



CITY OF
SANFORD
FLORIDA

City of Sanford
Community Development Block Grant
Consolidated Annual Performance &
Evaluation Report (CAPER)
2023-2024



CITY OF SANFORD PRIORITY NEEDS, OBJECTIVES, AND 2023-2024 ACCOMPLISHMENTS

PRIORITY NEEDS	OBJECTIVES/OUTCOMES	PROGRAM YEAR 2023-2024 ACCOMPLISHMENTS
Homeowner Occupied Housing Rehabilitation for Low/Mod Population	Provide Decent Housing Affordability	Delays due to purchase orders and bidding process.
Public Service for Low/Mod Population	Create a suitable living environment/sustainability	There were 2 public service activities for the program year 2022-2023
Economic Development for Low/Mod Population	Create economic opportunities/sustainability	There were 1 economic development activity for the program year 2023-2024
Public Facility for Low/Mod Population	Provide public facilities and public improvement	There were 1 public facility activity for the program year 2023-2024

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Consolidated Annual Performance and Evaluation Report (CAPER) is an annual report for the City of Sanford's Community Development Block Grant Program (CDBG). The report describes the year-end status of all activities. The report covers the activities that were underway between October 1, 2023, and September 30, 2024. Some of these activities may have been tied to previous grant years and previous Consolidated Plans.

The City of Sanford's Community Development Block Grant (CDBG) total allocation for FY 2023-2024 was \$526,606.00 this does not include the \$367,418.00 received in CDBG-CV (Cares Act) funding in 2020. At the end of the previous program year (2022-2023), there was a balance of \$333,017.48 in unexpended CDBG funds.

CARES Act activities program year 2023-2024, the City received CV funds to fund activities that prevent, prepare for, and respond (PPR) to COVID-19. CDBG-CV funds were also utilized to identify public services and economic development activities that prevent, prepare for, and respond (PPR) to COVID-19. CARES Act funds and activities are reported further below in this section.

The City continued to focus its attention on improving historically underserved neighborhoods of Sanford, primarily, Goldsboro and Georgetown. The neighborhoods are identified as primary target areas in the City's CDBG Five Year Consolidated Plan. The 2020-2024 Consolidated Plan has been submitted, outlining and identifying the 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 a suitable living environment, and maintaining sustainability within the targeted areas.

For the CDBG program, the highest priorities are:

- Develop and preserve decent, safe, and affordable ownership housing.
- Supportive Services
- Housing Rehabilitation

- Public Facility

During the consolidated planning period, the City emphasized opening public facility grants to be categorized under LMI Benefit National objective as an Area Benefit activity.

The accomplishments and progress of year one of the Five-Year Consolidated Plan activities are described below in Table 1 – City of Sanford CDBG Accomplishments– Program Year & Strategic Plan to Date. This table demonstrates the actual accomplishments in meeting Strategic Plan and Action Plan goals during the program year 2023-2024.

Post global pandemic, and the interruptions of the previous year the City continued with the completion and services of the planned projects/activities.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%
Economic Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	5	100.00%			
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	10	10	100.00%	1	1	100.00%

Expanding Affordable Housing Homeownership	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	5	0	0.00%			
Homeowner Occupied Housing Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	62	620.00%	30	39	130.00%
Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1000	0	0.00%			
Public Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	167	83.50%	200	1723	861.50%
Public Services	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1200	1200	100.00%	0	0	
Public Services	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	1		0	1	

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Sanford used its FY 2023-2024 CDBG funds primarily for housing activities. Funds were also used for public services for activities and sub-recipient agencies who are committed to providing services to our low/mod income sheltered and unsheltered residents.

In 2020 the City reviewed and restructured the Economic Development program; the adjustments expanded the opportunity for mobile businesses to apply for grant funds. Restraints in the amount of CDBG funding available resulted in the allocation of funds for activities that were identified as the highest priority needs.

Housing rehabilitation and reconstruction have doubled in cost and are in the proximity of \$100,000 to \$350,000 per unit. The increase has reduced the number of households that can receive assistance during a given program year. Housing repair programs are a high priority in Sanford because of the aged housing stock. Housing rehabilitation and reconstruction projects continue to provide a visible and tangible impact at the individual, neighborhood, and community levels.

Two local nonprofits are recipients of the CV3 public service and economic development grants. United Medical and Social Services (UMSS) is a free clinic located in our target area and serves low-moderate income households. UMSS was awarded public service and economic development grants. With their economic development grant, they were able to construct a mobile unit and do home visits to non-mobile residents. Their public service grant allowed them to expand their free clinic and offer different services such as telehealth visits, therapy for mental illness, and dental referrals.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	688
Black or African American	960
Asian	17
American Indian or American Native	7
Native Hawaiian or Other Pacific Islander	1
Total	1,673
Hispanic	284
Not Hispanic	1,389

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Due to variations in reporting accomplishments data in the IDIS database, this number may represent individuals served or families served, depending on the type of activity and the reporting requirements for that specific activity. The activities completed in FY 2023-2024 may differ from FY 2022-2023 PR23 & PR26 reports as a result of CDBG funds not being actively available to be drawn.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	740,386	883,136

Table 3 - Resources Made Available

Narrative

The City of Sanford will concentrate on Community Development Block Grant funding and improvements within City Commission District Two during the 2020-2024 Consolidated Planning Period. District Two includes the Goldsboro and Georgetown neighborhoods. Both neighborhoods have high concentrations of minorities and low and moderate-income households. According to the PR-26 Report, \$105,527 has been expended in FY 2023-2024.

District Two includes the Goldsboro, Georgetown, Academy Manor, Pinehurst, Dreamworld, San Lanta, and Country Club neighborhoods. The district is an area of focus because of the high concentration of low and moderate-income households and the high level of unmet needs that can be met with CDBG-funded activities.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
District Two	100	100	Housing Rehabilitation, Public Services and Economic Development
Georgetown	50	25	Housing Rehabilitation, Public Services and Economic Development
Goldsboro	50	75	Housing Rehabilitation, Public Services and Economic Development

Table 4 – Identify the geographic distribution and location of investments

Narrative

District Two encompasses Historic Georgetown and the Historic Goldsboro neighborhoods. Both areas have a high concentration of low and moderate-income households and have historically been underserved. Goldsboro has the highest number of residents below the poverty level in the City of Sanford and Georgetown has the second highest number of residents below the poverty level. These two communities extend just beyond the City of Sanford's Community Redevelopment Area (CRA) district. Both neighborhoods have significantly aged housing stock and considerable infrastructure needs.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Sanford only receives CDBG funding which does not have a match requirement. The City encourages agencies receiving public services funding to leverage CDBG funding with in-kind or financial resources. In addition, the City of Sanford seeks to leverage in-kind services through partnerships with faith-based and other agencies.

The City of Sanford, through their Public Works department, provides drainage and water management improvements to District Two residents benefiting the low/mod income community.

In addition, several county-owned lots are located within the city limits of Sanford. The lots are made available through Seminole County's vacant lands program.

As of today, 60 affordable family units have been completed at Monroe Landings, and 84 units are underway at Somerset Landings. Additional affordable housing projects are firming up for groundbreaking at identified sites such as Castle Brewer Court, Cowan Moughton Terrace, and Edward Higgins Terrace. Within the next two (2) years, there will be upwards of 300 affordable family units in the City of Sanford as a result of the five (5) year Goldsboro Transformation Plan.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	18
Number of households supported through Acquisition of Existing Units	0	0
Total	10	18

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

During FY 2023-2024, the City of Sanford CDBG program exceeded the planned goal for the number of households served with the rehabilitation of existing units through the Minor Home Repair rehabilitation/reconstruction program. Income-constrained households that needed costly repairs to their owner-occupied homes were given grants of up to \$30,000 to complete up to two (2) separate trades (roof, HVAC, plumbing, etc.) to maintain the condition and affordability of their units.

Over recent months, we have observed a notable increase in both labor and material costs, which has presented challenges that require our collective attention and strategic consideration. Hence, why we increased our grant award amount from previous years.

The escalating cost of labor can be attributed to various factors, including market demand, skilled labor shortages, and changes in regulatory requirements. Additionally, the rising prices of raw materials and transportation have substantially contributed to the overall increase in production costs. As a result, we find ourselves navigating a landscape where maintaining cost-effective operations without compromising quality has become increasingly complex.

The housing stock within Sanford is significantly aged requiring more extensive repairs than can be achieved through the Minor Home Repair program. The substantial housing repair and reconstruction projects are more costly and will result in a reduction in the total number of houses completed. The City previously approved shifting the emphasis of its housing repair program to moderate/substantial housing rehabilitation and reconstruction. With the post-pandemic adjustments and the cost of materials rising the City refocused primarily on minor home repairs, up to two trades, for owner-occupied homes. We have also established a second-tier program called the Safety Home Repair Program. This program provides up to \$10,000 to complete repairs in up to two trades, including water heater replacement, tree trimming, window replacement, and exterior door replacement, among others. This initiative aims to assist homeowners in addressing safety concerns related to their housing.

Discuss how these outcomes will impact future annual action plans.

The outcomes realized for the affordable housing programs in the City of Sanford are expected to result in fewer houses receiving assistance in future action plans because housing rehabilitation costs continue to rise and can range in cost ranging from \$100,000 to \$350,000. Although the substantial rehabilitation or reconstruction of units could provide more of a visual impact in the target area, the Minor Home Repair program covers greater areas of benefit. The Minor Home Repair program is designed to correct, repair/replace - Roof, HVAC, Electrical, Plumbing, and ADA accessibility.

The City of Sanford participates in the Continuum of Care (COC). The Homeless Services Network (HSN) of Central Florida serves as the lead agency for the Continuum of Care agency. HSN implements street outreach activities and reports the latest Point-in-Time (PIT) survey to assist the local non-profit homeless service providers in developing and implementing strategies.

The City of Sanford has established a Homeless Task Force to assess the homeless activities in the City, identify gaps in services, and develop strategies to move the chronically homeless out of camps and the downtown area. During the past year, the City worked collaboratively with the homeless services providers to successfully relocate 6 persons experiencing homelessness from homeless camps.

During the FY 2023/2024 program year, Seminole County provided rapid re-housing activities, including case management and assessment through the ESG program.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	32	0
Low-income	21	0
Moderate-income	342	0
Total	395	0

Table 7 – Number of Households Served

Narrative Information

During the program year 2023-2024, a total of 36 households were assisted; 18 were low/mod income and 18 were extremely low income. Services are provided through CDBG Homeowner-Occupied Minor Home Repair Program.

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CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City of Sanford currently has limited funding devoted to homeless services, but the housing rehabilitation program provides repairs that in some cases, can prevent homelessness, by improving substandard housing conditions. County Emergency Solution Grant (ESG) funding can be used Countywide. The Rescue Outreach Mission, a homeless shelter, is located in the Historic Goldsboro area and helps address the needs of the unsheltered population. The City makes regular service referrals to the Rescue Outreach Mission to assist homeless individuals and families. The City of Sanford participates in the Continuum of Care (COC). The Homeless Services Network (HSN) of Central Florida serves as the lead agency for the Continuum of Care agency. HSN implements street outreach activities and reports the latest Point-in-Time (PIT) survey to assist the local non-profit homeless service providers in developing and implementing strategies.

The City of Sanford has established a Homeless Task Force to assess the homeless activities in the City, identify gaps in services, and develop strategies to move the chronically homeless out of camps and the downtown area. During the past year, the City worked collaboratively with the homeless services providers to successfully relocate 6 persons experiencing homelessness from homeless camps.

The City renewed a service agreement with Seminole Action Coalition Serving Our Needy (SACSON) to print information cards to identify services available for the needy and homeless. The services include housing/counseling, healthcare, food/clothing/hygiene, and meal-sharing locations. The information card is printed in both English and Spanish.

During the FY 2023-2024 program year, Seminole County provided rapid re-housing activities, including case management and assessment through the ESG program. The rapid re-housing for homeless individuals is the only program of its kind in the region and has been active in assisting for the program year 2023-2024.

Addressing the emergency shelter and transitional housing needs of homeless persons

Due to a lack of funding sources, the City of Sanford does not administer any internal programs or services that provide a direct benefit to the unsheltered population.

Seminole County, in partnership with local mental health services, healthcare, and housing supportive services providers supplements funding resources needed for qualified applicants, including low-income individuals and families, extremely low-income individuals and families, and persons with special needs

being discharged from publicly funded institutions and systems of care. Seminole County assists persons discharged into homelessness from medical facilities, and are recuperating from an acute illness or injury, by funding the Pathways to Care project using local general fund dollars. This project, implemented by Catholic Charities of Central Florida, used \$40,565 for housing and supportive services for 25 persons who would have been discharged into homelessness. Like much of the country Seminole County was impacted by the COVID-19 Health Crisis. The crisis resulted in shutdowns of area schools, businesses, and other facilities due to social distancing measures taken to prevent the spread of the COVID-19 virus. Seminole County received special allocations of CDBG and ESG funds specifically for COVID-19 preparation, prevention, and response measures. The ESG-CV programs are in full motion, including a rapid rehousing program to assist homeless individuals, funding awards to keep shelters safe, in addition to funding for street outreach, and housing stability case management HMIS.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Sanford currently has limited funding devoted to homeless services, but their housing rehabilitation programs provide repairs that in some cases can prevent homelessness, by improving substandard housing conditions. City residents are also eligible to apply for rental assistance, utility assistance, and family self-sufficiency programs operated by Seminole County Community Services. The Seminole County Community Services Department administers an internal housing financial assistance program that provides rental, utility, and mortgage assistance to qualified families who are experiencing financial hardship due to job loss, medical problems, elderly and disabled garnishments, and more. The rental, utility, and mortgage assistance program is funded through Seminole County general revenue, SHIP, and Community Services Block Grant funds, and can be applied for directly through the Community Services Department.

While these programs are not designated as homelessness prevention, they assist households from losing housing by the nature of the activities they fund.

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

Chronically homeless individuals and families, unaccompanied youth, and veterans in Sanford benefit

from the homeless services that are funded by Seminole County Community Services programs. All of Seminole County's affordable housing strategies and funding sources are available to assist in the efforts of helping the unsheltered population make the transition to permanent housing and independent living, but there are no current affordable housing strategies specifically directed toward homeless persons during this current five (5) year planning period. The City and the County rely on its non-profit homeless services provider partners and the local Continuum of Care agency to implement affordable housing activities that directly affect the homeless populations that they serve. Eligible affordable housing providers are encouraged to apply for annual funding allocations to promote and implement affordable housing activities, for all segments of the population, during the City's advertised Request for Applications (RFA) procurement process each fiscal year. Applications received are evaluated based on project scoring criteria, developed by the City, and determined to be awarded or denied based on HUD-regulated program criteria.

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Sanford continues to implement priorities included in the Choice Neighborhood Initiative (CNI) Planning Grant from HUD that the Sanford Housing Authority and City of Sanford received in 2016 after a national competition. The \$500,000 CNI planning grant plus \$450,000 in local matching funds increased the total funds for the comprehensive plans to \$950,000. The Transformation Plan revitalizes not just housing, but the community of Goldsboro as a whole.[EJ1]

The Sanford Housing Authority has demolished its public housing sites and is currently developing new and exciting housing opportunities in the City of Sanford. The City has partnered with the Sanford Housing Authority in conjunction with the Choice Neighborhood Initiative (CNI) Planning Grant to develop four (4) new affordable housing developments.

The Sanford Housing Authority built Somerset Landing Phase II, an 84-unit multi-family mixed-income housing unit in Goldsboro, and Monroe Landings, formerly known as Lake Monroe Terrace, is now 98% occupied. Monroe Landings is a 60-unit family apartment complex with state-of-the-art amenities. Somerset Landing construction was completed in February 2024. 84 units are available and 63 of them are Section 8 project-based vouchers.

Sanford Housing Authority (SHA) land, approximately 7.9 acres, has committed with pending HUD approval to expand recreation facilities in the Goldsboro neighborhood. This activity is consistent with the Goldsboro Transformation Plan: Encourage Community Wellness strategy. Expand and improve recreational facilities and programs offered to residents of Goldsboro. The City of Sanford submitted a letter of Intent (LOI) to SHA to purchase the property and proceeded with due diligence to complete City requirements to purchase the property.

The City of Sanford, in partnership with the Sanford Housing Authority and the Goldsboro Front Porch Council, collaborated on developing the Goldsboro Transformation Plan. The three entities continue to partner on moving forward with implementing the Plan for the Goldsboro Community.

In 2022 The Sanford Housing Authority (SHA) in partnership the Wendover Housing completed the construction on the redevelopment of a 60-unit multi-family mixed-income housing unit located in the Historic Goldsboro area of District Two. In April 2022 Monroe Landing ribbon-cutting ceremony was held and the complex officially opened. In 2023 SHA and Wendover Housing Developers broke ground on Phase II of Monroe Landing, an 84-unit multi-family mixed-income complex. In April 2024 Monroe Landing II ribbon-cutting ceremony was held and the complex officially opened.

The Sanford Housing Authority built Monroe Landing, a 60-unit multi-family mixed-income housing unit in Goldsboro, and Monroe Landings, formerly known as Lake Monroe Terrace, is now 98% occupied. Monroe Landings is a 64-unit family apartment complex with state-of-the-art amenities. Somerset Landing began construction in the summer of 2022 and is now complete with 84 units available and 63

of them are vouchers.

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

The City of Sanford collaborated with the Sanford Housing Authority to encourage input and participation from public housing residents, as it relates to the Choice Neighborhoods Initiative Planning Grant. The residents are important stakeholders in the process and are provided with information and community resources to encourage homeownership. In collaboration with Habitat for Humanity, three (3) homes were built for low-income first-time homeowners. Additional plans to build six (6) more homes Activities are currently underway.

Actions taken to provide assistance to troubled PHAs

The Sanford Housing Authority is currently undergoing a re-organization and does not currently own or operate any public housing units or administer any Section 8 Housing Choice Voucher programs for very low- and low-income residents.

The Orlando Housing Authority, in partnership with the Sanford Housing Authority, is currently administering the Section 8 Housing Choice Voucher program for very low- and low-income residents in Sanford. The Orlando Housing Authority has standard performance ratings as documented by the HUD Public and Indian Housing Information Center. Sanford Housing Authority and the City of Sanford received a Choice Neighborhood Planning grant to help improve housing in Sanford. The City of Sanford is the co-applicant on the Choice Neighborhood Initiative (CNI) Grant and an active participant in the planning initiative. The CNI initiative concluded, and the report was submitted to HUD in June 2018, as required, and has been approved.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City of Sanford strives to address and overcome obstacles to meeting the underserved needs of the community by working with public and private sector organizations that provide direct service or benefit to underserved residents. All of the City's planned goals and objectives identified in the 2023-2024 Annual Action Plan and the 2020-2024 Consolidated Plan are linked directly with the priority needs identified in all of the low-mod income target areas county-wide. If a particular target area is identified as an underserved community or a particular segment of the population is identified as underserved, the City will take all necessary actions to address those needs with federal program funding, when available.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Some examples of obstacles that may prevent the City from meeting underserved needs are:

- An aging housing stock that requires substantial rehabilitation that exceeds the current federal funding allocation budget.
- Lack of industrial infrastructure to attract big corporate businesses for more economic development impact in the target area.

The City of Sanford's Lien Amnesty Program reduced property enforcement liens bringing them into compliance with the City Codes. During FY 2019, the program helped generate \$123,555 in outstanding liens and bring 30 properties into code compliance. Without this special program, liens would continue to accumulate and ultimately prevent development.

The City continues to examine methods and unit designs to make effective use of vacant, undersized infill lots within the Choice Neighborhood Initiative area in the Goldsboro community. In addition to these ideas and standards, Sanford is seeking to have a mix of single-family and multifamily housing units.

The City of Sanford re-evaluated its housing rehabilitation program needs after finding that there were a large number of case denials for the Minor Home Repair Program (MHRP). Cases were denied for several reasons, primarily because the repair needs far exceeded the \$20,000 per unit cap for the MHRP. The City, with feedback from the community, increased the award cap to \$30,000. We have also established a second-tier program called the Safety Home Repair Program. This program provides up to \$10,000 to complete repairs in up to two trades, including water heater replacement, tree trimming, window replacement, and exterior door replacement, among others. This initiative aims to assist

homeowners in addressing safety concerns related to their housing.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

All affordable housing projects funded by the City of Sanford CDBG funds will be conducted by the City of Sanford and Seminole County's Lead Base Paint (LBP) identification and abatement standards. The City of Sanford requires that all contractors complete a detailed work write-up to document any lead-based paint hazard risk before construction on any affordable housing activities.

Under 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, the City of Sanford will test and repair any painted surface that is disturbed during the work. The City 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, instead 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.

According to the City of Sanford's CDBG Community Development Policy and Procedures, homeowner rehabilitation projects for pre-1978 homes are implemented under Lead Hazard Reduction requirements. Affected households are provided with lead paint hazard brochures and disclosures. Contractors hired to do testing are required to be lead-based paint certified.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

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 in the process of discussing actions to take to alleviate the poverty in the identified neighborhoods, unfortunately, impacted by the shutdown of operations and mandated stay-at-home orders due to COVID-19 has slowed and delayed further plans of implementation. Here are some examples of actions that will be taken to reduce the number of poverty-level families:

- Providing job training to young people and the unemployed.
- Working with the Sanford Housing Authority to plan 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[EJ1] .

- Working with Habitat for Humanity to design a “Fix-up” program.
- Encouraging adult continuing education programs in the target area.

The analysis was completed. The results of the study have been presented to the City of Sanford Commission and approved. Staff are working on 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 public services funding.

The City of Sanford reexamined its Consolidated Plan goals to create 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 taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Sanford resumed the administration of their program on October 1, 2019. According to the City of Sanford 2020-2024 Consolidated Plan, the City, elected officials, citizens, non-profit agencies, and for-profit organizations, will continue networking and trying to assess what residents 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 City. The City of Sanford is electing to further develop the institutional structure of accomplishing the CDBG program goals and objectives outlined in the Consolidated Plan.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

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 service agencies:

- The City of Sanford is 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 continues to explore several options that include the method and time of permit fee payment for enhancing affordable housing in Sanford.
- Rezoning the Goldsboro neighborhood to support the Transformation Plan.
- The City of Sanford is in partnership with private developers for the construction of affordable single-family units.
- 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.

Identify actions taken to overcome the effects of any impediments identified in the

jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City of Sanford's 2015 Analysis of Impediments to Fair Housing (AI) results identify the impediments and progress on recommended actions.

Discrimination in Housing Sales and Rental

Progress on Actions: Through its agreement with Seminole County, the County Community Assistance Division Manager serves as the Fair Housing Coordinator. Seminole County also provides Housing Counseling Countywide. The Housing Counseling curriculum has been updated to include fair housing in the first-time homebuyer classes.

Lack of Existing/Available Affordable Housing Stock and the Geographic Distribution of Affordable Housing Stock.

Progress on Actions: The City's website has been updated with the fair housing link. In addition to coordination with the County Fair Housing Coordinator, the City has Community Relations and Neighborhood Engagement staff that fields inquiries and concerns about matters in the City, including community development and housing issues.

Unintentional Effects of Local Land Use Regulations/Public Policies and/or the Results of Implementing Antiquated Land Use Regulations

Progress on Actions: The Comprehensive Plan has been submitted and is under review. The Comprehensive Plan will be reviewed throughout the remainder of the consolidated planning period. Feedback will be given to the Planning and Development Services Department or Planning and Zoning Commission as needed.

Local development standards and their implementation e.g. zoning, building or design standards, may constrain development of housing opportunities for minority and low income households

Progress on Actions: The Comprehensive Plan will be reviewed throughout the remainder of the consolidated planning period. Feedback will be given to the Planning and Development Services Department or Planning and Zoning Commission as needed.

Inadequate access for minority households to housing outside of areas of minority concentration

Progress on Actions: The City of Sanford has partnered with agencies such as Habitat for Humanity for the construction of affordable housing units. The City of Sanford continues to work with the Sanford Housing Authority through the Choice Neighborhoods Initiative. The Initiative seeks to revitalize the community and provide additional housing. The planning and revitalization efforts will continue throughout the consolidated planning period. As part of the Choice Neighborhood Initiative Planning Grant, a Market Analysis of Residential Products in Goldsboro was conducted by Community Solutions

Group. The analysis took a comprehensive look at the housing need, style, size, and price range (for-sale units).

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CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City has dedicated Community Relations and Neighborhood Engagement (CRANE) staff who will be actively involved in conducting monitoring suggested planned activities. This process involves a combination of monthly activity reports, telephone contacts, written communication, analysis of reports and audits, and onsite visits and meetings. The primary goal of all monitoring is to ensure activities are implemented in conformity with program rules and guidelines.

The monitoring of CDBG activities is conducted under the Comprehensive Monitoring Plan and Monitoring Subrecipients Policy and Procedure; a copy is appended to this CAPER report as an attachment. Oversight of the applicable requirements for the CDBG Program are implemented in various methods accordingly:

- Uniform Administrative Requirements new circular 2 CFR Part 200- oversight is conducted by various program staff including Project Manager and Community Relations and Neighborhood Engagement (CRANE) CDBG staff/team and assigned staff.
- Timeliness of Expenditure- monitored by Community Relations and Neighborhood Engagement (CRANE) CDBG staff.
- Environmental Reviews -completed by Community Relations and Neighborhood Engagement (CRANE) CDBG staff before any funds are expended on all CDBG-funded projects.
- Uniform Relocation Assistance (URA)- The City of Sanford does not currently utilize CDBG for projects that would trigger involuntary displacement of a household; however, in the event of such a project the Community Relations and Neighborhood Engagement (CRANE) CDBG staff would provide oversight to ensure the acquisition is implemented under HUD Handbook 1378.
- Minority Business Enterprise /Women Business Enterprise (MBE/WBE) and Section 3 hiring requirements are addressed in the procurement and contracting process. The encouragement of participation of MBE/WBE and Section 3 business concerns is done through the bidding process. The City of Sanford CRANE Staff coordinates and provides regular updates on the status of CDBG projects, and other City initiatives, and discusses the need for opportunities for minority businesses and efforts to foster increased outreach and participation in CDBG projects. The updates are generally provided monthly.
- Fair Housing Requirements- by Community Relations and Neighborhood Engagement (CRANE) CDBG staff received training on fair housing requirements during the annual Fair Housing Summit hosted in Orlando, FL; and all applicable policies and procedures incorporate Fair Housing and anti-discrimination policy.
- Planning and Reporting- All planning and reporting is conducted in cooperation with the City of Sanford by Community Relations and Neighborhood Engagement (CRANE) CDBG staff. CRANE

staff conducts regular reviews of the IDIS financial system for flags and takes steps to resolve any issues needed to remediate activities. The reviews are generally completed bi-monthly, before and after the drawdown of any funds.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Sanford's Citizen Participation Process provides the opportunity for citizens' participation and input in the process of the City's planning, development, amendments, and implementation of the Five-Year Consolidated Plan, Annual Action Plans, Substantial Amendments, 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, persons with disabilities, and low and moderate-income persons, particularly those living in a slum and blighted area.

The City of Sanford sought feedback from the community in a variety of ways. The City holds monthly community meetings where City departments meet at a neighborhood community center face-to-face with residents to field questions and hear concerns. The community meetings are held at the City of Sanford's Dr. Velma H. Williams Community Center, centrally located near the Historic Goldsboro neighborhood. The Georgetown Steering Committee meet monthly at Hopper Academy and operates informally, without designated members or appointees. It is composed of interested individuals from the neighborhood. The committee's mission is "to celebrate the Georgetown Historic District and build support for retaining and protecting the neighborhood's unique history and character."

Additionally, the City holds regular meetings for its Community Development Block Grant (CDBG) Advisory Board. This Advisory Board meets monthly to discuss CDBG programming, review and rank public service proposals, and provide funding recommendations and feedback to City and County staff.

During the FY 2023-2024 period, no comments were received from the public at any of the various community meetings. The meetings with the public, CDBG Advisory Board, and City staff continue to help spotlight the need for refining different strategies for community development in Sanford.

Under the currently adopted Citizen Participation Plan for the City of Sanford, the availability of the CAPER and notice of the public comment period was posted on the City website and in City Hall on November 13, 2023. It was also advertised in the local newspaper on November 19, 2023. The public

comment period began on November 19, 2023, and ended on December 19, 2023. Hard copies of the draft CAPER were also available at Sanford City Hall for persons without computer access. The City of Sanford has bilingual staff available to assist Spanish-speaking persons. The translation is available in person, by phone, and virtually. A public meeting was not held, and there were no written public comments received during the comment period. A copy of the advertisement and public notices are included to document the public participation process.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Sanford's significantly aged housing stock requires more extensive repairs. Some minor repairs can be achieved through the Minor Home Repair program. The substantial housing repair and reconstruction projects are more costly and will result in a reduction in the total number of houses completed. The outcomes realized for the affordable housing programs in the City of Sanford are expected to result in fewer houses receiving assistance in future action plans because housing rehabilitations can range in cost from \$100,000 to \$325,000. Substantial rehabilitation or reconstruction could provide more of a visual impact on the target areas. Due to the lack of funding, and escalating cost of labor and materials, we have shifted our focus back to Minor Home Repairs with fewer residents with an expansion on repair trades.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Sanford's significantly aged housing stock requires more extensive repairs. Some minor repairs can be achieved through the Minor Home Repair program. The substantial housing repair and reconstruction projects are more costly and will result in a reduction in the total number of houses completed. The outcomes realized for the affordable housing programs in the City of Sanford are expected to result in fewer houses receiving assistance in future action plans because housing rehabilitations can range in cost from \$100,000 to \$325,000. Substantial rehabilitation or reconstruction could provide more of a visual impact on the target areas. Due to the lack of funding, and escalating cost of labor and materials, we have shifted our focus back to Minor Home Repairs with fewer residents with an expansion on repair trades.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

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CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

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