



# Fifth Program Year Action Plan

The CPMP Fifth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 5 Action Plan Executive Summary:

The Williamson County Community Development Block Grant (CDBG) program currently has ten participating cities. The cities include Cedar Park, Georgetown, Granger, Hutto, Jarrell, Leander, Liberty Hill, Taylor, Thrall and Weir. A five year Consolidated Plan was developed in 2004 in an effort to address needs of low to moderate income persons living within Williamson County.

The County has been awarded CDBG funds in the amount of \$1,096,069 for Fiscal Year 2008. The five year Consolidated Plan was developed to encourage phased projects in an effort to better utilize the CDBG funding. In accordance to the priorities identified and outlined in the County's Consolidated Plan, five infrastructure projects, one public facility project and one social service project were identified for FY08 allocations. The projects will serve low to moderate income areas and households throughout the County. The Action Plan covers the period of October 1, 2008 through September 30, 2009. The projects meet national goals and supports ongoing efforts in the community to address the growing population.

The Grants Coordinator will prepare and submit all required documents that are needed to support the CDBG program. The Coordinator will develop partnerships with community organizations to develop an efficient plan to address the needs of the low and moderate income persons.

#### General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 5 Action Plan General Questions response:

Target areas include identified low-mod areas throughout the County. See attached maps for specific locations of projects and census data (Attachment A).

The FY08 CDBG Williamson County allocation is \$1,096,069. In addition, the County is also reallocating funds from previous years totaling \$332,600. These funds were allocated to the projects identified below. However, the projects have relinquished the funds as the projects are not able to utilize the funds at this time.

City of Cedar Park FY06	\$53,000
Habitat for Humanity of Greater Georgetown FY06	\$20,000
City of Cedar Park FY07	\$131,600
City of Thrall FY07	\$128,000

Total to be allocated in FY08 is \$1,428,669. Commissioners' Court approved \$179,595 from the reallocated funds to the City of Georgetown 22<sup>nd</sup> Street Infrastructure/Drainage and Street Improvements project. The project is ready to proceed and utilize the funds beginning July-August. The remaining reallocation will occur as eligible projects are identified.

The percentages identified in the following descriptions are based on the FY08 allocation only. The \$332,600 reallocation is noted separately.

**Project(s) to be Determined**

**CDBG Funding Amount: \$250,000**

**(8.9% (\$96,995) of FY08 CDBG allocation & \$153,005 from reallocated funds)**

**Description:**

Funding will be utilized by eligible projects that are to be identified at a later date. Projects will consist of infrastructure, public facilities or social services. As projects are identified, the public will be notified and given the opportunity to comment.

**United Seniors of Taylor**

**Public Facility/Senior Resource Center**

**Recommended Amount to Award: \$33,000 (3% of CDBG allocation)**

**National Objective: Benefits low-mod income people on an area basis**  
**Leveraged Amount: \$15,200**  
**Availability/Accessibility for the purpose of creating a suitable living environment**

Project Description:

Funding will be used for property rehabilitation at the former middle school cafeteria in Taylor. The project will convert the restrooms to ADA standards, relocate the vent and sink needed for Meals on Wheels and will build a ramp from the parking lot to allow wheel chair access. Service area is 53.7% low-mod.

**Williamson County Mobile Outreach Team**  
**Social Service/Williamson County Mobile Outreach Team (MOT)**  
**Recommended Amount to Award: \$79,000 (7.2% of CDBG allocation)**  
**National Objective: Benefits low-mod income persons Limited Clientele**  
**Leveraged Amount: \$433,930**  
**Availability/Accessibility for the purpose of creating a suitable living environment**

Project Description:

The Williamson County Mobile Outreach Team has requested funds to be used to expand the number of clients served. The recommended CDBG funding amount of \$79,000 will be used to pay for services rendered to low-mod income residents in various cities in the County. The MOT received FY06 and FY07 funding that is currently being used in this same manner. The proposed amount will allow the MOT to maintain and improve its level of service.

**City of Liberty Hill**  
**Infrastructure/Sewer for Old Town**  
**Recommended Amount to Award: \$250,000 (22.8% of CDBG allocation)**  
**National Objective: Benefits low-mod income households**  
**Leveraged Amount: \$250,000**  
**Affordability for the purpose of creating suitable living environments**

Project Description:

The City of Liberty Hill is requesting funds to assist with household connection fees associated with the new sewer system in an area known as Old Town. The recommended CDBG funding amount of \$250,000 would be used for first time connections for approximately 40 low income households. The project as a whole will develop a city sewer system and make approximately 90 household connections. CDBG funds can only be used to pay for connection fees of low-mod income households. Sewer connections will be made on privately owned residential lots. Income surveys will be used in determining eligible low-mod households. Project benefits 100% low-mod.

This is a continuation project that is currently underway and has received the following CDBG allocations:

FY04	\$125,000
FY05	\$125,000
FY06	\$200,000
FY07	\$125,805

**City of Georgetown**

**Infrastructure/Drainage and Street Improvements**

**Recommended Amount to Award: \$179,595**

**(0% of FY08 CDBG allocation & \$179,595 from reallocated funds)**

**National Objective: Benefits low-mod income persons on an area basis**

**Leveraged Amount: \$15,000**

**Sustainability for the purpose of creating suitable living environments**

**Project Description:**

The City of Georgetown is requesting funds for an infrastructure project along 22<sup>nd</sup> Street between Railroad and Austin Avenue. The proposed project would provide drainage improvements for a 20 house development by Habitat for Humanity and a 100 unit apartment complex that would house approximately 200 low to moderate income adults. The recommended CDBG funding amount of \$179,595 will be used for the construction costs of this project. The project will improve the city services to 22<sup>nd</sup> Street area creating quality streets and pedestrian access while decreasing the incidence of flooding and standing water. The service area of this project is 84% low-mod.

This is a continuation project that is currently underway and has received the following CDBG allocations:

FY06 \$50,000

FY07 \$250,000

**City of Taylor**

**Infrastructure/Dickey Street Drainage Project Phase IV**

**Recommended Amount to Award: \$300,000 (27.4% of CDBG allocation)**

**National Objective: Benefits low-mod income persons on an area basis**

**Leveraged Amount: \$100,000**

**Sustainability for the purpose of creating suitable living environments**

**Project Description:**

The City of Taylor is requesting funds for the construction of a storm drainage system that will alleviate street and home flooding in the Dickey Street area. The recommended CDBG funding amount of \$300,000 would be used for a portion of construction costs. The service area of this project is 75.7% low-mod.

**City of Jarrell**

**Infrastructure/Water Storage Construction**

**Recommended Amount to Award: \$200,000 (18.2% of CDBG allocation)**

**National Objective: Benefits low-mod income persons on an area basis**

**Leveraged Amount: \$200,000**

**Availability/Accessibility for the purpose of creating suitable living environments**

**Project Description:**

The City of Jarrell is requesting funds to purchase water capacity in the Jarrell-Schwertner Water Supply Corp elevated water storage tank. Funds will be used

to increase the size of the storage tank during construction. The capacity purchased will be permanently dedicated for use by the City of Jarrell and will benefit the entire city. The service area is 47.7% low-mod.

**City of Georgetown**

**Infrastructure/FM 1460 Sidewalks**

**Recommended Amount to Award: \$120,000 (11% of CDBG allocation)**

**National Objective: Benefits low-mod income persons on an area basis**

**Leveraged Amount: \$15,000**

**Availability/Accessibility for the purpose of creating suitable living environments**

**Project Description:**

Funds will be used to construct sidewalks that will complete the pedestrian access along the north side of FM1460 between Quail Valley Drive and Austin Avenue. Project will entail approximately 1980 linear feet of sidewalks and seven ramps. Service area of this project is 51.87% low-mod.

**Program Administration (1.6% of CDBG allocation)**

\$17,074 will be allocated to program administration.

Projects that have received CDBG funds and are currently underway are:

City of Jarrell (sewer system and connection fees):

FY04 \$100,000

FY05 \$234,332

FY06 \$290,000

FY07 \$146,181

Georgetown Housing Authority (Sierra Ridge Apartments)

FY06 \$168,314

FY07 \$150,000

Northridge Acres (Municipal Water Service)

FY05 \$150,000

Allocations are based on needs of communities within the County, scoring results, budget details, and specific needs of the projects. Priorities determined in the development of the five year Consolidated Plan identify public facility and infrastructure projects as high needs and public service and economic development as medium needs. Please see Table 2B (Attachment B)

The Consolidated Plan was developed through the collaborative efforts of County businesses, non-profit organizations, city governments, and citizens' participation. Projects for fiscal year 2008 were chosen in accordance to these priorities.

The Grants Coordinator is working with a network of social service organizations that represent various areas of the County to develop the Williamson County Homeless Task Force. The consortium is working to implement a more efficient use of services and better collaboration.

Williamson County will continue to work with the agencies serving the community in an effort to better coordinate services and to address obstacles that may arise when attempting to assist the underserved. The County will utilize CDBG funds to address the projects outlined in this plan. The entities receiving the funds (subrecipients) have leveraged the CDBG funds with \$1,029,130.

The Georgetown Housing Authority has received approximately \$6 million in tax credits which are being sold in order to raise cash equity. The Housing Authority also anticipates receiving \$2 million in HOME funds.

Attachment A - Project Maps and Census Data

Attachment B - Williamson County HUD Table 2B

Attachment C - FY08 Summary of Proposed Project Budgets

Attachment D - City Applications

## **Managing the Process**

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 5 Action Plan Managing the Process response:

The Williamson County Auditor's Office is designated by the County as the single point of contact and lead agency for the U.S. Department of Housing and Urban Development (HUD) Entitlement program. Three departments that comprise the office include procurement, financial, and internal audit.

The County Auditor's Office will be responsible for fiscal oversight regarding monitoring of projects funded under this program. The Grants Coordinator will be responsible for program and contracting compliance. All contracts will provide guidelines, documentation and tracking methods to meet federal, state, and local requirements.

Purchasing will be handled by the individual cities and non-profits using County bidding processes with validation occurring through regular desk audits by the Grants Coordinator. The Williamson County Grants Office and the Procurement Office will work closely with entities who are less familiar with the procurement process. Monitoring and compliance will include a review for completeness and accuracy, administrative desk audits, and on-site reviews.

Subrecipients will manage the day to day operations of the individual projects outlined in this plan. The Williamson County Grants Coordinator will work closely with each subrecipient to ensure compliance of federal and local regulations for projects utilizing CDBG funds.

The County developed the Consolidated Plan to promote phased activities. This allows for better monitoring of progress and allows for a more efficient disbursement of funding. Following these actions along with collaborating with participating cities will ensure that obstacles to meeting the needs of the underserved will be addressed.

Letters notifying each participating city and Williamson County Commissioners of the amount of CDBG funds available were mailed in an effort to generate funding requests. This information was also posted on the Williamson County CDBG website. Submitted proposals were reviewed and projects were proposed to Commissioners' Court based on priorities outlined in the Consolidated Plan, scoring results, budget details, timelines and specific needs of the project. Two public hearings were held during this process in an effort to gather input from citizens and organizations (February 27, 2008 and June 18, 2008).

The County encourages enhanced coordination of public and private housing, health, and social service organizations. Comprised of several organizations, various County departments, and public housing authorities, the Williamson County Homeless Task Force addresses housing, health and social service issues and attempts to develop coordination that will improve these services. The expertise of the consortium members is vital in determining the needs of the low-moderate income residents of the County and comprising a plan to better meet those needs.

The County is utilizing 7.2% of its CDBG allocation to assist the Mobile Outreach Team (social service). The mission of the MOT is to link persons in crisis with mental health, social service, or medical providers and prevent the escalation of a crisis or interaction with law enforcement and other first responders and thus reducing costs by more efficiently assisting the clients. The County also utilizes general funds to support various agencies that provide services to low-moderate income citizens. Dollar amounts and specific agencies will be identified following the County's budgetary process.

## **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 5 Action Plan Citizen Participation response:

The CDBG citizen participation plan indicates that all federal regulations regarding public comment periods and participation will be followed by the Williamson County Grants Office. The Grants Office encourages the public to review documents concerning the CDBG program and provide feedback when desired and needed.



Notification of funding was mailed to representatives of participating cities, County Commissioners, and posted on the Williamson County web site at [www.wilco.org](http://www.wilco.org). Notification was also posted in local newspapers. A public hearing was held on February 27, 2008 to gather input regarding the CDBG program and potential projects.

The first draft project proposal was approved by the Williamson County Commissioners' Court on June 3, 2008. It was then made available for public comment at the libraries and city halls of the cities in which projects were proposed to take place. A second public hearing was held on June 18, 2008. An announcement of the approval of the first draft proposal and the notice of a 30-day comment period were published in local newspapers in both English and Spanish. It was also published that approval of the final Annual Action Plan for FY08 would be requested at the July 8, 2008 Commissioners' Court.

The final draft of the Annual Action Plan was approved by Commissioners' Court on July 8, 2008. The approval and notice of the public comment period were announced to the public through the local newspapers. The Action Plan was then made available for 30 days for public comment.

The first draft proposed plan was made available for review and public comment from June 6 – July 7, 2008. The final draft was made available July 14 – August 12, 2008. All documents were made available at the following locations:

Williamson County Courthouse in Georgetown, TX and Website at [www.wilco.org](http://www.wilco.org)  
City Halls and Public Libraries of the following:

City of Georgetown  
City of Jarrell  
City of Liberty Hill  
City of Taylor

Notices were published in the following newspapers:

Williamson County Sun  
Round Rock Leader  
Austin American-Statesman  
Hill Country News  
Taylor Daily Press  
Liberty Hill Independent

To date, one comment has been received. The City of Taylor requested an additional \$131,654 for the Dickey Street Drainage Project. Requested funding would come from the \$250,000 in abeyance that is to be used for projects that are to be identified at a later date. The response indicated that Commissioners' Court would consider the request during the allocation of these funds. No date has been set for this process.

Appendix E - Newspaper Articles and Publishers' Affidavits

## **Institutional Structure**



1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 5 Action Plan Institutional Structure response:

The County will continue to work with local school districts, social service organizations and local businesses to identify needs of low- and moderate-income persons and devise appropriate plans that will meet those needs. The Grants Coordinator will continue to work with the various social service organizations and public housing authorities and will develop a Continuum of Care for the County as time permits.

## **Monitoring**

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 5 Action Plan Monitoring response:

The Grants Coordinator will conduct on-site monitoring as well as receive monthly reports indicating progress submitted by the project cities and organizations.

Reviews will be conducted by the County on a routine interval established at the beginning of each project. The number of site visits will be dependent on the project timeline and will be in accordance with industry accepted project management standards and risk management practices. The on-site review will include a scheduled site visit which will review consistency with project scope, timeline and budget. Other reviews will verify adequate and accurate on-site record keeping and documentation and validate the use of appropriate general management and financial management practices. Finally, the review will ensure consistency with national, County and overall plan objectives. The funds will also be reviewed by the County's outside audit firm for compliance with single audit and other auditing guidelines.

Completeness and accuracy checks will be performed by the County Grants Coordinator to ensure the following: 1) consistency with Action Plan specifications, 2) availability of funding, 3) environmental review, 4) data entry of project into Integrated Disbursement Information System (IDIS), and 5) project validation.

Payment processing will be coordinated between the Grants Coordinator and the Williamson County Auditors' staff. Payments for work performed on each funded project will be processed through the Federal HUD IDIS system in accordance with HUD requirements.

Williamson County coordination between the Auditors' Office and the Purchasing Department provides the structure, validation and responsibility necessary to assist each city/organization with bidding projects and ultimately processing invoices submitted for payment by any subrecipients. Subrecipients follow the Williamson County Procurement Guidelines.

Attachment F - Williamson County Monitoring Standards

The following are the Williamson County Disbursement procedures for the CDBG Program:

Purpose: To promote the prudent exercise of judgment when spending County and/or Community Development Block Grant (CDBG) dollars. These policies will provide accountability and consistent Accounts Payable procedures in the issuance of checks for Williamson County obligations. The responsibility to observe these guidelines rests with the Subrecipient Authorized Personnel and the Grants Coordinator of Williamson County who certify conformance to these guidelines by approving the expenditure.

1. Checks for payment of County obligations are issued no later than 30 days after the date the invoice is received in the Accounts Payable department, pursuant with Vernon's Texas Civil Statute, Subtitle F, Chapter 2251.021.
2. Drawdown Request Forms and Invoices received in the Grants Office by 5pm on Tuesdays will be processed and forwarded to the Accounts Payable office by Wednesday at 5pm. The Accounts Payable office will complete the payment process. Checks are cut and approved approximately 13-20 days following submission. Submissions made after the Tuesday 5pm deadline will be processed the following week.
3. Checks are issued every Tuesday. When an issuance date falls on a holiday, checks are issued on either the first working day before or after the holiday.
4. Any invoice and Drawdown Request Form requiring additional review or signatures may cause delays in processing.
5. Manual checks are issued in emergency situations only. Emergency is defined as the occurrence of an unforeseen circumstance which may result in harm to the public good.
6. Payments will be made from an invoice submitted with a Drawdown Request Form that has an original approval signature.
7. Approval signatures should not be made on the remittance portion of the invoice. Attach a Drawdown Request Form with approval signature.
8. Some suppliers require payment at the time an order is placed. Subrecipients must complete a purchase requisition and send the relevant backup documentation to the Grants Office for processing and submittal to Accounts Payable for approval.

Any questions or extenuating circumstances should be directed to the Grants Office at 512-260-4249 or [sbardwell@wilco.org](mailto:sbardwell@wilco.org).

Attachment G - Drawdown Request Form and Instructions

## **Lead-based Paint**

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 5 Action Plan Lead-based Paint response:

The five year goal regarding the removal of lead-based paint states that the County will attempt, where possible, to conduct desk audits and inventory of approximately 1300 homes built before 1978 to determine an accurate number of homes that require lead screening. Williamson County will then identify costs and funding sources that will support the planning and removal of lead-based paint for applicable units. Until a program is developed, the Grants Coordinator will attempt to aid those with lead base paint concerns by directing them to services that can assist.

## **Attachment I - Williamson County Housing Information**

### **HOUSING**

#### **Specific Housing Objectives**

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 Action Plan Specific Objectives response:

The City of Georgetown and the Habitat for Humanity of Williamson County (formally the Habitat for Humanity of Greater Georgetown and Habitat for Humanity of Round Rock) have collaborated in an effort to revitalize the area of Old Mill Village in Georgetown to develop affordable housing. The County funded Habitat for Humanity with 2004 CDBG funds for the purpose of constructing water and wastewater lines for 20 Habitat Homes that will be built in 2004-2009. CDBG funding for 2005 was awarded to the City of Georgetown to complete a portion of the infrastructure of the Old Mill Village project. Currently, there are five Habitat for Humanity homes completed. FY2006 and FY2007 funding was awarded to the City of Georgetown for the second phase of the Old Mill Village Neighborhood revitalization. In addition, reallocated funds in the amount of \$179,595 has been allocated to complete this project. The project will allow for additional development in the area and provide for a suitable living environment and decent, affordable housing.

Williamson County will continue to work with the Housing Authorities and other non-profits to facilitate the development of affordable housing in the County.

The Georgetown Housing Authority will be completing the Sierra Ridge project which will provide approximately 174 affordable residential rental units. The Housing Authority has utilized \$318,314 (FY06 - \$168,314 and FY07 - \$150,000) of CDBG funds for this project. In addition, the Housing Authority is to receive approximately \$6 million in tax credits which will be sold to raise cash equity and has applied for approximately \$2 million in HOME funds.

#### **Needs of Public Housing**

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 5 Action Plan Public Housing Strategy response:

The Grants Coordinator participates in the Williamson County Homeless Task Force. Goals of this collaboration is to develop a system that will better support Williamson County citizens with finding and sustaining affordable housing and to devise a plan that will eliminate barriers to affordable housing and eliminate homelessness.

Williamson County Housing Authorities indicated that it is necessary for a review of the public housing situation be conducted and areas of concerns be addressed. Specifically, inconsistencies regarding available programs within the County, limited information regarding the current status of available subsidized housing, and lengthy waiting lists are concerns.

The County will collaborate with the public housing authorities and other social organizations to compile accurate information regarding public housing and distribute the information to current residents and others who are eligible for assistance. The County will also continue to support organizations that promote affordable and decent housing.

The County will work with the public housing authorities within the County in an effort to improve programs and assistance for the residents. PHAs will be encouraged to request citizen participation in the management of the Housing Authorities. The County will work with the PHAs to determine the most appropriate route to take in order to accomplish citizen participation.

## **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 5 Action Plan Barriers to Affordable Housing response:

The County will support and assist the development of programs to aid first time home buyers with financial preparation and/or assistance for the purchase of a new home. The County will also work towards developing a centralized comprehensive method for tracking and monitoring the status of public housing and subsidized units throughout the County.

The County will continue to support The Capital Area Housing Finance Corporation (CAHFC) which aids Williamson County residents of low- and moderate-income status. The Corporation provides both single family home ownership and multi-family rental opportunities to persons meeting certain income requirements. They provide down payment assistance programs for first time homebuyers to assist families in achieving the goal of homeownership by decreasing the financial burden of mortgage and related purchase costs. They also finance the construction or acquisition of multi family communities to provide below market rate rental opportunities.

A large barrier identified is the availability of affordable homes for low-mod income individuals and/or families. The County is supporting organizations such as Habitat for Humanity of Williamson County and the Georgetown Housing Authority to increase availability of affordable housing throughout the County.

Another barrier identified is the lack of centralized social service agencies and lack of transportation to the services that are available. Several Williamson County residents live in rural areas of the County and thus have difficulties finding transportation to needed services. The County supports the Capital Area Rural Transportation Systems in an effort to provide reliable and safe transportation to those who require it.

### **HOME/ American Dream Down payment Initiative (ADDI)**

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.

- f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 5 Action Plan HOME/ADDI response:  
Williamson County does not receive ADDI funds.

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 5 Action Plan Special Needs response:

The County will continue to support efforts to end chronic homelessness by supporting social service organizations such as Habitat for Humanity of Williamson County. The County also supports the Round Rock Area Serving Center which operates a Fresh Food for Families program, coordinates a Coats for Kids program and provides financial assistance for utilities, rents, prescriptions, temporary lodging and gasoline. Programs such as these have the ability to give low-income residents of Williamson County the support needed to improve quality of life.

The Grants Coordinator will continue to be involved with the Williamson County Homelessness Task Force meetings in an effort to coordinate with County social services and school districts on homelessness issues. Developing and implementing a Continuum of Care Plan will take place as time permits.

The County also supports organizations such as the Williamson County Crisis Center which supports victims of domestic abuse with transitional housing among other services. The Round Rock Area Serving Center provides food vouchers and financial assistance for utilities, rent and prescriptions. Capital IDEA provides training and education to low-mod income citizens so that they can move out of poverty and into the high-skill workforce. Similarly, the Literacy Council of Williamson County provides tutoring in English as a Second Language, basic literacy, and GED preparation. These programs assist individuals and families with transitional housing and developing the skills and education needed to obtain jobs and begin to live independently.

The County will continue to support efforts to prevent homelessness through public services. For example, the County will work with local school districts and social service organizations to assist in the prevention of homelessness and chronic homelessness. The Grants Coordinator plans to work with the Williamson County Homeless Task Force and other social service organizations to device a plan to end homelessness.

Accurately identifying the number of homeless in the County will be difficult. Again, the County will collaborate with local school districts and social service organizations to determine these numbers and a viable solution.

### **Emergency Shelter Grants (ESG)**

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 5 Action Plan ESG response:

Williamson County does not receive ESG funds.

## **COMMUNITY DEVELOPMENT**

### **Community Development**

\*Please also refer to the Community Development Table in the Needs.xls workbook.



1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.  
\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 5 Action Plan Community Development response:

The County's top non-housing community development need is infrastructure. Improvements in the County's infrastructure will address health related hazards in flood prone areas, provide safe walks for citizens, provide sewage and water lines improvements or installations, and road repair.

Projects chosen for fiscal year 2008 funding as described in the General Questions section of this document address infrastructure improvements, public facility and a social service (Mobile Outreach Team) for Williamson County.

### **Antipoverty Strategy**

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 5 Action Plan Antipoverty Strategy response:

Williamson County will collaborate with its cities to reduce the number of poverty level families. The County is dedicated to locating financial assistance for affordable housing. This will be accomplished by working with area lending institutions and public service organizations to monitor the development of financial assistance options and possible funding sources. Additional financial assistance provided by social service organizations can be utilized to aid with utilities, rent, food, and/or shelter.

## **NON-HOMELESS SPECIAL NEEDS HOUSING**

### **Non-homeless Special Needs (91.220 (c) and (e))**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that

are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 Action Plan Specific Objectives response:

The County will continue to work with local social service organizations to provide assistance for elderly to address housing needs including transitional and other shelter assistance for the elderly population. The County will also strive to give assistance to address emergency housing placement, disability services, job training, and life skills training for persons who receive mental health screening and assessments, adults and children with mental health disorders and persons with co-occurring substance abuse and mental disorders. These services will be provided to chronic substance abusers, persons with serious mental illness, persons with dual-diagnosis, and persons with HIV/AIDS. The County will provide assistance where possible to increase affordable housing to veterans.

## **Housing Opportunities for People with AIDS**

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the

administration of services to people with HIV/AIDS.

9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 5 Action Plan HOPWA response:

Williamson County does not receive HOPWA funds.

### **Specific HOPWA Objectives**

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 5 Specific HOPWA Objectives response:

Williamson County does not receive HOPWA funds.

### **Other Narrative**

Include any Action Plan information that was not covered by a narrative in any other section.