



City of Rochester, NY

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**DRAFT**  
**CONSOLIDATED COMMUNITY**  
**DEVELOPMENT PLAN**  
.....

**2015-2016**  
**Annual Action Plan**  
.....

**Lovely A. Warren, Mayor**  
**City of Rochester**





## Expected Resources

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

Introduction

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
			\$	\$	\$	\$	

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	7,791,818	600,000	2,523,715	10,915,533	33,567,272	Community Development Block Grant (CDBG): The primary objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons with low- and moderate-incomes. Funds can be used for a wide array of activities, including: housing rehabilitation, homeownership assistance, lead-based paint detection and removal, construction or rehabilitation of public facilities and infrastructure, removal of architectural barriers, public services, rehabilitation of commercial or industrial buildings, and loans or grants to businesses.

Consolidated Plan

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,758,789	100,000	0	1,858,789	HOME Investment Partnership Program (HOME): The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low and moderate income households. HOME funds can be used for activities that promote affordable rental housing and homeownership by low and moderate income households, including reconstruction, moderate or substantial rehabilitation, homebuyer assistance, and tenant-based rental assistance.
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	680,604	0	0	680,604	Emergency Solutions Grant (ESG): A federal grant program designed to help improve the quality of existing emergency shelters for the homeless, to make available additional shelters, to meet the costs of operating shelters, to provide essential social services to homeless individuals, and to help prevent homelessness.
							Expected Amount Available Remainder of ConPlan \$ 7,435,156 2,722,416

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	Street Outreach, Emergency Shelter, HMIS, Homelessness Prevention, Rapid Re-Housing	709,872	0	0	709,872	2,839,488	Housing Opportunities for Persons With AIDS (HOPWA): HOPWA funding provides housing assistance and related supportive services. Grantees are encouraged to develop community-wide strategies and form partnerships with area nonprofit organizations. HOPWA funds may be used for a wide range of housing, social services, program planning, and development costs. These include, but are not limited to, the acquisition, rehabilitation, or new construction of housing units; costs for facility operations; rental assistance; and short-term payments to prevent homelessness. HOPWA funds also may be used for health care and mental health services, chemical dependency treatment, nutritional services, case management, assistance with daily living, and other supportive services.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Acquisition Economic Development Financial Assistance Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	150,000	0	0	150,000	600,000	City Development Funds

Table 296 - 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**

Rochester will provide matching funds as required and will continue to seek funding from other Federal sources as well as State, County and private funding.

A potential source of funding is the Community First Choice Option, a new Federal Medicaid State Plan Option that creates a mechanism for states to meaningfully support the civil rights of people with disabilities and provides states with additional federal funding leveraged from the savings associated with transitioning from an institutionally-based system for providing long term services and supports to a "Community First" model.

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

**Discussion**



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Promote Economic Stability	2015	2019	Non-Housing Community Development	City-wide	Brownfield Remediation Economic Development Assistance to For-Profit Businesses Commercial Nodes and Corridors Economic Development Technical Assistance	CDBG: \$1,300,000 CDF: \$80,000	Public service activities other than Low/Moderate Income Housing Benefit: 60000 Persons Assisted Jobs created/retained: 125 Jobs Businesses assisted: 75 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	General Community Needs	2015	2019	Non-Housing Community Development	City-wide	<ul style="list-style-type: none"> <li>Parks, Recreation &amp; Other Neighborhood Facilities</li> <li>Street Improvements</li> <li>Sidewalk Improvements</li> <li>Streetscape/ROW Improvements</li> <li>Youth Recreation and Empowerment</li> <li>Employment/Job Training Services</li> <li>Family Support and Skill Development</li> <li>Housing Services</li> <li>Tenant/Landlord Mediation, Education &amp; Counseling</li> <li>Landlord Education</li> </ul>	CDBG: \$2,686,115	<ul style="list-style-type: none"> <li>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing</li> <li>Benefit: 2000 Persons Assisted</li> <li>Public service activities other than Low/Moderate Income Housing</li> <li>Benefit: 575 Persons Assisted</li> </ul>

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Improve the Housing Stock & General Property Con	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs	City-wide Targeted Area for Targeted Rehab Program	New Affordable Housing Housing Condition Homeownership Lead Paint Hazards Accessible Housing Tenant/Landlord Education and Counseling Mixed Income Housing Homelessness- Homelessness Prevention Homelessness-Rapid Rehousing Homelessness- Emergency Shelter & Shelter Diversion Homelessness- Transitional Supportive Housing Homelessness- Coordinated Access Housing & Supportive Services-People with HIV/AIDS Non-Homeless Special Needs-Home Safety Clearance and Demolition Housing Services Tenant/Landlord Mediation Education	CDBG: \$5,964,921 HOPWA: \$608,604 HOME: \$1,858,789 ESG: \$709,872 CDF: \$70,000	Public service activities other than Low/Moderate Income Housing Benefit: 340 Persons Assisted Rental units constructed: 17 Household Housing Unit Rental units rehabilitated: 50 Household Housing Unit Homeowner Housing Added: 19 Household Housing Unit Homeowner Housing Rehabilitated: 204 Household Housing Unit Direct Financial Assistance to Homebuyers: 47 Households Assisted Homelessness Prevention: 3369 Persons Assisted Housing for People with HIV/AIDS added: 190 Household Housing Unit Buildings Demolished: 33 Buildings
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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Other	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	City-wide	Citywide Planning and Studies	CDBG: \$964,497	Other: 0 Other

Table 57 – Goals Summary

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	Promote Economic Stability
	<b>Goal Description</b>	Projects funded under this goal work towards promoting economic stability. Programs include the Business Development Financial Assistance Program and the Neighborhood Commercial Assistance Program.
<b>2</b>	<b>Goal Name</b>	General Community Needs
	<b>Goal Description</b>	Funds will be utilized to support and meet a variety of general community needs. Among these are infrastructure improvements, job creation and youth development, youth empowerment and engagement, family support, landlord/tenant services, and foreclosure prevention.
<b>3</b>	<b>Goal Name</b>	Improve the Housing Stock & General Property Con
	<b>Goal Description</b>	Funds will be used for a variety of activities that will improve the housing stock, provide for affordable housing opportunities as well as homeownership opportunities. Also included under this goal is providing services to the homeless and those with HIV/AIDS.

4	Other
Goal Name	Other
Goal Description	Projects funded under this goal are for program management, planning, and indirect costs.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The projects included in the 2015-16 Annual Action Plan are listed below. Funds will be used for a variety of activities that work towards the goals of promoting economic stability, improving the housing stock, and providing for general community needs. In addition, some funds will be used for other activities such as program management.

#### Projects

#	Project Name
1	Business Development Financial Assistance Program
2	Neighborhood Commercial Assistance Program
3	Housing Development Fund-Owner Occupant Roofing Program
4	Neighborhood and Business Program Delivery
5	Homeownership Fund-Foreclosure Prevention
6	Rental Market Fund-Landlord/Tenant Services
7	Quadrant Plan Support
8	Job Creation/Youth Development
9	Southwest Youth Organizing
10	Parent Leadership Training Institute
11	Infrastructure Improvements
12	Employment Opportunity Job Training Support-Dream Big2
13	Youth Leadership and Civic Engagement (YVOV)
14	Housing Development Fund-Targeted Housing Rehabilitation Program
15	Housing Development Fund-Lead Hazard Control Program
16	Housing Development Fund-Aging in Place
17	Housing Development Fund-Demolition
18	Housing Development Fund-Emergency Assistance Repair Program
19	Housing Development Fund-Community Housing Development Organization
20	Housing Development Fund-Housing Development Support
21	Housing Development Fund-New Housing Construction
22	Housing Development Fund-Affordable Housing Fund
23	Homeownership Promotion Fund-Buyer Assistance
24	Homeownership Promotion Fund-Homebuyer Training
25	Homeownership Promotion Fund-HOME Rochester
26	Housing Choice Fund-Emergency Solutions Grant
27	Housing Choice Fund-HOPWA
28	Other-Planning Staff

#	Project Name
29	Other-Indirect Costs
30	Other-Program Management

**Table 58 – Project Information**

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

The needs of the community are varied and many. Funds will be used for a variety of goals including promoting economic stability, improving the housing stock and general property conditions, and addressing general community needs. Some funds will be used for planning and administration of the grant programs.

# AP-38 Project Summary

## Project Summary Information

1	<b>Project Name</b>	Business Development Financial Assistance Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Promote Economic Stability
	<b>Needs Addressed</b>	Brownfield Remediation Economic Development Assntrnce to For-Profit Businesses Economic Development Technical Assistance
	<b>Funding</b>	CDBG: \$950,000 CDF: \$80,000
	<b>Description</b>	The programs provide loans, grants, and interest rate subsidies to city businesses which are expanding and creating jobs. Funding can be used for purchase and renovation of real estate, purchase of machinery and equipment, predevelopment services including environmental testing, Main Street Assistance and targeted support to MWBEs.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The assistance provided to businesses are expected to assist 25 businesses, creating or retaining 125 jobs.
	<b>Location Description</b>	The program is available city-wide.
	<b>Planned Activities</b>	All activities focus on facilitating business growth for established and new businesses which are creating and retaining jobs. Funds for buiding construction, expansions and facades improve the apperance of neighborhood commercial corridors and industrial parks. Funds are utilized to recruite a diverse set of new businesses and increase the number of entrepreneurial firms.
2	<b>Project Name</b>	Neighborhood Commercial Assistance Program



<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Promote Economic Stability
<b>Needs Addressed</b>	Streetscape/ROW Improvements Safe Neighborhoods Economic Devlpmnt Asstnce to For-Profit Businesses Commercial Nodes and Corridors
<b>Funding</b>	CDBG: \$350,000
<b>Description</b>	This program supports three activities: small business matching grant program for essential neighborhood service businesses and micro-enterprises, and businesses that create jobs for low and moderate income individuals, business association support, and the street manager program.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The programs will assist 50 businesses. In addition, approximately 60,000 people will be assisted through the business association support program and the street manager program.
<b>Location Description</b>	The program is available city-wide.
<b>Planned Activities</b>	All activities focus on facilitation of business growth for established and new businesses which are creating and retaining jobs. Funding for this program is aligned with the strategic plan to facilitate business growth and enhance neighborhoods by retaining anchor businesses, growing existing businesses, increasing the capacity of business associations, and creating and retaining new jobs.
<b>Project Name</b>	Housing Development Fund-Owner Occupant Roofing Program
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
<b>Needs Addressed</b>	Housing Condition Lead Paint Hazards
<b>Funding</b>	CDBG: \$1,600,000

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<b>Description</b>	This program provides financial assistance to eligible owners of single family, owner occupied housing units to enable a new roof and to control lead-based paint hazards.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will produce approximately 62 owner-occupants a new roof and lead hazard control services.
<b>Location Description</b>	The program is available city-wide.
<b>Planned Activities</b>	This program will allow financial relief to owner occupants that struggle to maintain their properties. The benefits that property owners will receive is a safer and more sound property. By providing financial assistance to property owners in need of a new roof, properties become more stable, increase in value and continue to be the principle place of residency for homeowners. Other benefits of a roof program include neighborhood stability and attractiveness to surrounding neighbors which encourages their motivation to maintain their properties.
<b>4 Project Name</b>	Neighborhood and Business Program Delivery
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Promote Economic Stability Improve the Housing Stock & General Property Con Other
<b>Needs Addressed</b>	Housing Services Economic Development Technical Assistance
<b>Funding</b>	CDBG: \$2,100,203 HOPWA: \$20,418 HOME: \$175,878

	<p>The allocation provides funds for the development of overall economic development policies and provides support services, coordination of real estate development, management of feasibility and consultant studies, monitoring of legal and professional service agreements, preparation of site and financial analyses, performing market research, outreach to businesses, preparation of loan packages and support, pre-development services, outreach, financial, technical and site selection assistance to businesses, organization of neighborhood commercial business assistance programs. HOPWA funds are used for the administration of the HOPWA program. Funds are used for staff involved in the planning, coordinating, and monitoring of the City's housing initiatives.</p>
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	
<b>Project Name</b>	Homeownership Fund-Foreclosure Prevention
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
<b>Needs Addressed</b>	Homeownership Cost-Burdened Homeowners Housing Services
<b>Funding</b>	CDBG: \$195,600

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<b>Description</b>	Two projects work interdependently to assist low to moderate income households to avoid foreclosures due to mortgage default predatory loans, or tax default. The Housing Council program analyzes the financial and household situation and work with the client, mortgage lender, realtors, lawyers, and other appropriate parties to prevent the loss of the property to foreclosure. Strategies include budget restructuring, forbearance options, reinstatement, sale, and bankruptcy, and assistance related to New York State mandated settlement conferences. Empire Justice helps households avoid foreclosure with direct legal services and/or representation for mandatory settlement conferences or to combat predatory/unfair lending and servicing practices. Additional households receive expert advice on loans and referrals to appropriate agencies.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The number of people expected to be served is 95.
<b>Location Description</b>	The program is available city-wide.
<b>Planned Activities</b>	Funds go to a HUD-certified counseling agency (The Housing Council) or statewide legal agency (Empire Justice), both with decades of experience, to provide direct counseling services to households at risk of mortgage or tax default.
<b>6</b>	
<b>Project Name</b>	Rental Market Fund-Landlord/Tenant Services
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
<b>Needs Addressed</b>	Tenant/Landlord Education and Counseling Housing Services Tenant/Landlord Mediation, Education & Counseling Landlord Education
<b>Funding</b>	CDBG: \$85,000

	<b>Description</b>	Services to low/mod income tenants who face eviction due to improperly issued eviction notices, loss of income, or warrant habitability issues receive legal representation, workshops proactively educate tenants on rights and responsibilities. Landlords seeking immediate assistance regarding their rental property and tenant management receive counseling on a one-on-one basis to maintain their properties and businesses to the highest standards.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 170 people will be assisted.
	<b>Location Description</b>	The program is available city-wide.
	<b>Planned Activities</b>	Legal advocacy, , assistance in avoidance of immediate eviction, alternative dispute resolution and counseling to landlords and tenants, tenant workshops, landlord assistance including the housing hotline.
7	<b>Project Name</b>	Quadrant Plan Support
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	General Community Needs
	<b>Needs Addressed</b>	Streetscape/ROW Improvements
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	The program provides funding in the quadrants for support of their plan initiatives and block club projects that are public improvements. Funds for this year will be for the Northeast, Southeast, and Northwest quadrants. The Northeast, Northwest and Southeast quadrants will utilize \$10,000 each for public improvement projects/public streetscape improvements in their respective quadrants. The projects will all be public right of way improvements and may include but is not limited to such things as banners, signage, concrete chess tables, chairs, benches, improved gateways, lighting.
	<b>Target Date</b>	6/30/2016

	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p><b>Location Description</b></p> <p><b>Planned Activities</b></p>	<p>The number of people to be served is to be determined. The number will be available once it is determined which census tracts are included in each project area.</p> <p>The projects will be located in the northeast, northwest and southeast quadrants of the city.</p> <p>Streetscape improvements and right of way improvements that are in the northeast, northwest and southeast quadrants.</p>
<b>8</b>	<p><b>Project Name</b></p> <p><b>Target Area</b></p> <p><b>Goals Supported</b></p> <p><b>Needs Addressed</b></p> <p><b>Funding</b></p> <p><b>Description</b></p> <p><b>Target Date</b></p> <p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p><b>Location Description</b></p> <p><b>Planned Activities</b></p>	<p>Job Creation/Youth Development</p> <p>City-wide</p> <p>General Community Needs</p> <p>Youth Recreation and Empowerment Employment/Job Training Services</p> <p>CDBG: \$270,000</p> <p>Funds will be used to lend support to programs or activities that are identified as providing an integrated environment for the provision of job readiness, work awareness, and basic occupational skills development for low/mod income city residents seeking employment or vocational or career exploration services. It will also provide asset development opportunities for youth and skills development for adults.</p> <p>6/30/2016</p> <p>This activity will serve 400 people.</p> <p>The activity is available city-wide.</p> <p>The activity will include programs and activities that provide job readiness, work readiness, basic occupational skills development, asset development opportunities and skills development. Both youth and adults may be served by the activity.</p>
<b>9</b>	<p><b>Project Name</b></p>	<p>Southwest Youth Organizing</p>

<b>Target Area</b>	
<b>Goals Supported</b>	General Community Needs
<b>Needs Addressed</b>	Youth Recreation and Empowerment
<b>Funding</b>	CDBG: \$30,000
<b>Description</b>	The goal of the program is to build strong relationships within the southwest community between youth, businesses, other teen agencies and neighborhood adults to create positive change. The 10 youth hired for this project will implement initiatives and activities that will involve more than 300 youth participants and connect them to available youth resources; build relationships among them and help prevent and/or resolve street conflicts; and build leadership skills and increase civic engagement.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 youth will be hired for the project and they will implement activities for more than 300 youth.
<b>Location Description</b>	The project will improve neighborhood conditions for youth in the southwest area of the city.
<b>Planned Activities</b>	10 youth will implement initiatives and activities for youth, connect them to available youth resources, help prevent and/or resolve street conflicts and increase civic engagement, and help to achieve the goal of safe neighborhoods.
<b>Project Name</b>	Parent Leadership Training Institute
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	General Community Needs
<b>Needs Addressed</b>	Family Support and Skill Development
<b>Funding</b>	CDBG: \$10,000
<b>10</b>	

<b>Description</b>	Parents are trained through a 20 week curriculum, which includes child and adolescent development, public speaking, civics, policy development and budgeting skills. The program teaches parents how to become involved in the civics process, thereby increasing their involvement and engagement in their child's academic and development process. This project is a joint effort with the Early Childhood Development Initiative (ECDI) and will be housed at Rochester's Child.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	25 people will be served. This program's purpose is to increase involvement of parents in the school system to enhance and facilitate both their child's achievement and the achievement of other children, thus working toward the goal of better schools from the bottom up.
<b>Location Description</b>	City-wide.
<b>Planned Activities</b>	Parents participate in a 20 week curriculum in order to better support their children's academic success and become more involved in the civics process. Each parent will also develop and implement a community service project addressing an identified need in the community.
<b>11</b>	Infrastructure Improvements
<b>Project Name</b>	City-wide
<b>Target Area</b>	General Community Needs
<b>Goals Supported</b>	Parks, Recreation & Other Neighborhood Facilities
<b>Needs Addressed</b>	Street Improvements
	Sidewalk Improvements
	Streetscape/ROW Improvements
	Pedestrian/Multi-Use Trails
<b>Funding</b>	CDBG: \$2,248,715
<b>Description</b>	This project will support infrastructure improvements in low/mod areas of the city. These include but are not limited to spray parks, sidewalk improvements, lighting improvements, road improvements, playground and park apparatus.
<b>Target Date</b>	6/30/2016



	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>The number of people to benefit is to be determined. The census tracts that will benefit from these activities will be identified.</p>
	<p><b>Location Description</b></p>	<p>The activities that are funded through this project will be available city wide.</p>
	<p><b>Planned Activities</b></p>	<p>The activities funded through this program include but are not limited to spray parks, sidewalk improvements, lighting improvements, road improvements, playground and park apparatus.</p>
12	<p><b>Project Name</b></p>	<p>Employment Opportunity Job Training Support-Dream Big2</p>
	<p><b>Target Area</b></p>	<p>City-wide</p>
	<p><b>Goals Supported</b></p>	<p>General Community Needs</p>
	<p><b>Needs Addressed</b></p>	<p>Youth Recreation and Empowerment Employment/Job Training Services</p>
	<p><b>Funding</b></p>	<p>CDBG: \$46,000</p>
	<p><b>Description</b></p>	<p>This program will fund staff to coordinate employment readiness and career awareness training to city students, ages 14-20, as well as leadership skills development including social and interpersonal skills, conflict resolution, team building, and decision making. Additionally, students will participate in internships with the City and/or local employers. Funding will provide workforce development support to low/mod income city youth participating in the Dream Big2 program in the form of resume consultation and development, interview skills development, and job placement assistance.</p>
	<p><b>Target Date</b></p>	<p>6/30/2016</p>
	<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>80 people will complete a 15 week curriculum.</p>
	<p><b>Location Description</b></p>	<p>The program is available city-wide.</p>

<b>Planned Activities</b>	The focus for Dream Big 2 is to train youth ages 14-20 on the soft and hard skills needed to obtain and maintain a job, exposure to community members who can talk to the importance of education and how it is a direct link to picking a career, and moving out of poverty and giving back to the community through community service. The youth who participate in Dream Big2 move on to apply for the Youth Employment Training and/or Summer of Opportunity Program for job placement.
<b>13</b>	
<b>Project Name</b>	Youth Leadership and Civic Engagement (WVOV)
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	General Community Needs
<b>Needs Addressed</b>	Youth Recreation and Empowerment
<b>Funding</b>	CDBG: \$51,400
<b>Description</b>	This program will provide support to low/mod income city youth ages 12-25 participating in DRYS leadership training programs. Funding will support staff to coordinate youth civic engagement opportunities and leadership skills development including social and interpersonal skills, conflict resolution, event planning, service learning, team building, and decision making. It will support the Youth Voice, One Vision (WVOV) Mayor's Youth Advisory Council. WVOV is an innovation program that engages and connects young people from R-Centers and additional community based sites. WVOV members routinely organize forums and peer-led projects to educate themselves about proper nutrition, hygiene, substance abuse prevention, healthy relationships, teen pregnancy prevention and strategies to address violence. Youth engage in informed discussions with their peers, develop positions on current issues, and meet with government leaders, police officers, neighbors and teachers.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The program will serve 60 people.
<b>Location Description</b>	The program is available to youth city-wide.

<p><b>Planned Activities</b></p> <p>Youth engaged in this program will work to alleviate problems within their neighborhoods. Youth learn life skills by attending workshops and by developing positive peer relationships and mentoring relationships with adults. Youth members learn concrete skills related to marketing and media production, civic engagement and advocacy, politics and government, and producing community events that prepare them for planning for future life events, college and careers. They see real improvements to their communities as they carry out community service projects thus gaining confidence in their personal efficacy.</p>	
<p><b>14</b></p>	<p><b>Project Name</b> Housing Development Fund-Targeted Housing Rehabilitation Program</p> <p><b>Target Area</b> Targeted Area for Targeted Rehab Program</p> <p><b>Goals Supported</b> Improve the Housing Stock &amp; General Property Con</p> <p><b>Needs Addressed</b> Housing Condition Lead Paint Hazards</p> <p><b>Funding</b> CDBG: \$445,118</p> <p><b>Description</b> This program provides financial assistance to eligible owners of single family, owner occupied housing located in an identified target area to make home repairs and to control lead-based paint hazards.</p> <p><b>Target Date</b> 6/30/2016</p> <p><b>Estimate the number and type of families that will benefit from the proposed activities</b> Approximately 17 households will be assisted with funding through this program.</p> <p><b>Location Description</b> This program will be located in a target area that is to be determined.</p> <p><b>Planned Activities</b> This program will provide 17 owner-occupants assistance to make repairs and control lead hazards. Funding will be provided in the form of a forgivable loan of approximately \$25,000 per property.</p>
<p><b>15</b></p>	<p><b>Project Name</b> Housing Development Fund-Lead Hazard Control Program</p> <p><b>Target Area</b> City-wide</p> <p><b>Goals Supported</b> Improve the Housing Stock &amp; General Property Con</p>

<b>Needs Addressed</b>	Housing Condition Lead Paint Hazards
<b>Funding</b>	CDBG: \$300,000
<b>Description</b>	This program provides financial assistance to eligible owners of single 1-4 unit privately held housing units to control lead based paint hazards.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 66 units will be assisted.
<b>Location Description</b>	The program is available city-wide.
<b>Planned Activities</b>	This program will provide lead-safe housing for child occupants and will work to reduce the incidence of child lead poisoning. The benefit of the program is providing lead-safe housing for child occupants which assists with the overall effort of reducing the incidence of child lead poisoning. The activity is lead hazard control on city homes.
<b>16</b>	
<b>Project Name</b>	Housing Development Fund-Aging in Place
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
<b>Needs Addressed</b>	Housing Condition Non-Homeless Special Needs-Home Safety
<b>Funding</b>	CDBG: \$20,000
<b>Description</b>	This program provides support services to keep elders productive in the community. This project offers a safety assessment of the home environment and makes a variety of minor improvements and repairs such as bathroom grab bars, stairway hand rails and door grips, all designed to avoid accidents and maintain household safety. In addition, Lifespan provides consumer education sessions and if necessary, consumer support case management around home repairs.

	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 75 households will be surveyed and one or more minor modifications will be made per household.
	<b>Location Description</b>	The program is available city-wide.
	<b>Planned Activities</b>	Households for elderly are surveyed and minor modifications are made. Consumer education sessions are held and cases involving consumer support for home repair problems are conducted and closed.
17	<b>Project Name</b>	Housing Development Fund-Demolition
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
	<b>Needs Addressed</b>	Clearance and Demolition
	<b>Funding</b>	CDBG: \$800,000
	<b>Description</b>	Funds will be used to perform demolitions of properties.....
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The estimated number of demolitions is 33.
	<b>Location Description</b>	The program is available city-wide.
	<b>Planned Activities</b>	Demolitions of blighted properties.
18	<b>Project Name</b>	Housing Development Fund-Emergency Assistance Repair Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
	<b>Needs Addressed</b>	Housing Condition

Funding	CDBG: \$233,000
Description	This program will provide relief to owner occupants that have an emergencies concerning heat, hot water, or running water. Funds will also be used to pay an agency for intake services for the program. There will also be funds set aside for this program for contingency.
Target Date	6/30/2016
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 102 households will be served by the program.
Location Description	The program is available city-wide.
Planned Activities	Repair/replacement of furnaces, hot water heaters, and water service lines for low/mod owner occupants.
19 Project Name	Housing Development Fund-Community Housing Development Organization
Target Area	City-wide
Goals Supported	Improve the Housing Stock & General Property Con
Needs Addressed	Housing Condition
Funding	HOME: \$263,819
Description	Subsidy funds for development and rehabilitation assistance for property owners.
Target Date	6/30/2016
Estimate the number and type of families that will benefit from the proposed activities	7 housing units are expected to be rehabilitated.
Location Description	The program is available city-wide.
Planned Activities	Development and rehabilitation assistance.
20 Project Name	Housing Development Fund-Housing Development Support

<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
<b>Needs Addressed</b>	Housing Condition Homeownership
<b>Funding</b>	CDBG: \$186,000
<b>Description</b>	Funds provide operating support to facilitate development (RHDFC).
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The funds provide operating support to facilitate development.
<b>Location Description</b>	City-wide
<b>Planned Activities</b>	RHDFC will operate Home Rochester and facilitate development.
<b>Project Name</b>	Housing Development Fund-New Housing Construction
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
<b>Needs Addressed</b>	New Affordable Housing
<b>Funding</b>	HOME: \$165,000
<b>Description</b>	Provides infrastructure subsidies for Habitat and other developers of affordable housing.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	11 units will be assisted.
<b>Location Description</b>	City-wide

21

	Planned Activities	Development of affordable housing.
22	Project Name	Housing Development Fund-Affordable Housing Fund
	Target Area	City-wide
	Goals Supported	Improve the Housing Stock & General Property Con
	Needs Addressed	New Affordable Housing
	Funding	HOME: \$665,649
	Description	Provides gap financing for the development of affordable housing.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	17 units will be assisted.
	Location Description	City-wide
	Planned Activities	Gap financing for the development of affordable housing.
23	Project Name	Homeownership Promotion Fund-Buyer Assistance
	Target Area	City-wide
	Goals Supported	Improve the Housing Stock & General Property Con
	Needs Addressed	Homeownership
	Funding	HOME: \$240,000 CDF: \$45,000
	Description	Provides down payment and closing cost assistance of up to \$6000.
	Target Date	6/30/2016



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	47 households will be assisted, 40 HOME funded and 7 CDF funded.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Down payment and closing cost assistance
24	<b>Project Name</b>	Homeownership Promotion Fund-Homebuyer Training
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
	<b>Needs Addressed</b>	Homeownership
	<b>Funding</b>	HOME: \$50,000 CDF: \$25,000
	<b>Description</b>	Provides pre- and post-purchase training for first time homebuyers to the city.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The households that are assisted with funds from this program are already counted in the homeownership program.
	<b>Location Description</b>	Services will be provided at various locations throughout the city of Rochester.
	<b>Planned Activities</b>	Pre- and post-purchase training for first time homebuyers in the city.
25	<b>Project Name</b>	Homeownership Promotion Fund-HOME Rochester
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve the Housing Stock & General Property Con
	<b>Needs Addressed</b>	Homeownership
	<b>Funding</b>	HOME: \$298,443

<b>Description</b>	Provides subsidy funds for the development of homeownership opportunities through the acquisition and rehabilitation of vacant properties.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 households
<b>Location Description</b>	City-wide
<b>Planned Activities</b>	Acquisition and rehabilitation of vacant properties for homeownership opportunities.
<b>26 Project Name</b>	Housing Choice Fund-Emergency Solutions Grant
<b>Target Area</b>	City-wide
<b>Goals Supported</b>	Other
<b>Needs Addressed</b>	Homelessness-Homelessness Prevention Homelessness-Rapid Rehousing Homelessness-Emergency Shelter & Shelter Diversion Homelessness-Transitional Supportive Housing Homelessness-Coordinated Access
<b>Funding</b>	ESG: \$709,872
<b>Description</b>	Street outreach, rapid rehousing, homelessness prevention, operational support to shelters, support services to low-income at-risk households, coordinated access.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The number of people assisted is to be determined. For 2013-14, the number of people served was 3,369.
<b>Location Description</b>	City-wide

	<b>Planned Activities</b>	Street outreach, rapid rehousing, homelessness prevention, operational support to shelters, support services to low-income at-risk households, coordinated access. \$53,240 of the funds will be used for the City's administration of the Emergency Solutions Grant Program.
<b>27</b>	<b>Project Name</b>	Housing Choice Fund-HOPWA
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Other
	<b>Needs Addressed</b>	Non-Homeless Special Needs-Perm Supportive Housing Housing & Supportive Services-People with HIV/AIDS
	<b>Funding</b>	HOPWA: \$660,186
	<b>Description</b>	Provides rental assistance and other supportive services to low income households where a member of the household is diagnosed with HIV/AIDS.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	190 households
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Rental assistance and other supportive services to those with HIV/AIDS.
<b>28</b>	<b>Project Name</b>	Other-Planning Staff
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Other
	<b>Needs Addressed</b>	Citywide Planning and Studies
	<b>Funding</b>	CDBG: \$365,592
	<b>Description</b>	Funds are used for Planning staff.

	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	City-wide planning
	Planned Activities	Planning staff
29	Project Name	Other-Indirect Costs
	Target Area	City-wide
	Goals Supported	Other
	Needs Addressed	Citywide Planning and Studies
	Funding	CDBG: \$349,899
	Description	This program provides funds for City services such as legal and financial services that benefit more than one activity.
	Target Date	6/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Not applicable
	Planned Activities	Indirect costs
30	Project Name	Other-Program Management
	Target Area	City-wide
	Goals Supported	Other
	Needs Addressed	Citywide Planning and Studies

<b>Funding</b>	CDBG: \$249,006
<b>Description</b>	This program provides funds to partially finance the cost of planning, management, coordination, contract development, and monitoring of federal programs.
<b>Target Date</b>	6/30/2016
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Not applicable
<b>Location Description</b>	Not applicable
<b>Planned Activities</b>	Provides funds to partially finance the cost of planning, management, coordination, contract development, and monitoring of federal programs.

## 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 generally targets community development activities in census tracts where 51% or more of the households have incomes that are 80% or less of the median family income.

### Geographic Distribution

Target Area	Percentage of Funds
City-wide	97
Targeted Area for Targeted Rehab Program	3

Table 59 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The funding priorities and decisions for the City of Rochester are based in a process of neighborhood engagement that provides the basis for funding. The Quadrant Team approach was developed, in part, to assist in the process of identifying neighborhood issues and responding through a cross-functional team approach. The Quad Team approach is threefold: communication, short-term problem-solving, and prioritization of longer-term projects. The long-term goal is to create a process of ongoing issue identification, resource allocation, and prioritization that continually informs the City on economic development, housing, and social issues.

The City consults with community groups, nonprofit groups and City department staff on an ongoing basis in the preparation of the Annual Action Plan. The City used statistical data compiled from a variety of sources to prepare a community profile, housing market analysis, and housing needs assessment that is included in the Five Year Consolidated Plan.

The City's federal funding priorities will also adhere to the following guidelines:

At least 70% of CDBG expenditures will be for activities that benefit low- and moderate-income families.

- The amount of funds proposed for public service activities will not exceed 15% of the annual CDBG amount, including program income.
- The amount of funds proposed for planning and administration activities will not exceed 20% of the annual CDBG amount, including program income.

The City's federal CDBG funds are intended to provide low- and moderate-income households with viable communities, including decent housing, a suitable living environment, and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG Program
- Meeting the needs of low- and moderate-income residents
- Focusing on low- and moderate-income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and/or long-term impact, and
- The ability to demonstrate measurable progress and success

The City of Rochester also utilizes economic development tools to promote revitalization and growth. These include the Empire Zone Tax Incentive. Although this program expired June 30, 2010 for new entrants into the program, the current zone certified businesses must comply with program requirements to assure continuation of their benefits.

### **Discussion**

South West Area for South West Youth Organizing Program is less than 1% of funds. Chart above is rounded.

## Affordable Housing

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

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	1962
Non-Homeless	62
Special-Needs	190
Total	2214

Table 60 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	190
The Production of New Units	32
Rehab of Existing Units	15
Acquisition of Existing Units	15
Total	252

Table 61 - One Year Goals for Affordable Housing by Support Type

#### Discussion



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

### **Introduction**

As previously discussed in the strategic portion of this document, RHA is in the process of developing its Five Year and Strategic Plan. As the strategic plan is developed, new action items will be identified and become part of the overall plan.

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

RHA will continue to provide quality affordable housing and services for its residents. RHA meets with our resident councils, resident Commissioners, staff and neighborhood associations to address needs and discuss upcoming projects. We take all suggestions and recommendations from these sources into consideration when preparing the five year Capital Improvement plan. Due to ever changing conditions, items are prioritized and can fluctuate within the plan from year to year. RHA is also in the process of conducting a Physical Needs Assessment of our public housing properties to assist us in our planning. There are currently multiple projects in place and are being planned for the upcoming year. An example of such projects are: Renovation of sixteen units at our housing location located on Federal Street. Renovations are being planned for a four unit building on Garson Avenue. RHA is in the process of replacing tubs at our Kennedy Tower location, and multiple roofing jobs at some of our properties. RHA is also in the process of reviewing and assessing our energy performance and may be entering into a contract to upgrade some of our mechanical and other energy use items/systems.

The RHA Resident Service Department is also working hard to partner with other agencies that can assist our residents in self sufficiency initiatives and goals. Training, employment, and life skills are a focus in the upcoming year. (Please reference Activities to Increase Resident Involvements and Self Sufficiency above)

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

RHA will continue to develop and promote its Section 3 program, resident councils and advisory board. RHA's Resident Services department will continue to assist with resident needs and actively engage in homeownership opportunities and program development. RHA is committed to improving communication between management and its residents and program participants and continues to work with area partners to provide services.

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

RHA has never been nor plans on being a troubled housing authority.

### **Discussion**

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

### **Introduction**

Rochester will continue to work with the Continuum of Care to coordinate services to the homeless and to provide outreach and other services, emergency shelter, transitional housing and permanent supportive housing to persons with special needs.

The CoC has incorporated the goals of Opening Doors into its strategic planning. To end chronic homelessness, the CoC is obtaining commitment from PSH providers to give chronically homeless persons priority when a unit vacancy occurs. It is also supporting the Housing First model. To end veteran homelessness, the CoC is partnering with the Veterans Administration and supporting housing targeted to veterans. To end homelessness for families and dependent children, the CoC is emphasizing a rapid rehousing approach. To end homelessness for unaccompanied youth, the CoC is stressing outreach.

The Coordinated Access system implemented in 2014 will aid in reaching these goals by employing diversion and screening to ensure that the homeless are referred to the appropriate programs. The CoC's timeline is as follows: End chronic homelessness by 2017; End homelessness for veterans by 2017; and End homelessness for families, youth, and children by 2020. Setting a path to ending all homelessness has begun.

Consistent with the 2012 Homelessness Resolution Strategy, Rochester will:

- Continue to implement diversion as the first response to a housing crisis
- Emphasize a rapid exit/housing first approach for the entire system
- Increase Rapid Rehousing
- Use Progressive Engagement in Providing Services
- Implement a Housing Stabilization Case Management Approach using Critical Time Intervention (CTI)
- Improve practice and capacity in Permanent Supportive Housing (PSH) model by targeting PSH to people with the highest need, building PSH provider capacity, integrating supported employment in PSH programs, and implementing "Moving on from PSH" interventions
- Implementing data-driven decision-making and evaluation
- Ensuring leadership and accountability

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

The Rapid Engagement Demonstration (RED) Team will continue to identify and engage the unsheltered homeless are identified and engaged by using outreach conducted one to two nights a month. Veteran and mental health case managers will visit soup kitchens, libraries, and

public places that unsheltered homeless adults frequent. Youth street outreach workers will continue to regularly engage homeless and at-risk youth. The objective is to link the unsheltered homeless with housing, services, and mainstream benefits.

Youth service providers will continue to utilize street outreach workers who use a mobile unit to conduct ongoing, regular outreach efforts with homeless and at-risk youth, including LGBT youth. Services include medical screenings (including HIV testing), condom distribution, and linking youth to community-based services and income streams. Homeless youth who agree to placement are transported to youth emergency shelters. Veterans outreach workers visit shelters, soup kitchens, and other locations in an effort to identify homeless veterans and link them to the VA and community-based services. Street outreach “sweeps” are conducted bi-monthly to engage the unsheltered homeless in the locations where they are known to congregate (e.g., parking garages). Specialized Office of Mental Health outreach workers connect with homeless persons experiencing serious mental and/or substance abuse issues. Outreach workers who speak Spanish and other languages participate in all of these efforts.

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

Rochester will work with the CoC and its members to carry out outreach and services to homeless persons and to provide transitional housing to youth, veterans, victims of domestic violence, persons with drug or alcohol additions and other homeless individuals and families.

**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.**

To end homelessness among households with dependent children, the CoC is investing in rapid rehousing so that those who enter emergency shelters exit quickly. It is also providing diversion assistance for those who have a viable alternative to a shelter, but require some support. In 2011, Rochester Housing Authority implemented a “Moving On” preference for its Housing Choice Voucher program. This allowed families that no longer need case management to transition to the Voucher (Section 8) program, freeing up PSH units for homeless families. The CoC will be intensifying its outreach efforts to identify and provide support for unsheltered families with dependent children.

The CoC plans to increase the number of homeless households with children assisted through RRH projects by working with TH projects serving families to help them restructure using a RRH model and by soliciting housing organizations without such programs to create new RRH projects. ESG funding supports a new Rapid Rehousing Partnership (RRP) that includes

Coordinated Care Services Inc, Alternatives for Battered Women, Spiritus Christi Prison Outreach, Center for Youth Services, Housing Council, Monroe County DHS, and YWCA. RRH responds quickly, secures appropriate PH, and uses an array of mainstream benefits and supports to maximize resources. The RRP is being expanded to serve as a forum for the broader implementation of a local RRH system. Training/published tool kits will help agencies, including those with EH, to understand the RRH approach and best practices. RRH projects have sought and been awarded funding from other sources (e.g., NYS OTDA, DOJ), and this effort will continue.

The needs of domestic violence victims, including their families, will continue to be broadly addressed. Alternatives for Battered Women (ABW) serves women who are victims of domestic violence (or at risk) along with their children, offering counseling, education, and a secure shelter, whose location is not publicly identified. A 24-hour hotline provides information on housing and services for domestic violence victims. ABW has stringent policies to ensure the safety and privacy of its clients, and names and other identifying data are not entered into HMIS. ABW and the YWCA recently received New York State funding for a joint program. Monroe County Department of Human Services has a Domestic Violence Liaison, and the Rochester/Monroe County Domestic Violence Consortium, with 50 member organizations from human services and the legal system, promotes a coordinated community response to domestic violence. In addition, staff of housing providers who serve domestic violence victims are trauma trained.

The Center for Youth Services, Hillside Children's Center, Salvation Army, and Monroe County Youth Bureau will continue to provide housing and services for unaccompanied homeless youth. CoC will continue to offer a range of outreach, emergency and transitional housing and support services are available through CoC and other funding resources. Outreach and drop-in center activities focus on diverting youth from the homeless system. Youth providers have a common intake form, work together closely, and meet on a monthly basis to ensure that homeless youth have access to safe housing and services. In all cases, before a youth leaves a program, he/she is linked to a family member or other responsible, supportive adult. Youth providers will continue to work with Monroe County OMH to ensure access to mental health services and ease transition from the youth to the adult mental health system. Youth ages 16-17 and 18-24 will be targeted separately and offered age-appropriate services, while youth as young as 12 will also be served.

The Veterans Administration (VA) and the Veterans Outreach Center (VOC) will continue to exclusively serve veterans in the CoC geography. The VA and Rochester Housing Authority (RHA) are partners for the HUD VASH program and have developed the local VASH referral/application process and coordinated support services. The VA also partners with two

Salvation Army programs (Booth Haven and Safe Haven) that have beds for veterans through the Grant and Per Diem program. The VOC was awarded a SSVF grant to provide prevention and rapid re-housing services to veterans and their families.

The VOC and the VA will continue to operate programs for returning veterans (Iraq and Afghanistan) to welcome them back and link them with employment and mainstream resources to stabilize their income. The YWCA has a MOU with the VOC to provide services to female veterans, and a TH program for female veterans (Zion House) that operates in a neighboring county will serve female veterans from Monroe County.

The average length of time that participants remain in Emergency Shelter (ES) is 17 days, in Transitional Housing (TH) is 121 days, and in Permanent Supportive Housing (PSH) is 63 days. To reduce this time of homelessness, the CoC has encouraged PSH providers to adopt a Housing First approach, which has resulted in many eliminating preconditions (e.g., sobriety, minimum income threshold) that are barriers to housing entry. In addition, ESG funds have been used for rapid rehousing efforts, especially for families, to keep them from becoming homeless. Data on the length of time that homeless individuals and families spend in CoC and ESG-funded ES, TH, and SH programs are included in HMIS and will be used to track changes over time. Non-HUD funded projects are represented among the over 70 community agencies in the Housing Services Network, where members are educated on best practices and tools that can be used to reduce the length of time individuals stay homeless.

To reduce the extent to which individuals and families leaving homelessness experience additional homeless episodes, the CoC will utilize prevention, diversion, and short-term rental assistance, and arrears payments. The Monroe County Department of Human Services Diversion Unit will continue to assist those at risk of homelessness with payment for such costs as back taxes, mortgage payments, auto repairs, and tools/uniforms for jobs. Returns to homelessness are also decreased as the result of less stringent compliance demands for participants, automatic renewals of leases, and ensuring that discharges are in accordance with fair housing requirements. Data in HMIS can be used to determine if and when individuals and families leaving TH, RRH, and PSH experience another episode of homelessness in those cases where either (1) they exit to homelessness or (2) they exit to permanent housing, but subsequently re-enter the homeless system in the CoC geography.

To improve the housing stability of persons in permanent supportive housing, the CoC will utilize the local Coordinated Access System, implemented in 2014, to improve the likelihood of placing individuals and families in housing where they would either stay longer or move more quickly to self-sufficiency. Special attention will be given to increasing access to mainstream supportive services and enhancing case/care management options to ensure effective integration of homeless housing and community-based services and supports. In addition,

agencies will be encouraged to adopt a housing first model, which would allow more participants to remain in their units and reduce the number exiting a project because of alcohol- or drug-related noncompliance. The CoC will use HMIS data each quarter to monitor the number of participants who remain in PSH or exit to a PH destination.

To increase participants' non-employment income, the CoC will continue to educate providers and supporting community outreach efforts. SSI/SSDI Outreach, Access, and Recovery (SOAR) program training is offered several times a year to provider staff members so that they are knowledgeable about the disability benefits programs administered by the SSA (e.g., SSI, SSDI) for eligible adults who are homeless or at risk of homelessness and have a mental illness or other qualifying disability. Staff is then prepared to assist participants navigate the complex application system, ensure that the application is complete before submission, and make it more likely that disability benefits are approved.

In addition, the CoC will work to increase the percentage of all participants who increase employment income through individual-level and systemic change. The City will increase use of Section 3, in cooperation Monroe County, and Rochester Housing Authority, the Urban League of Rochester Youth Build Project, Rochester Works, and other local training providers. Employment services for those with disabilities (e.g., East House, DePaul) are highlighted at Homeless Services Network meetings, and Rochester Rehabilitation has a New York State-funded Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCESVR) will continue to provide vocational training and employment readiness program to persons with disabilities.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Youth being discharged from foster care or other institutional settings typically return to their family of origin or another responsible family member or adult. When no such adult can be located, the youth is placed in a community program specifically designed to prepare youth for independent living, such as The Villa of Hope or Hillside Children's Center. The CoC will continue to educate homeless providers about the importance of ensuring that youth are not discharged into homelessness. Shelters have been instructed to immediately contact the Monroe County Department of Human Services to report the failed discharge plan if a youth is attempting to access homeless services. The youth is then connected to a caseworker who attempts to reunite the youth with his/her family or other responsible adult and link him/her to appropriate

services. If such a re-uniting is not possible, the youth is referred to a community program that prepares youth to transition to independent living.

Through the Homeless Services Network (HSN), the CoC will continue to work with hospital staff to develop protocols for those occasional times when appropriate stable housing cannot be located at discharge from the hospital. Hospital social work staff have been provided with information on local emergency shelters (e.g., physical layouts, staffing, hours open) so a referral is made to the shelter that can best meet the person's needs. Hospital staff calls the shelter to confirm a bed is available, any required follow-up care is communicated to shelter staff, and the patient is provided with a sufficient supply of medication.

Inpatient facilities licensed or operated by the New York State Office of Mental Health are encouraged to refer individuals to housing consistent with the level of care required by the patient and to not discharge patients until a comprehensive discharge plan is in place. Prior to discharge, individuals in need of supervised housing, and who agree to a referral, are referred to the Monroe County Single Point of Access (SPOA). The SPOA facilitates housing assistance for eligible individuals and connects persons to mental health care coordination services.

Through the Homeless Services Network (HSN), the CoC will continue to educate stakeholders about the primary providers of licensed mental health residential beds (DePaul Community Services, East House, Housing Options Made Easy, Rochester Psychiatric Center), intensive case management programs (Strong Memorial Hospital, Rochester General Health System, Unity Health System), and care coordination services (ACT Team, Project Link, MICA Net).

Ex-offenders are most frequently discharged to their families or to independent living under the supervision of parole. New York State Parole has contracts with several community agencies to place ex-offenders when no other housing can be located (e.g., Salvation Army Adult Rehabilitation Center, Altamont House, Grace House, DuBois Re-Entry Program). The State is implementing a pilot project in Monroe County for effectively linking eligible individuals from this population to Health Homes, which will provide enhanced care management, ensuring that enrollees are linked to housing and social services supports. The CoC Team and the Monroe County Re-Entry Task Force will continue to work closely together, utilizing common members, to assist ex-offenders to successfully transition back into the community. Linking ex-offenders to mainstream resources will reduce the number of ex-offenders from entering the homeless system.

## **Discussion**

### AP-70 HOPWA Goals - 91.220 (I)(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 payments	70
Tenant-based rental assistance	70
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	50
Total	190



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

### **Introduction:**

The barriers to affordable housing include:

- Insufficient income to purchase a home or rent a suitable housing unit.
- Cost of safe, decent housing may not be affordable
- Housing that is affordable may require significant rehabilitation
- Poor credit, lack of financial literacy
- Lack of savings for down payment and closing costs for house purchase

**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**

Rochester will pursue the following strategies to ameliorate barriers to affordable housing.

- Job training/employment assistance
- Financial literacy counseling and training
- Training in home maintenance and minor home repairs
- Homeownership counseling and assistance
- Housing rehabilitation assistance
- Weatherization/energy conservation assistance to reduce utility costs

In addition, the City will:

- Expand the supply of affordable rental and home ownership housing;
- Increase homeownership among low and moderate income prospective home buyers;
- Preserve and improve the existing stock of affordable housing, and
- Ensure equal access to housing.

To implement these objectives, the City will offer first time homebuyer assistance, housing rehabilitation, tenant-landlord counseling, fair housing programs and develop new affordable housing. The City will continue to make capital improvements in low and moderate income areas.

The Department of Neighborhood and Business Development will continue to monitor the following policies to and practices to identify and remove those that are a barrier to affordable housing:

- Tax policies affecting land and other property;
- Land use controls
- Zoning Ordinance
- Building Code
- Fees and Charges

- Growth Limits
- Restrictions on the return on residential development.

Building and zoning codes will be evaluated to remove barriers to the development of alternative housing types such as micro-units and modular construction.

To ensure that rental units remain affordable to residents, Rochester will continue to offer property tax exemptions and payments in lieu of taxes to ensure that rental units remain affordable and to support applications by property owners who are seeking state and federal assistance to improve rental properties.

**Discussion:**

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

### **Introduction:**

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

The primary obstacle to meeting underserved needs for affordable housing in the city of Rochester is the gap in what households can afford to pay for housing and the price of housing. The City has a significant affordable housing stock, yet the income level for individual households such as single parent, elderly, disabled, or others of limited economic means, is insufficient to afford even the lowest of the market rate units. The City will continue to work on economic development to provide better job opportunities and with social service providers to assist such households. In addition, the City will work with for-profit and non-profit developers to create more affordable housing.

Another obstacle to meeting the needs of underserved households is the limited amount of funding received by the City. The City of Rochester will partner with other public agencies and nonprofit organizations, when feasible, to leverage resources and maximize outcomes in housing and community development.

A primary obstacle to meeting underserved economic development needs is the ability of developers to secure the necessary financing to undertake and complete projects. It is typically the role of the public sector to fill the gaps of these financing needs. However, on occasion, these gaps exceed the assistance capabilities of the City. Another obstacle is the ability to secure inexpensive and convenient parking options for Center City businesses and development projects.

Crime has been a major obstacle to the continued revitalization of neighborhood commercial areas. This Annual Action Plan contains funding for projects that provide security cameras and exterior lighting to help address the obstacles.

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

The Housing Needs Assessment documents a large percentage of households that experience one or more housing problems in 2000, including housing cost burden, overcrowding, and inadequate housing. A significant amount of the City's housing funds are directed toward addressing underserved needs.

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

The City will continue to manage its Lead Hazard Control program with funding received from HUD's Office of Healthy Homes and Lead Hazard Control and the Greater Rochester Health Foundation. As at-risk children primarily reside in rental housing built before 1978, the City will continue to target this housing stock as it carries out its lead hazard control efforts.

Rochester's Lead Hazard Control Program will continue to proactively respond to lead paint hazards in the city. The program includes window, entry doors, porch repair or replacement, paint stabilization, bare soil treatment and general rehabilitation for both landlords and owner-occupants. Landlords are eligible for grants of up to \$18,000 per unit and must contribute 10% of the project cost. For owner-occupants the Lead Hazard Control Program provides up to \$18,000 without repayment to owners who occupy the home for at least five years. Projects include the same range of remediation efforts as the program targeted for landlords. The Lead Hazard Control Program for owner-occupants is not offered periodically due to the high level of demand and limited funds. A waiting list has been created when this occurs.

Through the Lead Hazard Control Program, property owners receive a combined lead-based paint inspection/risk assessment. The City has partnered with several lead hazard evaluation firms for these services. The assessment identifies lead hazards throughout the entire unit, a report is produced identifying the hazards, and cost estimates are included for remediating such hazards. Based on the completed report, a City Rehabilitation Specialist develops a scope of work, which is bid out to lead-certified contractors. All assisted units must pass a clearance examination before the unit can be occupied. It is a requirement of the Lead Hazard Control Program that all assisted property owners attend a one-day leadsafe work practices/property maintenance course. This requirement helps to educate property owners on how to undertake lead work using work safe practices and also helps to ensure long-term lead safety of the assisted unit. The Housing Council partners with the City to offer this training.

In addition, the City works with the Coalition to Prevent Lead Poisoning to undertake comprehensive outreach and education programs designed to reach at-risk populations. This program focuses on reaching populations least likely to have access to media and other resources that provide awareness.

Rochester's local "Lead Based Paint Poisoning Prevention" law, which took effect July 1, 2006, requires inspections for lead paint hazards as part of the City's existing housing inspection process.

*In addition, the City will undertake the following activities:*

- Continue to integrate a "Healthy Homes" intervention for units served through the lead hazard control program;
- Partner with the Coalition to Prevent Lead Poisoning to educate property owners about the dangers of childhood lead poisoning and build community awareness of resources available for lead hazard control;
- Continue in partnership with the Monroe County Department of Public Health to identify and enroll families with lead-poisoned children;
- Apply to HUD for lead hazard control funding; and
- Seek non-traditional funding for lead hazard control

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

Rochester will focus on economic development, job creation, youth service and supportive services to reduce the number of families in poverty. Programs to ensuring safe neighborhoods and improve public facilities will help to create economic opportunities for residents.

Consistent with the work groups formed to carry out the Rochester-Monroe County Anti-Poverty Initiative, Rochester's Anti-Poverty Strategy will address:

- Education and training, particularly for youth
- Job retention and creation
- Decent, affordable housing
- Health and nutrition
- Safe neighborhoods
- Improving public policy and the systems dealing with poverty

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

To enhance the City's housing systems, staff will work with internal departments to streamline and increase efficiencies by reviewing current procedures compared to best practices and implement changes where necessary.

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

Plans to coordinate between public and private housing social services agencies is a high priority. To this end, Housing staff will participate with the County, local and state housing and social service agency networks to ensure housing programs for the homeless and non-homeless populations are well coordinated to help ensure their success.

### **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-\$600,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan-\$0
3. The amount of surplus funds from urban renewal settlements-\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan-\$0.
5. The amount of income from float-funded activities-\$0

Total Program Income-It is expected that \$600,000 in CDBG Program Income will be received during the 2015-16 program years. The expected program income has been programmed in this annual action plan.

#### **Other CDBG Requirements**

1. The amount of urgent need activities-0

#### **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:  
The City's investment of HOME funds is consistent with the forms of assistance included in 24 CFR 92.205(b). The City leverages its HOME funds with other funding secured by its housing partners to develop affordable homeownership and rental housing. Community Development Housing Development Organizations (CHDOs) and other non-profit housing developers apply for and receive funding from state and local resources to support the City's housing programs, projects and goals.
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:  
HOME PROGRAM-HOMEBUYER RESALE AND HOME SUBSIDY RECAPTURE GUIDELINES

The City of Rochester will comply with the following HOME regulations (24 CFR Part 92.254(a)(5) regarding resale and recapture of HOME subsidies. In addition, prescribed language for both resale and recapture provisions is also provided below.

It should be noted that the City of Rochester operations regarding Resale and Recapture are as follows:

The chart below delineates the programs for Resale and Recapture and provides the tools to be used including the mechanisms for affordability.

Home Rochester	Write-down subsidy for the acquisition/rehabilitation for owner occupants	X	
Community Development Organization, CHDO	Write-down subsidy for the acquisition/rehabilitation for owner occupants	X	
New Construction	Infrastructure for Habitat for Humanity and other developers of affordable homeowner-housing	X	
Employer Assisted Housing Initiative	Provides a match of up to up to \$3,000 of down payment and closing cost assistance to employees of participating employers purchasing homes.		X
Home Purchase Assistance	Provides up to \$3,000 of down payment and closing cost assistance to buyers purchasing homes on the private market.		X
Homebuyer Assistance	Provides up to \$6,000 of down payment and closing cost assistance to buyers purchasing CHDO/Home Rochester homes.		X

Resale-The City shall use the Resale option for the Home Rochester and Affordable New Construction (Homeownership) programs. The City shall not use a presumption of affordability but instead use an enforcement mechanism to meet the resale requirement. The following deed

restrictive covenant below shall be used. Also, see attached copy of deed restriction that is recorded.

Restrictive Covenant-Title to this property (the "Property") is conveyed subject to the following restrictions:

The Grantee has acquired this property with the assistance of funds from the City of Rochester provided under 24 CFR Part 92, the HOME Investment Partnership Program (the "Regulations"). As a condition of the subsidy, the Grantee agrees:

The Property must be the Grantee's principal residence for ten (10) or fifteen (15) years dependent on HOME investment from the date of this deed.

If the above ten (10) or fifteen (15) year period has not expired and the Grantee sells the Property, the Grantee agrees to sell the Property to a low-income family as defined in the Regulations that will use the Property as its principal residence for the duration of the ten (10) or fifteen (15) year period. Documentation must be provided to the City of Rochester verifying the prospective buyer's income eligibility. The price at resale must: (1) ensure that the Property will remain affordable (as defined in the Regulations) to a reasonable range of low-income homebuyers, and (2) provide the Grantee a fair return on investment (including the Grantee's investment and any capital improvement).

Notwithstanding the aforementioned provisions, the affordability restrictions and residency requirement shall terminate upon occurrence of any of the following termination events:

Foreclosure; Transfer in lieu of foreclosure; or Assignment of an FHA insured mortgage to HUD.

However, the affordability restriction and residency requirement shall be revived according to their original terms if, during the original residency period of ten years, the Grantee before the termination event, or any other entity that includes the Grantee or those with whom the Grantee has or had family or business ties, obtains an ownership in the project or property.

In the event that the HOME-assisted Grantee wishes to sell the assisted home, the City of Rochester shall be afforded the right of first refusal to purchase the subject property.

Fair Rate of Return-The rate of return will be based upon the percentage change in the Consumer Price Index over the period of ownership plus the owner's downpayment and any capital improvements. Capital improvements would include window replacement, major system replacement such as roofs, plumbing, updated electrical, bathrooms and kitchens, additions and porches and central air conditioning. If the property depreciates in value there may not be a return on investment.

Reasonable Range of Low-come Buyers-The City will continue make the home affordable to buyers within 48 to 80% of buyers the Area Median Income (AMI).

Affordability: During the affordability the City would help market the home through the affordable housing network which includes pre purchase counseling agencies, housing maintenance organizations and local associations dedicated to promoting affordable housing. The City will also make available down payment and closing cost assistance to new, eligible, homebuyers of HOME assisted house to assist with affordability.

Recapture -The City uses the Recapture option for all of its downpayment and closing cost assistance programs; Employer Assisted Housing Initiative, Home Purchase Assistance Program and the Homebuyer Assistance Program.



The homeowner shall be required to repay a portion of the HOME funds used to assist the homeowner with the original purchase of the home on a pro-rated basis in accordance with the following schedule, per the Note and Mortgage securing the HOME subsidy:

Time Elapsed	Repayment Percentage 5 Year
1st month through 24th month	100%; 25th month through 36th month 75%;
37th month through 48th month	50%; 49th month through 60th month 25%
61st month-	0%

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:  
See above
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:

At this point there is no plan to use HOME funds to refinance existing debt secured by multi-family housing that is rehabilitated with HOME funds. All of our funds will be used for acquisition, construction, and permanent financing.

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

1. Include written standards for providing ESG assistance (may include as attachment) The City, Continuum of Care (CoC) and HSN (a collaboration of more than 50 local homeless services legal, primary care, mental health, substance abuse, re-entry providers and community stakeholders) have met throughout the 2011 -12 and 2012-2013 program years to jointly plan for ESG. All sessions contained updates on participant qualifications, and other ESG directions. In keeping with the City's past practice of providing the Emergency Shelter Grants (ESG) Program Desk Guide March 2001 to all sub-recipients, the City has provided sub-recipients and community providers that coordinate with them the Emergency Solutions Grant Rules and Regulations, and tools available to date including Definition of Homelessness (Criteria for Defining Homeless and Record Keeping Requirements), Emergency Solutions Grants (ESG) Program Components and Activities December 15<sup>th</sup>, 2011. The City provided sub-recipients with information about the new homeless definition and eligibility, documentation and record requirements and HMIS participation. The CoC provides technical assistance and licenses to the City's sub-recipients.

#### **A. Written Standards for Provision of Assistance**

Policies and Procedures for Evaluating Those Eligible for Assistance

Each household will receive an initial consultation and eligibility assessment with a case manager or other authorized representative who can determine eligibility and the appropriate type of assistance needed;

- The household's total income must be at or below 30 percent of Area Median Income (AMI);
- The household must be either homeless (to receive rapid re-housing assistance) OR at risk of losing its housing (to receive homelessness prevention assistance); AND must meet the following circumstances:
- No appropriate subsequent housing options have been identified;
- The household lacks the financial resources to obtain immediate housing or remain in its existing housing; and
- The household lacks support networks needed to obtain immediate housing or remain in its existing housing.
- Documentation requirements:
  - Verification/proof of income
  - SSN for head of household
  - Verification of address/current living situation
  - Verification of household size
  - Some documentation of the problem(s) that led to the need for assistance as determined by the case manager (i.e.; proof of medical bills, loss of income, etc.)

Standards for the City/County prevention and rapid rehousing program operated by Coordinated Care Services and Wilson Commencement have been developed in accordance with "Eligibility Determination and Documentation Guidance- Homeless Prevention and Rapid Re-Housing Program (HPRP), HUD, revised March 17, 2010." These standards include:

- Eligibility requirements: Initial consultation/assessment and determination of income and housing status; access to alternative housing options
- Documentation: written or oral third party verification; applicant self-declaration

**Performance Standards for Heading Home eligibility are as follows:**

- Initial Consultation and Eligibility Determination: each applicant household must receive at least an initial consultation and eligibility assessment with a case manager or other

authorized representative who can determine eligibility and the appropriate type of assistance needed

- **Income:** the household total income must be at or below 30% of Area Median Income (AMI)
- **Housing Status:** the household must be either literally homeless or at risk of losing housing within 14 days AND must meet the following circumstances: no appropriate subsequent housing options have been identified; the household lacks the financial resources to obtain immediate housing or remain in its existing housing, and the household lacks a support network needed to obtain immediate housing or remain in existing housing

**Performance Standards for Documentation are as follows:**

- **Housing status:** written verification of sleeping in a shelter, sleeping in a place not meant for human habitation, being a patient in a hospital or other institution, being a participant in a transitional housing program, being a victim of domestic violence
- **Homelessness prevention eligibility:** written verification of potential loss of housing due to non-payment of rent and/or other lease violations, utility non-payment, non-payment of hotel/motel charges, foreclosure on rental or owner-occupied property, eviction of host family/friends, uninhabitable conditions, or discharge from an institution
- **Housing options/resources:** written documentation must be provided for other subsequent housing options, financial resources (e.g. wages and salary, self-employment/business, interest/dividend, pension/retirement, unemployment/disability, TANF/public assistance, alimony/child support/foster care, armed forces income) and support networks

**Policies and Procedures for Coordination among Providers**

Staff meetings will be held on a monthly basis to discuss program logistics and processes. Periodically, meetings of all participating agencies will be held to ensure effective ongoing management and provide updates on any new program developments, including HUD regulation updates.

Meetings with the City, County, and CoC will take place on a monthly basis. These sessions are intended to provide for oversight as well as updates on project status, outcomes to date, and to allow for discussion and resolution of any project issues.

Additionally, case managers will be meeting clients weekly in community-based organizations (CBO) sites, as well as in shelters. CBO and shelter staff will be routinely engaged in conversations and will be requested to participate in any process to assist the program in meeting the needs of the people and families it served.

### **Policies and Procedures for Determining and Prioritizing Type of Assistance**

Below are detailed the procedures for determining and prioritizing eligible families and individuals by the type of assistance requested.

#### Prevention High Priority Risk Factors

- Eviction within two weeks
- Sudden and significant loss of income
- Sudden and significant increase in utility costs
- Severe housing cost burden (greater than 50% of income)
- High overcrowding
- Recent traumatic life event (loss of spouse, or recent health crisis)
- Significant medical debt

#### Rapid Re-Housing High Priority Risk Factors:

- Sleeping in an emergency shelter
- Sleeping on the streets, etc.
- Graduating from a transitional shelter
- Victim of domestic violence

### **Standards for Determining Share of Rent and Utilities Each Participant Must Pay**

Under the ESG Heading Home Program, participants will not be required to contribute toward payments provided by the program. Counseling and case management services will focus on maintaining stable housing after program financial assistance ends.

## **Standards for Determining How Long Rent Assistance and How Amount is Adjusted Over Time**

In order to avoid excessive funding of individual households, (thus limiting the number of households that can be served by the program), and in order to respond to the variety of circumstances that may create or threaten homelessness, and in order to emphasize serving those most in need of assistance, it has been determined that this program would benefit most from limiting the services provided to one-time only.

ESG funds for Heading Home Program do not support the long-term maintenance of any person or family. It will be the procedure of the ESG-funded Heading Home Program to provide short-term assistance for these individuals and families to help them obtain/maintain housing until a longer-term or even permanent subsidy becomes available.

Total benefit amounts will be made on a case-by-case basis. However:

- Payments cannot duplicate other subsidy programs
- All other sources of assistance in the community must be exhausted
- Potential DHS recipients will be referred there prior to acceptance in the program

## **Standards for Determining Type, Amount and Duration of Stabilization and/or Relocation Assistance**

The types of assistance provided will be determined on a case-by-case basis by the case manager with consultation with the program manager under the guidance of the director of finance and will reflect program dollars available, number of clients served to date, and will recognize the established program end date.

Specific guidance and details are offered below by type of assistance:

- Rental Assistance: amount of rent assistance cannot exceed the actual amount of rent and must comply with the HUD rent reasonableness and affordability standards
- Short term rental assistance: cannot exceed 3 months
- Medium term rental assistance: cannot exceed 18 months and must be reviewed every three months. This option will be used in extraordinary circumstances only.

- Financial Assistance:
- Security Deposits: cannot exceed rent reasonableness standards as established by HUD
- Rental Arrears: cannot exceed rent reasonableness standards.
- Utility Payments: will follow local DHS/HEAP guidelines
- Moving Cost Assistance: will be reviewed on a case-by-case basis - A local moving company partnership has been established and estimates are provided prior to move
- Storage Fees: maximum of 3 months

### **Process for Making Sub-Awards**

The City of Rochester will receive and utilize Emergency Solutions Grant funds to help address the needs of homeless individuals and families and to prevent homelessness. All funds will be used in collaboration with the local Continuum of Care, Monroe County, the Homeless Services Network priorities, the City's Housing Policy and the recently completed Homelessness Resolution Strategy Report. The Homelessness Resolution Strategy Report completed by Housing Innovations of New York City in conjunction with Dennis Culhane of the University of Pittsburgh is a comprehensive report with several key recommendations. The report included an assessment of the Rochester Monroe County Continuum of Care, recommendations for the elimination of hotel placements and how to move forward with a coordinated access system. The report also included other relevant suggestions to improve the overall homeless system. The City, County, CoC, Homeless Service Network endorsed and support these recommendations.

Based on the input of the CoC and other stakeholders, the City of Rochester and the County of Monroe issued a joint RFP for the 2013/14 Emergency Solutions Grants funding. In the RFP the following services were solicited to receive funding and this is the plan for how the ESG funding will be used: Homelessness Prevention/Rapid Rehousing Services, Emergency Shelter and Shelter Diversion, and Essential Services.

### **Homeless Participation Requirement**

In compliance with Section 576.405(a) of the Interim Rule, the City and County have engaged persons who are currently or formerly homeless in their planning process. Four formerly homeless individuals have participated in our planning process. The Co-Chair of the Rochester/Monroe County CoC is a formerly homeless individual.

In addition to serving as CoC Co-Chair, he has been substantially involved in planning for the use of ESG funding. Additionally, there is a second formerly homeless individual on the CoC Team, as well as another member of the Homeless Services Network, who have also been consulted in the planning process for ESG funding.

### **Performance Standards**

Performance standards for ESG recipients are required by HUD and have been developed in consultation with the CoC. The purpose of performance standards is to provide a measure for the ESG recipient and the CoC to evaluate each ESG service provider's effectiveness. It is anticipated that the City and County's performance standards for ESG activities will continue to evolve over time and will be developed to complement the CoC program performance measures.

Specific performance standards that will be applied to the ESG Heading Home Program are based on the proposed accomplishments of:

- Increase the range of housing options and related services for program participants
  - Increase knowledge of rights and responsibilities through Tenant Education for 70% of program participants
  - Increase the number of program participants stably housed at 12 months to 75%
  - Reduce participant transiency by providing opportunities for safe and affordable housing
  - Reduce the number of participants who have received rapid re-housing services from entering or re-entering local shelter programs to 20% or less
  - Prevent rapid re-housing participants from re-entering shelters  
The City and CoC will continue to distribute and provide technical assistance for the tools as they are available, and to incorporate the community's development of Single Point of Access (SPOA) that is underway. See 2. Below.
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system. A coordinated assessment system is not currently in place. However, with the Homelessness Strategy study completed by Housing Innovations and the University of Pennsylvania, the City and County and the CoC are poised for implementation. CoC members (including the City) have participated in community discussions led by consultants Dennis Culhane (University of Penn.) and Suzanne Wagner (Housing Innovations) who have engaged

stakeholders in implementing plans to 1) reduce the number of homeless families referred to hotel/motels for shelter without on-site supportive services; and 2) develop a coordinated access system for homeless services.

By centralizing intake and program admissions decisions, a coordinated entry process makes it more likely that families will be served by the right intervention more quickly. (*One Way In: The Advantages of Introducing a System-Wide Coordinated Entry for Homeless Families* - National Alliance to End Homelessness) The City engaged the services of the consultants, identified above, to assist the community in developing and implementing a single point of access system (SPOA) for homeless services. The consultants have worked with the CoC, providers and stakeholders to develop a system based on the specific needs of the Rochester/Monroe County community. The focus of the Coordinated Access system will be to ensure that eligible persons and priority groups are served, clients' needs and the services received are consistent and stewardship of community resources and exceptions for victim service providers are accommodated. Common elements of the CA will include an application/assessment process, eligibility/intake standards, an eligibility determination process, prioritization of needs, a housing referral process and oversight to ensure compliance. The providers, stakeholders, the CoC, HMIS, City and County continue to work with the consultants to develop a system tailored to community need.

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).

Awards for 2015-16 are based upon a 2015 Request for Proposal (RFP) process in which the City published by Legal Notice in The Daily Record; announced availability on its established website for Proposals; distributed via networks including those of the CoC, Homeless Shelter Network and Housing Choice listserv. Awardees were chosen by a committee of City, County, and CoC administrative board. Services under this proposal cycle will run through June 30, 2016.

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.

In compliance with Section 576.405(a) of the Interim Rule, the City has engaged persons who are currently or formerly homeless in their planning process. Four formerly homeless individuals have participated in our planning process and continue to be engaged.



5. Describe performance standards for evaluating ESG.

The City utilizes the Integrated Disbursement and Information System (IDIS) to document program progress and monitor program performance on an ongoing basis. The City requires all ESG sub-recipients to submit data to HMIS as required by HUD. The CoC began participation in the HUD PULSE system, which provides point-in-time shelter counts of homeless persons on a quarterly basis, in the 4<sup>th</sup> quarter of 2012.

A Consolidated Annual Performance and Evaluation Report (CAPER) is prepared annually by the City. It contains a summary of resources and programmatic accomplishments, the status of actions taken in concert with the CoC to implement the strategies contained in the Consolidated Plan, and evaluation of progress made in addressing identified priority needs and objectives.

Performance Standards are in alignment with the new measures implemented with the HEARTH Act including:

- reducing the duration of homelessness
- reducing recidivism
- reducing the number of people who become homeless
- increasing employment and income
- ending homelessness

6. Describe the consultation with each Continuum of Care that serves the jurisdiction in determining how to allocate ESG funds, develop performance standards, evaluate outcomes of activities assisted by ESG funds, and develop funding policies, and procedures for the administration and operation HMIS.

The City's ESG funding has been coordinated with the CoC. The CoC Team has 10 ex-officio members appointed by public and private organizations deemed necessary to develop, maintain, monitor and continuously improve a comprehensive, coordinated and flexible system of homeless housing and support services. They represented the City, Monroe County, United Way, Rochester Housing Authority, HSN and four community-based planning participants, who are formerly homeless individuals. In addition, there are elected general members from both public and private groups from the community, i.e. business sector, faith-based organizations, veterans organizations, schools, advocacy groups, etc. This diverse team is the primary planning and coordinating body for homeless housing and services in this community. The CoC recently approved new bylaws that will be helpful as it moves toward becoming a Unified Funding agency.

The CoC has been a long-time participant in the ESG planning process for the City and County. Proposals in response to the CoC annual NOFA are reviewed by the CoC team that includes City and County representation. ESG community priorities and planning have been discussed at both CoC and HSN meetings. City and County housing staff consulted extensively with the CoC relative to the preparation of their respective 2011 ESG Substantial Amendments.

ESG funding continues to be a critical issue for local homeless service providers. Facilitated discussions of ESG community priorities are held at the HSN meetings. CoC members and community stakeholders are strongly encouraged to participate. Significantly, CoC members have participated in community discussions led by consultants Dennis Culhane and Suzanne Wagner, who are engaged stakeholders in implementing plans to 1) reduce the number of homeless families referred to hotel/motels for shelter without on-site supportive services; and 2) develop Single Point of Assessment and Access systems for homeless services.

The CoC, members of HSN and housing staff from the City and County have also collectively participated in planning for the allocation of 2014-2015 ESG funding.

The CoC is participating in the HUD CoC Check-Up self-evaluation designed to assist continuums in determining their current capacity, performance and readiness for the HEARTH Act. Survey respondents, including ESG funding recipients, were asked to rate the CoC on four domains: governance and structure; planning and process; infrastructure and administrative capacity, and housing and services. The CoC will submit a written Action Plan to HUD making it eligible for future technical assistance. Results of the Check-Up process are expected to enhance the ability of the CoC to be a leader in the efforts to coordinate ESG funded services, respond to HEARTH rulings and end homelessness in the Rochester/Monroe County community.

**Discussion:**