**City of West Palm Beach**

**Action Plan for PY 2023-2024**



**2023**

**Annual Action Plan**

**2023 Annual Action Plan**

**City of West Palm Beach**

**401 Clematis Street**

**West Palm Beach, FL 33401**

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**Annual Action Plan**

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

**Introduction**

The City of West Palm Beach’s Department of Housing and Community Development’s mission is to assure quality of life for its residents through the development of housing, social, and economic opportunities. The Department is committed to high standards of customer service in the administration and delivery of programs that are collaborative, innovative, and sustainable.

Creating opportunities that will support and empower low-income households and neighborhoods requires a multifaceted and comprehensive approach. The City of West Palm Beach has determined that in order to maximize the production of affordable housing, economic development, and the provision of services and public infrastructure and facilities to its residents, it must commit to a variety of public/private initiatives and work towards integrative goals that focus on leveraging strategies both internally and across multiple City departments.

As an entitlement community receiving U.S. Department of Housing and Urban Development (HUD) formula program funds, the City of West Palm Beach is required to submit a Five-Year Consolidated Plan that serves as the planning tool outlining the jurisdiction’s housing and community development needs. The Consolidated Plan is carried out through annual Action Plans which provide a concise summary of the fiscal year’s activities, and specific federal and non-federal resources that will be used each year to develop strong, sustainable, and inclusive communities.

The participation of City residents, community stakeholders, and guidance of public employees enriched the planning process for this Action Plan and allowed the City to achieve a common vision and strategy for investments of annual allocations of Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Housing Opportunities for Persons with AIDS (HOPWA) program funds.

The Annual Action Plan is the application for receipt of federal funds and identifies projects and activities to be undertaken during the program year, October 1, 2023 – September 30, 2024. These projects and activities are established based on the priorities identified in the 2020-2024 Consolidated Plan.

**2023 Action Plan Public Contact Information**

Jennifer Ferriol, Director

Housing and Community Development

401 Clematis Street, Third Floor, West Palm Beach, FL 33401

(561) 822-1250 / JFerriol@wpb.org

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

**Anticipated Resources**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Program** | **Source of Funds** | **Uses of Funds** | **Expected Amount Available - Year 4** | **Expected Available Amount Remaining Under Con Plan:****$** |
| **Annual Allocation: $** | **Program Income: $** | **Prior Year Resources: $** | **Total:** **$** |
| CDBG | Public-Federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services  | $1,011,059 |  |  | $1,011,059 | $1,011,059 |
| HOME | Public-Federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA  |  $532,518 |  |  | $532,518 | $532,518 |
| HOPWA | Public-Federal | Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA | $3,552,143 |  |  | $3,552,143 | $3,552,143 |

**Table 1 - 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**

In addition to CDBG, HOME, and HOPWA funding, the City of West Palm Beach also receives an annual allocation from the State Housing Initiatives Partnership Program (SHIP). For the year starting in July 2023, the City is scheduled to receive $1,377,201 in SHIP funding from the State of Florida, which will be used to leverage both HOME and CDBG projects and programs. The City also has established a Housing Trust Fund that will be used to leverage federal funds. The fund will be replenished through the sale of City owned lots and interest generated from affordable housing development loans. Some City owned properties have been deemed for the purposes of affordable housing and have been donated to local housing agencies. The City continues to leverage its HUD funding with local funds (General Fund and funds generated from Tax Increment Financing methods) for public facilities, infrastructure projects, social services, or homeownership housing subsidies.

The City also continues to work on various initiatives and leveraging opportunities with Northend R.I.S.E., Inc. Northend R.I.S.E., Inc., is the legal entity overseeing the RISE initiative which follows the Purpose-Built model for community revitalization. RISE consists of a coalition of local neighborhood leaders, governmental and civic leaders, educators, healthcare professionals, and business groups united to achieve a community-based solution for breaking the cycle of poverty in the north-end neighborhoods of West Palm Beach.

The City of West Palm Beach tracks HOME match contributions on a continual basis to ensure compliance with applicable HOME program requirements, which require a minimum of 25% nonfederal private or public matching contributions. Matched funds may come from donated materials or labor, the value of any donated property, proceeds from bond financing, local fees and fee waivers, and other resources as cited in 24 CFR 92.220.

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

The City is required to identify publicly-owned lands that are appropriate for use as affordable housing per Florida Statute 166.0451 and must adopt an affordable housing inventory list every 3 years. The City has an inventory of City-owned lots that have been identified for the purpose of providing affordable housing or public facilities. In some cases, the City may sell lots with the proceeds deposited into the Housing Trust Fund for additional affordable housing development.

**AP-20 Annual Goals and Objectives
Goals Summary Information**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sort Order** | **Goal Name** | **Start Year** | **End Year** | **Category** | **Needs Addressed** | **Funding** | **Goal Outcome Indicator** |
| **1** | Affordable Housing | 2023 | 2024 | Affordable Housing | Affordable Housing | HOPWA: $3,310,579 HOME: $479,267 | **Households Assisted Tenant-based rental assistance / Rapid Rehousing: 235 Households Assisted Other: 235 Households Assisted****Homeowner housing added: 4 Household Housing Unit** |
| **2** | Homelessness Assistance and Public Services | 2023 | 2024 | Homeless | Homelessness | CDBG: $151,685  | **Public service activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted**  |
| **3** | Infrastructure and Public Facilities | 2023 | 2024 | Non-Housing Community Development | Infrastructure | CDBG: $657,163  | **Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted** |
| **4** | Administration | 2023 | 2024 | Administration |   | CDBG: $202,211 HOPWA: $241,564 HOME: $53,251 |   |

**Table 2 – Goals Summary**

**Goal Descriptions**

|  |
| --- |
| **Goal Name Affordable Housing** |
| 1 | **Goal****Description** | Increase and preserve the supply of affordable housing available to very-low, low-income, moderate-income, and middle-income West Palm Beach residents through new construction, rehabilitation, financing, pre-construction, home repair assistance, and emergency repair of rental and homeowner housing. |
|   | Goal Name | Homelessness Assistance and Public Services |
| 2 | **Goal****Description** | The City will provide essential supportive services to the elderly; mental, physical, and developmentally disabled; persons with drug addictions; persons who are homeless; persons with HIV/AIDS; at-risk youth; and victims of domestic violence, veterans, ex-offenders. Services increase the education, mental and physical health, housing conditions, quality-of-life, and economic conditions of vulnerable populations in the City. Through the HOPWA program, the City will provide housing supports to individuals who have HIV/AIDS, working closely with the Continuum of Care (CoC) and Ryan White service providers. |
|   | Goal Name | Infrastructure and Public Facilities |
| 3 | **Goal****Description** | Provide and improve public improvements and facilities to areas that serve predominantly low-and moderate-income residents or at-risk populations. Activities include the construction or rehabilitation of community facilities, parks and recreation, homeless facilities, spot demolition/clearance, and public infrastructure (water and wastewater, drainage improvements, and street and sidewalk improvements) that enhance the livability of low- and moderate-income neighborhoods. |
|   | Goal Name | Administration |
| 4 | **Goal****Description** | Administer CDBG, HOME, and HOPWA funding accurately and effectively to comply with all funding regulations. Develop Fair Housing Analysis of Impediments and other required documents and promote fair housing rights and initiatives within the City. |

## AP-35 Projects – 91.220(d)

**Proposed CDBG Entitlement Funding $1,011,059.00**

**Public Services (15%)**  **$151,685.00**

The City will utilize these funds for direct internal services and/or external contracts to provide eligible public service activities to the City’s homeless population. The activity is eligible under 24 CFR 570.201(e) and will benefit low- and moderate-income persons as qualified under 24 CFR 570.208(a)(2) – Limited Clientele Activities or Area Benefit Activities.

**Public Facilities and Improvement** **$657,163.00**

This activity will fund the renovation or construction of public facilities or infrastructure improvements. A public facility or infrastructure improvement redeveloped or constructed under this activity will primarily serve individuals who reside in areas of low- and moderate-income concentration. The activity is eligible under 24 CFR 570.201(c) and will benefit low- and moderate-income persons as qualified under 24 CFR 570.208(a)(1) – Area Benefit Activities or Limited Clientele Activities.

**Planning and Administration (20%)** **$202,211.00**

This activity will provide general management, oversight, and coordination of the program. This activity is assumed to benefit low- and moderate-income persons and are eligible under 24 CFR 570.206(a).

**Proposed Prior Year CDBG Program Amendments**

|  |  |
| --- | --- |
| **Substantial Amendment to Action Plan** | **Program Years Affected** |
| **CDBG Program Budget** | **2020, 2021, 2022** |
| **Fiscal Year** | **Original Activity Name** | **IDIS No.** | **Available****Budget** | **Reallocated Amount** | **Proposed Activity** |
| 2020 | Public Services | - | $1,903.58 | $1,903.58 | **Public Facilities and Improvement**This activity will be utilized to support the cost associated with the construction, reconstruction, rehabilitation, and/or installation of public facilities and/or public improvements |
| 2021 | Public Services | - | $133,067.78 | $133,067.78 |
| 2022 | Public Services | - | $148,250.00 | $148,250.00 |
| **Total Reallocated to FY 2023 Activities** | **$283,221.36** |

**Proposed HOME Entitlement Funding** **$532,518.00**

**New Construction/Housing Development** **$399,390.00**

This activity will support the new construction or rehabilitation of affordable homeownership or rental units. This activity is eligible under 24 CFR 92.205**.**

**Community Housing Development Organization (CHDO) Set-Aside** **$79,877.00**

Funding will be allocated to certified CHDO’s for the rehabilitation or development of housing for low-income households. This activity is eligible under 24 CFR 92.300.

**HOME Program Administration (10%) $53,251.00**

This activity will provide general management, oversight, and coordination of the HOME program including planning and monitoring costs. This activity is eligible under 24 CFR 92.207.

**Proposed Prior Year HOME Program Amendments**

|  |  |
| --- | --- |
| **Substantial Amendment to Action Plan** | **Program Years Affected** |
| **HOME Program Budget** | **2017, 2018, 2019, 2020** |
| **Fiscal Year** | **Original Activity Name** | **IDIS No.** | **Available****Budget** | **Reallocated Amount** | **Proposed Activity** |
| 2017 | Homebuyer Assistance | - | $68,926.89 | $68,926.89 | **New Construction/Housing Development**This activity will support the new construction or rehabilitation of affordable homeownership or rental units |
| 2017 | New Construction | - | $141,216.73 | $141,216.73 |
| 2018 | Rental Housing Assistance | - | $23,880.25 | $23,880.25 |
| 2018 | Homebuyer Assistance | - | $8,808.00 | $8,808.00 |
| 2019 | Homebuyer Assistance | - | $139,052.00 | $139,052.00 |
| 2019 | HOME Program Administration | - | $23,111.35 | $23,111.35 |
| 2020 | Homebuyer Assistance | - | $208,694.25 | $208,694.25 |
| 2020 | Tenant-Based Rental Assistance | - | $100,000.00 | $100,000.00 |
| 2020 | HOME Program Administration | 1109 | $9,300.77 | $9,300.77 |
| **Total Reallocated to FY 2023 Activities** | **$722,990.24** |

**Proposed HOPWA Entitlement Funding $3,552,143.00**

**Tenant-Based Rental Assistance $3,220,579.00**

Project Sponsor(s) will provide tenant-based rental assistance to eligible households. This activity is eligible under 24 CFR 574.300.

**Supportive Services $90,000.00**

Project Sponsor(s) will provide supportive services to eligible households. This activity is eligible under 24 CFR 574.300.

**Project Sponsor Administration $135,000.00**

Project Sponsor(s) will utilize program funds for the general administration of the HOPWA Program. This activity is eligible under 24 CFR 574.300.

**Grantee Program Administration $106,564.00**

Grantee will utilize program funds for the general administration of the HOPWA Program. This activity is eligible under 24 CFR 574.300.

| **Substantial Amendment to Action Plan** | **Program Years Affected** |
| --- | --- |
| **HOPWA Program Budget** | **2019, 2020, 2021, 2022** |
| **Fiscal Year** | **Original Activity Name** | **IDIS No.** | **Available****Budget** | **Reallocated Amount** | **Proposed Activity** |
| 2019 | Tenant-Based Rental Assistance | - | $30,971.00 | $30,971.00 | **Tenant-Based Rental Assistance**Project Sponsor(s) will provide tenant-based rental assistance to eligible households. This activity is eligible per 24 CFR 574.300. |
| 2019 | Facility-Based Housing Assistance | - | $30,000.00 | $30,000.00 |
| 2019 | Supportive Services | - | $45,000.00 | $45,000.00 |
| 2019 | Project Sponsor Administration | - | $62,573.00 | $62,573.00 |
| 2019 | Tenant-Based Rental Assistance | 1080 | $1,765.00 | $1,765.00 |
| 2019 | Supportive Services | 1088 | $10,535.00 | $10,535.00 |
| 2019 | Supportive Services | 1091 | $100,000.00 | $100,000.00 |
| 2020 | Tenant-Based Rental Assistance | 1100 | $220,512.00 | $220,512.00 |
| 2020 | Supportive Services | 1101 | $24,886.00 | $24,886.00 |
| 2020 | Project Sponsor Administration | 1102 | $14,841.00 | $14,841.00 |
| 2020 | Grantee Program Administration | 1103 | $23,740.00 | $23,740.00 |
| 2021 | Tenant-Based Rental Assistance | 1125 | $170,892.00 | $170,892.00 |
| 2021 | Supportive Services | 1126 | $4,683.00 | $4,683.00 |
| 2021 | Project Sponsor Administration | 1127 | $30,835.00 | $30,835.00 |
| 2022 | Tenant-Based Rental Assistance | 1144 | $771,230.00 | $564,821.88 | **Facility Based Housing Assistance**This activity will support the acquisition, rehabilitation, or new construction of facility-based housing or community residences where units will be set aside for people living with HIV/AIDS. This activity is eligible per 24 CFR 574.300. |
| **Total**  | **$1,336,054.88** |  |
|  **Total Reallocated to FY 2022 Activities** | **$771,233.00** |  |
| **Total Reprogrammed for new FY 2022 Activities** | **$564,821.88** |  |

**Program Income**

Program income received and introduced during the 2023/24 fiscal year will be allocated to the projects/strategies contained in the 2022 Action Plan consistent with the City’s Citizen Participation Plan.

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

Priorities for allocation of funding have been established through a combination of public feedback, needs analysis, internal and stakeholder feedback and opportunities for leveraging. The lack of private investments in underserved areas and rising cost of real estate are large obstacles for addressing the needs of the underserved in the area.

Following the Presidential declaration of a major disaster, the Stafford Act, Section 301 authorizes any Federal agency to waive or modify administrative requirements for assistance to public bodies as a result of a major disaster. As such, in case of a presidential emergency, the City, at its discretion, may use CDBG, HOME, and HOPWA funds for disaster assistance as long as the expenditure meets the statutory requirements and/or National objectives of the Housing and Community Development Act of 1974, as amended to provide special or priority assistance to disaster victims or communities.

**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 City of West Palm Beach, Florida lies along the I-95 corridor and provides convenient access to many Florida cities, towns, and beaches throughout Palm Beach County. It is the most populous city in Palm Beach County, Florida with a total population estimate of 117,415 persons according to 2020 U.S. Decennial Census data. Geographically, the City is in Southeast Florida, encompassing 58 square miles in eastern Palm Beach County. The City is also the oldest incorporated municipality in South Florida. It is the county seat of Palm Beach County, and one of the principal cities in the South Florida metropolitan area.

The City has not prioritized target areas for funding allocation. However, activities are generally carried out in areas of low- and moderate-income concentration consisting of qualified Census Tracts and Block Groups. The qualified census tracts as of the 2020 census are listed in the following table and are subject to change as the census data is updated.

| **Census Tract** | **Block Group** | **Low-Mod Percentage** |
| --- | --- | --- |
| 002900 | 1 | 96% |
| 001801 | 2 | 90% |
| 001600 | 3 | 88% |
| 002400 | 2 | 87% |
| 002006 | 3 | 86% |
| 002100 | 1 | 86% |
| 002300 | 3 | 85% |
| 007832 | 2 | 85% |
| 001700 | 3 | 83% |
| 001402 | 1 | 83% |
| 002800 | 4 | 79% |
| 003300 | 1 | 79% |
| 002200 | 1 | 79% |
| 003700 | 2 | 79% |
| 007833 | 2 | 77% |
| 002006 | 2 | 76% |
| 007832 | 1 | 75% |
| 002400 | 1 | 74% |
| 001801 | 1 | 73% |
| 001600 | 2 | 73% |
| 003700 | 1 | 73% |
| 002300 | 2 | 73% |
| 002800 | 1 | 72% |
| 003300 | 2 | 72% |
| 007832 | 3 | 72% |
| 001700 | 2 | 72% |
| 001916 | 2 | 72% |
| 001801 | 3 | 71% |
| 001002 | 2 | 70% |
| 003700 | 4 | 70% |
| 002700 | 3 | 69% |
| 001917 | 3 | 68% |
| 001907 | 1 | 67% |
| 002005 | 1 | 66% |
| 001917 | 2 | 65% |
| 003600 | 4 | 63% |
| 003400 | 3 | 62% |
| 003700 | 3 | 62% |
| 002005 | 2 | 61% |
| 003600 | 1 | 61% |
| 001802 | 3 | 61% |
| 002700 | 4 | 56% |
| 001917 | 1 | 55% |
| 001904 | 1 | 54% |
| 001700 | 1 | 53% |
| 001002 | 1 | 52% |
| 002100 | 2 | 51% |

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

Funding for housing and community development programs will generally be utilized City wide. This includes eligible Census Tracts and Block Groups which will allow for maximum flexibility and take advantage of potential leveraging opportunities.

Data analysis, public input, and historical patterns of income disparity indicate a need to target areas within the City that face greater economic challenges and require additional investments in infrastructure and social services.

**AP-55 Affordable Housing – 91.220(g)
Introduction**

The City will be employing several strategies in FY 2023-2024 to assist with the development of affordable housing units, both rental and homeownership. The funding will come from HUD, State SHIP funds, and local funding which includes the City's General Fund and Housing Trust Fund.

The City will utilize its HOME funding for the new construction of affordable housing units. When possible, the City will leverage its existing inventory of City owned lots and houses for the purposes of providing additional affordable and workforce units.

In coordination with the Palm Beach County Homeless and Housing Alliance the City will provide Rapid Rehousing, Tenant-Based Rental Assistance, and other housing assistance to provide both temporary and permanent housing assistance. The City will also continue to fund and administer the HOPWA program, which provides rental assistance to those with HIV on a county-wide basis.

|  |  |
| --- | --- |
|   | **One Year Goals for the Number of Households to be Supported** |
| Homeless | 0 |
| Non-Homeless | 4 |
| Special-Needs | 235 |
| **TOTAL** | **239** |

**Table 3 - One Year Goals for Affordable Housing by Support Requirement**

|  |  |
| --- | --- |
| **One Year Goals for the Number of Households Supported Through** |   |
| Rental Assistance | 235 |
| The Production of New Units | 4 |
| Rehab of Existing Units | 0 |
| Acquisition of Existing Units | 0 |
| **TOTAL** | **239** |

**Table 4 - One Year Goals for Affordable Housing by Support Type**

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

The West Palm Beach and Palm Beach County Housing Authorities collaborate on a regular basis with the City of West Palm Beach on various programs and initiatives including affordable housing opportunities, homelessness, community services, and HOPWA.

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

The City will remain receptive to assisting the West Palm Beach Housing Authority, upon request, with its housing programs and will continue to provide information on homeownership opportunities along with other housing programs that the City offers. The City is open to future, possible housing collaborations that benefit City residents.

The City is continuing to partner with the Palm Beach County Housing Authority to administer tenant-based rental assistance under the HOPWA program.

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

The West Palm Beach Housing Authority through its Housing Choice Voucher Homeownership Program and its Family Self Sufficiency Program provides residents with education related to homeownership, credit management and repair, as well as budgeting and money management. These programs help to increase the purchasing power of residents as well as to help overcome some measures of housing discrimination.

The City provided financial support and incentives for the development of 36 new units of owner-occupied housing within the Merry Place Estates Townhomes development operated by the West Palm Beach Housing Authority. The City continues to seek private-public partnerships with nonprofits developing single-family homeownership developments.

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

N/A

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

**Introduction**

The City of West Palm Beach, through its Department of Housing and Community Development, funds and operates a Community Services Division, which includes a neighborhood outreach center called the Eva W. Mack Community Hub, formerly known as the Vickers House. The Eva W. Mack Community Hub provides outreach, assessment, and services to individuals and families who are homeless or are in danger of being homeless. In addition, the City is a member of the Homeless and Housing Alliance of Palm Beach County (Continuum of Care) and works closely with the Homeless Coalition, the Lewis Center, the Palm Beach County Department of Human Services, and various nonprofit and faith-based organizations that provide services to the homeless. The West Palm Beach Police Department and the Parks and Recreation Department actively engage and conduct outreach to the homeless population, making them aware of available community services. The City works together with these agencies to provide street level outreach and assessment services at targeted locations where the homeless tend to congregate.

**Describe the jurisdiction’s one-year goals and actions for reducing and ending homelessness, including plans for reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City provides funding, services, or programs for the homeless including permanent housing, supportive housing, rapid rehousing, food assistance, relocation assistance, assessment and referral services, and job placement assistance. City staff have also been trained in and utilize the Service Prioritization Decision Assistance Tool (SPDAT), which helps to prioritize resources for the most at risk and have access to Client Track (HMIS), the COC tool used to ensure non-duplication of services and coordinated assessments. The City continues its collaborative HOPWA data integration project with the Palm Beach County Ryan White program. This integration allows the City and the County to share data and a common intake process for clients accessing Ryan White, HOPWA, or both services. During 2022, the City approved the addition of three full-time staff positions that will join the Community Services Division, two Homeless Outreach Specialists and a Social Services Administrator. Homeless Outreach Specialists conduct outreach and engagement activities focusing on homeless individuals with serious mental illness or co-occurring substance use disability to connect clients with resources and services. The Social Services Administrator, oversees assessments, formulates treatment plans, and prioritizes mental and physical health as well as financial and case management for homeless individuals.

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

The Senator Philip D. Lewis Center, a 60-bed emergency facility, serves as the main point of access for homeless services in Palm Beach County including access to emergency shelter and transitional housing. Homeless individuals and families are referred to the Lewis Center from the Community Services/Vickers House staff as well as the West Palm Beach Police Department. Vickers House staff also assists the Lewis Center with conducting initial screenings over the telephone. The City of West Palm Beach will continue to support efforts to provide additional shelter and transitional housing beds as funding permits.

**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 City provides funding, services, or programs for the homeless including permanent housing, supportive housing, rapid rehousing, food assistance, relocation assistance, assessment and referral services, and job placement assistance. The City is also an active member of the Palm Beach County Homeless and Housing Alliance and actively supports the goals of the Palm Beach County Homeless Coalition. Furthermore, the City will support an array of activities that, when combined, may shorten the duration of homelessness, help persons transition to more stable housing, or provide access to affordable housing. These activities include case management, behavioral and mental health services, supportive services, homebuyer education, down payment assistance, and access to economic opportunities.

During FY 2023-2024, the City will continue to carryout the Housing Stabilization Program, a SHIP-funded, financial assistance program targeting individuals and families who are housed but are at imminent risk of becoming homeless.

In April 2023, the City was notified of HUD’s acceptance of its HOME-ARP Allocation Plan making $1,734,257 in funding available to provide housing, services, and shelter to individuals experiencing homelessness and other vulnerable populations. With this funding, during FY 2023-24, the City intends to award the funding to a qualified developer to produce or support the development of affordable rental housing units to house members of the four qualifying population eligible for assistance under the HOME-ARP guidelines, that is, homeless individuals and families, persons at risk of homelessness, individuals fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or, human trafficking, and other populations that requires housing assistance of support services to prevent homelessness, those at greater risk of housing instability. The City also identified a preference to target the assistance to families experiencing homelessness and individuals and families at risk of homelessness.

**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**

Through its Department of Housing and Community Development, particularly its Community Services/Vickers House Division, the City provides funding and direct services and programs for the homeless including permanent housing, supportive housing, rapid rehousing, food assistance, relocation assistance, assessment and referral services, such as to the Senator Philip D. Lewis Homeless Center and job placement assistance. The City of West Palm Beach works closely with the Homeless and Housing Alliance (HHA) of Palm Beach County (the Continuum of Care lead agency) whose main function is to deliver a comprehensive and coordinated continuum of services for homeless individuals and families, families with children, returning citizens, veterans and unaccompanied youth. This system’s fundamental components include homeless prevention, emergency shelter, transitional housing, supportive services, permanent housing, and permanent supportive housing. With the aid of the Continuum of Care, The City of West Palm Beach has been able to also secure emergency housing vouchers for clients along with supportive services. Moreover, The City of West Palm Beach partners with a host of community agencies that provide legal services related to tenant and landlord matters, housing search services and placement along with housing counseling/credit repair to prevent homelessness. Partner agencies include Legal Aid Society, Vita Nova, The Lord’s Place, Community Partnership Group, Local Hospitals, Local Housing authorities, Southeast Behavioral Health Network and St Ann Place.

The City will continue to fund the Housing Stabilization Program (HSP) which provides one-time financial assistance to families and individuals who are homeless or at risk of becoming homeless gain safe, decent, and affordable rental housing, or maintain housing stability. Additionally, the City offers individuals who have been chronically homeless in the City of West Palm Beach the opportunity to reunite with their families through the Homeward Bound Program. The Homeward Bound Program works in partnership with community referral agencies to focus on providing travel assistance to chronically homeless people. Funding is used to move homeless individuals out of a crisis state back to their home community or another community where they will no longer be homeless. The City’s Police Department and law enforcement professionals further support the City’s efforts by providing direct outreach to homeless individuals, building partnerships with a wide range of service providers, and encouraging its officers to be resourceful and show compassion for homeless persons. The Police Department has dedicated a full-time officer who primarily deal with homelessness issues and has Community Engagement Officers who also support the homelessness prevention efforts through working with the City’s Outreach Team and other service providers in the area. The City is also an active member of the Palm Beach County Homeless and Housing Alliance and actively supports the goals of the Palm Beach County Homeless Coalition. Through partnership with these organizations and the Palm Beach County Community Services Department, ex-offenders may participate in re-entry services, through the Reentry Task Force, including case management and housing assistance as well as participate in the Continuum of Care’s homeless service programs.

**Discussion**

For the non-homeless population that require supportive housing, HCD provides numerous services through its Community Services Division and other partners including the following:

* The Palm Beach County Housing Authority operates a HOPWA-funded, tenant-based rental assistance program that provides rental assistance to persons living with HIV/AIDS and their families.
* City staff located in the city’s public library assist residents with community resources by providing referrals and linkages to address needs such as housing/shelter, food, and mental health services.
* The Serving our Seniors (SOS) Program provides temporary assistance for critical needs, such as utility assistance, to low-income elderly residents in the city. This program provides one-time financial assistance to seniors over the age of 62, not to exceed $600.00.
* The Housing Stabilization Program provides one-time financial assistance to families and individuals who are housed but at imminent risk of becoming homeless or homeless families and individuals to gain or maintain housing stability.
* Annually, though funding received from the State through the SHIP program, the City sets-aside at least 20% of its SHIP allocation for households with special needs, including persons with developmental disabilities, persons receiving benefits under the Security Disability Insurance (SSDI) program or the Supplemental Security Income (SSI) program or from veterans’ disability benefits, survivors of domestic violence, and adult person requiring independent living services.

**AP-70 HOPWA Goals - 91.220 (l)(3)**

|  |
| --- |
| **One-year goals for the number of households to be provided housing through the use of HOPWA for:** |
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family | 0 |
| Tenant-based rental assistance | 235 |
| Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds | 0 |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds | 0 |
| **TOTAL** | **235** |

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

**Introduction:**

The declining supply of affordable housing, primarily for lower and moderate-income households, continues to affect communities nationwide. The City of West Palm Beach is not exempt from this housing epidemic. Due to current market conditions, many City residents are forced to pay a significant percentage of their income for housing. This leads to crowded or shared apartments, sub-standard housing units, or affordable housing located in distant suburbs that require long commutes. In order to support the production of affordable housing, the City is committed to strengthening partnerships and initiatives amongst all levels of government and the private sector.

In March 2021, the City Commission approved the recommendations of the Affordable Housing Advisory Committee. The recommendations were incorporated in the City's Housing Assistance Incentive Program (previously approved in 2016). In accordance with Florida Statute 420.9076, municipalities that are recipients of SHIP funds are statutorily required to assemble an Affordable Housing Advisory Committee for the purposes of completing a Housing Incentive Strategies Report that recommends affordable/ workforce housing regulatory incentives. The Housing Incentive Strategies Report recommended specific actions or initiatives to encourage or facilitate removing regulatory barriers that limit or increase the costs of development and the preservation of affordable and/or workforce housing units in the City.

With the support of internal City staff, including but limited to representatives from Development Services, Engineering Services, and Public Utilities, the committee discussed affordable housing issues ranging from expedited permitting to development of affordable housing near major transportation corridors and included affordable land use components in future land use amendments.

**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**

As a result of the approved recommendations, the City amended its Housing Assistance Incentives Program, the Local Housing Assistance Plan, applicable elements of the Comprehensive Plan, and other ordinances and/or resolutions, and policies where applicable to provide incentives that included:

* Fee reductions and waivers of development fees;
* Allowing flexible densities, lot configurations, and reduction of parking requirements for eligible projects;

Establishing a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing;

* Making available the use of City owned vacant lots;
* Providing loans and grants to leverage private and other public investment;
* Making available programs that provide assistance for homeownership, rental, rehabilitation, sustainability, and special needs housing opportunities; and
* Promoting the use of existing City infrastructure and services.

In order to promote the policies and incentives, the Department of Housing and Community Development has developed a process that educates new developers by attending regular developer workshops and by participating in pre-application meetings for all known affordable and /or workforce housing projects. In addition, the City approve a new Downtown Master Plan (DMP) Housing Incentive Program to incentivize the construction of housing units below market rate within the downtown district. The DMP Housing Incentive Program utilizes the TDR Program to allow developers interested in constructing residential uses to purchase TDRs to increase its development capacity above the by-right capacity up to a maximum development capacity permitted by the incentive. In compensation for the incentive, the project would be required to set aside a certain number of units for families with incomes between 60% and 100% of AMI. The program shall apply to all residential projects seeking to utilize the incentives within the DMP. It is the goal of the City to create a new housing incentive program within the DMP to promote the construction of mixed income residential buildings.

In June 2021, the City of West Palm Beach was selected to receive a technical assistance grant from the Florida Housing Coalition, through its Center for Racial Equity, to advance racial equity in housing. The competitive grant program is entitled Closing the Racial Gap in Homeownership (Closing the Gap). The City will receive 24-months of technical assistance to help close the homeownership gap amongst Black and white families by engaging with public and private sector partners and stakeholders to address the history, policies, and programs that impact racial inequality in housing and assist the City with implementing solutions. As a result of the Closing the Gap program, the City is exploring several strategies to reduce barriers to affordable housing, specifically homeownership, including establishing a Homebuyer’s Club, launching a more strategic infill housing program, and creating a heirs’ property program that focuses on providing access to property ownership by gaining clear titles to homes.

**AP-85 Other Actions – 91.220(k)****Introduction:**

In addition to the planned activities and projects described in this Action Plan, the City's Department of Housing and Community Development will also address the needs of the community by reducing lead-based paint hazards, continuing to focus on reducing poverty, developing a strong institutional structure, and enhancing coordination between public and private social services agencies as well. The following are proposed actions to be carried out during FY 2023 to achieve success in addressing the housing and community development needs of low-and moderate-income residents.

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

The City's Department of Housing and Community Development continues to place emphasis on leveraging internal and external resources and expanding social services through its Community Resources Division, Vickers House. Other actions planned to address obstacles to meeting underserved needs include:

* The City’s Community Services Division collaborating with the Continuum of Care, Homeless Coalition, other social service entities and providing additional direct services including Rapid Rehousing;
* Greater coordination and data integration of HOPWA with Ryan White and Continuum of Care service providers; and
* More efficient use of existing resources including City owned properties and leveraging of non-HCD City funded initiatives.

**Actions planned to address any obstacles to meeting underserved needs and**
**to foster and maintain affordable housing**

During FY 2023, the City will continue to allocate federal and state funding through the CDBG, HOME, and SHIP programs to increase the supply of affordable housing throughout the City. This includes the “600 in 3” Initiative, described below, and the recently modified Downtown Master Plan (DMP) Housing Incentive Program.  The City of West Palm Beach recognizes the critical importance of maintaining the supply of existing affordable housing and maintains regular communication with developers/property owners to encourage them to keep their units affordable even when their affordability period expires.

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

The City of West Palm Beach has implemented the following measures to reduce Lead-Based Paint Hazards:

* Abating or removing the lead-based paint hazards found in existing housing, built prior to 1978;
* Education of the public regarding the hazards of lead-based paint and precautions that can be taken by

parents to protect their children; and

* Developing new affordable housing to provide healthy alternatives for families.

The Residential Lead-Based Paint Hazard Reduction Act of 1992, also known as Title X of the Housing and Community Development Act of 1992, amended the Lead-Based Paint Poisoning Prevention Act of 1971 (Lead Act), which established the current Federal lead-based paint requirements. The new lead-based paint regulation implements sections 1012 and 1013 of the Act. The new regulation appears within Title 24 of the Code of Federal Regulations as Part 35 (24 CFR 35.105). HUD has issued a new regulation to protect young children from the poisoning hazards of lead –based paint in housing that is financially assisted with Federal government resources. Participant property owners are notified of the hazard of lead-based paint and of the symptoms associated with lead-based contamination. The City further prohibits the use of lead-based paint in any federally funded construction or rehabilitation project.

Policies and procedures for abatement of lead hazards have been established for use in the City of West Palm Beach. The City shall either perform paint testing on the painted surfaces to be disturbed or replaced during rehabilitation activities or presume that all these painted surfaces are coated with lead-based paint.

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

Through the City’s Community Services Division, the City will provide programs and supportive services that, when combined, may shorten the duration of homelessness, help persons transition to more stable housing, and/or provide access to affordable housing. Supportive services include educational/pre-employment activities; case management, behavioral and mental health services, community referral services, and access to public benefits they may be eligible for to increase ability to obtain economic self-sufficiency.

**Actions planned to develop institutional structure**

The City will continue to expand current coordination efforts and provide technical assistance. Tie funding to collaborative efforts.

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

The City has taken great strides to establish a strong working relationship with the two primary housing authorities that serve the jurisdiction, the West Palm Beach Housing Authority and the Palm Beach County Housing Authority. The City has provided and will continue to provide support to those two entities to support their affordable housing efforts. As the primary provider of Tenant Based Rental Assistance for the HOWPA program, the Palm Beach County Housing Authority will continue to work with the City to expand its role in providing housing assistance to at risk populations and working closer with the Ryan White and Continuum of Care service providers. Through its Community Services Division, the City has established strong relationships with a long list of nonprofit entities and faith-based organizations that provide social services.

The City has ongoing collaboration with Palm Beach County's Departments of Human Services and Housing and Economic Sustainability both for program implementation and funding. Examples include coordinated efforts to combine City owned infill lots with County funding sources to build affordable housing and joint funding efforts for housing projects.

**“600 in 3” Initiative**

In January 2020, Mayor Keith A. James announced the “300 in 3” Initiative which focused on completing and/or having under development a total of 300 units of affordable and/or workforce housing in 3 years. In January 2021, the Mayor committed to additional 200 units for a combined 500 units in three years. In February 2022, the Mayor once again increased the three-year goal by another 100 units, bringing the grand total to 600 units of affordable and/or workforce housing.  The City will continue to utilize federal, state, and local resources to support this housing goal.

**Closing the Gap Grant**

The Center for Racial Equity, Florida Housing Coalition’s initiative that provides support for communities looking to advance racial equity in housing, announced the winners of its competitive grant program entitled Closing the Racial Gap in Homeownership (Closing the Gap). The City of West Palm Beach was one out of two recipients in Florida who will receive 24 months of technical assistance to help close the homeownership gap amongst Black and white families in their respective communities. The Coalition will be engaging with public and private sector partners and stakeholders to address the history, the policies, and the programs that impact racial inequity in housing and assist the community with implementing solutions. The City began working with the Coalition in FY 2021 to address affordable housing challenges faced by people of color throughout our city. As the City begins to implement the strategies identified through the Closing the Gap Initiative, various housing providers and community-based organizations will be engaged to deliver services to residents.

**Eva. W. Mack Community Resource Hub**

The City completed construction of the community resource hub, located at 1540 N. Australian Avenue, in Spring 2023 and began operating from the facility on May 30, 2023. This building, which is named in honor of the first African American female Mayor of West Palm Beach and founder of this chapter of the Sickle Cell Foundation, Eva Williams Mack, will be the new home of services traditionally offered through the City’s Vickers House on Palm Beach Lakes Boulevard, the Sickle Cell Foundation, and other local nonprofit organizations. The community resource hub will feature two multi-space rooms, a computer lab, a co-working space, storage and donation rooms, restrooms equipped with showers, and various infrastructure improvements. This project was funded by CDBG funds.

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

**Introduction:**

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

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

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

**Other CDBG Requirements**

|  |  |
| --- | --- |
|  |  |
| 1. **The amount of urgent need activities**
 | **0** |
| 1. **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%** |

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

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

HOME funds will not be used for any activity not described at 24 CFR 92.205. During FY 2022, the City will use HOME funds to provide assistance to low-income homebuyers and renters in accordance with the HOME program requirements, including the requirement to use the HOME affordable homeownership limits provided by HUD.

Applicants to the City’s Downpayment Assistance program, apply through an online application portal that can be accessed on the City’s website. Applications are approved on a first-come, first-ready basis meaning that all necessary documents have been submitted, found to be sufficient, and the City has verified that the household income qualifies.  The City does not limit the beneficiaries or give preferences to a segment of the low-income population.

The City has an open submission process for projects and all developers must apply for funding through a formal application.  Entities must be qualified CHDO’s and/or for-profit, non-profit and Public Housing Authorities in good standing and must demonstrate capacity for the projects they are undertaking. Project eligibility will be determined by the Department of Housing and Community Development for final approval by the City Commission when required by City governance.

1. 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:

HOME regulations under 92.254(a)(4) establishes the period of affordability for all homebuyer housing projects. How the City calculates the amount of HOME assistance in each unit and therefore the applicable period of affordability varies depending on whether the unit is under resale or recapture provisions. The following table outlines the required minimum affordability periods:

**Resale Provision**

Under resale, 24 CFR 92.254(a)(5(i) of the HOME rules states that the period of affordability is based on the total amount of HOME funds invested in the housing. In other words, the total HOME funds expended for the unit determines the applicable affordability period. Any HOME program income used to assist the project is included when determining the period of affordability under a resale provision.

**Applicability**

The resale provision shall be imposed when a developer receives funding for the development of a homeownership project and the property is sold at fair market price. As part of the resale provision when an assisted homebuyer sells his or her property, either voluntarily or involuntarily, during the affordability period.

* The property shall be sold to another low-income homebuyer who will use the property as his or her

principal residence;

* The original homebuyer receives a fair return on investment, (i.e., the homebuyer’s down payment plus

capital improvements made to the house); and

* The property is sold at a price that is “affordable to a reasonable range of low-income buyers.”

**Fair Return on Investment**

If the property is sold during the period of affordability for a price that is above the original purchase price the following will be used to determine a fair return on investment for the seller.

* Years 1-5 the seller may recoup the initial down payment and closing cost plus any capital improvements that have been made to the home that can be supported by receipts and/or invoices. Maintenance and repairs will not be counted as capital improvements. The homeowner should contact the City and/or sub-recipient developer to confirm what constitutes a capital improvement.
* When the property is owned over 5 years the seller may recoup the initial down payment and closing cost plus any capital improvements that have been made to the home that can be supported by receipts and/or invoices. In addition, the homebuyer may recoup equity equal to the annual increase in the median housing values for Palm Beach County as published by the Department of Housing and Urban Development, Florida Housing Finance Corporation, or other credible entity such as the Florida Realtors Association that tracks median housing price data.

**Affordable to a Reasonable Range of Low-Income Buyers**

The property will be sold at a price that is affordable to a reasonable range of low-income buyers. A reasonable range is defined as families at or below 80% of AMI who after purchase will not have housing costs (principal, interest, property taxes, and insurance) that exceed 30% of the household’s income.

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:

**Recapture Provisions**

For HOME-assisted homebuyer units under the recapture option, the period of affordability is based upon the *direct HOME subsidy* provided to the homebuyer that enabled the homebuyer to purchase the unit. Any HOME program funding used to provide direct assistance to the homebuyer is included when determining the period of affordability.

**Applicability**

The HOME recapture provisions established at 24 CFR 92.253(a)(5)(ii) permit the original homebuyer to sell the property to any willing buyer during the period of affordability. The recapture approach will apply to the following scenarios:

* The City provides direct subsidy to the homebuyer (i.e., through its HOME Purchase Assistance Program); and/or
* The City provides subsidy to a developer for the cost of developing the properties **and** the units are being sold at below fair market value to make them affordable to eligible buyers. Under this scenario, the difference between the fair market value and the purchase price is considered to be directly attributable to the HOME subsidy.

**Recapture Option – Reduction During Affordability Period**

Under recapture, there is no requirement that the original HOME-assisted homebuyer sell the unit to another low-income homebuyer. In the event that the homebuyer transfers the property either voluntarily or involuntarily during the period of affordability, the subsidy shall be reducing the amount of direct HOME subsidy on a pro-rata basis for the time the homebuyer has owned and occupied the housing, measured against the required affordability period. The resulting ratio would be used to determine how much of the direct HOME subsidy would be recaptured. The pro rata amount recaptured cannot exceed what is available from net proceeds.

To determine the pro rata, amount recaptured:

* Divide the number of years the homebuyer occupied the home by the period of affordability,
* Multiply the resulting figure by the total amount of direct HOME subsidy originally provided to the

homebuyer.

If there are insufficient net proceeds available at sale to recapture the full pro rata amount due, the City is not

required to repay the difference between the prorated direct HOME subsidy due and the amount the City is able to recapture from available from net proceeds.

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:

 The City does not use HOME funds to refinance existing debt.