



CITY OF  
**SANFORD**  
FLORIDA

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**ANNUAL ACTION  
PLAN  
2019-2020**

## **Executive Summary**

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

#### **1. Introduction**

The 2015-2019 Consolidated Plan was approved in July 2015 and identified high priority goals related to providing decent affordable housing opportunities through the homeowner occupied housing rehabilitation program, providing supportive services through public services grants that seek to create suitable living environment and maintain sustainability within the targeted areas. Sanford also seeks to create a suitable living environment by providing availability/accessibility to improved public facilities.

Annual Action Plans are developed to outline the programs and projects that will be funded and implemented each year to help meet the goals identified within the Five-Year Consolidated Plan (Strategic Plan). Annual accomplishments and grant expenditures are reported in an annual performance report completed at the end of each program year.

Serving as Sanford's application for Federal HUD Office of Community Planning and Development funding, The FY 2019-2020 One Year Plan identifies proposed projects and programs that will be funded by the Community Development Block Grant (CDBG). The FY 2019-2020 Action Plan was prepared with input from the public in accordance with federal regulations. The plan seeks to implement the goals and objectives of the Consolidated Plan to benefit low and moderate-income households and individuals in Sanford through provision of various improvements and services.

City of Sanford will be responsible effective October 1, 2019 to administer their CDBG program

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, was signed, providing \$5 billion for CDBG to rapidly respond to COVID-19 and the economic and housing impacts caused by this unprecedented crisis. The Act also provided \$4billion for the ESG to prevent, prepare for, and respond to the coronavirus pandemic (COVID19) among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

#### **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

During the Consolidated Plan of 2015-2019 process, the City of Sanford developed the Strategic Planning Goals based on data collection and assessments of the housing needs, market analysis, and specific geographical and prioritized needs that resulted in the compilation of certain objectives and outcomes to pursue during the five year period.

Objectives:

- Creating suitable living environments
- Providing decent housing
- Creating economic opportunities
- Provide programs that rapidly respond to COVID-19

Outcomes:

- Availability/Accessibility
- Affordability
- Sustainability

For the CDBG program the highest priorities are:

- Affordable Ownership housing
- Supportive services
- Housing Rehabilitation
- Economic Development

For FY 2019-2020, the City of Sanford has selected:

Objectives/Outcomes:

Providing Decent Housing/Accessibility

- Housing Rehabilitation
- Housing Reconstruction
- Housing Rehabilitation/Immediate Needs

Creating Suitable Living Environments/Availability/Accessibility

- Public Safety improvements
- Access to Public Services
- Economic Opportunities
- Economic Empowerment
- Avoiding job loss caused by COVID-19

### **3. Evaluation of past performance**

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

The City of Sanford developed the Con Plan with great optimism in providing the services that were included on the priorities list. The Con Plan estimated the following numbers as it related to the needs:

The City was able to make timeliness for the current year, we have completed one reconstruction project and have two reconstruction projects for the current year. The public facility project has been canceled due to the City actually financing this particular project. Two of the public services projects did very well however the third one, the agency which would have helped to meet the performance outcomes, is facing challenges operating their program, however it is still engaged and we are hopeful that the numbers will be there in the end of the year. As it relates to economic development, the City continues to look at various models through the Small Business Administration and the local college.

Public Services and Housing repairs are still a significant need in the community, as Sanford has an aged housing stock concentrated within its CDBG target communities.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Citizen Participation Process Sanford's provides the opportunity for citizen's participation and input in the process of the City's planning, development, amendments and implementation of the 5Yr. Consolidated Plan, Action Plans, Consolidated Annual Performance Evaluation Reports (CAPER) and the Citizen Participation Plan. This process seeks to encourage maximum public participation from a broad cross section of the community to include minorities, non-English speaking persons and persons with disabilities, low and moderate income persons, particularly those living in slum and blighted areas and residents of predominantly low and moderate income neighborhoods areas where CDBG funds are proposed to be used, local and regional institutions and other organizations residents of public and assisted housing and by other low-income residents of targeted revitalization areas in which public and assisted housing is located.

The City receives public comments through various channels. Notifications regarding the availability of funds are published in the local newspaper of general circulation to notify the community about the

anticipated amount funds to be received, what categories have been prioritized that are eligible for funding and the timeframe of the meetings and information needed to apply for the funding. These notices are also published on the City's web page. A timeline which identifies the steps covering the process for the Citizen Participation Process and outlines the action taken is found in AP-12.

The Consultation process included meetings, emails and telephones conversation with various agencies identified in AP-10 Table 2 to obtain input on identifying needs and target area. Agencies with written assessment of needs in the community were requested to share their findings. In addition, the agencies were invited to participate in all public hearing conducted as part of the Citizen Participation Process.

On May 18, 2020, the City of Sanford Commission approved a Substantial Amendment to the CPP to be compliant with the Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136. The Amendment revised the CPP as follows:

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Sanford's Citizen Participation Process provides the opportunity for citizen's participation and input in the process of the City's planning, development, amendments and implementation of the 5 year. Consolidated Plan, Annual Action Plans, Substantial Amendments, Consolidated Annual Performance Evaluation Reports (CAPER) and the Citizen Participation Plan.

During the FY 2019-2020 Consolidated Planning period, comments were received from the public at various community meetings. The meetings with the public, CDBG Advisory Board and City staff, helped spotlight the need for refining different strategies for community development in Sanford. Feedback about the need for more extensive housing repairs because of the aged housing stock in Sanford was valuable. Comments and continued discussions about economic development and supporting smaller businesses in the City of Sanford continued the momentum started during the FY 2017-2018 planning process. The feedback from the public helped county staff with the preparation of the 2019-2020 Action Plan. The comments helped reiterate the significant need of home repairs in the City of Sanford and focus has shifted to more extensive housing rehabilitation projects, instead of emergency repairs only. It also helped to staff to continue with economic development grant program that allows for targeting support to small businesses.

On May 18, 2020, the City of Sanford Commission approved a Substantial Amendment to the CPP to be compliant with the Coronavirus Aid, Relief and Economic Security Act (CARES Act), Public Law 116-136. The Amendment revised the CPP as follows:

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

No comments were received.

## **7. Summary**

The FY 2019-2020 Action Plan seeks to improve the quality of life for low and moderate-income people in Sanford.

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SANFORD	City Manager's Office, City of Sanford

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Sanford was the lead agency responsible for the preparation of past Consolidated Plans. The City of Sanford entered into an agreement with Seminole County Community Services Department in 2014 to administer the City of Sanford’s CDBG funding. Seminole County and the City of Sanford's City Manager's office staff coordinate closely on community development endeavors. The City is responsible for the selection and implementation of public facility improvement projects. The City also selects public services. Effective October 1, 2019 will assist with technical assistance, training, eligibility determinations, and implementation of public services and housing rehabilitation programs. In addition, The City will provide administrative oversight of the Sanford program. The City continue to assist in the scheduling and coordination of various advisory and community meetings. City staff will provide oversight to ensure effective and efficient use of City CDBG funds. The Action Plan was presented to the Sanford City Commission for approval prior to submittal to HUD. The FY 2019-2020 Action Plan was prepared and submitted by Seminole County on behalf of the City of Sanford.

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

To strengthen coordination between state and federal agencies, local units of government, and local non-profit service providers whom administer federal funded projects and activities, the City of Sanford is committed to the continuation and expansion of current consultation activities necessary to achieve the goals and objectives described within the Consolidated Plan. The following narratives provide brief summaries of coordination activities that will be carried out by the City of Sanford and Seminole County Community Services Department over the remaining years of the Consolidated Planning to strengthen community outreach, partnership building, and achievement of meeting the needs of Sanford.

Especially low income persons past residents of our public housing that were relocated from the area funds are proposed to be used are contacted through the Housing Authority for consultation and invited to attend meetings at neighborhood centers and the Public Meetings.

### **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(I))**

The City of Sanford, will continue implementing activities such as public educational training and technical assistance to enhance coordination efforts with public and private housing and supportive services providers in order to ensure successful implementation of CDBG programs activities and achievement of the goals and objectives set forth in this Consolidated Plan. Any funding provided directly to local non-profit public services providers to administer the CDBG Public Services activities described within this plan will be coordinated through the City of Sanford Department.

### **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 City of Sanford, in partnership with Seminole County Community Services Department, will continue coordination with the Homeless Services Network of Central Florida through the participation and organization of street outreach activities in the form of public events and volunteer services to identify and address the current needs of homeless persons residing in Sanford. Though the City of Sanford does not receive direct funding from federally funded programs such as Emergency Solutions Grant (ESG), the Seminole County Community Services Department does provide direct funding for eligible activities to the Homeless Services Network of Central Florida to administer housing and supportive services for

homeless persons residing in the City of Sanford. The City participates in forums and planning events that recommend how the funds may be allocated.

The Sanford Analysis of Impediments to Fair Housing Choice was approved in July 2015. Prior to the development of this report, the City of Sanford conducted two public meetings throughout the city to gain public input from fair housing enforcement agencies, fair housing advocacy groups, local governments and the public about current or potential impediments that were affecting fair housing choice in all neighborhoods in the City.

The City of Sanford works in partnership with Seminole County Community Services. Seminole County coordinates with the lead agency of the Continuum of Care (CoC), Homeless Services Network of Central Florida (HSN), to address the needs of homeless and those at risk of homelessness through active participation as a member agency of the CoC. Seminole County Community Services staff regularly attend CoC meetings to coordinate services for the chronically homeless, veterans, and families with children, including attendance at weekly homeless registry meetings to evaluate the status of the delivery of services to these populations. The City of Sanford also is a participant in the Community Conversation on Homelessness. The initiative brings Homeless service providers and other stakeholders together to reduce and prevent homelessness. Seminole County further supports the coordination of services with systems of care that may discharge persons into homelessness through dedicating local general revenue funds annually to the Heart of Florida United Way- 211 system, which is the first call referral service for persons facing impending homelessness. Additionally, Seminole County uses general revenue funds to support direct services to homeless individuals recovering from an acute illness or injury through awards to the Catholic Charities of Central Florida's- Pathways to Care program.

**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**

Though the City of Sanford does not receive direct funding from federally funded programs such as Emergency Solutions Grant (ESG), the Seminole County Community Services Department does provide direct funding from eligible activities to the Homeless Network of Central Florida to administer housing and supportive services for homeless persons residing in the City of Sanford Services.

Sanford will continue consultation with the Homeless Services Network of Central Florida on issues such as addressing the needs of homeless persons in Sanford with ESG funded activities and services, if CDBG Public Services funds are either unavailable or ineligible for use. Consultation efforts include participation in public events sponsored by the Homeless Services Network of Central Florida, public advocacy representation on advisory boards or committees, and continued funding opportunities to

supplement homeless supportive services with housing services and outreach efforts funded by the ESG program.

**2. 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**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Homeless Services Network of Central Florida
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HSN is consulted through phone calls and emails about persons in need of services. Referrals for services are also handled through HMIS and other data entry systems. HSN also provided homeless data during the consolidated planning process. HSN is the Lead Agency in the Continuum of Care. HSN is consulted as needed to address the needs of persons who may be discharged into homelessness, particularly those who may be released from mental health, foster care or youth facilities.
2	<b>Agency/Group/Organization</b>	Seminole County Community Services Department
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Service-Fair Housing Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Seminole County is consulted to see if County assistance programs can be used to assist clients in Sanford. Flyers for County assistance programs are distributed at various community events.

3	<b>Agency/Group/Organization</b>	ORLANDO HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Housing Authority was contacted regarding upcoming planning initiatives that impact public housing in Sanford. Sanford seeks to gather information and make service referrals for renters who may benefit from assistance from the Housing Authority. Sanford is also actively involved with the Choice Neighborhoods Initiative to revitalize the Goldsboro Community. The Orlando Housing Authority is the lead agency for the choice neighborhoods initiative. There are business representatives and civic leaders who are partners in the initiative and are consulted regularly. Agencies such as the Greater Sanford Regional Chamber of Commerce, Goldsboro Front Porch, Florida Regional Hospital, as well as the City of Sanford Police Department and Seminole County Sheriff Department give feedback on community needs and challenges related to the revitalization efforts in Goldsboro
4	<b>Agency/Group/Organization</b>	Seminole County Health Department
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy Lead-based Paint Strategy

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Health Department is consulted about lead based paint or any other community wide health needs. In addition to these consultations as needed, the health department actively participates in community health and wellness initiatives such as: mens health program and diabetes intervention. The City of Sanford partners with the health department and supports their community outreach programs. The Health department is also a partner in a study being developed to address poverty.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

The City of Sanford strives to contact all appropriate agencies during the consolidated and annual action plan process for feedback and input as required. The City of Sanford does not administer the HOPWA program. The program is administered by the City of Orlando. The City of Sanford will provide assistance/information upon consultation request from the HOPWA jurisdiction of Orlando. Sanford will make service referrals as needed.

**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?
Continuum of Care	Homeless Services Network	The Continuum of Care places priority on Homeless Shelter Services and Rapid Re-housing of homeless individuals and families. The Continuum seeks to assist and house homeless persons. This coincides with Sanford's housing goals.
Image Sanford Initiative Strategic Priorities	Sanford Economic Development	One of the strategic priorities in the initiative plan is to redevelop and revitalize disadvantaged communities. This coincides with Sanford's housing goals.
Sanford Comprehensive Plan	Sanford Planning and Development Services	The housing element of the Comprehensive Plan addresses the need for affordable housing. There are several Comprehensive goals related to affordable housing and minimizing blight. This coincides with Sanford's housing goals.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Local Housing Assistance Plan	Seminole County Community Services	The LHAP outlines strategies to provide affordable housing throughout Seminole County. The strategies include purchase assistance, housing rehabilitation, emergency repairs, new construction/ rehab of units for home ownership or rent. The LHAP also outlines incentives to promote and foster affordable housing, such as expedited permitting, site location standards, and maintaining an inventory of public lands suitable for affordable housing. This overlaps with Sanford's housing goals.
Community Conversation on Homelessness Strategy	Seminole County	The strategies outline needs and goals to reduce homelessness in Seminole County. The CCOH is a collaboration of area homeless services providers. City of Sanford is an active participant. This coincides with Homeless Services Goals.
Goldsboro Choice Neighborhood Existing Conditions	Sanford Housing Authority and City of Sanford	The study outlines the existing conditions and community needs of the Historic Goldsboro Community. The study sets the foundation for other studies and projects that can be achieved through the Choice Neighborhoods Initiative. The plan coincides with Sanford housing and economic development goals.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

N/A

## **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 City also has regular meetings of their CDBG Advisory Board. The Advisory Board meets monthly to discuss CDBG programming, review and rank public services proposals and offer funding recommendations and feedback to City and County staff. Proposed projects presented to the City Commission on June 10, 2019 for approval. The City Commission meeting is a public meeting. After publication of the draft action plan, public notice was published in the Sanford Herald advising the public about the availability of the draft plan for review and public comment. The comment period began June 12, 2019 and ended July 12, 2019. The plan was available at City of Sanford website. The plan was also available on the Seminole County Community Services website and offices. Both offices are in Sanford. Additionally, the Action Plan, approved by City Commission on July 22, 2019. The public had the opportunity to comment prior to Commission approval.

During the FY 2019-2020 Annual Action Plan planning period, comments received from the public at various community meetings noted in the Plan. The meetings with the public, CDBG Advisory Board and City staff, helped spotlight the need for refining different strategies for community development in Sanford. Feedback for more extensive housing repairs because of the aged housing stock in Sanford was valuable. Comments about economic development and supporting smaller businesses in the City of Sanford continued the momentum started during the FY 2016-2017 planning process. The feedback from the public helped staff in the preparation of the 2019-2020 Action Plan. The comments helped reiterate the significant need of home repairs in the City of Sanford and begin shifting focus to using housing repair funds for more extensive housing rehabilitation projects, instead of emergency repairs only. It also has helped staff to continue drafting a new economic development grant program that allows for targeting support to small businesses in the City.



**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 Meeting	Non-targeted/broad community	A public noticed community meeting was held June 25, 2019 at 6:00 pm at Sanford Police Department Community Room, to obtain comments from the public concerning the draft FY 2019-2020 Action Plan. City and County Staff were present.	There were no comments received.	There were no comments received.	<a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a>

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)
2	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community	Meeting of the City of Sanford City Commission June 10, 2019. The City Commission reviewed and approved proposed action plan strategies. They also approved the CDBG Advisory Board's recommendations for CDBG public services. The meeting held at City Hall and publicly noticed. Approximately 40 were at the Commission meeting but none commented on proposed plan strategies.	There were no comments received.	There were no comments received.	<a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a>

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)
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	The draft action plan made available on both the City of Sanford and Seminole County websites and offices for public review and comment. The draft plan posted on June 12, 2019. An advertisement ran in the Sanford Herald on June 12, 2019. The public comment period began June 12, 2019 and ended July 12, 2019.	No oral or written comments were received	No oral or written comments were received	<a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a>

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)
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community	The draft action plan made available on both the City of Sanford and Seminole County websites and offices for public review and comment. The draft plan posted on June 12, 2019. An advertisement ran in the Sanford Herald on June 12, 2019. The public comment period began June 12, 2019 and ended July 12, 2019.	No oral or written comments were received	No oral or written comments were received	<a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a>

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)
5	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	<p>Regular meetings of the Sanford CDBG Advisory Board. This advisory board meets monthly at City Hall, to discuss CDBG programming, review and score public services, provide feedback about community needs. The Advisory Board met before and after publication of the FY 2019-2020 Action Plan. CDBG Advisory Board meets on the 2nd Tuesday of each Month. The advisory board consists of 6 members appointed by the Commission. Both City and Seminole County Staff attend the meetings.</p>	<p>The Advisory has ongoing discussions about issues and concerns in Sanford. Continued discussions and strategies for economic development to assist small business. In distressed areas of the City.</p>	<p>No oral or written comments were received</p>	<p><a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a></p> <p>21</p>

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)
6	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	A second public hearing was held on July 11, at 6:pm at City Hall to obtain comments from the public concerning the draft FY 2019-2020 Action Plan. City and County Staff were present.	Questions were asked about creating incentives for smaller business and funding homeless services assistance.	All comments were received and considered.	<a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a>
7	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community	Community meeting held at Westside Community Center where an overview of the draft plan was presented.	Continuation of housing program and youth/elder programs.	All comments were received and considered.	<a href="http://www.sanfordfl.gov/">http://www.sanfordfl.gov/</a>

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)
8	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community	Public noticed community meeting was held February 3, at 4:00 pm, to obtain comments from the public concerning the draft Substantial Amendment FY 2019-2020 Action Plan. City Staff were present.	No oral or written comments were received	No oral or written comments were received	

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)
9	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	Virtual Meeting - of the Sanford CDBG Advisory Board February 9, 2021 at 4:00pm. This advisory board meets monthly at City Hall, to discuss CDBG programming, review and score public services, provide feedback about community needs. The Advisory Board met before and after publication of the DRAFT Substantial Amendment FY 2019-2020 Action Plan. CDBG Advisory Board meets on the 2nd Tuesday of each Month. The advisory board consists of 6 Annual Action Plan members 2019 appointed by the Commission. City Staff attend the	Define how program funds will be dispersed in new projects.	No oral or written comments were received.	24



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)
10	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	The draft action plan made available on both the City of Sanford website and office for public review and comment. The draft plan posted on Friday, January 29, 2021. An advertisement ran in the Sanford Herald on January 31 & February 3, 2021. The public comment period began Friday, January 29, 2021 and ended Friday, February, 5, 2021.	There were no comments received.	There were no comments received.	

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)
11	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community	A second public hearing was held on February 18, 5:pm at City Hall to obtain comments from the public concerning the draft Substantial Amendment FY 2019-2020 Action Plan. City Staff were present.	Verification of the proposed new activities, enrollment and how beneficial a foreclosure prevention program is to the City/community.	City fund youth sports outside schools. CDBG Advisory Board disclosed meeting/comment on the Draft Substantial Amendment to 2019-2020 Annual Action Plan.	

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)
12	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	<p>Regular meetings of the Sanford CDBG Advisory Board. This advisory board meets monthly at City Hall, to discuss CDBG programming, review and score public services, provide feedback about community needs. The Advisory Board met before and after publication of the Draft Substantial Amendment FY 2019-2020 Action Plan. CDBG Advisory Board meets on the 2nd Tuesday of each Month. The advisory board consists of 6 members appointed by the Annual Action Plan Commission. City 2019 Staff attend the meetings.</p>	There were no comments received.	There were no comments received.	27

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)
13	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	Meeting of the City of Sanford City Commission Monday March 8, 2021 7:00pm. The City Commission reviewed and approved proposed action plan strategies. They also approved the CDBG Advisory Board's recommendations for CDBG-CARES ACT 3 Foreclosure Prevention, Public Services, Economic Development programs to prepare, prevent and respond to the spread of infectious diseases such as Coronavirus. The meeting held at City Hall and publicly noticed. Social distancing and limited seating has reduced attendance	There were no comments received.	There were no comments received.	28

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)
14	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community	Meeting of the City of Sanford City Commission Monday March 22, 2021 7:00pm. The City Commission reviewed and approved proposed action plan strategies. The meeting held at City Hall and publicly noticed. Social distancing and limited seating has reduced attendance estimated 30-35 were at the Commission meeting but none commented on proposed plan strategies. The work session's Agenda update on the CDBG-projects/activities	Annual Action Plan No oral or written comments were received.	No oral or written comments were received.	29

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

#### Introduction

In 2019, the City of Sanford has received a total annual allocation of \$478,255 for the CDBG Program. Of the total funding allocation, \$95,651 will be allocated for Administration activities, \$71,738 will be allocated for Public Services, \$50,000 will be allocated for Economic Development and \$260,866 will be allocated to Housing Rehabilitation activities for owner occupied houses.

In addition to the annual allocation, the City of Sanford has received cumulative total of \$665,786 dollars in CDBG-CV funds and has allocated funds to the following activities:

Funds will be used to recover eligible City COVID-19 expenses necessary to prepare for, respond to, and prevent the spread of COVID-19 from February 2020 to present (FR-6218-N-01 Program Rules, Waivers, and Alternative Requirements under the CARES ACT for CDBG Coronavirus Response Grants)

Provide public services including but not limited to, Increasing the capacity and availability of targeted health services for infectious disease response within existing health facilities. Providing equipment, supplies, and materials necessary to carry-out a public service. Matrix Codes: 05M, 05O.

Delivering meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities Matrix Codes: 05A, 05W

Covid-19 Testing and Vaccination of low/mod income persons, especially elderly, disabled, and homeless. Matrix Code: 05M.

Provide economic development services including but not limited to, job creation, job retention, and economic opportunity. Matrix Code: 18C

Funds will be used for a mortgage/rental assistance program for low income households to prevent foreclosures, evictions, and displacement. Funds may also be used to provide associated public services such as housing counseling and legal services. Matrix Codes: 05C, 05K, 05Q,



A portion not to exceed 20% of the grant may also be used for administration of the program, including staffing costs necessary to implement the program – Matrix Code: 21A

**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	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	478,255	0	0	478,255	0	
Other	public - federal	Other	665,786	0	0	665,786	0	CDBG-CV funds to be used to prevent, prepare for and respond to the Coronavirus.

**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**

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

The City of Sanford will consider the use of City owned land as a resource to help improve life and conditions and Sanford. The City will on a case by case basis, consider contributing City owned property for community development initiatives. Lands in the City of Sanford deemed suitable for affordable housing are typically donated to Habitat for Humanity. Donations of land to non-profit organizations is handled by the City Manager's office. The City of Sanford's inventory of City owned lands is maintained by the Community Improvement Department.

Seminole County also has an inventory of vacant lands which are within the City limits of Sanford that can be made available for affordable housing to eligible non-profit organizations. If suitable for affordable housing, they are also included on the vacant lands for housing inventory.

**Discussion**

## 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	Homeowner Occupied Housing Rehabilitation	2015	2020	Affordable Housing	Goldsboro Georgetown District Two	Homeowner Occupied Housing Rehabilitation	CDBG: \$260,866	Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Public Services	2015	2020	Non-Housing Community Development	Goldsboro Georgetown District Two	Public Services	CDBG: \$71,738 CDBG-CV: \$70,452	Public service activities other than Low/Moderate Income Housing Benefit: 227 Persons Assisted
5	Administration	2015	2020	Administration	Goldsboro Georgetown District Two	Administration	CDBG: \$95,651 CDBG-CV: \$73,483	Other: 200 Other
6	Economic Development	2015	2019	Non-Housing Community Development	Goldsboro Georgetown District Two	Economic Development	CDBG: \$50,000 CDBG-CV: \$73,483	Businesses assisted: 8 Businesses Assisted

**Table 6 – Goals Summary**

#### Goal Descriptions

1	<b>Goal Name</b>	Homeowner Occupied Housing Rehabilitation
	<b>Goal Description</b>	During the FY 2019-2020 program year Sanford seeks to assist approximately 4 homeowners with Housing Rehabilitation, to achieve the overall consolidated plan goal of 65 units. <b><i>The 4 households represent major Rehab or Reconstructs.</i></b>
3	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	The City of Sanford seeks to use 15% of its allocation to provide public services to low and moderate-income persons. The City anticipates assisting approximately 412 annually with their public service programs.  Additional CDBG-CV3 funds \$70,452 to be used for Public Services activities to benefit low and moderate-income persons.
5	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Twenty percent 20% of Sanford's CDBG funding will be used for planning and administration.
6	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	The City of Sanford seeks to use \$50,000 Economic Development for the benefit of low and moderate-income persons.  Additional CDBG-CV funds \$73,483 to be used for Economic Development activities to benefit low and moderate-income persons.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City of Sanford selected the following projects to receive direct funding allocations to implement activities necessary to achieve the goals and objectives set forth in the 2015-2019 Consolidated Plan.

### Projects

#	Project Name
1	2019 Public Services
2	2019 Housing Rehabilitation/Reconstruction
3	2019 Economic Development
4	2019 Administration
5	2019 CV-3 Economic Development
6	2019 CV-3 Public Services
7	2019 CV-3 Planning and Grant Administration
8	2019 CV-Mortgage Assistance and Foreclosure Prevention

Table 7 - Project Information

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

When making funding allocations several factors were considered: whether the activity meets CDBG national objectives, whether activity meets a priority need identified in the Consolidated Strategic Plan, and if the activity provides decent housing, creates a suitable living environment or expands economic opportunity principally for low and moderate-income person. Sanford identified affordable homeownership housing, public services, public facility improvements, and economic development as priorities during the development of the 2015-2019 Consolidated Plan. These priorities were established based on an analysis of conditions within the community, along with input from the public.

During the Consolidated planning process, funding limitations were identified as an obstacle to meeting the needs of the underserved in Sanford. The City regularly receives requests for funding or services that greatly exceeds the funds available. Sanford has been working to address the public services, economic development, as well as the housing repair needs in the City.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	2019 Public Services
	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$71,738
	<b>Description</b>	The City of Sanford has allocated \$71,738 in CDBG funds to implement public service activities such as youth mentoring, teacher training and chronic mental health service/substance abuse.
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Benefitting 127 low/moderate-income persons.
	<b>Location Description</b>	Citywide
<b>Planned Activities</b>	The City of Sanford has allocated \$71,738 in CDBG funds to implement public service activities such as youth mentoring, teacher training and chronic mental health service/substance abuse.	
2	<b>Project Name</b>	2019 Housing Rehabilitation/Reconstruction
	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Homeowner Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Homeowner Occupied Housing Rehabilitation
	<b>Funding</b>	CDBG: \$260,866
	<b>Description</b>	The City has allocated \$260,866 for housing rehabilitation activities through their rehabilitation/reconstruction program. If funding permits funds will be used for emergency repairs. Emergency repair assistance cannot exceed \$15,000 per unit.
	<b>Target Date</b>	9/30/2020

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Benefitting low and moderate-income persons.
	<b>Location Description</b>	The City of Sanford targets CDBG funding to Commission District Two which also includes the neighborhoods of Georgetown and Goldsboro
	<b>Planned Activities</b>	Housing reconstruction activities include the demolition and new construction or substantial rehabilitation of standard houses. Emergency Housing rehabilitation activities include minor electrical, plumbing, roofing, HVAC replacement and accesibility on emergency basis.
<b>3</b>	<b>Project Name</b>	2019 Economic Development
	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	The City of Sanford has allocated \$50,000 for the Economic Development grant program for low/moderate income business in District Two which includes the neighborhoods Georgetown and Goldsboro.CDBG-CV \$100,000 for small business assistance with reopening, prevention of job loss and expanding employment opportunity
	<b>Target Date</b>	9/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Benefitting low and moderate-income persons, small business and microenterprises business.
	<b>Location Description</b>	The City of Sanford targets CDBG funding to District Two which includes the neighborhoods Georgetown and Goldsboro.
	<b>Planned Activities</b>	Economic Development grant program for low/mod income businesses in District two.
<b>4</b>	<b>Project Name</b>	2019 Administration



	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$95,651
	<b>Description</b>	The City of Sanford has allocated \$95,651 (maximum 20% allowable) in CDBG funding to implement planning and administration activities, goals and objectives set forth in the 2015-2019 Consolidated Plan and 2019-2020 Annual Action Plan.
	<b>Target Date</b>	9/30/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Prove service to low and moderate-income persons.
	<b>Location Description</b>	The City of Sanford has allocated \$95,651 (maximum 20% allowable) in CDBG funding to implement planning and administration activities, goals and objectives set forth in the 2015-2019 Consolidated Plan and 2019-2020 Annual Action Plan.
	<b>Planned Activities</b>	Administrative activities include staff time, support, advertising, consulting services and planning.
5	<b>Project Name</b>	2019 CV-3 Economic Development
	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG-CV: \$173,483

<p><b>Description</b></p>	<p>Economic Development program to assist small businesses and microenterprise businesses order to close and or make modifications to operation under the Governors Executive Order. The assistance is to help the businesses with reopening, re-employment of low and moderate income residents in the City of Sanford preferably in the District Two area. Eligible expenses include, but not limited to workplace training and job placement, improvements directly related to prevent, prepare for respond to and mitigating the spread of COVID-19. Other expense may include marketing, if business in expanding to online or mobile services to minimize face-to-face contact; signage for social distancing; payroll to assist the new employment and job creation of low and moderate-income workers; Applicants will vetted for duplication of benefits. In addition to staff inquires of the status of other grants or loans the business applied for, the agreement contains a subjugation clause that specifically states: In consideration of Grantees receiving funds from the City of Sanford, the Grantee hereby assigns to the City all of its future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies of any type or coverage or under any reimbursement or relief program related to or administered by the Federal Emergency Management Agency or the Small Business Administration or other program to the extent of proceeds paid to Business under this Agreement and that are determined in the sole discretion of the City to be a duplication of benefits. This shall be defined as financial assistance, available to the Grantee that can be used to pay for the costs described under Project Requirement, Section A. "Special Economic Development program to attract businesses and microenterprise businesses opening, creating employment and job retention of low and moderate income residents in the City of Sanford preferably in the District Two area. Eligible expenses include, but not limited to workplace training and job placement, improvements directly related to prevent, prepare for respond to and mitigating the spread of COVID-19. Other expense may include marketing, advertising, PPE training, online job training, and mobile services/jobs. New employment and job creation of low and moderate-income workers/residents. The City of Sanford received CDBG-CV and allocated a cumulative total amount of \$173,483 for small business assistance with reopening, prevention of job loss and expanding employment opportunity. Matrix Code: 18C</p>
<p><b>Target Date</b></p>	<p>12/31/2023</p>

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 Businesses to create and retain jobs
	<b>Location Description</b>	Applications will be accepted from City of Sanford businesses Citywide.
	<b>Planned Activities</b>	<p>Grants local business to open, create and retain jobs.</p> <p>Include, but not limited to workplace training and job placement, improvements directly related to prevent, prepare for respond to and mitigating the spread of COVID-19. Other expense may include marketing, advertising, PPE training, online job training, and mobile services/jobs. New employment and job creation of low and moderate-income workers/residents.</p> <p>The City of Sanford received CDBG-CV and allocated a cumulative total amount of \$173,483 or small business assistance with reopening, prevention of job loss and expanding employment opportunity. Matrix Code: 18C</p>
6	<b>Project Name</b>	2019 CV-3 Public Services
	<b>Target Area</b>	<p>Goldsboro</p> <p>Georgetown</p> <p>District Two</p>
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG-CV: \$220,452

<p><b>Description</b></p>	<p>Funds used for unsheltered homeless individuals living in camps and low-income households impacted by food security. The City will contract with the Health Department and Non-Profit organization to provide unduplicated services to the homeless and households impacted by Coronavirus. The services will be directly related to prevent, prepare for, respond to and mitigating the spread of COVID-19. Services to the unsheltered Homeless include food, PPE materials, and personal hygiene capabilities, to limit their mobility and assist them to shelter in place thus preventing, preparing for and respond to mitigating the spread of COVID-19. Funds used to increase the availability of nutritional food, fresh fruits and produce for the homebound elderly, and those quarantined. Activities will include but not limited to, food pantries, support services, personal hygiene educational classes, and the availability sanitation facilities to include portable shower and restroom facilities strategically located around the City. Applicants will be vetted for duplication of benefits. All applications will reviewed with the County Homeless services program, the Homeless Service Network (CoC) and the County Health Department. Applications proposing to provide food assistance will be vetted through Second Harvest Food Bank of Central Florida and FEMA Disaster Supplemental Nutrition Assistance Program (D- SNAP). In addition to staff inquires on the status of other grants the agency applied for, the Agreements contains a Subjugation Clause that specifically states: In consideration of Grantees receiving funds from the City of Sanford, the Grantee hereby assigns to the City all of its future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies of any type or coverage or under any reimbursement or relief program related to or administered by the Federal Emergency Management Agency or the Small Business Administration or other program to the extent of proceeds paid to Business under this Agreement and that are determined in the sole discretion of the City to be a duplication of benefits (DOB). This shall be defined as financial assistance, available to the Grantee that can be used to pay for the costs described under Project Requirement, Section A. "The City of Sanford has allocated \$220,452 in CDBG-CV funds to implement Public Service activities such as enhanced outreach services to include meals and personal hygiene kits, showers, food security programs, PPE training, childcare assistance, training/education and chronic mental health service/substance abuse. Funds may also be used to provide public services including but not limited to, Increasing the capacity and availability of targeted health services for infectious disease response within existing health facilities. Matrix Codes: 05M, 05O Providing equipment, supplies, and materials necessary to carry out a public service. Delivering meals on wheels to quarantined individuals 2019 individuals that need to maintain social distancing due to medical vulnerabilities Matrix Codes: 05A, 05W Covid-19 Testing and Vaccination of low/mod income persons, especially elderly, disabled, and homeless Matrix Code: 05M.</p>
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	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 -250 unduplicated households will benefit from affordable nutritious food. 75 - 100 unduplicated unsheltered homeless individuals will benefit from food distribution, PPE materials, and personal hygiene services.
	<b>Location Description</b>	City of Sanford-Citywide
	<b>Planned Activities</b>	Mobile Food pantries, assistance to food distributors to sustain food availability to low and moderate income households and individuals. Sustaining food services and availability of PPE to the homeless.  Food pantries, assistance to food distributors to sustain food availability to low and moderate income households and individuals. Sustaining food services and availability of PPE to families, individuals, provide job training and education, childcare assistance and PPE training and mental health service/substance abuse.
<b>7</b>	<b>Project Name</b>	2019 CV-3 Planning and Grant Administration
	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Public Services Administration Economic Development
	<b>Needs Addressed</b>	Public Services Economic Development Administration Homeless Services
	<b>Funding</b>	CDBG-CV: \$133,157
	<b>Description</b>	Planning and administration of CDBG CV programs to prepare for, prevent and respond to COVID-19 in the City of Sanford. A portion not to exceed 20% of the grant may also be used for administration of the program, including staffing costs necessary to implement the program Matrix Code: 21A
	<b>Target Date</b>	12/30/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated 200 families will be assisted through the food pantries and food distribution centers being assisted. Also, it is estimated 8 businesses will be assisted facilitating the re-employment of 10 low and moderate income individuals. Finally, it is estimated 75 homeless unsheltered individuals will be assisted with food and PPE.
	<b>Location Description</b>	Services will be provided on a citywide basis targeting all of the City of Sanford.
	<b>Planned Activities</b>	Planning and administration of CDBG CV programs to prepare for, prevent and respond to COVID-19 in the City of Sanford.  A portion not to exceed 20% of the grant may also be used for administration of the program, including staffing costs necessary to implement the program – Matrix Code: 21A
8	<b>Project Name</b>	2019 CV-Mortgage Assistance and Foreclosure Prevention
	<b>Target Area</b>	Goldsboro Georgetown District Two
	<b>Goals Supported</b>	Public Services Administration Economic Development
	<b>Needs Addressed</b>	Homeowner Occupied Housing Rehabilitation Public Services Economic Development Administration Homeless Services
	<b>Funding</b>	CDBG-CV: \$150,000
	<b>Description</b>	The City has allocated \$106,000 CDBG-CV dollars for mortgage and foreclosure activities. If funding permits the CV dollars will be used for preventative services/assistance and emergency housing. Funds will be used for a mortgage assistance and homeowner association program for low income households to prevent foreclosures, evictions, and displacement. Funds may also be used to provide associated public services such as housing counseling and legal services. Matrix Codes: 05C, 05K, 05Q & 5Z
	<b>Target Date</b>	12/31/2021

<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>Benefit low and moderate-income persons</p>
<p><b>Location Description</b></p>	<p>City of Sanford targets CDBG funding to Commission District Two which also includes the neighborhoods of Georgetown and Goldsboro.</p>
<p><b>Planned Activities</b></p>	<p>Mortgage and foreclosure- include assisting with mortgage and HOA arrears, emergency displaced family assistance and foreclosure prevention. Activity is structured to prevent families and individuals facing evictions to remain in their homes/units.</p> <p>Funds will be used for a mortgage/rental assistance program for low income households to prevent foreclosures, evictions, and displacement. Funds may also be used to provide associated public services such as housing counseling and legal services. Matrix Codes: O5C, O5K, O5Q</p>

## **AP-50 Geographic Distribution – 91.220(f)**

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

The City of Sanford will concentrate Community Development funding and improvements within City Commission District Two, during the 2015-2019 Consolidated Planning Period. District Two includes the Goldsboro and Georgetown neighborhoods. Both neighborhoods have high concentrations of minorities and low and moderate-income households. The Historic Goldsboro and Georgetown CDBG target area are identified in the attached location map.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Goldsboro	
Georgetown	
District Two	100

**Table 8 - Geographic Distribution**

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

Sanford Commission District Two includes the Goldsboro and Georgetown neighborhoods. The district is an area of focus because of the high concentration of low and moderate-income households and of unmet needs that could be addressed with CDBG funded activities.

### **Discussion**

Commission District Two encompasses Georgetown and the Historic Goldsboro neighborhoods. Both areas have a high concentration of low and moderate-income households and have historically been underserved. These two communities extend just beyond the City of Sanford’s Community Redevelopment Area District. Both neighborhoods have significantly aged housing stock and considerable infrastructure needs.



## Affordable Housing

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

#### Introduction

During the 2019-2020 fiscal year, the City of Sanford will allocate \$260,866 in CDBG funding to complete owner-occupied housing rehabilitation activities to 2 low- and moderate-income households. The housing rehabilitation activities include emergency repairs, such as roofing, and exterior/interior repairs, and reconstruction/replacement of substandard housing units. Rehabilitation costs for emergency repairs must be equal to or less than \$15,000. More emphasis will be placed on rehabilitation/reconstruction projects during the 2019 program year.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	2
Special-Needs	0
Total	2

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	4
Acquisition of Existing Units	0
Total	4

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

The City of Sanford seeks to use CDBG funding to offer housing rehabilitation and reconstruction in limited cases to improve and preserve housing in Sanford. The City seeks to assist 65 households during the Five Year Consolidated Plan period.

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

### **Introduction**

The availability of public housing in the City of Sanford is a critical need for very low- and low-income residents. The need has become acute because of to the demolition of units and transfer of Section 8 housing vouchers. The Sanford Housing Authority is currently under the process of reorganization and hopes to soon have the capacity and availability of funding to plan for future development of new public housing or increase availability of housing choice vouchers to very low- and low-income residents in Sanford.

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

The Sanford Housing Authority does not operate any public housing units or housing choice vouchers programs for public housing residents. In 2011, the Orlando Housing Authority entered into an agreement with the Sanford Housing Authority Board of Directors to manage day to day operations of the six public housing developments and 450 housing choice vouchers in Sanford. Also in 2011, HUD condemned all 480 public housing units due to dilapidated housing conditions. The 450 housing choice vouchers that were designated for public housing residents in Sanford, are now administered by the Orlando Housing Authority and are no longer designated specifically for Sanford public housing residents. Recently, the Sanford Housing Authority received a choice neighborhoods planning grant to help improve housing in Sanford. The City of Sanford is co-applicant on the grant and an active participant in the planning initiative. To date, a series of community meetings and work group meetings have occurred. The City of Sanford supports the Choice Neighborhood Initiative in a variety of ways, such as: commitment of staff and funding, use of community and other facilities to host community meetings, steering committee, and choice neighborhoods workgroup meetings.

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

The City of Sanford actively coordinate with the Housing Authority to encourage input and participation form public housing residents, especially as it relates to the new Choice Neighborhoods Planning Grant. The residents are important stakeholders in the process and could be provided with information and community resources to encourage homeownership. The City of Sanford is an active participant in the planning initiative. To date, a series of community meetings and work group meetings have The City of Sanford supports the Choice Neighborhood Initiative in a variety of ways, such as: commitment of staff and funding, use of community and other facilities to host community meetings, steering committee, and choice neighborhoods workgroup meetings

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

The Orlando Housing Authority manages Sanford Housing Authority properties in Sanford. The Orlando Housing Authority is not a troubled Agency. The Orlando Housing Authority is designated as a Standard Performer as documented through HUD's Public and Indian Housing Information Center at <https://pic.hud.gov/pic/haprofiles/haprofilelist.asp> . The City of Sanford supports the Orlando Housing Authority in any initiative to improve public housing in Sanford.

### **Discussion**

N/A

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

### **Introduction**

In this section of the Annual Action Plan, we examine the current homeless and other special needs activities that will be implemented by the City of Sanford, Seminole County Community Services Department, or other local non-profit supportive services provider that will be important assets in achieving the goals and objectives set forth in the 2015-2019 Consolidated Plan and 2018-2019 Annual Action Plan. These activities mirror those contained in the Strategic Plan portion of the Consolidated Plan and will be implemented over the current fiscal year, and all remaining fiscal years in the consolidated plan period.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

The City of Sanford does not currently have any funding devoted to homeless services, but their housing rehabilitation programs provide repairs that in some cases, can prevent homelessness, by improving substandard housing conditions. The City also expanded its public services program to allow for consideration of other uses besides youth and elderly programs. Additionally, County ESG funding can be used countywide. A homeless shelter is located in Historic Goldsboro area. The City makes regular service referrals to the Rescue Outreach Mission to assist homeless individuals and families. Additionally, the City of Sanford, in partnership with Seminole County, participates in the Continuum of Care. They also participate in the Community Conversation on Homelessness initiative in Seminole County. The Homeless Services Network of Central Florida serves as the County's Continuum of Care (CoC) agency and partner to implement Street Outreach activities and report the latest Point-in-Time (PIT) survey counts to assist the local non-profit homeless service providers in developing and implementing strategies to address the needs of the current homeless population, whether sheltered or unsheltered.

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

The City of Sanford collaborates with the Homeless Shelter Network (HSN) and other agencies to foster emergency services for the homeless.

**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**

Due to lack of funding sources, the City of Sanford does not administer any internal programs or services that provide a direct benefit to homeless persons. Seminole County, in partnership with three local non-profit homeless services providers, anticipates providing ESG funding to increase efforts of addressing the needs of homeless persons who are in need or are currently residing in emergency shelters or transitional housing facilities. During the FY 2019-2020 program year the County plans to provide general revenue funding to the Rescue Outreach Mission for eligible operation and maintenance expenses to assist approximately 400 individuals who are in need or are currently residing in emergency shelters or transitional housing facilities owned and operated by the organization. The County plans to provide \$36,000 in ESG funding to Safehouse for eligible operation and maintenance expenses to assist approximately 425 individuals who are in need or are currently residing in emergency shelter or transitional housing facilities owned and operated by the organization. In addition, the County plans to provide \$30,000 in ESG funding to Recovery House for eligible operation and maintenance expenses to assist approximately 300 individuals who are in need or are currently residing in emergency shelter or transitional housing facilities owned and operated by the organization.

The City of Sanford is a member of the Community Conversation on Homelessness (CCOH) to discuss the regional impact of homelessness and learn about community resources. The City also works in partnership with the Homeless Services Network of Orlando and Seminole County Community Services Department to meet the needs of the homeless. If the need for Homeless services arises, the City makes referrals to Rescue Outreach Mission or the Homeless Services Network (HSN). The City can also make assistance referrals to other service agencies in Seminole County. Rescue Outreach Mission is the closest emergency shelter in Sanford. In addition to contacting Rescue Outreach Mission or the Homeless Services Network, the City of Sanford can make referrals to Seminole County Community Service to assist chronically homeless, veterans, as well as homeless families for assistance to avoid homelessness. Homeless Services Network would most likely be the agency to offer assistance to those that could be released into homelessness.

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

The City of Sanford does not currently have any funding devoted to homeless services, but their housing rehabilitation programs provide repairs that in some cases, can prevent homelessness, by improving substandard housing conditions. Sanford supports initiatives that improves the quality of life in the City. They are actively involved in coalitions that seek to meet the needs of the homeless. Sanford makes service referrals as needed.

Additionally, County ESG funding can be used Countywide. The Community Services Department, Community Development Division anticipates allocating \$49,500 in eligible ESG program Rapid Re-Housing activities for low- and moderate-income families to avoid homelessness. This funding is anticipated to assist 17 households with direct financial assistance in the form of short-term rental assistance, security deposits, utility payments, or moving costs. Other eligible types of Rapid Re-Housing assistance includes housing search and placement, housing stability case management, mediation, legal services or credit repair. Recipients of the ESG Rapid Re-Housing assistance will be carefully evaluated by program criteria developed by the County, based on the federal ESG program regulations. Priority will be given individuals or families that present the most urgent need.

## **Discussion**

Although the City of Sanford does not have a direct allocation funds for direct homeless services, the City actively supports initiatives that improve the quality of life for individuals and families in its jurisdiction. Sanford works in partnership with The Homeless Services Network and Seminole County Community Services Department to meet the needs of homeless individuals, families, provide service referrals as needed to area agencies and also participate on various coalitions to address homelessness in Sanford.

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

### **Introduction:**

As a part of the Consolidated Plan process, the City of Sanford created a report titled the *2015 Analysis of Impediments to Fair Housing Choice*. Within this report the City of Sanford, in partnership with Langton Associates, Inc., conducted a comprehensive review of barriers to affordable housing and created resolutions to implement to eliminate the barriers identified. Prior to the development of this report, Sanford conducted two public meetings and one public hearing in federal funding targeted neighborhoods to gain public input from non-profit housing provider organizations, fair housing advocates, and the public about current or potential impediments that were affecting fair housing choice in Sanford. One important aspect of the report was the in-depth review of Florida's statutes, laws and policies that impact fair housing choice, and includes recommendations on how to eliminate any potential barriers caused by the policies.

During the in-depth review of the Florida statutes, laws and policies, it was concluded Chapter 163, Part II, F.S., Growth Policy; County and Municipal Planning; Land Development Regulation; Community Planning Act (Sections 163.3161 - 163.3217, F.S.) and Chapter 760, Part II, F.S., Florida Fair Housing Act (Sections 760.20 - 760.37, F.S.) have the biggest impact on fair housing choice regulation for local governments. These two specific laws outline requirements for housing development and define and prohibit discrimination in relation to fair housing choice. Though, neither was found to have direct negative impacts on fair housing choice. The direct negative impacts on fair housing choice were discovered when laws were not being properly enforced by local governments, or if land use regulations had to potential to restrict housing choice or propose housing development in areas of communities that could restrict access to goods and services required to achieve a safe and decent living environment.

**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 following are actions taken to date or planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing.***

#### *Land Use Control:*

- ***In partnership with Sanford Housing Authority, the City of Sanford received a HUD Choice Neighborhoods initiative Grant to development a Transformation Plan for the Goldsboro Neighborhood. The Plan was submitted to HUD in June of 2018. Expanding housing opportunities in the neighborhood was the cornerstone of the Plan. The Plan included the***

*following:*

- ***Redevelopment of 300-400 Housing Authority rental-housing units. The units will be built in four phases over a five-year period. There will be separate phase for families, seniors and permanent supportive housing for the homeless.***
- ***The phase will include public housing, tax credit units for working households, and market rate rentals.***
- ***Increase homeownership opportunities by the Housing Authority committing 20+ acres for the development of affordable for-sale single-family housing.***
- ***Housing Authority and the City of Sanford committed to reconstructing the superblock infrastructure (roads, streets lights, sidewalks, utilities etc.) to create approximately eight blocks for new affordable homeownership opportunities.***

#### *Zoning and Building Code*

- ***Fully implement the City's Cottage Homes Program to encourage the development of new for-sale housing on vacant lots scattered through the City, particularly in the Goldsboro community. The Cottage Homes Program – is designed to make it easier and less expensive to build new homes on existing, irregularly shaped lots. Draft proto designs of 1 -4 bedrooms homes have been prepared for these lots and available to the homebuilder at no cost.***
- ***The City is in the final stages of an extensive review of the current City Comprehensive Plan to ensure that no local land use policy is having a negative impact on fair housing choice for all segments of the population.***
- ***The City has established a Development Review Team in the Planning Department to review all applications for housing to review and identify potential reconcilable impediments to affordable housing and develop strategies to address them.***

#### *Policies Affecting Return on Residential Investments*

- ***Established a formal policy for donating properties to Non-Profit housing development organizations to build affordable housing.***

#### **Discussion:**

N/A



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

### **Introduction:**

This portion describes the actions that the City will take to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social services agencies.

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

The City of Sanford identified the following underserved needs in its Consolidated Plan Need Assessment:

- **Housing Needs:** According to the data provided in the 2007-2011 CHAS, the most common housing problems are substandard housing, overcrowding and cost burden
- **Homeless Needs:** Homelessness in the City of Sanford includes: individuals, people who struggle with substance abuse and mental illness, youth who have aged out of foster care, runaway youth -- anyone, by state law, who lacks a fixed, regular and adequate nighttime residence, or whose primary residence is.
- Sharing the housing of another person due to loss of housing, economic hardship, or similar reason;
- Living in a motel, hotel, travel trailer park, or campground due to lack of alternative, adequate accommodations;
- Living in an emergency or transitional shelter;
- A primary nighttime residence that is a public or private place not designed for or ordinarily used for human beings;
- Living in a car, park, public place, abandoned building, bus or train station, or similar setting;
- A migratory individual who qualifies as homeless because he or she is living in circumstances described above.

Based on the Department of Housing and Urban Development's definition, a person is considered homeless if they are living on the street, or are living in an emergency shelter or transitional housing. According to the point-in-time count reported by the Orlando/Orange, Osceola and Seminole Counties CoC, there are currently 2,010 homeless persons. 1,674 persons are currently sheltered and 336 persons are unsheltered in the continuum.

- **Non Homeless Special Needs Populations:** Farmworkers, Disabilities and Elderly

### **Obstacles that may prevent the City in meeting underserved housing needs are:**

#### **An aging housing stock that requires rehabilitation outside of the current federal funding allocation**

**budget.**

Actions Planned

- Evaluate and prioritize the conditions of houses in the target area to include vacant and abandoned properties, those with code violations and those in foreclosure.
- Work with the Sanford Housing Authority to redevelop 100 affordable for-rent units to replace the demolished public housing in the target area.
- Continue to work with Sanford Housing Authority, private non-profit and for profit housing developers to reconstruct and build seven affordable single family for sale housing units in the target area.
- Implement the Cottage Homes Program to encourage the development of new for-sale-housing on vacant lots scattered throughout the target area

**Lack of industrial infrastructure to attract big corporate businesses for more economic development impact in target area.**

Action Planned:

- Provide financial support in the form of training and technical assistance to stabilize existing small businesses (microenterprise) in target area to build capacity.

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

The City of Sanford anticipates allocating over \$260,866 towards eligible federal grant funded activities that foster and maintain affordable housing. Specific activities planned include homeowner rehabilitation for emergency repairs and reconstruction/replacement of substandard housing units

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

All projects affordable housing projects, funded by the City of Sanford and administered by the Seminole County Community Services Department, will be conducted in accordance with Seminole County LBP identification and abatement standards. Seminole County requires that all contractors complete a detailed work write-up to document a lead based paint hazard risk prior to construction on any affordable housing activities:

- If the building was constructed in 1978 or after, the construction date of the unit and source of information is to be recorded on the form.
- If the building was constructed before 1978, it requires visual inspection unless one of the following apply:

- a) No children under the age of 6 reside in the home.
- b) A previous lead based paint inspection has been conducted according to the HUD regulations and the unit was found not to have lead based paint, documentation must be attached.
- c) The property has identified and all lead based paint has been removed in accordance to HUD regulations. Documentation must be attached.
  - If the building was constructed before 1978 and does not meet any of the exemptions above, the following actions must be taken:
    - a) A brochure concerning lead based paint hazards is to be provided to the household.
    - b) The client is to be provided with a Disclosure of Information on Lead Based Paint
    - c) The home must be visually inspected. The preparer must, at a minimum, complete HUD's online visual inspection training before the inspection is conducted. The inspecting party must answer the following questions:
      - Are interior painted surfaces free from deteriorated paint?
      - Are the exterior painted surfaces free from deteriorated paint?
      - Will any paint be disturbed during rehabilitation?

In accordance with the HUD Lead-Based Paint Regulation (24 CFR Part 35), rehabilitation work on housing built before 1978 that is financially assisted by the Federal government is subject to requirements that will control lead-based paint hazards. At the very least, Seminole County will test and repair any painted surface that is disturbed during the work. The County may stabilize deteriorated paint, which includes the correction of moisture leaks or other obvious causes of paint deterioration. Clearance examination will be conducted following most work activities to ensure that the work has been completed; that dust, paint chips and other debris have been satisfactorily cleaned up; and that dust lead hazards are not left behind. As necessary, a risk assessment will be done to identify lead-based paint hazards, perform interim control measures to eliminate any hazards that are identified or, in lieu of a risk assessment, perform standard treatments throughout a unit. The type and amount of Federal assistance and rehabilitation hard costs for the unit will determine the level of lead hazard reduction that will be completed.

Actions to address LBP hazards and increase access to housing without lead based paint hazards include:

- Ensure contractors completing work write-up on housing units are certified to complete the proper testing
- When selecting homes for rehabilitation/resale, give priority to homes that were constructed after 1978

- Coordinate with the local health department to maintain statistics on housing units identified to contain lead based paint

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

The University of Central Florida Department of Public Administration, in partnership with the Seminole County Health Department, completed a detailed analysis of the characteristics of distressed neighborhoods in the City of Sanford. The City is currently in the process of discussing actions to take to alleviate the poverty in the identified neighborhoods. Some examples of actions that will be taken to reduce the number of poverty-level families include:

- Providing job training to youth and unemployed
- Working with the Sanford Housing Authority for planning future public housing development for very-low and low-income families who suffered from the loss of existing public housing in 2011
- Working with the local Chamber of Commerce to discuss potential opportunities for economic growth throughout these neighborhoods
- Working with Habitat for Humanity to design a “Fix-up” program

The analysis was recently completed. The results of the study have been presented to the City of Sanford Commission and approved. Staff is working a developing an action plan to address the recommendations.

The City of Sanford has placed a priority on youth services, particularly those that provide mentoring and employment skills training for is public services.

The City of Sanford has re-examined its consolidated plan goals and created a CDBG funded economic development grant program aimed at encouraging the development of small businesses.

Referral services to programs that promote employment, and skills training for individuals and households in poverty.

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

Seminole County Community Services Department serves as Administrator of the CDBG program funds and activities for the 2019-2020 and the remaining fiscal years in this Consolidated Plan period.

According to the Seminole County 2015-2019 Consolidated Plan, The County, in conjunction with the municipalities, elected officials, citizens, non-profit agencies, and for-profit organizations, will continue networking and trying to assess what resident need and how best to meet those needs. Keeping the private and public sector aware of all services provided will be a key objective for the County. The City of Sanford is electing to adopt these actions to further develop the institutional structure of accomplishing the CDBG program goals and objectives outlined in this Consolidated Plan.

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

The following list describes actions that the City is either currently implementing or plans to implement to enhance coordination between public and private housing and social services agencies:

- The City of Sanford is currently in partnership with the local Habitat for Humanity to expand access to affordable housing opportunities for low-moderate income families in Sanford
- The City of Sanford partners with Seminole County Social Services. The Seminole County Community Development Division Manager serves as the fair housing officer for Seminole County
- The City of Sanford is co-applicant with Sanford Housing Authority on the HUD Choice Neighborhoods Initiative Planning grant and fully intent to follow through on the implementation of the Transformation Plan

### **Discussion:**

N/A

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

This component examines the amount of program income anticipated to be received prior to the start of the next fiscal year from activities and projects currently being implemented from previous CDBG funding allocations. It also addresses whether any urgent need activities are expected to be implemented with 2019-2020 CDBG funding and the amount of funding that will benefit low- to moderate-income persons/families

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

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

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The City of Sanford certifies it has elected an overall benefit of one year to expend its CDBG funding to principally benefit low and moderate-income persons in a way that ensures at least 70% of the amount is expended for activities that benefit such persons in the 2019 program year. Sanford seeks to use all of its funding to benefit low and moderate income persons.

