



**ANNUAL ACTION PLAN
HUD FISCAL YEAR 2017-2018**

**Community Development Block Grant (CDBG)
HOME Investment Partnership (HOME)
Emergency Solutions Grant (ESG)**

Lee County Board of County Commissioners
Human and Veteran Services
John Manning, Chair, Board of County Commissioners
Roger Desjarlais, County Manager
Christine Brady, Assistant County Manager
Roger Mercado, Director, Human and Veteran Services
Julie Boudreaux, Program Manager, Human and Veteran Services
Jeannie Sutton, Grants Coordinator, Human and Veteran Services

Executive Summary

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

1. Introduction

The Program Year 2017 Annual Action Plan has been completed in compliance with Federal regulations and with the consultation of stakeholders and program staff. Objectives, outcomes, and goals have been identified that will assist in the provision of housing, community development activities, and assistance for the homeless. This plan identifies numerous projects that will further be allocated to specific activities that will help to meet those objectives, outcomes, and goals.

In the event of a Presidentially-declared disaster, Lee County may designate funds from existing projects to address damages in the Presidentially-declared disaster area(s). Specific projects and activities to be undertaken will be determined based on the immediate and long term recovery needs. Amendments made to the Annual Action Plan as a result of a Presidentially-declared disaster will be made in accordance with Lee County's Citizen Participation Plan (Administrative Code 15-2).

2. Summarize the objectives and outcomes identified in the Plan

Goals include the provision of housing rehabilitation, down payment assistance, increased economic opportunities, homeless housing and services, development of CHDO housing, and revitalization of neighborhoods. These goals will be met through a number of projects, and subsequently, a number of activities within each project. The beneficiaries/outcomes are identified in the Goals and Projects sections, and include benefits to people, households, housing units, and businesses.

In the event of a Presidentially-declared disaster, Lee County may designate funds from existing projects to address damages in the Presidentially-declared disaster area(s). Specific projects and activities to be undertaken will be in accordance with the applicable regulation, and will be determined based on immediate and long term recovery needs. Before making assistance available, Lee County will verify that the proposed activity will not be funded by FEMA or the SBA, and that advance payments from these or other sources will not duplicate CPD assistance in accordance with Section 312 (42 U.S.C. 5155) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S.C. 5121 et seq.)

3. Evaluation of past performance

Staff and others consulted during the consultation process evaluated past projects. Through this consultation, it was determined that the continuation of the previous year's projects was necessary. In addition, staff and the public recommended that affordable housing development be a high priority in this plan. Projects such as HOME CHDO Housing Development, HOME Non-CHDO Housing Development and CDBG Non-Profit Capital Improvement are being allocated additional funds in this plan to facilitate the development of additional affordable housing units.

Staff also identified slow spending for owner occupied rehabilitation and down payment assistance. Multiple explanations are available for the slow spending, including, but not limited to: improved economic conditions, rising home purchase prices, and increasing lending restrictions from private banks. Based on these evaluations, funding for CDBG Owner Occupied Rehab and HOME Down Payment assistance is being reduced slightly.

4. Summary of Citizen Participation Process and consultation process

Lee County encourages citizens to participate in the development of the Annual Action Plan by providing two public hearings throughout the year. Lee County also publishes a draft version of the Plan on the Human and Veteran Services' website, which may be reviewed for 30 days. Lee County consults with various entities throughout the development of plan, including other municipalities, the Continuum of Care, and the Public Housing Authority. Details on participation and consultation are contained herein.

5. Summary of public comments

Comments included general discussion regarding the development of affordable housing and questions regarding the resources available to develop affordable housing. Additional questions regarding the type of homeless services to be provided were answered during the public meeting held on March 9, 2017. No additional comments were received.

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

All questions and comments were considered during the development of this plan.

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

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

Agency Role	Name	Department/Agency
Lead Agency	LEE COUNTY	
CDBG Administrator	LEE COUNTY	Human and Veteran Services
HOPWA Administrator		
HOME Administrator	LEE COUNTY	Human and Veteran Services
ESG Administrator	LEE COUNTY	Human and Veteran Services
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information

Jeannie Sutton, Grants Coordinator
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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

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

Lee County enhances coordination between housing providers, health providers, mental health providers, and service agencies by periodically hosting community wide planning and consultation meetings, as well as through the development of a homeless coordinated assessment program, which more effectively utilizes community resources for households in need. Lee County also directly participates with each of these contributing agencies. An example includes the Housing Authority of the City of Fort Myers, who refers potential homebuyers to the Down Payment Assistance program.

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.

Lee County is the Lead Agency for the Continuum of Care, and has spearheaded the local effort to ensure compliance with HEARTH Act provisions. Therefore, there is continuous coordination between Lee County, the Lee County Homeless Coalition, and the Continuum as a whole to address the needs of persons who are homeless or at risk of homelessness. This includes discharge planning, identifying needs and gaps in the community, evaluating system and project performance, establishing system-wide written standards, and researching project models and funding sources.

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

As previously noted, Lee County is the Collaborative Applicant for the Continuum of Care, and is in continuous consultation with the Continuum, including consulting on ESG planning. Continuum members continue to support utilizing the current ESG program structure of the Human and Veteran Services' administration of some funds to rapidly re-house eligible households and the contracting of some funds for other eligible activities. In 2017, the Continuum of Care Governing Board established new project performance targets, and approved continuum-wide written standards. The Governing Board is also in the process of reviewing and updating HMIS and Coordinated Entry policies and procedures in accordance with CPD Notice 17-01.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	CITY OF BONITA SPRINGS
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Needs other than housing needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City was consulted through letter and email correspondence. Consultation was solicited on the goals, projects, and activities to be implemented with funds received for urban county partnership.
2	Agency/Group/Organization	CITY OF SANIBEL
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City was consulted through letter and email correspondence. Consultation was solicited on the goals, projects, and activities to be implemented with funds received for urban county partnership.
3	Agency/Group/Organization	TOWN OF FORT MYERS BEACH
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development Needs other than housing needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town was consulted through letter and email correspondence. Consultation was solicited on the goals, projects, and activities to be implemented with funds received for urban county partnership.
4	Agency/Group/Organization	Housing Authority of the City of Fort Myers
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The PHA was consulted through email correspondence. Consultation was solicited on the goals, projects, and activities to be implemented by the PHA in the upcoming year, as well as to obtain status on existing projects and vacancy status.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

N/A

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lee County	Goals and objectives identified in the 10 Year Plan to End Homelessness are consistent with Annual Action Plan goals and objectives. Both aim to provide services and housing for individuals and families who are homeless.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

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

Lee County encourages citizens to participate in the development of the Annual Action Plan by conducting two public hearings throughout the year. Lee County also publishes a draft version of the Plan and posts it on the Human and Veteran Services' website. The public can review and comment on the draft for 30 days. Public notices are published in the News-Press (the local newspaper) and include statements about making reasonable accommodations for the hearings, the format of the plan, or offer translation services. These actions are designed to encourage further participation by all citizens in Lee County. Affidavits of publication and minutes from the March 9, 2017 public meeting are attached to this plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	The public hearing was held during the Community Action Agency/Neighborhood District Committee (CAA/NDC) meeting on November 3, 2016. The meeting was publicly noticed in the Fort Myers News-Press (affidavit is attached to this plan).	There were no comments made about the development of the plan.	Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	The public hearing was held during the Community Action Agency/Neighborhood District Committee (CAA/NDC) meeting on March 9, 2017. The meeting was publicly noticed in the Fort Myers News-Press (affidavit is attached to this plan).	Comments included general discussion regarding the development of affordable housing and questions regarding the resources available to develop affordable housing. Additional questions regarding the type of homeless services to be provided were answered.	All comments received were considered during the development of the plan.	
3	Newspaper Ad	Non-targeted/broad community	The availability of the draft Annual Action Plan was publicly noticed in the Fort Myers News-Press (affidavit is attached to this plan) for 30 days. The draft was made available on the Human and Veteran Services' website.	There were no comments made about the draft plan.	Not applicable.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,649,950	20,000	0	2,669,950	0	
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	685,970	100,000	0	785,970	0	Program Income is estimated based an amount currently received plus the amount anticipated to be received prior to the end of the 2016 program year.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	605,383	0	0	605,383	0	Total ESG award for 2017 includes regular allocation of \$235,542 plus an extra allocation of \$369,841 granted by HUD for the 2017 program year. This is a one-time allocation, with no expectation of future supplemental funding.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Continuum of Care	public - federal	Admin and Planning Financial Assistance Housing Rapid re-housing (rental assistance) Rental Assistance Services	1,661,056	0	0	1,661,056	0	Lee County is the Collaborative Applicant for Continuum of Care. Legacy Shelter Plus Care and Supportive Housing Program (now Continuum of Care funds) will be utilized by Community Assisted & Supported Living to provide permanent supportive housing, and The Salvation Army to provide rapid re-housing in the community.
Other	public - federal	Admin and Planning Economic Development Financial Assistance Services	467,152	0	0	467,152	0	Community Services Block grant funds are used for homeless prevention, re-housing programs and job training.

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 leverage other funds by referring identified at-risk households or homeless households to appropriate programs for assistance for prevention and re-housing, who are served with County General Fund, Continuum of Care programs, HOPWA and CSBG. Additionally, State SHIP funds will be used to assist low income persons with owner occupied housing rehabilitation and down payment assistance. ESG will be matched with County General Fund, as well as other additional resources as documented by sub-recipients. Some CDBG funds will be concentrated on neighborhood revitalization, and will be used in the targeted areas noted in the Consolidated Plan. These funds will be leveraged with private funds gather by neighborhood organizations through fundraising.

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

There are no publicly owned lands or properties that are currently identified for projects identified in the plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitated	2013	2017	Affordable Housing	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Affordable Housing	CDBG: \$397,358	Homeowner Housing Rehabilitated: 30 Household Housing Unit
2	Down Payment Assistance Provided	2013	2017	Affordable Housing	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Affordable Housing	HOME: \$242,373	Direct Financial Assistance to Homebuyers: 25 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Revitalized Neighborhood Districts	2013	2017	Non-Housing Community Development	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Neighborhood Revitalization Public Improvements and Infrastructure	CDBG: \$1,029,518	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12420 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 12420 Persons Assisted Housing Code Enforcement/Foreclosed Property Care: 3243 Household Housing Unit
4	CHDO Housing Development	2013	2017	Affordable Housing	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Affordable Housing	HOME: \$105,000	Homeowner Housing Added: 1 Household Housing Unit
5	Increased Economic Opportunities	2013	2017	Non-Housing Community Development	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Economic Development	CDBG: \$178,101	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted Businesses assisted: 1 Businesses Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Increased Homeless Housing and Services	2013	2017	Homeless	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Homeless Services Housing for the Homeless	CDBG: \$45,000 HOME: \$150,000 ESG: \$605,383	Public service activities for Low/Moderate Income Housing Benefit: 400 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 60 Households Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 450 Beds
7	Non-CHDO Housing Development	2013	2017	Affordable Housing	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor	Affordable Housing	HOME: \$220,000	Rental units rehabilitated: 2 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Rehabilitated
	Goal Description	In Program Years 2013 and 2014, housing rehabilitation was completed using CDBG and HOME funds. Beginning in Program Year 2015, only CDBG funds were used. Rehabilitations will continue to be completed in target areas as well as non-targeted areas of Lee County using CDBG funds in program year 2017.
2	Goal Name	Down Payment Assistance Provided
	Goal Description	Down payment assistance will be provided to eligible homebuyers using HOME funds. Funds will be used in target areas as well as non-targeted areas of Lee County.
3	Goal Name	Revitalized Neighborhood Districts
	Goal Description	This overall project will consist of concentrated code enforcement services, provision of public services, and improvements to public facilities in five low to moderate income neighborhoods of the County. The population totals in each low to moderate income area were taken from the 2010 US Census.
4	Goal Name	CHDO Housing Development
	Goal Description	CHDO funds will be used by an eligible organization to provide affordable housing. Location has not been determined at the time of submission of the plan, but projects may be completed in target areas as well as non-targeted areas of Lee County.
5	Goal Name	Increased Economic Opportunities
	Goal Description	Increased economic opportunities will be made available through special economic development projects and/or nonprofit capital improvement projects in Lee County, and will be completed in target areas as well as non-targeted areas of Lee County.
6	Goal Name	Increased Homeless Housing and Services
	Goal Description	Projects to provide homeless housing and projects to provide homeless services will include CDBG, HOME, and ESG funds. Projects may be completed in target areas as well as non-targeted areas of Lee County.
7	Goal Name	Non-CHDO Housing Development
	Goal Description	Development of affordable housing using HOME entitlement funds. Activities may include acquisition or new construction of affordable housing units in target areas as well as non-targeted areas of Lee County.

Projects

AP-35 Projects – 91.220(d)

Lee County anticipates completing 18 projects in Program Year 2017-2018.

Projects

#	Project Name
1	CDBG Housing Delivery
2	CDBG Program Administration
3	CDBG Urban County Administration
4	CDBG Owner Occupied Housing Rehabilitation
5	CDBG Homeless Services
6	CDBG Fort Myers Beach Public Services
7	CDBG Bonita Springs
8	CDBG Sanibel Rental Rehabilitation
9	CDBG Neighborhood Infrastructure
10	CDBG Neighborhood Concentrated Code Enforcement
11	CDBG Neighborhood Public Services
12	CDBG Non-Profit Capital Improvement
13	HOME Project Delivery
14	HOME Down Payment Assistance
15	HOME CHDO Project
16	HOME TBRA
17	ESG Program
18	HOME Non-CHDO Housing Development

Table 7 - Project Information

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

Lee County determined the allocation for each project through the evaluation of past program performance, staff recommendations, and public input received during the citizen participation and consultation process.

Public comments indicate there is a significant need for additional housing units. As indicated throughout this plan, Lee County intends to undertake multiple projects, which facilitate the development of affordable housing. Obstacles to these projects may include limited availability of units to be acquired or rehabilitated, and limited resources available to complete projects. Lee County will ensure that identified units are suitable for affordable housing development through underwriting, and coordination with community partners and other county departments, as required.

AP-38 Project Summary
Project Summary Information

1	Project Name	CDBG Housing Delivery
	Goals Supported	Housing Rehabilitated
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$275,000
	Description	This activity is in support of the owner occupied housing rehabilitation and HOME TBRA programs.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Beneficiaries will be reported in the activities for owner occupied housing rehabilitation and HOME TBRA programs.
	Location Description	This project will be undertaken in association with owner occupied housing rehabilitation and HOME TBRA programs, and will be undertaken countywide.
	Planned Activities	This activity is in support of the owner occupied housing rehabilitation and HOME TBRA programs.
2	Project Name	CDBG Program Administration
	Goals Supported	Housing Rehabilitated Revitalized Neighborhood Districts Down Payment Assistance Provided CHDO Housing Development Increased Economic Opportunities Increased Homeless Housing and Services
	Needs Addressed	Affordable Housing Neighborhood Revitalization Public Improvements and Infrastructure Economic Development Housing for the Homeless Homeless Services
	Funding	CDBG: \$350,000
	Description	This project is for the administration of the CDBG program.
	Target Date	9/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	This project does not result in beneficiaries.
	Location Description	This project will be undertaken by the Lee County Human and Veteran Services in Fort Myers, FL.
	Planned Activities	This project will include activities for the administration of the CDBG program.
3	Project Name	CDBG Urban County Administration
	Goals Supported	Revitalized Neighborhood Districts Increased Economic Opportunities
	Needs Addressed	Neighborhood Revitalization Public Improvements and Infrastructure
	Funding	CDBG: \$43,939
	Description	This project is for the administration of the Urban County program.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	This project will not result in beneficiaries.
	Location Description	This project will be undertaken by the Lee County Human and Veteran Services in Fort Myers, FL.
	Planned Activities	This project will include activities for the administration of the Urban County program.
4	Project Name	CDBG Owner Occupied Housing Rehabilitation
	Goals Supported	Housing Rehabilitated
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$397,358
	Description	Rehabilitation of owner occupied housing units in Lee County.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20 low to moderate income families will benefit from the proposed activities.

	Location Description	This project will be undertaken in unincorporated Lee County and any municipal areas not included in the Urban County partnership.
	Planned Activities	Rehabilitation of owner occupied housing units in Lee County.
5	Project Name	CDBG Homeless Services
	Goals Supported	Increased Homeless Housing and Services
	Needs Addressed	Homeless Services
	Funding	CDBG: \$45,000
	Description	The project is a public service supporting persons who are homeless in Lee County.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 431 persons will benefit from the proposed activities.
	Location Description	The project will be undertaken by the Lee County Homeless Coalition in Fort Myers, FL.
	Planned Activities	This project will include public services supporting persons who are homeless in Lee County.
6	Project Name	CDBG Fort Myers Beach Public Services
	Goals Supported	Increased Economic Opportunities
	Needs Addressed	Economic Development
	Funding	CDBG: \$24,487
	Description	This project will include the provision of public services to youth in Fort Myers Beach.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The town estimates 30 youth will benefit from the planned activities.
	Location Description	This project will be undertaken within the limits of the Town of Fort Myers Beach.
	Planned Activities	This project will include the provision of after school and summer camp programs for youth in Fort Myers Beach.

7	Project Name	CDBG Bonita Springs
	Target Area	
	Goals Supported	Revitalized Neighborhood Districts
	Needs Addressed	Neighborhood Revitalization Public Improvements and Infrastructure
	Funding	CDBG: \$308,924
	Description	This project will involve construction or rehabilitation of public facilities in Bonita Springs.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The city estimates 1000 low to moderate income persons will benefit from the planned activities.
	Location Description	This project will be undertaken within low- to moderate-income areas within the city limits of Bonita Springs.
	Planned Activities	Activities for this project will include public facility and infrastructure improvements within the city limits of Bonita Springs.
8	Project Name	CDBG Sanibel Rental Rehabilitation
	Goals Supported	Housing Rehabilitated Revitalized Neighborhood Districts
	Needs Addressed	Affordable Housing Neighborhood Revitalization
	Funding	CDBG: \$22,110
	Description	This project will consist of the rehabilitation of rental housing in Sanibel.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 5 housing units will benefit from the proposed activities.
	Location Description	The project will be undertaken within the city limits of the City of Sanibel.
	Planned Activities	Activities will consist of the rehabilitation of affordable rental units.
	Project Name	CDBG Neighborhood Infrastructure

9	Target Area	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor
	Goals Supported	Revitalized Neighborhood Districts
	Needs Addressed	Neighborhood Revitalization Public Improvements and Infrastructure
	Funding	CDBG: \$684,518
	Description	This project will consist of infrastructure improvements in low to moderate income areas of Lee County.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 12,420 persons will benefit from this project.
	Location Description	This project will be undertaken in low to moderate income areas of Lee County.
	Planned Activities	This project will include infrastructure improvement in low to moderate income areas of Lee County.
10	Project Name	CDBG Neighborhood Concentrated Code Enforcement
	Target Area	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor
	Goals Supported	Revitalized Neighborhood Districts
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$35,000
	Description	This project will consist of concentrated code enforcement in low to moderated income areas of Lee County.
	Target Date	9/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 3242 housing units will be included.
	Location Description	This project will be undertaken in low to moderate income areas of Lee County.
	Planned Activities	This project will consist of concentrated code enforcement in low to moderate income areas of Lee County.
11	Project Name	CDBG Neighborhood Public Services
	Target Area	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor
	Goals Supported	Revitalized Neighborhood Districts
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$310,000
	Description	This project will consist of the provision of public services in low to moderate income targeted areas.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 12,420 persons will benefit from this project.
	Location Description	This project will be undertaken within low to moderate income areas of Lee County.
	Planned Activities	This project will consist of public services in low to moderate income targeted areas.
12	Project Name	CDBG Non-Profit Capital Improvement
	Target Area	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor

	Goals Supported	Housing Rehabilitated Increased Economic Opportunities Increased Homeless Housing and Services
	Needs Addressed	Affordable Housing Economic Development Housing for the Homeless
	Funding	CDBG: \$153,614
	Description	This project will consist of capital improvements for non-profit organizations that serve low to moderate income clientele and/or persons who are homeless. Improvements may include rehabilitation of rental units or other service buildings owned by non-profit organizations.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that one rental unit will be rehabilitated and/or one business will be assisted. Beneficiaries will be determined upon receipt of proposals.
	Location Description	This project will consist of capital improvements for non-profit organizations that serve low to moderate income clientele and/or persons who are homeless. Project location will be determined on receipt of proposals, but may be undertaken in target areas or other areas of unincorporated Lee County.
	Planned Activities	This project will consist of improvements to rental housing owned by non-profit organizations that serve low to moderate income clientele and/or persons who are homeless.
13	Project Name	HOME Project Delivery
	Target Area	
	Goals Supported	Down Payment Assistance Provided
	Needs Addressed	Affordable Housing
	Funding	HOME: \$68,597
	Description	Administration of the HOME program.
	Target Date	9/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	This activity does not result in beneficiaries.
	Location Description	This project will be undertaken by the Lee County Human and Veteran Services in Fort Myers, FL
	Planned Activities	Administration of the HOME program.
14	Project Name	HOME Down Payment Assistance
	Target Area	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor
	Goals Supported	Down Payment Assistance Provided
	Needs Addressed	Affordable Housing
	Funding	HOME: \$242,373
	Description	Provision of down payment assistance to eligible home buyers in Lee County.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated 25 low- to moderate-income household will benefit from the proposed activities.
	Location Description	This project will be undertaken in all areas of Lee County.
	Planned Activities	Provision of down payment assistance to eligible homebuyers in Lee County.
15	Project Name	HOME CHDO Project
	Target Area	Charleston Park Suncoast Estates Page Park Palmona Park Pine Manor
	Goals Supported	CHDO Housing Development
	Needs Addressed	Affordable Housing

	Funding	HOME: \$105,000
	Description	This project will consist of CHDO acquisition and rehabilitation or new construction of one housing unit.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	This project is estimated to result in the acquisition and rehabilitation, or construction of one housing unit to benefit one eligible household.
	Location Description	The location of this project will be determined by the CHDO, and may be completed in target areas as well as non-targeted areas of Lee County.
	Planned Activities	This project will consist of CHDO acquisition and rehabilitation, or construction of one housing unit.
16	Project Name	HOME TBRA
	Goals Supported	Increased Homeless Housing and Services
	Needs Addressed	Housing for the Homeless
	Funding	HOME: \$150,000
	Description	This project consists of using HOME funds for a tenant based rental assistance program for household who are homeless.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 10 households will be renewed for a second 12 month lease term and an additional 10 new households will benefit from this activity.
	Location Description	This project will be administered by the Lee County Human and Veteran Services, located in Fort Myers, Florida. Assistance will be provided throughout the county.
	Planned Activities	This project consists of using HOME funds for a tenant based rental assistance program for households who are homeless. Eligible costs will include security and utility deposits as well as rental assistance. Clients will also receive case management.
17	Project Name	ESG Program
	Target Area	
	Goals Supported	Increased Homeless Housing and Services

	Needs Addressed	Housing for the Homeless Homeless Services
	Funding	ESG: \$605,383
	Description	Project will consist of the program administration, rapid re-housing, outreach and shelter activities at the Bob Janes Triage Center and Low Demand Shelter.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 40 households will benefit from rapid re-housing and 450 will benefit from shelter activities.
	Location Description	The project will take place at the Lee County Human and Veteran Services, located in Fort Myers, Florida, as well as at the Bob Janes Triage Center and Low Demand Shelter, also located in Fort Myers, Florida.
	Planned Activities	Project will consist of the program administration, rapid re-housing, outreach and shelter activities at the Bob Janes Triage Center and Low Demand Shelter.
18	Project Name	HOME Non-CHDO Housing Development
	Goals Supported	Housing Rehabilitated Non-CHDO Housing Development
	Needs Addressed	Affordable Housing
	Funding	HOME: \$220,000
	Description	This project will consisted of the development of affordable rental housing through acquisition or new construction.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that at least two affordable rental units will be developed from this project.
	Location Description	The specific location for this project has not yet been determined, but the project may be indentified in targeted, as well as, no targeted areas of Lee County.
	Planned Activities	This project will consisted of the development of affordable rental housing through acquisition or new construction.

AP-50 Geographic Distribution – 91.220(f)

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

CDBG funds will be used in unincorporated Lee County, the City of Bonita Springs, the City of Sanibel, and the Town of Fort Myers Beach. Some CDBG funds will be concentrated on neighborhood revitalization, and therefore, will be used in the targeted areas noted in the Consolidated Plan. HOME and ESG funds will be used countywide. Maps indicating the low income and minority (as well as Hispanic) concentrations are attached to this plan.

Rationale for the priorities for allocating investments geographically

In order to provide assistance to as many residents as possible, the County dedicates only a portion of the funds to specific areas. These designations are based on the partner municipalities' urban county agreement requirements in the case of Bonita Springs, Sanibel, and Fort Myers Beach. In other locations, funds are allocated to areas meeting the low to moderate income designations as issued by HUD. Those areas have been designated by the County as target areas, and each has a revitalization plan that is used for project planning purposes.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing will be provided through CDBG and HOME assistance. Additional funding sources for affordable housing will include NSP and State Housing Initiative Partnership (SHIP) funding (state funding). NSP program income funds will be used to purchase, rehabilitate, and sell foreclosed properties to income eligible homebuyers. SHIP funds will be used to provide down payment assistance and owner occupied rehabilitation for qualified buyers and owners. Lee County will also continue to search for additional resources available for the development of affordable housing units.

One Year Goals for the Number of Households to be Supported	
Homeless	60
Non-Homeless	54
Special-Needs	0
Total	114

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	60
The Production of New Units	0
Rehab of Existing Units	26
Acquisition of Existing Units	28
Total	114

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

Discussion

An estimated 40 homeless households will be assisted with the rapid re-housing program, and 20 homeless household will be assisted with the Tenant Based Rental Assistance program. Additionally, an estimated 20 owner occupied housing rehabilitations will be completed using CDBG, 3 will be completed using SHIP funds, and 3 will be completed using NSP funds. Down Payment Assistance will be provided for approximately 25 acquisitions using HOME funds and 3 using SHIP funds.

AP-60 Public Housing – 91.220(h)

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

Due to a lack of affordable housing options, there is a great demand for public housing units and housing choice vouchers. This has resulted in a significant waiting list for both types of housing, which is regularly closed. The Public Housing waitlists opens one (1) time per year for a two (2) week period. During this two (2) week period it is likely that over 2000 names will be placed on the waitlists. Waitlists are monitored throughout the year to ensure they are opened as often as needed.

Housing Authority of the City of Fort Myers (HACFM) added an additional 72 units to its inventory stock at The Homes at Renaissance Preserve, which completes the projects development.

HACFM continues to promote a safe living environment for all residents. HACFM continues to partner and works with the local police department to add enhanced security at all properties.

HACFM will add several security enhancements to Southward Village, a public housing development with 200 units. Such enhancements include but are not limited to added security lighting, high definition cameras, road closures to create a one way in and one way out of the development and the installation of a guardrail on the outer perimeter of the development.

HACFM and Fort Myers Police Department (FMPD) are working to open a Police Substation at Southward Village, The Landings at East Pointe and The Homes at Renaissance Preserve in 2017.

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

The Housing Authority of the City of Fort Myers (HACFM) continues to promote current Housing Choice Voucher (HCV) participants to join the HCV Family Self Sufficiency (FSS) program and Homeownership program. The FSS program was designed to connect families receiving subsidized housing assistance with access to community services and resources such as employment training, job-readiness, homeownership education, etc. necessary to advance families toward self-sufficiency. HACFM also continues to offer a Community Supportive Services (CSS) program for relocated residents of the revitalized Michigan Court, Renaissance Preserve and Horizons communities. The purpose of the CSS program is to provide support services such as job-skills training, childcare, transportation, and adult/youth education programs. Support services are vital in transitioning families into self-sufficiency.

HACFM continues to grow its number of HCV Homeownership Vouchers. HACFM continues to encourage interested residents to participate in the HCV FSS program offered at HACFM.

HACFM continues to offer strategies to encourage homeownership, as well as financial literacy and budget classes to all HCV clients.

HACFM continues to believe that families with more education and control over money will be able to provide more for themselves, while potentially moving toward homeownership.

As a HUD certified housing counseling agency, HACFM provides an array of housing counseling services for public housing and Section 8 residents. Counseling services include but not limited to: Home Buyer Education classes, debt reductions, budgeting, credit restoration, mortgage qualifications, foreclosure prevention, pre & post purchase counseling, in addition to assistance to renters.

HACFM has a certified Senior Credit Counselor on staff to assist tenants with getting their credit repaired to be eligible for homeownership.

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

Housing Authority of the City of Fort Myers is not designated as troubled.

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

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

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

Much of the outreach to homeless persons is conducted at community events such as the Point in Time Count and the Stand Down/Service Day, and by the many caseworkers at community agencies including, the U.S. Department of Veterans Affairs, the Lee County Homeless Coalition, schools, and other entities that encounter the homeless during service delivery or during their regular course of business. Needs are assessed during various points of contact at community agencies and through events. The local mental health and substance abuse provider also has a PATH program worker who conducts regular street outreach throughout Lee County. The development and implementation of a coordinated assessment process by the Continuum of Care makes the engagement with services more efficient for persons who are homeless, and strives to provide more appropriate referrals to better address needs.

There are also specific events held throughout the year to raise awareness and promote outreach to persons who are homeless. Such events include the annual Candlelight Vigil, Homeless Challenge, and Community Conversations. In addition, the Lee County Homeless Coalition and Lee County Continuum of Care work together to facilitate ongoing community engagement through one-on-one meetings with elected officials and other community leaders.

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

The plan's goals of providing homeless housing and services primarily through entitlement funding will help to meet some needs for emergency housing at the Bob Janes Triage Center and Low Demand Shelter. As funding is available, Lee County may use other community partners for the development of additional projects or programs. Emergency shelter and transitional housing needs may also be addressed through grant funding opportunities, such as the competitive Continuum of Care process, and through other state or local funding streams.

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

The plan's goals of providing homeless housing and services will help to prevent homelessness, re-house, or otherwise permanently house persons who are homeless. The Lee County Continuum of Care has established written standards for prioritization to ensure that persons with especially high needs are linked with adequate supportive services. Additionally, the implementation of the coordinated entry process ensures that persons who are homeless are rapidly linked with appropriate housing resources and support. Ongoing collaboration between service providers and the Continuum of Care, and frequent reviews of HMIS data facilitate the implementation of strategies to reduce the length of time a person experiences homelessness.

These goals will be supported through the use of ESG funding which is used to rapidly re-house persons who are homeless, and support the Bob Janes Triage Center which participates in the coordinated entry system to link individuals with the correct housing and supportive resources. Additional resources for affordable housing activities will also be pursued throughout the upcoming program year. Other than the funds available through this process, permanent housing needs may be addressed through other resources identified elsewhere in this plan, and through other grant funding opportunities, such as the competitive Continuum of Care process, and through other state or local funding streams.

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

Human and Veteran Services and other local agencies provide many programs and services aimed at preventing homelessness and stabilizing clients. These programs include job training, job readiness, financial management courses, and active case management. Several homelessness prevention programs active throughout the County provide assistance with rent and utilities to ensure that persons who are extremely low-income do not become homeless. These programs have streamlined the application, assistance, and referral process for persons who are homeless by participating in the coordinated entry process implemented by the Continuum of Care.

In addition, discharge planning agreements are in place with the local foster care agency, mental health and substance abuse provider, jail, and hospital. These agencies refer clients to appropriate service and housing providers to ensure that they are not discharged into homelessness.

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

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

At this time, there are no identified public policies that create barriers to affordable housing. Lee County recently implemented affordable housing incentives as part of the 2017-2020 Local Housing Assistance Plan in an effort to encourage the development of additional affordable housing. Lee County continues to invest NSP program income to create additional affordable housing through the rehabilitation and sale of foreclosed homes to eligible homebuyers.

In addition, quarterly reports are collected from regional partners to evaluate the actions taken toward addressing barriers to fair housing, as noted in the Analysis of Impediments. Actions taken toward eliminating these barriers will include providing accessibility and modifications in housing units. Lee County is also collaborating with other local governments and the public housing authorities to complete the Assessment of Fair Housing.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

Lee County, in coordination with other local service providers, plans to undertake the projects and associated activities, as noted in this plan, to address underserved needs such as substandard housing conditions, public services, infrastructure, and non-profit capital improvements. Projects and activities such as these are not anticipated to encounter obstacles during completion.

Recent public comments indicate there is a significant need for additional affordable housing units. As indicated throughout this plan, Lee County intends to undertake multiple projects which facilitate the development of affordable housing. Obstacles to these projects may include limited availability of properties to be acquired or rehabilitated, and limited resources available to complete projects. Lee County will ensure that projects are adequately underwritten, and that properties identified are suitable for the development of affordable housing.

Actions planned to foster and maintain affordable housing

Actions planned include using CDBG, HOME, and state funds to provide owner occupied housing rehabilitation assistance and down payment assistance. In addition, HOME funds are being allocated for tenant based rental assistance and for CHDO housing development. Lee County has implemented the HOPWA Tenant Based Rental Assistance Program (TBRA), which is projected to house about 10-15 of the most vulnerable HIV/AIDS households. Partnerships with the Public Housing Authorities and other local housing providers will provide additional resources to foster and maintain affordable housing through new construction, rehabilitation, and referral to currently available units.

Actions planned to reduce lead-based paint hazards

Homes built prior to 1978 where painted surfaces will be disturbed will be inspected for lead based paint. If lead is detected during the inspection, an assessment will be completed, followed by abatement.

Actions planned to reduce the number of poverty-level families

There are many antipoverty programs implemented by numerous agencies in Lee County. Antipoverty impacts are inherent in the county's programs in housing, neighborhood development and elimination of homelessness. The goal of Lee County's antipoverty strategies is to help individuals and families rise above the poverty level, become self-sufficient, and eliminate systemic barriers to success. To achieve this goal, Lee County, in conjunction with city, state, regional and federal agencies, and with non-profit agencies and private organizations, has coordinated, designed and implemented strategies and programs to overcome barriers to success.

Lee County Human and Veteran Services support anti-poverty programs of non-profit social service agencies with county general funds through the Partnering for Results Program. Lee County has budgeted \$3,800,000 to support programs, which provide a variety of anti-poverty services in the following categories: Activities for Children & Youth, Supportive Living and Emergency Assistance. All programs address issues to assist in reducing poverty and assisting low/moderate income households. In FYE 9/30/16, 25 agencies were assisted with the following breakdown: 19 programs under the Activities for Children & Youth category; 15 under the Supportive Living category and 3 under Emergency Assistance.

The Department provides anti-poverty action in its neighborhood building program area by working with the neighborhoods on coordinating resources focusing on employment and self-sufficiency.

Antipoverty efforts of the Family Self-Sufficiency program consist of homeless programs, emergency assistance (rental, mortgage and utility payments), housing and financial counseling, and case management. The Family Self-Sufficiency program also recently implemented a financial literacy education program for families participating in homeless prevention and rehousing programs. In addition, the LEE Medical Office Skills Program is a long-standing and successful program that addresses anti-poverty goals. The Human and Veteran Services operates this program through Community Services Block Grant funding to rapidly increase income for low-income, working households and provide a career path with upward mobility in the medical office field. Participants complete an intensive seven-month course which develops new skills in billing and coding, medical terminology, front desk operations, and Medical Manager software. LEE program staff maintains close contact with participants and provide case management and financial supportive services if challenges arise jeopardizing successful completion of the program. Additional antipoverty efforts include state mandated programs for substance abuse, mental health, Medicaid, and indigent medical care, as well as the planned collaboration with Community Cooperative and Children's Home Society on services for households with children who are homeless, whose goal is to include more basic living and financial management skills.

Actions planned to develop institutional structure

Institutional structure is not deemed lacking. Gaps in providing programs or services that meet the priority needs will be evaluated on an annual basis, but at the onset of this planning cycle, there are no identified gaps to implementation. Continued coordination will help to ensure an effective institutional structure.

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

Lee County works to bring together different groups and agencies, including private housing and social service agencies, when appropriate for both specific projects and for overall planning. In addition, the county works with local housing agencies to leverage resources for rehabilitation assistance, and works with community partners on the Neighborhood Stabilization Program.

Lee County, American Red Cross, the Housing Authority of the City of Fort Myers, Veterans Affairs, and the Lee County Homeless Coalition were members of the 100,000 HOMES campaign, and those partnerships continued with the Zero: 2016 initiative, which effectively ended Veteran homelessness in Lee County. Lee County continues to work with these agencies, and others, as much as possible to ensure complete coverage of services in the County.

Program Specific Requirements

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

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	99.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

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

Not applicable.

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:

Lee County has elected to use Recapture as the primary method of ensuring affordability for low-to-moderate income homebuyers; however, Resale provisions will be used when HOME funds are provided directly to a developer to reduce the development costs thereby making the price of the home affordable to the buyer. Any recaptured funds will be deposited in a HOME Trust Fund, (depending on original source of funds), to be utilized for any eligible activity within Lee County. The full version of the Lee County Resale and Recapture Policy is available at the Human and Veteran Services.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Any recaptured funds will be deposited in a HOME Trust Fund, (depending on original source of funds), to be utilized for any eligible activity within Lee County, expanding the number of affordable housing units. Depending on the circumstances of recapture, the affordability of the units may be waived (such as the case in a foreclosure). In the case of resale, the unit will be resold to an eligible buyer, preserving affordability. The full version of the Lee County Resale and Recapture Policy is available at the Human and Veteran Services.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not applicable.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The ESG allocation will be utilized in two main programs: a rapid rehousing program and the operations of the Bob Janes Triage Center and Low Demand Shelter.

The existing Lee County Policy and Procedure manual and CoC Written Standards will be used to outline standards for the ESG rapid re-housing project. CoC Written Standards are attached to this plan.

In general, eligibility will be determined prior to providing assistance. Applicants must have incomes at or below 50% of the area median income. Households must meet the HUD's definition of homelessness under Category 1, any subsequent CoC Program Notice of Funding Availability (NOFA) eligibility requirements, and any additional funder eligibility requirements. Once meeting the rapid re-housing eligibility requirements, households are then prioritized by Lee County's target populations.

Income inclusions, income exclusions, and documentation standards can be found in the referenced manual. Verification and documentation of eligibility will be maintained in participant case files.

Provided the requirements of each individual self-sufficiency plan are met, eligible households can receive 50 percent rent subsidies for six months. Exceptions may be made to the duration of assistance after management review and approval.

For the shelter operations component of ESG, standards for assistance will be detailed in the subrecipient provider contract and will stipulate eligible expenditures, beneficiary reporting requirements, and other procedural components of the program.

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 Coordinated Entry process has three goals:

- 1) to help people move through the homeless service system faster,
- 2) reduce new entries into homelessness through prevention and diversion resources, and
- 3) improve data collection and quality to provide accurate information on what assistance consumers need.

The Lee County Continuum of Care (CoC) has developed a coordinated assessment system, which uses the existing HMIS system. The process includes utilizing a standardized access and assessment for all individuals, as well a coordinated referral and housing placement process to ensure that people experiencing homelessness receive appropriate assistance with both immediate and long-term housing and service needs.

In addition, monthly Coordinated Assessment meetings are held to ensure especially high risk clients are linked with the appropriate services. Quarterly planning workshops with outreach workers and service

providers are also held to obtain input on the design and help to secure buy-in for the system. Training for local agencies continues to be provided on an on-going basis as needed.

The CoC Governing Board is also in the process of reviewing and updating HMIS and Coordinated Entry policies and procedures in accordance with CPD Notice 17-01.

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).

Lee County has determined the programs to receive assistance and their allocations based on comments received by the public and in consultations during the planning process, as well as staff review of program success to date. A portion of the ESG allocation is provided to SalusCare Inc., the community mental health and substance abuse service provider, to carry out shelter activities at the Bob Janes Triage Center and Low Demand Shelter.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

This requirement has been met.

5. Describe performance standards for evaluating ESG.

Overall evaluation of the ESG program will be undertaken by the Continuum of Care Governing Board. The Governing Board has established the following performance targets for all CoC and ESG funded projects:

1. 65% of persons in ES,SH, TH, or PH-RRH should be exited to permanent housing destinations
2. 45% of persons in CoC and ESG funded programs should maintain OR increase their income
3. No more than 35% of persons who were exited from CoC and ESG funded programs should return to homelessness within 1 year

Performance standards may be evaluated on a project-by-project basis and do not apply to the ESG funded shelter project.

At minimum, Lee County expects to assist 20 households with re-housing, and the Triage Center and Low Demand Shelter has a 58 bed capacity, which is expected to have consistent beneficiary occupancy. Success of these programs will be measured by examining the beneficiaries served.

Attachments

Citizen Participation Comments

**LEE COUNTY
COMMUNITY ACTION AGENCY
AND
NEIGHBORHOOD DISTRICT COMMITTEE
REGULAR MEETING MINUTES
March 9, 2017**

Members Present: Ian Connell
John Derrig
Anne Gomez
Rebecca Hines
Kari Lefort
*Aimee McLaughlin (informed in parking lot)
Deb Reardon
Frederick Richards
George Sand
Richard Sapp
Keesha Wick

Others Present: Millie Bahic
AJ & Deb Giacalone
Ronald Nelson
Angeline Sackett

Members Excused: Lee Coleman

Members Unexcused: Charles Garretson
John Lewis

Staff Present: Julie Boudreaux
Jo-Ann DeNigris
Kim Hustad
Laura Purks
Jeannie Sutton

ITEM

I. Call To Order/Establish Quorum

The meeting was called to order at 5:35 p.m. Ms. Gomez welcomed the members. Quorum was present.

A. Members Present

1. Members Absent/With Excuse

Ms. Gomez stated Mr. Lee Coleman was absent with an excuse.

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2. Members Absent/Without Excuse

Ms. Gomez stated Mr. Charles Garretson and Mr. John Lewis were absent without an excuse.

*Ms. Aimee McLaughlin joined the meeting at this time.

B. Approval of January 12, 2017 Minutes

Ms. Gomez requested a motion to approve the minutes from the January 12, 2017 meeting.

ACTION:

Ms. Rebecca Hines made a motion to approve the January 12, 2017 minutes and Mr. Ian Connell seconded the motion, which passed unanimously.

II. Public Comment

No public comments made.

III. Reports

A. Program Reports

Lee Education and Employment Program (L.E.E.) – Kim Hustad

Ms. Hustad reported on the Lee Education and Employment Program (L.E.E.). Currently there are 8 participants attending the class. She mentioned upon entering the program the income level was \$8,500. The current income entering the program is \$16,500. She said there was a budget modification, which delayed funding and is reflective of the report.

Financial Literacy Class – Kim Hustad

Ms. Hustad said there were 68 participants who attended the budget clinics for January, February and March 2017. Classes for the Money Sense Program are on hold. Most of the referrals are coming through the homeless programs. Currently there are 75 individuals on the waiting list. Ms. Cynthia Bantillo was hired for the Housing Resource Coordinator and Ms. Anita Rush will replace Ms. Bantillo's position. The Low Income Home Energy Assistance Program (LIHEAP) contract ends March 31, 2017. Funds have been expended. Last year's allocation was \$1,390,000. The new allocation is \$1,324,000. Ms. Hustad mentioned they worked with Fort Myers High School to produce a video for the LIHEAP program. This will allow the clients to view the requirements for the program. It will also be available on the website soon. She said the LIHEAP program is utilizing scanners to scan documents to speed up the process and eliminate paperwork.

B. Neighborhood Reports

I. Charleston Park – John Lewis

No report.

2. **Page Park – Lee Coleman**

No report.

3. **Palmona Park – George Sand**

Mr. George Sand reported the intersections have overgrown shrubbery. He also mentioned vacant lots need to be cleared. The electric and telephone companies are replacing equipment in Palmona Park. The ditch along Pacific was cleaned again. Palmona Park officially joined the North Fort Myers Civic Association. The mobile food pantry is very successful. The sidewalk project is an active project for Palmona Park. He mentioned Palmona Park is progressing.

4. **Pine Manor – Anne Gomez**

Ms. Gomez reported on the upcoming events in Pine Manor. On April 1, 2017, Pine Manor Community Basketball will host a fundraiser tournament from 12:00 p.m. to 6:00 p.m. On April 15, 2017, an Easter egg hunt will be held at Hunter Park from 10:00 a.m. to 12:00 p.m. On April 25, 2017 the Annual Trash Bash will host the event from 8:30 a.m. to 12:00 p.m. with lunch provided. The Florida Gulf Coast University field trips are continuing with their community service hours. The sewing club has 5 students attending learning how to hand sew and use a sewing machine. The garden is very successful. Teen Hope has 10 teens between the ages of 11-18 attending regularly. The Children's Advocacy Center after school program has 30 children attending. ACCESS and Joblinks continues daily. The food bank distributes once a month. A new healthy eating class will be held before the food bank distribution. G.E.D. classes will resume again. Harry Chapin Hunger walk raised over \$1,000 for Pine Manor's food bank. Five groups of Colloquium students toured their facilities and liked it so much they came back to volunteer. Two adult vaccination clinics were held during food bank day with 20 to 30 individuals being vaccinated. A rabies clinic was held today, Thursday, March 9, 2017.

5. **Suncoast Estates – Charles Garretson**

No report.

IV. **New Business**

A. **CareerSource Southwest Florida – Deb Reardon**

Ms. Reardon provided an overview of their programs. The local career source center website www.CareerSourceSouthwestFlorida.com has postings of different types of hiring events. The centers have veteran representatives for those who have service connected disabilities. Veterans receive a priority level of service. One can view workshops that are available at the centers. Clients must register in advance for the workshops. Employ Florida www.EmployFlorida.com is the state wide job matching database for job posting throughout the 5 county region and throughout the state. A new feature added is a portal entry for veterans and clients with different abilities. Ms. Reardon has handouts for the neighborhood representatives. She also has handouts for the federal bonding program. The applicant has to have an active job offer from the employer so the employer has a promise to hire letter.

ACTION:

At this time Ms. Gomez closed the CAA/NDC meeting and opened the Public Hearing.

V. Public Hearing

**A. 2nd Public Hearing U.S. Department of Housing and Urban Development (HUD)
Annual Action Plan for HUD Fiscal Year 2017-2018 – Jeannie Sutton**

Ms. Jeannie Sutton mentioned Lee County Department of Human and Veteran Services receives entitlement money from the Department of Housing and Urban Development. There are 3 funding sources. Community Development Block Grant (C.D.B.G.), Emergency Solutions Grant (E.S.G.) and HOME, in which the department is required to file an annual action plan to indicate where the money is being spent. Public participation opportunities are also required. Ms. Sutton reviewed the Housing and Urban Development 2017 Budget figures for consideration. These are last year's allocations as this year's allocation have not been received. The total for housing is \$722,358, neighborhood totals \$1,029,519, contract totals \$165,000, urban county totals; 355,518, administration total; \$343,941, total C.D.B.G entitlement is \$2,616,366. Total HOME entitlement is \$663,553, total E.S.G. entitlement \$228,418 and total H.U.D. entitlement is \$3,508,307.

**B. Public Hearing U.S. Department of Housing and Urban Development (HUD)
Assessment of Fair Housing – Jeannie Sutton**

Ms. Jeannie Sutton said the Lee County Department of Human and Veteran Services is also required to development an assessment of fair housing. This assessment is in collaboration with the City of Fort Myers, City of Cape Coral, Housing Authority City of Fort Myers and Lee County Housing Authority. She explained the definition of fair housing: The Fair Housing Act made it unlawful to discriminate in any aspect relating to the sale, rental or financing of housing on the basis of:

- Race
- Color
- National Origin
- Religion
- Sex
- Disability
- Familial Status (when there are children under the age of 18 and/or a pregnant women)

The data collected for the assessment will be analyzed to identify the fair housing issues and factors that contribute to those issues in the community. Goals and priorities will be set to correct the fair housing issues. Community participation is essential. Fair housing and affordable housing are not the same. Affordable housing is based on 30% of income utilized for rent. Fair housing allows one to live where they choose and not being discriminated against. There are additional opportunities for participation, one being an anonymous online survey <https://www.lccgov.com/dhs/funding/fairhousing/assessment-of-fair-housing>.

Public meetings will be held on:

- March 23, 2017 at 6:00 p.m. at Cape Coral City Public Works Building, 915 Nicholas Parkway, Cape Coral, FL.
- April 26, 2017 5:00 p.m. to 7:00 p.m. at Dr. Carrie Robinson Center, 2990 Edison Avenue, Fort Myers, FL and
- September 14, 2017 5:30 p.m. at Lee County Human and Veteran Services, 2440 Thompson Street, Fort Myers, FL.

Additionally, a Fair Housing Summit will be held on April 12, 2017 from 8:30 to 1:00 p.m. at Dr. Carrie Robinson Center, 2990 Edison Avenue, Fort Myers, FL.

Ms. Hustad said currently there is only a 3% vacancy for rental properties. For every open rental unit, there are 9 applications. The more competitive it is, the easier it is to hide discrimination.

ACTION:

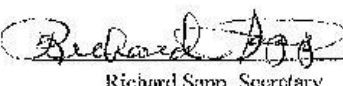
- At this time Ms. Gomez closed the public hearing and reconvened the CAA/NDC meeting.

Ms. Keesha Wick, United Way mentioned the V.I.F.A. program for free tax preparation is available to those earning less than \$60,000 annually. She also mentioned she has information on Narcotics Anonymous that one of the neighborhoods was asking about; she can be contacted at 433-7540. Ms. Rebecca Hines, Destiny Diapers stated on May 13, 2017 from 11:00 a.m. to 1:00 p.m. they are hosting a "Gift for Mom" event helping children in Leigh Acres to provide a gift for Mother's Day. Pre registration is required. Please contact 288-6269. Registration deadline is Friday, May 5, 2017 at 3:00 p.m.

VI. Adjournment

Meeting adjourned.


Leo Coleman, Chairman


Richard Sapp, Secretary

- C: Lee County Board of County Commissioners, District #1, #2, #3, #4, and #5
Christine Brady, Assistant County Manager
Roger Mercado, Director, Human & Veteran Services
Ashley Fesperman, Assistant County Attorney
Dorothea Austin, Department of Economic Opportunity

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Grantee Unique Appendices

Attachments

Affidavit of Publication, November 2016 Public Hearing

Affidavit of Publication, March 2017 Public Hearing

2017 Annual Action Plan County Project Location Map

2017 Annual Action Plan Low Income Areas and Hispanic Concentration Map

2017 Annual Action Plan Low Income Areas and Minority Concentration Map

Affidavit of Publication, July 2017 Public Comment Period

Written Standards for CoC and ESG Projects

THE NEWS-PRESS
Published every morning
Daily and Sunday
Fort Myers, Florida
Affidavit of Publication

STATE OF FLORIDA
 COUNTY OF LEE

Before the undersigned authority, personally appeared **Shari Terrell** who on oath says that he/she is the **Legal Assistant** of the News-Press, a daily newspaper, published at Fort Myers, in Lee County, Florida; that the attached copy of advertisement, being a

DISPLAY

In the matter of:
NOTICE OF PUBLIC HEARING 11-17

In the court was published in said news-
 paper in the issues of

November 3, 2016

Affiant further says that the said News-Press is a paper of general circulation daily in Lee, Charlotte, Collier, Glades and Hendry Counties and published at Fort Myers, in said Lee County, Florida and that said newspaper has heretofore been continuously published in said Lee County, Florida, each day, and has been entered as a second class mail matter at the post office in Fort Myers in said Lee County, Florida, for a period of one year next preceding the first publication of the attached copy of the advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Shari Terrell

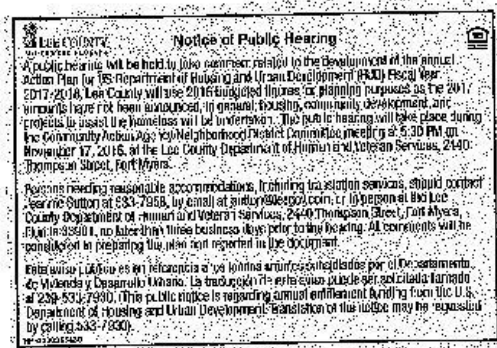
Sworn to and subscribed before me this 3rd day of November, 2016.

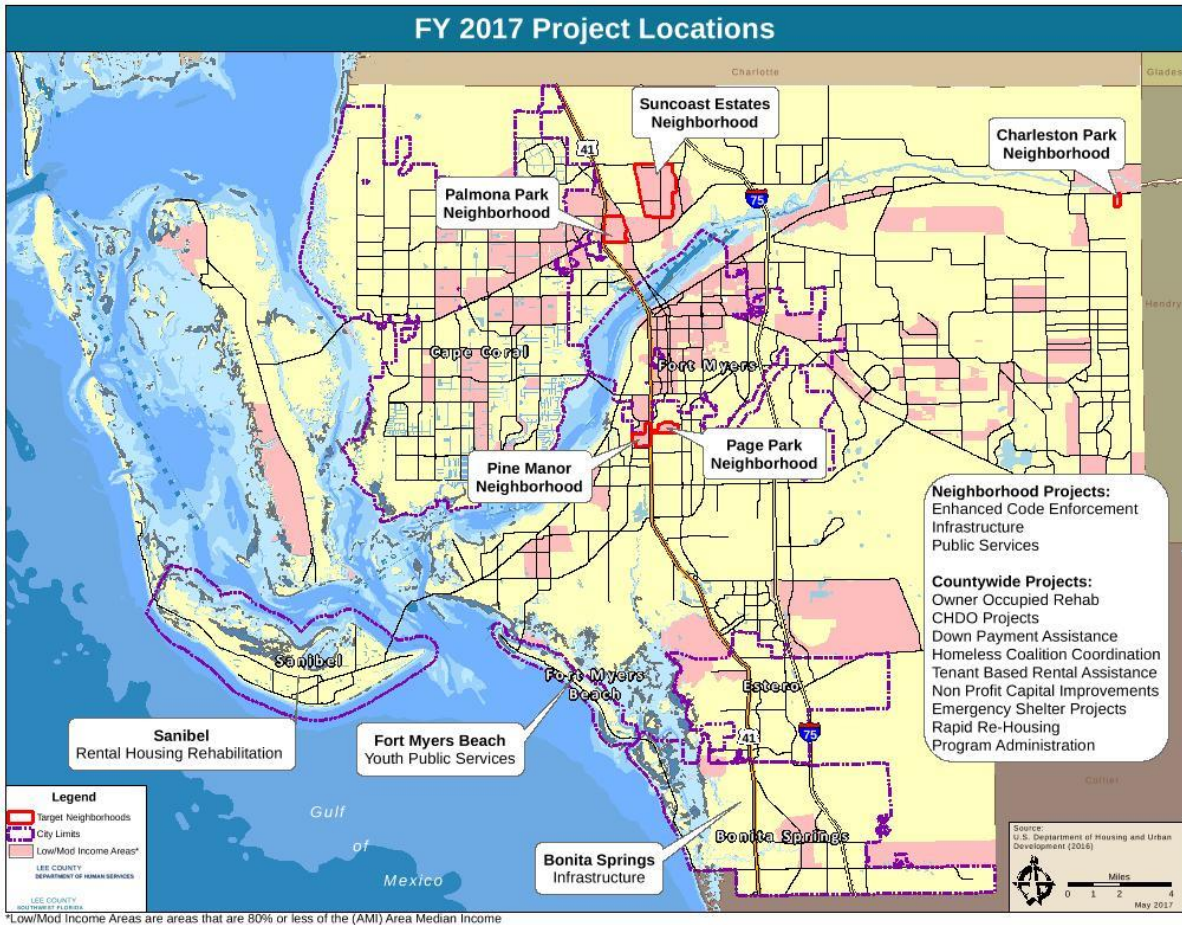
by **Shari Terrell**
 personally known to me or who has produced

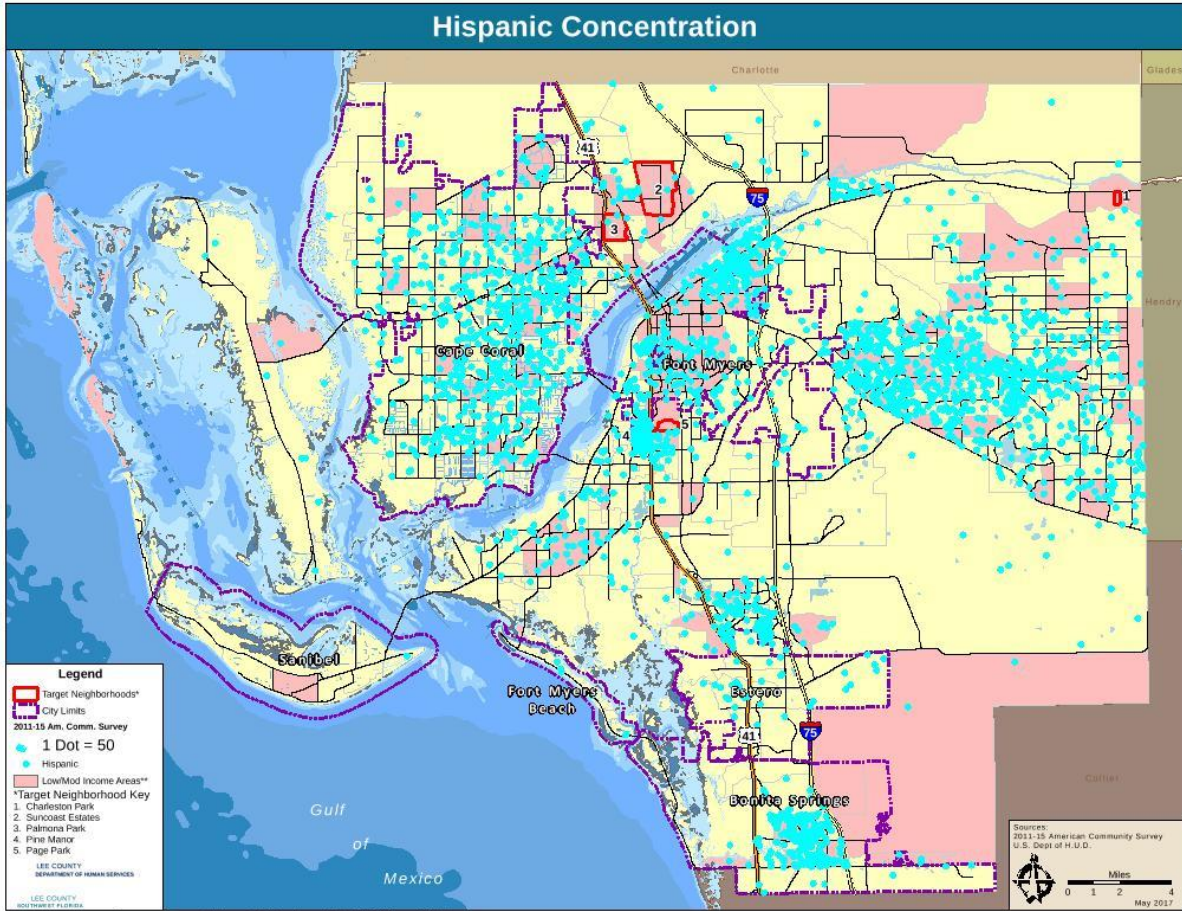
as identification, and who did or did not take an oath.

Notary Public *Milagros A. Isberto*

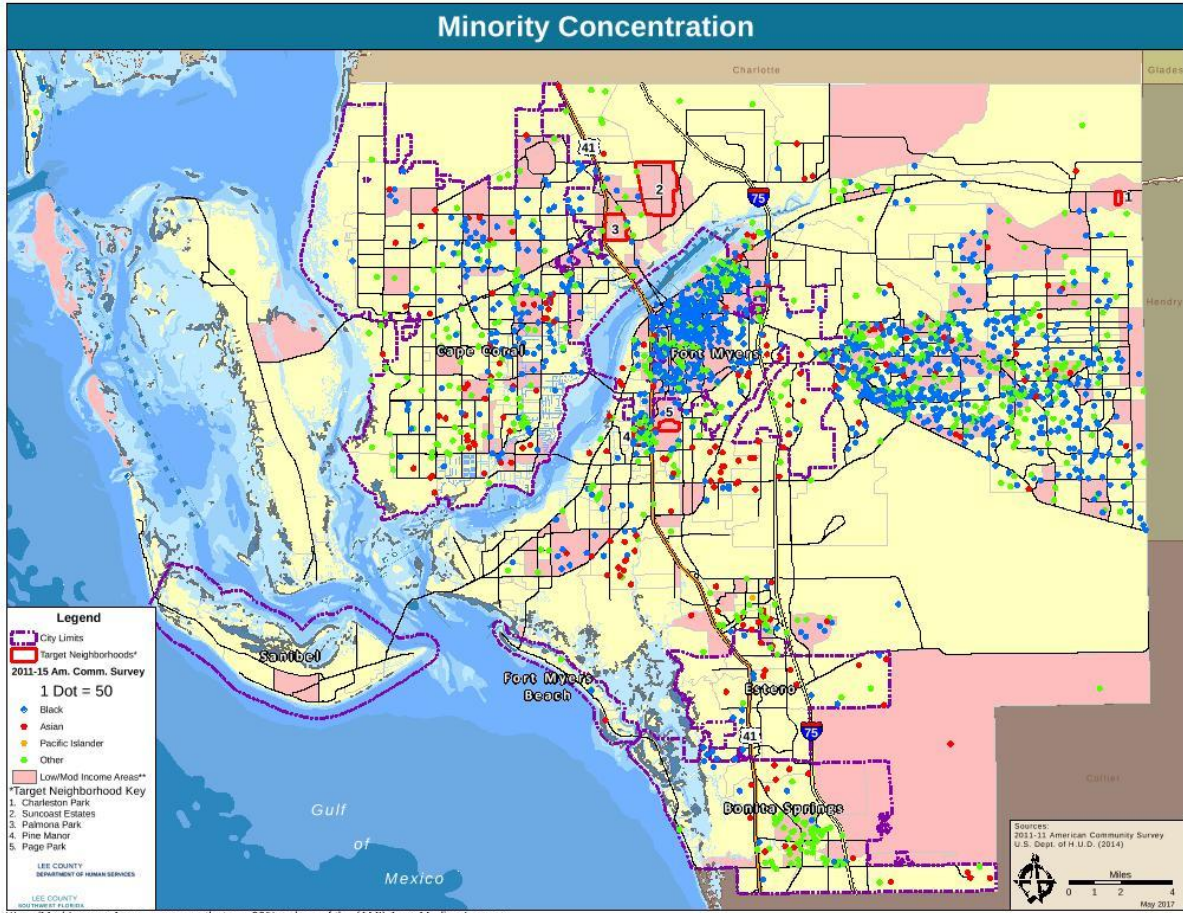
Print Name: **Milagros A. Isberto**
 My commission Expires: **July 11, 2020**





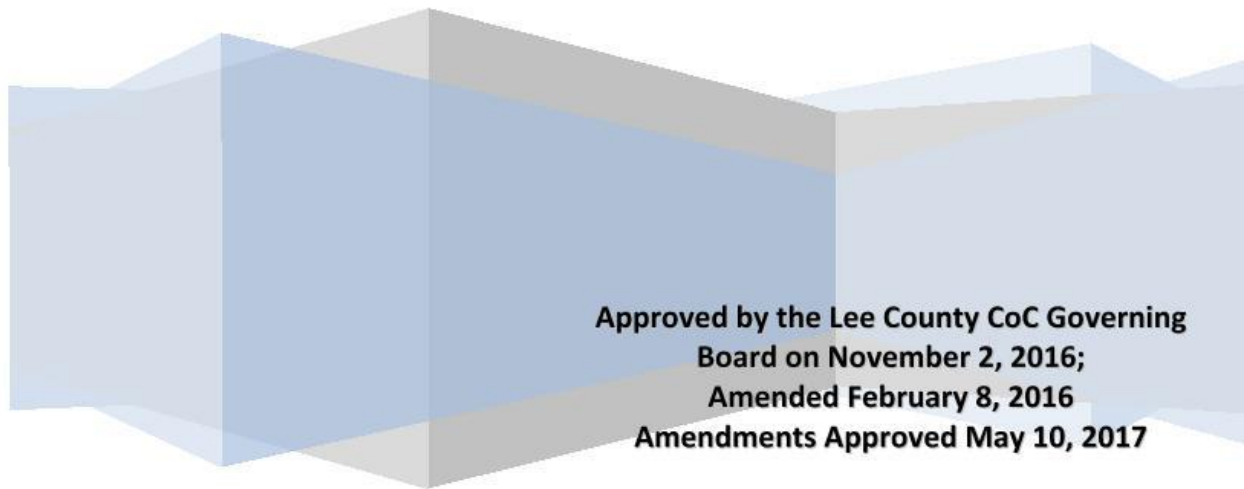


**Low/Mod Income Areas are areas that are 80% or less of the (AMI) Area Median Income





Written Standards



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BACKGROUND

The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 reauthorized the McKinney-Vento Homeless Assistance programs. Through the enactment of the HEARTH Act, the Department of Housing and Urban Development (HUD) published the new Continuum of Care (CoC) Program interim rule. The CoC Program interim rule requires that the CoC establish and consistently follow written standards for providing CoC assistance, in consultation with recipients of the Emergency Solutions Grant (ESG) program. At a minimum, these written standards must include:

- Policies and procedures for evaluating individuals' and families' eligibility for assistance in the CoC Program.
- Policies and procedures for determining and prioritizing which eligible individuals and families will receive assistance for permanent supportive housing assistance, transitional housing assistance, and rapid re-housing assistance.

The goals of the written standards are to:

- Establish community-wide expectations on the operations of projects within the community.
- Ensure that the system is transparent to users and operators.
- Establish a minimum set of standards and expectations in terms of the quality expected of projects.
- Make the local priorities transparent to recipients and sub recipients of funds.
- Create consistency and coordination between recipients' and sub recipients' projects within the Lee County CoC.

The Lee County CoC agrees that these standards must be applied consistently across the entire CoC defined geographic area. Additionally, Lee County CoC members agree to administer their assistance in compliance with the CoC's written standards on awarding CoC funds. Recipients and sub recipients of CoC and local funds may develop additional standards for administering program assistance, but these additional standards cannot be in conflict with those established by the Lee County CoC, the CoC Program interim rule, or any other federal guidance.



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HOUSING FIRST

The *Housing First* approach is a data driven solution to homelessness. *Housing First* approaches feature direct, or nearly direct, placement of targeted homeless people into permanent housing where supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry. *Housing First* approaches ensure that the risk factors that make finding and maintaining housing more challenging are used to screen people into assistance rather than screening them out.

All Lee County CoC service providers are required to implement a *Housing First* approach that ensures low barrier program entry and the provision of optional supportive services, both during and post-housing, that promote housing stability and overall well-being.

NON-DISCRIMINATION

All CoC and ESG service providers must have written non-discrimination policies in place. These policies must outline actions to be taken to ensure outreach to homeless persons with the greatest risk to remaining homeless, and compliance with all federal statutes including, but not limited to, the Fair Housing Act and the Americans with Disabilities Act. All service providers, where assistance is provided through Community Planning and Development (CPD) programs, including assistance under the: HOME Investment Partnerships program (24 CFR part 92), Housing Trust Fund program (24 CFR part 93), Community Development Block Grant program (24 CFR part 570), Housing Opportunities for Persons With AIDS program (24 CFR part 574), Emergency Solutions Grants program (24 CFR part 576), Continuum of Care program (24 CFR part 578), or Rural Housing Stability Assistance Program (24 CFR part 579), must ensure equal access to the HUD-assisted program in accordance with all General HUD Program requirement as specified in 24 CFR Part 5.

Lee County CoC requires service providers to practice a person-centered model that incorporates participant choice and inclusion of all homeless subpopulations present in Lee County, including homeless veterans, youth, and families with children, individual adults, seniors, victims of domestic violence, and Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, and Intersex (LGBTQI) individuals and families. All CoC and ESG funded service providers must ensure that all people have fair and equal access to the coordinated entry process and all forms of assistance regardless of race, ethnicity, national origin, age, sex, familial status, religious preference, disability, type or amount of disability, gender identity, perceived gender identity, marital status, sexual orientation, or perceived sexual orientation.

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All service providers must ensure that they comply with the HEARTH Act's involuntary family separation provision (42 USC 11361a) which ensures that emergency shelters, transitional housing, and permanent housing (PSH and RRH) providers within the CoC do not deny admission to or separate any family members from other members of their family based on age, sex, marital status, gender, gender identity, perceived gender identity, sexual orientation, or disability, when entering shelter or housing.

DISCHARGE PLANNING

Each CoC service provide must develop and implement, to the maximum extent practicable, policies and protocols for the discharge of persons from public funded institutions and systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. (42 USC 11362)

VIOLENCE AGAINST WOMEN ACT OF 2013 (VAWA)

On November 16, 2016 the U.S. Department of Housing and Urban Development published the final rule regarding housing protections for victims of domestic violence, dating violence, sexual assault, or stalking (Federal Register Document #2016-25888). This final rule prohibits an applicant for assistance or tenant assisted under a covered housing program from being denied assistance under, denied admission to, terminated from participation in, or evicted from housing on the basis or as a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault or stalking, so long as the applicant otherwise qualifies for admission, assistance, participation or occupation (24 CFR 5.2005 (b)(1)).

In addition, the VAWA Final Rule requires that each covered housing provider produce a detailed emergency transfer plan, which ensures that a tenant receiving rental assistance through or residing in a unit subsidized under a covered housing program who is a victim of domestic violence, dating violence, sexual assault, or stalking qualifies for an emergency transfer within the criteria stated in 24 CFR 5.2005 (e)(2). Lee County's Emergency Transfer plan, Attachment 1, encompasses all CoC, Emergency Solutions Grant (ESG), and HOME funded programs. All covered housing providers must maintain records on emergency transfers requested under 24 CFR 5.2005(e). Data must include the outcomes of each request, and must be provided to Lee County upon request.

VAWA in no way limits the authority of the covered housing program to terminate assistance or evict a tenant under a covered housing program if the provider can demonstrate that an actual and imminent threat to other tenants or those employed at

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or providing service to the property of the covered housing provider would be present if that tenant is not evicted or terminated (24 CFR 5.2005 (d)(3)).

COORDINATED ENTRY

Coordinated Entry is designed to coordinate housing and services for persons who are experiencing homelessness. Coordinated Entry represents a standardized access and assessment for all individuals, as well a coordinated referral and housing placement process to ensure that persons who are experiencing homelessness receive appropriate assistance with both immediate and long-term housing and service needs.

The Coordinated Entry process has three goals:

- Help people move through the homeless service system faster.
- Reduce new entries into homelessness through prevention and diversion resources.
- Improve data collection and quality to provide accurate information on what assistance consumers need.

All Lee County CoC Homeless Management Information System (HMIS) participating agencies making client referrals into the system will be required to first complete the Coordinated Entry screen. On completion of the screen, the system will notify the user if a Vulnerability analysis is required. Individuals that are determined to be a homeless veteran, chronically homeless, or homeless households with children are required to complete a full vulnerability analysis. The vulnerability analysis score will determine the client's and/or household's needs and eligibility for permanent supportive housing and/or rapid re-housing. *(For more information about Lee County CoC's Coordinated Entry process, please refer to the Lee County Coordinated Entry Policy and Procedures Manual.)*

EDUCATIONAL SERVICES

All Lee County CoC service providers must have written policies in place which ensure that homeless individuals and families who become homeless are informed of their eligibility for and receive access to educational services. These policies should include how homeless families with children will be informed of and referred to the Lee County School Districts homeless students program, A.C.C.E.S.S. Such policies should also include information for all homeless individuals and families regarding local technical schools and universities which may offer programs and assistance for persons who are homeless.

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CHRONICALLY HOMELESS

The definition of “chronically homeless”, as stated in Definition of Chronically Homeless final rule is:

(a) A “homeless individual with a disability,” as defined in Section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:

i. lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; **and**

ii. has been homeless and living as described in paragraph (a)(i) continuously for at least 12 months or on at least four separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (a)(i). Status in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering an institutional care facility;

(b) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (a) of this definition, before entering the facility;

(c) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (a) or (b) of this definition (as described in Section I.D.2.(a) of Notice CPD-16-11), including a family whose composition has fluctuated while the head of household has been homeless.



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PERMANENT SUPPORTIVE HOUSING

PSH can only provide assistance to individuals with disabilities and families in which one adult or child has a disability. Supportive services designed to meet the needs of the program participants must be made available to the program participants, but should not be required as a condition to remaining in housing.

ELIGIBILITY

For permanent supportive housing programs, households must meet both the HUD definition of homelessness under Category 1 or Category 4, and have a disability, as defined in Section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)). For beds prioritized for Chronically Homeless individual and families, the head of household must have a qualifying disability and meet all of the criteria required as defined in 24 CFR 578.3. Once meeting the Category 1 or Category 4 and disability requirements, households are then prioritized by Lee County's target populations. Programs may not establish additional eligibility requirements beyond those specified in Category 1 and Category 4 and those required by funders.

Category 1: Literally Homeless

Households qualify as Category 1 if they are:

- Sleeping in a place not designed for or used as a regular sleeping accommodation, including the street, a car, park, abandoned building, bus or train station, airport, camping ground etc.;
- Living in a shelter designed to provide temporary living arrangements (including emergency shelter, congregate shelters, transitional housing, hotels and motels paid for by charitable organizations or by government programs); **or**
- Exiting an institution where they resided for ≤ 90 days, **and** were residing in an emergency shelter or place not meant for human habitation immediately prior to entering the institution.

Category 4: Fleeing/Attempting to Flee Domestic Violence

Households qualify as Category 4 if they:

- are fleeing, or attempting to flee domestic violence;
- have no subsequent residence; **and**
- have no resources or support networks to obtain other permanent housing.



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PRIORITIZATION

Of those eligible households the populations must be prioritized in accordance with:

- The U.S. Interagency Council on Homelessness (USICH) plan, *Opening Doors*
- HUD's guidance on prioritization of chronically homeless households and policy brief on coordinated entry systems

The most severe service needs will be determined by the household's Coordinated Assessment and VI-SPDAT, and will prioritize those with the highest scores within each category first. The Lee County CoC has established that individuals and families scoring 10 or above on the VI-SPDAT will be recommended for placement into permanent supportive housing. These priorities have been established to ensure that Lee County's most vulnerable people and high users of resources are quickly transitioned into permanent supportive housing.

The following types of homeless individuals and families must be prioritized primarily in the following order, and then by severity of service needs as identified below.

1. Chronically homeless individuals and families with the most severe service needs.
2. Chronically homeless individuals and families with the longest history of homelessness.
3. All other chronically homeless individuals and families.
4. Homeless individuals and families with a disability, as defined in Section 401 of the McKinney-Vento Homeless Assistance Act as amended by S.896 the HEARTH Act of 2009, and with the most severe service needs.
5. Homeless individuals and families with long periods of continuous or episodic homelessness.
6. Homeless individuals and families coming from places not meant for human habitation (such as emergency shelters, streets, safe havens, etc.)

Priority shall be given for eligible individuals and families who are relocating as per the Emergency Transfer Plan. All CoC funded transitional housing, rapid re-housing, and permanent supportive housing programs will ensure that applicants are prioritized according to the emergency transfer priority required under 24 CFR 578.99(j)(8).



Lee County's coordinated entry system identifies the severity of service needs (only going to the next level as needed to break a tie between two or more individuals):

1. **Medical Vulnerability:** The first prioritization criteria will expedite placement into housing for individuals with severe medical needs who are at greater risk of death. This score would be based on questions 22-34 of the vulnerability analysis, with a maximum score of 5.
2. **Overall Wellness:** The second prioritization factor targets individuals with similar medical needs as criteria number 1, who will be prioritized when they have behavioral health conditions or histories of substance use, which may either mask or exacerbate medical conditions. This score will be based on questions 21 through 50 of the vulnerability analysis (i.e., the "Wellness Domain").
3. **Unsheltered Sleeping Location:** The third prioritization criteria are the location where the individual sleeps, based on question 13 of the vulnerability analysis. Unsheltered individuals will be given priority over sheltered individuals.
4. **Length of Time Homeless:** The fourth prioritization factor is the length of time an individual has experienced homelessness, giving priority to the person that has experienced homelessness the longest (based on question 1 of the vulnerability analysis).
5. **Date of vulnerability analysis assessment:** The final prioritization criteria will be the date of the individual's assessment, giving priority to the earliest date of assessment.

MINIMUM STANDARDS

All referrals to permanent supportive housing will be made through the coordinated entry system. The following minimum standards will be applied to all permanent housing programs:

- Support services must be made available throughout the duration of stay in housing.
- Program participants must enter into a lease agreement for a term of at least one year, which is terminable for cause. The lease must be automatically renewable upon expiration for terms that are a minimum of one month long, except on prior notice by either party.
- There is no designated length of stay for program participants.



RAPID RE-HOUSING

Continuum of Care funds may provide supportive services, as set forth in § 578.53, and/or short-term (up to 3 months) and/or medium-term (for 3 to 24 months) tenant-based rental assistance, as set forth in § 578.51(c), as necessary to help a homeless individual or family, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing. When providing short-term and/or medium-term rental assistance to program participants, the rental assistance is subject to § 578.51(a)(1), but not § 578.51(a)(1)(i) and (ii); (a)(2); (c) and (f) through (i); and (l)(1).

ELIGIBILITY

For rapid re-housing programs, households must meet the HUD's definition of homelessness under Category 1, any subsequent CoC Program Notice of Funding Availability (NOFA) eligibility requirements, and any additional funder eligibility requirements. Once meeting the rapid re-housing eligibility requirements, households are then prioritized by Lee County's target populations.

Category 1: Literally Homeless

Households qualify as Category 1 if they are:

- Sleeping in a place not designed for or used as a regular sleeping accommodation, including the street, a car, park, abandoned building, bus or train station, airport, camping ground etc.;
- Living in a shelter designed to provide temporary living arrangements (including emergency shelter, congregate shelters, transitional housing, hotels and motels paid for by charitable organizations or by government programs); **or**
- Exiting an institution where they resided for ≤ 90 days, **and** were residing in an emergency shelter or place not meant for human habitation immediately prior to entering the institution.



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PRIORITIZATION

Of those eligible households the populations must be prioritized in accordance with:

- The U.S. Interagency Council on Homelessness (USICH) plan, *Opening Doors*
- HUD's guidance on prioritization of chronically homeless households and policy brief on coordinated entry systems

Programs may not establish additional eligibility requirements beyond those required by funders.

Lee County CoC has established the following priority populations for rapid re-housing for individuals and families. These priorities have been established to ensure that Lee County's most vulnerable people and high users of resources are quickly transitioned into rapid re-housing. The Lee County CoC has established that individuals and families scoring 5 to 9 on the VI-SPDAT will be recommended for placement into rapid re-housing.

Priority shall be given for eligible individuals and families who are relocating as per the Emergency Transfer Plan. All CoC funded transitional housing, rapid re-housing, and permanent supportive housing programs will ensure that applicants are prioritized according to the emergency transfer priority required under 24 CFR 578.99(j)(8).

The following types of homeless individuals and families must be prioritized primarily in the following order, and then by severity of service needs as identified below.

1. Households with children (under 18 years of age).
2. Households with the longest history of homelessness.
3. Household who are homeless for the first time.

Lee County's coordinated entry system identifies the severity of service needs (only going to the next level as needed to break a tie between two or more individuals):

1. Date of Assessment: The first prioritization criteria will be the date of the individual's assessment, giving priority to the most recent date of assessment.
2. Unsheltered Sleeping Location: The second prioritization criteria are the location where the individual sleeps, based on question 13 of the vulnerability analysis. Unsheltered individuals will be given priority over sheltered individuals.
3. Length of Time Homeless: The third prioritization factor is the length of time an individual has experienced homelessness, giving priority to the person that has experienced homelessness the longest (based on question 1 of the vulnerability analysis).

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4. Overall Wellness: The fourth prioritization factor targets individuals with medical needs, who will be prioritized when they have behavioral health conditions or histories of substance use, which may either mask or exacerbate medical conditions. This score will be based on questions 21 through 50 of the vulnerability analysis (i.e., the "Wellness Domain").

5. Medical Vulnerability: The final prioritization criteria will expedite placement into housing for individuals with severe medical needs who are at greater risk of death. This score would be based on questions 22-34 of the vulnerability analysis, with a maximum score of 5.

MINIMUM STANDARDS

All referrals to rapid re-housing will be made through the coordinated entry system. The following minimum standards will be applied to all rapid re-housing programs:

- Support services must be made available throughout the duration of stay in housing.
- Program participants must enter into a lease agreement for a term of at least one year, which is terminable for cause. The lease must be automatically renewable upon expiration for terms that are a minimum of one month long, except on prior notice by either party.
- Maximum participation in a rapid re-housing program cannot exceed 24 months.
- Program participants must be re-evaluated not less than once annually to ensure that the type and amount of assistance being received is necessary to retain housing.
- Program participant must meet with a case manager not less than once per month to assist the program participant in ensuring long-term housing stability. The project is exempt from this requirement if the Violence Against Women Act of 1994 (42 U.S.C. 13925 et seq.) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 et seq.) prohibits the recipient carrying out the project from making its housing conditional on the participant's acceptance of services.
- Supportive Services may not be received for longer than 6 months after rental assistance has ended.
- Depending on the program model, rental assistance will be either a fixed rate (e.g. \$400 per month) or based on household income (e.g. 30% of the household's monthly adjusted income).



Lee County does not currently feature any Continuum of Care funded transitional housing programs. The following standards outline the basic requirements for homelessness prevention programs funded with funds other than the Continuum of Care, such as ESG, TANF, and Challenge Grant, and for future reference should a transitional housing program be funded in Lee County.

TRANSITIONAL HOUSING

Transitional housing (TH) facilitates the movement of homeless individuals and families to Permanent housing (PH) within 24 months of entering TH. Grant funds may be used for acquisition, rehabilitation, new construction, leasing, rental assistance, operating costs, and supportive services.

ELIGIBILITY

For transitional housing programs, households must meet the HUD's definition of homelessness under Category I or IV, any subsequent CoC Program Notice of Funding Availability (NOFA) eligibility requirements, and any additional funder eligibility requirements. Once meeting the transitional housing eligibility requirements, households are then prioritized by Lee County's target populations. Programs may not establish additional eligibility requirements beyond those required by funders.

Category 1: Literally Homeless

Households qualify as Category 1 if they are:

- Sleeping in a place not designed for or used as a regular sleeping accommodation, including the street, a car, park, abandoned building, bus or train station, airport, camping ground etc.;
- Living in a shelter designed to provide temporary living arrangements (including emergency shelter, congregate shelters, transitional housing, hotels and motels paid for by charitable organizations or by government programs); **or**
- Exiting an institution where they resided for ≤ 90 days, **and** were residing in an emergency shelter or place not meant for human habitation immediately prior to entering the institution.

Category 4: Fleeing/Attempting to Flee Domestic Violence

Households qualify as Category 4 if they:

- are fleeing, or attempting to flee domestic violence;
- have no subsequent residence; **and**
- have no resources or support networks to obtain other permanent housing.



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PRIORITIZATION

The process for prioritizing households for transitional housing first includes eligible households based on HUD's homeless definition, and then secondly based on the below prioritization. Transitional Housing facilitates the movement of homeless households to permanent housing within 24 months of entering transitional housing.

Lee County CoC permits each transitional housing program to establish its own eligibility criteria. If multiple household meet the transitional housing programs individualized eligibility criteria, then prioritization will take place in the following order:

1. Households with the highest service needs will be prioritized first as per the VI-SPDAT score
2. Length of time homeless
3. Within one of the target populations for transitional housing:
 - a. Family with head of household between ages 18-24 years of age
 - b. Households with behavioral health needs
 - c. Household fleeing domestic violence

Priority shall be given for eligible individuals and families who are relocating as per the Emergency Transfer Plan. All CoC funded transitional housing, rapid re-housing, and permanent supportive housing programs will ensure that applicants are prioritized according to the emergency transfer priority required under 24 CFR 578.99(j)(8).

MINIMUM STANDARDS

All referrals to transitional housing must be made through the coordinated entry system. The following minimum standards will be applied to all transitional housing programs:

- Maximum length of stay cannot exceed 24 months.
- Assistance in transitioning to permanent housing must be made available/provided.
- Supportive services must be provided throughout the duration of stay in transitional housing.
- Program participants in transitional housing must enter into a lease, sublease or occupancy agreement for a term of at least one month. The lease, sublease or occupancy agreement must be automatically renewable upon expiration, except on prior notice by either party, up to a maximum of 24 months.

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Lee County is not currently designated as a high-performing community and therefore does not feature a homelessness prevention program. The following standards outline the basic requirements for homelessness prevention programs funded with funds other than the Continuum of Care, such as ESG, TANF, and Challenge Grant, and for future reference should Lee County be designated as a high-performing community.

HOMELESSNESS PREVENTION

Funds may be used by recipients in Continuums of Care- designated high-performing communities for housing relocation and stabilization services, and short- and/or medium-term rental assistance, as described in 24 CFR 576.105 and 24 CFR 576.106, that are necessary to prevent an individual or family from becoming homeless.

Individuals and Families defined as Homeless under the following categories are eligible for assistance in homelessness prevention projects:

Category 2 –Imminent Risk of Homeless

(1) Individual or family who will imminently lose their primary nighttime residence, provided that: (i) Residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing.

Category 3 – Homeless Under Other Federal Statutes

(2) Unaccompanied youth under 25 years of age, or families with Category 3 children and youth, who do not otherwise qualify as homeless under this definition, but who: (i) Are defined as homeless under the other listed federal statutes; (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application; (iii) Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; and (iv) Can be expected to continue in such status for an extended period of time due to special needs or barriers.

Category 4: Fleeing/Attempting to Flee Domestic Violence

(3)Households who: are fleeing, or attempting to flee domestic violence; have no subsequent residence; and have no resources or support networks to obtain other permanent housing.

Individuals and Families who are defined as At Risk of Homelessness are eligible for assistance in homelessness prevention projects.

Homelessness prevention projects have the following additional limitations on eligibility with homeless and at risk of homeless:

- Must only serve individuals and families that have an annual income below 30% of AMI



The following standards outline the basic requirements for street outreach programs funded with funds other than the Continuum of Care, such as ESG, TANF, and Challenge Grant, and for future reference should Lee County designate funds for this purpose in the future.

STREET OUTREACH

Funds may be used by recipients in Continuums of Care- designated high-performing communities for housing relocation and stabilization services, and short- and/or medium-term rental assistance, as described in 24 CFR 576.105 and 24 CFR 576.106, that are necessary to prevent an individual or family from becoming homeless.

Individuals and Families defined as Homeless under the following categories are eligible for assistance in homelessness prevention projects:

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(1) Individual or family who will imminently lose their primary nighttime residence, provided that: (i) Residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing.

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Category 4: Fleeing/Attempting to Flee Domestic Violence

(3) Households who: are fleeing, or attempting to flee domestic violence; have no subsequent residence; and have no resources or support networks to obtain other permanent housing.

Individuals and Families who are defined as At Risk of Homelessness are eligible for assistance in homelessness prevention projects.

Homelessness prevention projects have the following additional limitations on eligibility with homeless and at risk of homeless:

- Must only serve individuals and families that have an annual income below 30% of AMI



**ATTACHMENT 1 -
EMERGENCY TRANSFER PLAN FOR VICTIMS OF
DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR
STALKING**

EMERGENCY TRANSFERS

Lee County and other local CoC, HOME or ESG funded housing providers are concerned about the safety of our tenants and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA), Lee County along with other applicable housing providers allow tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation. The ability of Lee County and other applicable housing providers to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether Lee County or other applicable housing providers has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy.

This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that ensures that the rapid re-housing, tenant based rental assistance, and all other CoC, ESG, and HOME funded rental assistance programs are in compliance with VAWA.

ELIGIBILITY FOR EMERGENCY TRANSFERS

A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD's regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if: the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same unit. If the tenant is a victim of sexual assault, the tenant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer. A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan. Tenants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

EMERGENCY TRANSFER REQUEST DOCUMENTATION

To request an emergency transfer, the tenant shall notify Lee County or other applicable housing provider's management office and submit a written request for a transfer to the assigned case manager. Tenant may, but is not required, to use the Emergency Transfer Request form provided in the attached Appendix C. Lee County and other applicable housing providers will provide reasonable accommodations to this policy for individuals with disabilities. The tenant's written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under Lee County or other applicable housing provider's program; **OR**
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90- calendar-day period preceding the tenant's request for an emergency transfer.

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Attachment 1 - Lee County CoC Emergency Transfer Plan

CONFIDENTIALITY

Lee County and other applicable housing providers will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives Lee County and other applicable housing providers written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act. For All Tenants, Lee County and other applicable housing providers are responsible to maintain the confidentiality of information related to incidents of domestic violence, dating violence, sexual assault, or stalking.

EMERGENCY TRANSFER TIMING AND AVAILABILITY

Lee County or other applicable housing providers cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. Lee County or other applicable housing providers will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. Lee County or other applicable housing provider may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

If Lee County or other applicable housing providers have no safe and available units for which a tenant who needs an emergency transfer is eligible, Lee County or other applicable housing providers will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move. At the tenant's request, Lee County or other applicable housing providers will also assist tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking.

SAFETY AND SECURITY OF TENANTS

Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe.

Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1- 800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1- 800-787-3224 (TTY).

Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at [https:// www.victimsofcrime.org/our-programs/ stalking-resource-center](https://www.victimsofcrime.org/our-programs/stalking-resource-center).

APPENDIX TABLE

Appendix A	Notice of Occupancy Rights under the Violence Against Women Act
Appendix B	Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking
Appendix C	Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

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**APPENDIX A -
LEE COUNTY CONTINUUM OF CARE
LEE COUNTY HUMAN AND VETERAN SERVICES**

NOTICE OF OCCUPANCY RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT

To all Tenants and Applicants The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation. The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that the Rapid Re-Housing, Tenant Based Rental Assistance, and all other CoC, ESG, and HOME rental assistance programs are in compliance with VAWA. This notice explains your rights under VAWA.

A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.

PROTECTIONS FOR APPLICANTS

If you otherwise qualify for assistance under the Rapid Re-Housing, Tenant Based Rental Assistance, or any other CoC, ESG, and HOME funded rental assistance programs, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

PROTECTIONS FOR TENANTS

If you are receiving assistance under the Rapid Re-Housing, Tenant Based Rental Assistance, or any other CoC, ESG, and HOME funded rental assistance programs, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under the Rapid Re-Housing, Tenant Based Rental Assistance, or any other CoC, ESG, and HOME funded rental assistance programs solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

REMOVING THE ABUSER OR PERPETRATOR FROM THE HOUSEHOLD

Lee County or any other CoC or ESG funded housing provider may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If Lee County or any other CoC or ESG funded housing provider chooses to remove the abuser or perpetrator, Lee County or any other CoC or ESG funded housing provider may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program, Lee County or any other CoC or ESG funded housing provider must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, Lee County or any other CoC or ESG funded housing provider must follow Federal, State, and local eviction procedures. In order to divide a lease, Lee County or any other CoC or ESG funded housing provider may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

MOVING TO ANOTHER UNIT

Upon your request, Lee County or any other CoC or ESG funded housing provider may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, Lee County or any other CoC or ESG funded housing provider may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

- (1) **You are a victim of domestic violence, dating violence, sexual assault, or stalking.** *(If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.)*, **AND**

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(2) You expressly request the emergency transfer. *(Your housing provider may choose to require that you submit a form, or may accept another written or oral request.)*, **AND**

(3a) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit. *(This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.)*

OR

(3b) You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer. *(If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.)*

Lee County or any other CoC or ESG funded housing provider will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

Lee County or any other CoC or ESG funded housing provider's emergency transfer plan provides further information on emergency transfers, and Lee County or any other CoC or ESG funded housing provider must make a copy of its emergency transfer plan available to you if you ask to see it.

DOCUMENTING YOU ARE OR HAVE BEEN A VICTIM OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT OR STALKING

Lee County or any other CoC or ESG funded housing provider can, but is not required to, ask you to provide documentation to "certify" that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from Lee County or any other CoC or ESG funded housing provider must be in writing, and Lee County or any other CoC or ESG funded housing provider must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. Lee County or any other CoC or ESG funded housing provider may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to Lee County or any other CoC or ESG funded housing provider as documentation. It is your choice which of the following to submit if Lee County or any other CoC or ESG funded housing provider asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

1. A complete HUD-approved certification form given to you by Lee County or any other CoC or ESG funded housing provider with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
2. A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
3. A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, "professional") from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
4. Any other statement or evidence that Lee County or any other CoC or ESG funded housing provider has agreed to accept.

If you fail or refuse to provide one of these documents within the 14 business days, Lee County or any other CoC or ESG funded housing provider does not have to provide you with the protections contained in this notice.

If Lee County or any other CoC or ESG funded housing provider receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), Lee County or any other CoC or ESG funded housing provider has the right to request that you provide third-party documentation within thirty (30) calendar days in order to resolve the conflict. If you fail or refuse to provide third-party documentation where there is conflicting evidence, Lee County or any other CoC or ESG funded housing provider does not have to provide you with the protections contained in this notice.

CONFIDENTIALITY

Lee County or any other CoC or ESG funded housing provider must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

Lee County or any other CoC or ESG funded housing provider must not allow any individual administering assistance or other services on behalf of Lee County or any other CoC or ESG funded housing provider (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

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Lee County or any other CoC or ESG funded housing provider must not enter your information into any shared database or disclose your information to any other entity or individual. Lee County or any other CoC or ESG funded housing provider, however, may disclose the information provided if:

1. You give written permission to Lee County or any other CoC or ESG funded housing provider to release the information on a time limited basis.
2. Lee County or any other CoC or ESG funded housing provider needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
3. A law requires Lee County or any other CoC or ESG funded housing provider or your landlord to release the information.

VAWA does not limit Lee County or any other CoC or ESG funded housing provider's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

REASONS A TENANT ELIGIBLE FOR OCCUPANCY RIGHTS UNDER VAWA MAY BE EVICTED OR ASSISTANCE MAY BE TERMINATED

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, Lee County or any other CoC or ESG funded housing provider cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if Lee County or any other CoC or ESG funded housing provider can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

1. Would occur within an immediate time frame, and
2. Could result in death or serious bodily harm to other tenants or those who work on the property.

If Lee County or any other CoC or ESG funded housing provider can demonstrate the above, Lee County or any other CoC or ESG funded housing provider should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

OTHER LAWS

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

NON-COMPLIANCE WITH THE REQUIREMENTS OF THIS NOTICE

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with HUD Miami Field Office, Brickell Plaza Federal Building, 909 SE First Ave, Room 500, Miami, FL 33131-3028, Phone: 350-536-5678, Fax: 350-536-5765.

For ADDITIONAL INFORMATION

You may view a copy of HUD's final VAWA rule at:

<https://www.federalregister.gov/documents/2016/11/16/2016-25888/violence-against-women-reauthorization-act-of-2013-implementation-in-hud-housing-programs>.

Additionally, Lee County or any other CoC or ESG funded housing provider must make a copy of HUD's VAWA regulations available to you upon request. For questions regarding VAWA or to request a copy of the regulation, please contact Jeannie Sutton, Grants Coordinator, Lee County Human and Veteran Services, 2440 Thompson St., Fort Myers, FL 33901, Phone: 239-533-7958, Fax: 239-533-7960, E-mail: jsutton@leegov.com.

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding an abusive relationship, sexual assault or stalking, you may also contact Abuse Counseling & Treatment's 24-Hour Hotline at 239-939-3112.

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APPENDIX B

**APPENDIX B -
CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL
ASSAULT, OR STALKING**

U.S. Department of Housing
and Urban Development

Form HUD-50066 - OMB Approval No. 2577-0249
Exp. (07/31/2017)

Purpose of Form: The Violence Against Women Reauthorization Act of 2013 ("VAWA") protects qualified tenants, participants, and applicants, and affiliated individuals, who are victims of domestic violence, dating violence, sexual assault, or stalking from being denied housing assistance, evicted, or terminated from housing assistance based on acts of such violence against them.

Use of Form: This is an optional form. A Public Housing Authority (PHA), owner or manager presented with a claim for continued or initial tenancy or assistance based on status as a victim of domestic violence, dating violence, sexual assault, or stalking (herein referred to as "Victim") has the option to request that the victim document or provide written evidence to demonstrate that the violence occurred. The

Victim has the option of either submitting this form or submitting third-party documentation, such as:

- (1) A record of a Federal, State, tribal, territorial, or local law enforcement agency (e.g. police), court, or administrative agency; or
- (2) Documentation signed by the Victim and signed by an employee, agent or volunteer of a victim service provider, an attorney, a medical professional, or a mental health professional from whom the Victim has sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) that he or she believes that the incident of domestic violence, dating violence, sexual assault, or stalking is grounds for protection under 24 Code of Federal Regulations (CFR) § 5.2005 or 24 CFR § 5.2009.

If this form is used by the Victim, the Victim must complete and submit it within 14 business days of receiving it from the PHA, owner or manager. This form must be returned to the person and address specified in the written request for the certification. If the Victim does not complete and return this form (or provide third-party verification) by the 14th business day or by an extension of the date provided by the PHA, manager or owner, the Victim cannot be assured s/he will receive VAWA protections.

If the Victim submits this form or third-party documentation as listed above, the PHA, owner or manager cannot require any additional evidence from the Victim.

Confidentiality: All information provided to a PHA, owner or manager concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking relating to the Victim (including the fact that an individual is a victim of domestic violence, dating violence, sexual assault, or stalking) shall be kept confidential by the PHA, owner or manager, and such information shall not be entered into any shared database. Employees of the PHA, owner, or manager are not to have access to these details unless to afford or reject VAWA protections to the Victim; and may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) requested or consented to by the Victim in writing; (ii) required for use in an eviction proceeding; or (iii) otherwise required by applicable law.

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**TO BE COMPLETED BY THE VICTIM OF DOMESTIC VIOLENCE,
DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING:**

Date Written Request Received by Victim: _____

Name of Victim: _____

Names of Other Family Members Listed on the Lease: _____

Name of the Perpetrator*: _____

***Note:** The Victim is required to provide the name of the perpetrator only if the name of the perpetrator is safe to provide, and is known to the victim.

Perpetrator's Relationship to Victim: _____

Date(s), time(s), and location(s) of the incident(s) of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Occurred: _____

Description of Incident(s) (This description may be used by the PHA, owner or manager for purposes of evicting the perpetrator. Please be as descriptive as possible.):

I hereby certify that the information that I have provided is true and correct and I believe that, based on the information I have provided, that I am a victim of domestic violence, dating violence, sexual assault or stalking. I acknowledge that submission of false information is a basis for denial of admission, termination of assistance, or eviction.

Signature _____ Executed on (Date) _____

Information provided is to be used by PHAs and Section 8 owners or managers to request a tenant to certify that the individual is a victim of domestic violence, dating violence or stalking. The information is subject to the confidentiality requirements of the HUD Reform Legislation. This agency may not collect this information, and you are not required to complete this form.

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APPENDIX C -



EMERGENCY TRANSFER REQUEST FOR CERTAIN VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING

Purpose of Form: If you are a victim of domestic violence, dating violence, sexual assault, or stalking, and you are seeking an emergency transfer, you may use this form to request an emergency transfer and certify that you meet the requirements of eligibility for an emergency transfer under the Violence Against Women Act (VAWA). Although the statutory name references women, VAWA rights and protections apply to all victims of domestic violence, dating violence, sexual assault or stalking. Using this form does not necessarily mean that you will receive an emergency transfer. See your housing provider's emergency transfer plan for more information about the availability of emergency transfers.

The requirements you must meet are:

(1) You are a victim of domestic violence, dating violence, sexual assault, or stalking. If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation. In response, you may submit Appendix B – Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Form HUD50066), or any one of the other types of documentation listed on that Form.

(2) You expressly request the emergency transfer. Submission of this form confirms that you have expressly requested a transfer. Your housing provider may choose to require that you submit this form, or may accept another written or oral request. Please see your housing provider's emergency transfer plan for more details.

(3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit. This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future. **OR**

You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer. If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you submit this form or otherwise expressly request the transfer.

Submission of Documentation: If you have third-party documentation that demonstrates why you are eligible for an emergency transfer, you should submit that documentation to your housing provider if it is safe for you to do so. Examples of third party documentation include, but are not limited to: a letter or other documentation from a victim service provider, social worker, legal assistance provider, pastoral counselor, mental health provider, or other professional from whom you have sought assistance; a current restraining order; a recent court order or other court records; a law enforcement report or records; communication records from the perpetrator of the violence or family members or friends of the perpetrator of the violence, including emails, voicemails, text messages, and social media posts.

Confidentiality: All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking, and concerning your request for an emergency transfer shall be kept confidential. Such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections or an emergency transfer to you. Such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

APPENDIX C

TO BE COMPLETED BY OR ON BEHALF OF THE PERSON REQUESTING A TRANSFER

1. Name of victim requesting and emergency transfer: _____
2. Your name (if different from victim's): _____
3. Name(s) of other family member(s) listed on the lease: _____

4. Name(s) of other family member(s) who would transfer with the victim: _____

5. Address of location from which the victim seeks to transfer: _____

6. Victim's phone number: _____
7. Name of the accused perpetrator (if known and can be safely disclosed):

8. Relationship of the accused perpetrator to the victim: _____
9. Date(s), time(s), and location(s) of the incident(s): _____

10. Is the person requesting the transfer a victim of a sexual assault that occurred in the past 90 days on the premises of the property from which the victim is seeking transfer? NO YES *If yes, skip question 11.*
11. Describe why the victim believes they are threatened with imminent harm from further violence if they remain in their current unit. _____

12. If voluntarily provided, list any third-party documentation you are providing along with this notice:

This is to certify that the information provided on this form is true and correct to the best of my knowledge, and that the individual named above in Item 1 meets the requirement laid out on this form for an emergency transfer. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination or assistance, or eviction.

Signature: _____ Date: _____

*Lee County Continuum of Care Written Standards
28
Last Updated: February 8, 2017*

Grantee SF-424's and Certification(s)

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction 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 jurisdiction'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-L.L.J., "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying 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 Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs 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 jurisdiction's consolidated plan.

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

Signature of Authorized Official

8/2/17
Date

Chair
Title

Attest:
LINDA DOGGETT
CLERK OF CIRCUIT COURT

DEPUTY CLERK

Approved as to Form for the
Reliance of Lee County Only

Office of the County Attorney

C12
8-1-17

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

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.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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 CDBG-assisted 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017/2018 (a period specified by the grantee of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

Signature of Authorized Official

Chair

Title

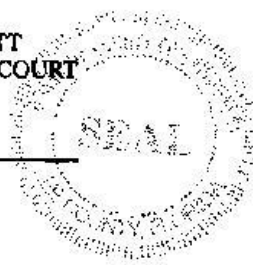
8/2/17
Date

Approved as to Form for the
Reliance of Lee County Only

Office of the County Attorney

Attest:
LINDA DOGGETT
CLERK OF CIRCUIT COURT

DEPUTY CLERK



OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which 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 to meet such needs.

N/A
Signature of Authorized Official

Date

Title

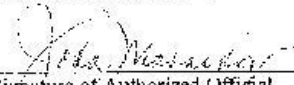
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its 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, it 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.



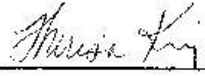
Signature of Authorized Official

8/2/17
Date

Chair
Title

Approved as to Form for the
Reliance of Lee County Only


Office of the County Attorney

Attest:
LINDA DOGGETT
CLERK OF CIRCUIT COURT


DEPUTY CLERK



Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building 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 recipient will maintain the building 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 recipient will maintain the building 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 – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient 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 recipient serves the same type of persons (e.g., families with children, unaccompanied youth, 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 recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing 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.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient 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.

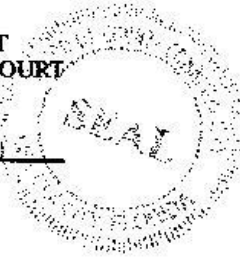
[Signature]
Signature of Authorized Official

Chair
Title

8/2/17
Date

Approved as to Form for the
Reliance of Lee County Only
[Signature]
Office of the County Attorney

Attest
LINDA DOGGETT
CLERK OF CIRCUIT COURT
[Signature]
DEPUTY CLERK



Housing Opportunities for Persons With AIDS Certifications

The 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 final 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 assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
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.

N/A

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

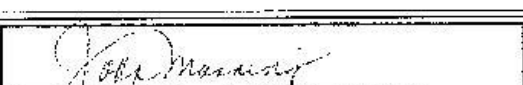
INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: _____	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: 120971	
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
* a. Legal Name: Lee County		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 89-8000702	* c. Organizational DUNS: 0134626110000	
d. Address:		
* Street1: 2115 Second St.	Street2: _____	
* City: PORT MYERS	County/Parish: _____	
* State: FL: Florida	Province: _____	
* Country: USA: UNITED STATES	Zip / Postal Code: 33901	
e. Organizational Unit:		
Department Name: _____	Division Name: _____	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs.	* First Name: Jeanie	Middle Name: _____
* Last Name: SUTTON	Suffix: _____	
Title: Grants Coordinator		
Organizational Affiliation: _____		
* Telephone Number: 239-533-7958	Fax Number: 239-533-7960	
* Email: jsutton@leegov.com		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="County Government"/>	
Type of Applicant 2: Select Applicant Type: <input type="text"/>	
Type of Applicant 3: Select Applicant Type: <input type="text"/>	
^ Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="U.S. Department of Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text"/>	
CFDA Title: <input type="text"/>	
* 12. Funding Opportunity Number: <input type="text" value="N/A"/>	
* Title: <input type="text" value="This is not a federal competition, but rather the renewal of supplemental funding to an urban county."/>	
13. Competition Identification Number: <input type="text"/>	
Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="Lee County 2017 Annual Action Plan."/>	
Attach supporting documents as specified in agency instructions. <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424		Office of the County Attorney
16. Congressional Districts Of:		
* a. Applicant	19	* b. Program/Project
Attach an additional list of Program/Project Congressional Districts if needed.		
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>		
17. Proposed Project:		
* a. Start Date:	08/01/2017	* b. End Date:
18. Estimated Funding (\$):		
* a. Federal	685,910.00	
* b. Applicant	0.00	
* c. State	0.00	
* d. Local	0.00	
* e. Other	0.00	
* f. Program income	100,000.00	
* g. TOTAL	785,910.00	
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____. <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.		
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach _____ <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>		
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 28, Section 1001)		
<input checked="" type="checkbox"/> ** 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:		
Prefix:	Mr.	* First Name:
Middle Name:		
* Last Name:	Manning	
Suffix:		
* Title:	Chair, Board of County Commissioners	
* Telephone Number:	209-533-2224	Fax Number:
* Email:	dms1@eagor.com	
* Signature of Authorized Representative:		* Date Signed:
		8/2/2017

Approved as to Form for the
Reliance of Lee County Only

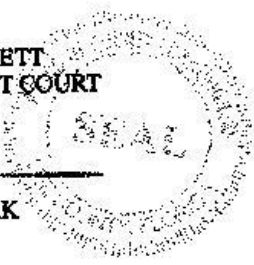
By: *[Signature]*
Office of the County Attorney

Attest:

LINDA DOGGETT
CLERK OF CIRCUIT COURT

[Signature]

DEPUTY CLERK



Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text" value="120971"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Lee County"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="59-6002702"/>	* c. Organizational OUNS: <input type="text" value="013461610000"/>	
d. Address:		
* Street1: <input type="text" value="2175 Seagood Street"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Fort Myers"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="FL Florida"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="33901"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Dept. of Human & Welfare Svcs"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Juanita"/>	Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Sutton"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="Grant Coordinator"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="239-533-1958"/>	Fax Number: <input type="text" value="239-533-7960"/>	
* Email: <input type="text" value="jsutton@leegov.com"/>		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>County Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>Other (specify):</p>	
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>CFDA Title:</p>	
<p>* 12. Funding Opportunity Number:</p> <p>N/A</p> <p>* Title:</p> <p>This is not a federal competition, but rather the renewal of entitlement funding to an urban county.</p>	
<p>13. Competitive Identification Number:</p> <p>Title:</p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p>Add Attachment Delete Attachment View Attachment</p>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>Lee County 2017 Annual Action Plan</p>	
<p>Attach supporting documents as specified in agency instructions.</p> <p>Add Attachments Delete Attachments View Attachments</p>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: * b. Program/Project:

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

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	2,649,950.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	20,000.00
* g. TOTAL	2,669,950.00

* 19. 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

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 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 28, 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:

Prefix: * First Name: Title:

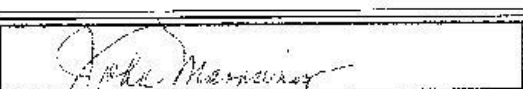
Middle Name:

* Last Name: Suffix:

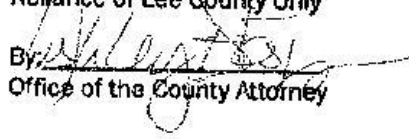
* Title:

* Telephone Number: Fax Number:

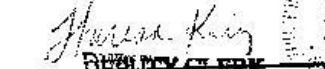
* Email:

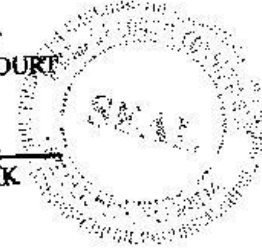
* Signature of Authorized Representative:  * Date Signed:

Approved as to Form for the
Reliance of Lee County Only

By: 
Office of the County Attorney

Affect:
LINDA DOGGETT
CLERK OF CIRCUIT COURT


~~DEPUTY CLERK~~
DEPUTY CLERK

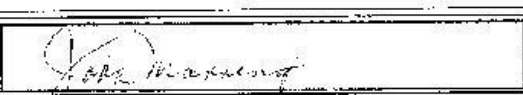


Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text" value="120971"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="Lee County"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="09-6501702"/>	* c. Organizational DUNS: <input type="text" value="0134616110000"/>	
d. Address:		
* Street1: <input type="text" value="2115 Second Street"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Port Myers"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="FL Florida"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="33981"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Dept. of Human & Veteran Svcs"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Jeanette"/>	Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Sutton"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="Grants Coordinator"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="239-532-1958"/>	* Fax Number: <input type="text" value="239-532-7960"/>	
* Email: <input type="text" value="jsutton@leegov.com"/>		

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 8-1-17

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="E: County Government"/>	
<p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/>	
<p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/>	
<p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text"/>	
<p>CFDA Title:</p> <input type="text"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text" value="N/A"/>	
<p>* Title:</p> <input type="text" value="This is not a federal competition, but rather the renewal of entitlement leading to an urban county."/>	
<p>13. Competition Identification Number:</p> <input type="text"/>	
<p>Title:</p> <input type="text"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="Deer County 2017 Annual Action Plan."/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424
 Office of the County Auditor

Application for Federal Assistance SF-424		Office of the County Auditor
16. Congressional Districts Of:		
* a. Applicant: <input type="text" value="19"/>	* b. Program/Project: <input type="text" value="19"/>	
Attach an additional list of Program/Project Congressional Districts if needed.		
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>		
17. Proposed Project:		
* a. Start Date: <input type="text" value="10/31/2017"/>	* b. End Date: <input type="text" value="09/30/2018"/>	
18. Estimated Funding (\$):		
* a. Federal	<input type="text" value="605,383.00"/>	
* b. Applicant	<input type="text" value="0.00"/>	
* c. State	<input type="text" value="0.00"/>	
* d. Local	<input type="text" value="0.00"/>	
* e. Other	<input type="text" value="0.00"/>	
* f. Program Income	<input type="text" value="0.00"/>	
* g. TOTAL	<input type="text" value="605,383.00"/>	
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/>		
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.		
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If 'Yes', provide explanation and attach <input type="text"/>		
<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>		
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 216, Section 1001)		
<input checked="" type="checkbox"/> ** I AGREE		
<small>** 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.</small>		
Authorized Representative:		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="John"/>	
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="Manning"/>		
Suffix: <input type="text"/>		
* Title: <input type="text" value="Chair, Board of County Commissioners"/>		
Telephone Number: <input type="text" value="239-533-2024"/>	Fax Number: <input type="text" value="239-485-2155"/>	
* Email: <input type="text" value="j1111@co.gov"/>		
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="8/2/2017"/>	

Approved as to Form for the
Reliance of Lee County Only

By: [Signature]
Office of the County Attorney

Attest:
LINDA DOGGETT
CLERK OF CIRCUIT COURT

[Signature]
DEPUTY CLERK

