

Carson City Community Development Block Grant

Annual Action Plan Fiscal Year 2025-2026¹

Executive Summary

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

1. Introduction

In fiscal year 2025, Carson City received an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The objectives of the CDBG program are to expand economic opportunities principally for persons of low- and moderate-income and provide suitable living environments and decent housing.

The grant may fund the following types of activities:

1. The elimination and prevention of slums and blighting influences that cause deterioration within a community.
2. The elimination of conditions detrimental to health, safety, and public welfare through code enforcement, demolition, or interim rehabilitation assistance.
3. The conservation of housing stock to provide a suitable living environment for persons principally of low- and moderate-income (LMI).
4. The expansion and improvement of the quality and quantity of community services principally for persons of low- and moderate-income.
5. The better utilization of land and other natural resources, and the planning of placement of residential, commercial, industrial, recreational, and other needed activity centers.
6. The reduction of isolation of income groups through spatial de-concentration of housing and revitalization of deteriorated neighborhoods.
7. The restoration and preservation of properties with historic, architectural, or aesthetic value.
8. The stimulation of private investment and community revitalization to alleviate physical and economic distress.
9. The conservation of scarce energy resources, improvement of efficiency, and provision of alternative and renewable energy sources.

Carson City's Finance Department (Finance) manages the CDBG and prepared the 2023-2028 Consolidated Plan in consultation with representatives of other city offices and local social service

¹ Throughout this document you will see Fiscal Year 2026, which is the period of July 1, 2025 through June 30, 2026, the U.S. Department of Housing and Urban Development calls this same period Project Year 2025.

nonprofits. Through analysis of the data, trends, and various programs, the City identified community priorities.

Carson City will begin the third year of its Consolidated Plan on July 1, 2025, and is submitting this Annual Action Plan. The Action Plan provides a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used to address the priority needs and specific goals identified in the Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

In addition to the data collected for the Consolidated Plan, Carson City's 2022-2026 Strategic Plan greatly informed the resulting priorities. Beginning in December 2019, the Carson City Board of Supervisors spent 18 months meeting with elected officials and department directors, conducting public workshops, analyzing survey data, and establishing goals, objectives, and outcomes in order to draft a five-year strategic plan. The resulting Fiscal Year (FY) 2022-2026 Strategic Plan, approved on September 2, 2021, identifies six pillars and accompanying tactics. Five of these tactics correspond with the CDBG objectives:

- A. Economic Development:** Construct infrastructure, parking lot, and sidewalk improvements to improve access to businesses.
- B. Efficient Government:** Collaborate with local resources (small business/employment opportunities, Ron Wood Center/education opportunities and assistance with housing) to encourage client cooperation, motivation to change and promote successful outcomes.
- C. Quality of Life and Community:** Provide transitional housing and ancillary services for Specialty Court Programs and Human Services including opportunities to obtain units through City-partnered affordable housing projects.
- D. Safety:** Enforce building codes and nuisance laws.
- E. Safety:** Utilize evidence-based rehabilitative services to reduce recidivism.

The Board of Supervisors desires that each CDBG-funded project meets the guidelines established by HUD and accomplishes a goal(s) identified in the Strategic Plan.

On November 7, 2024, the Board of Supervisors approved a substantial amendment to the Fiscal Year 2025 CDBG Annual Action Plan by identifying the following five priorities for the CDBG funds:

1. Construction of ADA compliant sidewalks.
2. Improving access to public facilities.
3. Providing supportive services to low- to moderate-income households.
4. Reducing blight in low- to moderate-income neighborhoods and/or code enforcement.
5. Providing mental health and/or substance abuse services.

On February 21, 2025, the Board of Supervisors elected to concentrate on city infrastructure projects in Fiscal Year 2026 to address priorities 1. Construction of ADA compliant sidewalks and 2. Improving access to Public Facilities.

3. Evaluation of past performance

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

FY 2024

The city completed its first year as an entitlement community in FY 2023-2024, receiving funding directly from HUD. The City selected to fund two projects:

A. **Friends In Service Helping (FISH);** parking lot resurfacing: \$13,468

FISH requested CDBG funds to resurface the organization's parking lot to prevent it from becoming a hazard for the safety of clients, employees, donors, and visitors.

The resurfacing was completed April 13, 2024.

B. **Carson City Public Works;** Carmine Street, ADA sidewalks: \$325,854

The CDBG funds will be used for sidewalk and ADA curb ramp improvements along Carmine Street between N. Lompa Lane and Airport Road, and a portion of Airport Road around the intersection. Project funding is for design, and construction of these improvements which include replacing existing and adding new pedestrian curb ramps to be ADA-compliant, replacing substandard or hazardous sidewalks, adding missing sidewalks, and expanding roadway pavement in areas where curbs and sidewalks are being added.

The Carmine Street project has been postponed, and construction is scheduled to begin in 2025.

FY 2025

A. **Carson City Public Works;** Carmine Street, ADA sidewalks: \$124,146

The CDBG funds will be used for additional sidewalk and ADA curb ramp improvements.

The Carmine Street project has been postponed, and construction is scheduled to begin in spring 2025.

B. **Night Off the Streets (NOTS);** 2024-2025 Outreach and Warming Center: \$20,000

The grant provides funds for the executive director's salary, office rent, and center supplies.

As of March 2025, NOTS has spent 64% of the allocation. NOTS sheltered an average of 41 individuals per night from November 2024 to March 2025. This average is an increase of ten

individuals over the same period in 2023-2024; NOTS anticipates outgrowing its space at partner churches.

C. **Nevada Rural Counties RSVP Program, Inc.**; Enhancing Mobility for Carson City Seniors and Adults with Disabilities: \$15,000

RSVP purchased a new paratransit van and applied a branded vehicle wrap. CDBG funds served as a match for a Nevada Department of Transportation grant. The van was delivered in March 2025.

D. **Ron Wood Family Resource Center**; Children and Families Mental Health Treatment Services: \$11,987

Utilizing CDBG funds, Ron Wood provides mental health services for LMI children and families that are uninsured or underinsured. Ron Wood's licensed social worker receives referrals, identifies need, provides intake and assessments, and refers clients to the Ron Wood Counseling Center (RWCC). The LMI child/family enrolls in the CDBG Children and Families Mental Health Treatment Services if no other funding is available to them. The RWCC provides treatment services through the oversight of the LCSW/Clinical Director.

As of March 2025, Ron Wood has spent 45% of the allotted CDBG funds. Since August 2024:

- 31 clients have completed intake/assessment.
- 30 clients have been screened for funding.
- 16 clients have qualified for CDBG funding.
- Clients have attended 117 mental health sessions.

E. **St. Teresa of Avila Conference, St. Vincent de Paul Society**; Eviction Prevention: \$12,000

St. Vincent's Eviction Prevention program provides one-time, tenant-based rental assistance for Carson City families who are at immediate risk of losing their primary residence and becoming homeless. Payments are made directly to landlords, owners, or property managers once they agree to 1) accept a partial payment from the Subrecipient and 2) stop any eviction actions, notices, and proceedings with receipt of payment from the Subrecipient. Every rental assistance applicant is required to affirm LMI status according to federal guidelines.

St. Vincent submitted their last Request For Funds (RFR) on February 2, 2025; expending 100% of the granted funds. Between October 28, 2024, and January 7, 2025, St. Vincent provided rent assistance to 42 households.

F. **Carson City Parks, Recreation, and Open Space**; Mills Park Pickleball Courts: \$170,790

Carson City Parks, Recreation and Open Space will construct six new pickleball courts at Mills Park. The project will also demolish two existing unusable concrete tennis courts.

The project includes demolition of two existing concrete tennis courts, grading, landscape and tree demolition, compacted aggregate base, a post-tension concrete slab, net sleeves and nets, acrylic tennis court surfacing, court striping, drainage improvements, sidewalk, concrete masonry unit (CMU) retaining wall modifications, 8' perimeter fencing repairs, 4' fencing for court separation and minor landscape repairs.

The project broke ground on April 7, 2025. Completion is anticipated in summer 2025.

4. Summary of Citizen Participation Process and consultation process

February 21, 2025: The Board of Supervisors held a public work session at Fuji Park. Approximately 15 Carson City citizens attended. The board members and City department directors discussed how to best utilize CDBG funds and determined prioritizing city ADA improvements and infrastructure accessibility projects was most cost effective. Two nonprofit leaders, and recipients of FY 2025 CDBG awards, concurred that CDBG funds should be utilized for city ADA improvements and infrastructure accessibility projects that qualify under CDBG. There was no other discussion.

May 21, 2025: Annual Plan published on city website May 21, 2025.

May 3, 2025: Legal notice regarding the Annual Plan published in the *Nevada Appeal*.

June 5, 2025: Public hearing regarding proposed projects

Public meeting and approval of Annual Plan

June 18, 2025: Board of Supervisors approve CDBG grant(s).

5. Summary of public comments

To be completed after 30-day public comment period and public meeting.

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

To be completed after 30-day public comment period and public meeting.

7. Summary

To be completed after 30-day public comment period and public meeting.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Agency Role	Name	Department/Agency
CDBG Administrator	Carson City	Finance

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information:

Sheri Russell-Benabou, Chief Financial Officer
Carson City Department of Finance
201 N. Carson St., Suite 3
Carson City, NV 89703
775-283-7222

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

1. Introduction

The City consulted with public and private service agencies and solicited citizen input in the development of Carson City's 2023-2028 Consolidated Plan and FY 2026 Annual Plan.

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

Carson City's institutional structure is effective in dealing with housing and community development issues and working with non-profit organizations to address those needs. Being the state capital, local agencies also have direct access to state agencies serving a variety of needs.

Carson City Health and Human Services (CCHHS) and local social service organizations formed the Carson Area Action Network. The network meets monthly to coordinate and share information. CCHHS organized another monthly meeting in a shared case management model to coordinate services for high utilizers of these services. Carson City Behavioral Health Taskforce (CCBHTF) meets monthly and includes Carson City departments such as CCHHS, Carson City Sheriff's Office, Carson City Fire Department, Carson City Juvenile Services, as well as Carson Tahoe Regional Medical Center (the local hospital), mental health providers, the Carson City School District, social services agencies, and other interested parties. CCBHTF reviews best practices in providing services, determines gaps in services, and looks for opportunities to better the jurisdiction's behavioral services.

The Carson City Sheriff's Office operates the Mobile Outreach Safety Team (MOST) which assists community members experiencing mental health issues, decrease incidents involving force, reduce

incarcerations and hospital/emergency room stays. The team consists of two Deputy Sheriff's trained in crisis intervention and two licensed clinical social workers specializing in mental health.

Lastly, Carson City offers its non-profit organizations Community Support Services Grants (CSSG) through a competitive process. The program provides social services to low- to moderate-income community members. Eligible projects include dental, mental and health services, prevention, initiatives to prevent homelessness, and other social services.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Rural Nevada Continuum of Care (RNCoC), comprised of 15 rural counties, works with the Nevada Housing Division, which administers Emergency Solutions Grant (ESG) funding statewide. The RNCoC coordinated with the Housing Division to develop performance standards and evaluate outcomes for ESG. Bitfocus, a computer platform, manages the Community Management Information System (CMIS)/Homeless Management Information System (HMIS). The Nevada Housing Division serves on the RNCoC's Steering committee and ESG recipients are required to actively participate in the RNCoC. In addition, the funding, policies, and procedures for the administration of HMIS are all managed by the RNCoC's Steering Committee, in collaboration with the Statewide HMIS Administrator, Clark Social Services.

The Nevada Independent Living Program is designed to assist and prepare foster and former foster youth in making the transition from foster care to adulthood by providing opportunities to obtain life skills for self-sufficiency and independence. Some young people who leave the foster care system may need continuing services. The Independent Living Program offers many learning and training opportunities with financial assistance.

Carson City Health and Human Services (CCHHS), as a department of Carson City, is deeply involved in RNCoC's efforts addressing homelessness, especially those people with the highest acuity: people with chronicity, families, and veterans. CCHHS serves as the designated access point for the RNCoC's Coordinated Entry System and participates on all RNCoC's committees. The Human Services Division Manager of CCHHS serves as Chair of the Steering Committee and the Governance Sub-Committee. In addition, CCHHS receives funding for RNCoC's Permanent Supportive Housing and Rapid Rehousing-Transitional Housing programs.

CCHHS receives the Community Services Block Grant (CSBG) and is designated as the Community Action Agency for the City. CCHHS coordinates with the RNCoC for case management services. CSBG provides funding to CCHHS to provide case management and supportive services to participants of the housing programs to rehouse and stabilize homeless persons and to prevent households at risk of becoming homeless. CSBG funds a workforce program in an effort to remove barriers preventing individuals from employment or education. Community members may attend life skill workshops to gain self-sufficiency

skills. Volunteer facilitators present workshops covering financial literacy and employment soft skills such as resume building, interview skills, hygiene, and interpersonal skills. Additional partnerships with other employment services provide health services, job training, employment certification programs, and financial planning courses.

Increasing the availability of mental health services, including inpatient mental health treatment for adults and for juveniles, is one of the most pressing needs in Carson City. Additional supportive housing for individuals suffering from mental health issues is another need within the community. Demands for supportive housing for individuals with substance abuse issues are also increasing. Additional financial resources are needed to address the need for support services and housing for both populations.

FISH, with support from the Nevada Housing Division, opened its Student Housing, a 36 unit apartment building designed to support adult learners, those seeking better careers, and their families by providing a stable living environment that fosters education success and economic advancement. Rental assistance and scholarships are available. Resident Advisors and a dedicated Student Resident Case Manager are onsite to provide support and wrap around services.²

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

In October 2023, the RNCoC and Churchill County Social Services evaluated three contractors as program coordinators, and selected Winged Wolf Innovations, LLC to develop a strategy to prevent and end homelessness and lead coordination, collaboration and communication. Priorities under consideration for the ESG include CoC operations, data, equity, availability and access to housing, and collaboration and coordination. The RNCoC is available to assist the Housing Division with rating and rankings of the applications for the ESG applications. ESG recipients are required to be members of the RNCoC. The RNCoC has assisted ESG with ratings and rankings of applicants. RNCoC manages ESG data in a HMIS on the Bitfocus system software platform.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities.

² Wrap around service is a philosophy of care and service provision characterized by a planning process involving a focal person, concerned family members, and service providers. It results in a highly individualized set of closely coordinated community services and natural supports for the person and his or her family, which achieves a variety of intervention outcomes.

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?
Carson City Health and Human Services	City department	AP-10, AP-65, AP-75, AP-85	Email conversation. Writing and editing plan.
Carson City Public Works	City department	AP-05	Email conversation. Contributed program information.
Carson City Community Development	City Department	AP-55, AP-60, AP-65, AP-75	Email conversation. Writing and editing plan.
Carson City Parks, Recreation, and Open Space	City Department	AP-05	Email conversation. Contributed program information.
Friends in Service Helping (FISH)	Nonprofit	AP-10	Email conversation. Contributed program information and data.
Rural Nevada Continuum of Care	Regional Planning Body	AP-10	Email conversation. Contributed information.
Nevada Rural Housing Authority	Public Housing Agency	Housing Need Assessment Public Housing Needs Economic Development Market Analysis	Carson City collaborates with Nevada Rural Housing Authority on several projects.
Nevada Housing Division	State agency	Public Housing Needs	Staff consulted with the Nevada Housing Division on public housing and chronically homeless needs in Carson City and the possibility of creating transitional housing to address those needs.
Court- Appointed Special Advocates	Child Welfare Agency	Homeless Needs -- Chronically homeless Homeless Needs -- Families with children Homeless Needs -- Unaccompanied youth	CASA was consulted by email and discussed the need for state child welfare workers.

Ron Wood Family Resource Center	Services -- Children Services -- Elderly Persons Services -- Persons with Disabilities Services – Victims	Homelessness Strategy Homeless Needs -- Chronically homeless Homeless Needs -- Families with children Homeless Needs -- Unaccompanied youth Anti-poverty Strategy	The Ron Wood Family Resource Center provided data.
Carson City Community Counseling Center	Services- substance abuse counseling	Non-Homeless Special Needs	The Community Counseling Center was consulted by email and discussed the need for continued funding for substance abuse treatment. CCC opened the Regional Wellness Center, a residential facility, and is now accepting applications for treatment.
Carson City Advocates to End Domestic Violence	Services -- Victims of Domestic Violence Services – Victims	Homeless Needs - Families with children	Advocates to End Domestic Violence (AEDV) was consulted by email and discussed the difficulties that women have transitioning from a shelter to a home of their own due to limited job skills, education, and available affordable housing.
Nevada Rural Counties Retired & Senior Volunteer Program	Services -- Elderly Persons Services -- Persons with Disabilities	Housing Need Assessment Non-Homeless Special Needs	RSVP was consulted via email and provided data and reports regarding their services.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Rural Nevada Continuum of Care (2020-2021)	Rural Nevada Continuum of Care	Goals are consistent with overall goals of Carson City
HCV Administrative Plan (2021) and NRHA Annual Plan Update (2023)	Nevada Rural Housing Authority	Goals are consistent with overall goals of Carson City
Point-in-Time Count: A Report on Homelessness in Rural Nevada (2024)	Rural Nevada Continuum of Care	Goals are consistent with overall goals of Carson City
Community Health Improvement Plan (CHIP)	CCHHS	Goals are consistent with overall goals of Carson City
Five Year State Plan (October 2021- September 2026)	Nevada Governor's Council on Development Disabilities	Goals are consistent with overall goals of Carson City
Carson City Housing Plan (August 18, 2022)	CCHHS	Goals are consistent with overall goals of Carson City
Carson City FY 2022-2026 Strategic Plan	Carson City	Goals form the basis of the goals for the CDBG Carson City 2023-2028 Consolidated Plan
2022 Quad County Regional Community Health Needs Assessment	Carson Tahoe Health, CCHHS, Community Chest Inc. (Storey County), Lyon County Social Services, Nevada Association of Counties, Partnership Douglas County, and Quad County Public Health Preparedness.	Goals are consistent with overall goals of Carson City

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Carson City Housing Plan (2022) has three phases: Survive, Stabilize, and Thrive. The Survive phase consists of the Street Outreach program that provides outreach to the homeless and builds relationships. The City provides information about the services available and shelters and after notification, dismantles the encampments.

During the Stabilize phase, CCHHS places the individuals in temporary housing and provides wraparound services and rental assistance via housing grants. This service includes access to transportation, assistance with obtaining documentation, addressing medical needs, and assistance with legal and financial services. The service also includes learning or re-learning life skills such as: rental lease compliance, housekeeping, hygiene, cooking, shopping, budgeting, and yard maintenance.

Individuals may choose to live singly in a studio or one-bedroom apartment or in a non-family group living situation. Group living is common in Carson City as multi-bedroom housing is more readily available in the city. Rent can be reasonable with multiple people sharing the expense. If the individual is receiving rental assistance from CCHHS, he or she is required to continue working with an agency case manager. CCHHS recently received a HUD grant for group living.

During the third phase, Thrive, individuals find permanent housing. CCHHS may continue to provide rental assistance, but it is reduced regularly. Case management services are required until the individual becomes self-sufficient.

This plan requires Carson City agencies to work together so services are not duplicated and to offer the various resources needed to remove barriers to safe housing and provide supportive services.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation. Summarize citizen participation process and how it impacted goal setting

The Citizen Participation Plan discusses the City's procedures and efforts regarding the Consolidated Plan and Annual Action Plan development, public notices, public comment periods, public hearings, plan amendments, performance reports, 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:

- On February 21, 2025, the Board of Supervisors discussed using the CDBG funds for solely City infrastructure projects.
- The City consulted with representatives from city departments on how CDBG could have the most beneficial community impact. This consultation included Community Development, Public Works, Health and Human Services, and Parks and Recreation.
- The City made the draft plan available for public comments from May 21, 2025-June 21, 2025, Copies were made available at the Carson City Library, Planning Department, City Hall, and on the City website. The availability of the plan was announced on the City website on May 21, 2025, and in the *Nevada Appeal* on May 21, 2025.
- The City will hold a public hearing at the Board of Supervisors meeting on June 19, 2025, to receive public comments and approve the Annual Action Plan.

The citizen participation process assists Carson City in establishing its priority needs and making funding decisions based on those needs.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Workshop	General citizenry	Directors of all City departments; 15 members of the public	Concurrence with CDBG funds being used for infrastructure /capital projects.	N/A	
2	Annual Plan published on City website	General citizenry				
3	Legal notice regarding the Annual Plan published in <i>Nevada Appeal</i>	General citizenry				
4	Public hearing on proposed projects	General citizenry				
5	Public meeting on approval of Annual Plan	General citizenry				
6	Board of Supervisors (BOS) approval of grants	General citizenry				

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Carson City begins the third year of the Consolidated Plan on July 1, 2025, and will receive a new allocation of \$402,733 of CDBG funds. The funded projects will help create a more suitable living environment by making public facilities more accessible and more affordable for LMI residents.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Public Infrastructure Improvements	\$402,733			\$402,733	Unknown	10% will be allocated for administrative.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG funding received by Public Works is used for American with Disabilities Act (ADA) upgrades along sidewalks to facilitate mobility of those with disabilities. The funding is used to reconstruct non-compliant or missing ADA ramps and sidewalks in accordance with Carson City's ADA Transition Plan and as required by the ADA when reconstructing pavement. Carson City has limited funding to maintain the City owned roadways. When roads require reconstruction, upgrades to non-compliant curb ramps and other sidewalk elements must be completed to bring those elements to current ADA design standards. CDBG funding allows Carson City to focus more of the local sales and fuel tax funding toward pavement reconstruction rather than splitting it between pavement and the required sidewalk upgrades. The City leverages multiple funding sources to maintain roads, and projects often involve multiple local and federal funding sources. One of the unique elements of CDBG funding is that it can be used as a match to other federal transportation grants, making it a flexible source to achieve the City's goals.

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

Carson City owns the rights-of-way where the ADA improvements will be made.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Planning and Administration	2025	2026	Grant Administration	Community Wide	Grant management	10% of awarded funds	
2	Economic Development	2025	2026	Community facilities/infrastructure	Low Mod Area Benefit (LMA)	Improvement to public facility	90% of awarded funds	Successful completion of roof replacement

Table 6 – Goals Summary

Goal Descriptions

Goal Name	Goal Description
Planning and Administration	Daily administration of CDBG
Economic Development	Construct infrastructure, parking lot, and sidewalk improvements to improve access to businesses/public facilities

Projects

AP-35 Projects – 91.220(d)

Projects

#	Project Name
1	Carson City Community Center Roof Replacement

Table 7 - Project Information

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

The Carson City Board of Supervisors decided to prioritize City infrastructure projects for the CDBG funding.

The City is proposing to use CDBG funds to replace the Community Center's 25,000 square foot lower roof. The roof replacement was identified in the City's 2020 Facility Condition Assessment and is listed in the City's 5-year Capital Improvement Plan.

A top-coating was applied to the roof in 2010 and was warrantied for 15 years. The coating is at the end of its warranty and the roof is beginning to leak into the structure below. A new coating cannot be applied on top of the old coating, so a total replacement is necessary to preserve the integrity of the building's structure and systems.

The Community Center is located in Mills Park which is situated in a neighborhood that is 56.1% LMI. The Community Center is a vital resource which includes a two-court basketball gymnasium providing space for low-cost fitness classes for seniors, before and after school programs, and adaptive recreation programs. Additionally, the building has two separate board rooms providing a venue for boards, commissions, and committees meetings and events, some office space for Community Center staff, and a community theater for the performing arts that can seat up to 584 people.

AP-38 Project Summary

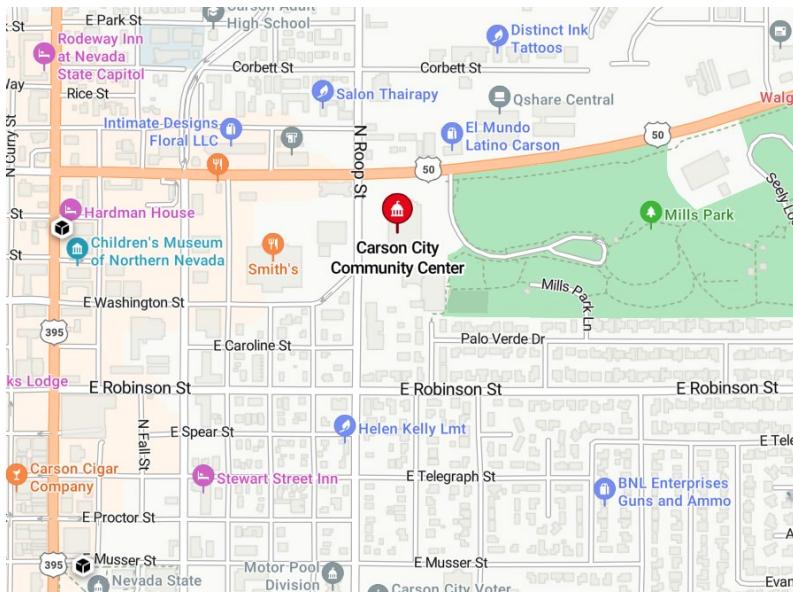
Project Summary Information

Project Name	Target Area	Goals Supported	Needs Addressed	Funding	Description	Target Date	Estimate the number and type of families that will benefit from the proposed activities	Location Description	Planned Activities
Carson City Community Center Roof Replacement	East side of Carson City	Economic Development	Improving access to public facilities	90%	Roof replacement	Spring 2026	Community-wide; 4,180 LMI neighbors	Mills Park	Roof replacement

AP-50 Geographic Distribution – 91.220(f)

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

The Carson City Community Center is located in east Carson City in Mills Park, Tract 6.02, Block 1. The block is 56.1% LMI.



Geographic Distribution

Target Area	Percentage of Funds
LMI areas of East Carson City	90
Community Wide	10

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Consolidated Plan identifies east Carson City as a low-income minority concentration area. Providing services for LMI population in this area will create a more suitable living environment.

Discussion

Carson City has been addressing the need for sidewalk improvements in LMI neighborhoods for the past 15 years and has seen a tremendous increase in accessibility and connectivity in these neighborhoods. In FY 2026, the City will focus on accessibility of infrastructure, as the community center roof is in desperate need of replacement, and the building is in a geographic target area with a high population of LMI individuals to create a suitable living environment.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City's FY 2022-2026 strategic plan identifies as a tactic "Evaluate ways to partner with affordable housing developers to increase affordable housing units." This tactic is complete, and as part of implementation, the City met with developers of both affordable housing and market rate housing to identify any barriers. Specifically, the Planning Commission held this workshop on August 30, 2023.

During the workshop, the developers of affordable housing explained that federal funding will only assist households earning sixty percent of average median income (AMI) or less. The federal funding cannot be used to assist households earning more than sixty percent of AMI. During this same meeting, the developers opined that the group "falling through the cracks" who needed assistance obtaining housing is the 80—120 AMI households.

At the workshop and in subsequent meetings with the developers of affordable housing, the City has learned that the biggest barrier in Carson City is the cost of land. Additionally, there are common barriers to affordable housing throughout the country as well as Carson City, including:

- The City does not generally provide waivers for 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 to offset the cost of building below market units as an incentive for any market rate residential development.
- 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 dwellings in residential districts zoned for single-family housing and tenancy is not restricted.

Carson City's Master Plan includes policies to promote the expansion of affordable and workforce housing options within the community. In implementing the plan, the City made land available for affordable housing and partnered with a developer to construct a 160-unit apartment complex, which will provide housing to low- and moderate-income individuals. The complex, known as Sierra Flats, is scheduled to be completed in May 2025.

Current public policies for the development of affordable housing do not pose a significant barrier. Land use controls, zoning ordinances, building codes, fees, and charges are common for municipalities such as Carson City.

Strategies to partner with housing developers to increase housing, particularly for households earning 80—120 AMI, innate barriers will continue to be explored. Based on new State law (AB13 from the 82nd legislative session), all applications for affordable housing will receive an expedited review.

AP-60 Public Housing – 91.220(h)

Introduction

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. NRHA owns and manages residential properties in Carson City. NRHA acts independently.

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

The City continues to reach out to developers of affordable housing, including NRHA, to evaluate ways to increase affordable housing units.

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

The City does not own or manage any housing. The City has assigned its private activity bond allocation to NRHA specifically for programs that promote home ownership.

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

NRHA has not been identified as a troubled agency by HUD.

Discussion

The City will continue to work with NRHA to facilitate the development of any future public housing projects. The City will also work with NRHA to determine how to increase affordable housing units.

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

Introduction

In the fall of 2017, Carson City created a Workforce Housing/Transitional Housing Committee, a subcommittee of the Carson City Behavioral Health Task Force. Members of the committee included Carson City leaders such as a member of the Board of Supervisors and the Mayor, representatives of the Carson City Planning Department and CCHHS, developers, realtors, property investors, non-profit agencies, and interested residents.

Strategies were developed and Carson City put some city owned land up for bidding and entered into an agreement that affordable units would become available. The committee also developed the Carson City Housing Plan, described below. The committee gave an opportunity for social services and developers to come together and create partnerships.

Describe the jurisdiction's one-year goals and actions for reducing and ending homelessness including:

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

On August 18, 2022, the Carson City Board of Supervisors approved the Carson City Housing Plan which has 3 phases – Survive, Stabilize, and Thrive. Within the Survive phase is the Street Outreach Program. This program consists of providing outreach services to the homeless and at the same time building relationships. Part of the program is to clean up encampments within the community after notifying the individuals. The homeless are provided with information about the services available, including shelter. The Street Outreach Team will conduct coordinated entry assessments and begin connecting the individual to resources. The homeless individuals will be contacted by the Street Outreach Team and encouraged to develop daily plans to get off the streets and be given the tools to do so.

The next phase is Stabilize. During this phase, individuals are placed into temporary housing and receive rental assistance from CCHHS' housing grants along with wraparound services. These services may include, but are not limited to, access to transportation, assistance with obtaining important documentation, addressing medical needs, assistance with legal and financial services, and learning or re-learning life skills. Life skills include: (1) rental lease compliance, (2) housekeeping, (3) hygiene, (4) cooking, (5) shopping, (6) budgeting, and (7) yard maintenance if living in a house with a yard. Within this phase, individuals can move into a studio or 1-bedroom apartment or live in a group living environment. CCHHS recently received a HUD grant for group living. Group living is not looked upon as a family so each person can qualify individually for funding. This type of housing is a necessary option since apartments with more than 1 bedroom are easier to find within the Carson City area, and the rent can be reasonable with multiple people sharing the expenses. Individuals are required to continue working with CCHHS' Case Managers if they receive rental assistance from CCHHS.

The third phase is Thrive. Within this phase, individuals find permanent housing. CCHHS can continue to assist with rental assistance; however, the assistance is reduced on a regular basis. They are still required to have case management services until they are self-sufficient. This plan asks Carson City agencies to work together so services are not duplicated and to offer the various resources needed to remove barriers to safe housing and provide supportive services.

RNCoC is the third CoC in Nevada and covers the balance of the State. CCHHS is an active member in RNCoC representing Carson City. CCHHS aligns local strategies with RNCoC strategies. Strategy priorities in the RNCoC include: data and coordinated entry; housing inventory; supportive services, including tenancy support; funding; and advocacy and engagement.

A few examples of success are as follows:

1. In February 2022, a formerly incarcerated individual sought assistance at CCHHS. An assessment revealed he was suffering from frostbite that had progressed to gangrene and was immediately hospitalized. The assessment also assigned him a vulnerability score, to ensure fair and equal access to HUD-funded housing programs. Once his medical issues were resolved, he was placed in emergency sheltering (**Stabilize**). He worked with CCHHS Case Managers to apply for permanent housing, obtain Social Security Disability, and establish mental health and dental care. He moved to CCHHS' Group Living Program and found a full-time job that allowed him to abandon his Social Security Disability application and enter permanent housing. As of April 2025, he continues to meet SPC program requirements and maintains his housing, employment, and sobriety (**Thrive**).
2. CCHHS assessed a homeless man and placed him in a motel room for emergency sheltering due to his medical condition. When his medical condition stabilized, he found a job, obtained an emergency housing voucher from NRHA, and was placed in a permanent supportive housing program. He has been participating in the program for three years, is employed at the same job, and abandoned a Social Security Disability application.

Addressing the emergency shelter and transitional housing needs of homeless persons

FISH provides emergency shelters for men, women and families, each housing up to eight people. The nonprofit also operates four transitional shelters housing up to 32 people. Individuals may remain in the shelter for 90 days and are referred to CCHHS to secure permanent housing. CCHHS implemented a CoC Rapid Re-Housing (RRH)/Transitional housing program in October 2022. This program models a shared living concept for homeless individuals. Case managers are available to mediate roommate issues until they find permanent individual housing or, if they choose to remain roommates, they are weaned off the program by taking over 100% of the rent and utilities. Since October 2022, 29 individuals have participated in the program. Thirteen individuals have transitioned to permanent housing. Fourteen individuals are currently in the program; 12 in the Group Living Project/RRH and two in the transitional housing project.

CCHHS applied for FY 2025 ESG funding to continue providing temporary emergency shelter with various partnering hotels. This program prepares participants for applying for permanent housing. Since October 2023, there have been 39 individuals in the program, which includes 10 currently in the program. Seventeen individuals have transitioned to permanent housing. There are multiple reasons that individuals do not successfully progress to permanent housing.

NOTS functions as a “front door” for the homeless response system and entry into a continuum of care: survive, stabilize, thrive. The Outreach and Warming Center operations includes year-round outreach to homeless residents and provides referrals to other community agencies for housing, mental health, substance abuse treatment, healthcare, identification documents, and other human service needs. NOTS provides shelter from November through March each year, and as of March 2025, NOTS provided overnight shelter to an average of 41 people per night.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

CCHHS is the designated coordinated entry site for the Carson City community. This is a vulnerability assessment with the goal of housing the most vulnerable homeless first. CCHHS is using a housing first model. When a unit becomes available the individuals receive intensive case management services for a successful placement. Case Managers act as mediators between property managers and tenants. CCHHS manages a Shelter Plus Care program which is a permanent housing program. Participants receive continuous case management services; most often when someone leaves the CCHHS Shelter Plus Care, they are reuniting with family members. When individuals move from the ESG program to a Housing Choice voucher, another permanent housing program, CCHHS remains as a secondary contact of any mail or notices from the NRHA that manages the Housing Choice vouchers. This has prevented loss of the voucher due to non-response which in turn prevents a return to homelessness.

The Advocates to End Domestic Violence (AEDV) also provides emergency housing to victims of domestic violence. From the moment clients/families enter the shelter, the Case Managers meet on a weekly basis to prepare them for their departure. The goal of AEDV is to have clients leave in a better place than when they came in and one way is to have a permanent housing place to go. One of the first actions the Case Manager does is make an appointment for a housing assessment with the coordinated entry site and get them on the HUD housing list as it can take time for these options. A lot of clients come in without necessary documents, thus a Case Manager works to obtain those documents. AEDV's shelter program can provide up to 5 months of shelter and it can take the entire 5 months to meet a housing goal.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

CCHHS utilizes Community Health Workers to work with hospitals and jails to do discharge planning for housing if needed and follow up support services and resources.

The Foster Care protocol is in place and has been implemented statewide. The policy is to identify young people 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 complete an intake form prior to their 18th 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 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 memorandum of understanding (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.

CCHHS employs a Community Health Worker (CHW) within Human Services who works with individuals enrolled in the housing programs one-on-one to increase housing program success. The CHW may attend doctor's appointments and assist the client with basic living skills, such as budgeting, food preparation, roommate mediation, and any other supportive case management. This position collaborates with the CCHHS Case Managers to transition clients from the housing program into permanent housing. As noted above, several clients have progressed into permanent housing. From April 1, 2024, through March 31, 2025, the CHW has assisted 51 unduplicated clients with 243 services.

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

Introduction

The City's FY 2022-2026 strategic plan identifies as a tactic "Evaluate ways to partner with affordable housing developers to increase affordable housing units." This tactic was completed in FY 2024. As part of implementing this tactic, the City met with affordable housing developers to identify any barriers.

There are common barriers to affordable housing throughout the country, including Carson City. These common barriers include:

- The City does not generally provide waivers for impact and other significant fees related to affordable housing development. However, the City did make land available for a 160-unit apartment complex that will provide low- and moderate-income housing.
- 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 a process 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 and tenancy is not restricted.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Carson City Community Development department started exploring these topics and hosted an initial meeting in August 2023.

Discussion:

Carson City public policy does not serve as a barrier to affordable housing. The City currently has 286 units of affordable housing under construction between Eagles Landing Apartments (126 units) and Sierra Flats Apartments (160 units). These projects are anticipated to be completed in May 2025.

Based on interviews with housing developers, the biggest barrier to the construction of affordable housing is the cost of the land. In the case of Sierra Flats Apartments, the City made the land available for affordable housing. The City has reached out to the State to determine if there is surplus land that can be made available for private development, and it has been advised that the State does not have any surplus land in Carson City.

There is a need for housing for households earning 80-120 percent average median income. Market rate housing is not affordable for that demographic, and federally supported affordable housing does not help households earning more than 60 percent of the median income.

Based on newly adopted State law (AB13 from the 82nd legislative session), all applications for affordable housing development will be expedited.

The City will continue meeting with housing developers to identify any barriers and address them as appropriate.

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

In September 2021, the Board of Supervisors adopted the FY 2022-2026 Strategic Plan. Tactics included in this plan include:

“Evaluate ways to partner with affordable housing developers to increase affordable housing units;” and

“Increase community awareness to enforce City ordinances when properties are not maintained to prevent erosion of property values and quality of life.”

The implementation of these tactics will allow the City to identify barriers to affordable housing and address those barriers. It will also provide the City with the opportunity to address blight.

Actions planned to address obstacles to meeting underserved needs

Carson City makes grants through the CSSG program to local non-profits to aid in meeting underserved needs. In FY 2025, the City awarded funding to NOTS for homeless services; Western Nevada College Foundation for student mental health services, and FISH for emergency dental services.

Carson City has awarded ARPA funds to St. Vincent de Paul Society for eviction prevention and homeless reunification and Ron Wood Family Resource Center for homeless services such as obtaining identification, transportation, and toiletries.

In FY 2026, the City will continue these programs using funding from the City's Supplemental Indigent Fund.

Actions planned to foster and maintain affordable housing

Consistent with the City's Strategic Plan, Carson City will:

"Evaluate ways to partner with affordable housing developers to increase affordable housing units;" and
"Increase community awareness to enforce City ordinances when properties are not maintained to prevent erosion of property values and quality of life."

Actions planned to reduce lead-based paint hazards

The National Health and Nutrition Examination Survey (NHANES) found that children in low-income households were eight times as likely to be lead poisoned. CCHHS serves as the lead agency addressing lead poisoning and lead-based paint. CCHHS is coordinating with other service providers in the state to reduce childhood lead poisoning by encouraging lead testing of youth under six years old. When elevated levels of lead are detected, the City addresses the exposure through education and providing possible resources. CCHHS staff received training and certification to conduct testing through a grant from the University of Nevada, Las Vegas. This grant also allowed CCHHS to purchase testing equipment.

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.

Actions planned to reduce the number of poverty-level families

The 2019-2023 American Community Survey conducted by the U.S. Census, records that 12% of Nevadans live below the federal poverty level.

Through CCHHS, Carson City provides life skill workshops to provide individuals and families in poverty with tools that can be used to move themselves out of poverty. Partnering with a local bank to teach financial literacy has benefited households in learning how to read their paycheck stubs, simple budgeting techniques, identifying needs versus wants, and job seeking skills. Other workshops available are communication skills, interview skills, interpersonal relationships, and preparing affordable meals. In addition, CCHHS partners with another Community Action Agency that provides funding for skilled labor programs and sends individuals to courses to be certified in professions that will offer a livable wage once completed.

CCHHS manages housing grants that will assist households with one-time rental assistance, or programs that the household can be on for up to 24 months. During that time households will learn how to budget, have an opportunity to pay off debts that may cause future garnishments, and move toward livable wages.

Carson City supports a non-profit agency, the Capital City C.I.R.C.L.E.S Initiative, which pairs households with mentors, building families with a support network and provides a variety of education to get out of poverty.

FISH, another non-profit agency, built Workforce Housing to support individuals returning to school for skilled labor programs at Western Nevada College in Carson City. Once certified, individuals will be connected to employment at a livable wage.

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 increase coordination among housing and human services providers to enable them to serve poverty level households more effectively with case management/housing counseling services. On May 16, 2024, the Carson City Board of Supervisors approved CSSG totaling \$335,620 to non-profits serving low-income, elderly, youth, and homeless citizens.

Actions planned to develop institutional structure

Carson City will continue to work closely with its partners and continue to support currently funded projects.

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

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
- NRHA
- Local affordable housing developers
- CCHHS
- CDBG applicants

Discussion:

CDBG funds are limited and are not sufficient to meet all community needs. Therefore, it is necessary that the City assigns relative priorities to each need and use its limited resources to address the highest priorities. The City has assigned a priority level of high, medium, or low to each possible use of funds.

Carson City will coordinate with other social services, housing, and government agencies to address the highest priority needs.