2019 ANNUAL UPDATE TO THE CONSOLIDATED PLAN

Effective July 1, 2019 – June 30, 2020

Arkansas Economic Development Commission
Arkansas Development Finance Authority
Arkansas Department of Human Services
Arkansas Department of Health
# 2019 Annual Update to the 5-Year Consolidated Plan

## Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP-05 – Executive Summary</td>
<td>3</td>
</tr>
<tr>
<td>PR-05 – Lead and Responsible Agencies</td>
<td>7</td>
</tr>
<tr>
<td>AP-10 – Consultation</td>
<td>9</td>
</tr>
<tr>
<td>AP-12 – Participation</td>
<td>13</td>
</tr>
<tr>
<td>AP-15 – Expected Resources</td>
<td>18</td>
</tr>
<tr>
<td>AP-20 – Annual Goals and Objectives</td>
<td>26</td>
</tr>
<tr>
<td>AP-25 – Allocation Priorities</td>
<td>32</td>
</tr>
<tr>
<td>AP-30 – Methods of Distribution</td>
<td>34</td>
</tr>
<tr>
<td>AP-35 – Projects</td>
<td>63</td>
</tr>
<tr>
<td>AP-38 – Project Summary</td>
<td>63</td>
</tr>
<tr>
<td>AP-40 – Section 108 Loan Guarantee</td>
<td>64</td>
</tr>
<tr>
<td>AP-45 – Community Revitalization Strategies</td>
<td>64</td>
</tr>
<tr>
<td>AP-50 – Geographic Distribution</td>
<td>65</td>
</tr>
<tr>
<td>AP-55 – Affordable Housing</td>
<td>66</td>
</tr>
<tr>
<td>AP-60 – Public Housing</td>
<td>67</td>
</tr>
<tr>
<td>AP-65 – Homeless and Other Special Needs Activities</td>
<td>68</td>
</tr>
<tr>
<td>AP-70 – HOPWA Goals</td>
<td>70</td>
</tr>
<tr>
<td>AP-75 – Barriers to Affordable Housing</td>
<td>71</td>
</tr>
<tr>
<td>AP-85 – Other Actions</td>
<td>72</td>
</tr>
<tr>
<td>AP-90 – Program Specific Requirements</td>
<td>74</td>
</tr>
</tbody>
</table>

### Appendices

- Appendix A: State of Arkansas Consolidated Plan Agency Board Members
- Appendix B: Scoring Criteria Matrix AP-30 Table 8-Distribution Methods CDBG
- Appendix C: Arkansas Department of Human Services ESG CoCs and Subgrantees
- Appendix D: National Housing Trust Fund
- Appendix E: Public Input Session, Public Hearing, CoC Minutes, and Comments

### State Certifications

- SF-424, HUD-424-M Funding Matrix, State Certifications, and SF-424D

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Annual Action Plan

2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Executive Summary

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

1. Introduction

The 2019 Annual Action Plan (AAP) is the fifth annual plan and update to the State of Arkansas 2015-2019 Consolidated Plan (Consolidated Plan), a five-year plan (2015-2019) addressing the State’s housing and community development needs. Federal resources provided by the United States Department of Housing and Urban Development (HUD) that are discussed within the Plan include: Community Development Block Grant (CDBG); the HOME Investment Partnerships Program (HOME); Emergency Solutions Grant Program (ESG); Housing Opportunities for Persons with AIDS Program (HOPWA); and National Housing Trust Fund (NHTF, also known as HTF).

HUD Standard Form 424 (Application for Federal Assistance) is submitted as part of the plan to request federal funding for the State of Arkansas.

The CDBG Program is administered through the Arkansas Economic Development Commission (AEDC) and AEDC is the lead agency responsible for coordinating the development of the Consolidated Plan. The HOME program and NHTF are administered through the Arkansas Development Finance Authority (ADFA), the ESG program is administered by the Arkansas Department of Human Services, Office of Community Services (DHS), and the HOPWA program is administered by the Arkansas Department of Health, Division of Health (ADH). ADFA, DHS, and ADH work in conjunction with AEDC in developing the Consolidated Plan.

The HOME funds received by ADFA for the State exclude the entitlement cities Fort Smith, Little Rock, North Little Rock, and Pine Bluff, as these cities are responsible for distribution and administration of their own HOME award. HOPWA funds received by ADH for the state exclude the entitlement city of Little Rock, who is responsible for their own HOPWA award. Allocations are based on a formula. The formula is determined using a minimum funding amount for all regions, population base, poverty data, and pro-rata percent. The formal and funding process emphasizes equitable distribution as well as quality projects and programs.

The Arkansas 2019 Annual Action Plan affirms the goals and objectives of Title I of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, as amended, which relate to major commitments and priorities of the four agencies. This complex set of goals can be compressed into three main areas that include:

- Provide Decent Housing
- Provide a Suitable Living Environment
- Expand Economic Opportunity
Outcomes were developed to show how programs and activities would benefit a community or the persons within a community served. The three outcomes that will illustrate the benefits of each activity funded by the CDBG, HOME, ESG, HOPWA, or NHTF programs are:

- Improved availability/accessibility
- Improved affordability
- Improved sustainability

The future activities funded within the next year will support at least one objective and one outcome as described above. The statutes for CDBG, HOME, ESG, HOPWA, and NHTF covered by the Consolidated Plan Rule include a number of basic goals discussed in the Housing and Community Development Act, as amended, and the National Affordable Housing Act, as amended. The framework for realizing these objectives and outcomes will be associated with the specific priorities, as noted above.

3. Evaluation of past performance

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

The State of Arkansas has been successful in its efforts to address the priority needs identified in the 2015-2019 Consolidated Plan. The state has worked hard to further the primary national CDBG objective of developing viable urban communities by providing decent housing, suitable living environments, and expanding economic opportunities, principally for low- and moderate-income persons (LMI). The projects selected by the state in FY 2019 address the priority needs identified in the state’s 2015-2019 Consolidated Plan.

Specific details about past performance by the state on priorities covered by the 2015-2019 Consolidated Plan and strategies contained in Annual Action Plans are available through the state’s Annual Performance reports that are submitted to HUD each year. The 2017 Consolidated Annual Performance and Evaluation Report was submitted to HUD on September 28, 2018 and is the most recent report submitted. The Report contains information regarding significant achievements in meeting the needs of Arkansans.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.
PR-05 Lead & Responsible Agencies - 91.300(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administrator</td>
<td>ARKANSAS</td>
<td>Arkansas Economic Development Commission</td>
</tr>
<tr>
<td>HOPWA Administrator</td>
<td>ARKANSAS</td>
<td>Arkansas Department of Health</td>
</tr>
<tr>
<td>HOME Administrator</td>
<td>ARKANSAS</td>
<td>Arkansas Development Finance Authority</td>
</tr>
<tr>
<td>ESG Administrator</td>
<td>ARKANSAS</td>
<td>Arkansas Department of Human Services</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Arkansas Development Finance Authority</td>
</tr>
</tbody>
</table>

Table 1 – Responsible Agencies

**Narrative**

The Annual Action Plan was developed in partnership between the four responsible agencies listed above. The amounts represented in the 2019 Annual Action Plan include those awarded by HUD for the Community Development Block Grant Program (CDBG), administered by the Arkansas Economic Development Commission (AEDC); HOME Investment Partnership Program (HOME) and the National Housing Trust Fund (NHTF, also known as HTF), administered by the Arkansas Development Finance Authority (ADFA); Emergency Solutions Grants Program (ESG), administered by the Arkansas Department of Human Services (DHS); and Housing Opportunities for Persons with AIDS Program (HOPWA), administered by the Arkansas Department of Health (ADH).

**Consolidated Plan Public Contact Information**

Jean Noble, PCED  
Director, Grants Management Division  
Arkansas Economic Development Commission  

Annual Action Plan  
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
1. Introduction

The State of Arkansas works with a wide variety of agencies, organizations, and service providers in an effort to bring various viewpoints to bear in the identification of local housing and service needs. Ongoing relationships focused on specific needs and targeted meetings designed to bring public input into the Consolidated Plan process are two of the ways that the state utilizes outside organizations in the consultation process.

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

The state has ongoing relationships with many housing providers working on housing development activities. The state also works with the many public housing authorities across the state to utilize Section 8 vouchers from the federal government to address the housing needs of the state's lowest income households. Through the Continuum of Care (CoC) processes throughout the state, the State of Arkansas maintains relationships with mental health providers, homeless shelter and services providers, and local governmental agencies with specific responsibilities for homeless individuals and families. The state also participates in a variety of other coalitions that seek to address other issues that relate to housing and service needs.

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

State staff works actively with the six Continuum of Care organizations in the state. Staff participates in regularly scheduled meetings. In the past, the state has provided administrative support to supplement CoC initiatives and distributed Emergency Solutions Grant (ESG) funding to the various agencies that make up the membership of the CoC organizations.

Describe consultation with the Continuum(s) of Care that serves the State 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

The State of Arkansas supports a variety of housing and public service programs operated to service the homeless and special needs population. The efforts of the homeless coalitions, through the CoC process, have provided guidance on the needs of these communities. The process has resulted in a better understanding of the homeless and special needs community and their housing needs, enabling the
<table>
<thead>
<tr>
<th></th>
<th>Agency/Group/Organization</th>
<th>ARKANSAS ECONOMIC DEVELOPMENT COMMISSION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>Other government - State</td>
</tr>
<tr>
<td></td>
<td>Grantee Department</td>
<td></td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>All Sections</td>
</tr>
<tr>
<td></td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Plan Coordinator, Advisory Board, other Agency Departments also consulted on plan, including Community Developers, Economic Developers, and Rural Services Division</td>
</tr>
<tr>
<td>1</td>
<td>Agency/Group/Organization</td>
<td>ARKANSAS DEVELOPMENT FINANCE AUTHORITY</td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>Other government - State</td>
</tr>
<tr>
<td></td>
<td>Grantee Department</td>
<td></td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>All Sections</td>
</tr>
<tr>
<td></td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Consolidated Plan Board Member.</td>
</tr>
<tr>
<td>2</td>
<td>Agency/Group/Organization</td>
<td>ARKANSAS DEPARTMENT OF HUMAN SERVICES</td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>Other government - State</td>
</tr>
<tr>
<td></td>
<td>Grantee Department</td>
<td></td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>All Sections</td>
</tr>
<tr>
<td></td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Consolidated Plan Board Member.</td>
</tr>
</tbody>
</table>
Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

Citizen participation is an essential component of a statewide planning effort. Arkansas strongly encourages public participation throughout the consolidated planning process.

A public hearing was conducted at the following location:

- April 11, 2019: 10:30 AM – 12:00 PM; Arkansas State Library, Bessie Moore Conference Room, 2nd Floor, 900 W. Capitol Ave, Little Rock, AR 72201

A news release, announcing the public hearing and public comment period was sent to statewide media and notices were sent to approximately 1,500 contacts including: the Arkansas Development Finance Authority; Housing Developers; Public Housing Authorities; City and County officials; Development Districts; Continuum of Care contacts; State Senators and State Representatives; Congressional Delegates; and CDBG Grant Administrators.

A public notice was placed in the statewide newspaper, Arkansas Democrat-Gazette. The draft plans were also featured in two locations on the AEDC website. AEDC made additional efforts to increase non-traditional public participation in addition to notification methods used in the past, and will continue to develop additional innovative public awareness strategies.
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Internet Outreach</td>
<td>Non-targeted/broad community</td>
<td>All notices, public hearing location, and drafts were posted on the Arkansas Economic Development Commission website, on the homepage of the Grants Management Division.</td>
<td>No comments were received via this mode of outreach.</td>
<td>N/A</td>
<td><a href="http://arkansasedc.com/grants">http://arkansasedc.com/grants</a></td>
</tr>
<tr>
<td>4</td>
<td>Press Release</td>
<td>Non-targeted/broad community</td>
<td>A press release was issued to the network of all statewide newspapers announcing the 30-day public comment period and public hearing where oral comments would be received, and availability of the draft of the plan.</td>
<td>No comments were received via this mode of outreach.</td>
<td>N/A</td>
<td><a href="http://arkansasedc.com/grants">http://arkansasedc.com/grants</a></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
</tr>
<tr>
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<td>-------------------------------</td>
<td>-------------------------------</td>
<td>-----------------------------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>6</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>The State of Arkansas conducted one public hearing on April 11, to provide the public an opportunity to review the draft of the Annual Action Plan, and to receive oral comments. Twenty people were in attendance. Minutes from the hearing are included in Appendix E.</td>
<td>Only one comment was received expressing support for the CDBG Water/Wastewater, General Assistance, and Rural Services line items. The comment is included in the Minutes, see Appendix E.</td>
<td>No comments were rejected.</td>
<td><a href="http://www.arkansasedc.com/grants">www.arkansasedc.com/grants</a></td>
</tr>
</tbody>
</table>

Table 4 – Citizen Participation Outreach

Annual Action Plan
2019
### Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>17,853,442</td>
<td>2,000,000</td>
</tr>
</tbody>
</table>

NHTF: $3,000,000

Annual Action Plan 2019
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOPWA</td>
<td>public - federal</td>
<td>Permanent housing in facilities, Permanent housing placement, Short term or transitional housing facilities, STRMU, Supportive services, TBRA</td>
<td>Annual Allocation: $815,150</td>
<td>Program Income: $0</td>
<td>Prior Year Resources: $0</td>
</tr>
<tr>
<td>Program</td>
<td>Source of Funds</td>
<td>Uses of Funds</td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
<td>Prior Year Resources: $</td>
</tr>
<tr>
<td>---------</td>
<td>----------------</td>
<td>---------------</td>
<td>----------------------</td>
<td>------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>HTF</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership</td>
<td>3,000,000</td>
<td>0</td>
<td>3,000,000</td>
</tr>
</tbody>
</table>

**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**

Federal funds will be leveraged through the ability of service organizations to raise program funds through outside sources, other loan sources needed for housing development activities, the present value of forgiven property taxes for properties owned by non-profit housing providers, and the State's General Fund, where appropriate.
If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

None currently identified. The state will continue to evaluate opportunities to use public lands for future development.

Discussion

The state has programmed more than $32 million from the CDBG, HOME, HOPWA, ESG, and NHTF programs for the 2019 program year. These funds will be used to operate a range of private and public services as described later in the Annual Action Plan.
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Purc Asst</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Statewide</td>
<td>Housing Assistance - Homeownership</td>
<td>HOME: $897,572</td>
<td>Direct Financial Assistance to Homebuyers: 123 Households Assisted</td>
</tr>
<tr>
<td>6</td>
<td>CHDO</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Statewide</td>
<td>Housing Development and Reconstruction</td>
<td>HOME: $1,346,358</td>
<td>Homeowner Housing Added: 13 Household Housing Unit</td>
</tr>
<tr>
<td>7</td>
<td>TBRA</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Statewide</td>
<td>Rental Housing Subsidies</td>
<td>HOME: $28,300</td>
<td>Tenant-based rental assistance / Rapid Rehousing: 139 Households Assisted</td>
</tr>
<tr>
<td>8</td>
<td>Rent Hsg</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Statewide</td>
<td>Housing Development and Reconstruction</td>
<td>HOME: $1,795,144</td>
<td>Rental units constructed: 18 Household Housing Unit</td>
</tr>
<tr>
<td>9</td>
<td>Rehab/Recons</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Statewide</td>
<td>Housing Repair Housing Development and Reconstruction</td>
<td>HOME: $2,154,173</td>
<td>Homeowner Housing Rehabilitated: 21 Household Housing Unit</td>
</tr>
<tr>
<td>10</td>
<td>Rent Rehab</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Statewide</td>
<td>Housing Repair</td>
<td>HOME: $1,256,600</td>
<td>Rental units rehabilitated: 12 Household Housing Unit</td>
</tr>
</tbody>
</table>

Annual Action Plan 2019
<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eco Dev</td>
<td>Improve economic opportunities through activities aimed at improving the conditions needed for successful business and economic development.</td>
</tr>
<tr>
<td>Fac/ Infra</td>
<td>Provide enhancement to public infrastructure and public facilities by improving availability, accessibility, and affordability of public facility and public infrastructure, and providing enhanced availability and access to clean, safe drinking water and safe sanitary sewer systems.</td>
</tr>
<tr>
<td>Fire Prot</td>
<td>Provide improvements to community centers and improve access to affordable fire protection and enhanced fire protection equipment.</td>
</tr>
<tr>
<td>Purc Asst</td>
<td>Create decent housing with improved affordability by providing funding for homebuyer assistance programs such as down payment and closing cost to low and moderate-income (less than 80 percent area median income) homebuyers. (ADDI)</td>
</tr>
<tr>
<td>CHDO</td>
<td>Provide funding to CHDO organization to develop new affordable housing for low- to moderate-income persons for homeownership, and providing construction financing for single-family housing, financial mechanisms and improved communication with partners and constituents throughout the state.</td>
</tr>
<tr>
<td>TBRA</td>
<td>Create decent housing through improved affordability and accessibility by providing rental subsidies and security and utility deposit assistance for very low- to moderate-income (less than 60 percent of area median income) households and persons with disabilities.</td>
</tr>
<tr>
<td>14</td>
<td>Goal Name</td>
</tr>
<tr>
<td>----</td>
<td>-----------</td>
</tr>
<tr>
<td></td>
<td>Goal Description</td>
</tr>
<tr>
<td>15</td>
<td>Goal Name</td>
</tr>
<tr>
<td></td>
<td>Goal Description</td>
</tr>
</tbody>
</table>
How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?

The distribution of funds is directly correlated to the specific objectives described in the Consolidated Plan. Each goal of the Strategic Plan is addressed in the funding distribution, as are many, though not all, of the priority needs.
Development Priority Need, and the Economic Development Priority Need.

Funds will be distributed to eligible applicants for specific Community Development or Economic Development projects. All funding considerations will be made according to reasonableness of cost and assurance that the grant amount represents the smallest amount of financing needed to cover the gap between reasonable project costs and local funding capacity.

The state certifies that benefit to low- and moderate-income persons for the three-year periods beginning in 2015 (2015-2017, 2018-2020) will be equal to or greater than 70% and that no project claiming benefit to low- and moderate-income persons will be approved if the benefit calculated is less than 51%.

A description and details of each State Program will be identified below.

Distribution Methods

Table 8 - Distribution Methods by State Program

<table>
<thead>
<tr>
<th>1</th>
<th>State Program Name:</th>
<th>Community Development - General Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Funding Sources:</td>
<td>CDBG</td>
</tr>
<tr>
<td></td>
<td>Describe the state program addressed by the Method of Distribution.</td>
<td>Within the Public and Community Facilities, and Infrastructure Priority Need, CDBG funds will be utilized for public infrastructure and public facility projects. Within this Program CDBG funds will be utilized for and will generally be made available under the LMI Area Benefit or LMI Limited Clientele or Presumed Benefit National Objective measures. Funds are awarded for: residential water and wastewater; senior centers; child care centers; public health facilities; youth centers; accredited public libraries; removal of architectural barriers from city halls or county courthouses for accessibility; street, curb, gutter, sidewalk, or storm sewer; flood control and drainage; and, other public facility or infrastructure project determined to be a high priority, and not eligible to be funded under another CDBG program. For more information see Application Guidelines.</td>
</tr>
<tr>
<td>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>Describe how resources will be allocated among funding categories.</td>
<td>For the 2019 Program Year (PY), AEDC is considering funding public infrastructure and public facility projects with an anticipated $6,398,446 in CDBG resources. The award amount is based on beneficiary data of the project area as well as the feasibility and need for the project.</td>
<td></td>
</tr>
<tr>
<td>Describe threshold factors and grant size limits.</td>
<td>Grant requests should range from a minimum of $75,000 to a maximum of $1,000,000 for specific types of projects, including design fees, although maximum awards may be based on project type, as designed upon release of program application package. Administrative fees will be added to the announced award amount. Additional project awards may be made throughout the year from the existing pool of applications as funds become available, including from unexpended funds from prior funding years, if eligible under that funding year’s annual action plan. Technical assistance will be available.</td>
<td></td>
</tr>
</tbody>
</table>
Describe all of the criteria that will be used to select applications and the relative importance of these criteria.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The extent to which the project will benefit low and moderate income persons and meet CDBG eligibility requirements;</td>
<td></td>
</tr>
<tr>
<td>The extent to which other funds will be used to leverage the grant funds proposed for the project;</td>
<td></td>
</tr>
<tr>
<td>Appropriateness of the project to Division of Rural Services-Rural Community Fire Protection Grant Program and the Rural Community Development Block Grant Program. Projects may include fire protection and multi-use community centers;</td>
<td></td>
</tr>
<tr>
<td>The applicant’s readiness to proceed with the project;</td>
<td></td>
</tr>
<tr>
<td>Other criteria as defined in the application as prepared by the AEDC Division of Rural Services.</td>
<td></td>
</tr>
</tbody>
</table>

Note: legislation intends for priority to be placed on the use of CDBG funds for multi-use facilities that will offer combined facilities for programs commonly offered in separate facilities such as senior centers, public health centers, childcare centers and community centers.
| Describe threshold factors and grant size limits. | Each project funded must meet the CDBG National Objective of benefiting low- to moderate-income (LMI) persons. Up to $75,000 in CDBG funds may be awarded per project for project activity and direct project delivery costs combined; no more than 15% of the total award may be used for grant project administration. The match for this grant is 10% and may be comprised of in-kind labor, in-kind materials or cash. |
| What are the outcome measures expected as a result of the method of distribution? | Approximately 3,000 people will benefit from these activities. |

| State Program Name: | Economic Development (ED) |
| Funding Sources: | CDBG |
Describe one of the criteria that will be used to select applications and the relative importance of these criteria.

Projects are generally evaluated through a cost benefit analysis process; and for basic eligibility, financial feasibility, appropriateness and the extent to which the project will result in the creation and/or retention of permanent jobs, primarily for low- and moderate-income persons. The Housing and Community Development Act (HCDA) and HUD’s CDBG regulations outline basic project "underwriting" guidelines/standards so that State programs will achieve the federal objectives of the CDBG Program. The underwriting standards used in the Arkansas ED program are designed to address these federal guidelines.

Application for Economic Development funds are reviewed according to the following process:

**Loans.** Applications complete a four-step process:

1. Review for eligibility and compliance with applicable requirements;
2. Evaluation of the business plan for appropriateness, feasibility, and credit worthiness;
3. Review and recommendation by the Arkansas Economic Development Commission; and
4. Decision made by the Commission’s Executive Director.

**Infrastructure.** Applications complete a three-step process:

1. Review for eligibility and compliance with applicable requirements;
2. Determination of appropriateness, feasibility, need, and recommended funding level; and
3. Decision by the Commission’s Executive Director.

This information provided is a summary. Additional information will be available within the ED Program Guidelines.
<table>
<thead>
<tr>
<th>Describe how resources will be allocated among funding categories.</th>
</tr>
</thead>
<tbody>
<tr>
<td>For the 2019 PY, AEDC is considering funding economic development activities/projects with the anticipated $9,819,393 of funding allocated to this Program. Other activities/projects will be funded from AEDC’s CDBG Economic Development State Revolving Loan Fund (SF). There is no limitation on the number of economic development applications and/or active projects which an eligible applicant may have with the Commission except as limited by the requirements defined in the Method of Distribution. Approximately 55% of the 2019 allocation will be used for this category and 100% of any program income received by the Commission generated from economic development projects will be used to make additional projects through the State Revolving Loan Fund, with up to 3% of that being eligible to be budgeted for State Administration.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Describe threshold factors and grant size limits.</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEDC shares the cost of project infrastructure needs by committing grants from state and federal infrastructure funds. The amount of assistance committed is dependent upon the strength of the company, number of jobs, average wage, project investment and costs associated with facility/site improvements. It is generally expected that CDBG grants will be a minimum of $75,000, and there is no specific maximum grant size limit, although required to be considered is a company's ability to meet the public benefit standard per job to be created as a result of the grant funding.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What are the outcome measures expected as a result of the method of distribution?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Through the Economic Development Program additional jobs will be created or retained throughout the state which will create additional opportunities for Arkansans, particularly those who are LMI. An estimated 500 people will benefit from these activities through the creation of jobs.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State Program Name:</th>
<th>Emergency Solutions Grant (ESG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Sources:</td>
<td>ESG</td>
</tr>
</tbody>
</table>
Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)

Emergency Solutions Grant Program funds are made available to non-profit organizations and to units of local government that develop and operate homeless shelters and/or provide supportive services to homeless persons and families. Funds are distributed statewide through a competitive Request For Proposals Application process in amounts based on applicant requests and funding availability.

Application Process:
All applicants must be non-profit agencies or units of local government and must be in good standing with the appropriate local Continuum of Care.

1. The Department of Human Services will hold a meeting with the chairpersons of all six Continuum of Care (CoC) organizations in the state. The purpose of these meetings is to discuss gaps in service, agency performance for the previous year, development of performance standards for agencies, funding allocations, and data collection. Recommendations for funding for each CoC will be formulated.

2. A meeting identical to that mentioned above will be held with representatives of each entitlement city in the state.

3. Requests for Proposals will be posted on the DHS website, e-mailed to interested organizations and existing participating agencies, posted in each DHS county office, and announced in the Arkansas Democrat Gazette.

4. A workshop will be held to introduce potential applicants to the ESG Program, to educate applicants on DHS Policies and Procedures relating to ESG, to provide a detailed explanation of the application and grant award process, and to provide technical assistance to applicants.

5. Completed applications will be received by DHS by published deadline.

6. Applications will be screened by a screening committee appointed by the Assistant Director of the DHS Division of County Operations – Office of Community Services (DCO-OCS) and made up of representatives of various divisions of DHS. Each committee member will screen each application.
Describe threshold factors and grant size limits.

The amount of the grant that a sub-grantee may receive is depended on available funding for the categories in which funding is being requested. The percentage of funding per category is based on need identified throughout the state.

What are the outcome measures expected as a result of the method of distribution?

Funding is expected to assist an estimated 2,000 individuals with homeless prevention services, 2,500 individuals with rapid re-housing, 5,000 individuals/families with shelter and shelter services, and 600 individuals with street outreach, totaling 10,000 individuals.

Outcomes will be tracked on a monthly basis throughout the grant performance period. Performance indicators will be incorporated into the application scoring process during the next grant cycle.

<table>
<thead>
<tr>
<th>State Program Name:</th>
<th>HOME Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Sources:</td>
<td>HOME</td>
</tr>
</tbody>
</table>
| Describe all of the criteria that will be used to select applications and the relative importance of these criteria. | ADFA has set the following parameters regarding the amount of HOME Program Funds that can be allocated per applicant. NOTE: ADFA Board of Directors reserve the right to increase or decrease the maximum program allocation during the program year to meet HOME program requirements. Allocations are subject to availability of funds.

- Applicants must request a minimum of $100,000 of HOME Program funds to be considered a HOME Program allocation (with the exception of TBRA projects).
- The maximum amount that can be requested and allocated by ADAF is $450,000 in HOME Program funds, subject to availability of funds. (Note: The maximum allocation for a CHDO project is $900,000, subject to availability of funds).
- The maximum amount that can be requested and allocated for TBRA projects by ADFA is $225,000, subject to availability of funds.
- TBRA applicants may apply for funding once a year and when 75% of the current allocation has been expended.

Applicants may be awarded maximum of 3 HOME projects, per housing activity (Rental, Homeowner, TBRA), per HOME Fiscal year (July 1 to June 30) based upon capacity as determined by ADFA. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Describe threshold factors and grant size limits.

ADFA has set the following parameters regarding the amount of HOME Program Funds that can be allocated per applicant. NOTE: ADFA Board of Directors reserve the right to increase or decrease the maximum program allocation during the program year to meet HOME program requirements. Allocations are subject to availability of funds.

- Applicants must request a minimum of $100,000 of HOME Program funds to be considered a HOME Program allocation (with the exception of TBRA projects).
- The maximum amount that can be requested and allocated by ADAF is $450,000 in HOME Program funds, subject to availability of funds. (Note: The maximum allocation for a CHDO project is $900,000, subject to availability of funds).
- The maximum amount that can be requested and allocated for TBRA projects by ADFA is $225,000, subject to availability of funds.
- TBRA applicants may apply for funding once a year and when 75% of the current allocation has been expended.

Applicants may be awarded maximum of 3 HOME projects, per housing activity (Rental, Homeowner, TBRA), per HOME Fiscal year (July 1 to June 30) based upon capacity as determined by ADFA.

What are the outcome measures expected as a result of the method of distribution?

The HOME Program funding is expected to provide 123 households with down payment assistance, 13 new homes through CHDO development projects, assist 139 households with Tenant-Based Rental Assistance, develop 18 rental units, rehab 21 owner-occupied homes, and rehab 12 rental units.
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</td>
<td>N/A</td>
</tr>
<tr>
<td>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</td>
<td>N/A</td>
</tr>
</tbody>
</table>
### Describe how resources will be allocated among funding categories.

<table>
<thead>
<tr>
<th>2019 Estimated Distributions- Housing Opportunities for Persons with AIDS are as follows:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I. Administration:</strong> $81,515</td>
</tr>
<tr>
<td>a. Grantee: $24,455</td>
</tr>
<tr>
<td>b. Project Sponsors: $57,060</td>
</tr>
<tr>
<td><strong>II. Direct Housing and Related Support Services:</strong> $733,635</td>
</tr>
<tr>
<td>a. Direct Housing Assistance: $611,363</td>
</tr>
<tr>
<td>1. TBRA + STRMU: $519,658</td>
</tr>
<tr>
<td>2. PHP: $91,705</td>
</tr>
<tr>
<td>b. Support Services: $122,272</td>
</tr>
</tbody>
</table>

**TOTAL HOPWA:** $815,150

### Describe threshold factors and grant size limits.

- Availability of housing units that meet FMR (fair market rent): for TBRA and PHP.
- Availability of housing that meets HQS (housing quality standards): for TBRA.
- Seasonal adjustments (or fluctuations) in utility rates-primarily gas and electricity: for STRMU and TBRA.
- Availability of public housing units: for TBRA.

These are among multiple thresholds that may impact allocation and ongoing budgetary adjustments of funds to applicable activities.
**Describe the state program addressed by the Method of Distribution.**

This National Housing Trust Fund (HTF or NHTF) Plan seeks to ensure that, where economically feasible, applicants will have an opportunity to compete for funding to address their unmet rental housing needs. ADFA has established certain basic housing requirements to be used in the allocation of NHTFs, which are briefly described below.

1. *Geographic Diversity* – ADFA anticipates allocating available NHTF to expand the Extremely Low-income (ELI) overall rental housing supply located throughout Arkansas.

2. *Applicant Capacity* – Great consideration will be given to ability of the applicant to undertake and complete the construction of the proposed type of housing in a **timely manner**. The applicant must have the financial capacity to complete the proposed development and must provide a list of experienced development team members such as a general contractor, architect, property manager and legal counsel.

3. *Rental Assistance* – Due to the targeted population of ELI, the ability to secure rental assistance so that rents are affordable to ELI families will be a major factor in the success of any proposed development.

4. *Duration of Affordability Period* – All NHTF rental units must have affordability requirements for a minimum of thirty (30) years. The Development Team must demonstrate strength to enforce the affordability period.

**Describe all of the criteria that will be used to select applications and the relative importance of these criteria.**

The ADFA scoring matrix outlines specific points for each goal and is included in the Appendix D.

---

*Annual Action Plan*

2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Describe how resources will be allocated among funding categories.

<table>
<thead>
<tr>
<th>Property Type</th>
<th>#Bedrooms</th>
<th>#Baths</th>
<th>Net Area</th>
<th>Max. Cost Per- Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Unit</td>
<td>3-4</td>
<td>2</td>
<td>120 sq. ft.</td>
<td>$151,000</td>
</tr>
<tr>
<td>Rental Unit</td>
<td>1-2</td>
<td>1-2</td>
<td>120 sq. ft.</td>
<td>$120,000</td>
</tr>
<tr>
<td>SFD</td>
<td>3-4</td>
<td>2</td>
<td>120 sq. ft.</td>
<td>$162,000</td>
</tr>
<tr>
<td>SFD</td>
<td>2</td>
<td>1-2</td>
<td>120 sq. ft.</td>
<td>$140,000</td>
</tr>
</tbody>
</table>

Per Unit Costs: calculated by dividing the total development costs by the total number of units.

Unit areas do not include outside storage, covered porches, patios, balconies, etc.

Describe threshold factors and grant size limits.

Maximum grant size is $1,000,000 and waivers will be considered.

What are the outcome measures expected as a result of the method of distribution?

Example:

- 25 Single Family Dwelling Homes (5 x $150,000) $750,000
- 2 Projects of 6 General Rented Units (12 x $151,000) $1,812,000
- Estimated Total Units 17 for a cost of approximately $2,562,000

This example pertains to each year’s $3,000,000 allotment.
AP-35 Projects – (Optional)

Introduction:

N/A

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
</table>

Table 9 – Project Information

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

N/A

AP-38 Project Summary

Project Summary Information

N/A
AP-50 Geographic Distribution – 91.320(f)

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

Projects created in response to the five federal funding programs, CDBG, HOME, HOPWA, ESG, and NHTF will be spread across non-entitlement communities throughout the state. The vast majority of the combined funding will be provided through individual benefit criteria, available to low-income individuals/households regardless of the demographics of the community in which they reside. A smaller portion, primarily funded through the CDBG Program, will address infrastructure and public facility concerns within CDBG eligible areas where more than 51 percent of residents earn less than 80 percent of the area median income. For CDBG, 50 percent of CDBG funding will be used in CDBG area benefit eligible areas.

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statewide</td>
<td>83</td>
</tr>
<tr>
<td>CDBG Eligible Areas</td>
<td>17</td>
</tr>
</tbody>
</table>

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The proposed allocation of funds is based on federal funding requirements for each formula-allocated grant. Areas of low- to moderate-income concentration and certain areas of high minority concentration are targeted. Areas of low homeownership and deteriorating housing conditions were also considered in the targeting process.

Discussion

The distribution of funds by target area is projected to be primarily statewide due to use of funds for administrative, non-profit support, and individual benefit-oriented programmatic uses of the funds. The remaining funds are estimated to be spread through smaller CDBG-eligible areas.
AP-60 Public Housing - 24 CFR 91.320(j)

Introduction:

The state does not manage any public housing units.

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

N/A

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

N/A

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

N/A

Discussion:

N/A
assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The state is providing for services through ESG funding that address homeless prevention and rapid re-housing to help low-income individuals and families avoid becoming or remaining homeless. These programs include funding for rent assistance, essential services, first and last month rents, and utility payment assistance. An estimated 8,000 individuals/households will be assisted through these efforts statewide.

Discussion

The state, ESG subgrantees, and participants of the six CoC organizations work closely together to meet the needs of homeless individuals and families through the continuum of services coordinated through the partnership. A list of CoCs and subgrantees can be found in Appendix C.
AP-75 Barriers to affordable housing – 91.320(i)

Introduction:

The State of Arkansas is not aware of any public policies that produce a negative effect on affordable housing and residential investment. There are numerous social and economic factors that affect the development of affordable housing in areas of the state, such as limited incomes requiring rents or prices below what could be supported by the market and NIMBYism, but these are not the result of public 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

N/A

Discussion:

There are no known public policy barriers to affordable housing development in Arkansas, though market factors do influence the ability to produce a range of housing to address all income levels. Most of these factors, including the cost of construction, price of developable land, and tenant/homebuyer incomes, are beyond the influence of the State of Arkansas. Where possible, the state provides or funds services that address market factors, such as job training and business development activities.
agencies operating in the communities across the state.

**Actions planned to develop institutional structure**

- Work with non-profit organizations to address community needs and provide support to federal and non-federal funding initiatives.
- Work with private industry to address important issues that hamper housing and community development efforts.
- Identify opportunities to create private/public partnerships for project finance and development to leverage federal funds.

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

The state will continue to coordinate planning activities with subgrantees and private housing and social service agencies, including participation in Continuum of Care meetings, development of the Continua of Care, and coordinate the enumeration of point-in-time and homeless surveys by continua throughout the state. State staff will also continue its participation in other coalitions and study groups as the opportunity arises.

**Discussion:**

These actions are primarily the continuation of what the state is currently doing in the various areas. No major obstacles in the institutional structure have been identified that need to be addressed. The state is also satisfied with its efforts to coordinate with private housing and social service agencies.
HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.320(k)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The state will continue to support the many efforts of the non-profits and social service provider agencies in the community in their efforts to obtain funding from various sources for their programs.

Many of these organizations receive private donations to sustain their programs, and most apply for funding on the federal, state, and local level.

The availability of federal funds would enhance any of the listed programs and would mean that more services, and housing, could be provided. Because of the scarcity of any type of funding, the state has been working with various organizations to try to develop programs that would increase the leveraging capacity of federal funding mechanisms so that more money would be available for other needed endeavors. Better use of the existing resources is a main concern of everyone.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

For homes purchased through HOME Program financed homebuyers assistance programs, ADFA has certified that it will assure that the initial purchaser receives a reasonable return on his/her investment at the time of the sale with the following provisions. ADFA shall agree to apply the following rate of appreciation to the homeowner’s investment calculated by:

1. Adding purchaser’s down payment;
2. The portion of his/her monthly payments which were applied to the principal; and,
3. The cost of documented major improvements which increased the value of the property.
4. In no case will ADFA assure the above when depreciation of the general housing market in which the property is located and/or depreciation of the property due to deferred maintenance, abandonment of the property, and lack of necessary maintenance results in an appraisal value less than the above appreciated value. Initial purchaser must sign an agreement of shared appreciation.

The sale of the property to the new low-income family must be at a price which allows for:

- A fair return on investment, including any improvements to the seller;
- The property must be affordable to the subsequent low-income purchaser.

The subsequent purchaser’s affordable housing provision must remain in existence for a period of
1. Include written standards for providing ESG assistance (may include as attachment)

Currently funded agencies or those who have received prior funding from the Office of Community Services of the Department of Human Services will be evaluated on past performance in carrying out programmatic activities and contractual compliance. Factors such as agency ability to meet service delivery goals, timely expenditure of funds, timely reporting, accuracy of reporting, ability to meet audit requirements, and other programmatic and fiscal contractual requirements will be considered. These other factors will be considered in conjunction with the proposal score in developing an overall recommendation for agency funding.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The six Continuum of Care organizations have developed Centralized Assessment Systems to screen potential clients for referral to the most appropriate assisting agency.

Congress has directed HUD to improve the collection of data on the extent of homelessness locally and nationally. Communities must collect an array of data including an unduplicated count of homeless persons, analyze their patterns of the use of the McKinney-Vento and other assistance, including information on how they enter and exit the homelessness assistance system and assess the effectiveness of that assistance. Through the Federal Register Notice, the Emergency Solutions Grants Program and Community Development Block Grants were made a part of this mandate. Therefore, all proposed projects/organizations must provide written certification of their participation in an existing HMIS.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Emergency Solutions Grants Program (ESG) in Arkansas is administered by the Arkansas Department of Human Services (DHS), Division of County Operations - Office of Community Services (DCO-OCS). Sub-grants are offered statewide using a Request for Proposal process in amounts based on applicant requests and funding availability. All applicants must be either a unit of local government or a local non-profit agency, including community and faith-based organizations, having the written concurrence of the appropriate unit of local government, and successful applicants must

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
have homeless, formerly homeless, or persons at risk of homelessness on their Board of Directors, or who actively solicit input from such person prior to each Board of Directors meeting.

5. Describe performance standards for evaluating ESG.

Sub-grant recipients operate on a budget approved by DCO-OCS. This budget projects program outcomes for individuals or families assisted with ESG funds. Monthly reports submitted by the sub-grant recipients document all services provided and activities performed. This data is compared against projections to monitor performance by demographic and geographic baselines.

Sub-grant recipients are required to use a Homeless Management Information System (HMIS or equivalent local information technology system) to collect client-level data. This data is used to determine how well programs are meeting the objectives of ESG.

Housing Trust Fund (HTF)
Reference 24 CFR 91.320(k)(5)

1. How will the grantee distribute its HTF funds? Select all that apply:

☐ Applications submitted by eligible recipients

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter “N/A”.

N/A

3. If distributing HTF funds by selecting applications submitted by eligible recipients,

   a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

Annual Action Plan
2019
c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

ADFA’s selection of eligible recipients will be based upon those applicants achieving the highest scores, and awarded in that order, until funds are depleted. The reviewing underwriter will score each application, using the Scoring Matrix and criteria outlined in the NOFA-RFP (see attachments). All required application documents (https://adfa.arkansas.gov/files/) should be submitted with original signatures, legible and complete, and with all required third-party documents. ADFA will post the NHTF (also referred to as HTF) application checklist and instructions for the complete list of the application cycle. All applicants must comply in all respects with ASTM E157-13 (the “ASTM Standards”) as to content and adhere to ADFA’s Environmental Policy Requirements for purposes of determining whether the property is environmentally suitable for construction of residential housing. ADFA may, within its discretion, deny applications based upon the unreasonableness of costs, regardless of whether the costs per-unit complies with the maximum costs per-unit limitation. Upon request by ADFA staff, applicants may provide justification and supporting documentation.

d. Describe the grantee’s required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

Applications received for any project within the State of Arkansas will be underwritten and scored. In the event of a tie, the tie breaking system described in the ADFA NHTF Allocation Plan will be used. Construction costs do not vary much in Arkansas for different areas of the State. Some regions do require a soils report and more foundation work. At the time of ADFA underwriting of each application, the costs are thoroughly reviewed and adjusted for under-estimates or excessive costs. ADFA uses discretion to determine the reasonableness of all costs stated in the proposed development budget regardless of whether the costs per-unit comply with the maximum costs per-unit limitation set forth in the ADFA NHTF Allocation Plan. ADFA may, within its discretion, deny applications based upon the unreasonableness of costs, regardless of whether the costs per-unit complies with the maximum costs per-unit limitation. Upon request by ADFA staff, applicants may provide justification and supporting documentation of costs. ADFA will review the items submitted and make a final determination. ADFA’s determination will be set forth in writing as to whether the application will be further considered or rejected.
term is more desirable, to promote affordable housing for a longer period of time.

h. **Describe the grantee’s required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (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).** If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

The ADFA NHTF Scoring Matrix gives up to 10 points to applicants demonstrating an ability to meet the needs of beneficiaries by means of proximity to Veteran medical facilities, support services, public transportation, grocery stores, and metropolitan centers giving preferential consideration to jobs for Veterans.

Also, the ADFA NHTF Scoring Matrix gives up to 10 points for targeting rental housing needs for ELI Veterans who are not only Veterans, but are homeless (or at risk of becoming homeless), those with special needs, individuals leaving correctional institutions, and those with mental health issues. The applicants must identify this population needing assistance in their service area and should specifically address the needs (housing and services) of this population. They should use quantifiable data, specific to their service area, to the maximum extent possible. Data should include the number of individuals and families actually serviced during the last calendar year as well as specific services provided.

i. **Describe the grantee’s required priority for funding based on the extent to which the application makes use of non-federal funding sources.** If not distributing funds by selecting applications submitted by eligible recipients, enter “N/A”.

The ADFA NHTF Scoring Matrix gives up to 10 points for leveraging of non-federal resources and the extent to which the applicant makes use of non-federal funding sources. Non-federal resources may include funds from state, local publicly controlled funds, private funds of in-kind commitments and/or land donated by state of local government to achieve deep affordability for ELI households.

4. **Does the grantee’s application require the applicant to include a description of the eligible activities to be conducted with HTF funds?** If not distributing funds by selecting applications submitted by eligible recipients, select “N/A”.

Yes
must meet upon project completion. The grantee’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 grantee must attach its rehabilitation standards below.

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).

ADFA would comply with all rehabilitation standards.

9. Resale or Recapture Guidelines. Below, the grantee 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 grantee will not use HTF funds to assist first-time homebuyers, enter “N/A”.

N/A

10. HTF Affordable Homeownership Limits. If the grantee 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 grantee will not use HTF funds to assist first-time homebuyers, enter “N/A”.

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

N/A

12. Refinancing of Existing Debt. Enter or attach the grantee’s refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt.
Attachments

Grantee Unique Appendices
Appendix A

Consolidated Plan Agency Board Members
2019-2020

• Agency Board Members
State of Arkansas
Consolidated Plan Agency Board Members
2019

Jean Noble – Plan Coordinator
Grants Division Director
Arkansas Economic Development Commission
900 W. Capitol Avenue, Suite 400
Little Rock, AR 72201

Dottie Boyles – State Recorder
Arkansas Economic Development Commission
Grants Division
900 W. Capitol Avenue, Suite 400
Little Rock, AR 72201

Dr. Charles Bedell
Arkansas Ryan White Program Manager
Infectious Disease Branch
Arkansas Department of Health
4815 W. Markham Street, Slot 33
Little Rock, AR 72205

Lori Brockway
Arkansas Development Finance Authority
900 W. Capitol Avenue, Suite 310
Little Rock, AR 72201

Bob Hunt
Arkansas Development Finance Authority
900 W. Capitol Avenue, Suite 310
Little Rock, AR 72201

Wanda Merritt
Field Office Director
U.S. Dept. of Housing & Urban Development
425 W. Capitol Ave, 10th Floor
Little Rock, Arkansas 72201

Nancy Mixon
Department of Human Services
Office of Community Services
P.O. Box 1437, Slot S-330
Little Rock, AR 72203-1437

Sarah Purdum
Provider Relations Specialist and HOPWA Coordinator - Infectious Disease Branch
Arkansas Department of Health
4815 W. Markham Street, Slot 33
Little Rock, AR 72205

Chandra Taylor
Field Representative
U.S. Dept. of Housing & Urban Development
425 W. Capitol Ave., 10th Floor
Little Rock, AR 72201

Lorie Williams
Department of Human Services
DHS/DDO/Office of Community Services
Assistant Director
P.O. Box 1437, Slot S-330
Little Rock, AR 72203-1437

Virginia Wright
Arkansas Development Finance Authority
900 W. Capitol Avenue, Suite 310
Little Rock, AR 72201

Tiffany Vance
Associate Branch Chief
Infectious Disease Branch
Arkansas Department of Health
4815 W. Markham Street, Slot 33
Little Rock, AR 72205
Appendix B

Arkansas Economic Development Commission

Community Development Block Grant
- General Assistance Program Scoring Criteria Matrix
General Assistance Program Scoring Criteria Matrix

Below is the Scoring Criteria Matrix for the General Assistance Program, for public infrastructure and public facility projects (non-water/wastewater). The Matrix describes each selection criteria as a numerical score within the General Assistance Program. The maximum number of points available within any application is 100 points.

1: PROJECT NEED: The application narrative shall be scored for: (a) explanations of the overall purpose of the project application and factual information that illustrates the severity of the problems or needs; (b) past efforts to resolve the problem and meet the local needs; and (c) stated goals and objectives for resolving the problem or need with a description of how the community will be included in the citizen participation process in order to determine the objectives for problem resolution.

2: PROJECT IMPACT: The importance of project activities to the community and clarity on how the project will benefit those identified by a CD6G National Objective. The applicant should explain what the expected outcome of the project will be and why the community will be uniquely impacted by project completion.

3: PROJECT READINESS: The level of capacity and commitment by the community will be scored as compared to other applicants.

4: CITIZEN PARTICIPATION: Applicant's description of public participation and the process used to identify community needs and allocate resources to address needs.

5: FUNDING LEVERAGE: Local funds provided by the community committed to the project's non-administrative activities as a ratio to the grant funds requested.

6: LMI Benefit: This scoring category is designed to give points to communities with higher concentrations of LMI persons.

**Item 7: Bonus Points: Capacity and how project will reduce inefficiencies in the community**

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<tr>
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<td>Project Impact</td>
<td>Project Readiness</td>
<td>Citizen Participation</td>
<td>Funding Leverage</td>
<td>LMI Benefit</td>
<td>Bonus Points</td>
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<td>30</td>
<td>15</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
</tbody>
</table>

Applicants anticipating the use of federal and/or state administered funds in order to finance water or wastewater improvements must apply with the Water Wastewater Advisory Committee (WWAC). Four state agencies, one federal agency, and one non-profit partner in support of water and wastewater services: Arkansas Department of Environmental Quality; Arkansas Department of Health; Arkansas Economic Development Commission; Arkansas Natural Resources Commission; U.S. Department of Agriculture - Rural Development; and Communities Unlimited. The WWAC
Appendix C

Arkansas Department of Human Services
Office of Community Services
Emergency Solutions Grant Program

• 2019 – Continuums of Care in Arkansas
• 2018 – 2019 Subgrantees
## Continuums of Care in Arkansas

<table>
<thead>
<tr>
<th>Continuum of Care</th>
<th>Contact</th>
<th>e-mail</th>
<th>Phone</th>
<th>Mailing Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Arkansas Team Care for the Homeless (CATCH)</td>
<td>Fredrick Leve</td>
<td><a href="mailto:flave@pulaskicounty.net">flave@pulaskicounty.net</a></td>
<td>(501) 340-3576</td>
<td>Pulsaski County Community Services 203 South Broadway Suite 220 Little Rock, AR 72201</td>
</tr>
<tr>
<td>Fayetteville/Northwest Arkansas CoC</td>
<td>Angela Belford</td>
<td><a href="mailto:angela@nowaco.com">angela@nowaco.com</a></td>
<td>(479) 443-9046</td>
<td>Continuum of Care P. O. Box 3043 Fayetteville, AR 72702</td>
</tr>
<tr>
<td>Delta Hills CoC</td>
<td>Charlie Morris</td>
<td><a href="mailto:umorris@taachnc.org">umorris@taachnc.org</a></td>
<td>(870) 793-5785 ext. 227</td>
<td>Delta Hills Continuum of Care, Inc. P. O. Box 2349 Batesville, AR 72503</td>
</tr>
<tr>
<td>Southeast Arkansas CoC</td>
<td>Norma Payne</td>
<td><a href="mailto:canmap@caryoffifbluff.com">canmap@caryoffifbluff.com</a></td>
<td>(870) 543-1020</td>
<td>SOAR PO Box 9057 Pine Bluff, AR 71611</td>
</tr>
<tr>
<td>Old Fort Homeless Coalition</td>
<td>Elizabeth Burton</td>
<td><a href="mailto:Elzabethbenton2004@yahoo.com">Elzabethbenton2004@yahoo.com</a></td>
<td></td>
<td>Old Fort Homeless Coalition 2130 North 31st Street Old Fort Smith, AR 72904</td>
</tr>
<tr>
<td>Arkansas Balance of State</td>
<td>Sue Legal</td>
<td><a href="mailto:slegal@scocnet.org">slegal@scocnet.org</a></td>
<td>(501) 823-5591 ext. 221</td>
<td>Arkansas Balance of State 339 Chouteau Hot Springs, AR 71901</td>
</tr>
</tbody>
</table>
Arkansas Department of Human Services Office of Community Services
2018-2019 Emergency Solutions Grant Program
Agency Contact List

7Hills Homeless Center
1031 N. College Ave.
Fayetteville, Arkansas 72701
Jessica Andrews, CEO
Phone: (479) 435-6717
Email: jessica@7hillscenter.org
ESG Contact: Nancy Israel, Finance Director
Phone: (479) 435-6685
Email: finance@7hillscenter.org
ESG Sub-Grant Component: Emergency Shelter, Rapid Re-Housing
Counties: Washington, Madison, Benton

Arkansas River Valley Area Council
613 North Fifth Street
Dardanelle, Arkansas 72834
Stephanie Garner, CEO
Phone: (479) 229-4861
Email: sgarn@arvacinc.org
ESG Contact: Ronda Simpson
Phone: 9479) 229-4861
rsimpsons@arvacinc.org
ESG Sub-Grant Component: Emergency Shelter, Rapid Re-Housing, Homelessness Prevention
Counties: Conway, Franklin, Johnson, Logan, Perry, Polk, Pope, Scott, Yell

Better Community Development, Inc.
3604 West 12th Street
Little Rock, Arkansas 72204
Ms. Deborah M. Bell, Director of Programs
(501) 663-9181
ESG Contact: Bernita Robinson, Fiscal Manager
Email: brobinson@bcdinc.org
ESG Sub-Grant Component: Emergency Shelter
County: Pulaski
Arkansas Department of Human Services Office of Community Services
2018-2019 Emergency Solutions Grant Program
Agency Contact List

Ms. Cassie Rutledge, Executive Director
Phone: (870) 732-4077
ESG Contact: Susan Echols
Phone: (870) 732-4077
Email: cassie@hrwm.org
ESG Sub-Grant Component: Emergency Shelter, Rapid Re-Housing
Counties: Crittenden, Cross

Genesis House
P. O. Box 1506
Siloam Springs, Arkansas 72761
Mr. Harvey McCona, Executive Director
Phone: (479) 549-3436
ESG Contact: Scott Bland
Email: genesis.3436@gmail.com
ESG Sub-Grant Component: Emergency Shelter, Homelessness Prevention, Rapid Re-Housing
County: Benton

Grace Christian College d/b/a Stepping Stone Sanctuary
P. O. Box 325
Trumann, AR 72472
Mr. Jeff Weaver, Executive Director
Phone: (870) 239-1768
ESG Contact: James Sowell
Phone: (870) 483-3406
Email: bobsowell@rittermail.com
ESG Sub-Grant Component: Emergency Shelter
County: Poinsett

Grant County Unified Community Resource Council
P. O. Box 323
Sheridan, Arkansas 72150
Ms. Laurie Welch, Executive Director
Phone: (870) 942-7373
Email: laww.geurcnmnc@gmail.com
ESG Sub-Grant Component: Emergency Shelter, Homelessness Prevention
Counties: Grant Clark, Cleveland, Dallas, Hot Springs, Jefferson, Saline
Arkansas Department of Human Services Office of Community Services
2018-2019 Emergency Solutions Grant Program
Agency Contact List

Margie’s Haven House, Inc.
P. O. Box 954
Heber Springs, Arkansas 72543
Ms. Shoshana Wells, Executive Director
(501) 362-6757
Email: margieshavenhouse@gmail.com
ESG Sub-Grant Component: Emergency Shelter, Rapid Re-Housing
Counties: Cleburne County, Faulkner, Van Buren, White, Stone, Independence, Pulaski, Conway, Saline, Prairie, Woodruff, Izard, Searcy, Baxter, Jackson

Mission Outreach of Northeast Arkansas, Inc.
P. O. Box 1122
Paragould, Arkansas 72451
Cheri Peters, Executive Director
Phone: (870) 215-2926
Email: ctpeters@missionoutreachnea.com
ESG Contact: Jessica Holcomb
Email: jlangston@missionoutreachnea.com
Phone: (870) 236-8030
ESG Sub-Grant Component: Emergency Shelter
County: Greene

Mississippi County Union Mission, Inc.
P. O. Box 501
Blytheville, Arkansas 72316
Mary Lee Johnson, Interim Executive Director
Phone: (870) 763-8380
Email: mcumission@gmail.com
ESG Contact: Tamika Jenkins
Phone: (870) 532-6064
Email: tj26@sbcglobal.net
ESG Sub-Grant Component: Emergency Shelter, Rapid Rehousing, Homelessness Prevention, Street Outreach
County: Mississippi

Next Step Day Room
123 N. 6th Street
Fort Smith, Arkansas 72901
Ms. Kim Wohlford, Executive Director
(479) 242-5100
Email: kim@thenextstepfs.org
ESG Sub-Grant Component: Emergency Shelter
Counties: Sebastian, Crawford
Arkansas Department of Human Services Office of Community Services
2018-2019 Emergency Solutions Grant Program
Agency Contact List

Peace at Home Family Shelter
P. O. Box 10046
Fayetteville, Arkansas 72703
Teresa Mills, Executive Director
Phone: (479) 444-8310
Email: tmills@peaceathomeshelter.com
ESG Sub-Grant Component: Emergency Shelter
County(s): Benton, Madison, Washington

Reclamation House
534 West Washington
Jonestown, Arkansas 72401
Cathy Frans, Executive Director
Phone: (370) 761-1135
Email: cathy@reclamationshousear.com
ESG Sub-Grant Component: Emergency Shelter
County: Craighead

River City Ministry of Pulaski County, Inc.
P.O. Box 2179
North Little Rock, Arkansas 72114
Mr. Paul Wilkerson, Executive Director
Phone: (501) 376-6694
ESG Contact: Kim Hogue
Email: kim.hogue@hotmail.com
ESG Sub-Grant Component: Emergency Shelter, Rapid Rehousing, Homelessness Prevention, Street Outreach
County(s): Pulaski, Lonoke, Prairie, Saline

Riverview Hope Campus
301 South E. Street
Fort Smith, AR 72901
Chris Joannes, Executive Director
Phone: (479) 660-4764
Email: chris@riverviewhopecampus.org
ESG Contact: Wendy Freeman, Bookkeeper
Phone: (479) 660-3230
Email: wfreem00@uafs.edu
ESG Sub-Grant Component: Emergency Shelter, Street Outreach
Counties: Sebastian, Crawford, Franklin, Logan, Polk, Scott
Arkansas Department of Human Services Office of Community Services
2018-2019 Emergency Solutions Grant Program
Agency Contact List

Salvation Army - Little Rock
1111 W. Markham
Little Rock, Arkansas 72201
Major Russell Czajkowski, Area Commander
Email: Russell.czajkowski@uss.salvationarmy.org
Phone: (501) 374-9296
ESG contact: William D. Tollett, PhD, Director of Development
Email: william.tollett@uss.salvationarmy.org
Phone: (501) 374-9296
ESG Sub-Grant Component: Emergency Shelter
Counties: Pulaski

Salvation Army - Texarkana
400 E. 4th Street
Texarkana, Arkansas 71854
Major David Feerer, Corps Officer
Email: David.Feerer@uss.salvation.org
Phone: (870) 774-2701
ESG Contact: Chidimma Ezihe, Case Manager
Email: Chidimma.Ezihe@uss.salvationarmy.org
Phone: (870) 774-2701
ESG Sub-Grant Component: Emergency Shelter, Rapid Re-Housing, Homelessness Prevention
Counties: Howard, Hempstead, Lafayette, Little River, Miller, Searcy

Samaritan Outreach, Inc.
P. O. Box 183
Dardanelle, Arkansas 72834
Ms. Peggy O'Glee, Executive Director
Phone: (479) 229-3300
Email: pjoglee@hotmail.com
ESG Sub-Grant Component: Emergency Shelter
Counties: Yell, Logan, Scott

The Safe Place, Inc.
P. O. Box 364
Morriston, Arkansas 72110
Jo Warren, Executive Director
Phone: (501) 354-1884
Email: thesafeplace@suddenlinkmail.com
ESG Sub-Grant Component: Emergency Shelter
Counties: Conway, Perry
Appendix D

Arkansas Development Finance Authority
National Housing Trust Fund

National Housing Trust Fund
- NHTF Operations Manual
- NHTF Program
- Multi-family Housing Minimum Design Standards Checklist
- NHTF Scoring Matrix
ARKANSAS DEVELOPMENT FINANCE AUTHORITY
NATIONAL HOUSING TRUST FUND
OPERATIONS MANUAL

THE NATIONAL HOUSING TRUST FUND

- The National Housing Trust Fund (NHTF) is a new affordable housing production program that will complement existing federal, state and local efforts to increase and preserve the supply of decent, safe and sanitary affordable housing for extremely low-income (ELI) households, which are defined as households at or below 30% of area median income (AMI).
- Per 24 CFR 93.250(a), in any fiscal year in which the total amount available for allocation of NHTF funds is less than $1 billion, ADFA will use 100% of its NHTF grant for the benefit of
  - ELI families or
  - Families with incomes at or below the poverty line
    (whichever is greater).
- As specified in its enabling legislation, Grantees, like the Arkansas Development Finance Authority (ADFA) in its role as the designated administrator of NHTF funds for the State of Arkansas (State),
  - Must use at least eighty (80) percent of each annual grant for rental housing,
  - May use up to ten (10) percent of each annual grant for homeownership housing, and
  - May use up to ten (10) percent of each annual grant for the grantee's reasonable administrative and planning costs.
- All applicable affordability periods must be followed:
  - All NHTF-assisted rental housing must meet a minimum affordability period of thirty (30) years.
  - All NHTF-assisted homeownership housing must meet the minimum affordability period of 10, 20 or 30 years based on the amount of NHTF invested in the unit.

ADFA'S SPECIFIC USE AND ALLOCATION OF NHTF FUNDS

- ADFA will administer the NHTF program to provide funds to develop new construction or rehabilitate existing structures to create decent, safe, and sanitary rental housing, primarily targeting a specific underserved group: The ELI population in Arkansas.
- Preference will be given to ELI Veterans
  - With special needs,
  - Who are homeless or may become homeless.
NHFF funds to ensure compliance with all applicable requirements and regulations of such programs, and

- Have demonstrated experience and capacity to conduct an eligible NHFF activity as evidenced by its ability to
  - Own or construct, and manage and operate an affordable multifamily rental housing development; or
  - Design or construct, and market affordable housing for homeownership.
  - Provide forms of assistance, such as down payments, closing costs, or interest rate buy downs for purchasers.

- When selecting eligible recipients, ADFA will measure these requirements per methods listed in the Scoring Matrix and per documents submitted with the application.

- No NHFF application will be processed for any applicant or related entity which is not in good standing with
  - ADFA and any other State housing finance authority,
  - The Arkansas Economic Development Commission (AEDC),
  - HUD and/or
  - USDA Rural Development.

- An applicant can be denied consideration of the NHFF funds under Arkansas's NHFF Program if the applicant or its related parties have a history of payment delinquencies, bankruptcy, foreclosure or activities determined to be unsound or unlawful.

- ADFA will distribute NHFF by directly selecting applications submitted from eligible recipients and will not use sub-grantees.

- The Development Team is the applicant, consultant, contractor, architect, accountant, property manager, and attorney who will work to facilitate the construction of new rental housing (single family, assisted living units, or multifamily units).

- Under Title 38 of the Code of Federal Regulations, a Veteran is defined as a person who served in the active military, naval, or air service, and who was discharged or released therefrom under conditions other than dishonorable.

- 21 CFR 93.360 requires that the recipient place affirmative marketing in place to attract eligible persons "without regard to race, color, national origin, sex, religion, family status, or disability." ADFA will ensure the recipient's compliance with this regulation by requiring that each application package to ADFA include the HUD Form 935.2A, which outlines the Development Team's Affirmative Fair Marketing Plan and their staff's Fair Housing training accomplishments.

- The Development Team's property manager will ensure compliance with 24 CFR 93.308(c)(6), which requires that the nondiscrimination provisions of 24 CFR 93.360
above, ADFA may, within its discretion, deny applications based upon the unreasonableness of costs, regardless of whether the costs per-unit comply with the maximum costs per-unit limitation set forth above. Upon request by ADFA staff, applicants may provide justification and supporting documentation of costs. ADFA will review the items submitted and make a final determination. ADFA’s determination will be set forth in writing as to whether the application will be further considered or rejected.

- Based on the example below, approximately 17 units could be developed through allocation of $3,000,000.00 by ADFA:

**MINIMUM NUMBER OF PROPOSED UNITS**

- A single proposed multi-family development may not contain less than four (4) units designated and reserved for ELI households.

**APPLICATION PROCESS**

- ADFA will evaluate each application to determine which projects should receive an award of NHTF funds. All applicants must submit an application, with supporting documentation, including evidence sufficient to ADFA that the applicant’s proposed project at minimum meets all of the housing priority factors in order to be considered for funding.
  - Link for application is at: [http://adfa.arkansas.gov/nhtf-application](http://adfa.arkansas.gov/nhtf-application)
  - ADFA may conduct a site visit(s) to inspect the proposed project site(s) and/or consult with a third party for professional services in evaluating each application requesting NHTF funds. To facilitate the evaluation process, all applicants must complete the following basic steps:
    - All required ADFA-provided forms may be found at [http://adfa.arkansas.gov/nhtf-application](http://adfa.arkansas.gov/nhtf-application). All ADFA-provided forms should be submitted with original signatures, legible and all applicable spaces fully completed, and with all required third-party documents. ADFA will post the NHTF application checklist and instructions for the complete list of required documents as provided at [www.ADFA.arkansas.gov](http://www.ADFA.arkansas.gov) prior to the beginning of the application cycle.
    - All applicants must comply in all respects with ASTM E1527-13 (the “ASTM Standards”) as to content and adhere to ADFA’s Environmental Policy Requirements for purposes of determining whether the property is environmentally suitable for construction of residential housing.
    - After the initial review, each applicant will be contacted via e-mail regarding any missing or incomplete items or documents. Upon notice, applicants must submit all missing and/or incomplete items or documents in order to be considered for funding.
    - The application must demonstrate that the project is an eligible activity under this
family and HOME underwriters are open to calls to assist with the application, and our compliance department holds regular technical assistance trainings.

**COMPLIANCE WITH NHTF REGULATIONS**

- Each eligible recipient must certify that housing units assisted with NHTF funds will comply with all NHTF requirements. The certification must include:
  - The number of units in an NHTF-assisted project by income group: ELI, VLI, moderate income and above moderate income; and
  - A Statement declaring that all tenants of an NHTF-assisted development meet the income limits as required by relevant program guidelines; and
  - A Statement declaring that recipient will comply with rent limits, determined to be no more than thirty percent (30%) of the area median income.

- ADFA staff will monitor each NHTF project on-site at least once prior to the completion of the project and at least once every three years through the entire affordability period. ADFA will review for compliance with the NHTF Plan, eligibility requirements, housing construction standards (24 CFR 93.301), rent reasonableness, affirmative outreach (24 CFR 93.350), tenant protections and selection (24 CFR 93.303), fair housing and financial management. ADFA Project Compliance Guidelines may be found at: http://adfa.arkansas.gov.

- After each monitoring visit, written correspondence will be sent to the NHTF recipient describing the results of the review in sufficient detail to clearly describe the areas that were covered and the basis for any conclusions reached. Monitoring determinations will range from “acceptable” to “findings” with appropriate corrective measures imposed. Corrective measures may include certifications that inadequacies will be resolved, documentary evidence that corrective actions have been instituted or reimbursement of disallowed costs.

**PERFORMANCE GOALS**

- ADFA’s goal in administering the NHTF program is the new construction or rehabilitation of decent, safe, and sanitary rental housing, primarily targeting a specific underserved group: The ELI Veteran population in Arkansas.
- Preference will be given to ELI Veterans
  - With special needs,
  - Who are homeless or may become homeless,
  - With mental health issues, and/or
  - Who are leaving correctional facilities.
- Preference will also be given to surviving spouses of deceased Veterans.
National Housing Trust Fund Program

May 2019 NHTF NOFA
I. OVERVIEW

The Arkansas Development Finance Authority ("ADFA") hereby notifies interested Applicants of the availability of funds allocated from the National Housing Trust Fund Program ("NHTF"). The availability and use of these funds is subject to Federal NHTF regulations (See 24 CFR Part 95) and any amendments.

Additional NHTF information may also be found at the following link:
https://adfa.arkansas.gov/files/

In releasing this Notice of Funding Availability ("NOFA"), ADFA's goal is to facilitate the production of affordable rental housing in Arkansas, specifically for households who meet the HUD Income Guidelines for Extremely Low-Income ("ELI"). To meet this goal, ADFA will provide grants to Recipients.

Funds will be awarded to successful Applicants who will act as Recipient for ADFA NHTF funded projects. Applicants will carry out services listed in Exhibit A (See "Scope of Services and Requirements").

Applicant questions must be directed in to Lori.Brockway@adfa.arkansas.gov.

II. AMOUNT OF FUNDS AVAILABLE FOR AWARD

Approximately Six Million Five Hundred Thousand Dollars ($6,500,000) will be available under this NOFA. ADFA reserves the right to fund, in whole, or in part, any, all, or none of the applications submitted in response to this NOFA.

III. MAXIMUM AMOUNTS OF NHTF FUNDS PER DEVELOPMENT

No single Recipient may receive more than One Million Dollars ($1,000,000); however, ADFA has the right to waive this per-Recipient allocation cap. ADFA's award of funds will be subject to subsidy layering guidelines and underwriting criteria to ensure the project's success.
"Extremely Low-Income Family" is defined under 24 CFR 91.5 as a "family whose income is between 0 and 30 percent of the median income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 30 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes."

B. Summary

Eligible Applicants consist of the Development Team who will construct new rental housing (single family homes, duplexes, or multi-family units) for Eligible Beneficiaries described in Section VI of this document.

ADFA will distribute NHTF funds by directly selecting applications submitted from eligible Applicants and will not use sub-grantees.

Successful Applicants will act as Recipients of ADFA NHTF funds. Recipients are defined in the 24 CFR 93.2 as follows:

An organization, agency, or other entity (including a public housing agency, or a for-profit entity or a nonprofit entity) that receives HTF assistance from a grantee as an owner or developer to carry out an HTF-assisted project.

Applicants approved for funding under this NOFA will administer the activity which is outlined in Exhibit "A" of this NOFA.

C. Requirements

An Applicant must:

1. Assure to the grantee that it will comply with the requirements of the NHTF program during the entire period that begins upon selection of the Recipient to receive NHTF funds, and ending upon the conclusion of all NHTF-funded activities.
2. Demonstrate the ability and financial capacity to undertake and manage the eligible activity.
3. Demonstrate its familiarity with the requirements of other Federal, State,
VIII. APPLICATION, CHECKLIST, AND ATTACHMENTS

The application, checklist, and attachments may be found at https://adfa.arkansas.gov/files/
Under the section “National Housing Trust FUND - NHTF,” expand the section “National Housing Trust Fund 2016-2017 Application Documents.”

IX. WHEN & WHERE APPLICATIONS ARE TO BE SUBMITTED

This NOFA is open indefinitely or until all funds are awarded. Written proposals responding to the questions and requests for information in the manner specified in this NOFA should be submitted to the following: nofa@adfa.arkansas.gov

To be considered, one (1) copy of the proposal should be delivered to ADFA via email only. ADFA reserves the right to reject any or all proposals.

It is the responsibility of the applicant to inquire about and clarify any aspect of this NOFA. Questions should be directed to Lori Brockway at Lori.Brockway@adfa.arkansas.gov or 501-682-3339. Substantive questions and answers will be documented in letter form and will be sent by email to all the proposers who provide us with an email address. IN ORDER TO BE ON THE DISTRIBUTION LIST FOR INTERNET TRANSMISSION OF ALL RESPONSES TO INQUIRIES, YOU MUST IMMEDIATELY ADVISE LORI BROCKWAY AT THE EMAIL ADDRESS STATED ABOVE, OF THE EMAIL ADDRESS TO WHICH YOU WANT ALL SUCH TRANSMISSIONS SENT.

Any information or materials submitted as a response to this NOFA shall become the property of ADFA and will not be returned.

X. RESPONSE TO NOFA

Applicants wishing to respond to this NOFA may contact Lori Brockway, ADFA Federal Housing Programs Manager.

UPON THE FINAL SUBMISSION DATE OF THE APPLICATION, NO CONTACT WITH ADFA BOARD MEMBERS OR ADFA STAFF MEMBERS CONCERNING THE NOFA IS ALLOWED. ANY SUCH CONTACT WILL BE GROUNDS FOR IMMEDIATE REJECTION OF AN APPLICANT’S PROPOSAL, EXCEPT THAT ADFA STAFF MAY CONTACT THE APPLICANT WITH QUESTIONS REGARDING THE SUBMITTED PROPOSAL.
Exhibit A
Scope of Services and Requirements

ADFA is seeking qualified Applicants to serve as Development Teams of affordable housing rental units/projects. Qualified applicants shall have experience providing the required services specifically for affordable rental housing units/projects. These services include, but are not limited to, the following (all of the following services must be addressed in your response to be considered):

A. Prepare and submit to ADFA a complete application. For sections not applicable to your housing proposal, please mark as “not applicable” or “NA”.

B. Provide a written statement of all other sources of funds from each business firm that describes in detail the financial commitment to the proposed development.

C. Provide evidence of site control regarding land for new construction. What is site control?
   Site control means you have obtained an enforceable right to use a parcel of land. This right must be formally (or legally) given in writing. Verbal permission is not enough. A deed, lease or easements are the most common forms of written authorization to use land.

D. Provide a Certified Land Appraisal.

E. Provide a letter of support from the chief elected official or a majority of the members of the elected governing body of the jurisdiction where the affordable housing is to be located.

F. Submit proof of all Development Team members’ relevant experience and qualifications, along with contractors’, and subcontractors’ qualifications and appropriate, active licenses in good standing.

G. Establish and include a timeline for completion of all activities to be accomplished.

H. All waivers must be requested in the NOPA application.

I. Submit proof that all Development Team members have attended Fair Housing training provided by the Arkansas Fair Housing Commission.

J. Satisfactorily execute an ADFA agreement (which will serve as the commitment of NHTF funds), an ADFA agreement for any other ADFA funds included in the budget, closing documents, and a mortgage, forgivable note and deed restriction in favor of ADFA.

K. Commence work only after receipt of a written Notice to Proceed issued by ADFA.

L. Ensure project rents, if applicable, are affordable to persons at ELI limits of thirty percent (30%) of HUD area median income, adjusted for family size, per HUD Fair Market Rent requirements.

M. Provide periodic reports, as required by ADFA.

N. Participate in periodic compliance monitoring processes, performed by ADFA staff, to

O. Maintain a cooperative working relationship with ADFA staff and inspectors.

P. Submit a completed ADFA Form Attachment “A” – Criminal Background & Disclosure Form for each Development Team member found at [https://adfa.arkansas.gov/files/](https://adfa.arkansas.gov/files/)
ATTACHMENT G
MULTIFAMILY HOUSING MINIMUM DESIGN STANDARDS CHECKLIST

The following checklist must be completed by the Arkansas licensed architect identified as a member of the development team in the Application. Applicant and architect shall execute separate verifications under oath that the representations set forth in Attachment G - Minimum Design Standards Checklist, will be met in the construction or rehabilitation of the proposed development and that all amenities and energy features represented in the Application will be included in the construction or rehabilitation of the proposed development. The purpose of this checklist is to assist ADFA to ensure that the development is in compliance with: (1) ADFA's "Multifamily Housing Minimum Design Standards"; (2) all applicable local, state, and national building codes; and (3) all applicable federal and state accessibility and Fair Housing laws. The general contractor must review and execute the General Contractor's Certification prior to issuance of the Notice to Proceed.

EACH ITEM MUST BE MARKED. For rehabilitation developments only, if an energy audit ("EA") is performed or a waiver is requested ("WR") for a particular criterion, Applicant must ensure such energy audit or waiver request conforms to the requirements of the 2019 QAP, Guidelines and ADFA's "Multifamily Housing Minimum Design Standards". All requests for a waiver must be indicated on this checklist by "WR," and a written request for the waiver must be submitted.

THIS CHECKLIST, ALONG WITH ANY WAIVER REQUESTED, MUST BE INCLUDED AT TAB #13 OF THE APPLICATION.

Criterion

I. SITE SELECTION
☐ Site within 100-year flood plain
☐ Community participates in National Flood Insurance Program
☐ Flood insurance to be obtained throughout affordability period
☐ Areas undergoing development raised at least 1' above flood plain

II. BUILDING DESIGN
A. GENERAL BUILDING STANDARDS
   1. Community Laundry - (Single Family Detached mark N/A)
      ☐ 1 washer and 1 dryer for every 10 units in the development
      ☐ 1 washer and 1 dryer per 15 units-washer and dryer connections
      ☐ 1 washer and 1 dryer in development - washer and dryer furnished
   2. Senior or Assisted Living
      ☐ All units located at grade level or on elevator accessible floor
   3. Access road, parking spaces, curbing, and sidewalks
      ☐ Continuous asphalt or concrete paved access road
      ☐ Family - 7 spaces for every 4 units, inclusive of handicap spaces
      ☐ Senior - 5 spaces for every 4 units, inclusive of handicap spaces
      ☐ All parking areas must be asphalt or concrete
      ☐ All paved areas are concrete curbed
      ☐ All driveways on single-family detached homes must be concrete
      ☐ Sidewalk access to all parking spaces must be provided
      ☐ All sidewalks and walkways must be concrete and 2.5 feet wide
      ☐ Applicable handicap spaces per ADA Accessibility Guidelines (Section 208.2)
   4. Single Family Detached Units
      ☐ At least 3 bedrooms with 2 bathrooms and attached single car garage
      ☐ 20 percent of the units in a development may be 2 bedrooms with 2 bathrooms
      (must be supported by market need) and attached single car garage
      ☐ Washer and dryer connections in the living area for each detached unit

B. MINIMUM BUILDING STANDARDS
   1. Minimum Unit Net Area Requirements
      ☐ Not applicable because development is:
         ☐ Existing rental units or
         ☐ Assisted Living

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Each unit equipped with readily accessible dry chemical fire extinguisher.
New cabinets have dual sidetrack drawers.
A 16" x 16" deep with 5 shelf minimum pantry closet.
All units shall include a kitchen area which at minimum is sink, stove and refrigerator.

b. Bathroom Spaces
- Tub/shower units are 30" width by 60" length minimum.
- Senior and Assisted Living - equipped with anti-scald valves.
- Water closets centered 18" from sidewalls/ventiles.
- Hallways have minimum of 36" width.
- Interior doors intended for passage have minimum clear opening with of 34".
- Overhead lighting in each room.
- A tamper-proof 10-year smoke alarm per floor of unit.
- A carbon monoxide detector in each unit that utilizes gas.

4. Plumbing and Mechanical Equipment
a. Not located in attic spaces.
b. Located in mechanical closers with insulated walls.
c. Gas HWHs located in individual, separate mechanical closet.
d. HWHs placed in drain pans that are plumbed to outside.
e. HVAC refrigeration lines are insulated.

5. Energy Efficient Systems, Insulation and Equipment
a. Ceiling fans installed in each bedroom and living room.
b. Shower heads flow rate ≤ 2.5 gallon per minute.
c. Hot water pipes wrapped with ½ " insulation.
d. Water piping in attic or exterior walls is insulated.
e. Light-emitting diode (LED) light fixtures in kitchen, bathrooms and utility.
f. Exterior wall insulation with minimum R-18 rating.
g. Roof or attic insulation with minimum R-38 rating.
h. Exterior house wrap (e.g. TYVEX) installed.
i. Sound proofing with ≥ RTC 54 rating in common/party walls and ceilings.
j. Gas or oil heated systems AFUE rating ≥ 80% with a minimum 14.5 SEER rated air conditioning system.
k. Heat pump systems HSPF rating ≥ 7.8 with a minimum 14.5 SEER raised air conditioning system.
l. Windows with:
(i) frames and sashes constructed of wood, vinyl-clad wood, or extruded vinyl;
(ii) 2 or more panes of argon gas filled insulated glass, at least one pane with Low-Emission (Low-E) coating;
(iii) U-Factor of not greater than 0.35; and
(iv) solar heat gain coefficient (SHGC) of not greater than 0.30.

6. Universal Design
a. 75% of all residential units comply with the Level 5, "All-Inclusive" useability criteria in "Arkansas Usability Standards in Housing: Guidance Manual for Constructing Inclusive Functional Dwellings" (AUSH).
b. All Level 5, "All-Inclusive" units under AUSH has at least one bathroom with an "accessible roll-in" shower facility with minimum dimensions of 60" x 34" or 42" x 42" if a corner shower.
c. All ground level residential units and residential units with elevator access comply with Level 1, "Visitable" useability criteria under AUSH.
d. All residential units have "closed-flap" operability throughout the unit, e.g.,
(i) single handle door lever vs. doorknobs;
(ii) push stick lighting and environmental controls;
(iii) cabinet doors can be opened with a closed fist.
(iv) single handle faucets in bathroom and kitchen.
e. All residential units have environmental controls with visual and tactile cues.
For lighting, a "rocker" type switch. For thermostats, programmable and digital with raised buttons is required.

Annual Action Plan
2019

OMB Control No: 2506-0117 exp. 06/30/2018
Applicant's Certification

I, __________________________, in my capacity as Applicant for the proposed development known as __________________________ state that I have reviewed the above Attachment G, "Multifamily Housing Minimum Design Standards Checklist", and certify as to the accuracy of its contents, and further certify that the cost estimates provided in the application encompass the representations made herein and that the development will be constructed or rehabilitated in accordance with ADFA's Minimum Design Standards and the representations herein.

Name:
Title:

STATE OF __________________________
COUNTY OF __________________________

Before me, __________________________, a Notary Public of the state and county stated above, personally appeared __________________________, with whom I have personal knowledge, and who, upon oath, acknowledged that __________________________ executed the foregoing instrument for the uses, consideration and purposes stated therein.

Witness my hand and seal this ______ day of __________________________, 20_____.

________________________________________
Notary Public

My commission expires:

________________________________________

Annual Action Plan
2019
General Contractor's Certification

I, ___________________________, in my capacity as General Contractor for the proposed development known as ___________________________, state that I have reviewed the attached Attachment G, "Multifamily Housing Minimum Design Standards Checklist", and certify that the cost estimates provided in the above attachment encompass the representations herein, and further certify that the development will be constructed or rehabilitated in accordance with ADFA's Minimum Design Standards and the representations set forth herein.

Name: ___________________________

Title: ___________________________

STATE OF ___________________________
COUNTY OF ___________________________

Before me, ___________________________, a Notary Public of the state and county stated above, personally appeared ___________________________, with whom I have personal knowledge, and who, upon oath, acknowledged that ___________________________ executed the foregoing instrument for the uses, consideration and purposes stated therein.

Witness my hand and seal this day of ___________________________, 20________.

Notary Public

My commission expires:

______________________________

Annual Action Plan

2019
ADFA’s SCORING MATRIX FOR
NATIONAL HOUSING TRUST FUND

Maximum Points Available

1) Applicant Capacity (Show successful history completing similar activities) 10
2) Ability to obligate funds and undertake eligible activities in a timely manner
   (Based on sufficient staffing, resources, and history of meeting project deadlines) 10
3) Limitation on Beneficiaries or Preferences - (Projects serving ELI Veterans with special
   needs, homeless households, individuals leaving correctional institutions, and those
   with mental health issues. Projects affordable to households with income within
   ELI limits. Demonstrate with quantifiable data, specific to service area.) 10
4) Ability to Meet Needs of Beneficiaries (proximity to Veteran medical facilities,
   support services, Public transportation, grocery stores, and metropolitan centers giving
   preferential consideration to jobs for Veterans) 10
5) Leveraging of Non-Federal Resources (Extent to which applicant makes use of
   non-federal funding sources. Use of funds from state, local publicly-controlled funds,
   private funds or in-kind commitments and/or land donated by state or local government
   to achieve deep affordability for ELI households.) 10
6) Unit Distribution on Project (ELI units must be mixed, not grouped, throughout
   the project) 3
7) Level of energy efficiency or advanced energy features (the extent to which
   activity adheres to energy efficiency and other environmental and
   sustainability standards) 5
8) Reduction of developer fee / administrative costs (extent of activity budget spent
   for administrative costs) 3
9) Feasibility of Project (Economic viability of project, development’s sources of funds
   equals the development’s uses of funds, developer fee deferral can be paid within the
   time frame allowed by IRS, the reasonableness of total development costs, inclusive of

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
One (1) point each will be deducted if any of the following incompatible uses are within .5 miles of
the site. The list is not all inclusive:

- Junk yard or dump
- Salvage yard
- Wastewater Treatment facility
- Prison or Jail
- Pig or chicken farm
- Processing plants
- Airports
- Solid waste disposal

Points will not be deducted for a prison, jail or detention facility if it is co-located with a law
enforcement.

ADFA’s selection of Eligible Recipients will be based upon those applicants achieving the
highest scores, and awarded in that order, until funds are depleted. The reviewing
underwriter will score each application, using the Scoring Matrix.

Tie Breaker: In the event of a tie between two or more applications, the projects will be
ranked in the following order, "a" through "d", to determine which applicant will receive
priority. Beginning with "a" and working through each the following tiebreakers in order of
"a, b, c, and d" until the tie is broken. If the tie is broken at step "b", there is no need to
proceed further to "c" or "d".

a) Applications received for any project within the State of Arkansas will be underwritten
and scored. In the event of a tie, the award will go first to the development in one of the two
major metropolitan statistical area with the least awardees. The two major metropolitan
statistical areas in Arkansas are: Northwestern Arkansas area (Fayetteville, Springdale,
Bentonville and Rogers); and Central Arkansas area (Little Rock, North Little Rock, Conway,
Benton, and Bryant.)

b) The application with the greatest amount of additional subsidy per unit;

c) The application with a proposed project which is closest to the nearest Veterans
Administration Facility;

d) The application with the fewest missing documents and/incomplete forms as determined
by ADFA during the completeness review.
Appendix E

Consolidated Plan Public Hearing Minutes
Proof of Publication
30-Day Comment Period

Consolidated Plan
  - Public Hearing – April 11, 2019
    - Minutes
    - Proof of Publication

30-Day Public Comment Period
  - Public Comments Received – March 24 - April 23, 2019
    - No written comments were received
Minutes
Annual Update to the Five-Year Consolidated Plan Public Hearing
Arkansas State Library, Little Rock, Arkansas
April 11, 2019

A Public Hearing was held April 11th, at the Arkansas State Library - Bessie Moore Room, in Little Rock, with 20 people in attendance. The purpose of the hearing was to provide information and obtain public comments regarding the allocation of funds from the United States Department of Housing and Urban Development (HUD) for the 2019 program year as part of the Annual Update to the Five-Year Consolidated Plan.

Arkansas Economic Development Commission Grants Division Director Jean Noble called the hearing to order at 10:35, welcomed participants and expressed appreciation for their attendance. Ms. Noble explained the purpose of the meeting and the state's proposed allocation of approximately $26 million in funds for the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), National Housing Trust Fund (NHTF), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA), for the next program year beginning July 1, 2019. The funds are administered by the Arkansas Economic Development Commission (AEDC), Arkansas Development Finance Authority (ADFA), Arkansas Department of Human Services (DHS), and Arkansas Department of Health (ADH), respectively.

Jean Noble, AEDC, gave an overview of the CDBG program. CDBG grants are targeted to cities and counties in Arkansas with a population of under 50,000 with a low- to moderate-income (LMI) of at least 31 percent. All cities and counties are eligible with the exception of the 13 entitlement cities that receive their own allocation from HUD. CDBG funds are divided into specific set-asides, which include Economic Development, Water/Wastewater, Rural Services, General Assistance and Administration and Technical Assistance. Projects funded in the past include, but are not limited to, economic development; water/wastewater projects; rural fire protection; senior citizen, child care, and community centers; and other general public facility and infrastructure projects. Ms. Noble stated the allocation amounts for the 2019 program year had not been released but were expected to remain about the same as 2018.

Bob Hunt, ADFA, gave an overview of the HOME program which provides formula grants to communities use – often in partnership with local nonprofit groups - to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. The block grant was designed exclusively to create affordable housing for low-income households. Eligible applicants include cities, counties, nonprofits, and for-profit organizations. Eligible activities funded through HOME include, Community Housing Development Organization (CHDO), tenant-based rental assistance (TBRA), purchase assistance, rental housing, rehabilitation, and rental rehabilitation. Mr. Hunt stated the allocations for the 2019 program year had not been released but were expected to remain about the same as 2018.

Virginia Wright, ADFA, gave an overview of the NHTF program. The purpose of NHTF is to provide for decent, safe, and sanitary rental housing for Extremely Low-Income (ELI) Arkansas
Minutes
Annual Update to the Five-Year Consolidated Plan Public Hearing
April 11, 2019
Page 3

presented they could contact the agency representatives at any time. A draft copy of the 2019 Annual Update has been posted to the AEDC website at ArkansasEDC.com/Grants. The public comment period ends April 23rd, at 4:30 p.m. Any written comments received during the 30-day public comment period would be considered and incorporated into the 2019 Annual Action Plan.

Jean recognized Jimmy Harris from Senator John Boozman’s office and thanked him for attending.

With no further questions or comments the hearing was adjourned at 11:30 a.m.
STATE OF ARKANSAS, )
COUNTY OF PULASKI, ) ss.

In the matter of the Accounting Manager of the Arkansas Democrat-Gazette, a daily newspaper printed and published in said County, State of Arkansas; that I have been faithfully and properly reporting the publication of the annexed legal advertising related to the matter of:

Pending in the Court, in said County, and at the dates of the several publications of said advertisement stated below, and that during said periods and at said dates, said newspaper was printed and had bona fide circulation in said County, that said newspaper had been regularly printed and published in said County, and had a bona fide circulation therein for the period of one month before the date of the first publication of said advertisement, and that said advertisement was published in the regular daily issues of said newspaper as stated below.

<table>
<thead>
<tr>
<th>DATE</th>
<th>DAY</th>
<th>LINEAGE RATE</th>
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<tr>
<td>03/24</td>
<td>Sun</td>
<td>1.57</td>
<td>193.11</td>
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Billings No. 90191687


date: March 20, 2019
 handwritten

DEANNA GRIFFIN
NOTARY PUBLIC-ARKANSAS
PULASKI COUNTY
MY COMMISSION EXPIRES: 03-30-26

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State Certifications

- Grantee SF-424
- HUD-424-M Funding Matrix
- State Certifications and Form 424D Assurances – Construction Programs
  - CDBG
  - HOME
  - NHTF (Form 424D only)
  - HOPWA
  - ESG
# Application for Federal Assistance SF-424

- **Type of Submission**
  - [ ] Preapplication
  - [x] Application
  - [ ] Changed/Corrected Application

- **Type of Application**
  - [ ] New
  - [x] Continuation
  - [ ] Revision
  - [ ] Other (Specify)

- **Date Received**

- **Applicant Identifier**

- **Federal Entity Identifier**

- **Federal Award Identifier**

- **State Use Only:**
  - [ ] Date Received by State
  - [ ] State Application Identifier

- **APPLICANT INFORMATION:**
  - **Legal Name**
  - Arkansas Economic Development Commission

  - **Employer/Taxpayer Identification Number (EIN/TIN)**

  - **Organizational DUNS**

- **Address:**
  - **Street1**
  - [ ] W 9th Capitol Avenue, Suite 400

  - **Street2**

  - **City**
  - Little Rock

  - **County/Parish**

  - **State**
  - AR: Arkansas

  - **Province**

  - **Country**
  - UNITED STATES

  - **Zip / Postal Code**

- **Organizational Unit:**
  - [ ] Department Name
  - [ ] Division Name

- **Name and contact information of person to be contacted on matters involving this application:**
  - **Prefix**

  - **First Name**

  - **Middle Name**

  - **Last Name**

  - **Suffix**

  - **Title**
  - [ ] Economic Division Director

  - **Organizational Affiliation**

  - **Telephone Number**
  - [ ] Fax Number

  - **Email**
  - [ ]
### Application for Federal Assistance SF-424

**14. Congressional Districts Of:**
- **a. Applicant** 1–4
- **b. Program/Project** 1–4

Attach additional list of Program/Project Congressional Districts if needed.

**15. Proposed Project:**
- **a. Start Date** 07/01/2019
- **b. End Date** 06/30/2020

**16. Estimated Funding ($):**

<p>| | |</p>
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<tr>
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<td>32,406,396.00</td>
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<tr>
<td><strong>b. Applicant</strong></td>
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<tr>
<td><strong>c. State</strong></td>
<td></td>
</tr>
<tr>
<td><strong>d. Local</strong></td>
<td></td>
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<tr>
<td><strong>e. Other</strong></td>
<td>9,300,001.00</td>
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<tr>
<td><strong>f. Program Income</strong></td>
<td>9,447,466.00</td>
</tr>
<tr>
<td><strong>g. TOTAL</strong></td>
<td>51,553,862.00</td>
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**17. Is Application Subject to Review By State Under Executive Order 12372 Process?**
- [ ] a. This application was made available to the State under the Executive Order 12372 Process for review on
- [x] b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- [ ] c. Program is not covered by E.O. 12372.

**20. Is the Applicant Delinquent On Any Federal Debt?** (If "Yes," provide explanation in attachment.)
- [ ] Yes
- [x] No

If "Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 21, Section 1001)"

**I AGREE**

**The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions**

**Authorized Representative:**

<table>
<thead>
<tr>
<th>Prefix</th>
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<th>Last Name</th>
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<tr>
<td></td>
<td>Michael</td>
<td>Preston</td>
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</table>

**Title: Executive Director**

**Telephone Number:** 501-602-7351
**Fax Number:** 501-602-7394

**Email:** preston@ArkansasEDC.com

**Signature of Authorized Representative:**

* Date Signed: 5/3/19

---

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
## HUD-424-M Funding Matrix

The applicant must provide the funding matrix shown below, listing each program or program component for which HUD funding is being requested and submit this information with the application for federal financial assistance.

<table>
<thead>
<tr>
<th>Grant Program</th>
<th>HUD Share</th>
<th>Matching Funds</th>
<th>Other HUD Funds</th>
<th>Other Federal Share</th>
<th>State Share</th>
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<th>Other Funds</th>
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</table>

Previous versions of HUD-424-M are obsolete.
STATE CERTIFICATIONS

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

Affirmatively Further Fair Housing -- The State will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL., "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan -- The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the State's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701a) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official: ____________________________ Date: __/__/2019

Executive Director - Arkansas Economic Development Commission
Title

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Specific Community Development Block Grant Certifications

The State certifies that:

Citizen Participation -- It is following a detailed citizen participation plan that satisfies the requirements of 24 CFR §91.115 and each unit of general local government that receives assistance from the State is following a detailed citizen participation plan that satisfies the requirements of 24 CFR §570.486.

Consultation with Local Governments --

1. It has consulted with affected units of local government in the nonentitlement area of the State in determining the method of distribution of funding;

2. It engages in or will engage in planning for community development activities;

3. It provides or will provide technical assistance to units of local government in connection with community development programs; and

4. It will not refuse to distribute funds to any unit of general local government on the basis of the particular eligible activity selected by the unit of general local government to meet its community development needs, except that a State is not prevented from establishing priorities in distributing funding on the basis of the activities selected.

Local Needs Identification -- It will require each unit of general local government to be funded to identify its community development and housing needs, including the needs of low-income and moderate-income families, and the activities to be undertaken to meet these needs.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.

2. Overall Benefit. In the aggregate, not less than 70 percent of the CDBG funds, including Section 108 guaranteed loans, received by the State during the following fiscal year(s) 2018-2020 [a period designated by the State of one, two, or three specific consecutive fiscal year(s)] will be used for activities that benefit persons of low and moderate income.
NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4723-4763) relating to prescribed standards for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM’s Standards for a Merit System of Personnel Administration (5 C.F.R. 300, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4501 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. Those include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (29 U.S.C. §§1681 1683, and 1685-1685), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §704), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-555), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§200 od-3 and 230 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

Authorized for Local Reproduction  Standard Form 4240 (Rev. 7-97)
Prescribed by OMB Circular A-102

Annual Action Plan 2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Specific HOME Certifications

The State certifies that:

**Tenant Based Rental Assistance** -- If it plans to use HOME funds for tenant-based rental assistance, tenant-based rental assistance is an essential element of the State's consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §92.205 through §92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy Layering** -- Before committing any funds to a project, the State or its recipients will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

[Signature]

Signature of Authorized Official

[Date]

Date

[Title]
NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Averaging Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances if such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards of the awarding agency.

3. Will not dispose of, modify the use of, or change the terms of the real property or other interest in the funds and facilities without prior written approval and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a statement in the deed or deed of real property acquired in whole or in part with Federal assistance funds to sustain nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate operating expertise of the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the construction agency.

7. Will establish safeguards to protect employees from using their positions for a purpose that constitutes or provides the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §4730 et seq.) relating to a Federal employee's assignment to or consulting with an agency or instrumentality of the United States, and with all Federal laws relating to the protection of the health, safety, and welfare of Federal employees or Members of Congress.


10. Will comply with Federal laws relating to non-discrimination. These include but are not limited to: (a) Title II of the Civil Rights Act of 1964 (42 U.S.C. §2000a et seq.) which prohibits discrimination on the basis of age; (b) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq.) which prohibits discrimination on the basis of race, color, or national origin; (c) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1063 et seq.), which prohibits discrimination on the basis of sex; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101 et seq.), which prohibits discrimination on the basis of race; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to narcotic drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the rehabilitation of alcoholics or alcoholism; and (g) §222 and §372 of the Public Health Service Act of 1939 (42 U.S.C. §§300 et seq.), as amended, relating to confidentiality of alcoholic drug abuse patient records; (h) Title VII of the Civil Rights Act of 1964 (42 U.S.C. §2000e et seq.), which prohibits discrimination in the area of employment; (i) the Fair Housing Act of 1968 (42 U.S.C. §§3601 et seq.), which prohibits discrimination in the area of housing; (j) any other Federal laws relating to non-discrimination which apply to the application.

Previous Editor: Jenkins

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Standards for CPAID (Rev. 7-97)

Prepared by OMB Circular A 132

Annual Action Plan

2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Public reporting burden for this collection of information is estimated to average 6 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0185-0162), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain Federal assistance may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to conditions assuring, if such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutions, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to this assistance and will establish a proper accounting system in accordance with generally accepted accounting standards of the agency.

3. Will not dispose of, modify the use of, or change the location of the real property title or interest in the site and facilities without prior approval and authorization from the awarding agency. Will record the federal assistance agency directives and will include a record of all real property acquired in whole or in part with Federal assistance funds to ensure that the property is used for the purpose of its acquisition.

4. Will comply with the requirements of the assistance awarding agency with respect to the drafting, reviewing, and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the project work conforms with the approved plans and specifications and will furnish progressive reports and other information as may be required by the assistance awarding agency or its representative.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish and implement safeguards to prohibit employees from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.


9. Will comply with the Lead-Based Paint Poisoning Prevention Act (21 U.S.C. 501(b) et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residences.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681, 1683, and 1686-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S. C. § 794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1988 (P.L. 91-910), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 503 and 504 of the Public Health Services Act of 1944 (42 U.S.C. §§ 2000d-3 and 2000d-5), as amended, relating to nondiscrimination on the basis of handicap; and (h) any other non-discrimination provisions in the statutes cited above, which prohibit discrimination against otherwise qualified individuals with disabilities, as defined in any other non-discrimination statute, which may apply to the application.

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Annual Action Plan 2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Housing Opportunities for Persons With AIDS Certifications

The State HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under the program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years, in the case of any building or structure purchased, leased, rehabilitated, renovated, or converted with HOPWA assistance,

2. For a period of not less than 3 years, in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

Date

Title
ASSURANCES - CONSTRUCTION PROGRAMS

Public report on burden for the collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, looking up data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimates or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project, 4007-R247, Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. In such case, you will be advised.

As duly authorized representative of the applicant, certify that the applicant:

1. Has the legal authority to apply for federal assistance and the financial and managerial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give to the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency standards prevailing.

3. Will not disapprove, modify the use of, or change the terms of the real property title or other interest in the said real estate without prior written consent of the awarding agency.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete and final work performed by the awarded contractor is in conformance with the approved plans and specifications and will furnish specifications and other information so that it may be required by the assistance awarding agency or State.

6. Will inform and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will ensure that assigned to the personnel of the organization and the organizations involved in presenting the appeal of any personal or organizational conflict of interest, or financial gain.

5. Will comply with the Land-Use and Environmental Protection Act of 1971 (42 U.S.C. §2003 et seq.) which prohibits the use of federal funds for construction or rehabilitation of residential structures.

6. Will comply with the Lead-Based Paint Restoration Act of 1988 (42 U.S.C. §5001 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residential structures.

7. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d-3) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1068 and 1083, and 1068 and 1084), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6127), which prohibits discrimination on the basis of age; and (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-343), as amended relating to nondiscrimination on the basis of drug abusing; (f) the Comprehensive Anti-Aids and Alcoholism Act of 1970, Treatment and Rehabilitation Act of 1974 (P.L. 93-358), as amended relating to nondiscrimination on basis of alcoholism or alcoholism; (g) §§503 and 504 of the Public Health Service Act of 1972 (42 U.S.C. §§12101 - 12104 and 12105 - 12106), as amended, relating to non- discrimination; (h) 10 U.S.C. §2402 et seq.), as amended, relating to non-discrimination in the sale or rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which the application is being made, and (j) the requirements of any other nondiscrimination provision that applies in the application.

Signature: 

Date: 

Title: 

Project Director

Project Name:

Amount Requested: $1234,567

Annual Action Plan

2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Emergency Solutions Grant Certifications

Each State that seeks funding under the Emergency Solutions Grants Program must provide the following certifications:

**Matching Funds** – The State will obtain any matching amounts required under 24 CFR 576.201 in a manner so that its subrecipients that are least capable of providing matching amounts receive the benefit of the exception under 24 CFR 576.201(a)(2).

**Discharge Policy** – The State will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

**Confidentiality** – The State will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

The State will ensure that its subrecipients comply with the following criteria:

**Major rehabilitation/conversion/renovation** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the building will be maintained as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the building will be maintained as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – If ESG funds are used for shelter operations or essential services related to street outreach or emergency shelter, the subrecipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the applicant serves the same type of persons (e.g., families with children, unaccompanied youth, veterans, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The subrecipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.
Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, paper, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§533 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§200 d-3 and 200 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.