

Community Development Block Grant



CDBG ANNUAL ACTION PLAN

Fiscal Year 2017-2018

**Community Development Department
Fairfield Housing Authority
1000 Webster Street
Fairfield, CA 94533**

Adopted by the Fairfield City Council August 15, 2017 – Resolution 2017-206



Annual Action Plan
2017

1

Expected Resources

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

Introduction

During the Five-Year Consolidated Plan period, Fairfield anticipates receiving approximately \$2.9 million in CDBG funds, as shown in the table below. In addition to CDBG funds, other potential funding sources available to address housing and community development needs in Fairfield include HOME funds through the State Department of Housing and Community Development’s HOME Program, state and federal Low-Income Housing Tax Credits, CalHome, Federal Home Loan Bank Affordable Housing Program, federal Continuum of Care funds, and Housing Choice Vouchers. Fairfield also contributes staff time and City General Fund revenue to support housing and community development activities. However, despite these potential resources, funding is not expected to be sufficient to address all needs identified in the Consolidated Plan. Funding shortages are consistently the most significant barrier to fully addressing Fairfield’s housing and community development needs, and have recently become more acute because of the dissolution of California Redevelopment Agencies.

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	736,762	0	813,321	1,550,083	2,947,048	All reserves have been expended from FY 2016-2017. Expected amount for Year 1 from actual FY 2016/17 CDBG allocation. Expected amount for Years 2 through 5 based on allocation for Year 1. Prior year resources are a combination of reprogrammed funding to Neighborhood Revitalization in the amounts of \$152,704.60 from Archway, Housing Rehab and Reserves and an amount of \$660.616.45 from Housing Rehab.

Table 1 - 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

Many of the activities that the City intends to fund through CDBG will require additional public and private resources, and CDBG funds will be used to leverage these other funding sources. The City of Fairfield plans to use CDBG funds for a range of activities during the five-year planning period, including sidewalk improvements, housing rehabilitation, fair housing services, and emergency shelter operations, consistent with activities that the City has funded in recent years. The City has a history of using CDBG funds to leverage General Fund revenue and other resources to complete sidewalk improvements and fund fair housing services and emergency shelter operations, and anticipates continuing to fund these activities similarly during the five-year planning period. Housing rehabilitation grants are not typically used to leverage other resources to fund individual projects, but instead provide a means for the residents to maintain existing housing

resources, thereby greatly reducing the cost that would otherwise be associated with providing housing for the households that receive assistance through this activity.

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

There are several City-owned parcels that may be used to meet needs identified in this Plan.

Discussion

See above.

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	Homeless Services	2017	2018	Homeless			CDBG: \$38,476	Homeless Person Overnight Shelter: 200 Persons Assisted Homelessness Prevention: 600 Persons Assisted
2	Drug or Violence Prevention	2017	2018	Affordable Housing			CDBG: \$0	
3	Youth Services	2017	2018	Non-Housing Community Development			CDBG: \$55,539	Public service activities for Low/Moderate Income Housing Benefit: 2500 Households Assisted
4	Senior Services	2017	2018	Non-Housing Community Development			CDBG: \$15,000	374 disabled and/or homebound seniors to be served with nutritious meals.
5	Neighborhood Revitalization Strategy Area	2017	2018	Affordable Housing Homeless Non-Housing Community Development			CDBG: \$1,292,216	

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Homeless Services
	Goal Description	<p>A comprehensive Homeless Strategy was adopted by City Council in April 2015 to focus resources and consolidate and coordinate services for the City's homeless population. The City's Homeless Strategy is based on widely recognized and adopted principles that include: case management, enforcement, coordinated navigation, and increasing housing (emergency, transitional, and permanent supportive) supply based on HUD's Housing First Model. The four key components of the City's strategy are:</p> <ol style="list-style-type: none"> 1. Protect Health and Welfare 2. Connection to Services 3. Supportive Housing 4. Regional Homeless Strategy to reduce homelessness
2	Goal Name	Drug or Violence Prevention
	Goal Description	<p>Although community input, community surveys and City Council goals showed Drug or Violence Prevention as one of the top goals, the City of Fairfield did not receive any CDBG applications for this type of activity.</p>
3	Goal Name	Youth Services
	Goal Description	<p>Provide at-risk and underperforming youth with tutoring and mentoring programs, including a mobile recreation program that visits sites in CDBG-qualified census tracts and a scholarship program that enables youth of low-income families to participate in community programs.</p>

4	Goal Name	Senior Services
	Goal Description	Provide nutritious meals that are planned by a registered dietician and prepared in a central kitchen seven days a week to the senior population who is 60 years or older. These meals will be provided to Fairfield residents via home-delivery designed to aid seniors who cannot leave their homes or have difficulty preparing their own meals.
5	Goal Name	Neighborhood Revitalization Strategy Area
	Goal Description	HUD encourages the establishment of a Neighborhood Revitalization Strategy Area (NRSA) to create communities of opportunity in distressed neighborhoods. The goal of this program is to reinvest in human and economic capital, and economically empower low-income residents as part of an overall community revitalization strategy. Comprehensive community revitalization strategies seek to create partnerships among federal and local governments, the private sector, community organizations and neighborhood residents.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Fairfield has allocated CDBG funding to three projects during the 2017/18 program year, as summarized in Table 3 below. Funding allocated to CDBG Administration will provide support to City staff to administer and monitor grants and to prepare CDBG reporting documents. The Public Services project included in the table below encompasses Homeless Services, Youth Services and Senior Services. Neighborhood Revitalization encompasses a variety of activities.

Funded activities can include:

- 1) Acquisition Rehab
- 2) Multi-family rehab
- 3) Clearance, Demolition and Remediation
- 4) Privately-Owned Utilities
- 5) Code Enforcement
- 6) Lighting Improvements
- 7) Economic Development Assistance to For-Profits (Technical Assistance)
- 8) Micro-Enterprise Assistance
- 9) Non-Profit Capacity Building
- 10) Fair Housing Activities
- 11) Planning and Capacity Building
- 12) Street Improvements
- 13) Sidewalks
- 14) Pre-Development Costs
- 15) Low/Moderate Income Job Creation, Training, and Workforce Preparation

- 16) ED technical Assistance
- 17) Public Safety Improvements
- 18) Closed Building Renovation
- 19) Shelter Improvements
- 20) Single Family Rehab
- 21) Rehabilitation Administration
- 22) Parks, Recreational Facilities

The Neighborhood Revitalization Strategy Area (NRSA) designation includes two sub areas and neighborhoods: south of Air Base Parkway, west of Sunset Avenue, north of Highway 12 and east of Interstate 80. The NRSA also includes the downtown area and the surrounding neighborhoods considered to be Central Fairfield running east toward Travis Air Force Base.

The Neighborhood Strategy Initiative provides greater detail which is a port of this Consolidated Plan.

Projects

#	Project Name
1	CDBG Administration
2	Public Services
3	Neighborhood Revitalization Initiative

Table 3 - Project Information

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

Public Service allocation priorities are a result of public input and City Council goals. Although Drug and Violence Prevention was a highly favored activity in the community, there were no CDBG applications submitted that qualifies for Drug or Violence Prevention, therefore, there will be no funding for this activity. Non-Public Services will be encompassed entirely by Neighborhood Revitalization Strategy in various parts of the CDBG-eligible areas including various activities.

AP-38 Project Summary
Project Summary Information

1	Project Name	CDBG Administration
	Target Area	
	Goals Supported	Homeless Services Youth Services Senior Services Neighborhood Revitalization Strategy Area
	Needs Addressed	
	Funding	CDBG: \$147,352
	Description	General management, oversight, monitoring, environmental review, accounting, and coordination of all CDBG programs.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Citywide
	Planned Activities	See description.
2	Project Name	Public Services
	Target Area	
	Goals Supported	Homeless Services Youth Services Senior Services
	Needs Addressed	
	Funding	CDBG: \$110,514
	Description	All Public Services approved for the 2017 Annual Action Plan.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	150 youth to receive youth fee assistance from Youth Services 1300 youth to receive assistance for participation in the Fun on the Run Van activities 400 seniors to receive meals 4 homeless women to receive supportive services 4 homeless men to receive supportive services 120 at-risk youth to receive tutoring and mentoring services 2 youths to receive career internship opportunities
	Location Description	CDBG eligible areas of Fairfield
	Planned Activities	Youth activities Meals for homebound seniors Supportive services for homeless men and women
3	Project Name	Neighborhood Revitalization Strategy
	Target Area	
	Goals Supported	Neighborhood Revitalization Strategy Area
	Needs Addressed	
	Funding	CDBG: \$1,292,216
	Description	Reinvest in human and economic capital, and economically empower low-income residents as part of an overall community revitalization strategy. Comprehensive community revitalization strategies seek to create partnerships among federal and local governments, the private sector, community organizations and neighborhood residents.
	Target Date	6/30/2018

<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>Create thirty (30) new first time homebuyer opportunities in the Neighborhood Revitalization Area</p> <p>Provide twenty (20) housing rehabilitaiton and repair loans</p> <p>Assist in the development of forty (40) units of market rate rental housing</p> <p>Provide funding for multi-family rehabilitation projects of fifty (50) units or greater.</p>
<p>Location Description</p>	<p>Within the Neighborhood Revitalization Strategy Area.</p>
<p>Planned Activities</p>	<p>See description.</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

To the extent that activities funded through CDBG serve a geographic area, these activities are in lower-income Census Tracts, according to CDBG regulations (i.e. low/moderate income area benefit). During the 2017/18 program year, projects located in the various Neighborhood Revitalization Strategy areas will consist of single and multi-family acquisition rehab, clearance, demolition and remediation, lighting improvements, street improvements and many other activities.

In addition, Fairfield plans to allocate funds to organizations that provide housing and services to low- and moderate-income persons, based on CDBG program regulations (low/moderate income limited clientele). This consists of funding allocated to facilities and organizations providing services to homeless individuals and at-risk youth as well as to support fair housing activities.

Geographic Distribution

Target Area	Percentage of Funds

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

See above.

Discussion

See above.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section specifies goals for the number of households to be provided with affordable housing due to City of Fairfield CDBG expenditures within the 2017/18 program year by household type and type of activity. Per HUD guidelines, this section does not include the provision of emergency shelter, transitional shelter or social services.

One Year Goals for the Number of Households to be Supported	
Homeless	16
Non-Homeless	38
Special-Needs	0
Total	54

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	15
The Production of New Units	0
Rehab of Existing Units	23
Acquisition of Existing Units	16
Total	54

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

This section is not applicable. The City of Fairfield does not own or operate any public housing units.

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

This section is not applicable. The City of Fairfield does not own or operate any public housing units.

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

This section is not applicable. The City of Fairfield does not own or operate any public housing units.

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

This section is not applicable. The City of Fairfield does not own or operate any public housing units.

Discussion

This section is not applicable. The City of Fairfield does not own or operate any public housing units.

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

Introduction

Fairfield participates in the Solano County Continuum of Care, which seeks to coordinate housing and supportive services to assist homeless individuals and families in securing permanent housing. The City's First Year Annual Action Plan supports the Continuum of Care's activities to address homelessness.

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 HUD Homeless Point-In-Time Count conducted January 2015 showed 344 people were homeless on a single night in Fairfield. Of those 344, 166 were without shelter. The most recent count conducted in January 2017 is predicted to be higher. Since the implementation of the Homeless Strategy, public safety enforcement has increased, yet housing remains a barrier. Thus, residents and businesses are experiencing an increase of homeless visibility along the North Texas and West Texas corridor, causing more negative impacts on the community while the homeless attempt to find shelter and services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The first year Annual Action Plan allocates funding to provide support to Community Action North Bay, which supports the City's ongoing efforts to address emergency and transitional housing needs in Fairfield. The City of Fairfield also engages in ongoing activities to address the emergency shelter and transitional housing needs of homeless persons through participating on the Continuum of Care and by maintaining close networks with agencies that provide emergency and transitional housing to Fairfield residents.

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

Along with the City of Fairfield, there are many agencies in and near Fairfield that provide assistance to help homeless persons make the transition to permanent housing and independent living, as detailed in the Consolidated Plan. The City engages in ongoing coordination with these agencies, in

part through participation in the Solano Continuum of Care.

The Annual Action Plan allocates funding to Community Action North Bay which provides services to assist people that are staying in shelters to make the transition to permanent housing and independent living. The City's ability to further support services for people transitioning from homelessness is somewhat limited by funding constraints, including the CDBG Program's 15% cap on public services spending.

In addition to services that are targeted specifically to households transitioning from homelessness, access to affordable housing is critical to help homeless individuals and families transition from homelessness. Although Fairfield's First-Year Annual Action Plan does not allocate CDBG funds to support the construction of new affordable units, the City uses other funding sources to provide financial support to affordable developments. Programs to address the City's affordable housing needs are discussed in greater detail elsewhere in the Consolidated Plan and in the City's Housing Element.

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 implements several policies and programs to provide access to affordable housing, which is essential to prevent homelessness among at-risk households, as detailed elsewhere in the 2017-2021 Consolidated Plan and in the City's Housing Element. Ongoing actions that the City of Fairfield engages in to provide access to affordable housing include, but are not limited to:

- Providing financial support for affordable housing activities
- Operating a Section 8 Housing Choice voucher program
- Providing tenant-based rental assistance through the HOME Program
- Providing Project-based vouchers at various properties

Discussion

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

Introduction:

In accordance with State law, the City of Fairfield adopted a Housing Element Update in 2015 that details how the jurisdiction will plan for affordable housing, including an analysis of public policies that serve as barriers to affordable housing and specific actions that the City will take to remove any barriers. The City's 2015 Housing Element found that City policies generally support affordable housing production rather than serve as a constraint (see Section MA-40 of the Consolidated Plan). Nonetheless, the Housing Element includes actions that the City will take to further support affordable housing through City policies.

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

As stated in HUD's study of Subdivision Requirements as a Regulatory Barrier, such requirements can reasonably be considered regulatory barriers to affordable housing if the jurisdiction determined requirements are greater (and hence, more costly) than those necessary to achieve health and safety requirements in the community. Subdivision requirements address streets, water, sewer, and drainage facilities; park, school, and other development fees; and tree planting. These standards and fees, while related to legitimate health, safety, and public service needs, nonetheless increase development costs. City fees add another \$30,000 in costs, and streets, sewers, sidewalks, water lines, and off-site improvement costs can be substantial for many new subdivisions. Off-site improvements vision perimeter landscaping improvements, and major water/sewer utility improvements needed to serve the subdivision.

Discussion:

See above.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Fairfield uses many strategies to address the affordable housing, enforcement of building codes, homeless, and community development needs identified in the Consolidated Plan. This section provides an overview of the City's ongoing activities and planned future actions to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure and enhance coordination between housing providers and social service agencies.

Actions planned to address obstacles to meeting underserved needs

A shortage of funding for affordable housing, homeless services, and community development activities is the primary obstacle to meeting underserved needs in Fairfield. The City of Fairfield actively pursues federal, state, local, and private funding sources to address underserved needs, and will continue to explore new and existing funding sources during the planning period and in subsequent years.

Actions planned to foster and maintain affordable housing

The City of Fairfield has several policies already in place and additional planned actions to foster and maintain affordable housing during the 2017/18 program year as well as in subsequent years. Ongoing and planned future actions to support the development and preservation of affordable housing are detailed in the City's 2015 Housing Element and through the 2017-2021 Consolidated Plan. These actions include, but are not limited to:

- Reduce the impact of development fees on affordable housing
- Provide fee deferrals
- Providing Section 8 Housing Choice vouchers to low-income households through the Housing Authority
- Efforts to ensure that City zoning regulations and other policies support the development of affordable and special needs housing
- Monitoring properties with affordability restrictions to determine when restrictions are set to expire and working with property owners to maintain affordability
- Encourage development of second dwelling units as another source of affordable housing,

especially for senior citizens and individuals

- Provide fee credits for affordable housing developers
- Provide first-time homebuyer down payment assistance

Actions planned to reduce lead-based paint hazards

Lead based paint risk assessment performed annually. Fails if paint loose from surface material (chipping, peeling, cracking). All failed items must be generally be corrected within 30 days. Inspector reinspects to ensure properties are in compliance.

Actions planned to reduce the number of poverty-level families

The Annual Action Plan allocates funding for Community Action North Bay which provides shelter and services to families in crisis. Services provided are affordable permanent housing with supportive services such as intensive case management, supplemental food, transportation, life skills, employment access, job training and shared housing. The City of Fairfield also has other agencies that provide services such as counseling, assistance with finding employment and other services to help families to exit from homelessness.

On an ongoing basis, the City of Fairfield addresses poverty more broadly through City programs and in cooperation with other governmental agencies and local service organizations. The City's affordable housing policies discussed in the Consolidated Plan and in the City's 2015 Housing Element, assist in providing affordable housing to lower-income households. For many households with poverty-level incomes, affordable housing is a necessary first step in overcoming poverty because households experiencing high housing cost burden, overcrowding or other unstable living environments are often unable to take steps to overcome poverty without first securing suitable affordable housing. Fairfield's ongoing economic development efforts help to stimulate economic expansion and job growth, potentially providing employment opportunities that will serve as a means for local households to earn incomes sufficient to overcome poverty.

Actions planned to develop institutional structure

The City of Fairfield engages in ongoing internal coordination and coordination with other agencies to address affordable housing, homelessness, and community development needs in the City, and will continue this coordination during the 2017/18 program year and in subsequent years. Key agencies in the institutional structure include the City of Fairfield, the Fairfield Housing Authority, Successor Housing Agency, Solano County Health and Human Services Department, affordable housing providers, homeless service providers, agencies that offer housing and supportive services to formerly homeless individuals and families and those at risk of homelessness and other health and social

service agencies.

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

The City of Fairfield continues to participate in the Solano County Continuum of Care, which serves a critical role in coordinating services between public agencies, affordable housing providers, and social service agencies. Representatives from the City of Fairfield and Fairfield Housing Authority plan to continue to serve on the Continuum of Care Governing Board to further these efforts.

In addition, on an ongoing basis the City of Fairfield works with affordable housing developers to construct and manage affordable housing in the City and with County agencies and non-profit service providers to provide social services to residents. The City will continue to support these entities to achieve affordable housing, homeless services, and community development goals during the program year and in subsequent years.

Discussion:

Program Specific Requirements

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

Introduction:

N/A

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
Total Program Income:	0

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%

**Housing Trust Fund (HTF)
Reference 24 CFR 91.220(l)(5)**

1. Distribution of Funds (The City of Fairfield does not participate in the Housing Trust Fund)

a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).

b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.

c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.

d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.

e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.

f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.

g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).

i. Describe the jurisdiction's required priority for funding based on the location of existing affordable housing.

j. Describe the jurisdiction's required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction's application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

4. Performance Goals and Benchmarks. The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction's goals established under 24 CFR 91.215(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

5. Rehabilitation Standards. The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter "N/A".

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

6. Resale or Recapture Guidelines. Below, the jurisdiction must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

7. HTF Affordable Homeownership Limits. If the jurisdiction intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

8. Limited Beneficiaries or Preferences. Describe how the jurisdiction will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the jurisdiction will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter "N/A."

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

9. Refinancing of Existing Debt. Enter or attach the jurisdiction's refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the jurisdiction will not refinance existing debt, enter "N/A."

Discussion:

N/A