansueta St	361-433-9829	elimeles361@gmail.com
7	Marielena Garza	1008 Marguerite St.	361-319-0933	freestorecc2022@gmail.com
8	Thelma Felice Sumbal	1303 Main Dr.	361-425 3986	Thelmas1@yahoo.com
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FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

District 2-Ben F. McDonald Public Library

Monday, March 4, 2024 - 6:00 p.m.

Name	Address	Phone	Email
1 Hekia Kannon	City of Corpus Christi	361 8263816	hekia.kannon@cc.tx.us
2 Milton Mente	1837 Florida Ave	361 855-8497	filalario@outlook.com
3 Rosemary Cortez	110 Adams	214 8032302	rmedoc99@yahoo.com
4 Sylvia Campos	City Council member	361-687-7259	camposylvia@cc.tx.us
5 Dan Melina	City of CC	361 826-7011	danielm@cc.tx.us
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FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

District 2-Ben F. McDonald Public Library

Monday, March 4, 2024 - 6:00 p.m.

	Name	Address	Phone	Email
1	Jennifer Burton	1201 Leonard -	361-826-3976	jenniferb9@cox.net
2	David Hill	201 East 6th Ave	361-800-9127	DSG Aida@.US
3	Jim Klein	3501 Monterey St 78411	361-334-3908	JKlein20@gmail.com
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# FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

District 4-Janet F. Harte Public Library

Wednesday, March 6, 2024 - 6:00 p.m.

	Name	Address	Phone	Email
1	Leticia Kammore	City of Corpus Christi	361 826 3816	leticia@cc-texas.com
2	Janifer Burton	City Hall	826-3976	jburton@cc-texas.com
3	Dan Melim	City Hall	826 7011	danielmc@cc-texas.com
4	Rene Wilson	6810 Boardwalk 78414	(512) 787-3043	fatherhucwilson@gmail.com
5	Judy Edge	3554 Sauter 78411	361-813-6397	judyt@edoil.org
6	Chloe Jones	3302 Casca Bonita	361 4808572	keoks2118@gmail.com
7	BURBEN BAILEY	City of CC	361-737-2577	BURBENLID64@gmail.com
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# FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

District 4-Janet F. Harte Public Library

Wednesday, March 6, 2024 - 6:00 p.m.

	Name	Address	Phone	Email
1	Tim Klein	3501 Monterey St CITY 78411	361-334-3908	TEKlein20@gmail.com
2	Mark Nuerster	1015 Luxon Dr, TX 78412	361-658-9692	mjnuerster28@gmail.com
3	Emily Borrera	3333 S. Alameda, 78411	361-947-8126	emilyborrera128@gmail.com
4	Isabel Jones	4201 Lake Geneva 78415	361-944-8385	isabelljones-1616@gmail.com
5	David Hill	3501 Ford Spring	361-866-2125	<del>David Hill</del> USSAldeno.US
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# FY25/PY24 Annual Action Plan-Needs Assessment Public Meeting

District 5-Dr. Clotilde P. Garcia Public Library

Thursday, March 7, 2024 - 6:00 p.m.

	Name	Address	Phone	Email
1	Leticia Kammore	City of Corpus Christi	361-3810	LetriciaK@cctexas.com
2	Dan Melgoin	City of cc	826 7011	danielmc@cctexas.com
3	Jim Klein	3501 Monterey St cc, TX 78411	361-334-3908	SEKlein20@gmail.com
4	Shiryn Delacruz	6030 TAPESCOT 78414	361 461 8859	shiryn.delacruz@gmail.com
5	Daryel Hall	7521 Fort Griffin	361-802-2222	USG Anderson .US
6	Tracy McDonald	6142 Brodchampton		
7	Nicole Vaughn	4201 Borros Dr.	310.701.5121	NicoleVaughndesign@gmail.com
8	Anika Guajardo		956-356-7111	N/A
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**FY25/PY24 Annual Action Plan-Technical Assistance Workshop (CDBG)**  
**City of Corpus Christi, 1201 Leopard Street, 6th Floor Conference Room**

**Thursday, April 4, 2024 -9:00 a.m.**

	Name	Address	Phone	Email
1	Debrah Arsuway	3226 Reid Dr.	361-852-2273	d.arsuway@alhopelibrary.org
2	Leticia Kammere	City of Corpus	361 826 3816	leticia@ctexas.com
3	Cathy Bennett	4930 Holly Road <sup>Community</sup> <sub>Options</sub>	361 808 8600	Cathy.Bennett@comop.org
4	MICHAEL SHARROW	8639 WHITE STARROW ST TX	210 416 5324	michael.s@redtx.com
5	Sennifer White	City of CC	361-826-3092	jenniferwhite@ctexas.com
6	Cynthia Colner	City of CC	<del>361</del>	cynthia.colner@comop.org
7	Samantha Cutler	4930 Holly Rd <sup>Community</sup> <sub>Options</sub>	361-402-5075	Samantha.Cutler@comop.org
8	Kyle Kruson	1809 Bedford CT TX	361-889-9997	Kyle.Kruson@us55.com
9	<del>CURTIS</del>			
10	Alvin Witches	City	361-826-3034	AlvinWitches.com
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**FY25/PY24 Annual Action Plan-Technical Assistance Workshop (ESG)**  
**City of Corpus Christi, 1201 Leopard Street, 6th Floor Conference Room**

**Thursday, April 4, 2024- 10:00 a.m.**

	Name	Address	Phone	Email
1	Kyle Knudsen	1804 Bford Ct, Texas	361-881-9497	Kyle.Knudsen@US.SullivanUniversity.org
2	Carrie Alvarez	1824 Bford Ct, Texas	361-884-9467	Carrie.Alvarez@US.SullivanUniversity.org
3	Debra Arsuaga	3224 Reed Tr.	361-852-2293	D.Arsuaga@CityofCC.hipodigital.com
4	Cindy Herrera	3419 Macgoddards Rd	210-821-4300	Cindy@prosperehas.org
5	Leticia Kemmer	City of CC	361-826-3814	Leticia@cityofcc.texas.com
6	Alvin Wiche	City	361-826-3034	Alvin@cityofcc.texas.com
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**FY25/PY24 Annual Action Plan-Technical Assistance Workshop (HOME)**  
**City of Corpus Christi, 1201 Leopard Street, 6th Floor Conference Room**

**Thursday, April 4, 2024-11:00 a.m.**

	Name	Address	Phone	Email
1	JUDY FELBE	3554 SANTA FE (C 78411)	361-813-6397	judyf@cbci.org
2	Cindy Marguez	3419 Nacogdoches Rd SA, TX 78111	210-416-8511	cindym@presparches.org
3	Letecia Kanner	City of Corpus	361-826-3816	leticia@ccfexas.com
4	Crystal Oliver	Community Dev't		crystal.oliver@comcorp.org
5	Jennifer White	City of Corpus	361-826-3092	jenniferwhite@cfexas.com
6	Michael Stackerland	1639 WHITE STAR DR	361-916-5324	michael50@redtx.com
7	Allin White	City	361-826-3034	AllinWhite@cfexas.com
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FY25/PY24 Annual Action Plan-Technical Assistance Workshop (CDBG) Interdepartments

City of Corpus Christi, 1201 Leopard Street, 6th Floor Conference Room

Wednesday, April 10, 2024 -1:00 p.m.

	Name	Address	Phone	Email
1	Hectora Kaurman	city Hall	361-341 826-3816	hctorak@cctexas.com
2	Simraal Gomez	city Hall	361-3550	SimraalG4@cctexas.com
3	Pedro Polanco	city Hall	826-3351	pedrop@cctexas.com
4	Romy Dehenky	City Hall	826-3592	romyg@cctexas.com
5	Norberto Lanza, Jr.	city Hall	826-3282	norbertog2@cctexas.com
6	Priscilla Ramirez	city Hall	826-3522	PriscillaR@cctexas.com
7	Laura Garcia	805 Comanche	826-7070	laurag@cctexas.com
8	Sergio Gonzalez	city Hall	826-3476	SergioG@cctexas.com
9	Kavin Hensley	1702 Horne	826-7293	KavinH@cctexas.com
10	Alvin Wilkerson	city	826-3034	AlvinW@cctexas.com
11	Dante Gonzalez	Health 1702 Horne	361-826-7203	danteg@cctexas.com
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## Community Needs Assessment and Consultation feedback summary

To broaden citizen participation efforts, the City held five public meetings, Technical Assistance Workshops and Consultations to acquire needs assessment and feedback from the community. Below is a summary of community feedback.

- Corpus Christi faces a significant need for the production of new affordable rental units, as the current housing stock is aging, and there are limited new developments that cater to low- and moderate-income households, as well as those with disabilities.
- Owner-occupied rehabilitation assistance is critical, especially for the elderly population, to maintain the city's affordable housing inventory. This assistance should also allow for upgrades to support aging in place and address issues like lead and asbestos abatement. Waitlists for these services must be addressed to ensure timely assistance.
- Housing repairs are particularly needed for the elderly population, and efforts to mitigate waitlists are essential to ensure timely assistance.
- Acquisition and preservation of housing units are necessary, especially given the rising housing costs and limited supply. Assistance for homebuyers, particularly low and moderate-income individuals, is crucial to promote homeownership.
- Public facility improvements, such as those enhancing access to parks, senior centers, pools, and gyms, are essential to improving community services and neighborhood quality of life.
- The community identified senior services as a crucial need for the elderly population.
- Tenant-Based Rental Assistance is crucial to address the shortage of affordable housing, particularly for the 30% Area Median Income (AMI) target population, which is underserved by the current housing market.
- Specialized Tenant-Based Rental Assistance is essential for non-homeless individuals with special needs, such as the elderly and persons with disabilities, including those with HIV/AIDS, substance abuse, mental health diagnoses, and domestic violence victims. The existing housing market fails to provide adequate affordable and accessible housing for these groups.
- Funding for homeless services, including emergency shelters, is a pressing need identified by the community to address homelessness effectively. Non-accompanied youth, especially those terming out of the foster care system was also mentioned specifically.
- Implementation of a Homeless Management Information System by social service, health, and mental health and supportive service agencies is necessary to improve coordination and delivery of services to the homeless population.
- Homebuyer assistance programs was identified as a need in the community.

- The community mentioned sidewalk accessibility as a need in Corpus Christi.

June 2023

Adopted: August 8, 2023



# City of Corpus Christi, TX

## AMENDED CITIZEN PARTICIPATION PLAN

**PUBLIC DISPLAY AND COMMENT VERSION**

# **AMENDED CITIZEN PARTICIPATION PLAN**

**RELATING TO THE ADMINISTRATION OF  
THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS  
OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)**

Public Comment Period from June 9, 2024 to July 15, 2024

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# CITIZEN PARTICIPATION PLAN

## A. Introduction

### 1. Purpose

Pursuant to the citizen participation requirements of 24 CFR Section 91.105 and 24 CFR Part 5, the City of Corpus Christi, TX (referred to as the “City”) sets forth the following amended Citizen Participation Plan (the “Plan”) as it relates to the administration of the Community Planning and Development (CPD) programs funded by the U.S. Department of Housing and Urban Development (HUD). The Plan presents the City’s plan for providing for and encouraging all citizens to participate in the development, revision, amendment, adoption, and implementation of the following plans and programs:

- The Citizen Participation Plan (CPP)
- The Consolidated Plan (ConPlan)
- The Annual Action Plan (AAP)
- Analysis of Impediments to Fair Housing Choice (AI)
- The Consolidated Annual Performance and Evaluation Report (CAPER)
- The Section 108 Loan Guarantee Program (Section 108)

### 2. Lead Agency and Contact Person

The Planning and Community Development Department of the City is the lead agency responsible for the administration of the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Program (HOME) and Emergency Solution Grant Program (ESG). All communication regarding the documents covered by this Plan, comments, complaints, reasonable accommodation for disabled persons, translation services, or other elements shall be directed to:

Director of Planning and Community Development  
Planning and Community Development Department  
City of Corpus Christi  
1201 Leopard Street, Corpus Christi, TX 78401  
Phone: 316.826.3010

### 3. Effective Date

Subsequent to approval of the CPP by City Council and HUD, this Plan shall be effective until it is amended or otherwise replaced.

## B. Encouragement of Citizen Participation

### 1. General

The City provides for and encourages citizens to participate in the development, revision, amendment, adoption and implementation of the CPP, the ConPlan, the AAP, the AI, the CAPER, Section 108. The City encourages participation by low- and moderate-income persons, particularly those living in areas designated as revitalization areas or in slum and blighted areas and in areas where HUD funds are proposed to be used, and by residents of predominantly low- and moderate- income neighborhoods. With respect to the public participation initiatives included in this Plan, the City will take appropriate

actions to encourage the participation of all of its citizens, including minorities, non-English speaking persons, and persons with disabilities, as described below.

## **2. Non-English Speakers**

The City has determined that, based on 2021 American Community Survey data, 4.0% percent of residents speak English less than very well. Upon request, materials may be provided in Spanish language.

## **3. Persons with Disabilities**

To encourage the participation of persons with disabilities, the City will include the following language in all public meeting notices published in the Caller Times:

*If you need accommodations for physical mobility, sensory impairment or language needs to participate in the meeting, please contact the Planning and Community Development Department at (316) 826-3010. Notification 48 hours prior to the meeting will enable the Planning and Community Development Department to make reasonable arrangements to ensure accessibility to the meeting.*

The City will conduct all public meetings in locations that are handicapped-accessible, when available.

## **4. Low- and Moderate-Income Persons**

The City will conduct at least one public meeting in a neighborhood that contains at least 51% low- and moderate-income residents, based on current HUD data, during the development of the ConPlan and the AAP.

## **5. Organizations and Agencies**

The City encourages the participation of local and regional institutions, the Continuum of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations in the process of developing, revising, amending, adopting and implementing all documents covered by the CPP. This will be achieved through stakeholder interviews, focus groups and/or public meetings.

## **6. Local Public Housing Authority**

The City, in consultation with the Corpus Christi Housing Authority (CCHA), encourages the participation of residents of any public housing developments located within the City in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan. The City will provide information to the Executive Director of CCHA about the ConPlan and subsequent AAP activities related to the public housing developments and communities so that CCHA can make this information available at the annual public meetings required for its Public Housing Authority Agency Plan.

## **7. Public Notices**

Public review/comment periods and public meetings held in the process of developing, revising, amending, adopting and implementing the documents covered by the CPP shall be advertised in the Caller Times no less than 10 days prior to when the public meeting is held.

## **8. Public Meetings**

All public meetings will be scheduled at times and locations, either in-person and or virtually, that are convenient for potential and actual program beneficiaries, and with accommodation for persons with disabilities and non-English speakers in accordance with the CPP.

## **9. Technical Assistance**

The City's Planning and Community Development Department staff are available to assist organizations and other eligible individuals that are interested in submitting a proposal to obtain funding through the CDBG, HOME or ESG programs. All potential applicants are strongly encouraged to contact the Planning and Community Development Department for technical assistance before initiating a funding request application. The Planning and Community Development Department contact information can be obtained at: <https://www.cctexas.com/gmd>.

## **10. Online Access**

The City will post draft copies and final copies of all documents covered by the CPP on its website: <https://www.cctexas.com/gmd>.

## **11. Other Engagement Techniques**

The City's Planning and Community Development Department may, as needed, hold virtual ConPlan and AAP community and stakeholder engagement meetings and or events in order to potentially engage those residents who might not be able to attend such meetings in-person. The CPP may be amended as the City continues to gain access to technology that improves the avenues of participation by its residents.

## **12. City Contact Person**

All communication regarding the CPP, ConPlan, AAP, AI, CAPER, project environmental reviews, or public comments or complaints, reasonable accommodation for disabled persons, translation services, or other elements of HUD entitlement programs and activities shall be directed to: the Grant Monitoring Program Manager, City of Corpus Christi  
1201 Leopard Street, Corpus Christi, TX 78401.

# **C. The Citizen Participation Plan**

## **1. Citizen Participation Plan Development**

The City's public review procedure when developing its Citizen Participation Plan (CPP) is as follows:

### **a. Public Review of the Draft CPP**

The draft CPP will be made available for public review for a 15-day period prior to City Council consideration and adoption and may be done concurrently with the public review and comment process for the ConPlan. Copies of the draft CPP will be made available for review at the following locations:

- The City's Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City's website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche Street, Corpus Christi, TX 78401

**b. Comments Received on Draft Amended CPP**

Written comments will be accepted by the City’s Director of Planning and Community Development, or a designee, during the 15-day public review period.

**c. Public Meeting**

The City will conduct a public meeting to review and accept public comments on the draft Amended CPP prior to its approval and submittal to HUD. This public meeting may be held concurrently with the public meeting held in conjunction with the Consolidated Plan.

**d. City Council Action**

Following the public meeting, the Plan will be presented to City Council for consideration and formal action.

**e. Submission to HUD**

A copy of the CPP, including a summary of all written comments and those received during the public meeting as well as the City’s responses and proof of compliance with the minimum 15-day public review and comment period requirement, will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

**2. Amendments to the Approved Citizen Participation Plan**

The City shall follow the following procedure to amend its approved (CPP), as needed.

**a. Amendment Considerations**

The City will amend the CPP, as necessary, to ensure adequate engagement and involvement of the public in making decisions related to its federal funding programs. Substantial amendments to the CPP may be required should a provision of the CPP be found by the City to conflict with HUD regulations, or when changes in HUD regulations occur, or based on current HUD guidance. Edits to the CPP that only include updated contact information or editorial changes for clarity will not be released for public review and comment.

**b. Draft Amended CPP Review**

The draft amended CPP will be made available for public review for a 15-day period prior to City Council consideration and adoption and may be done concurrently with the public review and comment process for the ConPlan or a AAP. Copies of the draft and final Amended CPP will be made available for review at the following locations:

- The City’s Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City’s website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche Street, Corpus Christi, TX 78401

**c. Comments Received on Draft Amended CPP**

Written comments will be accepted by the Director of Community Development Department, or a designee, during the 15-day public review period.

**d. Public Meeting**

The City will conduct a public meeting to review and accept public comments on the draft Amended CPP prior to its approval and submittal to HUD. This public meeting may be held concurrently with the public meeting held in conjunction with the ConPlan or a AAP.

**e. City Council Action**

Following the public meeting, the CPP will be presented to City Council for consideration and formal action.

**f. Submission to HUD**

A copy of the Amended CPP, including a summary of all written comments and those received during the public meeting as well as the City’s responses and proof of compliance with the minimum 15-day public review and comment period requirement, will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

**g. Plan Access**

The approved CPP and any amendments will be kept on file in the City of Corpus Christi, 1201 Leopard Street, Corpus Christi, TX 78401, attention: Planning and Community Development Department. The Plan can be accessed online at: <https://www.cctexas.com/gmd>. Hard copies can be made available to those requesting the CPP by contacting the City’s Director of Planning and Community Development, or a designee.

**h. In the Event of an Emergency**

In the event of a local, state or federally declared disaster or emergency or pandemic where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City may opt to forgo the public meeting for amendments to its CPP. The length of public comment for amendments to the CPP shall be no less than five (5) days. Draft documents for public comment and review will be made available on the City’s website at: <https://www.cctexas.com/gmd>. Copies of the draft documents will be mailed or e-mailed upon request, if possible.

## **D. The Consolidated Plan (ConPlan)**

### **1. ConPlan Development**

The City will follow the process and procedures described below in the development of its ConPlan.

**a. ConPlan Stakeholder Consultation and Citizen Outreach**

In the development of the ConPlan, the City will consult with other public and private agencies including, but not limited to, the following:

- The Corpus Christi Housing Authority
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, people with low-and moderate household income, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Continuum(s) of Care that serve(s) the jurisdiction
- Community-based and regionally based organizations that represent protected class members

- and organizations that enforce fair housing laws
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities
- Business and civic leaders
- Broadband internet service providers and organizations engaged in narrowing the digital divide
- Agencies whose primary responsibilities include the management of flood prone areas, public land or water resources
- Emergency management agencies.

When preparing the portion of the ConPlan concerning lead-based paint hazards, the City shall consult with local or state health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead-poisoned.

When preparing the description of priority non-housing community development needs, the City will notify adjacent units of local government, to the extent practicable. This shall involve, at a minimum, the City sending a letter to the chief elected official of each adjacent unit of government notifying them of the draft ConPlan and how to access a copy online for review and comment.

A variety of mechanisms may be utilized to solicit input from these persons/service providers /agencies/ entities. These include written letters, telephone or in-person interviews, surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

**b. ConPlan Public Meetings**

The City will conduct at least two public meetings in the development of the ConPlan. The first public meeting will be conducted before the draft ConPlan is published for public comment, during which the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public meeting will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs and proposed eligible activities.

The City shall provide meeting notices to local nonprofit agencies, subrecipients, CCHA, and other interested groups and residents (see Section D.1.a above).

**c. ConPlan Potential Displacement of Persons**

Although the City does not anticipate any residential displacement to occur in the foreseeable future, it is required to describe its plans to minimize the displacement of persons and to assist any persons displaced. When displacement is unavoidable on a temporary or permanent basis, the City will comply with the federal Uniform Relocation Act.

Should displacement of residents be necessary as a result of the use of funds covered by this CPP, the City shall compensate residents who are actually displaced in accordance with *HUD Handbook No. 1378, Tenant Assistance, Relocation and Real Property Acquisition*.

This resource is accessible online at:

[https://www.hud.gov/program\\_offices/administration/hudclips/handbooks/cpd/13780](https://www.hud.gov/program_offices/administration/hudclips/handbooks/cpd/13780)

**d. ConPlan Public Display and Comment Period**

The draft ConPlan will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary and purpose of the ConPlan; the anticipated amounts of funding (including program income, if any); proposed activities likely to result in displacement, if any; plans for minimizing the displacement of persons as a result of CDBG activities, if any; plans to assist persons actually displaced by the project, if any; the dates of the public display and comment period; the locations where copies of the draft ConPlan can be examined; how comments will be accepted; when the document will be considered for action by City Council; and, the anticipated submission date to HUD. Copies of the draft ConPlan will be made available for review at the following locations:

- The City’s Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City’s website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche Street, Corpus Christi TX 78401

**e. Draft ConPlan Comments Received**

Written comments will be accepted by the Director of the City’s Planning and Community Development Department, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public meeting, in preparing the final ConPlan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final ConPlan for submission to HUD.

**f. City Council Action on ConPlan**

Following the public meeting, the ConPlan will be presented to City Council for consideration and formal action.

**g. Submission to HUD**

The ConPlan will be submitted to HUD no less than 45 days before the start of the City’s five-year program cycle.

**2. Revisions to the ConPlan**

The City shall follow the following procedure to revise its ConPlan, as needed.

**a. Revision Considerations**

There are two types of amendments that may occur with the ConPlan: minor amendments and substantial amendments.

1) Minor Amendment

- When funds are added to an approved eligible activity that do not exceed \$25,000
- When the scope of an approved eligible activity has changed, however the service area, site, accomplishments and or beneficiaries does not change.

2) Substantial Amendment:



An amendment to the approved ConPlan is considered substantial under the following circumstances:

- When there is a change to the Priority Needs, Goals, Objectives, and/or Target Geographies/Areas identified in the Strategic Plan
- When new entitlement grants are awarded to the City

All other changes that do not meet the criteria defined above will be considered minor amendments and can be reviewed and approved by the Director, Planning and Community Development Department and will not be subject to public comments and or a public comment period. These changes will be fully documented and signed-off by the Director, Planning and Community Development Department.

The City may choose to submit a copy of each amendment to the ConPlan to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments will be signed by the Director, Planning and Community Development Department.

**b. ConPlan Public Display and Comment Period**

The draft revised ConPlan will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised ConPlan can be examined, how comments will be accepted, when the document will be considered for action by City Council, and the anticipated submission date to HUD. Copies of the draft revised ConPlan will be made available for review at the following locations:

- The City's Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City's website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche Street, Corpus Christi, TX 78401

**c. Public Meeting**

The City will conduct a public meeting to review and accept public comments on the draft Amended ConPlan prior to its approval and submittal to HUD. This public meeting may be held concurrently with the public meeting held in conjunction with the Consolidated Plan and the Annual Action Plan.

**d. Comments Received on the Draft Revised Consolidated Plan**

Written comments will be accepted by the City's Director of Planning and Community Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public meetings, in preparing the final Revised ConPlan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised ConPlan for submission to HUD.

**e. City Council Action**

Following the public meeting, the revised ConPlan will be presented to City Council for consideration and formal action.

**f. Submission to HUD**

The revised ConPlan/Amendment will be submitted to HUD following the end of the public display and comment period and adoption by City Council.

**3. In the Event of a Disaster or Emergency**

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City may opt to conduct public meetings and meetings virtually via conference call or live web-streaming with the ability to provide comment and ask questions and receive a response in a timely manner. Accommodations will be made for persons with disabilities and non-English speaking persons upon request. Documents for public review will be shared via the City’s website. This provision shall apply to all documents covered by this CPP.

**a. Public Review**

In the event of an emergency, the following alternatives may be instituted by the City:

- The length of the public comment and display period for the ConPlan or AAP and Substantial Amendments shall be no less than five (5) days.
- Draft documents for public comment and review will be made available on the City’s website at: <https://www.cctexas.com/gmd>. Copies of the draft documents will be mailed or e-mailed upon request, if possible.
- Public meetings may be held as virtual meetings using local cable access television or other online platforms for public viewing with the option to provide comment and questions ahead of time or during the meeting, and responses will be provided in a timely manner.
- The City may opt to hold one public meeting during the ConPlan/AAP process and its second required public meeting during the CAPER process for the same program year.

**b. Plan Access**

The revised ConPlan will be kept on file at the Department of Planning and Community Development, City of Corpus Christi website: <https://www.cctexas.com/gmd>

Hard copies can be made available to those requesting the Plan by contacting the City’s Director of Planning and Community Development, or a designee.

## **E. The Annual Action Plan (AAP)**

The Annual Action Plan (AAP) is a component of the ConPlan, and it describes the City’s proposed use of available federal and other resources to address the priority needs and specific objectives in the ConPlan for each program year; the City’s method for distributing funds to local non-profit organizations; and, the geographic areas of the City to which it will direct assistance.

**1. Plan Development**

The City will follow the process and procedures described below in the development of its AAP.

**a. Public Meetings**

The City will conduct at least two public meetings during the development of the AAP. The first public meeting will be conducted before the AAP draft is published for public comment. During the first public meeting, the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public meeting will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs, proposed eligible activities, and proposed strategies and actions for affirmatively furthering fair housing, consistent with the Analysis of Impediments to Fair Housing.

Both public meetings conducted for the Year 1 AAP may be conducted concurrently with the required public meetings for the five-year ConPlan.

**b. Public Display and Comment Period**

The draft AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the AAP, the anticipated amounts of funding (including program income, if any), the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by City Council, and the anticipated submission date to HUD. Copies of the draft AAP will be made available for review at the following locations:

- The City’s Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City’s website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche, Corpus Christi TX 78401

**c. Comments Received on the Draft Annual Action Plan**

Written comments will be accepted by the City’s Director of Planning and Community Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing or orally at the public meetings in preparing the final AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AAP for submission to HUD.

**d. City Council Action**

Following the public meeting, the AAP will be presented to City Council for consideration and formal action.

### **e. Submission to HUD**

The AAP will be submitted to HUD no less than 45 days before the start of the City's annual program year.

## **2. Revisions to the AAP**

The City shall follow the following procedure to revise its AAP, as needed.

### **a. Revision Considerations**

There are two types of amendments that may occur with the AAP: minor amendments and substantial amendments. An amendment to the approved AAP is considered substantial under the following circumstances:

- When there is a change to the Annual Goals, Objectives, and/or Target Geographies/Areas identified in the AAP
- When a project previously identified in the AAP is cancelled
- When a new project that was not previously identified in the AAP is created
- When a **significant** change occurs in the purpose, locations, or beneficiaries of an activity previously approved.
- When a 50 percent change in federal funding occurs where the project is \$25,000 or less
- When a 25 percent change in federal funding occurs where the project is more than \$25,000.

All other changes to funding allocations or approved eligible activities that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the City's Director of Planning and Community Development Department and will not be subject to public comments. These changes will be fully documented and signed by the Director of Planning and Community Development.

The City may choose to submit a copy of each substantial amendment to the AAP to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments will be signed by the Director of Planning and Community Development.

### **b. Public Display and Comment Period**

The draft Revised AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by City Council, and the anticipated submission date to HUD. Copies of the draft Revised AAP will be made available for review at the following locations:

- The City's Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City's website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche Street, Corpus Christi TX 78401

**c. Public Meeting**

The City will conduct a public meeting to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public meeting may be held concurrently with the public meeting held in conjunction with the ConPlan.

**d. Comments Received on the Draft Revised AAP**

Written comments will be accepted by the City Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public meetings, in preparing the final Revised AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised AAP for submission to HUD.

**e. City Council Action**

Following the public meeting, the Revised AAP will be presented to City Council for consideration and formal action.

**f. Submission to HUD**

The Revised AAP will be submitted to HUD following the end of the public display and comment period.

**3. In the Event of a Disaster or Emergency**

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City may opt to conduct public meetings and meetings virtually via conference call or live web-streaming with the ability to ask questions and provide comment in real time where public comment is required to be heard. Accommodations will be made for persons with disabilities and non-English speaking persons upon request. Documents for public review will be shared via the City’s website. This provision shall apply to all documents covered by this Plan.

- The length of the public comment and display period for the Consolidated Plan or Annual Action Plan and Substantial Amendments shall be no less than five (5) days.
- Draft documents for public comment and review will be made available on the City’s website at: <https://www.cctexas.com/gmd>
- Copies of the draft documents will be mailed or e-mailed upon request, if possible.
- Public meetings may be held as virtual meetings using local cable access television or other online platforms for public viewing with the option to provide comment and questions ahead of time or during the meeting, and responses will be provided in a timely manner.
- The City may opt to hold one public meeting during the ConPlan/AAP process and its second required public meeting during the CAPER process for the same program year.

**a. Plan Access**

The Revised AAP will be kept on file in the City of Corpus Christi, 1201 Leopard Street, Corpus Christi, TX 78401, attention: Planning and Community Development Department. The Plan can be accessed online at: <https://www.cctexas.com/gmd>.

Hard copies can be made available to those requesting the Plan by contacting the City’s Director of Planning and Community Development, or a designee.

## F. Consolidated Annual Performance and Evaluation Report (CAPER)

### 1. Report Development

The City shall follow the following procedure in the drafting and adoption of its Consolidated Annual Performance and Evaluation Report (CAPER).

#### a. Report Considerations

The Planning and Community Development Department will evaluate and report the accomplishments and expenditures of the previous program year for CDBG, HOME, and ESG funds and draft the CAPER in accordance with HUD requirements.

#### b. Public Display and Comment Period

The draft CAPER will be placed on display for a period of no less than 15 days to encourage public review and comment. Public notice of the display and comment period will be published in the Caller Times ~~no less than 10 days before the comment period begins~~ with accommodation for persons with disabilities and non-English Spanish speakers in accordance with this CPP. The public notice shall include a brief summary and purpose of the CAPER, a summary of program expenditures, a summary of program performance, the dates of the public display and comment period, the locations where copies of the draft CAPER can be examined, how comments will be accepted, and the anticipated submission date to HUD. Copies of the draft CAPER will be made available for review at the following locations:

- The City's Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City's website at: <https://www.cctexas.com/gmd>
- La Retama Library, 805 Comanche Street, Corpus Christi TX 78401

#### c. Comments Received on the Draft CAPER

Written comments will be accepted by the City's Director of Planning and Community Development, or a designee, during the 15-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CAPER for submission to HUD.

#### d. Submission to HUD

The CAPER will be submitted to HUD within 90 days following the last day of the City's annual program year.

#### e. Plan Access

The CAPER will be kept on file in the City of Corpus Christi, 1201 Leopard Street, Corpus Christi, TX 78401, attention: Planning and Community Development Department. The Plan can be accessed online at: <https://www.cctexas.com/gmd>.

Hard copies can be made available to those requesting the Plan by contacting the City's Director of Planning and Community Development, or a designee.

## **G. Section 108 Loan Guarantee Program**

### **a. Development of Section 108 Loan Guarantee Application**

Applications for assistance filed by the City for Section 108 Loan Guarantee assistance authorized under HUD regulation 24 CFR Part 570, Subpart M, are subject to all provisions set forth within this Plan. Such applications for Section 108 assistance may be included as part of the Consolidated Planning process or may be undertaken separately anytime during the City's program year.

Before the City submits an application for Section 108 loan guarantee assistance, the City will make available to citizens, public agencies and other interested parties information that includes the amount of assistance the City expects to be made available (including program income), the range of activities that may be undertaken, the estimated amount that will benefit persons of low- and moderate-income, and any activities likely to result in displacement.

### **b. Public Display and Comment Period**

The City will publish its proposed Section 108 loan application for review and comment. The public notice shall include a summary describing the contents and purpose of the application and listing the locations where the entire application may be examined. An application for Section 108 Loan Guarantee funding shall be made available for public review for a 30-day period prior to consideration and submission to HUD and may be done concurrently with the public review and comment process for the Consolidated Plan.

Copies of the proposed Section 108 loan application will be made available for review at the following locations:

- The City's Planning and Community Development Department, 1201 Leopard Street, Corpus Christi, TX 78401.
- The City's website at: <https://www.cctexas.com/gmd> La Retama Library, 805 Comanche Street, Corpus Christi TX 78401

### **c. Comments Received on the Proposed Section 108 Application**

Written comments will be accepted by the City's Director of Planning and Community Development, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final application. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final application for submission to HUD.

### **d. Submission to HUD**

The Section 108 Loan Application will be submitted to HUD.

## **2. Complaints**

Residents may register complaints regarding any aspect of the CDBG, HOME and ESG programs by contacting the City's Director of Planning and Community Development, or a designee. All written complaints received will be addressed in writing within 15 days.

Residents wishing to object to HUD approval of the final ConPlan, AAP or any other documents identified in this CPP may send written objections to the HUD Field Office at:

U.S. Dept of Housing & Urban Development  
San Antonio Field Office  
Hipolito Garcia Federal Building  
615 East Houston Street, Suite 347  
San Antonio, TX 78205-2001

Any written objections should be made within 30 days after the City has submitted any of the documents covered by this CPP to HUD. Any objections made will only be submitted to HUD for the following reasons:

The applicant's description of needs and objectives is plainly inconsistent with available facts and data. The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant. The application does not comply with the requirements of the CDBG, HOME or ESG programs or other applicable laws. The application's proposed activities which are otherwise ineligible under the program regulations.

Objections shall include both an identification of requirements not met and available facts and data.



Map filters are displayed within the Broadband section.

Data As Of Dec 31, 2023 (latest) (Last Updated: 5/14/24)



Fixed Broadband Mobile Broadband **Combined**

### Corpus Christi, TX

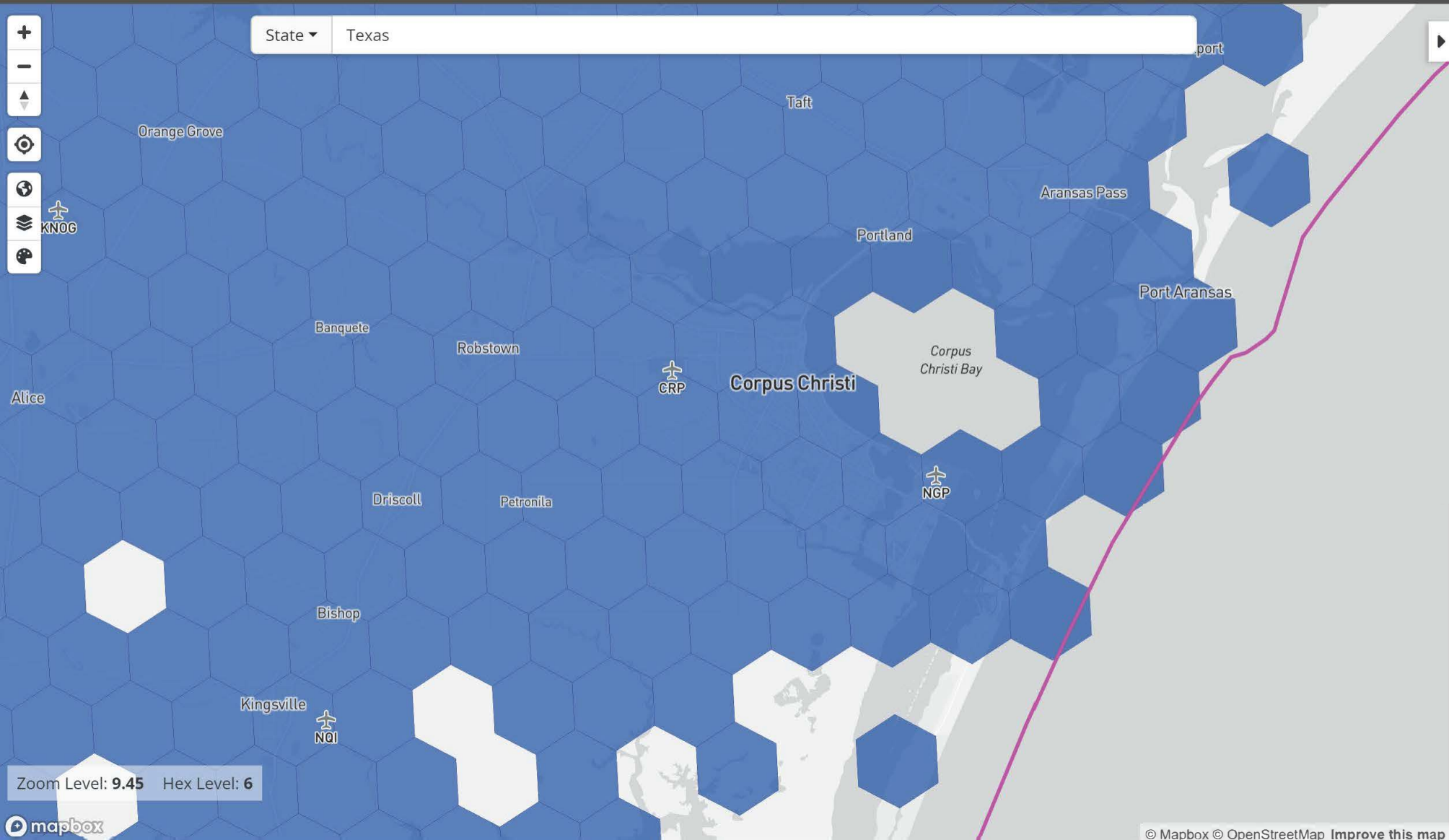
<b>Fixed</b>	
Type	Residential
Technology	Any Technology
Speed	100/20 Mbps or greater
Pct. Coverage Threshold	≥ 0
<b>Mobile</b>	
Environment	Outdoor Stationary
Technology	Any Technology
Pct. Coverage Threshold	≥ 0

### Map Legend

- Fixed Broadband
- Mobile Broadband
- Fixed and Mobile Broadband

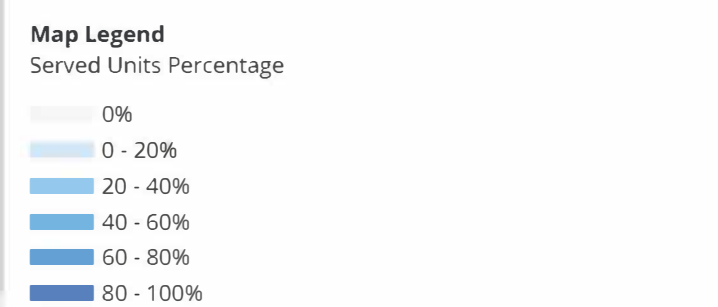
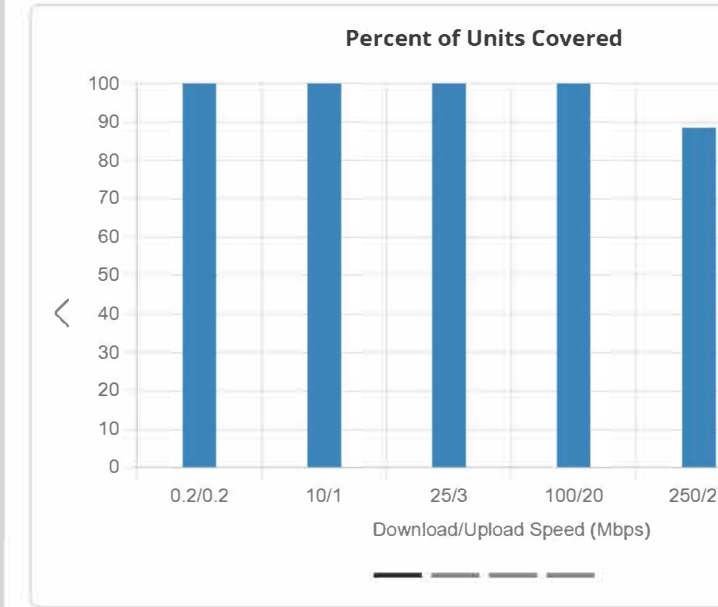
Service: Residential Technology: Any Technology Speed:  $\geq 100/20$  Service Filters

Data As Of Dec 31, 2023 (latest) (Last Updated: 5/28/24)



Fixed Broadband Mobile Broadband **Combined**

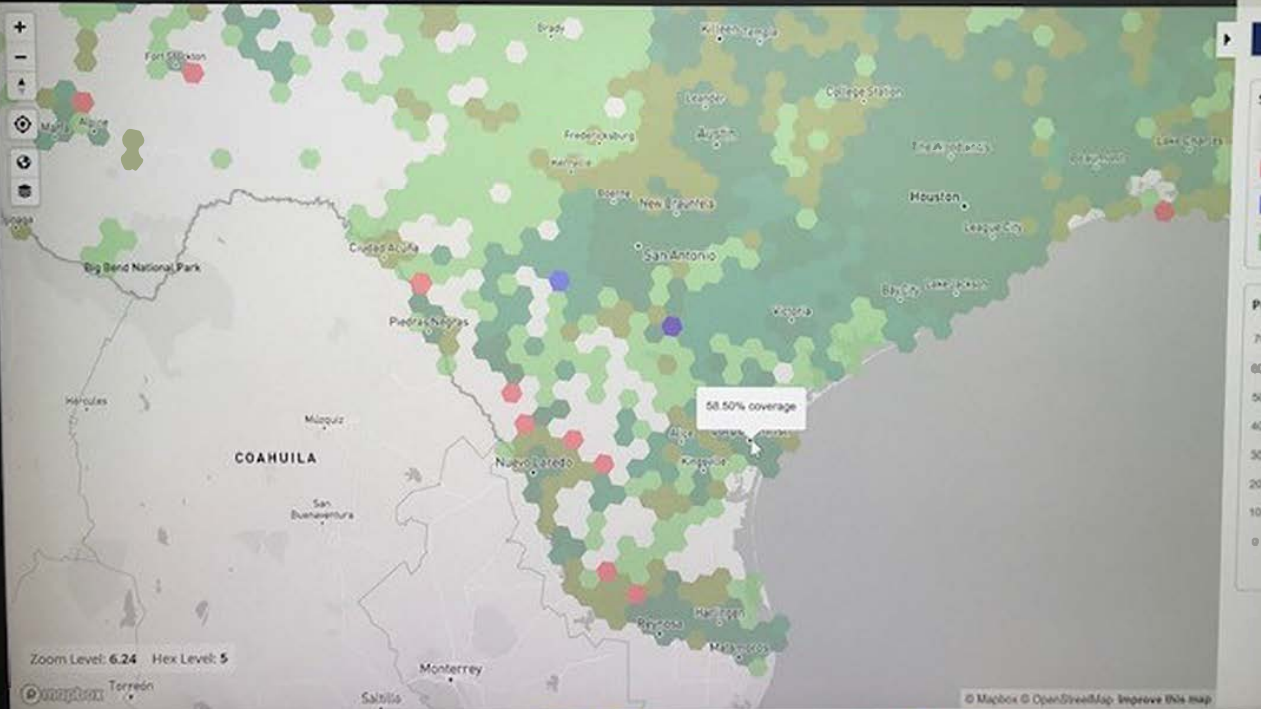
**Texas**





Service: Residential Percent Coverage Threshold:  $\geq 0$  Speed:  $\geq 0.2/0.2$

Service Filters



## AP-85 Other Actions – 91.220(k) – Continuation (Attachment A)

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

HHSP \$206,068: Through Homeless Housing and Services Program (HHSP), the state provides funding to the nine largest cities in support of services to homeless individuals and families. Allowable activities include construction, development, or procurement of housing for homeless persons; rehabilitation of structures targeted to serving homeless persons or persons at-risk of homelessness; provision of direct services and case management to homeless persons or persons at-risk of homelessness; or other homelessness-related activity as approved by the Department.

EHF \$64,104: Contributions to the Ending Homelessness Fund will help enhance the number and quality of emergency shelters, prevent families and individuals from becoming homeless, encourage self-sufficiency behaviors and secure stable housing. At such time when contributions will be distributed, a Notice of Funding Availability will be released with equal amounts directed to TDHCA-approved and active ESG providers, including current city or municipality providers.

**HOME Investment Partnership Program (HOME) – 24 CFR 91.220(I)(2)**

**Continuation of #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 Homebuyer Subsidy (Direct Subsidy) is the amount of the subject to the recapture provisions.

\*If the net proceeds from a voluntary sale or involuntary sale by foreclosure are insufficient to repay the prorated amount of the Loan provided to the Homebuyer, the City shall recapture the entire amount of net proceeds from the sale. If there are no net proceeds from the sale, no repayment is required. Net proceeds are defined as the sales price minus superior loan repayment and any closing costs incurred by the homebuyer.

**City of Corpus Christi**  
**HOME INVESTMENT PARTNERSHIP PROGRAM**  
**RECAPTURE PROVISIONS**

The City of Corpus Christi, HOME Homebuyer Assistance Program in compliance with 24 CFR 92.254 of the HOME rule, has adopted the following recapture policy, using the HUD acceptable recapture model, *Reduction (or Forgiveness) During the Affordability Period*.

The HOME recapture provisions are established in §92.254(a)(5) and permit the original homebuyer to sell the property to any willing buyer within the affordability period, while the City of Corpus Christi is able to recapture all or a portion of the HOME assistance provided to the original homebuyer. The recapture approach requires that all or a portion of the direct subsidy provided to the homebuyer be recaptured from the net proceeds of the sale.

**Direct HOME Subsidy-** the amount of HOME assistance, including any program income that enabled the homebuyer to buy the unit. It includes down payment, closing costs, interest subsidies, or other HOME assistance provided directly to the homebuyer. It also includes any assistance that reduced the purchase price from the fair market value to an affordable price. Furthermore, if HOME funds are used for the cost of developing a property and the unit is sold below fair market value, the difference between the fair market value and the purchase price is considered to be directly attributable to the HOME subsidy.

**Net Proceeds-** the sales price minus the superior loan repayment (other than HOME funds) and any closing costs. The City of Corpus Christi may require full or partial repayment of the direct HOME subsidy when a subsequent sale occurs during the affordability period. If there are no proceeds or insufficient proceeds to recapture the full amount of HOME investment due, the amount subject to recapture must be limited to what is available from the net proceeds.

The period of affordability is based upon the total amount of HOME funds subject to recapture, which is based on the amount of HOME assistance that enabled the homebuyer to purchase the home. This may include any HOME assistance that reduced the purchase price from fair market value to an affordable price, but excludes the amount between the cost of producing the unit and the market value of the property, such as the development subsidy. The recaptured funds must be used to carry out HOME eligible activities within the City of Corpus Christi. The period of affordability for the HOME Homebuyer Assistance Program is five (5) or ten (10) years as outlined in table below. As per HUD regulations, the period of affordability does not begin until the activity is shown as completed in HUD's Integrated Disbursement and Information System ("IDIS"). Therefore, the period of affordability may not start until sometime after the actual execution date of the Agreement and related Deed of Trust and Promissory Note. The period of affordability will however begin on the same date as the IDIS activity completion date.

The following table outlines the required minimum HOME affordability periods:

HOME Investment Per Unit	Minimum Period of Affordability
\$1,000 to \$15,000	5 Years
\$15,001 to \$40,000	10 Years

Reduction (or Forgiveness) During the Affordability Period: The City of Corpus Christi has chosen to reduce the amount of direct HOME subsidy on a pro-rata basis for the time the homebuyer has owned and occupied the dwelling, measured against the required affordability for its HOME Homebuyer Assistance Program. The HOME Homebuyer Assistance Program will provide a program and income eligible homebuyer with up to \$35,000 in HOME assistance.

The pro rata amount to be recaptured will be determined by the following formula:

# of years in the home x the total direct HOME subsidy = Recapture Amount period of affordability

-The number of years the homebuyer occupied the home, divided by the period of affordability;

-Multiply the resulting figure by the total amount of direct HOME subsidy originally provided to the homebuyer

If there are insufficient net proceeds available to recapture the full amount pro rata amount due, then it is not required to repay the difference between the prorated direct HOME subsidy due and the amount the City of Corpus Christi is able to recapture from available net proceeds.

#### **Recapture Example:**

A homebuyer receives \$5,000 of HOME down payment assistance to purchase a home. The total direct HOME subsidy to the homebuyer is \$5,000 and requires a 5 year period of affordability. If the homebuyer sells the home in year 3 of the 5 year affordability period, the City of Corpus Christi would forgive 60 percent of the direct HOME subsidy and recapture 40 percent of the direct HOME subsidy, or \$2,000 of the HOME investment, assuming that there are sufficient net proceeds available.

In summary:

The City of Corpus Christi will ensure that a detailed HOME Homebuyer Assistance Program Agreement and Notice of Period of Affordability Agreement that convey the recapture provisions is executed with the homebuyer to ensure that all parties are aware of the specific HOME requirements applicable to the home, such as the period of affordability, principal residency requirement, terms; and conditions of the recapture requirement. The HOME Homebuyer Assistance Program Agreement is a separate legal document that will comply with 24 CFR 92.254 of the HOME rule. As per accordance with the terms and provisions of the HOME Homebuyer Assistance Program Agreement, the City of Corpus Christi through the Notice of Period of Affordability Agreement will provide the homebuyer with the HUD IDIS activity completion date, which is equal to the beginning date of the Period of Affordability.

CONTACT INFORMATION

Planning and Community Development Department

Jennifer Buxton, Assistant Director

1201 Leopard St.

Corpus Christi, TX 78401

361-826-3976



# General Monitoring Questionnaire

City of Corpus Christi Planning and Community Development – Grant Monitoring Division (GMD)

Agency Name: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

Program Being Reviewed: \_\_\_\_\_

**Instructions:** please respond to the questions in this packet before your site visit. The GMD staff will go over the questions with you to clarify any issues and review your prepared documentation.

**Please return this questionnaire and supporting documents to GMD at least 7 days in advance of the scheduled monitoring.**

- If a question asks you to **provide a copy for GMD staff to take**, have a copy of the document(s) ready for the monitoring visit with the question number marked with tabs, sticky notes, or on the document. These will be taken by GMD staff at the end of the visit.
- If a question asks that you have a document **available for review**, have it ready for the monitoring visit with the question number marked with tabs or sticky notes. This document can be an original; it will not be taken by GMD staff.

**The following checklist outlines all the documents you should prepare.**

## Have Available for Review

- Documentation of agency practices to use small, local, women- and/or minority-owned businesses for supplies and services (Q18)
- Financial procedures manual (Q21)
- Most recent financial audit (Q30)

## Provide a copy to GMD

- List of agency's board of directors (Q1)
- Documentation outlining signature authority (Q2)
- Conflict of Interest policy (Q10)
- Confidentiality policy (Q11)
- Release of information form (Q12)
- Nondiscrimination policies regarding beneficiaries and employees (Q13)
- Non-English publications (Q15)
- Payment approval forms (Q22)
- (portion of) Chart of Accounts (Q26)
- Proof of Insurance (Q27)
- Portion of Agency Budget describing expenses, revenue and match for GMD – GMD programs (Q32)

- Cost Allocation Plan (Q35)
- At least two timesheets per employee (Q36)
- At least three payroll records (Q38)
- Transaction source documentation for at least three different types of transactions (Q39)
- Deposit process documents for at least two payments/reimbursements (Q40)
- Complete backup documentation for at least one month's expenditure report (Q41)
- Payroll practices and procedures (Q42)
- Documentation of match from each source (e.g., MOUs, award letters) (Q43)
- Complete backup documentation for the match expenses for at least one month's expenditure report (Q44)
- Organizational chart with GMD-paid staff highlighted (Q46)
- Termination and grievance policy (Q58)
- Written Standards (Q60)

## Agency Evaluation Questionnaire

1. **Provide a copy to GMD** of the agency's board of directors and indicate any compensation board members receive for their service.
2. **Provide a copy to GMD** of documentation outlining who has authority to sign contracts on behalf of the agency.
3. Does your agency comply with all applicable federal, state and local laws, ordinances, and regulations in effect during the performance period of the contract? If not, in what areas is your agency non-compliant?
4. In the last 12 months, please explain if there have been any unique challenges or major changes in the agency's: (please explain the impact of each)
  - Fiscal well-being
  - Agency and program leadership
  - Board of Directors
  - Purpose or mission
  - Ability to provide services as outlined in all contracts using GMD funds
  - Other
5. GMD grantees cannot assign or subcontract administrative work under their agreements with GMD without prior written notification to GMD and authorization from GMD. Has your agency maintained administrative responsibility for all programs contracted with GMD? If not, please explain:
6. Are all required reports submitted in a timely fashion? Reports are not limited to those required by GMD but include reports due to other agencies such as HUD or the Department of Revenue.
7. Is or has your agency been the subject of any current or past suits, claims, or actions of any nature resulting from any of your operations? If yes, please give details:
8. How does your agency conduct the procurement of goods and services? Please explain the process used, including the bidding process where applicable. Were any property/equipment purchases with a value over \$2,000 made using GMD funds? If yes, please list:
9. Prior to hiring contractors, do you determine whether they are listed on the federal debarment list?
10. What is your agency's conflict of interest policy? **Provide a copy to GMD.** Do you provide services or contracts to employees, family members, board members, or any person who is in a decision-making position in the agency? If so, please explain:
11. Does your agency have a confidentiality policy? **Provide a copy to GMD.**
12. Does the agency have release of information forms signed by all beneficiaries? **Provide a copy to GMD.** Are program records maintained in a secure, locked area? Where is this area and who has access to this area?
13. Does your agency have a nondiscrimination policy regarding beneficiaries displayed in a conspicuous place? Does your agency have a nondiscrimination policy regarding employment and hiring practices? **Provide copies of both documents to GMD.** How does your agency ensure equal

opportunity treatment for both employees and beneficiaries? What results have been generated by your equal opportunity practices?

14. Are programs and services free from religious requirements? If no, please explain.
15. As individuals your agency serves may not read English, do you have resources and mechanisms in place to communicate with all potential beneficiaries? **Provide copies to GMD.**
16. In what ways are your facilities accessible to people with disabilities?
17. Are Fair Housing notices posted in a conspicuous place within your agency visible for all to see?
18. Does your agency make every effort to utilize small business, local business, woman-owned, and minority-owned business sources of supplies and services and to hire low to moderate income individuals? **Provide copy of records to GMD.**
19. What does your agency do to ensure compliance with Drug Free Workplace requirements?
20. How does your agency ensure compliance with anti-lobbying requirements?

Person completing this form: \_\_\_\_\_ Title: \_\_\_\_\_

Signature of person completing this form: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

# Financial Management Evaluation Questionnaire

## FINANCIAL PROCEDURES

21. Does your agency have a Financial Procedures Manual providing guidelines for controlling expenditures, such as purchasing requirements and travel authorizations? **Please provide a copy to GMD.**
22. What is your agency's payment approval process and who are the persons involved in the process? Please describe that process step-by-step, provide the names/positions of all persons involved and **provide copies of the forms used in this process to GMD.**
23. Are your fiscal records, blank checks, petty cash, credit cards, etc. secured in a limited-access area? Who has access to these items?
24. Briefly describe your agency's segregation of responsibilities to ensure that no one individual has complete authority over an entire financial transaction (i.e., how do you ensure that the person who opens the mail is not the same person who prepares the bank deposit?)
25. How many signatures are required on checks?
26. Does your agency utilize a chart of accounts? Is each GMD program funding source accounted for separately? **Provide a copy of your chart of accounts with Supportive Housing programs highlighted to GMD.**
27. Do you have sufficient insurance, fidelity, or surety bonding with theft coverage for board members, employees, and volunteers? If no, please explain. **Please provide a copy of proof of insurance to GMD.**
28. How frequently are actual GMD program expenditures compared to budgeted amounts?
29. How frequently are bank reconciliations performed?
30. When was the last audit completed, if applicable? Were there any findings? If yes, what were they and how were they resolved? **Please provide a copy of your most recent audit to GMD.**
31. Have funds received from GMD been utilized to supplant other funds?

## FUND BALANCES

32. **Please provide a copy to GMD staff** of your agency's budget describing revenue, expenses and required match for each of the programs funded by Supportive Housing.
33. Are the administrative and project expenditure drawdown requests for all programs on schedule? Is the rate of expenditure unexpectedly fast or slow in any funding category?

**PROGRAM INCOME** (money earned from the use of grant funds)

34. Program income is income that is earned as a result of the grant. Was any program income generated from the program being monitored? If so, what were the sources of program income, how much was generated, and how was it used? Was it reported per the terms of your grant contract and regulations?

**FINANCIAL DOCUMENTATION**

35. Does your agency have a cost allocation plan? **Please provide a copy to GMD.** If you utilize GMD funds for administrative or indirect costs, how do you allocate these costs?

36. Can employees show on their timesheets hours worked on GMD funded programs? Are all timesheets signed by a supervisor and employee? **Please provide for GMD staff to take at least two time sheets for each person paid with funds from the program(s) being monitored.**

37. List the salary/hourly wage of all staff and administration paid by GMD program funds.

<b>GMD Program</b>	<b>Job title of staff charged to this program</b>	<b>Annual salary or hourly wage</b>	<b>Does this employee charge time to other programs?</b>

38. If salaries, wages, or benefits are being paid by a combination of grant funds, do payroll records clearly define payments among the funding sources? Are charges to the program for salaries, wages and benefits, whether treated as direct or indirect costs, based on payrolls documented in accordance with the generally accepted practices and contract requirements? **Please provide three examples of payroll records to GMD.**

39. **Provide a copy for GMD staff to take of source documentation and cancelled checks (or other documentation if cancelled checks are not available) for at least three different types of transactions** funded by the program(s) being monitored. Please attach copies of all source documentation to each cancelled check, e.g., forms, receipts, pay stubs, invoices, purchase orders.

40. **Provide documents to GMD** showing the deposit process for a minimum of two payments/reimbursements from check receipt to bank deposit for the program(s) being monitored, e.g., check, check log/mail log, deposit slip, deposit receipt.

41. **Provide a copy to GMD** of documentation showing how you came up with each number on at least one monthly expenditure report for the program(s) being monitored. Please ensure that the example provided has more than one budget item request (if applicable). If necessary, use highlighting, numbering, and written calculations to make it clear which documentation matches each budget item request.

42. **Provide a copy to GMD** of your payroll practices and procedures related to this program.

**MATCH** (if program being monitored has a match requirement)

43. List match being used as outlined in the contract or application and **provide to GMD** a copy of the **match documentation from each match source**, e.g., award letters, volunteer hours, donations, etc.

GMD Program	Required Match Amount	Match Source	Match Amount Provided	Cash or In Kind?

44. **Please provide a copy to GMD** of documentation showing how you came up with the match total(s) on at least one monthly expenditure report for the program(s) being monitored. If necessary, use highlighting, numbering, and written calculations to make it clear how you came up with the match total(s).

**PROGRAM CLOSEOUT**

45. Are all financial records being retained for each program and for how long? Please list each GMD-funded program and indicate for how long records are retained.

GMD Program	Record Retention Period

Person completing this form: \_\_\_\_\_ Title: \_\_\_\_\_

Signature of person completing this form: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Program Evaluation Questionnaire

46. Please list your agency's hours of operation and geographic areas served. **Please provide a copy to GMD of your current organizational chart**, highlighting staff paid for with GMD funding.
47. Please outline your agency's hiring practices. Can family members of current staff or board members be hired?
48. As is required by many Supportive Housing programs, please explain how your agency participates in the semi-annual Point-in-Time homeless count events.
49. Does the agency use Homeless Management Information Systems (HMIS) or an HMIS-comparable database? Please list the name of the HMIS or HMIS-comparable database used.
50. Does the agency post the HMIS Consumer Notice in a conspicuous place in the agency? Is the document posted on the agency's website?
51. Have all users of HMIS completed the user agreement and has the agency completed the HMIS Agency Agreement?
52. Does the agency's technology set-up comply with the most recent HMIS Data Standards?
53. To receive services, are program beneficiaries required to engage in any activities beyond those outlined in your grant contract? If yes, please describe those activities.
54. Describe your agency's involvement in the local Continuum of Care (CoC). What roles does your agency have in the continuum?
55. What percentage of the agency's staff retired, resigned, were re-assigned, dismissed or otherwise left the agency in the past 12 months? Please explain.
56. Please outline how your agency staff are trained in the following areas:
  - Nondiscrimination
  - Client's rights
  - Confidentiality
  - Health and safety
  - Contract requirements
  - Program operations
57. Does the agency have representation of a person who is homeless or formerly homeless on the board of directors or a policy-making entity?
58. Does the agency have a termination policy and grievance policy that is presented to and signed by every client? **Provide a copy to GMD.**

59. Are all program/client records being retained for each program and for how long? Please list each GMD funded program and indicate for how long records are retained.

GMD Program	Record Retention Period

60. **Provide a copy to GMD** of the agency's Written Standards for the provision of Homelessness Prevention and Rapid Rehousing assistance.

Person completing this form: \_\_\_\_\_ Title: \_\_\_\_\_

Signature of person completing this form: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_