

## Carson City Agenda Report

**Date Submitted:** April 22, 2014

**Agenda Date Requested:** May 1, 2014

**Time Requested:** 5 minutes

**To:** Mayor and Board of Supervisors

**From:** Community Development – Planning Division

**Subject Title:** For Possible Action: To recommend to the U.S. Department of Housing and Urban Development (HUD) approval of the Carson City 5-Year Consolidated Plan and 2014-15 Annual Action Plan to implement programs associated with the Community Development Block Grant (CDBG) and to forward the plan to HUD. (Janice Brod)

**Summary:** At the March 6, 2014 Board of Supervisors meeting, the Board reviewed and approved the 2014-15 CDBG Public Services and Public Improvements funding recommendations and opened a 30-day comment period for the 5-year Consolidated Plan and the 2014-15 Annual Action Plan. The Consolidated Plan helps jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The Annual Action Plan establishes the distribution of CDBG funds between public services activities, public facilities and improvements, and planning, research, reports and administrative functions in accordance with HUD regulations. The CDBG funding available to Carson City for fiscal year 2014-15 is \$362,962.

**Type of Action Requested:**

- ☐ Resolution  
☒ Formal Action/Motion

- ☐ Ordinance  
☐ Other (Specify)

**Does This Action Require A Business Impact Statement:** ☐ Yes ☒ No

**Recommended Board Action:** I move to recommend to the U.S. Department of Housing and Urban Development approval of the Carson City 5-Year Consolidated Plan and 2014-15 Annual Action Plan to implement programs associated with the Community Development Block Grant (CDBG) and to forward the plan to HUD.

**Explanation for Recommended Board Action:** HUD requires the City to conduct public hearings and recommend approval of the Consolidated Plan and Annual Action Plan prior to submitting the Plan to HUD. The CDBG funding becomes available to the City only upon approval of the Consolidated Plan and Annual Action Plan by HUD. See the attached staff report for additional information.

**Applicable Statue, Code, Policy, Rule or Regulation:** Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383 as amended; 42 U.S.C.-5301 *et seq.*

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A


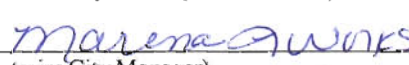

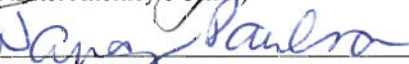
**Funding Source:** N/A

**Alternatives:** Provide other direction.

**Supporting Material:**

- 1) Staff memo
- 2) Board of Supervisors Funding Recommendations
- 3) 2014 Final Recommendations
- 4) Consolidated Plan Priority Community Development Needs Table
- 5) FY 2014-15 CDBG Annual Action Plan
- 6) 5-Year Consolidated Plan

**Prepared By:** Janice Brod, Grants Program Coordinator

**Reviewed By:**  \_\_\_\_\_ Date: 4.22.14  
(Community Development Director)  
 \_\_\_\_\_ Date: 4/22/14  
(Interim City Manager)  
 \_\_\_\_\_ Date: 4/22/14  
(District Attorney's Office)  
 \_\_\_\_\_ Date: 4/22/14  
(Finance Director)

**Board Action Taken:**

		Aye/Nay
Motion: _____	1) _____	_____
	2) _____	_____
		_____
		_____
		_____

\_\_\_\_\_  
(Vote Recorded By)



## Carson City Planning Division

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### MEMORANDUM

Board of Supervisors Meeting of May 1, 2014

**To:** Mayor and Board of Supervisors  
**From:** Janice Brod, Grants Program Coordinator  
**Date:** April 18, 2014  
**Subject:** CDBG Final 5-Year Consolidated Plan and 2014-15 Annual Action Plan

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On March 6, 2014, the Board of Supervisors opened a 30-day public comment period for the draft Community Development Block Grant (CDBG) 5-Year Consolidated Plan and 2014-15 Annual Action Plan and recommended funding for various public service and public improvement projects based on the 2013 CDBG funding allocation of \$378,067. The actual 2014 CDBG funding allocation for Carson City was announced last month and will be \$362,962. The previously approved funding allocations have been modified to reflect this amount.

The Consolidated Plan and Annual Action Plan were open for public comment from April 1-April 30. Notice was posted in the newspaper and copies were made available at various locations throughout the City. No public comment was received.

#### **FUNDING AMOUNT:**

The funding available to Carson City for program year 2014-15 is \$362,962. As discussed at the March 6, 2014 Board of Supervisors meeting, the funding for FISH and Ventana Sierra would remain as recommended and the funding for Public Works would change according to the actual funding amount. The funding for the Community Counseling Center would be reduced to comply with the 15% limit.

#### **REQUIRED ACTION:**

The Board of Supervisors must recommend the final Consolidated Plan and Annual Action Plan to HUD. The attached "Board of Supervisors Funding Recommendations" spreadsheet shows the funding that was recommended on March 6. The attached "2014 Final Recommendations" spreadsheet shows the funding recommendations as modified according to the actual CDBG allocation of \$362,962. The Board of Supervisors may approve the funding as modified or modify the funding in another manner with the final adoption of the Plan.

Please contact Lee Plemel ([lplemel@carson.org](mailto:lplemel@carson.org)) or Janice Brod ([jbrod@carson.org](mailto:jbrod@carson.org)) at 887-2180 if you have any questions regarding this memo or the CDBG program.

On the following pages is general information regarding the CDBG program, for your reference, which has been included to the Board of Supervisors at prior meetings.

## **CDBG General Program Overview**

The CDBG program is administered by the U.S. Department of Housing and Urban Development (HUD). Carson City has been an “entitlement” community under the program since 2004, meaning the city gets a lump sum allocation each year that may be used at the city’s discretion within HUD guidelines and requirements. Prior to 2004, Carson City had to apply and compete for CDBG funds through the State of Nevada along with other non-entitlement rural counties.

The objectives of the CDBG program are to:

- Create suitable living environments
- Provide decent affordable housing
- Create economic opportunities

### **Eligibility Requirement**

In order to be eligible for funding, every CDBG-funded activity (excluding planning and administration) *must* qualify as meeting one of the three national objectives of the program:

- Benefiting low- and moderate-income (LMI) persons,
- Preventing or eliminating slums or blight, or
- Meeting an urgent community development need due to threat to community health and welfare (e.g. natural disaster emergencies).

Past CDBG public facility and public service projects in Carson City have met the LMI criteria. This means projects that get funded qualify by either:

1. Limited Clientele criteria: Serving persons where at least 51% of the clientele are LMI persons (senior citizens are also classified as LMI under this category); or
2. Area Benefit criteria: Meeting the needs within a service area where at least 51% of the residents in that area are LMI persons. (HUD provides data on the percentage of LMI persons within the Census Block Groups.)

It is very important that projects are able to document the number of LMI persons served for grant monitoring and audit purposes.

No matching funds are required for CDBG activities. However, CDBG funds are often leveraged with other funding for projects.

### **Eligible Activities**

Eligible activities for the use of CDBG funds and examples of such activities include:

- Construction of public facilities and improvements
  - Infrastructure improvements, senior centers, parks, homeless shelters
- Public Services
  - Education programs, services for senior citizens, drug abuse counseling and treatment, low-income rental assistance
  - Public Services funding is limited to a maximum of 15% of the total allocation
- Housing
  - Minor rehabilitation (Emergency Repair, Lead Paint Removal)
  - Rehabilitation of affordable owner and rental housing
  - Down-payment assistance
  - Acquisition, new construction of housing
- Economic Development

- Façade improvements
- Loans to businesses (usually to create jobs)
- Micro-enterprise assistance
- Planning and Administration
  - Personnel costs, preparation of required documents, planning studies
  - Funding for these costs is limited to a maximum of 20% of the total allocation

### **Funding Amounts**

CDBG funding amounts to Carson City in prior years was as follows:

- 2013: \$378,067
- 2012: \$354,820
- 2011: \$395,549
- 2010: \$474,456
- 2009: \$439,730
- 2008: \$436,345
- 2007: \$455,505
- 2006: \$457,592
- 2005: \$508,562
- 2004: \$536,000

### **Past Projects Funded**

#### 2013:

- Community Counseling Center, substance abuse treatment (\$56,710)
- FISH Facility Improvement Project (\$32,000)
- ADA Sidewalk Improvements-East 5<sup>th</sup> Street (\$224,000)

#### 2012:

- Community Counseling Center, substance abuse treatment (\$45,223)
- FISH Facility Improvement Project (\$37,975)
- City sidewalk ADA-compliance improvements, Long Street (\$203,658)
- Food For Thought (\$8,000)
- Carson City School District (\$25,000)

#### 2011:

- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,755)
- RSVP Home Companions Respite Care (\$13,788)
- Community Counseling Center, methamphetamine treatment (\$13,788)
- FISH Facility Improvement Project (\$76,500)
- City sidewalk ADA-compliance improvements, Long Street (\$180,610)

#### 2010:

- CASA Transition Items/Publicity Supplies (\$11,000)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$50,168)
- RSVP Home Companions Respite Care (\$10,000)
- City sidewalk ADA-compliance improvements, Long Street (\$121,378)
- Community Center ADA upgrades (\$127,000)
- Partnership Carson City Building Upgrade (\$26,322)
- FISH Facility Improvement Project (\$43,300)
- Community Greenhouse and Garden (\$29,288)

2009:

- CASA Facility Improvements (\$7600)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,704)
- City sidewalk ADA-compliance improvements, Empire Elementary (\$173,727)
- Community Counseling Center, methamphetamine treatment (\$34,255)
- Community Center ADA restrooms (\$104,498)

2008:

- Community Counseling Center, methamphetamine treatment (\$33,932)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,520)
- City sidewalk ADA-compliance improvements, Washington St/transit access (\$306,466)

2007:

- Community Counseling Center, methamphetamine treatment (\$58,343)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$9,982)
- City sidewalk ADA-compliance improvements, Empire Elementary School area (\$52,984)
- Boys and Girls Club play fields construction (\$253,500)

2006:

- Community Counseling Center, methamphetamine, additional counselor (\$38,437)
- Nevada Health Center bilingual Nevada Check-up and Medicaid eligibility worker (\$30,202)
- Carson City Fire Department fire engine purchase, serving LMI area (\$297,435)

2005:

- Boys and Girls Club, Kids on the Go program (\$35,000)
- Community Counseling Center, methamphetamine counselor (\$19,718)
- Carson City Health and Human Services, Disability Rental Assistance program (\$35,000)
- FISH down payment for purchase of property at its current location (\$330,565)

2004:

- RSVP Elder Care Law Program legal services (\$35,000)
- Boys and Girls Club, Kids on the Go program, free rides to programs (\$35,000)
- FISH dental services (\$10,000)
- City water line improvements (\$214,000)
- Energy efficiency upgrades to LMI households (\$10,000)
- Fritsch Elementary School playground improvements (\$45,000)

**Key CDBG Program Documents**

The following documents are required by HUD in the administration of the program:

- Annual Action Plan – The Annual Action Plan is adopted after the Board of Supervisors selects projects and funding. It is a one-year spending plan that describes the uses of CDBG resources, specific housing and community development activities, and beneficiaries to be assisted in the coming fiscal year.
- Consolidated Plan – The Consolidated Plan is a five-year comprehensive planning document that identifies the City's overall need for affordable and supportive housing, and community development, and it outlines a strategy to address those needs. The Carson City Consolidated Plan was last updated in 2009.

- Consolidated Annual Performance Evaluation Report (CAPER) – The CAPER is required each year by HUD to report on progress the City is making to meet the goals and objectives set forth in the Consolidated Plan.

### **2014 Grant Cycle Key Dates**

The CDBG grant cycle is on a fiscal year running from July 1<sup>st</sup> through June 30<sup>th</sup>. The following are some key dates for the 2014-15 grant period:

- January 17, 2014 – CDBG applications due to Planning Division.
- February 11 – Application Review Workgroup, comprised of Carson City community members, reviews applications and makes recommendations to the Board of Supervisors regarding the ranking and funding of applications.
- March 6 – The Board of Supervisors takes action to allocate funding to projects
- April 1-30 – Public comment period for Annual Action Plan and Consolidated Plan.
- May 1 – The Board of Supervisors takes action to approve the Annual Action Plan and Consolidated Plan.
- May 15 – The Annual Action Plan and Consolidated Plan is due to HUD.
- June/July – HUD informs Carson City of the award of funding for the recommended projects.
- Summer/fall – Prepare the Consolidated Annual Performance Evaluation Report (CAPER) for HUD.

## BOARD OF SUPERVISORS FUNDING RECOMMENDATIONS

<b>Public Services Project</b>	<b>Requested from CSSG</b>	<b>Requested from CDBG Public Services</b>	<b>ARW Rec CSSG</b>	<b>ARW Rec CDBG</b>	<b>FINAL BOS CSSG</b>	<b>FINAL BOS CDBG</b>
Ron Wood Center-Reach Up	\$35,000		\$30,000		\$ 30,100	
Ron Wood Center-Food Bank	\$12,500		\$12,500		\$ 10,000	
Food For Thought	\$10,000		\$8,000		\$ 8,000	
FISH	\$12,200		\$12,200		\$ 12,200	
Community Counseling Center	\$77,989	\$77,989	\$0	\$56,710	\$ -	\$ 56,710
CASA of Carson City	\$25,000		\$25,000		\$ 25,000	
Capital City Circles Initiative	\$10,000		\$10,000		\$ 7,500	
Advocates to End Domestic Violence	\$10,000		\$10,000		\$ 10,000	
Nevada Rural Counties-RSVP-Coordinator		\$13,417	\$13,417		\$ 13,417	
Nevada Rural Counties-RSVP-Program	\$35,000		\$22,604		\$ 22,604	
Carson City Senior Citizens Center	\$13,000	\$13,000	\$13,000		\$ 13,000	
United Latino Community	\$31,400		\$15,000		\$ 15,000	
Rural Center For Independent Living	\$6,000		\$1,000		\$3000 in bus	
Ormsby Association of Carson City	\$13,500		\$9,279		\$ 9,279	
ESL In Home Program of Northern Nevada	\$20,000		\$3,000		\$ 14,103	
Nevada Health Centers, Inc.	\$21,287		\$0		\$ -	
Volunteer Attorneys for Rural Nevadans	\$40,000		\$0		\$ -	

Total requested:	\$372,876	\$104,406	\$185,000	\$56,710	\$190,203	\$56,710
Total Available:	\$185,000	\$56,710	\$185,000	\$56,710	\$185,000	\$56,710
Difference:	-\$187,876	-\$47,696	\$0	\$0		

<b>Public Improvements/Econ. Development Project</b>	<b>Requested from CSSG</b>	<b>from CDBG Public Services</b>	<b>ARW Rec CDBG</b>	<b>FINAL CDBG</b>
Carson City Public Works	\$0	\$245,000	\$245,743	\$200,000
FISH	\$0	\$100,000	\$0	\$20,743
Ventana Sierra	\$0	\$50,000	\$0	\$25,000

Total requested:		\$395,000	\$0	\$245,743	\$245,743
Total Available*:		\$245,743	\$0	\$245,743	\$245,743
Difference:		-\$149,257	\$0	\$0	\$0



## 2014 FINAL RECOMMENDATIONS

Public Service Project	Requested from CSSG	Requested from CDBG	FINAL CSSG	FINAL CDBG
Ron Wood Family Resource Center-Reach Up	\$35,000		\$30,100	
Ron Wood Family Resource Center-Food Bank	\$12,500		\$10,000	
Food For Thought	\$10,000		\$8,000	
FISH	\$12,200		\$12,200	
Community Counseling Center	\$77,989	\$77,989	\$0	\$54,444
CASA of Carson City	\$25,000		\$25,000	
Capital City Circles Initiative	\$10,000		\$7,500	
Advocates to End Domestic Violence	\$10,000		\$10,000	
Nevada Rural Counties-RSVP-Coordinator		\$13,417	\$13,417	
Nevada Rural Counties-RSVP-Program	\$35,000		\$22,604	
Carson City Senior Citizens Center	\$13,000	\$13,000	\$13,000	
United Latino Community	\$31,400		\$15,000	
Rural Center for Independent Living-Do Drop In*	\$6,000		\$3000 in bus passes	
Ormsby Association of Carson City	\$13,500		\$9,279	
ESL In Home Program of Northern Nevada	\$20,000		\$14,103	
Nevada Health Centers, Inc.	\$21,287		\$0	
Volunteer Attorneys for Rural Nevadans	\$40,000		\$0	
<b>Total requested</b>	\$372,876	\$104,406	\$190,203	\$54,444
<b>Total available:</b>	\$185,000	\$54,444	\$185,000	\$54,444
<b>Difference</b>	-\$187,876	-\$49,962	-\$5,203	\$0

\* Recommended funding for bus passes

Public Improvement Project	Requested from CSSG	Requested from CDBG	Recommended from CSSG	Recommended from CDBG
Carson City Public Works		\$245,000		\$190,183
FISH		\$100,000		\$20,743
Ventana Sierra		\$50,000		\$25,000
<b>Total requested:</b>	\$0	\$395,000		\$235,926
<b>Total available:</b>	\$0	\$245,744		\$235,926
<b>Difference</b>	\$0	-\$149,256		\$0

**Table 2B**  
**Priority Community Development Needs**

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property	Medium					
Disposition	Low					
Clearance and Demolition	Low					
Clearance of Contaminated Sites	Low					
Code Enforcement	Low					
<b>Public Facility (General)</b>	<b>Measures by # of Projects/Facilities</b>					
Senior Centers	Medium					
Handicapped Centers	Medium					
Homeless Facilities	High	1		1		
Youth Centers	Medium					
Neighborhood Facilities	High	1		1		
Child Care Centers	Medium					
Health Facilities	Medium					
Mental Health Facilities	High					
Parks and/or Recreation Facilities	High	1		1		
Parking Facilities	Medium					
Tree Planting	Low					
Fire Stations/Equipment	Medium					
Abused/Neglected Children Facilities	High	1		1		
Asbestos Removal	Low					
Non-Residential Historic Preservation	Medium					
Other Public Facility Needs	Medium					
<b>Infrastructure (General)</b>	<b>Measured by # of Projects/Facilities</b>					
Water/Sewer Improvements	Medium					
Street Improvements	High					
Sidewalks	High	4		4		
Solid Waste Disposal Improvements	Medium					
Flood Drainage Improvements	Medium					
Other Infrastructure	Medium					
<b>Public Services (General)</b>	<b>Measured by # of Persons Served</b>					
Senior Services	Medium					
Handicapped Services	High			50		
Legal Services	Medium					
Youth Services	High			250		
Child Care Services	Medium					
Transportation Services	Medium					
Substance Abuse Services	High			300		

Employment/Training Services	Medium					
Health Services	Medium					
Lead Hazard Screening	Medium					
Crime Awareness	Medium					
Fair Housing Activities	High	1		50		
Tenant Landlord Counseling	Medium					
Other Services	Medium					
<b>Economic Development (General)</b>	<b>Measured by Business Assisted and Jobs Created</b>					
C/I Land Acquisition/Disposition	Medium					
C/I Infrastructure Development	Medium					
C/I Building Acq/Const/Rehab	Medium					
Other C/I	Medium					
ED Assistance to For-Profit	Low					
ED Technical Assistance	Medium					
Micro-enterprise Assistance	Low					
Other						
Transit Oriented Development	Medium					
Urban Agriculture	Medium					



**Carson City**

**Community Development Block Grant (CDBG)**

**Action Plan Draft**

**FY 2014-2015**

**Carson City, Nevada**

**EIN – 88-6000189**

**Tax Exempt – A-440312**



# SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted: 5/8/14	Applicant Identifier	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Jurisdiction: <b>Carson City Consolidated Municipality</b>		NV320036 CARSON CITY	
Street Address Line 1: 201 N. Carson Street		Organizational DUNS 073787152	
Street Address Line 2: Suite 2		Organizational Unit: City Government	
City: Carson City	Nevada	Department: City Manager	
89701	Country U.S.A.	Division: Planning Division	
<b>Employer Identification Number (EIN):</b>		County: Carson City County	
88-6000189		Program Year Start Date (MM/DD): (07/01/2014)	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: City		Specify Other Type	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles: CDBG Public Services and Public Facilities Improvement		Description of Areas Affected by CDBG Project(s): LMI areas within City	
\$CDBG Grant Amount: \$362,962	\$Additional HUD Grant(s) Leveraged	Describe: None	
\$Additional Federal Funds Leveraged None	\$Additional State Funds Leveraged	None	
\$Locally Leveraged Funds None	\$Grantee Funds Leveraged	None	
\$Anticipated Program Income None	Other (Describe)	None	
Total Funds Leveraged for CDBG-based Project(s) None			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles Not applicable		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged	\$Additional State Funds Leveraged		
\$Locally Leveraged Funds	\$Grantee Funds Leveraged		

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles Not applicable		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles Not applicable		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts: 2nd	Project Districts: 2nd		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
Person to be contacted regarding this application			
First Name: Janice	Middle Initial	Last Name: Brod	
Title: CDBG Coordinator	Phone: 775-283-7069	Fax: 775-887-2278	
eMail: jbrod@carson.org	Grantee website: www.carson.org	Other Contact: Lee Plemel 775-887-2180	
Signature of Authorized Representative  Robert L. Crowell, Mayor			Date Signed



# First Program Year Action Plan

The CPMP First 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.

## GENERAL

### Executive Summary

Carson City begins the first year of its Consolidated Plan on July 1, 2014, and will receive a new allocation of \$362,962 of Community Development Block Grant (CDBG) funds. Funded projects will help create a more **suitable living environment** by making needed services and public facilities more **accessible** and more **affordable** for low to moderate income residents. FY2014-15 funded projects are as follows:

Project	Amount	Objective	Outcome	Goal
Community Counseling Center	\$54,444	Suitable Living Environment	Availability	150+ people
Ventana Sierra-Youth Housing and Resource Initiative	\$25,000	Suitable Living Environment	Availability	15 people
FISH-Jeanell Drive Building Renovation	\$20,743	Suitable Living Environment	Availability	1 facility/ 19,000+
ADA Sidewalk Improvements	\$190,183	Suitable Living Environment	Accessibility	1 facility/1800 people
Weatherization (2013 funds)	\$10,000	Suitable Living Environment	Availability	5 households
Planning & Administration	\$72,592	Not Applicable	Not Applicable	Not Applicable

### 2014-2015 Proposed Projects

- **Community Counseling Center/Evidence Based Best Practices for Substance Abuse Treatment for Youth and Adults: \$54,444**

The Community Counseling Center will continue to expand evidence-based best practice services for substance abuse treatment for youth and adults to meet the particularly urgent community development need to provide substance abuse counseling and youth services as listed in the 2014-2018 Consolidated Plan. This project will fund a full-time counselor position to provide more extensive case management.

- **Ventana Sierra: \$25,000**

This project will fund the purchase and rehabilitation of a home for economically disadvantaged young women to live in during their 2 ½ year educational and vocational training commitment. The home will be renovated by the 11 young people currently enrolled in the program.

- **FISH/Jeanell Drive Building Renovation: \$20,743**

Friends in Service Helping (FISH) is a neighborhood facility that provides food, shelter, medical, and referral services to homeless and low-income people and is funded in part by their thrift store. Funds would be used to renovate a donated building on Jeanell Drive to be used as an intake and repair center for thrift store donations and also provide space for use by other service organizations.

- **Carson City Public Works/ADA Sidewalk Improvements-Northeast Carson City: \$190,183**

This project will replace damaged sections of sidewalks that present safety issues and will remove barriers to connectivity in two Northeast Carson City neighborhoods. ADA accessible curb ramps will also be installed at intersections that are not in compliance with Federal regulations, in an effort to improve pedestrian safety and ADA-compliant accessibility.

- **Weatherization Program: \$10,000 (2013 funds)**

This program is a continuation of the 2013 program and will assist at least 5 homeowners in Carson City with an income of at least 50% of median. The Nevada Rural Housing Authority (NRHA) will perform the weatherization services, which qualifies as a rehabilitation activity, on qualifying homes in Carson City.

- **Program Administration: \$72,592**

These funds will be used by the City to ensure that all other funded projects are properly managed and fully comply with all federal laws and regulations governing the use of CDBG funds. Funds will also go toward the development of plans, reports, and citizen outreach.

## Past Performance

Carson City has accomplished much since it began receiving CDBG funding as an entitlement community. The overall accomplishments of the program have been impressive. Of the 41 projects funded to date, the City has completed 39 while 6 remain underway. One project, Deer Run Sidewalk Improvements, was cancelled due to lack of availability of other funding sources.

Public Facilities				
Activity Name	Year	Award	Accomplishments	Status
ADA Improvements: Saliman Road	2004	\$79,800	7 Curb Cuts	Complete
Highway 50 East Waterline Project	2004	\$214,000	1 Facility	Complete
Fritsch Elementary Track & Par Course	2004	\$45,000	1 Facility	Complete
Sidewalk Improvements: Deer Run Road	2004	\$39,000	None	Cancelled
Acquisition: Fish Long Street Facility	2005	\$330,565	1 Facility	Complete



Acquisition: Structure Fire Engine	2006	\$297,435	1 Facility	Complete
Boys and Girls Club Playing Field	2007	\$253,500	1 Facility	Complete
ADA Sidewalks – Empire School Area	2007	\$52,984	12 Curb Cuts	Complete
ADA Sidewalks – Downtown Area	2008	\$306,466*	54 Curb Cuts	Complete
ADA Sidewalks – Empire School Area (CDBG-R)	2008	\$100,739	22 ramps, 4750 ft. of new sidewalk, 1062 ft. of new curb	Complete
ADA Sidewalks – Empire School Area	2009	\$173,727	6 ramps, 15 driveways, 2185 ft. of new sidewalk	Complete
CASA Facility Improvements	2009	\$7600*	1 Facility	Complete
Community Center ADA Restrooms	2009	\$114,498*	1 Facility	Complete
Community Center ADA Upgrades	2010	\$127,000	1 Facility	Complete
ADA Sidewalks – Long Street	2010	\$121,378	6052 sq ft. of driveway, 3458 sq ft. of ramps, 215 ft of retaining wall	Complete
ADA Sidewalks – Residential areas	2011	\$180,610	1060 sq. ft of sidewalk, 6 curb ramps, 240 linear ft of curb & gutter	Complete
ADA Sidewalks – Long Street	2012	203,658	1 Facility	Underway
FISH Facility Improvement Project	2010	\$43,856	1 Facility	Complete
FISH Facility Improvement Project	2011	\$76,500	1 Facility	Complete
FISH Facility Improvement Project	2012	37,975*	1 Facility	Complete
Partnership Carson City Building Upgrade	2010	\$26,322	1 Facility	Complete
CCSD Homeless Services Building Upgrade	2012	\$25,000*	1 Facility	Complete
FISH Facility Improvement Project	2013	\$32,000	1 Facility	Underway
ADA Sidewalks-Long St. & Transit Areas	2013	\$224,000	1 Facility	Underway

Public Services				
Activity Name	Year	Award	Accomplishments	Status
RSVP Elder Law Program	2004	\$35,000	657 Persons	Complete
Boys & Girls Club Kids On The Go	2004	\$31,590	1,553 Persons	Complete
Boys & Girls Club Kids On The Go	2005	\$14,976	778 Persons	Complete
Medical / Dental Services For Homeless	2004	\$10,000	44 Persons	Complete

Housing Energy Efficiency Program	2004	\$10,000	21 Households	Complete
Rental Assistance For Disabled	2005	\$35,000	6 Households	Complete
Methamphetamine Counselor	2005	\$19,718	186 Persons	Complete
Methamphetamine Counselor	2006	\$38,437	200 Persons	Complete
Methamphetamine Counselor	2007	\$56,569	98 Persons	Complete
Methamphetamine Counselor	2008	\$33,932	160 Persons	Complete
Methamphetamine Counselor	2009	\$34,255	61 Persons	Complete
Methamphetamine Counselor	2011	\$13,788	63 Persons	Complete
Methamphetamine Counselor	2012	45,223*	83 Persons	Complete
Methamphetamine Counselor	2013	\$56,710	60 Persons	Underway
Access To Health Care For The Uninsured	2006	\$30,202	1,167 Persons	Complete
Project Reach Up Youth Counseling	2007	\$9,982	100 Persons	Complete
Project Reach Up Youth Counseling	2008	\$31,520	251 Persons	Complete
Project Reach Up Youth Counseling	2009	\$31,704	250 Persons	Complete
Project Reach Up Youth Counseling	2010	\$50,202	250 Persons	Complete
Project Reach Up Youth Counseling	2011	\$31,755	250 Persons	Complete
Family Enrichment Program (CDBG-R)	2008	\$17,777	5 persons	Complete
RSVP Home Companions Respite Care	2010	\$10,000	15 persons	Complete
RSVP Home Companions Respite Care	2011	\$13,788	15 persons	Complete
CASA Transition Items/Publicity Supplies	2010	\$11,000	25 children	Complete
Food For Thought	2012	\$8,000*	400-500 children	Complete

\* Budgeted Amounts listed for Underway activities

## General Narrative 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.

### **General Narrative Questions response:**

In program year 2014, the City will administer four projects. One has a geographic target area. Approximately 52% of the City's total allocation will be dedicated to target LMI areas. Three projects will serve a specific type of client, including at-risk youth and adults and the homeless. One project will perform rehabilitation activities on qualifying houses.

The Community Counseling Center will continue to expand evidence-based best practice services for substance abuse treatment for youth and adults. This program will help meet the high priority need for substance abuse counseling and youth services as identified in the Consolidated Plan.

Friends in Service Helping (FISH) is located at 138 East Long Street. This project will renovate a donated building on Jeanell Drive to be used as an intake and repair center for thrift store donations, and also provide space for use by other service organizations in order to help meet the high priority need for neighborhood facilities as identified in the Consolidated Plan.

The Sidewalk/ADA Improvements will take place in two Northeast Carson City neighborhoods. This target area was identified in the Consolidated Plan as a low-income area where infrastructure improvements can improve pedestrian safety and accessibility and create a more suitable living environment.

The Weatherization program will perform weatherization services for at least 5 homeowners with an income of at least 50% of median. This program qualifies as Homeowner Rehabilitation and will create a more suitable living environment.

In its Consolidated Plan, the City identified limited funding and staff capacity as its two main obstacles to meeting underserved needs. To overcome the lack of funding, the City will apply for grants and other funding opportunities as they become available throughout the year. To address the issue of limited capacity, the City will support the development and increases in capacity of its partner organizations, including technical assistance and the provisions of certificates of consistency.

### **Potential Funding Sources (estimated)**

<b>Funding Source</b>	<b>Type of Funds</b>	<b>Administrator</b>	<b>Available</b>
CDBG 2014 Allocation	Federal	Carson City	\$362,962
CDBG Other (Program Income, Section 108)	Federal	Carson City	\$0
State of Nevada CDBG	Federal	State of Nevada	\$2,385,994
State of Nevada HOME	Federal	State Housing Div	\$3,017,887
State of Nevada ESG	Federal	State Housing Div	\$367,078
State of Nevada HOPWA	Federal	State Health Dept.	\$249,843
Low Income Housing Tax Credit	Federal	State Housing Div	\$595,726
Low Income Housing Trust Fund	Federal	State Housing Div	\$4,000,000

Section 8 Vouchers	Federal	NRHA	\$3,500,000
Community Services Block Grant	Federal	City (Health)	\$185,000
Welfare Set-Aside Program	State	State Housing Div	\$600,000
Shelter Plus Care Program (from RNCoC)	Federal	City (Health)	\$20,000/yr

## 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.

## Managing the Process response:

The Planning Department is the lead agency for the City and is responsible for administering the Consolidated Plan and its funded projects. Janice Brod is the primary contact for questions related to the Consolidated Plan and the CDBG Program and may be reached at (775) 283-7069 ([jbrod@carson.org](mailto:jbrod@carson.org)). Lee Plemel is the CDBG Administrator for the City and may be reached at (775) 283-7075 ([lplemel@carson.org](mailto:lplemel@carson.org)).

When developing this plan, the City took several actions to include input from the community as a whole and from key stakeholders:

- The City mailed a Request for Proposals (RFP) to non-profit agencies in the community in early November 2013. Proposals were due by January 17, 2014.
- The City posted 6 notices in the Nevada Appeal from November 24, 2013 to December 4, 2013 advertising the availability of funds and the opportunity to participate in the development of the plan.
- The City held two public workshops on December 10 and 17 to explain the availability of funds and to review the funding application for interested participants.
- An Application Evaluation Workgroup, including seven community members, held a kick-off meeting on January 28, 2014 and a public meeting on February 11, 2014 to review projects with applicants before making final funding recommendations to the Board of Supervisors. The Workgroup used a detailed criteria to score and rank the proposals for completeness, community need and compliance with HUD requirements.
- The City made the draft Action Plan available for public comment for 30 days, beginning April 1 and ending April 30, 2014. Copies were made available at the City Library, Planning Department, City Hall, and the United Latino Community Office (for Spanish translation). The availability of the plan was announced in the Nevada Appeal newspaper on February 23, 2014.
- The City held a public hearing on March 6, 2014 where the Board of Supervisors made a preliminary decision regarding the funding allocation and opened a 30-day comment period. On May 1 the Board of Supervisors reviewed any comments and made a final decision on funding allocations.

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To enhance coordination and communication with service providers and other public agencies, City staff will continue to hold periodic meetings, workgroups, and consultations with partners and community stakeholders including but not limited to:

- Local social service providers
- Nevada Rural Housing Authority (NRHA)
- Local affordable housing developers
- City Health and Human Services Department
- CDBG applicants

## **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.

### **Citizen Participation response:**

The citizen participation process is described above under "Managing the Process". In order to outreach to minorities and non-English speaking persons, notice of the availability of CDBG funding was published in Spanish in La Voz Hispana and at the United Latino Community Office. The draft Annual Action Plan was also made available at the United Latino Community Office. Carson City has an agreement with the United Latino Community Office to provide translation services on an as-needed basis for the CDBG program and other City services. No citizen comments were received.

## **Institutional Structure**

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

### **Institutional Structure response:**

For 2014, the City has identified three areas to improve its institutional structure. First, the City will work with the Nevada Rural Housing Authority and other partners to increase the capacity of non-profit housing developers. Second, the City will work with the Continuum of Care to strengthen coordination in the delivery of homeless services. And lastly, the City's Health Department will coordinate with other agencies in the state to address the threat of lead-based paint. The City hopes to build its capacity to identify lead-based paint hazards in the community.

## **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.

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### **Monitoring response:**

Carson City compiles and maintains files of all funded projects and activities undertaken for each project year. The records provide a full description of each activity assisted (or being assisted) with CDBG funds, including its location (if the activity has a geographical locus), the amount of CDBG funds budgeted, obligated and expended for the activity, and the provision under which it is eligible.

The City's CDBG subrecipient contract explicitly details the federal and local requirements for the project, including quarterly reports and final project benefits reports. The reports will be reviewed by staff to ensure that activities are being undertaken and funds are being expended according to CDBG guidelines. Each grantee will be monitored on-site at least once during the life cycle of the grant. The City will review compliance for each project with all CDBG and other applicable federal regulations. The City will place an emphasis on national objective compliance, compliance with OMB circulars, and performance measurement. The City will follow a written monitoring plan and utilize the appropriate monitoring checklists from the Grantee Monitoring Handbook of HUD's Office of Community Planning and Development. Technical assistance will be provided on a continual basis.

### **Lead-based Paint**

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.

### **Lead-based Paint response:**

The National Health and Nutrition Examination Survey (NHANES) found that children in low-income households were eight times as likely to be lead poisoned. The City's Health Department will serve as the lead agency for addressing the issues of lead poisoning and lead-based paint. The Health Department is coordinating with other service providers in the state to eliminate childhood lead poisoning. Currently, the City has a passive lead poisoning surveillance and testing system in place and currently lacks the capacity to administer an aggressive testing program. If other funds become available to increase capacity, the City will purchase testing equipment and implement a plan to screen at-risk children within the City. Where elevated levels of lead are detected, the City will address the lead exposure through rehabilitation. The City will ensure that all contractors and workers involved with any CDBG-funded housing rehabilitation are properly trained and certified in lead-safe work practices.

In 2013, the City contributed \$20,000 of CDBG Administrative and Planning funds towards a Regional Housing Demand Analysis being undertaken by NRHA. This Analysis will provide critical data for planning of affordable housing programs and justify funding requests.

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## **HOUSING**

### **Housing Objectives**

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

- 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.

### **Housing Objectives response:**

The City will work with local partner agencies and organizations, such as the State Housing Division and the NRHA, in an effort to increase and improve the affordable housing stock with other funding sources available. Currently the City is collaborating with the NRHA on the HUD Dollar Homes program and is contributing \$10,000 of administrative funds towards a weatherization program. The weatherization program will assist at least 5 homeowners in Carson City with an income of at least 50% of median. The Nevada Rural Housing Authority (NRHA) will perform the weatherization services, which qualifies as a rehabilitation activity, on qualifying homes in Carson City.

In 2013, the City contributed \$20,000 of CDBG Administrative and Planning funds towards a Regional Housing Demand Analysis being undertaken by NRHA. This Analysis will provide critical data for planning of affordable housing programs and justify funding requests. The City expects to fund more housing projects in future years once they have an opportunity to build their capacity or find a capable partner to administer the programs.

The table below details the City's five year affordable housing goals and objectives and other affordable housing programs available to City residents.

<b>HOUSING NEEDS TABLE</b>				
<b>5 Year Strategic Plan Specific Housing Objectives – CDBG FUNDED</b>				
<b>Objective</b>	<b>5 Year Goal</b>	<b>To Date</b>	<b>2014 Goal</b>	<b>Source</b>
Provide weatherization services and preventative minor repair for low income homeowners.	10 Units	0	2	CDBG
Housing assistance for at-risk youth	20-40 Units	0	0	CDBG

<b>5 Year Strategic Plan Specific Housing Objectives – NON CDBG FUNDED</b>				
<b>Objective</b>	<b>5 Year Goal</b>	<b>To Date</b>	<b>2014 Goal</b>	<b>Source</b>
Increase transitional and permanent supportive housing for families and those in imminent danger of homelessness.	20 Households	0	4	HOME
Downpayment Assistance for low income families	100	120	150	WNHC NRHA
Section 8 Rental Assistance	700	622	600	NRHA
Home weatherization for low income families	145	264	35	NRHA
Tax credit for low income families	40	11	5	NRHA

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## 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.

### Public Housing Strategy response:

The Nevada Rural Housing Authority (NRHA) is the public housing authority for Carson City and all areas in Nevada except for Clark County and Washoe County. While NRHA does not manage any properties in Carson City, approximately 594 Section 8 vouchers are used for elderly and low-income families in Carson City. According to NRHA there are approximately 700 Carson City households on the Sec 8 Housing Choice Voucher Waiting List. NRHA has not been identified as a troubled agency by HUD. In 2013-2014, the City will work with NRHA to facilitate the development of affordable housing on a property owned by the WNHC known as "Brown Street".

In 2013, the City contributed \$20,000 of CDBG Administrative and Planning funds towards a Regional Housing Demand Analysis being undertaken by NRHA. This Analysis will provide critical data for planning of affordable housing programs and to justify funding requests.

## Barriers to Affordable Housing

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

### Barriers to Affordable Housing response:

The City did not identify any current public policies related to the development of affordable housing. In Carson City, current public policies do not create a significant regulatory barrier to the development of such housing. The Planning Department completed a HUD survey regarding regulatory barriers to affordable housing. The survey identified the following areas where improvements could be made to lower the cost of affordable housing:

- The City does not provide waivers for impact and other significant fees related to affordable housing development.
- The City has not modified infrastructure standards or authorized the use of new infrastructure technologies (i.e. water, sewer) to significantly reduce the cost of housing. However, the City Engineer may allow reduced street widths on a case-by-case basis, which can reduce the cost of development.
- The City does not give "as-of-right" density bonuses sufficient to offset the cost of building below market units as an incentive for any market rate residential development that includes units as an incentive.
- The City does not provide for expedited permitting and approvals for affordable housing projects.
- The City does not have an explicit policy that adjusts or waives existing parking requirements for affordable housing developments. However, the City code does provide for reduced parking requirements for senior housing projects.
- The City allows accessory apartments in residential districts zoned for single-family housing, but does not allow rentals.



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Several policy recommendations from the Land Use Master Plan are under review by the Board of Supervisors, and their implementation will enable Carson City to maximize its livable space by creating several zoning districts that are appropriate for the construction of higher density multi-family housing, much of it affordable. They include:

1. Identify public lands, including City-owned properties that would be appropriate for affordable housing development.
2. Identify privately held lands for the development of affordable and workforce housing projects.
3. Promote the development of attached housing such as condominiums, town homes, and multi-story residential housing.
4. Develop specific regulatory incentives to encourage/require the development of workforce housing. Consideration should be given to creating inclusionary housing ordinances.
5. Include appropriate standards in the Carson City Municipal Code for permitting and construction of attached or detached accessory dwelling units that allow rental of the units.
6. Implement regulatory actions that reduce housing-related costs.
7. Encourage the development of new energy efficient housing and energy retrofitting for existing housing stock to lower average monthly housing costs.
8. Enforce appropriate standards for safe and decent affordable housing in Carson City.
9. Prohibit the use or limit the length of stay in recreational vehicle parks and motels.
10. Establish permit requirements for short-term residential housing at recreational vehicle parks and local motels.
11. Encourage and support efforts to create more affordable housing on a regional basis.

The City will work with NRHA to facilitate the development of affordable housing on a property owned by the WNHC known as "Brown Street". Carson City will also donate a single-family residential lot to a Community Housing Development Organization (CHDO) for the development of an affordable home. It's required that the home be made available to low- to moderate-income families per HUD income limits.

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

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### **HOME/ADDI response:**

Not Applicable. Carson City does not directly receive HOME / ADDI Funds from HUD.

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## **HOMELESS**

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### **Homeless Objectives**

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

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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.

## **Homeless Objectives Response:**

### **Sources of Funds**

Funding sources for various homeless activities include:

- Emergency Shelter Grant (State of Nevada)
- Community Services Block Grant (CSBG)
- Continuum of Care (SHP and SRO)
- Shelter Plus Care (SPC)
- Projects for Assistance in Transition from Homelessness (PATH)
- Welfare Set-Aside (State of Nevada)

Carson City was awarded a Shelter Plus Care (SPC) grant in 2005 for \$101,580 and one in 2006 for \$197,000. Both grants are intended to help approximately eight individuals each year.

Carson City Health and Human Services will receive approximately \$10,500 from the State of Nevada through the Welfare Set-Aside program to assist with emergency assistance to households and persons who are in imminent danger of losing housing. They will also receive \$121,645 from the Community Services Block Grant (CSBG) for their homeless assistance program.

### **Strategic Plan Objectives**

The City has set four homeless objectives as part of its Strategic Plan. The first goal is to partner with local service providers and the Rural Nevada Continuum of Care (RNCOC) to address homeless prevention and provide counseling services and financial assistance to households facing homelessness. The second goal is to provide emergency shelter and transitional housing by continuing to partner with F.I.S.H. and Advocates to End Domestic Violence. The third goal is to develop transitional and permanent supportive housing through the redevelopment of a suitable property. The fourth goal is to provide supportive services in the form of employment counseling and job training in order to prevent homelessness.

Carson City is an active member in the RNCOC through its Health and Human Services office. The RNCOC is a fifteen-county organization that broadly defines the needs of the homeless throughout much of Nevada.

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## **Chronic Homelessness**

Carson City adopted a 10-year plan to prevent and end poverty and homelessness in June 2006 and is actively involved in a partnership with the RNCOC, Churchill, Douglas, and Lyon counties to implement the strategies of the plan. The City is also the recipient of two Shelter Plus Care grants that provide up to 8 permanent supportive housing units to chronically homeless individuals and families. In addition, the State Rural Services Division receives Shelter Plus Care funding from HUD to provide mentally ill clients permanent housing and supportive care, including participants who live in Carson City.

In 2012 the RNCOC began the development of a 3-5 year Strategic Plan for ending homelessness, including the chronically homeless. The plan will leverage and align existing plans, goals, and objectives throughout the 15 county areas. Participants in the development of the plan includes county and city representatives, schools, the Veterans Administration, the NRHA, and homeless service providers.

The RNCOC will continue to encourage the creation of additional permanent supportive housing units in rural areas. The City will explore the potential redevelopment of a property into transitional housing for very low income individuals. The City will work with the RNCOC to ensure the units are available to persons transitioning into permanent housing and residents have access to necessary supportive services.

## **Homeless Prevention**

The best method for addressing homelessness is to prevent the household from losing their housing in the first place. The risk of homelessness is prevalent despite today's improving economic conditions and housing market. Households that lost jobs in the sagging construction, landscaping and real estate industries and who have not been able to secure full-time employment are among those facing homelessness. The City will utilize Emergency Solutions Grant funding it receives from the State to provide counseling services and financial assistance to these households. The City will also work with the RNCOC to monitor the success of the discharge policies in place (discussed below).

Carson City Health and Human Services was granted \$18,000 from the Nevada Low-Income Housing Trust Fund to provide emergency assistance to households and persons who are in imminent danger of losing housing. Also awarded to Health and Human Services in 2009 was \$17,777 of CDBG-R funds for the Family Enrichment Program, which provides support services and financial assistance to prevent families from becoming homeless. The agency also provides rental assistance to those individuals who are pending approval for disability benefits through the Disability Rental Assistance Program. This program was originally funded with CDBG funds and is now using revolving funds from Social Security.

The Circles of Support program continues to receive funding from Carson City to support activities aimed at reducing and preventing poverty and homelessness in Carson City.

## **Discharge Policies**

The RNCOC has four discharge policies in place to ensure that persons leaving institutional care do not become homeless, including Foster Care, Mental Health, Corrections and Health Care.

The Foster Care protocol is in place and has been implemented statewide. The policy is to identify youth who are aging out of the foster care system prior to discharge. Those youth are eligible for a stipend of \$250 through the Nevada Partnership for Homeless Youth if they completed an intake form prior to their 18<sup>th</sup> birthday, enroll in the Independent Living Program, and complete an exit survey within 6 months. Another program called Step Up provides stipends for former foster care youth ages 18 to 21 years for signing up for the program and for either receiving a high school diploma or a GED. These funds are meant to help with rent, utilities, and

supportive mentoring. Additional funds might be available for emergency requests until the youth turns 21 years.

The Mental Health discharge protocol is based on a Memorandum of Understanding between Mental Health and Disability Services (Rural Clinics/AdultMH Services) and Division of Child and Family Services to ensure effective transition of those leaving mental health treatment, in particular children and families served by DCFS. The protocol has been agreed upon and is being actively carried out by the RNCOC and the publicly funded agencies and systems of care. Corresponding policies and procedures are in place to ensure that persons leaving publicly funded institutions do not end up homeless when discharged from facilities.

The Corrections discharge protocol is followed by the Department of Corrections (DOC) and provides referrals and information regarding permanent housing. The DOC provides services and programs that will prepare the offender at specific stages of his/her sentence for re-entry and release into society. In addition, the DOC has a MOU with the Division of Mental Health and Disability Services (rural clinics) to provide services for inmates with mental health disorders to avoid discharging the individual without care.

Health care discharge protocol is done at the county level. Carson City has not finalized a discharge protocol as of yet, but may choose to follow the model used by Churchill County and Lyon County. These counties developed a broad approach that incorporates health care, law enforcement, treatment, social services and juvenile probation.

The table below details the City's five year homeless needs objectives.

HOMELESS NEEDS TABLE								
#	Specific Objectives	Source of Funds	Performance Indicators	5 Year Goal	Annual Goal	Annual Actual	Actual All Years	Outcome/Objective
1	Partner with local homeless service providers to provide counseling and financial assistance to homeless families and individuals.	CDBG, Non-CDBG	Households	500	0	0	0	DH-1
2	Develop properties for use as transitional and permanent supportive housing for homeless and at-risk individuals.	Non-CDBG	Housing Units	20-40	0	0	0	DH-1
3	Provide emergency assistance for very low-income households	Non-CDBG	Households	40-80	0	0	0	DH-1

Outcome/Objective Codes	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

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## Emergency Shelter Grants (ESG)

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### ESG response:

Not Applicable. Carson City does not directly receive Emergency Shelter Grant (ESG) funds from HUD. However, ESG funds are available to Carson City through the Nevada State Housing Division. Please refer to the section above for information on homeless services.

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## COMMUNITY DEVELOPMENT

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### Community Development Objectives

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.

### Community Development Objectives response:

Carson City will focus its CDBG funds on meeting the community's non-housing community development needs to provide a suitable living environment. In the 2013-2014 program year, the City will fund the following projects.

- **Community Counseling Center/Evidence Based Best Practices for Substance Abuse Treatment for Youth and Adults: \$54,444**

The Community Counseling Center will continue to expand evidence-based best practice services for substance abuse treatment for youth and adults to meet the particularly urgent community development need to provide substance abuse counseling and youth services as listed in the 2014-2018 Consolidated Plan. This project will fund a full-time counselor position to provide more extensive case management.

- **Ventana Sierra: \$25,000**

This project will fund the purchase and rehabilitation of a home for economically disadvantaged young women to live in during their 2 ½ year educational and vocational training commitment. The home will be renovated by the 11 young people currently enrolled in the program.

- **FISH/Jeanell Drive Building Renovation: \$20,743**

Friends in Service Helping (FISH) is a neighborhood facility that provides food, shelter, medical, and referral services to homeless and low-income people and is funded in part by their thrift store. Funds would be used to renovate a donated building on Jeanell Drive to be used as an intake and repair center for thrift store donations and also provide space for use by other service organizations.

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- **Carson City Public Works/ADA Sidewalk Improvements-Northeast Carson City: \$190,183**

This project will replace damaged sections of sidewalks that present safety issues and will remove barriers to connectivity in two Northeast Carson City neighborhoods. ADA accessible curb ramps will also be installed at intersections that are not in compliance with Federal regulations, in an effort to improve pedestrian safety and ADA-compliant accessibility.

- **Weatherization Program: \$10,000 (2013 funds)**

This program is a continuation of the 2013 program and will assist at least 5 homeowners in Carson City with an income of at least 50% of median. The Nevada Rural Housing Authority (NRHA) will perform the weatherization services, which qualifies as a rehabilitation activity, on qualifying homes in Carson City.

- **Program Administration: \$72,592**

These funds will be used by the City to ensure that all other funded projects are properly managed and fully comply with all federal laws and regulations governing the use of CDBG funds. Funds will also go toward the development of plans, reports, and citizen outreach.

## **Anti-poverty Strategy**

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

### **Anti-poverty Strategy response:**

As part of the Consolidated Plan, the City is required to devise a strategy to reduce the number of poverty-level families within its jurisdiction. According to the 2009 American Community Survey conducted by the U.S. Census, an estimated 12.4 percent of Nevada residents were below the Federal poverty level.

The largest assistance programs available to households in poverty are coordinated by the State and include Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (Food Stamps), Employment and Supportive Services (E&SS), Child Care Development Fund (CCDF), Medicaid, and Energy Assistance Program (EAP).

The City will coordinate with these state programs to ensure that the programs administered by the City are complementary to the existing state programs and do not overlap. The City created the Family Enrichment Program, which assists low-income individuals and families achieve self-sufficiency through graduated rental assistance. The City will also coordinate with the United Way and other service providers to ensure that working poor families take advantage of programs like the Earned Income Tax Credit to help build self-sufficiency.

The City will increase coordination among housing and human services providers to enable them to serve poverty level households more effectively with case management/housing counseling services. Carson City contributed \$7,500 to the Circles of Support Program which helps the homeless transition out of poverty.

The Nevada Department of Transportation has previously provided bus services throughout the area within the WNHC to assist poverty-level persons and households access employment opportunities, services and training. Additional funds have been provided to transit services in Churchill, Douglas County and Carson City for welfare-to-work programs.

The table below details the City's five year community development objectives:

COMMUNITY DEVELOPMENT TABLE								
#	Specific Objectives	Source of Funds	Performance Indicators	5 Year Goal	Annual Goal	Annual Actual	Actual All Years	Outcome/Objective
1	Provide ADA-compliant sidewalks in low-income areas to create a safer, more suitable living environment.	CDBG, Non-CDBG	Facilities	4	1	1	4	SL-1
2	Develop a universally accessible park facility in a low-income area.	CDBG, Non-CDBG	Facilities	1	0	0	1	SL-1
3	Improve a neighborhood facility in a low-income area.	CDBG	Facilities	1	0	0	1	SL-1
4	Provide counseling, case management and other needed services for at-risk youth.	CDBG	Persons	600	150	0	600	SL-1
5	Increase the enrollment of underinsured persons in available health programs.	CDBG, Non-CDBG	Persons	1,000	0	0	1,000	SL-1

Outcome/Objective Codes	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

## SPECIAL NEEDS

### Special Needs (91.220 (c) and (e))

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.

---

## Special Needs Objectives response:

Special Needs include the housing and supportive service needs of persons who are not homeless but who may require supportive housing. These populations include elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addiction, and persons with HIV/AIDS and their families.

The City has two special needs objectives. The first goal is the development of a vacant city property into a supportive rental housing development for elderly households. The City will partner with NRHA to locate additional funding sources once they have an opportunity to build their capacity.

The second goal is to provide short-term rental assistance to disabled persons who have filed but have not yet received disability benefits. Although the City no longer has CDBG funds available for the Disability Rental Assistance Program, they will continue the program and seek other funding sources to keep these households in their homes and prevent homelessness.

In addition, HOME funds will help meet supportive housing needs by increasing the availability of rental housing for elderly and frail elderly through the rehabilitation of existing housing, rental vouchers, and homeowner rehabilitation programs. An example of recent funding is the construction of 11 HOME units in Phase II of the Autumn Village Senior Housing development. Autumn Village Phase II is rental housing available to senior households with incomes ranging from 30% to 55% of area median income.

The NRHA also administers the Section 8 certificate and voucher program, and a significant number of the approximately 600 vouchers will continue to be used in Carson City for the elderly.

The table below details the City's five year special needs objectives:

SPECIAL NEEDS TABLE								
#	Specific Objectives	Source of Funds	Performance Indicators	5 Year Goal	Annual Goal	Annual Actual	Actual All Years	Outcome/ Objective
1	Partner with Nevada Rural Housing Authority to develop 10-unit apartment complex that provides affordable rental units for seniors.	CDBG, Sec. 202	Housing Units	10	0	0	48	DH-2
2	Provide short-term rental assistance to disabled households to prevent homelessness. Continuation of existing program.	CDBG	Households	15	10	5	10	DH-2
3	Provide case management and counseling services to persons suffering from substance abuse, especially methamphetamines.	CDBG	Persons	500	100	65	172	SL-1



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## **Housing Opportunities for People with AIDS (HOPWA)**

Not Applicable. Carson City does not directly receive HOPWA funds from HUD. The Nevada Health Division acts as a fiscal agent and provides funding to qualified community-based organizations to administer assistance to recipients. Types of assistance to be provided:

- Emergency Housing
- Utility Payment Assistance;
- Transitional Housing;

For more information, please contact the Health Division:

Steve Dion  
4150 Technology Way, Suite 106  
Carson City, NV 89706  
Phone: 775-684-4025

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## **Other Narrative**

Not Applicable

**Table 3B**  
**ANNUAL AFFORDABLE HOUSING COMPLETION GOALS**

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>						
Homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Beneficiaries*</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RENTAL GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	30-40		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>	30-40		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	30-40		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Combined Total Sec. 215 Goals*</b>	32-42		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>						
Annual Rental Housing Goal	30-40		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	2		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>	32-42		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

\* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

**Table 3C**  
**2014 Annual Action Plan Listing of Projects**

**Jurisdiction's Name** Carson City, Nevada

**Priority Need**

SPECIAL NEEDS / PUBLIC SERVICES

**Project Title**

Evidence Based Best Practices for Substance Abuse Treatment for Youth and Adults

**Description**

Through consultation with local service providers, the City has identified an on-going need to provide supportive services for persons struggling with drug abuse. In recent years, the Community Counseling Center has reported significant drops in the use of methamphetamine as a primary drug and credits the CDBG-funded program as a key component in realizing that goal. CDBG funds will be used by the Community Counseling Center to provide case management to these clients through a unique recovery process, thereby reducing recidivism in the methamphetamine-addicted population.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**

N/A

Objective Number SN -1	Project ID 1
HUD Matrix Code 05F – Substance Abuse Services	CDBG Citation 570.201 (e)
Type of Recipient 501c3 Subrecipient	CDBG National Objective Limited Clientele (LMC)
Start Date (mm/dd/yyyy) July 01, 2014	Completion Date (mm/dd/yyyy) June 30, 2015
Performance Indicator PEOPLE	Annual Units 60
Local ID 2014 - 01	Units Upon Completion 60

<b>Funding Sources:</b>	
CDBG	\$54,444
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$54,444

The primary purpose of the project is to help:

☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**2014 Annual Action Plan Listing of Projects**

**Jurisdiction's Name** Carson City, Nevada

**Priority Need**  
INFRASTRUCTURE

**Project Title**  
ADA Sidewalk Improvements-Northeast Carson City

**Description**

This project will replace damaged sections of sidewalks that present safety issues and will remove barriers to connectivity in two Northeast Carson City neighborhoods. ADA accessible curb ramps will also be installed at intersections that are not in compliance with Federal regulations, in an effort to improve pedestrian safety and ADA-compliant accessibility.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**

The target area is north of HWY 50 and bounded by Roop St. on the East, Carson St. on the West, and College St. on the North (Census Tract 5, Block Groups 2, 5, and 6).

Objective Number CD-2	Project ID 2
HUD Matrix Code 03L – Sidewalks	CDBG Citation 570.201 (c)
Type of Recipient none	CDBG National Objective Low Mod Area (LMA)
Start Date (mm/dd/yyyy) July 01, 2014	Completion Date (mm/dd/yyyy) June 30, 2015
Performance Indicator PUBLIC FACILITY	Annual Units 1
Local ID 2014 - 02	Units Upon Completion 1

Funding Sources:	
CDBG	\$193,183
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$193,183

The primary purpose of the project is to help:

☐ the Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**2014 Annual Action Plan Listing of Projects**

**Jurisdiction's Name** Carson City, Nevada

**Priority Need**  
PUBLIC FACILITIES

**Project Title**  
FISH Facility Improvement Project

**Description**

Friends in Service Helping (FISH) is a neighborhood facility that provides food, shelter, medical, and referral services to homeless and low-income people and is funded in part by their thrift store. The FISH Facility Improvement Project will rehabilitate a building.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**  
N/A

Objective Number CD-2	Project ID 3
HUD Matrix Code 03E – Neighborhood Facilities	CDBG Citation 570.201 (c)
Type of Recipient none	CDBG National Objective Limited Clientele (LMC) Low Mod Area (LMA)
Start Date (mm/dd/yyyy) July 01, 2014	Completion Date (mm/dd/yyyy) June 30, 2015
Performance Indicator FACILITY	Annual Units 1
Local ID 2014 - 03	Units Upon Completion 1

Funding Sources:	
CDBG	\$20,743
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$20,743

The primary purpose of the project is to help:

☐ the Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

## Table 3C 2014 Annual Action Plan Listing of Projects

**Jurisdiction's Name** Carson City, Nevada

**Priority Need**

PLANNING AND ADMINISTRATION

**Project Title**

CDBG Program Administration

**Description**

These funds will be used by the City to ensure that all other funded projects are properly managed and fully comply with all federal laws and regulations governing the use of CDBG funds. Funds will also go toward the development of plans, reports, and citizen outreach.

**Objective category:** ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**

N/A

Objective Number Not Applicable	Project ID 4
HUD Matrix Code 21A – General Program Administration	CDBG Citation 570.206
Type of Recipient none	CDBG National Objective Not Applicable
Start Date (mm/dd/yyyy) July 01, 2014	Completion Date (mm/dd/yyyy) June 30, 2015
Performance Indicator Not Applicable	Annual Units Not Applicable
Local ID 2014 - 04	Units Upon Completion Not Applicable

<b>Funding Sources:</b>	
CDBG	\$72,592
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$72,592

The primary purpose of the project is to help:

☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**2014 Annual Action Plan Listing of Projects**

**Jurisdiction's Name** Carson City, Nevada

**Priority Need**

PUBLIC FACILITIES

**Project Title**

Ventana Sierra Youth Housing and Resource Initiative

**Description**

This project will fund the purchase and rehabilitation of a home for economically disadvantaged young women to live in during their 2 ½ year educational and vocational training commitment. The home will be renovated by the 11 young people currently enrolled in the program.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**

N/A

Objective Number CD-2	Project ID 5
HUD Matrix Code 03C – Homeless Facilities	CDBG Citation 570.201 (c)
Type of Recipient none	CDBG National Objective Limited Clientele (LMC)
Start Date (mm/dd/yyyy) July 01, 2014	Completion Date (mm/dd/yyyy) June 30, 2015
Performance Indicator FACILITY	Annual Units 1
Local ID 2014 - 05	Units Upon Completion 1

Funding Sources:	
CDBG	\$25,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$25,000

The primary purpose of the project is to help:

☐ the Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**2014 Annual Action Plan Listing of Projects**

**Jurisdiction's Name** Carson City, Nevada

**Priority Need**

HOMEOWNER REHABILITATION

**Project Title**

Weatherization Program

**Description**

These funds will be used by the City to assist at least 5 homeowners in Carson City with an income of no more than 50% of median. The Nevada Rural Housing Authority (NRHA) will perform the weatherization services, which qualifies as a rehabilitation activity, on qualifying homes in Carson City.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**

N/A

Objective Number CD-2	Project ID 6
HUD Matrix Code 14F – Rehab: Energy Efficiency Improvements	CDBG Citation 570.202
Type of Recipient none	CDBG National Objective Housing Activities (LMH)
Start Date (mm/dd/yyyy) July 01, 2014	Completion Date (mm/dd/yyyy) June 30, 2015
Performance Indicator HOUSING UNITS	Annual Units 5
Local ID 2014 - 06	Units Upon Completion 5

<b>Funding Sources:</b>	
CDBG	<b>\$10,000</b>
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	<b>\$10,000</b>

The primary purpose of the project is to help:

☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will:
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Robert L. Crowell, Mayor  
Title

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014, (a period specified by the grantee consisting of one specific consecutive program year), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by

moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws --** It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Robert L. Crowell, Mayor  
Title



**Carson City**

**Community Development Block Grant (CDBG)**

**5-Year Consolidated Plan Draft**

**July 1, 2014-June 30, 2019**

**Carson City, Nevada**

**EIN – 88-6000189**

**Tax Exempt – A-440312**

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## EXECUTIVE SUMMARY

Carson City receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The goal of the CDBG program is to develop suitable living environments, provide decent and affordable housing, and expand economic opportunity, primarily for persons of low and moderate income (persons earning less than eighty percent of the area median income).

In order to receive CDBG funds, the City must develop a document called a Consolidated Plan. The Consolidated Plan is developed through a process that helps the City document its priority needs regarding affordable housing, community development and homelessness, and to develop a strategy to meet those needs over a five year period. The City estimates that it will receive between \$1.7 and \$2.1 million dollars in CDBG funds over the course of the five year plan. The Consolidated Plan will direct the City on the best way to use those funds to meet its community development needs.

The City will finish its second five-year plan on June 30, 2014. All but one of the funded projects realized their proposed goals, and the overall accomplishments of the program have been impressive. Of the 49 projects funded to date, the City has completed 44 while 4 remain underway. One project, Deer Run Road Sidewalk Improvements, was cancelled due to lack of availability of other funding sources. A summary of the CDBG projects funded to date appears in the table below.

**TABLE 1-1: Summary of CDBG Projects Funded to Date**

<b>Public Facilities</b>				
<b>Activity Name</b>	<b>Year</b>	<b>Award</b>	<b>Accomplishments</b>	<b>Status</b>
ADA Improvements: Saliman Road	2004	\$79,800	7 Curb Cuts	Complete
Highway 50 East Waterline Project	2004	\$214,000	1 Facility	Complete
Fritsch Elementary Track & Par Course	2004	\$45,000	1 Facility	Complete
Sidewalk Improvements: Deer Run Road	2004	\$39,000	None	Cancelled
Acquisition: Fish Long Street Facility	2005	\$330,565	1 Facility	Complete
Acquisition: Structure Fire Engine	2006	\$297,435	1 Facility	Complete
Boys and Girls Club Playing Field	2007	\$253,500	1 Facility	Complete
ADA Sidewalks – Empire School Area	2007	\$52,984	12 Curb Cuts	Complete
ADA Sidewalks – Downtown Area	2008	\$306,466	54 Curb Cuts	Complete
ADA Sidewalks – Empire School Area (CDBG-R)	2008	\$100,739	22 ramps, 4750 ft. of new sidewalk, 1062 ft. of new curb	Complete



ADA Sidewalks – Empire School Area	2009	\$173,727	6 ramps, 15 driveways, 2185 ft. of new sidewalk	Complete
CASA Facility Improvements	2009	\$7600*	1 Facility	Complete
Community Center ADA Restrooms	2009	\$114,498*	1 Facility	Complete
Community Center ADA Upgrades	2010	\$127,000	1 Facility	Complete
ADA Sidewalks – Long Street	2010	\$121,378	6052 sq ft. of driveway, 3458 sq ft. of ramps, 215 ft of retaining wall	Complete
ADA Sidewalks – Residential areas	2011	\$180,610	1060 sq. ft of sidewalk, 6 curb ramps, 240 linear ft of curb & gutter	Complete
ADA Sidewalks – Long Street	2012	203,658	1 Facility	Underway
FISH Facility Improvement Project	2010	\$43,856	1 Facility	Complete
FISH Facility Improvement Project	2011	\$76,500	1 Facility	Complete
FISH Facility Improvement Project	2012	37,975*	1 Facility	Complete
Partnership Carson City Building Upgrade	2010	\$26,322	1 Facility	Complete
CCSD Homeless Services Building Upgrade	2012	\$25,000*	1 Facility	Complete
FISH Facility Improvement Project	2013	\$32,000	1 Facility	Underway
ADA Sidewalks-Long St. & Transit Areas	2013	\$224,000	1 Facility	Underway

Public Services				
Activity Name	Year	Award	Accomplishments	Status
RSVP Elder Law Program	2004	\$35,000	657 Persons	Complete
Boys & Girls Club Kids On The Go	2004	\$31,590	1,553 Persons	Complete
Boys & Girls Club Kids On The Go	2005	\$14,976	778 Persons	Complete
Medical / Dental Services For Homeless	2004	\$10,000	44 Persons	Complete
Housing Energy Efficiency Program	2004	\$10,000	21 Households	Complete
Rental Assistance For Disabled	2005	\$35,000	6 Households	Complete

Methamphetamine Counselor	2005	\$19,718	186 Persons	Complete
Methamphetamine Counselor	2006	\$38,437	200 Persons	Complete
Methamphetamine Counselor	2007	\$56,569	98 Persons	Complete
Methamphetamine Counselor	2008	\$33,932	160 Persons	Complete
Methamphetamine Counselor	2009	\$34,255	61 Persons	Complete
Methamphetamine Counselor	2011	\$13,788	63 Persons	Complete
Methamphetamine Counselor	2012	45,223*	83 Persons	Complete
Methamphetamine Counselor	2013	\$56,710		Underway
Access To Health Care For The Uninsured	2006	\$30,202	1,167 Persons	Complete
Project Reach Up Youth Counseling	2007	\$9,982	100 Persons	Complete
Project Reach Up Youth Counseling	2008	\$31,520	251 Persons	Complete
Project Reach Up Youth Counseling	2009	\$31,704	250 Persons	Complete
Project Reach Up Youth Counseling	2010	\$50,202	250 Persons	Complete
Project Reach Up Youth Counseling	2011	\$31,755	250 Persons	Complete
Family Enrichment Program (CDBG-R)	2008	\$17,777	5 persons	Complete
RSVP Home Companions Respite Care	2010	\$10,000	15 persons	Complete
RSVP Home Companions Respite Care	2011	\$13,788	15 persons	Complete
CASA Transition Items/Publicity Supplies	2010	\$11,000	25 children	Complete
Food For Thought	2012	\$8,000*	400-500 children	Complete
* Budgeted Amounts listed for Underway activities				

This Consolidated Plan will begin on July 1, 2014 and end on June 30, 2019. Carson City's priorities, goals, and objectives over the term of the five-year plan are determined by the City based on the information gathered in the planning process and the needs assessment. The City will use a Strategic Plan as the basis for selecting which projects to fund over the five-year period. The table below and the following narrative provide a brief overview of the City's Strategic Plan.

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**TABLE 1-2: Five Year Strategic Plan Summary-**

<b>Community Development Objectives</b>	<b>Goal</b>
Infrastructure: Sidewalks/ ADA Improvements	4 Neighborhoods
Infrastructure: Public Facilities/ADA Improvements	1 Facility
Infrastructure: Neighborhood Facility Improvements	1 Facility
Public Services: Youth services	600 At-risk Youth
Public Services: Health services	500 Persons
<b>Homeless Objectives</b>	
Prevention: Provide counseling and financial assistance	500 Households
Transitional and Permanent Housing: Development of Supportive Housing	20-40 Rental Units
Provide emergency assistance for very low-income households	40-80 units
<b>Special Needs Objectives</b>	
Services for Substance Abuse	250 Persons
Rental Assistance for Frail Elderly and Disabled	30-40 Rental Units Annually*
<b>Housing Objectives</b>	
Rental Assistance for Very Low Income Households	30-40 Rental Units Annually*
Owner-Occupied Housing: Minor Rehabilitation	10 Owner Units

*\* The 30-40 rental units are listed twice, under special needs and housing, as they will meet both objectives.*

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## 1.0 INTRODUCTION

### Managing the Process: Consultations and Citizen Participation

The City's Planning Division took the lead role in the development of the plan. The federal regulations that govern the planning process place a strong emphasis on community participation, especially by low-income persons and others who may benefit from the plan. The City's Citizen Participation Plan is included in its entirety in Appendix A of this document. It discusses the City's procedures and efforts in regard to public notices, public comment periods, public hearings, technical assistance to community partners, record retention, and complaints.

The City is also required to consult with public and private agencies that provide services to the community. When developing the plan, the City took several actions to include input from the community as a whole and from key stakeholders:

- The City consulted with representatives from other city departments on how CDBG could have the most beneficial community impact. This consultation included several departments, such as Planning, Public Works, Fire Department, Sheriff's Office, Health and Human Services, and Parks and Recreation.
- An Application Evaluation Workgroup, including five community members, held a public meeting on February 11, 2014 to review projects with applicants before making final funding recommendations for the Board of Supervisors. The Workgroup used detailed criteria to score and rank the proposals for completeness, community need and compliance with HUD requirements.
- The City made the draft plan available for public comment from April 1 to April 30, 2014. Copies were made available at the City Library, Planning Department, and City Hall. The availability of the plan was announced in the Nevada Appeal newspaper on February 23, 2014. All written comments should be addressed to:

Janice Brod  
Carson City Planning Division  
108 E. Proctor St.  
Carson City, NV 89701

- The City held a public hearing at the Board of Supervisors meeting to receive public comments and to make final approval upon the plan and funding recommendations. The Board of Supervisors will receive comments on May 1, 2014.
- The City's Health Department will serve as the lead agency for addressing the issues of lead poisoning and lead-based paint. The Health Department is coordinating with other service providers in the state to eliminate childhood lead poisoning. Currently, the City has a passive lead poisoning surveillance and testing system in place and currently lacks the capacity to administer an aggressive testing program. If other funds become available to increase capacity, the City will purchase testing equipment and implement a plan to screen at-risk children within the City. Where elevated levels of lead are

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detected, the City will address the lead exposure through rehabilitation. The City will ensure that all contractors and workers involved with any CDBG-funded housing rehabilitation are properly trained and certified in lead-safe work practices.

**Consultations:**

<b>Assisted Housing Providers</b>	<b>Health Service Providers</b>
Nevada Rural Housing Authority (NRHA)	Nevada Health Centers
Nevada Housing Division	City Health and Human Services Department
	Nevada Health Division
<b>Fair Housing Services</b>	<b>Elderly Services</b>
Silver State Fair Housing	Retired Senior Volunteer Program (RSVP)
<b>Youth Services</b>	<b>Other City Departments / Public Agencies</b>
Court Appointed Special Advocates (CASA)	Carson City Parks and Recreation Department
Ron Wood Family Resource Center	Carson City Fire Department
	Carson City Sheriff's Office
<b>Services for Homeless Persons</b>	
FISH	
Salvation Army	
Advocates to End Domestic Violence	
Rural Nevada Continuum of Care	

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## **2.0 HOUSING AND COMMUNITY DEVELOPMENT NEEDS ASSESSMENT**

Consolidated Plan regulations require an assessment of housing and community development needs. This includes a broad range of economic development needs, infrastructure, facilities, and services typically provided by the local government or non-profit service providers. However, CDBG funds cannot be used to subsidize any type of project. All CDBG-funded activities must be an eligible use, as described in the federal regulations, and meet a national objective. Before describing the City's community development needs, this section will briefly describe eligible uses of CDBG and how the projects can meet a national objective.

### **Eligible Non-Housing Community Development Activities**

The CDBG program can be used to meet a variety of non-housing community development needs, including infrastructure, public facilities, public services, and economic development. Each need category is defined below.

#### **Infrastructure**

Public improvements that support existing or future community development that benefits an entire area or site (e.g., roads, curbs, gutters, sewer systems, street lighting, bridges).

#### **Public Facilities**

Construction or rehabilitation of structures or facilities for public use, except for the general conduct of government. These facilities include neighborhood centers, parks and recreational facilities, and facilities that serve a specific population such as the homeless. This category also includes improvements that provide accessibility improvements for persons who are physically disabled in order to meet Americans with Disabilities Act (ADA) requirements.

#### **Public Services**

Activities that provide services to individuals and/or households, such as elderly services, youth services, child care, job training, and graffiti removal.

#### **Economic Development**

Activities or improvements designed to support, increase, or stabilize business development, as well as to create or retain jobs, or expand the provision of goods and services. This category includes projects like small business incubators, commercial and industrial development, loans to for-profit businesses, infrastructure improvements specific to expanding or creating business development.

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### ***CDBG National Objectives***

CDBG-funded projects must also meet one of three national objectives. The primary objective of the program is to benefit low- and moderate-income persons and households. At least 70 percent of the City's expenditures must be used over a three year period to meet this national objective (although City uses a minimum 70% every year and does not average over three year period). Projects can also serve to prevent or eliminate slums or blighted areas or meet an urgent need. There are several ways to document compliance with national objectives. These are described below.

### **LMA - Area Benefit Activities**

CDBG funds can be used for activities that provide benefits to all residents in a particular area where at least 51 percent of the residents are low- and moderate-income persons. Typical area benefits include:

- Street Improvements
- Water and Sewer Lines
- Neighborhood Facilities
- Façade Improvements in Neighborhood Commercial Districts

### **LMC - Limited Clientele Activities**

CDBG funds can be used for activities that provide benefits to a specific group of persons of which at least 51 percent of the beneficiaries are low and moderate-income persons. Some groups are generally presumed to be principally low- and moderate-income, including abused children, battered spouses, elderly persons, adults who are severely disabled, homeless persons, illiterate adults, persons with AIDS, and migrant farm workers. Typical limited clientele activities include:

- Construction of a senior center
- Public services for the homeless
- Assistance to LM persons developing a microenterprise
- Meals on Wheels for the elderly
- Construction of job training facilities for severely disabled adults

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### **LMJ – Low Mod Job Activities**

CDBG funds can be used to for activities that create or retain permanent jobs. Activities that could be expected to create or retain jobs include:

- Construction by the grantee of a business incubator which is designed to offer both space and assistance to new, small businesses to help them survive and perhaps even expand
- Loans to help finance the expansion of a plant or factory
- Financial assistance to a business which has publicly announced its intention to close, and to help it update its machinery and equipment instead
- Improvement of public infrastructure as needed by a company to comply with environmental laws to avoid closure

### **SBS/SBA - Slum Blight Spot/Area Activities**

CDBG funds can be used for activities that prevent or eliminate blight on a spot basis or an area basis. Spot basis is used to address a specific property regardless of location. Area basis is used to address an area that has been identified by the City as blighted, such as a redevelopment area. Typical slum blight activities include:

- Demolition and clearance of a blighted property
- Environmental remediation of a brownfield property
- Rehabilitation of a property that poses a threat to public safety

### **URG - Urgent Need Activities**

CDBG funds can be used for activities that meet community development needs having a particular urgency. This national objective is typically used in response to a natural disaster such as a hurricane, tornado, flood, or earthquake.

### ***Needs Analysis***

Many factors influenced the City's assessment of community needs, including existing facilities, services, and programs, the availability of non-CDBG funding sources, and the ability to use CDBG to successfully serve the need given the limitations of the program. The City based its needs assessment on discussions with City staff and community service providers with first-hand experience in serving the community development needs of the area.



Consolidated Plan funds are limited and are not sufficient to meet all of a community's needs. Therefore, it is necessary that the City assigns relative priorities to each need, and use its limited resources to address the highest priorities. As part of the plan development, the City met with representatives from various city departments as well as non-profit service providers in the community to determine the relative priority to assign to non-housing community development needs. The City has assigned a priority level of high, medium, or low to each possible use of funds.

- **High Priority:** A high priority indicates the City will use Consolidated Plan funds to implement programs and projects to address this need.
- **Medium Priority:** A medium priority indicates the City acknowledges a need exists but that the need level is relatively low compared to other needs and / or the need is being addressed by another program or funding source. The City will partner with other agencies and organizations to apply for additional funding.
- **Low Priority:** A low priority indicates that the City does not perceive a need for this type of service or program.

## 2.1 Housing Needs Assessment

This section discusses the housing cost burden among households in Carson City, housing affordability, general housing characteristics of Carson City, and priority housing needs (See Table 2A).

The following table contains information on housing cost burden for Carson City households.

**Table 2-1**

<b>Cost Burden</b>				
<b>Cost Burden &gt; 30% (renter)</b>	<b>0-30% AMI</b>	<b>30-50% AMI</b>	<b>50-80% AMI</b>	<b>All Households</b>
Small Related	570	640	230	<b>1,565</b>
Large Related	75	65	-	<b>140</b>
Elderly	230	169	140	<b>574</b>
Other	740	315	370	<b>1,510</b>
Total Households by Income	<b>1,855</b>	<b>1,330</b>	<b>1,630</b>	<b>8,085</b>
<b>Cost Burden &gt; 30% (owner)</b>	<b>0-30% AMI</b>	<b>30-50% AMI</b>	<b>50-80% AMI</b>	<b>All Households</b>
Small Related	190	195	310	1,655
Large Related	-	60	55	214
Elderly	320	355	275	1,255
Other	170	95	130	700
Total Households by Income	<b>865</b>	<b>1,265</b>	<b>1,960</b>	<b>13,380</b>
<b>Cost Burden &gt; 50% (renter)</b>	<b>0-30% AMI</b>	<b>30-50% AMI</b>	<b>50-80% AMI</b>	<b>All Households</b>
Small Related	555	205	10	<b>770</b>
Large Related	75	40	-	<b>115</b>

Elderly	200	75	45	<b>320</b>
Other	705	85	25	<b>815</b>
Total Households by Income	<b>1,855</b>	<b>1,330</b>	<b>1,630</b>	<b>8,085</b>
<b>Cost Burden &gt; 50% (owner)</b>	<b>0-30% AMI</b>	<b>30-50% AMI</b>	<b>50-80% AMI</b>	<b>All Households</b>
Small Related	135	60	140	<b>520</b>
Large Related	-	-	15	<b>35</b>
Elderly	245	185	85	<b>610</b>
Other	160	50	65	<b>350</b>
Total Households by Income	<b>865</b>	<b>1,265</b>	<b>1,960</b>	<b>13,380</b>

*Source: 2006-10 CHAS*

The housing cost burden tends to be most prevalent among small related households, elderly and other households which tend to be single with or without unrelated household members. The cost burden appears more prevalent among elderly households. Table 2-2 shows the overall number and percentage of renter households paying more than 30 percent of their income on housing. Just over 47 percent of renter households pay more than 30 percent of their income on housing.

**Table 2-2**  
**Gross Rent as a Percentage of Household Income: 2012**

Occupied units paying rent (excluding units where GRAP cannot be computed)	8,255	
Less than 15.0 percent	773	9.40%
15.0 to 19.9 percent	1,208	14.60%
20.0 to 24.9 percent	1,392	16.90%
25.0 to 29.9 percent	984	11.90%
30.0 to 34.9 percent	552	6.70%
35.0 percent or more	3,346	40.50%
Not computed	546	(X)

Source: American Community Survey, 2012 Estimates

## 2.2 Priority Housing Needs

Table 2A summarizes the priority needs based upon information in Table 2-1 and consultations with stakeholders, housing and service providers, and public input as well as housing data and current information gathered for the consortium area. The unmet need is derived from Table 2-1 and indicates the number of potential households that are facing a housing cost burden and would qualify for assistance. The total project goals are also identified in the Table 2A. Project goals represent the number of new housing units that can reasonably be expected to become available over the next five-year period. The goals do not include tenant based rental assistance provided by State Low Income Housing Trust funds or market rate affordable units.

The basis for assigning priorities in Table 2A is the income levels and the total number of households that need assistance. The information in Table 2A is augmented by additional research into the housing markets and feedback from stakeholders and service providers in Carson City, and continued demand from services already being offered. Carson City housing priorities can be broken into long and short term trends. Short-term reflect problems that exist as a result of the economic downturn. Long-term trends are expected to remain in place once the economic recession ends.

**Table 2A**  
**Priority Housing Needs**

PRIORITY HOUSING NEEDS (households)		Priority Need Level High, Medium, Low		Unmet Need	Goals
Renter	Small Related	0-30%	H	1,125	10
		31-50%	H	845	5
		51-80%	M	240	
	Large Related	0-30%	M	150	
		31-50%	H	105	
		51-80%	M	0	
	Elderly	0-30%	H	430	10-20
		31-50%	M	245	
		51-80%	L	185	
	All Other	0-30%	H	1,405	5
		31-50%	M	400	
		51-80%	M	395	
Owner		0-30%	H	840	10
		31-50%	H	1,000	
		51-80%	M	770	
Special Needs		0-80%	H		
Total Goals					40-50/yr
Total 215 Goals					40-50/yr
Total 215 Renter Goals					30-40
Total 215 Owner Goals					10

\*Does not include Section 8 Vouchers used in the Carson City area.

Table 2-3 shows the percentage of households in Carson City with housing problems. Overall, the housing cost burden is the greatest housing problem in Carson City. There is a limited amount of substandard housing and overcrowding.

**Table 2-3**  
**Condition and Age of Housing and Units Suitable for Rehabilitation**

<b>Households with one of the listed needs (renter)</b>	<b>0-30% AMI</b>	<b>30-50% AMI</b>	<b>50-80% AMI</b>	<b>80-100% AMI</b>	<b>All Households</b>
Substandard Housing - Lacking complete plumbing or kitchen facilities	175	50	60	4	330
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	-	-	-	-	10
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	90	25	45	45	245
Housing cost burden greater than 50% of income (and none of the above problems)	1,285	390	65	-	1,735
Housing cost burden greater than 30% of income (and none of the above problems)	80	750	655	220	1,730
Zero/negative Income (and none of the above problems)	45	-	-	-	45
<b>Households with one of the listed needs (owner)</b>					
Substandard Housing - Lacking complete plumbing or kitchen facilities	15	15	-	-	110
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	-	45	15	-	60
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	-	15	20	25	150
Housing cost burden greater than 50% of income (and none of the above problems)	535	295	300	175	1,485
Housing cost burden greater than 30% of income (and none of the above problems)	125	355	450	280	2,210
Zero/negative Income (and none of the above problems)	60	-	-	-	60
<b>Households with one or more severe housing problem: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden (renter)</b>					
Having 1 or more of four housing problems	1,550	465	170	50	2,325
Having none of four housing problems	265	865	1,460	840	5,715
Household has negative income, but none of the other housing problems	45	-	-	-	45
<b>Households with one or more severe housing problem: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden (Owner)</b>					
Having 1 or more of four housing problems	550	370	340	205	1,810
Having none of four housing problems	255	895	1,620	945	11,510
Household has negative income, but none of the other housing problems	60	-	-	-	60

Source: 2006-10 CHAS

---

## Long-term Trends

- Serving Elderly populations by reducing housing costs and creating affordable housing opportunities.
- Providing housing opportunities for small renter households at or below 50 percent of median income.
- Continued housing rehabilitation and weatherization for owners to reduce housing costs.
- Short-term housing assistance and case management services for very low income households and those threatened with homelessness.
- Waiting list for section 8 housing continues to expand demonstrating increasing needs for family, elderly and disabled households.

## Short-Term Trends

- Households at or near 80 percent of median income, particularly those households that have been affected by unemployment and home foreclosures as a result of the housing bubble and economic recession.
- Downward pressure on rental rates and occupancy exists among apartment complexes in the consortium area. Adding to the current inventory of HOME supported apartment complexes may not be desirable in all locations under the current conditions.

Specifically, Carson City over the next five years will focus the majority on its resources on:

1. Homeowner Rehabilitation – Weatherization funds should be used with WNHC funds. NHD has received a substantial allocation of weatherization funding. Many of our rehabilitation projects require weatherization improvements as part of the overall rehabilitation project. Increasing coordination among providers is necessary to leverage funding sources.
2. Assistance to very low income – Continue to support efforts to move very low income households and homeless to independence to the extent funding is availability. Any trust funds becoming available should be directed towards households and persons who are threatened with homelessness or are the “economic homeless”.
3. Support affordable housing ownership opportunities through the acquisition of foreclosed homes (single-family detached and attached housing) that can be placed in a Land Trust.
4. Elderly and disabled households and assisting such households to gain access to permanent housing opportunities.

---

## 2.3 Housing Market Analysis

### 2.3.1 General Housing Characteristics

The housing stock in Carson City is shown in Table 2-4. A large portion of the housing inventory in Carson City is multi-family housing structures.

**Table 2-4**

**Carson City Units in Structure 2012**

Type of Unit	Estimate	Percent
Total:	23,525	100%
1, detached	13,142	55.9%
1, attached	1,177	5.0%
2	333	1.4%
3 or 4	1,199	5.1%
5 to 9	884	3.8%
10 to 19	1,087	4.6%
20 to 49	1,463	6.2%
50 or more	1,341	5.7%
Mobile home	2,899	12.3%
Boat, RV, van, etc.	0	0.0%

Source: U.S. Census Bureau, 2010-2012 American Community Survey

In terms of tenure and type of occupancy, Carson City maintains a fairly high proportion of renters. Almost 41 percent of all housing units in Carson City are renter occupied (Table 2-5).

**Table 2-5**  
**Housing Occupancy and Tenure – 2010**

	Number	Percent
<b>Total Housing Units</b>	23,534	100.0%
Occupied Housing Units	21,427	91.0%
Vacant Housing Units	2,107	9.0%
For Rent	1,216	5.2%
Rented, not occupied	34	0.1%
For Sale Only	329	1.4%
Sold, not occupied	25	0.1%
For seasonal, recreation, occ.	145	0.6%
All Other Vacants	358	1.5%
<b>Housing Tenure</b>		
Occupied Housing Units	21,427	100.0%
Owner Occupied Housing Units	12,728	59.4%
Average Household Size-Owners	2.40	(x)
Renter Occupied Housing Units	8,699	40.6%
Average Household Size-Renters	2.42	(x)

Source: 2010 Census

---

### 2.3.2 Cost of Housing in Carson City

#### For Sale Units

Table 2-6 contains a summary of housing sales in Carson City over 2013. Housing prices remain well below recent highs reached in 2006-2008.

**Table 2-6**  
**Homes Sold in Carson City: 2013**

Type of Home	Average Price	Median Price	High Price	Low Price
Single Family Detached	\$206,905	\$176,000	\$1,000,000	\$55,000
Condominium	\$82,465	\$70,375	\$220,000	\$24,270
Duplex	\$171,716	\$157,000	\$434,900	\$80,000

Source: Carson City Assessor's Office

#### Rental Units

The rental market in Carson City is extensive. Renter occupied homes account for over 41 percent of occupied households. Table 2-7 shows gross rents for Carson City. Nearly 30 percent of the rental housing stock has a gross rent above \$1,000 per month. Median rent was \$838

**Table 2-7**  
**Gross Rents Carson City: 2012**

Gross Rent		
Occupied units paying rent	8,389	8,389
Less than \$200	63	0.80%
\$200 to \$299	97	1.20%
\$300 to \$499	365	4.40%
\$500 to \$749	2,962	35.30%
\$750 to \$999	1,912	22.80%
\$1,000 to \$1,499	2,435	29.00%
\$1,500 or more	555	6.60%
Median (dollars)	\$838	(X)
No rent paid	412	(X)

Source: American Community Survey, 2012 estimate.

#### Demand for Housing Show Population Estimates and forecasts

Overall, demand for housing will track with population growth. The current vacancy rate is approximately 9 percent. Some of those units will be absorbed by population growth. Carson City can anticipate the need for 100 to 200 new units each year based upon population forecasts (Table 2-8).

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**Table 2-8****Population Forecasts: Carson City 2012-2032**

Year	Population	Increase	New Units	Owner	Renter
2012	55,441				
2013	55,709	268	107	62	45
2014	55,990	281	112	65	47
2015	56,281	291	116	68	49
2016	56,558	277	111	64	47
2017	56,871	313	125	73	53
2018	57,232	361	144	84	61
2019	57,612	380	152	88	64
2020	58,024	412	165	96	69
2021	58,449	425	170	99	71
2022	58,909	460	184	107	77
2023	59,386	477	191	111	80
2024	59,879	493	197	114	83
2025	60,389	510	204	118	86
2026	60,916	527	211	122	89
2027	61,453	537	215	125	90
2028	61,984	531	212	123	89
2029	62,506	522	209	121	88
2030	63,015	509	204	118	86
2031	63,506	491	196	114	82
2032	63,982	476	190	110	80

Source: Nevada State Demographer Population Forecasts

**2.3.3 Age and Condition of Housing Stock**

Age of the housing stock in Carson City varies from newly built homes and apartments to older pre-1900 structures (Table 2-9). Much of the older housing stock is in fairly good condition as those neighborhoods are generally upper income areas located in central and western Carson City. Almost 20 percent of the housing stock is more than 45 years old.



**Table 2-9****Year Structure Built Carson City: 2012**

	Units	Percent
Total housing units	23,525	100.0%
Built 2010 or later	90	0.40%
Built 2000 to 2009	2,856	12.10%
Built 1990 to 1999	4,349	18.50%
Built 1980 to 1989	4,765	20.30%
Built 1970 to 1979	6,767	28.80%
Built 1960 to 1969	2,814	12.00%
Built 1950 to 1959	958	4.10%
Built 1940 to 1949	501	2.10%
Built 1939 or earlier	425	1.80%

Source: U.S. Census Bureau, 2010-2012 American Community Survey

## 2.4 Public and Assisted Housing Needs and Strategy

There are no public housing units in Carson City. The Nevada Rural Housing Authority is a public housing authority serving areas of the State outside Clark and Washoe Counties. The Authority owns rental units in Carson City for elderly households.

### Public Housing and Assisted Housing Inventory

Housing Development	Units	Type
Autumn Village I and II	94	Senior
Foothill Gardens Apartments-	100	Family
Sierra Springs Apartments	90	Family
Christina Court	40	Senior
Sierra Place	66	Senior
Parkway Plaza Apartments	200	Family
NRHA Carson City Projects		
Southgate Apartments	40	Senior
Southgate I	88	Senior
Southgate II	48	Senior 55+
Frost Yasmer Estates	24	Elderly/Disabled-Assisted Housing
Highland Manor	52	Family
Evergreen Mountain View Health		

### Loss of Subsidized and Public Housing

Within the next 5 year period (2014 – 2019) there are no HOME funded projects or USDA projects that will be lost from the inventory. There is one project (Foothill Garden Apts.) where the section 8 contract will expire.

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## **Tenant Based Subsidy**

The Nevada Rural Housing Authority operates the Section 8 Housing Choice Voucher program. Currently, the total number of vouchers utilized in Carson City is 594. There are approximately 700 households on the waiting list for Carson City. Of those on the waiting list, 35 percent are disabled, 16 percent are elderly, and 8 percent are both elderly and disabled. The majority of those seeking housing under the Section 8 program are most likely family households due to the majority of housing requests being for 2 bedroom units or larger.

## **Nevada Rural Housing Authority Public Housing Agency (PHA) Plan**

Based upon information contained in the Nevada Rural Housing Authority PHA Annual Plan for 2013, the greatest need among those being served is as follows:

- The largest need appears to be among families. Approximately 95 percent of the Section 8 waiting list is families with 40 percent of the waiting list being families with children.
- Elderly and disabled also comprise a significant portion of those on the waiting list.
- Statement of Housing Need contained within the 2013 Plan points to accessibility and quality of housing having a severe impact among lower income households and families.
- The plan also notes a limited number of sites for assisted housing development.

Strategies identified in NRHA's 2014 annual plan include:

- Maximize the number of affordable units available to the PHA within its current resources.
- Increase the number of affordable housing units.
- Target available assistance to families at or below 30 % of AMI.
- Target available assistance to families at or below 50% of AMI.
- Target available assistance to the elderly.
- Target available assistance to families with disabilities:
- Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs.
- Conduct activities to affirmatively further fair housing.

## **2.5 Specific Housing and Community Development Objectives-Strategic Plan**

Table 2C shows the priority needs table and the goals over the next five years to meet housing needs. The following summary provides justification for each proposed objectives based upon the analysis of housing market conditions.

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## **2.5.1 Rental Housing Objectives-Expand Multi-family Housing Opportunities**

### **Rental Housing Objective-Create Access to and Maintenance of Permanent Housing**

**Tenant Based Rental Assistance**-Additional tenant based assistance is provided to elderly housing (frail elderly) and disabled persons. There are limited housing units available for disabled persons, particularly those with physical disabilities. Tenant based assistance is also meant to target households that are in imminent danger of becoming homeless and disabled persons. Primary funding source is Section 8 Housing Choice Vouchers.

**Tenant Based Rental Assistance & Short-Term Emergency Housing**- Short-term Tenant Based Rental Assistance is provided to very low income households that are in imminent danger of homelessness, low income households are in jeopardy of losing housing, and homeless persons. Carson City and FISH utilize a variety of funding source to maintain housing and help move individuals and families to self-sufficiency and maintain permanent housing.

**Transitional and permanent housing for homeless and those in imminent danger of homelessness**- Carson City is planning two facilities to address transitional housing needs among homeless families and individuals. One facility will be dedicated to young adults.

**Housing Counseling/Case Management**-Indirectly Carson City will support housing counseling and other case management services. A combination of funding from Community Services Block Grant, ESG and State Trust funds will be utilized to help access needed services. The housing counseling and case management services provide an indirect benefit by strengthening the linkages between housing and human service providers.

## **2.5.2 Ownership Objectives: Create Access to Homeownership**

### **Ownership Objectives: Maintain/Sustain Existing Owners**

**Housing rehabilitation and weatherization**-Housing rehabilitation and energy assistance is primarily focused at elderly households who make up the largest share of low and moderate income homeowners. Elderly households are the largest group of owners facing a housing cost burden (See Table 2-1). Improvements will lower the cost of maintenance and energy thereby improving affordability and help sustain low and moderate income owners, particularly elderly owners. The Rural Nevada Development Corporation has been an active partner in housing and weatherization programs in the area. The Nevada Rural Housing Authority also provides rehabilitation and weatherization programs in the area. Funding sources used for this program include CDBG, and DOE-Weatherization.

**Table 2B**  
**Priority Community Development Needs**

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property	Medium					
Disposition	Low					
Clearance and Demolition	Low					
Clearance of Contaminated Sites	Low					
Code Enforcement	Low					
<b>Public Facility (General)</b>	<b>Measures by # of Projects/Facilities</b>					
Senior Centers	Medium					
Handicapped Centers	Medium					
Homeless Facilities	High	1		1		
Youth Centers	Medium					
Neighborhood Facilities	High	1		1		
Child Care Centers	Medium					
Health Facilities	Medium					
Mental Health Facilities	High					
Parks and/or Recreation Facilities	High	1		1		
Parking Facilities	Medium					
Tree Planting	Low					
Fire Stations/Equipment	Medium					
Abused/Neglected Children Facilities	High	1		1		
Asbestos Removal	Low					
Non-Residential Historic Preservation	Medium					
Other Public Facility Needs	Medium					
<b>Infrastructure (General)</b>	<b>Measured by # of Projects/Facilities</b>					
Water/Sewer Improvements	Medium					
Street Improvements	High					
Sidewalks	High	4		4		
Solid Waste Disposal Improvements	Medium					
Flood Drainage Improvements	Medium					
Other Infrastructure	Medium					
<b>Public Services (General)</b>	<b>Measured by # of Persons Served</b>					
Senior Services	Medium					
Handicapped Services	High			50		
Legal Services	Medium					
Youth Services	High			250		
Child Care Services	Medium					
Transportation Services	Medium					
Substance Abuse Services	High			350		
Employment/Training Services	Medium					
Health Services	High					

Lead Hazard Screening	Medium					
Crime Awareness	Medium					
Fair Housing Activities	High	1		50		
Tenant Landlord Counseling	Medium					
Other Services	Medium					
<b>Economic Development (General)</b>	<b>Measured by Business Assisted and Jobs Created</b>					
C/I Land Acquisition/Disposition	Medium					
C/I Infrastructure Development	Medium					
C/I Building Acq/Const/Rehab	Medium					
Other C/I	Medium					
ED Assistance to For-Profit	Low					
ED Technical Assistance	Medium					
Micro-enterprise Assistance	Low					
Other						
Transit Oriented Development	Medium					
Urban Agriculture	Medium					

### 2.5.3 Housing and Community Development Objectives

Table 2C summarizes the specific housing and community development objectives over the next five year period (2014-2019). Table 2C reflects those expected units that are supported in part or in combination with resources provided by Carson City. Table 2C does not include prior year allocated funds that remain unspent. The expected units in Table 2C are the number of units directly assisted by Carson City funding resources.

Table 2C

**Summary of Specific Housing/Community Development Objectives  
(Table 2A/2B Continuation Sheet): 2014-2019**

Obj #	Specific Objectives	Performance Measure	Expected Units	Actual Units
	<b>Rental Housing Objectives</b>			
1	Provide tenant based emergency assistance for very low income households/homeless and those in imminent danger of losing housing. <u>*Objective cannot be met without ESG Funds.</u>	Households Assisted	40-80	
2	Increase transitional and permanent supportive housing for families and those in imminent danger of homelessness. <u>*Objective dependent upon other sources of funding.</u>	Increase in units available	20-40	
3	Rental Assistance: Frail Elderly/Disabled and Very Low Income Households	Households Assisted	30-40/yr	
	<b>Owner Housing Objectives</b>			
1	Maintain/sustain adequate housing and reduce ownership costs through rehabilitation and weatherization programs.	Units Assisted	10	2
	<b>Community Development Objectives</b>			
1	Infrastructure: Sidewalks/ADA Improvements	ADA Compliance	4 targeted areas	
2	Infrastructure: Public Facilities/Universally Accessible Park	ADA Compliance	1 facility	
3	Infrastructure: Neighborhood Facility Improvements	General Facility Improvement	1 facility	
	<b>Infrastructure Objectives</b>			
1	Infrastructure: Sidewalks/ADA Improvements	ADA Compliance	4 targeted areas	
	<b>Public Facilities Objectives</b>			
1	ADA improvements city-wide			
	<b>Public Services Objectives</b>			
1	Medical and dental assistance for homeless and very low income households	Persons	20/yr	
2	Youth Services	Youth	600	
3	Health Services	Persons	500	
4	Counseling and Financial Assistance	Households	500	
5	Substance Abuse Treatment	Persons	250	
	<b>Economic Development Objectives</b>			

## 2.6 Disproportionate Need Among Racial/Ethnic Groups and Low Income Concentrations

Disproportionately greater need exists when the percentage of persons in a category of need who are members of a particular racial/ethnic group is at least 10 percent points higher than the percentage of persons in the category as a whole.

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## Low-Income Concentrations

2010 income distributions for census block groups and the number of households at or below 80% of median is not available for Carson City. The highest poverty rates are located in the following census tracts:

Area	% Below Poverty
Census Tract 10.1	33.8%
Census Tract 5.02	26.0%
Census Tract 7.02	24.9%
Census Tract 9.0	18.8%

Source: American Community Survey.

## Areas of Minority Concentrations

Hispanics are the largest ethnic minority group in Carson City. In 2010 21.3 percent of the population in Carson City was Hispanic. The next largest minority group was American Indian and Alaska Native (2.4%) and Asian (2.1%). An area of minority concentration is defined as an area which contains 10 percent more than the composition of the 2010 population. Two Census Tracts meet this definition for Hispanics.

Census Tract 10.1                      46.9%

Census Tract 5.02                      32.6%

Source: ACS Demographic and Housing Estimates 2008-2012 American Community Survey 5-Year Estimates

Census tracts 10.1 and 5.02 are both minority and lower income areas. In terms of housing affordability, there are 48.6 percent of households paying more than 30 percent of their income on housing as compared to Carson City with 37 percent of households paying more than 30 percent. Census tract 10.1 is the only census tract in Carson City meeting the definition of disproportionate need.

## 2.7 Barriers to Affordable Housing

Few traditional barriers to affordable housing exist in Carson City. Extensive research was conducted by the Nevada Housing Division on the extent to which barriers to affordable housing, particularly barriers created by public policy, exist in Nevada Counties. Carson City does not maintain any type of exclusionary zoning. Building and development standards do not contribute significantly to the cost of housing. Land costs are relatively low and are not influenced by large lot parceling. High density residential development is available in Carson City. Availability of land and land costs have been the only barriers noted by developers. It is often difficult to find multi-family lands in communities. It should also be noted that Carson City maintains a relatively high percentage of rental and multi-family housing stock.

Carson City has a housing element contained within their master plan that identifies the needs for affordable housing and workforce housing. However, none of the communities are

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necessarily establishing proactive policies that assist in its creation. Current public policies for the development of affordable housing do not pose a significant barrier at this time. Land use controls, zoning ordinances, building codes, fees, and charges are fairly common for municipalities such as Carson City. Carson City's Analysis of Impediments contains a more in depth review of local development plans and policies.

Strategies to eliminate barriers are difficult to evaluate due to the prevailing housing market conditions in the consortium area.

### **3.0 HOMELESS NEEDS ASSESSMENT**

#### **3.1 Homeless Needs**

##### **3.1.1 Nature and Extent of Homelessness**

This section contains information about homeless needs in Carson City. Much of the information is drawn from the 2013 Point-in-Time Report prepared by the Rural Nevada Continuum of Care as well as interviews with homeless providers. Information concerning the nature and extent of homelessness by racial and ethnic group is not available.

#### **Sheltered and Unsheltered Count –Continuum of Care**

Carson City conducted a street count and a provider survey to determine the number of homeless that were on the street, in emergency shelter or transitional housing or being served by non-housing providers. They reported the following:

- There were 152 homeless individuals counted as part of the street count in 2013. This was an increase of 142 from the previous year.
- There were 125 male individuals and 27 females counted on the street.
- Of the 152 total, 80 were seniors, 8 were chronically homeless males, and 1 was a chronically homeless female.
- Eight chronically homeless males and one chronically homeless female were counted. No minors or Veterans were counted.
- In addition, 83 encampments were counted in 2013, an increase of 68 from 2012.
- Providers indicated that 67 individuals were being served by housing providers, a decrease of 22 from the previous year.
- Non-housing providers served 29 homeless individuals, 22 less than those served in 2012. Of these, 13 were chronically homeless, 2 families were chronically homeless, 4 were seniors, and 2 were Veterans. A total of 8 minor children were also served.



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Carson City conducted a motel count and reported the following:

- A total of 431 people were living in motels at the time of the PIT Count in 2013. This is a major increase of 423 from the previous year's number of 8, and second highest number of people counted in the history of the PIT count for Carson City.
- There were 83 male, 25 female, and 1 minor age six to seventeen individuals living in motels for less than a year at the time of the count. Another 109 were counted as families. This included 58 males, 29 females, 6 minor children ages zero five, and 16 minor children ages six to seventeen. In addition, ten seniors and two Veterans were counted.
- There were 213 people living as long term residents of motels in 2013, compared to 8 in 2012.
- Long term motel residents included 145 males, 55 females, 4 children ages zero to five and 9 children ages six to seventeen. Ninety-five seniors and seven Veterans were counted, one of which was female.

### **School Count**

Carson City recorded 359 children who were experiencing homelessness in 2013, a decrease of 70 since 2012. The majority of these children spent the previous night doubled-up (282). Children also spent the previous night in motels (15), in shelters (18), unsheltered (6) or were counted as other (38).

### **Summary of homelessness in Carson City**

- 152 homeless people in the street count, with the vast majority being single males.
- 8 chronically homeless in the street count.
- 413 people were living in local hotels,
- 109 people were in families and living in hotels short-term. There were 22 children under the age of 18 living in short-term in hotels.
- 213 persons lived in local motels long-term in 2013. There were 13 children under the age of 18.
- The school count indicates 359 children experience homelessness in 2013, most double up or live with friends and relatives.

Based upon national homeless demographics, the total number of person associated with homeless school children count is based upon the following

Among family households experiencing homelessness, the majority are headed by a single adult. As with single-person households, single-parent households are at increased risk of homelessness as their incomes are restricted and they may lack social support (National Alliance to End Homelessness).

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In 2003, children under the age of 18 accounted for 39% of the homeless population; 42% of these children were under the age of five (National Law Center on Homelessness and Poverty, 2004). This same study found that unaccompanied minors comprised 5% of the urban homeless population. However, in other cities and especially in rural areas, the numbers of children experiencing homelessness are much higher (National Coalition for the Homeless).

Carson City population associated with homeless children:

- 359 School Age Children in Carson City
- 18 minor children not enrolled (5 percent of children not enrolled)
- 377 schooled age children
- 650 children ages 0-18, nationally 42% of children are under the age of 5.
- 325 homeless families with children, homeless families average 2 children per household.
- 260 single adults as heads of homeless families (80 percent are single parent families)
- 135 adults in two parent homeless families
- 1,045 people in homeless families with children enrolled in school.

Two trends are largely responsible for the rise in homelessness over the past 20-25 years: a growing shortage of affordable rental housing and a simultaneous increase in poverty. Persons living in poverty are most at risk of becoming homeless, and demographic groups who are more likely to experience poverty are also more likely to experience homelessness.

The number of homeless families with children has increased significantly over the past decade. Families with children are among the fastest growing segments of the homeless population. In its 2005 survey of 25 American cities, the U.S. Conference of Mayors found that families with children comprised 33% of the homeless population, a definite increase from previous years (U.S. Conference of Mayors, 2005). These proportions are likely to be higher in rural areas. Research indicates that families, single mothers, and children make up the largest group of people who are homeless in rural areas (Vissing, 1996).

Discussion with homeless providers in Carson City point to increasing needs and demands of homeless families and families threatened with homelessness due to economic conditions. Other needs identified by homeless providers in Carson City were mental health, dental and medical services. There is also a growing concern of addiction related behaviors among the homeless population.

### **3.1.2 Households in Imminent Danger of Homelessness**

Extremely low-income single parent families are most threatened with homelessness in Carson City. Interviews with providers and data collected from the Continuum of Care and the Section 8 waiting list clearly points to extremely low-income families. Carson City School District counts for homeless children identifies 359 school age children who were homeless, which translates into more than 1,000 individuals in homeless families with children.

Table 1A provides a summary of homeless needs in Carson City. Table 1A does not include assistance provided with emergency shelter block grant and the State's low income housing trust funds.

**Table 1A Version 1**

**Homeless and Special Needs Populations**

**Continuum of Care: Housing Gap Analysis Chart**

		Current Inventory	Under Development	Unmet Need/ Gap	Priority Need Level
<b>Individuals</b>					
<b>Example</b>	<b>Emergency Shelter</b>	<b>100</b>	<b>40</b>	<b>26</b>	<b>H,M,L</b>
<b>Beds</b>	Emergency Shelter	16	0	20	M
	Transitional Housing	35	0	20	H
	Permanent Supportive Housing	0	0	0	L
	<b>Total</b>	<b>51</b>	<b>0</b>	<b>40</b>	
<b>Persons in Families With Children</b>					
<b>Beds</b>	Emergency Shelter	63	0	0	M
	Transitional Housing	35	0	20	H
	Permanent Supportive Housing	0	0	0	L
	<b>Total</b>	<b>98</b>	<b>0</b>	<b>20</b>	

**Continuum of Care: Homeless Population and Subpopulations Chart**

Part 1: Homeless Population	Sheltered		Unsheltered	Total	Priority Need Level
	Emergency	Transitional			
Number of Families with Children (Family Households):	21	12	2	317	H
1. Number of Persons in Families with Children	63	35	15	1,045	H
2. Number of Single Individuals and Persons in Households without children	16	35	5	152	M
<b>(Add Lines Numbered 1 &amp; 2 Total Persons)</b>	<b>99</b>	<b>35</b>	<b>28</b>	<b>1,197</b>	
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total	
a. Chronically Homeless	13		9	22	M
b. Seriously Mentally Ill	NA				H
c. Chronic Substance Abuse	NA				M
d. Veterans	4				L
e. Persons with HIV/AIDS	NA				L
f. Victims of Domestic Violence	63				M
g. Unaccompanied Youth (Under 18)	20				H

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## 3.2 Homeless Facility and Service Needs

### Shelters and Homeless Facilities in Carson City

- **Advocates to End Domestic Violence**

Advocates to End Domestic Violence operates a 51 bed shelter that is designed to provide temporary refuge for women in crisis. The priority is to provide shelter to battered women and their children that have no place else to go. Advocates operates a 24 hour Crisis Call line. Shelter availability typically falls into one of 4 categories:

- **Emergency 72 hour time-out** - This is a safety and cooling off period. During this time you and an Advocates staff member will meet to help you decide if shelter is the right option for you.
- **72 Hours to 2 weeks** - If you remain at shelter for this period a more comprehensive program is available for you. Assistance is offered in seeking other community assistance, employment opportunities are explored.
- **Long-Term Shelter** - If you remain at the shelter on a Long-Term program Advocates works with you to realize an abuse and violence free life. Advocates continue to work with you to obtain housing, employment, necessary training programs or whatever else is needed to leave the shelter on a fully-functioning basis. For those needing additional time, we offer a Transitional Housing program.
- **Transitional Housing** - Advocates maintains a 15 bed long-term housing program that can offer an additional 12 months of housing and shelter to clients that have successfully completed the Long-Term Shelter program.

- **Friends In Service Helping (FISH)**

Friends in Service Helping (FISH) is a neighborhood facility that provides food, shelter, medical, and referral services to homeless and low-income people and is funded in part by their thrift store.

- **Shelters**

F.I.S.H. provides temporary housing and shelters to men, women and families. In 2011 F.I.S.H. provided 16,274 nights of shelter to persons in Carson City. Two year-round emergency shelters are available in Carson City along with Interim housing (sliding scale rentals) for six families with dependent children to assist homeless or at-risk families achieve self-sufficiency.

F.I.S.H. operates FOCUS (Friends of Citizens Under Stress) House, one of two year-round, publicly accessible, emergency shelters in Carson City. The FOCUS House offers shelter nightly to 16 men. F.I.S.H. also operates the Wylie House, the second year-round shelter facility in Carson City. The Wylie House serves 12 single women and/or families nightly

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Focus and Wylie House Emergency Shelters made 37 emergency beds available year round. The shelters averaged 41 people per night including some families with children in the Wylie House shelter.

- **Medical-Ross Clinic**

FISH strives to provide quality healthcare, testing and medication at no cost, to residents of the community who cannot pay for such services and who have no health insurance. The clinic is appointment only and appointments can be made through the F.I.S.H. Administrative Offices at 138 E Long Street. In 2009 F.I.S.H. treated 1,235 patients at the Ross Medical Clinic

- **Food**

F.I.S.H. meets the temporary and emergency needs of the hungry and homeless of our community by providing immediate food in the Family Dining Room in Carson City and through three foods banks in Carson City, Gardnerville and Mound House. Working to end food poverty and increase access to affordable, nutritious food for low-income families and individuals throughout Carson City, the F.I.S.H. Food Bank's initiatives focus on direct services and distribution of groceries.

- **Family Dining Room**

FISH dining room is a family oriented meal site that serves hot, nutritious and delicious food is located on E. Long St along with our Food Bank. FISH provides those in need with food and with fellowship, responding to all with humanity and respect. FISH meal site serves one meal to over 80 Carson City residents each day.

- **Emergency Housing Assistance**

FISH and Carson City Health and Human Services utilize Emergency Shelter Grant funds and Low-Income Housing Trust funds to house homeless and those threatened with homelessness. Housing resources are focused on very low income and homeless and homeless with disabilities.

FISH also served as the agent for the NVEnergy *Special Assistance Fund for Energy* grant program in Carson City. In 2011, FISH administered 313 grants for utility payments

- **Salvation Army Carson City**

The Carson City Corps offers a myriad of programs for adults and children, all within a safe, positive environment. The following services are provided:

- Sunday Service  
Coffee: 9:30AM  
Sunday School: 9:50AM  
Sunday Morning Worship Service: 10:45AM  
Sunday Fellowship 12:00 PM:

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- **Kids Klub 3:16**  
Every Tuesday from 3:16 PM until 5:30 PM kids from ages 5 to 12 are invited to be part of this fun, biblically based afterschool program.
  - **Wednesday Dinner and Bible Study**  
Every Wednesday starting at 5:30 there is a home cooked dinner and a study through the Bible.
  - **Fresh Foods Wednesdays**  
Every Wednesday from 1PM-3PM families are invited to come for fresh fruits and vegetables, bread, dairy products, and meat.
  - **Other Family Services:**
    - SHARE (Southwest Gas utilities assistance)
    - Food Assistance
    - Transportation Assistance
    - Target Shopping Spree
    - Back to School Supplies
    - Morning Latchkey (Before School Care)
    - Thanksgiving Food Baskets and Turkeys
    - Santa's Toy Shop
    - Toys for Joy/Angel Tree
    - Christmas Food baskets & Ham
    - Easter Food Basket
    - Summer Camp
    - Summer Day Camp
    - Music Camp
    - Educational Programs

### **3.3 Homeless Strategic Plan and Coordination**

Carson City agencies utilize a housing first model in dealing with homeless households and those threaten with homelessness. Once housed, essential support services are accessed by case management. Critical elements of the strategy include:

- A functioning homeless discharge plan with local agencies.
- Close coordination with homeless shelter providers in Carson City (FISH).
- Outreach efforts by FISH and the Carson City Sheriff's Department. The Sheriff's Department maintains a volunteer position to conduct outreach efforts in Carson City.
- Availability of a full range of housing resources for homeless. Carson City has emergency shelters, plans for transitional housing for homeless persons and young adults, and resources available to achieve permanent housing.

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- Access to mental health, substance abuse, health and dental services, employment and financial planning services. Carson City through its general fund resources supports mental health, substance abuse, and health and dental services for homeless and those threaten with homelessness.
  - Active case management.
  - A host of secondary support resources such as food pantries, employment training, counseling services located in Carson City.
  - Non-profit and agency coordination through the Carson City Circles process.

During the Consolidated Plan period, Carson City is pursuing two projects directed at homeless and those threatened with homelessness. FISH, with support from the Nevada Housing Division, plans to develop housing facilities to help individuals and families transition to self-sufficiency. Another facility will be developed by Ventana Sierra for homeless and at risk young adults. In addition, both FISH and Carson City Health and Human services use housing resources to help homeless and those threatened with homelessness achieve self-sufficiency. Carson City recently initiated a new housing program with the Nevada Rural Housing Authority. The NRHA maintains vouchers for chronic homeless with disabilities.

Carson City assists homeless households achieve self-sufficiency by providing health services, enrolling people in job training and employment programs and by coordinating financial planning courses.

One of the most pressing needs in Carson City is to increase the availability of mental health services. Additionally, demands for substance abuse are increasing. Additional financial resources are needed to address both.

### **3.4 Homeless Discharge Policy**

The Rural Nevada Continuum of Care (RNCoC) is working on several strategies to ensure that adequate discharge planning procedures and policies are in place across the Continuum and within the institutions in Nevada include the following:

#### **Foster Care**

A formal protocol is in place and has been implemented statewide. The policy is to identify youth who are aging out of the foster care system prior to discharge. Youth between ages 18 to 20 who have aged out of foster care are eligible for a stipend through the Nevada Partnership for Homeless Youth. A stipend of \$250- \$1000 per youth is provided for individuals who left the foster care system after January 1, 2003. They also provide critical needs funds, up to \$1,000 per year, for former foster care youth up to age 21 years. These funds are meant to help with dental and vision care, rent, utilities, and supportive mentoring. Additional funds might be available for emergency requests until the youth turns 21 years. In addition, Assembly Bill 94 (passed in 2000), entitled Transition from Foster Care, created an account by taxing real estate filing transactions throughout the state. This fund was specifically created to assist the former foster care youth of Nevada to attain economic self-sufficiency by providing goods and services,

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job training, housing assistance, case management and medical insurance. During 2000, this fund assisted 488 youth. The policies were summarized into a document published by the State entitled, "Into the World", a press release about foster care transition

The RNCOC is comprised of 15 small, rural and even frontier counties. Discharge planning is done by each jurisdiction or county rather than by the RNCOC. The Churchill County Social Services Department developed a joint MOU across health care, law enforcement, treatment, social services and juvenile probation. The document, which will be codified, is currently sitting in the District Attorney's Office for final sign off. Churchill County Social Services is a current RNCOC grantee and hopes to share their process and policy with other counties in the RNCOC for replication. Lyon County, another member of the RNCOC, has also taken this approach with their community partners (joint MOU across all segments).

### **Corrections**

The 2009 Legislature created a Statewide Prisoner Re-entry Coalition. No funding was allocated but the coalition can seek and secure funding into an account. This coalition is working to develop a statewide discharge policy. The Department of Corrections (DOC) provides referrals and information regarding permanent housing. Nearly all DOC sites are in the RNCOC and rural clinics administer the permanent housing for those with mental health issues in rural counties. The DOC has established the goal to develop a continuum of services and programs that will prepare the offender at specific stages of his/her sentence for re-entry and release into society. In addition, the DOC has a MOU with the Division of Mental Health and Disability Services (rural clinics) to provide services for inmates with mental health disorders to avoid discharging the individual without care that would prevent homelessness.

### **Mental Health**

The MOU between Mental Health and Disability Services (Rural Clinics/Adult MH Services) and the Division of Child and Family Services (DCFS) will ensure effective transition of those leaving mental health treatment, in particular children and families served by DCFS. The protocol has been agreed upon and is being actively carried out by the RNCOC and the publically funded agencies and systems of care. Corresponding policies and procedures are in place to ensure that persons leaving publically funded institutions do not end up homeless when discharged from facilities.

### **Homeless Discharge Plan**

Carson City maintains a discharge plan with Carson City Health and Human Services, Advocates to end Domestic Violence, Carson City Sheriff's Department, Carson Tahoe Regional Health Care, and Friends in Service Helping. The purpose of the plan is to assist homeless residents in Carson City to find shelter, care and nourishment. A copy of the discharge plan is included in Appendix C.



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## 4.0 SPECIAL NEEDS-NON HOMELESS

### 4.1 Housing Stock for Persons with Disabilities including HIV/AIDS

With the exception of assisted living for elderly persons and convalescent care, there is only one facility in Carson City that provides supportive living for persons with traumatic brain injury. A small number of vouchers are available for persons with severe mental illness. Carson City has drug and alcohol treatment facilities as well as facilities and services for those with developmental disabilities. The Northern Nevada Center for Independent Living operates in the region but does not provide any housing.

The Division of Mental Health has identified the need for additional housing resources and counseling services for the severe mental illness (SMI). Currently, the ability to serve additional clients is limited by housing and staff resources. The estimated total need for housing and care is approximately 70 additional placements, for a total of 90. Over the next several years the total demand for assistance is expected to range from 100 to 200 placements.

HOPWA funds are used to prevent and eliminate homelessness among people living with HIV/AIDS in Nevada. Services 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.

In 2012, there were only 344 new HIV infections statewide, which is a substantial decrease from the 378 new HIV infections in 2011. This decrease is unusual and may be due to the unexpected closure of the Southern Nevada Health District building in April 2012 and the subsequent disruption in HIV testing services, causing fewer people to get tested and diagnosed. With this overall decline, there are unusual declines in the number of new HIV infections among many sub-populations, so it is important to consider how these events may affect new HIV infection trends.

At the end of 2012, a total of 8,792 persons were known to be living with HIV/AIDS in Nevada, over half (53%) of whom have been diagnosed with AIDS. Overall, the number of new HIV infections, new AIDS cases, and deaths among persons living with HIV/AIDS has been steadily declining. Fewer people are becoming infected and people are living longer once they do become infected. Although many advances have been made in HIV/AIDS prevention and care, geographic, sex, age, and racial/ethnic disparities still exist within our state.

Of all the counties in Nevada, Clark County continues to have the highest morbidity of HIV/AIDS. In 2012, Clark County had the highest rate of new HIV infections (15.6 per 100,000 people) and rate of persons living with HIV/AIDS (378.1 per 100,000 people). In Washoe County, which is the next most populous county in Nevada, the rate of new HIV infections was 6.1 per 100,000 and the rate of persons living with HIV/AIDS was 207.6 per 100,000. Due to their small population size, the remaining counties in the state are grouped into the category "all other counties".

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The mission of the Nevada Ryan White Comprehensive AIDS Resource Emergency (CARE) Part B Program is to provide life-saving medications, essential primary care, and support services for low-income, underinsured, and uninsured people living with HIV/AIDS in Nevada. The Ryan White Program fills gaps in care not covered by other sources and is a payer of last resort.

In Northern Nevada, housing assistance in the form of rental assistance, supportive services, and long term housing placement assistance is provided by two organizations; the Nevada AIDS Foundation and the Northern Nevada HOPES Clinic. There are no specific housing units available for persons with HIV/AIDS in Carson City. Based upon data, the total number of persons living with HIV/AIDS in Carson City is approximately 64 people.

In 2012, the rate of new HIV infections in all other counties was only 2.1 cases per 100,000. The rate of persons living with HIV/AIDS was 116.9 per 100,000. (Source: Nevada HIV/AIDS Epidemiological Profile 2012 Update)

There are no facilities and services in Carson City specifically designated to assist people with HIV/AIDS. The closest facilities are associated with Northern Nevada Hopes in the Reno/Sparks area. New facilities are not anticipated with the limited infection rate among the local the population.

## **4.2 Mental Health and Substance Abuse**

In the fall of 2010, Carson City Health and Human Services led the community in the completion of the Centers for Disease Control and Prevention's (CDC) local assessment instrument for conducting the *National Public Health Performance Standards Program* (NPHPSP) in Carson City. The completion of the assessment led to the development of a Carson City Health Action Planning Committee ("Get Healthy Carson City!"). The Committee consisted of a group of individuals who had participated in the NPHPSP and was tasked with completing a Community Health Improvement Plan (CHIP) that would serve as a long-term, systematic plan describing how the community would work together to improve the health of Carson City.

A lack of access to behavioral health resources and practitioners is seen as an urgent health care policy issue (Nevada Flex Program Advisory Committee, 2008).

Carson City has an annual average age-adjusted cirrhosis/liver disease mortality rate of 18.4 deaths per 100,000. This is higher than the 11.7 rate reported for Nevada and the 9.1 rate nationally. Seventy-five percent of Carson City high school students report they have had a drink of alcohol at least once, 54 percent agree or strongly agree that illegal drugs are a problem at their school, and 40 percent report they have used marijuana (Carson Tahoe Health Foundation, 2010).

The Health Division has identified the need for additional housing resources and counseling services for the SMI. Currently, the ability to serve additional clients is limited by housing and staff resources. There is a waiting list for the Shelter+Care program. The estimated total need

for housing and care is approximately 50-100 additional placements. Over the next 5 years the total demand for assistance is expected to range from 100 to 130 placements. There are several existing constraints to providing housing and care for the SMI such as access to supportive housing and auxiliary services (treatment facilities and employment opportunities). There is also a need to provide similar services to the dual diagnosed.

The Division has identified the need for additional housing placements in the following communities: five in Fallon, fifteen in Carson City, two in Elko, five in Ely, nine in Winnemucca and surrounding communities, six in Pahrump, eight in Douglas County, fifteen in Lyon County and three in Mesquite.

Table 1B and 1C shows priority needs of special needs subpopulations and specific homeless and special needs objectives.

**Table 1B**  
**Special Needs Subpopulations**

<b>SPECIAL NEEDS SUBPOPULATIONS</b>	<b>Priority Need Level High, Medium, Low, No Such Need</b>	<b>Unmet Need</b>	<b>Dollars to Address Unmet Need</b>	<b>Multi-Year Goals</b>	<b>Annual Goals</b>
Elderly	High	50	\$1,000,000	5-10	1-2
Frail Elderly	High	100	\$2,000,000	5-10	1-2
Severe Mental Illness	Medium	20	\$2,000,000	0	0
Developmentally Disabled	Low	0	\$0	0	0
Physically Disabled	Medium	50	\$125,000	0	0
Persons w/ Alcohol/Other Drug Addictions	Medium	0	\$0	0	0
Persons w/HIV/AIDS	No such need	0	\$0	0	0
Victims of Domestic Violence	Medium	20	\$2,000,000	20	0
Other	No such need	0	\$0	0	0
<b>TOTAL</b>				10-40	

**Table 1C**  
**Summary of Specific Homeless/Special Needs Objectives**  
**(Table 1A/1B Continuation Sheet): 2014-2019**

Obj #	Specific Objectives	Performance Measure	Expected Units	Actual Units
	<b>Homeless Objectives</b>			
1	Expand transitional housing opportunities for families and individuals. <u>Objective dependent upon availability of State HOME funds.</u>	Beds Available	10-20 units	23
2	Maintain access to availability of health and dental services to homeless and very low income.	Persons Served	500	
3	Maintain suitable living environments for those in imminent danger of homelessness. <u>Objective dependent upon availability of ESG</u>	Households Served	30/yr.	20
4	Expand transitional housing for young adults-Ventana Sierra Project	Persons Served	10-20/yr.	
	<b>Special Needs Objectives</b>			
1	Sustain independent living opportunities for owners through rehabilitation and modification of existing structures.	Households Assisted	1-2 per year	2
2	Encourage universal design in new construction of multi-family housing supported by Carson City.	Units	10-20 units	NA
3	Expand mental health counseling services.	Persons Assisted	unknown	unknown
4	Maintain access to housing for person with disabilities through shelter plus care grant and COC.	Persons Assisted	20	

#### 4.3 Special Needs Objectives-Strategic Plan

The Strategic Plan identifies the City's highest priority needs and sets forth the City's goals, objectives, and expected outcomes for the next five years. It serves at the basis for selecting which projects to fund during this period. The priorities, goals, and objectives are determined by the City based on the information gathered in the planning process and the needs assessment.

The City estimates that it will receive between \$1.7 and \$2.1 million dollars in CDBG funds over the course of the five year plan. This is a fraction of the amount needed to fully fund the potential projects that have a need for the funding. Quantitative data and consultations with local service providers, other city departments, and community development practitioners formed a large basis for setting priorities.

1. Community development priorities are based on input from consultations with local service providers and representatives from city departments.
2. Homeless priorities are based on consultation with Continuum of Care staff and data from Point In Time Homeless count.

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3. Special needs priorities are based on consultations with city departments, local housing providers, and service providers that cater to persons in need of supportive housing.
  4. Affordable housing priorities are based upon the housing market analysis and consultations with the public housing authority. When making its determinations, the City considered the severity of housing problems and needs of each income group and tenure type in accordance with 91.205.

The City will use the following general guidelines and priorities when selecting projects to fund with CDBG dollars:

1. The City has identified the following potential projects for receiving funds:
  - a. Infrastructure : Sidewalks in neighborhoods identified as low-moderate income by HUD
  - b. Housing Quality: Weatherization improvements for qualifying low-income households
  - c. Transitional and permanent housing: Expand transitional and permanent housing for at risk youth, families, individuals, and those in imminent danger of homelessness.
2. The City places a high priority on where the federal funds can make a long-term or permanent investment in the viability of the community. Good examples are the sidewalk improvements, neighborhood facility improvements, and housing improvements.
3. The City places a high priority on projects that proactively address community needs that can lower the costs of providing services in the future, such as mental health and substance abuse counseling.
4. The City places a medium priority on projects that will serve an identified need in the community but have other sources of available funding. The City will consider funding projects that meet a medium priority need when the CDBG funds can leverage significant sources of other funding.

## **5.0 OTHER STRATEGIC ACTIVITIES**

### **5.1 Lead Based Paint**

As seen in Table 2-9, the number of homes in Carson City built prior to 1979 is 11,463, approximately 49 percent of the housing stock. A significant number of older housing units are located on the western side of Carson City in areas which have relatively high incomes. Areas to the east of U.S. 395 have older homes and are located in areas with relatively lower household incomes. Carson City Health and Human Services has not received any reports of lead poisoning. Case managers for the department are trained in identifying lead hazards and

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inspect units prior to placing tenants under the ESG and the Low-income housing trust fund program.

Carson City will continue to test for lead paint hazards in any rehabilitation project undertaken. Additionally, the Carson City will monitor the Nevada Health Division to identify any new hazards that potentially emerge in the area and work with Carson City Health and Human services to address immediate needs. Carson City contacted the Nevada Health Division in efforts to determine the potential for health hazards from lead based paint. Housing rehabilitation projects in Carson City will continue testing for lead-based paint on all projects.

The Carson City Board of Supervisors will consider allowing a portion of the homeowner rehabilitation assistance to be granted for costs which address environmental issues including lead based paint. Homeowners are more receptive to rehabilitation projects when the environmental improvements do not require repayment

The Nevada Health Division through its Nevada Healthy Home Partnership can provide professional assistance to households experiencing potential problems with lead. Carson City and Carson City Health and Human Services will continue to refer tenants and homeowners to the program.

## **5.2 Anti-poverty Strategy**

Carson City has been successful at moving low and very low-income households in imminent danger of homelessness to permanent situations. The best combination to achieve these results is to stabilize the household with housing resources and then provide support to access available services that can ultimately lead to improved social and economic conditions. These efforts are largely possible with the following activities:

- Increasing coordination between housing and human service providers through the Carson City Circles Initiative
- Working with Continuum of Care process.
- Providing support services including financial planning and employment training. Providing the initial adequate housing resources to stabilize households.
- Providing adequate management to ensure necessary support services are available to households and persons in need.

With respect to increasing coordination between housing and human service providers, Carson City Circles initiative brings together local non-profit and support agencies to work on and coordinate programs for those in poverty.

### **Capital City Circles Initiative**

#### **Mission**

The Capital City Circles Initiative (CCCI) is a cooperative community effort to elevate people out of poverty by intentionally creating relationships across class lines, and empowering people in poverty to chart their own course toward self-sufficiency."

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## **Overview**

The Capital City Circles Initiative is a community-based program that assists families living in poverty (Circle Leaders) to achieve their goal of self-sufficiency through education and supportive friendships with allies from middle-class members of the community. After completing a 20-week "Getting Ahead" workshop, the families, thereafter referred to as Circle Leaders, are matched with 3-5 allies form a circle.

### **5.3 Fair Housing**

During the Consolidated Plan period, Carson City will undertake the following activities:

- Provide fair housing referral materials to property managers and on-site managers overseeing Carson City financed projects.
- Work with housing providers and Silver State Fair Housing Council to identify needed training.
- Periodically sponsor fair housing workshops to address compliance problems in Carson City.
- Encourage developers and others to incorporate universal design standards in housing and to increase the number of fully accessible units in Carson City.
- Review zoning codes and other development regulations for potential barriers to entry.
- Carson City Board of Supervisors adopted a Fair Housing Month by proclamation.
- Carson City Website will be updated regularly with information and referrals to fair housing information and resources.

### **5.4 Institutional Structure and Coordination**

The institutional structure in Carson City is fairly effective in dealing with housing and community development issues and are working to provide financial resources to meet the demands. Local agencies meet regularly through the Carson City Circles Initiative to develop working relationships to address many of the most pressing problems in Carson City. Being the State Capital, local agencies also have direct access to state agencies serving a variety of needs throughout the state.

There are few areas requiring additional coordination in Carson City. The service network is well established and active.

# Appendix A: Citizen Participation Plan

## Introduction

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As a recipient of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD), Carson City is required to adopt a plan that sets policies and procedures for citizen participation in the development and administration of its consolidated plan. The citizen participation plan must provide for and encourage citizens to participate in the development of the consolidated plan, the annual action plan, any substantial amendments to the consolidated plan, and the annual performance report. The plan is designed especially to encourage participation by low- and moderate-income persons, particularly:

- those living in slum and blighted areas,
- in areas where CDBG funds are proposed to be used,
- residents of predominantly low- and moderate-income neighborhoods,
- residents of public and assisted housing developments, and
- residents of targeted revitalization areas in which the developments are located.

The City must follow its citizen participation plan. The requirements for citizen participation do not restrict the responsibility or authority of the City for the development and execution of its consolidated plan. The City must provide citizens with a reasonable opportunity to comment on the original citizen participation plan and on amendments to the citizen participation plan, and must make the citizen participation plan public. The citizen participation plan must be in a format accessible to persons with disabilities, upon request.

The City Planning Division is the point of contact for all questions, comments, complaints, and requests for technical assistance. The Planning Division can be contacted by telephone at 775-887-2180. Please address all correspondence to:

Carson City Planning Division  
ATTN: CDBG Coordinator  
108 E. Proctor St.  
Carson City, NV 89701

The City will maintain a CDBG mailing list to keep interested parties informed with updates regarding the CDBG program. To be added to the mailing list call (775) 887-2180.

## The Consolidated Plan & Annual Action Plan

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Every five years the City develops a long-term strategic plan called the consolidated plan. The consolidated plan guides the programs that the City will undertake each year. In addition to the consolidated plan, the City must prepare an annual action plan that describes the actions to be taken in a specific program year. To ensure public participation in the development of the consolidated plan and annual action plan, the City will hold a public hearing, accept public comment, and issue public notices for the consolidated plan and for each annual action plan.

## Public Notice & Publication

The City will publish a public notice in the *Nevada Appeal* a minimum of two weeks before each hearing and public comment period. The notice will include a summary of the plan, the amount of assistance the City expects to receive, the estimated amount that will benefit persons of low- and moderate-income, activities that may be undertaken, and a list of the locations where copies of the entire plan may be examined. The City will also send the notice to all members of the CDBG mailing list.

The City is required to publish each proposed plan in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and to submit comments. Copies of each plan will be available for review at the City Hall and on the City website. The City will provide a reasonable number of free copies of the plan to citizens and groups that request it.



# Appendix A: Citizen Participation Plan

## Public Hearings

The City will hold at least one public hearing per year during the development of the consolidated plan/annual action plan. The purpose of the public hearings is to obtain citizens' views, respond to proposals, and answer questions. The hearings will address housing and community development needs, proposed activities, and review of program performance. At least one of these hearings is held before the proposed plan is published for comment. Upon request, the City will provide for translation services to meet the needs of non-English speaking residents. The City will also take whatever actions are appropriate to serve the needs of persons with disabilities.

## Public Comments

The City will provide a period of at least 30 days to receive comments from citizens on each proposed plan. The City will consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final adopted plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final adopted plan.

## Plan Amendments

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In the course of administering the CDBG program, the City may need to amend the consolidated plan or an annual action plan. When the amendment is significant and meets the criteria set forth below, the change will be considered a substantial amendment and the City will undertake additional actions to ensure citizens have an opportunity to comment. Records of all amendments will be maintained at the City for public review and will be fully described in the annual performance report submitted to HUD.

### Criteria for Substantial Amendments

If a plan amendment meets any of the following criteria, the City will consider the amendment to be substantial and undertake the additional steps described in this section to ensure public participation:

- a change in funding allocation priorities described in the consolidated plan,
- a new activity not previously described in an annual action plan,
- a change in the use of CDBG funds from one eligible activity to another, or
- a budget amendment of more than \$50,000.00.

### Public Notice & Publication

In the case of any proposed substantial amendment, the City will publish a public notice in the *Nevada Appeal* a minimum of two weeks before each public hearing and public comment period. The notice will include a summary of the amendment and a list of the locations where copies of the amendment may be examined. The City will also maintain a mailing list of interested parties and send information regarding the amendment to all members of the mailing list.

### Public Comments

The City will provide a period of at least 30 days to receive comments on the substantial amendment before the amendment is implemented. The City will consider any comments or views of citizens received in writing, or orally at public hearings, if any, when adopting the amendment. The City will attach a summary of these comments and the City's response to the final adopted amendment.

# **Appendix A: Citizen Participation Plan**

## **Performance Reports**

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Each year the City must submit a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. This report is due 90 days after the close of the program year. To ensure public participation in the review of the performance report, the City will hold a public hearing, accept public comment, and issue public notices.

## **Public Notice & Publication**

The City will publish a public notice in the *Nevada Appeal* a minimum of two weeks before each hearing and public comment period. The City will also maintain a mailing list of interested parties and send information to all members of the mailing list. Copies of the performance report will be available for review at the City Hall and on the City website.

## **Public Hearings**

The City will hold at least one public hearing per year during the preparation of the annual report. The purpose of the public hearings is to obtain citizens' views, answer questions, address housing and community development needs, and review program performance. Upon request, the City will provide for translation services to meet the needs of non-English speaking residents. The City will also take whatever actions are appropriate to serve the needs of persons with disabilities.

## **Public Comments**

The City will provide a period of at least 15 days to receive comments on the annual report before the report is submitted to HUD. The City will consider any comments or views of citizens received in writing, or orally at public hearings, if any, when preparing the final report. The City will attach a summary of these comments and the City's response to the final annual report.

## **Access to Meetings and Records**

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In addition to providing participation in the development of plans and the review of the annual report, the City must provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the consolidated plan and the use of CDBG funds. The City will provide access to records for the current program year and previous five program years. These records include, but are not limited to, the citizen participation plan, the consolidated plan as adopted, annual action plans, performance reports, and any substantial amendments. The City will make these records available in a form accessible to persons with disabilities, upon request. Records are maintained in the Planning Division at the address given in the Introduction.

The City will also provide citizens with reasonable and timely access to local meetings held in regard to the consolidated plan and the activities undertaken as part of the consolidated plan.

## **Technical Assistance**

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The City must provide for technical assistance to groups representative of persons of low- and moderate-income that request such assistance in developing proposals for funding assistance under any of the programs covered by the consolidated plan. To request technical assistance, contact the Planning Division at the address given in the Introduction.

## **Complaints**

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The City will maintain a file that documents all citizen complaints and the City's response for any complaints related to the consolidated plan, amendments, and performance report. The City will provide a substantive written response to every written citizen complaint within 15 working days of the receipt of the complaint. In addition, the City will consider these complaints when evaluating program performance as part of the annual report to HUD. Address all complaints to the Planning Division address given in the Introduction.

# Appendix A: Citizen Participation Plan

## Displacement

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Displacement occurs when an individual, family, partnership, association, corporation, or organization moves from their home, business, or farm, or moves their personal property as a direct result of a federally-funded acquisition, demolition or rehabilitation. Generally, displacement does not include persons displaced temporarily from their dwelling for less than 12 months while it is being rehabilitated. Displaced persons and entities are eligible for relocation assistance under federal law.

As a part of this plan, the City is required to describe its plans to minimize displacement of persons and to specify the types and levels of assistance the City will make available to persons displaced. To minimize displacement, the City will not acquire or demolish occupied structures. When displacement is necessary and unavoidable, the City will offer the following types of assistance.

### For Residential Displacements

- Provide relocation advisory services to displaced tenants and owner occupants
- Provide a minimum 90 days written notice to vacate prior to requiring possession
- Reimburse for moving expenses
- Provide payments for the added cost of renting or purchasing comparable replacement housing

### For Nonresidential Displacements (businesses, farms, and nonprofit organizations)

- Provide relocation advisory services
- Provide a minimum 90 days written notice to vacate prior to requiring possession
- Reimburse for moving and re-establishment expenses

## APPENDIX B: CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will:
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

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Signature/Authorized Official

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Date

Robert L. Crowell, Mayor  
Title

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014, (a period specified by the grantee consisting of one specific consecutive program year), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made

against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws --** It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

Robert L. Crowell, Mayor  
Title