

# Annual Action Plan FY2024-2025

CDBG, HOME, ESG

Community Services Department

Community Development Division



Prepared for the Seminole County  
Board of County Commissioners

Jay Zembower, Chairman, District 2  
Andria Herr, Vice-Chairman, District 5  
Bob Dallari, District 1  
Lee Constantine, District 3  
Amy Lockhart, District 4

# SEMINOLE COUNTY FY2024-2025 ANNUAL PLAN

## DRAFT

### Executive Summary

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

##### 1. Introduction

Seminole County is an entitlement community that receives annual allocations of funding from the US Department of Housing and Urban Development (HUD). As such, Seminole County prepares strategic and annual action plans to identify the community needs and priorities for use of Federal grants aimed to improve communities throughout Seminole County. The 2020-2024 Consolidated Plan was approved February 23, 2021, and identified high priority needs related to increasing access to affordable housing, increasing access to public services, improving access to public facilities/infrastructure, increasing access to homeless prevention services; and program administration.

Annual Action Plans are developed to outline the programs and projects that will be funded and implemented each year to help meet the goals identified within the Five Year Consolidated Plan (Strategic Plan). Annual accomplishments and grant expenditures are reported in an annual performance report.

The FY2024-2025 One Year Plan identifies projects and programs that will be funded by the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grants (ESG). Seminole County has been allocated **\$2,20,355** in CDBG funds, **\$840,010** in HOME funds, and **\$191,277** in ESG funds. The FY 2024-2025 Action Plan was prepared with input from the public in accordance with federal regulations. The plan seeks to implement the goals and objectives of the Consolidated Plan to benefit low and moderate-income households and individuals in Seminole County through provision of various improvements and services.

##### 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.

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Seminole County identified five priority needs to address during the Consolidated Plan period (2020-2024) that will benefit low- and moderate-income households and individuals in Seminole County. The proposed activities seek to provide decent housing, create suitable living environments, or improve economic opportunities for low- and moderate-income persons. Priority needs, objectives, outcomes, and indicators projected for the 5-Year period include:

**Objectives:**

- Increase Access to Affordable Housing
- Increase Access to Public Services
- Improve Access to Public Facilities/Infrastructure
- Increase Access to Homeless Prevention Services
- Program Administration

**Outcomes:**

- availability/accessibility
- affordability
- sustainability

During the 2024-2025 Annual Action Plan period, Seminole County will be implementing the following activities/projects that will address identified objectives and outcomes:

**Objectives/Outcomes:**

- Providing Decent Housing/Affordability
- Acquisition/Rehabilitation for Resale
- Tenant Based Rental Assistance
- Housing Construction or Rehabilitation
- Create Suitable Living Environments/Availability-Accessibility
- Road/Sidewalks/Infrastructure/Lighting/Public Facility Improvements
- Public Services
- Acquisition, Construction, Rehabilitation
- Emergency Shelter Operation and Maintenance and Essential Services
- Rapid Re-Housing

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

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

The County regularly monitors and evaluates its past performance to ensure meaningful progress is made toward the goals identified in its Consolidated Plan. The 2023-2024 program year was the third year of the 2020-2024 Consolidated Plan. In this program year, Seminole County proposed to complete the strategies to address the four (4) high priority needs identified in the current Consolidated Plan. Those strategies included:

#### Increasing Access to Affordable Housing

1. Providing purchase assistance to help first-time homebuyers with the financial capacity to make monthly mortgage payments, but have limited discretionary income available to save money to cover the required down payment and closing costs to become homeowners.
2. Continuing to maintain a partnership with Habitat for Humanity to leverage HOME program funds to construct/rehabilitate up to nine (9) units for homeownership by low-income households.
3. Continuing to fund Rapid Re-Housing that provides rental assistance to individuals at risk of being homeless.
4. Continuing to implement the Tenant-based Rental Assistance (TBRA) that provides rental assistance to seniors and those with disabilities.

#### Increasing Access to Public Services

1. Awarding funding to up to eight (8) local non-profit organizations to provide programs and services to low income individuals and groups such as seniors, person with disabilities, abused children, and homeless persons or at risk of being homeless.
2. Continuing to fund and operate a program that provides dental assistance to low income individuals.

#### Improving Access to Public Facilities/Infrastructure

1. Providing funding for up to seven (7) public facilities projects that promote and provide secure enhancements and building renovations for greater efficiency and addresses safety concerns.

#### Increasing Access to Homeless Prevention Services

1. Funding emergency shelter operations and essential services for the homeless
2. Continuing to allocate funds to operate the Rapid Re-Housing programs for individuals and families.
3. Provide funding for mobile day services and street outreach for the unsheltered homeless individuals.
4. Provide funding for the HMIS system to allow funded agencies to meet reporting compliance.

#### Program Administration

1. Funding the administration and implementation of the HUD CDBG, HOME, and ESG programs.

Seminole County will conduct regular monitoring to ensure the successful implementation of funded projects and activities.

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

Summary from citizen participation section of plan.

The FY2024-2025 One Year Action Plan identifies projects and programs that will be funded by the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grants (ESG). Seminole County is slated to receive \$2,200,355 in CDBG funds, \$840,010 in HOME funds, and \$191,277 in ESG funds. The FY2024-2025 Action Plan was prepared with input from the public in accordance with federal regulations. The plan seeks to implement the goals and objectives of the Consolidated Plan to benefit low and moderate-income households and individuals in Seminole County through provision of various improvements and services.

HUD requires input from the public regarding proposed projects and initiatives that result from the Federal funds entrusted to Seminole County. Public comment can be obtained in a variety of ways. The public is welcome to call, email, write, meet in person, and participate in public meetings/forums. All notifications regarding the Annual Action Plan are published in the Orlando Sentinel, a newspaper of general circulation, as required by Federal regulations. Seminole County also hosts public meetings and gathers feedback from stakeholders at various stages of the planning process. A public hearing is held prior to the publication of the draft annual action plan. The public is also given a 30-day comment period to offer their feedback after the draft action plan has been published. Additionally, a summary advertisement is published in the newspaper and County website. Hard copies are made available at the Community Services Offices for persons who have limited access to a computer or those who require in depth explanations of our programs and requirements. The public comment period began **May 23, 2024 and ended on June 23, 2024.**

Seminole County uses a request for proposal process to allow non-profit organizations to partner to implement programs that are funded through CDBG Public Services, HOME, and the Emergency Solutions Grant. Agencies were notified on January 28, 2024 about the available funding. They also participated in technical assistance workshops prior to the submittal of grant applications. Proposals were received and review by staff for eligibility after receipt, and reviewed and ranked by the Application Review Team on May 2, 2024.

Additionally, the draft 2024-2025 Action Plan was presented to the Seminole County Board of County Commissioners on **July 23, 2024**. The public was given an opportunity to comment prior to approval by the Commissioners.

## **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.

Throughout the Notice of Funding Availability (NOFA) and Annual Action Plan development, Seminole County published notices in the Orlando Sentinel, a publication of general circulation to inform the community of the available funding, the draft action plan, and the public hearing to approve the draft plan. On February 22, 2024 Seminole County hosted an in-person public meeting and hosted a virtual public meeting via TEAMS on February 28, 2024 to provide interested parties the opportunity to social distance. Both meetings presented the NOFA, discussed each funding source and explained how to apply for funding; in addition to fielding questions from participating organizations on eligible activities and the application submission process. All questions and comments presented during both meetings and all questions during the application phase were accepted and addressed and sent out to participants via an FAQ email.

Prior to the finalization of the action plan draft, on May 22, 2024 Seminole County hosted the first public hearing in person and offered a TEAMS Meeting for the same time/day to offer two options to learn about the proposed plan and funding recommendations and hear any public comments. Any comments received during the In-Person and TEAMS meeting and throughout the public comment period will be included in the final presentation to the Board of County Commissioners for their approval.

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

All public comments and views were accepted and included in this 2024-2025 One Year Action Plan.

## **7. Summary**

All federal programs aim to improve the quality of life in Seminole County through the effective and efficient use of Federal, State, and local resources.

There continues to be a need for public service funding, infrastructure projects and affordable housing in Seminole County. The CDBG program will fund the public services, infrastructure projects, and affordable housing, while the HOME program will be used to fund homeownership, housing rehabilitation and purchase assistance. Additionally, the ESG program will be utilized to assist the homeless through funding shelter operations and maintenance, providing essential services for emergency shelters, and Rapid Re-Housing activities.

**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	SEMINOLE COUNTY	Seminole County Community Services Department
HOME Administrator	SEMINOLE COUNTY	Seminole County Community Services Department
ESG Administrator	SEMINOLE COUNTY	Seminole County Community Services Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

Seminole County Community Services Department is the Lead Agency responsible for the preparation and implementation of the Consolidated Plan. The Community Development Division administers the CDBG, HOME and ESG programs. Community Services works in conjunction with Public Works, Planning/Building and other departments to implement specific projects funded by the CDBG program. Non-profit agencies are also an integral part of CDBG Public Services and ESG Homeless Services programs.

**Consolidated Plan Public Contact Information**

Allison Thall, Director  
 Community Services Department  
 1101 East First Street  
 Sanford, FL 32771  
 Office: (407) 665-2302  
 Email: athall@seminolecountyfl.gov

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

### **1. Introduction**

To increase coordination with local and state agencies that are integral to the completion of the 2020-2024 Consolidated Plan, the Seminole County Community Services Department will implement the following strategies to achieve the goals and objectives outlined in the Consolidated Plan and strengthen partnerships with these agencies to ensure successful implementation of all federally funded activities.

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

Seminole County actively coordinates with two housing authorities including the Seminole County Housing Authority and the Sanford Housing Authority to address a multitude of needs within the County. Chief among these needs is providing affordable housing opportunities for the County’s lowest income residents. It is ideal to have housing located in communities with access to job, transportation, and healthcare options. The County supports housing authority efforts, which includes the provision of social services and other supports in health and housing.

The County enhances coordination between public and private health agencies by: (a) providing operational support to regional coordinating agencies, (b) supporting collaborative partnerships in applications for public service funding, (c) requiring recipients of Emergency Solutions Grant funding to participate in the local Homeless Management Information System, and (d) coordinating, hosting, and participating in opportunities for community dialogues that are focused on identifying local needs and collaborative approaches to meeting them.

The County Community Services Department has developed and managed strong partnerships and relationships to enhance coordination between service providers. Entities participating in the process include multiple providers of services from various disciplines. These include agencies, organizations, groups with expertise in case management, life skills, alcohol and/or drug abuse, mental health, housing, public housing, employment assistance, transportation, legal, elderly, food/clothing, and domestic violence. The Seminole County Community Services Department will continue to support organizations providing these services to enhance coordination efforts with public and private housing and supportive services providers to ensure successful implementation of federal funded activities and achievement of the goals and objectives set forth in this Consolidated Plan.

#### **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.**



Seminole County consults with the Central Florida Commission on Homelessness Continuum of Care (CoC), the responsible entity for executing the housing crisis response system within the jurisdiction of Seminole County. The County also coordinates with The Homeless Services Network (HSN) of Central Florida, the lead agency responsible for daily facilitation, financial accountability, and operational management in development of a tri-county homelessness response system. Consultation with the CoC and HSN was conducted through multiple interactions, including direct engagement with providers working in coordination with the CoC and HSN, one-on-one interaction with officials of both organizations, and at community meetings.

The Seminole County Community Services Department will continue coordination with the CoC and HSN for participation and organization of public events and volunteer services to identify and address the current needs of homeless persons residing in Seminole County. The Homeless Services Network of Central Florida receives direct funding from the State ESG program for the operation of programs that provide direct housing and supportive services to the homeless population in the region. Seminole County provides County ESG funding to HSN annually for data collection and associated costs to operate and maintain the required Homeless Information Management System (HMIS). The County anticipates providing an annual allocation of ESG funding to Homeless Services Network of Central Florida over the next five fiscal years to strengthen coordination and help meet the needs of persons and families experiencing homelessness.

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

The Seminole County Community Services Department will consult with the Homeless Services Network of Central Florida to address the needs of homeless persons in Seminole County with ESG funded activities and other supportive service programs, when funding is available. Consultation efforts include participation in public events sponsored by the Homeless Services Network of Central Florida, public advocacy representation on advisory boards or committees, and continued funding opportunities to supplement homeless supportive services with housing services and outreach efforts funded by the ESG program.

**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>	Florida Department of Health in Seminole County
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a housing provider and development perspective. As an outcome, the County will further understand the need for increased access to affordable housing for its residents, with emphasis on owner housing.
2	<b>Agency/Group/Organization</b>	Habitat for Humanity of Seminole County and Greater Apopka, Florida, Inc
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a housing provider and development perspective. As an outcome, the County will further understand the need for increased access to affordable housing for its residents, with emphasis on owner housing.
3	<b>Agency/Group/Organization</b>	SEMINOLE COUNTY HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA

<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Public Housing Needs</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Consulted via email and phone interview. Also conducted a review and discussion of planning documents for further consultation. Further, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs from a public housing perspective. As an outcome, the County will further understand the housing and supportive service needs of low-income persons. The County will continue to coordinate with the PHA in efforts to provide affordable housing to its low-income residents. Seminole County plans to partner with the agency to provide funding to support the construction of affordable family units on the SCHA property.</p>
<p><b>4 Agency/Group/Organization</b></p>	<p>City of Sanford</p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Other government - Local</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Housing</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Conducted a review and discussion of planning documents for further consultation. Further, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a local government perspective. As an outcome, the County will further understand the housing and supportive service needs of its very-low, low, and moderate -income residents and its homeless and at-risk of becoming homeless population. The County will continue efforts to coordinate with adjacent local governments to support housing and community development efforts when possible.</p>

5	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></p> <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Sanford Housing Authority</p> <p>PHA</p> <p>Public Housing Needs</p> <p>Consulted via email and phone interview. Also conducted a review and discussion of planning documents for further consultation. Further, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs from a public housing perspective. As an outcome, the County will further understand the housing and supportive service needs of low-income persons. The County will continue to coordinate with the PHA in efforts to provide affordable housing to its low-income residents.</p>
6	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></p> <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>FLORIDA SPECS</p> <p>Housing</p> <p>Housing Need Assessment</p> <p>Non-Homeless Special Needs</p> <p>Market Analysis</p> <p>This organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a development perspective. As an outcome, the County will further understand the need for increased access to affordable housing for its residents, with emphasis on owner housing.</p>
7	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>CenterState Bank</p> <p>Banking Private</p> <p>Private Sector Banking / Financing</p>

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Housing Community Development Strategy</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs in the community from a lender perspective. As an outcome, the County will further understand the need for increased resources and flexible underwriting and loan terms to develop affordable housing and provide homeownership opportunities. The County will continue efforts to coordinate with lenders to support affordable housing efforts for its low-income residents.</p>	<p>Inspire of Central Florida</p>
<p><b>Agency/Group/Organization</b></p>	<p>Services-Persons with Disabilities</p>	<p>Services-Persons with Disabilities</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment</p>	<p>Non-Homeless Special Needs</p>
<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a social services perspective. As an outcome, the County will further understand the service and employment needs of persons with disabilities. The County will continue efforts to coordinate with organizations providing essential services to persons with disabilities when possible.</p>	<p>The Sharing Center</p>
<p><b>Agency/Group/Organization</b></p>	<p>Services - Housing</p>	<p>Services-Children</p>
<p><b>Agency/Group/Organization Type</b></p>	<p>Services-homeless</p>	<p>Homeless Needs - Chronically homeless</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Families with children</p>	<p>Homeless Needs - Families with children</p>

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a social services perspective. As an outcome, the County will further understand the housing and service needs of families and children and its homeless population. The County will continue efforts to coordinate with organizations providing essential services to families and the homeless when possible.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

The County endeavored to consult with all agency types and does not exclude any agencies from consultation.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Central Florida Commission on Homelessness Continuum of Care	The County develops goals for homeless relative to the funding that it provides to support the goals of the CoC.
Local Housing Assistance Plan	BCC Affordable Housing Advisory Committee	The AHAC develops a tri-annual strategic plan that addresses how State of Florida funds will be allocated to address the housing needs for very low, low and moderate income households.

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

**Narrative (optional)**

## **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**

HUD requires input from the public regarding proposed projects and initiatives that result from the Federal Funds entrusted to Seminole County. Public comment can be obtained in a variety of ways. The public is welcome to call, email, write, meet in person, and participate in public meetings/ forums. Meetings are held in locations that are accessible. Accommodations are made for persons with disabilities. The citizen participation plan seeks to provide ways for the community to offer comments and feedback, with focus on minorities, low and moderate-income persons countywide. All notifications regarding the Annual Action Plan are published in the Orlando Sentinel, a newspaper of general circulation, as required by Federal regulations. Seminole County also hosts public meetings at various stages of the planning process. A public hearing was held in -person on **May 22, 2024**, prior to the publication of the draft annual action plan. The public is also given a 30-day comment period to offer their feedback after the draft action plan has been published. Additionally, a summary advertisement is published in the newspaper and County website. Hard copies are made available at the Community Services Offices for persons who have limited access to a computer or those who require in depth explanations of our programs and requirements. The public comment period began **May 23, 2024 through June 23, 2024**. On **July 7, 2024** a final public notice was advertised for the **July 23, 2024** Board Meeting for final public input and board approval. The Citizen Participation Plan and the limited English proficiency plans are attached for reference.

Seminole County uses a request for proposal process to allow non-profit organizations to partner to implement programs that are funded through CDBG public services, HOME, and the Emergency Solutions Grant. Agencies were notified on January 28, 2024 about the available funding. Two technical assistance sessions were hosted on February 22 (in-person) and February 28, 2024 (virtual) to inform individuals and non-profit organizations of available funding and how to apply. A total of **40** individuals attended the two training sessions. Community Development Division staff members were available throughout the proposal period to answer questions regarding how to complete the request for proposal. Proposals were received and reviewed by staff for eligibility, and were also reviewed and ranked by the Application Review Team on May 9, 2024.

Additionally the draft FY 2024-2025 Action Plan was presented to the Seminole County Board of County Commissioners on **July 23, 2024**. The public was given an opportunity to comment prior to approval by the Commissioners.

The Citizen Participation Plan details Seminole County's efforts to inform the community of available funds and services. It provides in specific details special outreach efforts to be undertaken to reach minority community members and persons with disabilities. The Limited English Proficiency Plan outlines Community Development Division's commitment to providing free interpretation and translation services when it appears and individual is unable to communicate effectively in English.



**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	Newspaper Ad	Minorities Non-targeted/broad community	On January 28, 2024, Seminole County advertised the Notice of Funding Availability for FY24-25 CDBG, HOME and ESG funds. The advertisement included two workshop dates, February 22, 2024 (in person) and February 28, 2024 (Virtual). It also advertised that applications will be received until March 28, 2024	Staff received comments in the chat during the virtual meeting and questions during the in person meeting. all comments and questions were put on a FAQ and distributed periodically to the applicants.	N/A	<a href="http://www.seminolecountyfl.gov/departments-services/community-services/">http://www.seminolecountyfl.gov/departments-services/community-services/</a>

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	Minorities Non-targeted/broad community	On July 7, 2024, Seminole County advertised, in the Orlando Sentinel and on the county website, the notice of the second public hearing. It was held on July 23, 2024, which was during the regularly scheduled Board of County Commissioners meeting. The BCC approved the plan at the July 23rd meeting.	No comments were received during the public hearing	N/A	<a href="http://www.seminolecountyfl.gov/departments-services/community-services/">http://www.seminolecountyfl.gov/departments-services/community-services/</a>

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

In 2023, Seminole County expects to receive an annual allocation of **\$2,176,335** for the CDBG Program. Of the total funding allocation **\$435,267** will be allocated for Administration activities, **\$330,053** will be allocated for Public Service Activities; **\$90,000** will be allocated for housing program delivery activities; **\$1,340,231** will be allocated for Public Facility Improvements and homeownership rehabilitation/reconstruction.

Seminole County also expects to receive an annual allocation of **\$987,771** for the HOME program. Of the total funding allocation, **\$98,777** will be allocated for program Administration activities; **\$139,588** will be allocated to construct affordable housing units for homeownership, this includes infrastructure and development improvements; **\$100,000** will be allocated for rental assistance through the Tenant Based Rental Assistance program; **\$501,240** will be allocated for affordable housing rental units to be constructed and/or rehabilitated rentals; and **\$148,166** will be allocated toward the CHDO set-aside.

Seminole County will receive an annual allocation of **\$191,277** for the ESG program. Of the total annual allocation, **\$14,345** will be allocated to Administration activities; **\$62,166** will be allocated to a rapid re-housing activity, and **\$114,766** will be allocated toward Shelter Operation and

Maintenance for homeless shelters, and Essential Services for the homeless activities.

**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	2,200,355	0	0	2,200,355	The annual allocation and any program income or prior year resources will be allocated to eligible CDBG Program categories per 24 CFR 570.200-570.207	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	840,010	0	0	840,010	The annual allocation and any program income or prior year resources will be allocated to eligible HOME program categories per 24 CFR 92	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	191,277	0	0	191,277	\$	The annual allocation and any program income or prior year resources will be allocated to eligible ESG program categories

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**

Seminole County has identified funding sources that can be pooled to make a greater impact within the community. Although federal, state, private, and local grant program funds and activities operate according to their own guidelines and requirements, they are frequently combined to provide a higher level of funding for housing and community development needs. For example, federal CDBG funds can be leveraged State Housing Initiatives Partnership (SHIP) program funds in order to meet needs in affordable housing. The HOME Investment Partnership program funds can also be combined with SHIP to provide assistance for qualified low- and moderate-income first-time homebuyers in the form of down-payment, principal reduction, and closing cost assistance.

Seminole County meets the required HOME match requirements by using SHIP funds as well as receiving cash match from homebuyer and CHDO contributions. Seminole County meets the ESG match requirements by using general funds.

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

In addition, Florida Statutes Section 166.0451, Disposition of municipal property for affordable housing, requires cities or counties to create an inventory list of real property with fee simple title appropriate for affordable housing. In compliance with the statute, Seminole County maintains an attainable housing Land Trust, the inventory of County-owned surplus land that are dedicated properties for the development of permanent affordable housing. The County partners with nonprofit organizations that develop affordable housing for low-income households. However, the disposition of any of these properties for affordable housing is subject to the discretion of the County. Community Services will review this list during the program year to determine if any of these properties may be disposed of to support affordable housing.

**Discussion**

N/A

## 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	Administration	2020	2024	Planning and Administration	County-wide	Program Administration	CDBG: \$440,071 HOME: \$84,001 ESG: \$14,345	Other: 0 Other
2	CHDO Set-Aside	2020	2024	Affordable Housing	County-wide	Increase Access to Affordable Housing Improve Access to Public Facilities/Infrastructure	HOME: \$126,001	Rental units rehabilitated: 2 Household Housing Unit
3	Housing Construction - Homeownership	2020	2024	Affordable Housing	County-wide	Increase Access to Affordable Housing	HOME: \$530,008	Homeowner Housing Added: 12 Household Housing Unit
4	Tenant-Based Rental Assistance	2020	2024	Affordable Housing		Increase Access to Affordable Housing	HOME: \$100,000	Tenant-based rental assistance / Rapid Rehousing: 30 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Service Assistance	2020	2024	Non-Homeless Special Needs Non-Housing Community Development		Increase Access to Public Services Increase Access to Homeless Prevention Services	CDBG: \$330,053	Public service activities other than Low/Moderate Income Housing Benefit: 413 Persons Assisted
6	Neighborhood Revitalization	2020	2024	Non-Housing Community Development	County-wide	Improve Access to Public Facilities/Infrastructure	CDBG: \$1,340,231	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 23212 Persons Assisted Homeowner Housing Rehabilitated: 2 Household Housing Unit
9	Rapid Re-Housing	2020	2024	Homeless		Increase Access to Affordable Housing Increase Access to Homeless Prevention Services	ESG: \$62,166	Tenant-based rental assistance / Rapid Rehousing: 12 Households Assisted
10	Housing Program Delivery	2020	2024	Affordable Housing	County-wide	Increase Access to Affordable Housing Improve Access to Public Facilities/Infrastructure Program Administration	CDBG: \$90,000	Other: 0 Other



Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	Shelter Operations and Essential Services	2020	2024	Homeless	County-wide	Increase Access to Affordable Housing Increase Access to Homeless Prevention Services	ESG: \$114,766	Homeless Person Overnight Shelter: 488 Persons Assisted

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration and implementation of the HOME, CDBG, and ESG programs. Activities include staff salaries, financial responsibilities, fair housing, and preparation of HUD required documents such as the consolidated plan, CAPER, and annual plan.
2	<b>Goal Name</b>	CHDO Set-Aside
	<b>Goal Description</b>	HOME funds will be set aside for CHDO related affordable housing projects, as per HUD regulations.
3	<b>Goal Name</b>	Housing Construction - Homeownership
	<b>Goal Description</b>	These funds will be used for acquisition, development, rehabilitation, and/or construction of new affordable housing units for Low-Mod income residents.
4	<b>Goal Name</b>	Tenant-Based Rental Assistance
	<b>Goal Description</b>	

<b>5</b>	<b>Goal Name</b>	Public Service Assistance
	<b>Goal Description</b>	Funds will be used to assist in the operating expenses of public services that benefit Low-Mod income, homeless and/or special needs population.
<b>6</b>	<b>Goal Name</b>	Neighborhood Revitalization
	<b>Goal Description</b>	CDBG funds will be allocated to assist not-for-profit organizations with public facility improvements, physical improvements, and comprehensive neighborhood planning activities in Target Areas and HUD designated Low-Mod Areas to improve the quality of life and health of neighborhood residents. The funds will also be allocated to assist homeowners with the rehabilitation and/or replacement of the home to make it safe and habitable. The funds will also be used to assist with public facility improvements, including the acquisition, design/engineering and/or construction/rehabilitation of facilities that benefit Low-Mod income, homeless, and/or special needs populations.
<b>9</b>	<b>Goal Name</b>	Rapid Re-Housing
	<b>Goal Description</b>	Funds will be used for rental assistance and/or security/utility deposits for income-eligible individuals/households or rapid rehousing for individual/households at-risk of or already experiencing homelessness.
<b>10</b>	<b>Goal Name</b>	Housing Program Delivery
	<b>Goal Description</b>	Administrative assistance for TBRA, other housing related projects, and/or administrative costs associated with CDBG projects.
<b>11</b>	<b>Goal Name</b>	Shelter Operations and Essential Services
	<b>Goal Description</b>	ESG funds will be used to assist not-for-profit organizations with Emergency Shelter Operations, Shelter Nights, and Street Outreach.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The County will undertake various projects during the 2024-2025 program year focused on providing decent affordable housing and creating a suitable living environment for residents. The County will utilize their HUD CDBG, HOME, and ESG grant allocations to carry out activities intended to address priority needs in the community and ensure the greatest impact to beneficiaries.

### Projects

#	Project Name
1	2024 Administration and Planning
2	2024 Housing Construction/Rehabilitation-Homeownership
3	2024 Public Facility Projects
4	2024 Public Services
5	2024 CDBG Program Delivery - HOME TBRA Admin
6	2024 HOME Tenant Based Rental Assistance
7	2024 Neighborhood Improvement Projects
8	2024 ESG Seminole County
9	2024 Housing Construction/Rehab - Rental

Table 7 - Project Information

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

In identifying priorities, the County uses a ranking system to determine needs as low, medium, high, or no need. In ranking needs within the community, the County takes into consideration information from the Needs Assessment, Housing Market Analysis, citizen participation process, and agency consultation. The County assesses the amount of funding available and which activities can be funded within budget to address high priority needs. The priority ranking system is as follows:

- High Priority: Activities determined as a critical need and will be funded during the Consolidated Plan period.
- Medium Priority: Activities determined to be a moderate need and may be funded during the Consolidated Plan period as funds are available.
- Low Priority: Activities determined as a minimal need and are not expected to be funded during the Consolidated Plan period.
- No Need: Activities determined as not needed or are being addressed in a manner outside of the

Consolidated Plan programs. Funding will not be provided for these activities during the Consolidated Plan period.

There are various elements that produce obstacles to meeting need within the community. Addressing all housing, homeless, and community developments needs is a difficult task due to lack of funding. The current housing market and economic environment also serve as barriers to meeting needs. Housing values have increased tremendously limiting access to affordable housing for low income persons while stagnant incomes have added to the number of families and individuals needing access to services. The County uses its CDBG, HOME, and ESG funds to the fullest extent to assist in meeting underserved needs. Leveraging efforts with public and private entities are also made to supplement federal funds and increase the resources available to address community needs.

Seminole County residents continues to feel the effects of drastic increase in the rate of inflation, which has resulted in severe increases in the cost of everyday goods and services, such gasoline, groceries, building materials, etc., coupled with the sharp increase in the cost of housing, there is a greater need for the programs and services funded through CDBG, HOME, and ESG grant programs. The County continues to administer the Attainable Housing Strategy to help in bringing more affordable housing to the area, and using gap funding with SHIP and HOME to help promote and develop affordable housing.

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

<b>1</b>	<b>Project Name</b>	2024 Administration and Planning
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Program Administration
	<b>Funding</b>	CDBG: \$440,071 HOME: \$84,001
	<b>Description</b>	Funds will be used for program administration costs for the Federal CDBG and HOME programs. Matrix Code 21A HUD Citation 24 CFR Part 92
	<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>	N/A
<b>Planned Activities</b>	Activities include staff salaries, financial responsibilities, preparation of HUD required documents such as the consolidated plan, the annual plan and the CAPER.	
<b>2</b>	<b>Project Name</b>	2024 Housing Construction/Rehabilitation-Homeownership
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Housing Construction - Homeownership
	<b>Needs Addressed</b>	Increase Access to Affordable Housing
	<b>Funding</b>	HOME: \$530,008

	<b>Description</b>	Funds will be used in the construction and/or rehabilitation of new single-family dwelling or multi-family affordable housing units for homeownership by income eligible first-time home buyers. Funds can also be used to rehabilitate existing homes to then be sold to income eligible first-time home buyers. If insufficient number of applications are received during FY23-24, funds may be reprogrammed to other projects without amending this Annual Plan. In addition to the FY23-24 funds listed below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. HOME Objective: Decent Housing; Eligibility Citation(s): 92.205(a)(1) All activities funded through this program/project will fall under the above identified objectives and citations.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	These funds will be able to provide up to <b>12</b> units for income eligible households to purchase as first-time homebuyers.
	<b>Location Description</b>	Scattered sites in urban county
	<b>Planned Activities</b>	<b>Habitat for Humanity</b> - Construction of new affordable single-family dwelling units, including but not limited to site work, utility/infrastructure installation, construction of single-family dwelling units or multi-family dwelling units, and other costs associated with site development/unit construction  <b>Housing Construction/Rehabilitation Program</b> - Production of new, affordable units for home purchase by income eligible, first time homebuyers
<b>3</b>	<b>Project Name</b>	2024 Public Facility Projects
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Neighborhood Revitalization
	<b>Needs Addressed</b>	Increase Access to Affordable Housing Improve Access to Public Facilities/Infrastructure
	<b>Funding</b>	CDBG: \$778,880

<b>Description</b>	Funds will be used for new or existing facilities that provide services to meet the needs of Low-Mod income or special needs populations. In addition to the FY24-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. If insufficient number of applications are received during FY24-25 or unspent funds from activities within this project, funds may be reprogrammed to other projects without amending this Annual Plan. National Objective: LMC; Eligible Citation(s): 570.201(a)(1)(c)(d)(i); Objective: Suitable Living Environment; Outcome: Availability/Accessibility. National Objective, Objective, and Outcome are the same for all activities funded through the Public Facilities Projects program. All activities funded through this program will fall under one of the above identified citation categories.
<b>Target Date</b>	9/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The funds will assist up to <b>21,870</b> households based on the location of te facility projects and the low/mod population that is served.
<b>Location Description</b>	5151 Adanson Street, Fernwood; 1095 Belle Ave, Casselberry; 600 N Highway 17-92, Longwood; 2290 N Ronald Reagan Blvd, Longwood



	<b>Planned Activities</b>	<p><u>Aspire Health Partners</u> - Funding for replacement of roof and installation of a commercial generator at the Women’s Residential facility. <b>Matrix Code 03B</b></p> <p><u>Inspire of Central Florida</u> - Funding for renovation to exiting facility, which will increase space for learning and education activities and increase number of individuals who can enroll in the programs provided. <b>Matrix Code 03B</b></p> <p><u>The Sharing Center</u> - Funding for renovation and facility updates, including more accessible showers. <b>Matrix Code 03C</b></p> <p><u>Impower, Inc</u> – Replacement of commercial grade, climate controlled food storage facility as meals are provided at the facility daily for youths suffering from chemical dependency issues and rehabilitation of the male youths building to provide a more suitable living environment. <b>Matrix Code 05D</b></p>
4	<b>Project Name</b>	2024 Public Services
<b>Target Area</b>	County-wide	
<b>Goals Supported</b>	Public Service Assistance	
<b>Needs Addressed</b>	Increase Access to Public Services	
<b>Funding</b>	CDBG: \$330,053	
<b>Description</b>	<p>Funds will be provided, with a maximum 15% limitation, to provide salaries and operational services to entities that provide services to meet the needs of Low-Mod income families. If insufficient number of applications are received during FY24-25 or unspent funds from activities within this project, funds may be reprogrammed to other projects without amending this Annual Plan. In addition to the FY24-25 funds listed below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. National Objective(s): LMC/LMA; Eligibility Citation: 570.201(e); Objective: Suitable Living Environment</p>	
<b>Target Date</b>	9/30/2025	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The funds will be used to assist up to <b>413</b> low/mod income eligible households with direct services.
	<b>Location Description</b>	Scattered sites within Urban County
	<b>Planned Activities</b>	<p>CDBG funds will be used for the following organizations that are providing Direct Services:</p> <p><u>Seminole County Dental Program</u> - Provide assistance with dental procedures for households that meet the Low-Mod income guidelines, who are under insured or not insured. <b>Matrix Code 05M</b></p> <p><u>Seniors First</u> - Provide Community Care for the Elderly, which includes assistance with activities of daily living, companionship, homemaking and personal care services. <b>Matrix Code 05A</b></p> <p><u>Shepherd's Hope</u> – Provide free, short term non-emergency care on a walk-in basis for individuals who are low-income and under or non insured. <b>Matrix Code 05M</b></p>
5	<b>Project Name</b>	2024 CDBG Program Delivery - HOME TBRA Admin
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Housing Program Delivery
	<b>Needs Addressed</b>	Increase Access to Affordable Housing Improve Access to Public Facilities/Infrastructure
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	Administrative assistance for the HOME TBRA Program, HUD Matrix Code = 14J
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funds will assist up to 30 income eligible households with TBRA assistance.
	<b>Location Description</b>	Scattered sites within Urban County

	<b>Planned Activities</b>	Administrative assistance for the HOME TBRA Program; other housing related projects; administrative costs associated with CDBG public facility and public service activities
6	<b>Project Name</b>	2024 HOME Tenant Based Rental Assistance
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Tenant-Based Rental Assistance
	<b>Needs Addressed</b>	Increase Access to Affordable Housing
	<b>Funding</b>	HOME: \$100,000
	<b>Description</b>	The HOME funds will be allocated to provide assistance to individual households to help them afford the housing costs of market-rate units. HOME HUD Citation: 24 CFR 92.209 HOME Objective: Decent Housing
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funds will be used to assist up to 30 households that meet the income criteria requirements.
	<b>Location Description</b>	Urban County Wide
	<b>Planned Activities</b>	<p><b>Seminole County Housing Authority</b> - Determine monthly TBRA subsidy amount for income eligible households, adhere to HOME regulations as they pertain to the TBRA program.</p> <p><b>Tenant Based Rental Assistance Program</b> - Provide rental assistance and/or security deposit assistance for income eligible households that meet the HOME program requirements, including but not limited to initial and annual HQS inspections and income eligibility/recertifications.</p>
7	<b>Project Name</b>	2024 Neighborhood Improvement Projects
	<b>Target Area</b>	County-wide
	<b>Goals Supported</b>	Neighborhood Revitalization
	<b>Needs Addressed</b>	Increase Access to Affordable Housing Improve Access to Public Facilities/Infrastructure
	<b>Funding</b>	CDBG: \$561,351

<p><b>Description</b></p>	<p>Funds will be used for concentrated investment for public facility improvements, physical improvements and comprehensive planning activities in locally designated target areas and HUD designated Low-Mod Areas that will impact neighborhood stabilization, revitalization, and improve the quality of life and health of residents to achieve local objectives and desired outcomes. In addition to FY24-25 funding identified below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. If insufficient number of applications are received during FY24-25 or unspent funds from activities within this project, funds may be reprogrammed to other projects without amending this Annual Plan. National Objective: LMA/LMC; Eligibility Citation(s): 570.201(a)(c)(d)(i); Objective: Suitable Living Environment/Decent Housing; Outcome: Sustainability/Affordability. National Objective, Objective, and Outcome as the same for all activities funded through the Neighborhood Improvement Projects program. All activities funded through this program will fall under one of the above-mentioned Eligibility Citations.</p>
<p><b>Target Date</b></p>	<p>9/30/2025</p>
<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>Up to <b>two (2)</b> homes can benefit from activities that include the rehabilitation and/or reconstruction of existing homes that are owned by low/mod income eligible households; up to <b>500</b> urban county residents will benefit from proposed activities.</p>
<p><b>Location Description</b></p>	<p>Scattered Urban County Sites</p>
<p><b>Planned Activities</b></p>	<p><b>Target Area Community Enhancement Program</b> - Funding can be used for community activities that enhance community appearance, neighborhood health and safety, address neighborhood deficiencies, promote a social interaction and a greater sense of community. This can include but is not limited to community outreach, community events, community facility improvements, rehabilitation of a public facility, roads, sidewalks, parks, recreation facilities, community centers, street lights, storm water/drainage improvements. <b>Matrix Code 03F, 03I, 03K, and 03E</b></p> <p><b>Homeowner Rehabilitation and/or demolition/reconstruction</b> - Funding for the rehabilitation and/or demolition and reconstruction of an existing dwelling that is owned by an income eligible household. <b>Matrix Code 14A</b></p>
<p><b>8</b></p>	<p><b>Project Name</b></p> <p>2024 ESG Seminole County</p>
	<p><b>Target Area</b></p> <p>County-wide</p>

<b>Goals Supported</b>	Shelter Operations and Essential Services Rapid Re-Housing Administration
<b>Needs Addressed</b>	Increase Access to Affordable Housing Increase Access to Public Services Increase Access to Homeless Prevention Services Program Administration
<b>Funding</b>	ESG: \$191,277
<b>Description</b>	These funds provide local shelters with the means to administer essential services to shelter residents; rapid rehousing for homeless individuals or families and preventing individuals or families from becoming homeless by funding eligible activities within the following Emergency Solutions Grant program components: Administration, Street Outreach and Essential Services, Emergency Shelter Operations, and Rapid Re-Housing.
<b>Target Date</b>	9/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The ESG funds will be used to assist up to <b>500</b> households with housing needs who are homeless or at-risk of homelessness
<b>Location Description</b>	Scattered sites in urban county

	<b>Planned Activities</b>	<p><u>Emergency Solutions Grant (ESG) Program Components</u> - Funding of the ESG program components that support homelessness individuals and families. including street outreach and essential services; emergency shelters including shelter operations, shelter nights, renovation of existing shelters or conversion of buildings to shelters; homelessness prevention and rapid re-housing and associated activity delivery costs, including rental assistance with provision of stabilizing permanent housing by providing short-term financial assistance, including rent payments and/or security/utility deposits, to homeless individuals and families and those at risk of becoming homeless.</p> <p><u>Safehouse of Seminole</u> - Provide safe emergency shelter for survivors of domestic violence in Seminole County</p> <p><u>BoysTown</u> - Provide safe, high quality emergency shelter for youth ages 12 - 17</p> <p><u>Recovery House</u> - Shelter nights and emergency shelter services to include therapeutic and wrap around services.</p> <p><u>Rescue Outreach Mission</u> – Provide safe, high quality emergency shelter for individuals and families.</p> <p><u>Administration and Planning</u> - 7.5% or \$14,345 for general planning and administration of ESG funds.</p>
9	<b>Project Name</b>	2024 Housing Construction/Rehab - Rental
<b>Target Area</b>		
<b>Goals Supported</b>	CHDO Set-Aside	
<b>Needs Addressed</b>	Increase Access to Affordable Housing Improve Access to Public Facilities/Infrastructure	
<b>Funding</b>	HOME: \$126,001	
<b>Description</b>	<p>Funds provided for the construction/rehabilitation/preservation of single-family homes and multifamily affordable housing rental units. Includes the CHDO set aside, a minimum 15% requirement (\$126,001). If insufficient number of applications are received during FY24-25, funds may be reprogrammed to other projects without amending this Annual Plan. In addition to the FY24-25 funds listed below, any project may receive additional funds available from uncommitted prior year funding or unanticipated program income. HOME Objective: Decent Housing; Eligibility Citation(s): 92.205(a)(1) All activities funded through this program/project will fall under the above identified objectives and citations.</p>	

<b>Target Date</b>	9/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The funds will be used to assist up to two (2) households in need of affordable rental units
<b>Location Description</b>	Scattered sites in Urban County
<b>Planned Activities</b>	<b>Affordable Housing Rental Units</b> - construction/rehabilitation/preservation of affordable rental units; single-family and/or multi-family dwelling units. Can include use of CHDO funds not allocated to a project at time of submission.

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

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

The County's federal grant funded programs for affordable housing, public services, and public facilities are available Countywide. The County promotes these programs to residents, businesses, and non-profit organizations that reside in or provide services to designated low-income target areas. Housing programs are concentrated on scattered sites throughout the County. The priority community development needs and public service locations will be Countywide. The County has designated census tracts and block groups that qualify as low- and moderate-income per HUD regulations. If the County funds projects that must meet the low-moderate income area benefit criteria, they will be in the qualified census tracts and block groups. The County will recognize jurisdictional restrictions with its CDBG funds when it pertains to the City limits of Sanford as the city is an entitlement area and receives CDBG funds to serve the residents of the City of Sanford. The County can assist in unincorporated areas of Sanford.

The primary distribution of the population benefiting from the grant assistance programs will be Countywide, and in most cases extremely low, low, and moderate-income. Beneficiaries will also include elderly, youth, persons with disabilities, and the homeless or at-risk of becoming homeless.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
County-wide	100

**Table 8 - Geographic Distribution**

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

The needs assessment, market analysis, and community meetings determined that various areas throughout the County suffer from a lack of affordable housing and that homeless and special needs populations require public/social services to reduce poverty. The County adheres to all program-specific eligibility requirements when allocating funds. Funds are allocated on a priority need basis in neighborhoods that demonstrate compliance with HUD's low- to moderate-income criteria. The map on the following page identifies LMI census block groups that are included in Seminole County's geographical target area.

### **Discussion**



## Affordable Housing

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

#### Introduction

In FY2024-25, Seminole County will support affordable housing through its CDBG, HOME, and ESG programs. Funding will be provided to support activities to include minor home repairs, new construction of homeownership and rental units, direct financial assistance to homeowners, and rapid re-housing.

One Year Goals for the Number of Households to be Supported	
Homeless	12
Non-Homeless	44
Special-Needs	0
Total	56

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	42
The Production of New Units	12
Rehab of Existing Units	2
Acquisition of Existing Units	0
Total	56

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

#### Discussion

Seminole County anticipates using HOME funds to produce up to **12** new homeownership affordable housing units during the 2024-2025 fiscal year. The affordable housing units will be targeted to low-moderate income persons and families, including special needs population.

CDBG funds will be used to provide up to **2** LMI homeowners receiving assistance to complete major rehab to their homes and HOME funds will provide rehab assistance for CHDO related activities.

The ESG Rapid Rehousing activity will assist up to **12** homeless households to reduce homelessness and provide the households with affordable housing.

The Tenant Based Rental Assistance (TBRA) program through HOME will provide subsidized rental assistance for up to **30** families annually. There will be up to **56** non-homeless households assisted with affordable housing (2 recon, 30 tbra, 12 habitat) and of the **42** persons receiving rental assistance, up to **12** will be from the RRH program and the balance from the TBRA program.



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

### **Introduction**

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

In 2020, Seminole County voted to approve providing local contribution for the Villas at Academy Place tax credit application. The Villas of Academy Place is a Seminole County Housing Authority property. The Board voted to allocate \$230,000 in HOME funds over the course of two years for the local contribution needed for a LIHTC application. To meet this obligation, Seminole County set aside the remaining \$230,000 in HOME funds in 2021 to provide the local contribution for the tax credit properties.

In addition to the Villas of Academy Place project, Seminole County partners with the SCHA to administer the HOME Tenant Based Rental Assistance (TBRA) program. Under the TBRA program funds will be used to provide tenant based rental assistance to elderly, disabled, or homeless. The TBRA program will continue by using prior year funding to support the program in 2024-2025 and TBRA funds will be allocated for 2024-2025.

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

The SCHA provides supportive services to its residents to work towards self-sufficiency and homeownership. Supportive services include job training, financial counseling, and networking with housing providers. The supportive services are offered to all public housing residents as an incentive to take control of their housing opportunities and to improve their living conditions.

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

The Seminole County Housing Authority is not designated as troubled.

### **Discussion**

The SCHA will continue to administer direct annual HUD funding allocations on the operation, maintenance, and rental assistance projects and activities based on the amount of the allocation and the number of qualified individuals and families in need of public housing assistance.

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

### **Introduction**

Focused on addressing the needs of persons experiencing homelessness and other categories of persons with special needs, strategies in this section will be implemented by the County. This collaborative effort will incorporate selected housing providers to provide specific direct services to the target populations. The following sections will address the methods of outreach to homeless persons, activities to address the emergency shelter and transitional housing needs of homeless persons, actions to assist homeless persons with obtaining permanent housing, and efforts to prevent homelessness in to reduce and end homelessness throughout Seminole County.

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

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

The Homeless Services Network of Central Florida serves as the Continuum of Care (CoC) Lead Agency within the jurisdiction. Seminole County relies on the partnership with the CoC and its network providers to provide Street Outreach services and conduct the annual Point-in-Time Count (PIT Count). These activities help the CoC and Seminole County Government guide funding to development and implementation of programs that prevent and end sheltered and unsheltered homelessness.

In addition, Seminole County Community Services Department is administering rapid re-housing activities internally, including case management and assessment through the ESG RRH Program and anticipates continuing to do so during the 2024-2025 fiscal year. The project is included in the FY 2024-2025 Action Plan.

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

Seminole County uses Emergency Solutions Grant (ESG) funding to support the needs of persons experiencing homelessness residing in emergency shelters or site-based transitional housing programs. Consolidated Plan goals for 2020-2024 include serving 3,950 persons experiencing homelessness through overnight shelter. A total of **\$686,664** in ESG funding is dedicated to this Consolidated Plan goal for Emergency Shelter Operations and Essential Services. Local non-profit direct service providers are contracted to administer ESG funds.

**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**

The Community Services Department administers and supports several projects to help homeless persons make the transition to permanent housing. The County supports the Housing First Model emphasizing housing placement followed by wrap around supportive services. In addition, County-owned vacant parcels are also being considered for the development of affordable housing for homeless families and other eligible low-income households.

The County also partners with non-profit homeless services providers to implement affordable housing activities that directly affect the homeless population. Eligible affordable housing providers are encouraged to apply for annual funding allocations to promote and implement affordable housing activities, for all segments of the population, during the County's advertised Request for Applications (RFA) procurement process each fiscal year. Applications received are evaluated based on project scoring criteria.

Seminole County anticipates allocating \$ 62,166 of ESG Funds for rapid re-housing activities for extremely low and very-low -income families to avoid homelessness. This funding is anticipated to assist 12 households with direct financial assistance in the form of short-term rental assistance, security deposits, utility payments, or moving costs. Other eligible types of rapid re-housing assistance include housing search and placement, housing stability case management, mediation, legal services or credit repair. Recipients of the ESG Rapid Re-Housing assistance will be carefully evaluated by program criteria developed by the County, based on the federal ESG program regulations. Priority will be given individuals or families that present the most urgent need.

**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 Seminole County Community Services Department administers an internal housing financial assistance program that provides rental, utility, and mortgage assistance to qualified families who are experiencing financial hardship due to job loss, medical problems, elderly and disabled garnishments, and more. The rental, utility and mortgage assistance program is funded through Seminole County general revenue funds, and can be applied for directly through the Community Services Department.

The Community Services Department also works in partnership with local mental health services, healthcare, and housing supportive services providers to supplement funding resources needed for qualified applicants, including low-income individuals and families, and extremely low-income

individuals and families, and persons with special needs being discharged from publicly funded institutions and systems of care. Community Services currently partners with Catholic Charities- Pathways to Care Program to provide medical care and housing for homeless persons with special health care needs who are being discharged from hospitals with no planned housing placements.

### **Discussion**

The Seminole County Shelter Plus Care Program is an internally administered program that provides rental assistance and case management services to chronically homeless persons with disabilities. Applicants are identified and prioritized via the Homeless Continuum of Care Centralized Assessment System managed by the Homeless Services Network. Services are leveraged with State funding which provide matching funds for case management services. Seminole County also uses HOME funds to provide Tenant-Based Rental Assistance (TBRA) to elderly persons and persons with disabilities many of whom are extremely low-income.

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

### **Introduction:**

Affordable housing is an ongoing concern at the federal, state and local levels. Housing affordability has also become an important public policy issue, as home ownership is viewed as being an important goal for both individual and social reasons. Housing prices, household incomes, and mortgage rates are the primary determinants of housing affordability.

Government regulations including land use/zoning codes and building codes adopted by a jurisdiction have the potential to impact the cost of housing and limit the supply of affordable housing. Seminole County recognizes that there can be institutional, regulatory, or policy barriers to development and promotion of access to affordable housing. Some of these barriers are at the discretion of County policymakers, including the permitting, zoning, and housing & community development offices. The following barriers may impact the development of affordable housing:

- Development approvals process. The development approval process can be time- and resource-intensive, particularly for developers of affordable housing.
- Density restrictions. Depending on the maximum allowable density in any given zoning category, higher density housing developments may be prohibited. Higher density housing is typically able to absorb more income-restricted housing and still maintain profitability for the developer, in addition to naturally enhancing the availability of housing overall in the County.
- Parking and setback requirements. Depending on the restrictions of parking and setbacks in the local land use code and comprehensive plan, these requirements may prohibit development of affordable housing.
- Affordable housing accessible to transit. Low-income households are more likely to depend on public transportation as a means of mobility. A lack of affordable housing near public transportation networks places an inherent restriction on a family's ability to reasonably access housing.
- Not In My Back Yard (NIMBY) Syndrome. The social and financial stigma of affordable housing can lead to significant resistance from surrounding properties.

In the case of new construction, significant barriers to creating affordable housing are reductions in federal and state housing funds, the land costs, impact fees, zoning, and compliance with new hurricane standards building codes.

In the case of existing housing rehabilitation, the cost of upgrading to new construction codes is a barrier. Health Department regulations restrict expansion of existing septic systems and the Federal Emergency Management Agency (FEMA) restricts rehabilitations to existing structures beyond a certain value on properties located within 100-year Floodplain.

As a recipient of funding from the US Department of Housing and Urban Development (HUD), Seminole

County develops an Analysis of Impediments to Fair Housing Choice (AI) to identify impediments or barriers to affordable housing and fair housing choice, and create actions toward the resolution of the barriers. The County's most recent Analysis of Impediments identified the following impediments to affordable housing and fair housing choice:

- Lack of awareness by residents and landlords of fair housing laws.
- High number of fair housing complaints on the basis of disability.
- Lack of affordable rental and owner housing.
- Poor credit history and collateral as a barrier to homeownership.

**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**

The County housing staff is working closely with the Planning and Development staff to tackle some of the barriers faced by developers who are interested in building affordable or attainable housing. The County developed an Affordable Housing Checklist for all interested developers to complete so that the potential affordable housing project can be flagged and the permitting process can be expedited. The County has expanded the use of the checklist to now be provided to all developers wanting to build in the area so that staff can meet with them and discuss incorporating some mixed-use/mixed income housing units.

The County also has an attainable housing trust fund that provides funding to offset any impact fee waivers or reductions that are approved of for these developers. Staff continues to work closely with the municipalities and their planning/permitting departments to educate them on the necessity to expedite permitting, rezoning or variances. The State of Florida recently adopted the Live Local Bill, which has addressed several local barriers the County is facing, and the county is working to implement those opportunities for developers.

Within the existing housing rehabilitation for homeowners and the contractors the County works with, the housing staff has been approved to access the contractor's permitting portal, which allows us to stay on top of that process and assist the contractors. This will improve the timeframe in which the contractors are operating to rehab or reconstruct a home and will ensure that we label it as affordable housing and eligible for expedited permitting. The contractors have seen improvement as it relates to material ordering and delivery, which has reduced the time a homeowner is relocated. The SHIP funding budget per unit for rehabilitation and/or reconstruction was increased in the LHAP to combat the rising costs of materials and labor and the purchase assistance for first-time homebuyers was increased to help in filling the gap between the sales price and an approved primary mortgage.



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

### **Introduction:**

This section of the Plan describes the specific actions that the County will take to address the housing and community development needs of low- and moderate-income residents during FY2024-25 based on the strategies outlined in the five-year plan for reducing lead-based paint hazards, reducing poverty, developing institutional structure, and enhancing coordination between the public and private housing and social service agencies.

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

One of the primary obstacles the County faces in meeting its goals is the limited resources available to address the priority needs identified in the Strategic Plan. Generally, the needs of low- and moderate-income persons exceeds available resources. To overcome this obstacle the County will collaborate closely with public and private sector organizations that provide services to a community or population where there is an unmet need to ensure that efforts are not duplicated, and resources are used effectively.

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

During FY2024-2025, Seminole County will foster and maintain affordable housing by continuing to fund and implement several housing programs with its CDBG and HOME allocations. Specifically, **\$713,281** CDBG funding will be used to implement the Neighborhood Improvement Project, which includes Homeowner-Rehabilitation and/or Demolition/Reconstruction program. An additional **\$90,000** will be used for project delivery costs associated with these programs and the administration of the HOME TBRA Program. The HOME program is used solely for affordable housing activities and the FY2024-2025 HOME allocation of **\$840,010** will be used for new construction homeownership units, infrastructure development and improvement, CHDO Set-Asides and administration of the HOME program. In some cases, the County will be directly funding rehabilitation activities using County procured contractors and maintaining beneficiary case files in house, and other times will use County approved CHDOs or non-profit housing providers to carry out the activities that foster and maintain affordable housing.

Additionally, Seminole County will foster affordable housing by encouraging the private sector to create housing units that will serve residents, including the most vulnerable, by adopting housing policies that incentivizing the development and preservation of affordable housing units. The Attainable Housing Strategic Plan will also be updated to address the current housing needs and the long term housing concerns.

To prevent affordable housing units becoming lost from the assisted housing inventory, the County continuously monitors Mortgage Deed and Notes that have active affordability periods for compliance. If the units are not in compliance, then the necessary measures are taken to bring the units into

compliance or recapture the funds.

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

During the implementation of its housing programs, Seminole County will evaluate and reduce the number of housing units that contain lead-based paint hazards. The actions that the County will take to address LBP hazards and increase access to housing without LBP hazards include:

- Assess state and local capacity for reducing lead hazards.
- Establish a strategic plan to address needs through capacity development and targeted interventions.
- Coordinate and provide direction to contractors and housing providers involved in prevention efforts periodically.
- Ensuring that contractors completing work write-ups on housing units are certified to complete the proper testing. Contractors utilizing any federal funding providing by the County are required to be certified in conducting these types of hazard prevention methods when completing construction or rehabilitation projects.
- Maintaining a collaborative comprised of contractors and housing providers dedicated to conducting healthy home concepts.
- Performing visual assessments and healthy housing needs assessments for deteriorated paint surfaces for all properties considered for rehabilitation or restoration.
- When indicated based on the risk assessment, take appropriate steps to reduce the hazard.
- Coordinate with the local health department to maintain statistics on housing units identified to contain LBP.

These actions along with the requirements of 24 CFR Part 35, the Lead Safe Housing Rule, have been integrated into the policies and procedures governing the County's federally assisted housing programs. A summary of the strategy is outlined in section SP-65 of the Strategic Plan.

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

The County implements several programs that have a goal of reducing the number of families living in poverty. The anti-poverty efforts, described in section SP-70 of the Strategic Plan, include programs funded by the Community Services Block Grant, Shelter Plus Care Program, State Housing Initiatives Partnership (SHIP), and the Community Service Agency (CSA) Partnership Grant. Since these programs are administered by the Community Services Department, the lead entity for the SHIP, CDBG, HOME, and ESG programs, there is coordination with the housing programs covered by this Plan.

Specifically, during FY2024-2025, the County will continue to assist tenants with rent payments through the HOME-funded Tenant Based Rental Assistance (TBRA) program for elderly, disabled, or homeless households. This program provides a steady living environment for individuals and families that normally

would not have the financial resources to maintain a suitable living environment, thus decreasing the amount of people living in poverty. The Shelter Plus Care program provides a safe and habitable living environment and subsidized housing for households that are not able to maintain the home or the full rent financially and need mental health services or care.

Additionally, the CSA funds are in partnership with surrounding Seminole County Non-Profit organizations to provide direct supportive services to households that are living in poverty. And, the County will utilize ESG funding to implement a Rapid Rehousing program that will assist homeless families with acquiring and maintaining housing by providing rental subsidies and case management for up to 12 months.

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

The County partners and collaborates with a number of agencies and organizations to address the housing and community development needs of low- and moderate-income persons. The County's Institutional Delivery Structure is described in Section SP-40 of the Strategic Plan. One of the main gaps identified in the County's institutional structure to achieve the goals in the Strategic Plan is the lack of Community Housing Development Organizations (CHDOs) to carry out affordable housing activities. CHDOs are a special type of non-profit organization that must meet certain criteria to be certified to perform eligible HOME activities. To overcome this deficit in non-profit housing development capacity in the County, Community Services Department staff has secured one non-profit organizations to be CHDOs. Catholic Charities of Central Florida, certified CHDOs, currently have prior year(s) funds reserved for CHDO projects. To ensure the County continues to have at least one approved CHDO, Seminole County Community Services Department will provide technical assistance to non-profit organizations expressing an interest to become certified CHDOs.

In the event other gaps or weaknesses in the current institutional delivery structure of implementing federal funding program activities are identified, the Seminole County Community Services Department will take all of the appropriate measures and implement any additional actions necessary to resolve those issues. The County, in conjunction with the municipalities, elected officials, citizens, non-profit agencies, and for-profit organizations, will continue networking and trying to assess what residents need and how best to meet those needs. Keeping the private and public sector aware of all services provided will be a key objective for the County.

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

Seminole County will continue to enhance coordination between public and private housing and social service agencies by encouraging partnership for County funded projects and strengthening existing

networking abilities through County sponsored community events, workshops and conferences.

Furthermore, Seminole County will complete the following actions to enhance coordination between public and private housing and social services agencies:

- Seminole County will continue the annual Request for Applications process for local non-profit organizations to submit request for consideration of grant funding to carry out the goals and objectives set forth in this Plan;
- Seminole County will enhance coordination with the Homeless Services Network of Central Florida, and other local private homeless providers, to expand access to data and needs for Seminole County's homeless population through participation on various housing and homeless committees;
- Seminole County will enhance coordination with public entities, such as the Seminole County Health Department, on issues such as lead based paint data collection and reporting and through public events promoting health and wellness.

**Discussion:**

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income .Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

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

as follows:

- SHIP Grant
- Tenant-Based Rental Assistance (TBRA) Prior Year Funding – Requires tenant contribution

While Seminole County's HOME TBRA tenants may have a portion of the rent they must pay on their own, Seminole County does not have any specific HUD approved investments beyond those identified in 24 CFR 92.205. The tenant based rental assistance program falls within the auspices of 92.205 and are not additional investments.

Further, the County will use the HOME Affordable Homeownership limits that are set forth by HUD.

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:

Please refer to attached resale and recapture narratives

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:

Please refer to attached resale and recapture narratives

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:

There are no plans or intentions to use HOME Program funds to refinance existing debt for any multi-family housing units being rehabilitated with HOME funds.

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)).

The TBRA funds will be used to assist households that are disabled and/or elderly. The TBRA program is administered by the local Seminole County Housing Authority and it maintains the waiting list for any potential TBRA clients.

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)).

The HOME TBRA program helps narrow the gap in rental benefits because many of the eligible applicants are on limited of fixed income; primarily due to his/her disability. This is a preference recognized by the SCHA when determining which applicants will be pulled from the waiting list.

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).

When applications are taken, the applicants are placed on the waiting list based on the time/day of receipt of the application. Within the application, there is an opportunity for the applicant to self-declare that he/she meets the disability preference and a place to provide date of birth to establish if he/she meets the definition of elderly. When the applicant is pulled off the waiting list for income qualification, it is then that the SCHA will ask for proof of preference(s). If the applicant does not meet the preferences for TBRA, they will not be immediately eligible for the program but will remain on the waiting list based on their original time/day. This will provide them the opportunity to possibly qualify for the program when their name is pulled again. When the waiting list is opened, it is advertised on the SCHA website and through the local newspaper, and it explains that applications are taken through an online website portal, however, SCHA will offer paper application as a reasonable accommodation for a person with disabilities.

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

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

Please refer to attached Emergency Solutions Grant (ESG) Internal Policy.

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

Per the COC FL-507 (Homeless Services Network) website, the Coordinated Entry System (CES) is a person-centered process that through a data driven process streamlines access to the most appropriate housing intervention for each individual or family experiencing homelessness. The system ensures all homeless individuals are known by name, increases seamless connections between agencies, prioritizes clients based upon greatest need allowing for more efficient use of community resources, includes Hubs (pop-up sites) and Diversion practices, and incorporates special processes for Victims of Crime (Domestic Violence & Human Trafficking)

Seminole County accept referrals through the Coordinated Entry System managed by the Homeless Services Network (HSN). Referrals are accepted for ESG Rapid Re-Housing (RRH) Programs as well as Shelter Plus Care and other Permanent Supportive Housing (PSH) programs; there is no other way to enter those programs than direct referral from CES. This is also included in our written standards and workflow.

Additionally, the COC-FL507 (HSN) tracks system performance measures (SPMs) through an online dashboard and our programs use those SPMs to determine evaluate program effectiveness. The SPMs that are currently tracked are Length of Time Homeless, Returns to Homelessness, Number of Persons Homeless, Employment and Income Growth, First Time Homeless, and Permanent Housing Placement. These measures are compared against the previous year's performance to show how our community is improving and/or where we need to focus more on our efforts to end homelessness.

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).

Seminole County publishes a Notice of Funding Availability (NOFA) each year to solicit the submission of proposals under the County's entitlement programs CDBG, HOME, and ESG. Proposals are accepted for CDBG-Public Facility, Public Services, as well as, HOME construction projects, and ESG shelter operations and rapid re-housing activities. Proposal are reviewed and scored by a Grant Review Team which makes recommendations to the Community Services Director and County Manager. The recommendations are also made available for Public Comment and then to the Board of County Commissioners for approval.

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.

While completing the 2020-2024 Consolidated Plan, the Continuum of Care and homeless service providers were contacted, in addition to anyone in the general public, and asked to participate in the Public Hearings and in the Community Needs Survey, at the meeting homeless issues were specifically discussed. In addition, the Point-In-Time Survey is available for review and referenced to assist in considering policies and funding decisions. The Citizen Participation Plan is followed when making funding decisions. All funding recommendations are provided for public comment. Public hearings are held to solicit feedback on the County's performance in November/December each year and are held to solicit recommendations for funding in April or May of each year. Homeless service providers are contacted and asked to participate in the public hearings in order to solicit feedback regarding the homeless and formerly homeless individuals.



Seminole County's Board of County Commissioners is made up of elected officials and does not have a homeless or formerly homeless individual serving in that capacity. Seminole County partners with the Homeless Services Network (HSN), the lead agency in the Continuum of Care. HSN has membership that represents the Homeless and formerly homeless populations. During the development of the FY2023-2024 Action Plan, HSN was consulted. Seminole County also participates in CoC meetings for feedback.

5. Describe performance standards for evaluating ESG.

Please refer to attached Emergency Solutions Grant (ESG) Internal Policy.

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## SHIP Annual Report Filing Instructions (2024)

### Requirement

Section 67-37.019 (5) of the SHIP Rule outlines the following “Incentive Strategy” requirements for all SHIP jurisdictions: The local government staff or entity with administrative authority for a local housing assistance plan shall provide documented evidence to the Corporation or its designated monitoring agent, that: (a) Permits, as defined in Sections 163.3164(15) and (16), F.S., for affordable housing projects are expedited to a greater degree than other projects; and (b) There is an ongoing process for review of local policies, ordinances, regulations, and plan provisions that increase the cost of housing prior to their adoption.

### Certification Form

Items 1 and 2 are simply statements to evidence that the jurisdiction has implemented incentive Strategies (a) and (b) that are referenced in the SHIP Rule above.

Items 3 and 4: State the per unit estimate of housing cost increases **for new construction** (Item 3) and **for rehabilitation activities** (Item 4) that have resulted from new local policies, ordinances, regulations and more that were considered during the state fiscal year. If there have been no new policies to increase costs, enter \$0.<sup>[1]</sup>

### Accessing the Form

The form is located in the “**Annual Report Forms**” tab, (formerly the “*References*” tab). The form can be downloaded and executed as has been done in previous years. The form can be completed using the “Fill & Sign function in Adobe Acrobat ([Adobe Fill and Sign](#)).

The screenshot shows a web interface with a navigation bar at the top containing tabs: Data Input, Form 1, Form 2, Form 3, Form 4, Form 5, Interim Year Data, Review, and Annual Report Forms. The 'Annual Report Forms' tab is highlighted in yellow. Below the navigation bar is a section titled 'Related Links and Files'. Underneath this is a sub-section 'Annual Report Files and Links' which contains a table with two columns: 'Document Website' and 'Download Link'. The table lists several items, including 'SHIP Webpage at Florida Housing Finance Corporation', 'Certification Document' (highlighted in yellow), and 'SHIP AR Data Upload Excel workbook'. Below the table is a section for 'Archived Closeout Reports' with a dropdown menu and a 'Download Selected Report' button. At the bottom, there is a section for 'Compliance Monitoring Documents and Links' with a note: 'For assistance with these, please contact the FHFC SHIP Compliance Team'.

### Submitting the Form

Beginning in 2024 (filing of the closeout for FY 2021-2022), all annual report certification forms will be required to be uploaded directly into the annual reporting system as follows:

The final step in this “certification” process will be to upload the certification form to the portal in the same manner that you upload the Data Upload Form. The ability to upload the form will not be available until you “Submit” the report. Once you have submitted the annual report, the Review tab will appear as:

Report: 2021-2022 v (Approved)

Form 1 Form 2 Form 3 Form 4 Fo

**Review Status And Submit**

The current status of this report is: **Approved**

**Certification Form Upload**

No File is currently uploaded

Choose File No file chosen

Once FHFC reviews and approves the annual report, we will review the certification form. If all items are complete, we will change the status of the annual report from Approved to Certified.

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<sup>[1]</sup> The SHIP Statute and Rule provide no guidance or method by which a local jurisdiction must determine the cost increase that will result from a new rule, ordinance, fee, etc. Such estimates are a local determination, and the jurisdiction should retain back up material to justify the dollar amounts reported on this certification form, which is signed by the jurisdiction's chief elected official.

## Robert Dearduff

*Director of Special Programs*

[Robert.Dearduff@floridahousing.org](mailto:Robert.Dearduff@floridahousing.org)

p. 850.488.4197

227 N. Bronough Street, Suite 5000

Tallahassee, Florida 32301

[www.FloridaHousing.org](http://www.FloridaHousing.org)



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