

Executive Summary

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

1. Introduction

The City of Las Cruces, Community Development Department, Planning and Neighborhood Services Section oversees the Consolidated Plan process for the City. Annually, the City is entitled to receive an allocation of the Community Development Block Grant, or CDBG, and the HOME Investment Partnerships Program, or HOME. In 2013, the City expects to receive \$769,526 in CDBG and \$320,937 in HOME funds. In addition the City estimates program income of \$50,000 for CDBG and \$41,000 for the HOME Program.

CDBG is both the oldest and largest of the HUD programs for housing and community development. CDBG can be used for a variety of activities including:

- Public Infrastructure improvements (streets, sidewalks) in CDBG eligible areas or to support affordable housing development;
- removal of accessibility barriers;
- loans or grants to business for hiring of lower income workers;
- provision of supportive service dollars to social service organizations;
- demolition of property;
- construction and rehabilitation of community facilities including those that help special needs populations (e.g., homeless shelters); and
- down payment assistance for homeownership.

The HOME Program provides federal funds for a variety of housing activities including construction of affordable housing; rehabilitation of affordable housing; acquisition of buildings for affordable housing; first time homebuyer assistance and counseling; and tenant based rental assistance.

Please see the Executive Summary included with the Consolidated Plan. In addition, please see the attached worksheets in Appendix "A" attached in Unique Appendices in this document which summarize the proposed activities and funding levels for PY 2013.

2. Summarize the objectives and outcomes identified in the Plan

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

Please see the attached Projects sheets in Appendix "A" attached in Unique Appendices in this document and the objectives that are listed throughout this section under the appropriate headings (affordable housing, nonhomeless and special needs housing, homeless activities and community development). Goals and objectives to be carried out during the action plan period are indicated below:

The findings of the Housing Market Analysis in Section II of the 2011-2015 Comp Plan are used to guide the City to direct funds to the greatest housing needs.

3. Evaluation of past performance

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

For Program Year 2012 the City increased the supply of affordable housing units for low and moderate income homebuyers. HOME Funding was provided to acquire four scattered sites for the development of affordable, owner-occupied housing. HOME Funds provided to Tierra del Sol Housing Corporation (TdS) are still available with the agency reviewing and performing market analysis on proposed sites for acquisition. The City did provide CHDO operating funds to TdS and Mesilla Valley Habitat for Humanity to help offset operational costs for the organizations. HOME funds for the Increase affordability of rental housing for the City's lowest income renters were not provided with PY 2012 funding; however, an amendment to the PY 2011 funds provided HOME TBRA funds to the local domestic violence shelter, La Casa, Inc. for transitional housing rental assistance through June 2014. CDBG funds used to preserve existing affordable housing stock were used for the City's Home Rehabilitation program to provide rehabilitation for 2 owner occupied units and the installation of 6 mobile home ramps. Also funds were provided to TdS for a re-roof program for 5 senior owner-occupied households. CDBG Public Services funding was provided to non-profit agencies who provided a variety of activities including funding to homelessness services providers, homeless day care center, homeless medical clinic, domestic violence shelter, and Court appointed special advocates for children whereby approximately 1250 individuals were provided services. The City provided Fair Housing awareness training to all new employees of the City and The City's Fair Housing Ordinance is in the process of being updated/amended.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

A draft of the 2013 Action Plan is available for comment between April 1, 2013 through April 30, 2013, on the City's website at www.las-cruces.org, at the Branigan Library, 200 E. Picacho; and the City Clerk's Office, 700 N. Main Street, Las Cruces, NM. Public hearings to receive comments on the 2013 Action Plan will be held on Tuesday, April 9, 2013, from 5:30 to 6:30 p.m. at the Cesar Chavez Elementary School cafeteria, 5250 Holman Rd., and Thursday, April 11, 2013 from 5:30 to 6:30 p.m. at the Munson Senior Center, 975 S. Mesquite Street, Las Cruces, NM.

5. Summary of public comments

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

No public comments have been received to date.

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

All citizen comments and views received during the Action Plan public input process and the public hearings are accepted.

7. Summary

Las Cruces has historically depended upon federal funding to support housing and community development activities. On average, the City of Las Cruces receives approximately \$1.0 million annually between the federal Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME). CDBG and HOME are entitlement funds received from the U.S. Department of Housing and Urban Development (HUD). In addition to these federal block grants, through funding received by nonprofit developers and Mesilla Valley Public Housing Authority, the City's low-to moderate income residents benefit from the federal Section 8 voucher program, Continuum of Care funding, and Federal Low Income Housing Tax Credit (LIHTC) program.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	LAS CRUCES	
CDBG Administrator		
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The City retained BBC Research and Consulting (BBC) of Denver Colorado to complete the City's 2011-2015 Consolidated Plan.

Consolidated Plan Public Contact Information

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

1. Introduction

The development of the 2013 Action Plan included many opportunities for citizen and stakeholder input. During December 2012, two public hearings were held to provide an overview of the Plan process and to take input. On March 19, 2013, the City's Health and Human Services Advisory Committee held a public hearing to make funding recommendations for the CDBG Public Service Funds for the 2013 Program Year. Public hearings were held on April 9 and 11, 2013 to gather input on the draft 2013 Action Plan, along with a 30-day public comment period on the draft plan. Comments could also be made at the May 6, 2013 City Council meeting in which the 2013 Action Plan was considered for adoption.

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

The City will provide public service funding over the next year to local non-profit agencies that serve special needs populations, primarily to the homeless, victims of domestic violence, the disabled, and low income youth and young adults. Additionally, the City will provide HOME funds to private, non-profit housing providers for the development of single-family housing and affordable rental development(s).

PY2013 will see the continued implementation of a development impact fee waiver for an additional four (4) affordable housing units using City General Fund monies. This program provides approximately \$35,000 in fee waiver value (\$35,000 in cash for utility fee waivers and park fee waivers) in accordance with the State's Affordable Housing Act and Development Fees Act. This is in addition to the funds provided in previous program years for the same purpose. Due to state law restrictions on the waiver of a impact fee, City staff will be evaluating other options to increase participation in the fee waiver program.

The City will to continue implementation of its Affordable Housing Land Bank and Trust Fund through the implementation of the Advisory Committee, identification/acquisition of lands for the land bank, and possible methods to finance the trust fund.

The City will continue to improve coordination related to enhancing efforts in the areas of homeless services and ending homelessness, including chronic homelessness, as well as a master plan for the homeless campus of Mesilla Valley Community of Hope.

The City will participate in meetings with outside partners in efforts to improve overall delivery of CDBG and HOME-funded projects, as well as public service and homeless providers on a regular basis.

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

The City does not receive ESG funding. The City through the New Mexico CoC Coalition to End Homelessness receives Supportive Housing grants awarded under the McKinney-Vento Act.

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

The City falls under the jurisdiction of the New Mexico Coalition to End Homelessness (NMCEH), the New Mexico Balance of State Continuum of Care. The City participates in the regular meetings held with staff representation on the Coalitions Steering Committee. Governmental agencies and non-profit agencies in the Balance of State counties can apply annually for Continuum of Care grants through the NMCEH.

Consultation with the CoC takes place with the NMCEH for the City's jurisdiction. The NMCH administers the operations of the HMIS system.

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

1	Agency/Group/Organization	LAS CRUCES
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mesilla Valley Community of Hope, Jardin de los Ninos, El Caldito Soup Kitchen, St. Luke's Health Care Clinic, and Southwest Counseling Center were among the agencies consulted regarding social services, health care, and needed services to the homeless population. The outcome and feedback was primarily concerning lack/reduction in funding sources needed to provide services. Housing providers consulted included the Mesilla Valley Public Housing Authority, and the CHDO non-profit housing developers who have concerns with budget cuts affecting their ability to provide affordable housing in the City of Las Cruces.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

For profit developers and market rate rental developers were not consulted, as the housing that they develop is not generally considered affordable housing.

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	NM Coalition to End Homelessness	The efforts to end homelessness including chronic homelessness overlap. Providing Affordable Housing to Homeless Persons and special needs populations also overlap.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City benefits from having a relatively small group of nonprofit organizations specializing in serving certain populations.

The City has worked diligently to foster and develop strong relationships with its organizations that provide housing and supportive services to low income and special needs populations. City staff are accessible to its providers of housing and services and the City works to make the CDBG and HOME application processes transparent. In recent years, the City has been very proactive in implementing policies and programs that remove barriers and support the provision of needed housing and services, such as the establishment of a land bank, streamlining the development process and implementing fee waivers for affordable housing development. These efforts will continue during the next action plan period and through the Consolidated Plan period.

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

Program Year 3 Action Plan Citizen Participation response:

Summary of the citizen participation process. Citizens had many opportunities to participate in the City of Las Cruces 2011-2015 Consolidated Plan:

A one-page survey in English and Spanish was mailed to all households located in low and moderate income areas. The survey asked residents about housing barriers and housing needs. More than 5,000 surveys were mailed; 527 completed surveys were received back.

The survey mailing included flyers (in English and Spanish) with information about the Consolidated Plan community meetings held during February and April.

Three community meetings were held February 8, 9 and 10 from 6-7:30 p.m. to collect citizens' opinions about housing and community development needs. The meetings were held in a "charrette" format, where citizens had the opportunity to mark up a neighborhood map with the changes they would like to see to housing, neighborhood facilities and infrastructure (streets and sidewalks).

Three community meetings were held on April 6 and 7, 2011 in the morning, afternoon and evening to collect input about the draft Consolidated Plan. One of these meetings was held at Community of Hope, to give persons and families who are homeless and at-risk of homelessness an opportunity to participate in the hearings. Reminder "postcards" of the April meetings were mailed to over 5,000 residences within the designated low and moderate income areas a week before the scheduled hearings.

Citizen comments and views. Appendix D of the Consolidated Plan contains copies of all written comments that were received during the development of the Plan and 30-day public comment period. Section IV. describes the format and content of the public meetings, citizen comments and results of the key person interviews. In sum, the citizen comments focused on the need to improve the housing situation of the City's lowest income households, housing stock rehabilitation, acquiring and redeveloping vacant lots and adding sidewalks where they do not exist.

Efforts made to broaden citizen participation. As noted above, the City made a significant investment of time and cost to mail more than 5,000 flyers and postcards about the Consolidated Plan and community meetings to low and moderate income households. This resulted in more than 500 citizens participating in the Consolidated Plan process.

Acceptance of comments. All citizen comments received during the Consolidated Plan public input process and at the public hearings are accepted.

2013 Action Plan development. The development of the 2013 Action Plan included many opportunities for citizen and stakeholder input. During December 2012, two public hearings were held to provide an overview of the Plan process and to take input. On March 19th, the City’s Health and Human Services Advisory Committee held a public hearing to make funding recommendations for the CDBG Public Service Funds for the 2013 Program Year. Public hearings were held on April 9 and 11, 2013 to gather input on the draft 2013 Action Plan, along with a 30-day public comment period on the draft plan. Comments could also be made at the May 6, 2013 City Council meeting in which the 2013 Action Plan was considered for adoption.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	The Meetings were not attended by the public and there were no responses directly related to the meeting.	Comments received were related to the funding amounts and were received by the agencies applying for funding.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The following resources are available to the City and will be used to carry out the PY 2011 – 2015 Strategic Plan and the 2013 Action Plan of the 2011-2015 Consolidated Plan.

FEDERAL PROGRAMS:

Directly received/implemented by the City of Las Cruces.

HOME Investment Partnerships Program. Entitlement grant program that has flexibility to assist in housing programs; participating jurisdictions decide how to use money for: Acquisition, Rehabilitation, New Construction, Tenant Based Rental Assistance (TBRA), Home Buyer Assistance, Planning, and Operating Assistance for CHDOs.

For the 2013 Action Plan, the City anticipates it will receive \$320,000 of HOME Entitlement funds. It will also receive approximately \$41,000 in Program Income from previous Home Rehabilitation projects that are paying off their mortgages or other HOME projects (rental properties) with loans that require repayment to the City's HOME Program. This will give the City's 2013 HOME Program a full funding amount of \$361,000. These funds have been allocated in the listing of proposed projects. The HOME funds usually require a 25% match; however, due to federal guidelines for HOME match waivers, the City of Las Cruces currently receives and expects to continue to receive a 100% match liability waiver for PY 2013.

Community Development Block Grant (CDBG) Program. Urban communities may use funds to address neighborhood revitalization, economic development, provisions of improved community facilities, prevention and elimination of slums or blight, and activities aiding low and moderate income families.

For the 2013 Action Plan, the City anticipates receiving \$745,000 of CDBG Entitlement funds and an anticipated \$50,000 of program income from houses which have been previously rehabilitated. These funds have been allocated as indicated in the listing of Proposed Projects. There is no match required for these funds. This will give the City's 2013 CDBG Program a full funding amount of \$795,000.

The City has an established Affordable Housing Land Bank and Affordable Housing Trust Fund, as well as programs that can be implemented in accordance with the City’s Affordable Housing General Oversight Ordinance. Currently, the City’s Land Bank and Trust Fund have \$200,000 allocated from the City's Vehicle Acquisition Fund available for implementation. Other efforts include an impact fee waiver program (approximately \$35,000 in value) and subdivisions on City-owned land with outside developers (MV Habitat for Humanity).

The City of Las Cruces has a Tenant Based Rental Assistance Shelter + Care Grant that was awarded in 2004 and will have completed its full 9-year award in June of 2013. This grant has been renewed by HUD on a 1-year basis, and we are seeking to implement the fifth one-year renewal period in PY 2014. A new 5-year grant for Shelter + Care was awarded to the City for an additional 10 rental housing units, and is currently in the fourth year of implementation.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	769,526	50,000	0	819,526	0	CDBG funds will be used for acquisition, admin and planning, public improvements and public services, home rehabilitation, mobile home ramps, and mobile home utility upgrade program

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	320,937	41,000	0	361,937	0	HOME funds will be used for acquisition, new construction of single family and multi-family housing units, CHDO operating and Administration

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

HOME and CDBG funds will leverage additional resources including Low Income Housing Tax Credit funding, private investors, private donations, and local funds.

The HOME funds generally require a match of local monies; however, through CPD Notice 07-05, issued July 11, 2007 and expiring July 11, 2008, the City’s HOME match percentage has been waived or reduced by 100% since Program Year 2004, due to our local family poverty rate and per capita income. As such, the City has discontinued the HOME match requirement for any HOME assisted activity through PY 2012, and anticipates the match requirement will be waived for PY 2013.

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

Public owned land and facilities are used for homeless services including, medical and child care, homeless day shelter, food services, meals, victims of domestic violence emergency shelter and services. Additionally public owned land or the proceeds from the sale of public owned land may be used for the development of affordable housing.

Discussion

In addition to the anticipated funding amounts for CDBG and HOME Entitlement funds, the City will use any previous years funding as allocated under the City's Action Plans for previous years. City Council has committed one hundred thousand dollars to the City of Las Cruces Housing Trust fund that will be used for future affordable housing projects.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Table 6 – Goals Summary<TYPE=[text] REPORT_GUID=[9B4786E64DDAC839A8E119B13CB7DB46]>

Goal Descriptions

1	Goal Name	Increase the supply of affordable housing units
	Goal Description	Increase the supply of affordable housing units for low to moderate income homebuyers. Continue to assist developers of affordable housing for low income homebuyers with land acquisition, development, and operational costs. Encourage developers of new housing stock to include housing set aside for low to moderate income homebuyers. Assist CHDOs with operational costs.
2	Goal Name	Increase affordable rental housing
	Goal Description	Increase affordability of rental housing for the City’s lowest income renters. Continue to assist developers of affordable housing for low income renters with land acquisition, development and operational costs.
3	Goal Name	Preserve existing affordable housing stock
	Goal Description	Preserve existing affordable housing stock. Continue to assist homeowners with repair needs through the City’s homeowner housing rehabilitation program. Reduce the hazards of lead-based paint in housing by providing lead abatement and removal through the City’s housing rehabilitation program and if feasible, any such efforts as part of any established rental rehabilitation program. Through the City’s home rehabilitation program, provide grants that improve access for the disabled (exterior porches/access) and ramp modifications in mobile homes. Mobile Home safe appliance and connection for public utility upgrades. Explore programs, including Section 108 loans, to assist with septic tank removal and assist homeowners with the costs of connecting to public sewer systems.

4	Goal Name	Assist Special Needs Populations
	Goal Description	Assist special needs populations with social service and housing needs. Implement a variety of public service projects through local non-profits that provide activities including funding to homeless services providers, homeless daycare center, homeless medical clinic, domestic violence shelter, and local soup kitchen. Continue to provide disability-related improvements to disabled homeowners through the City's Home-Rehabilitation Program and Mobile Home ramp Modification Program. Improve accessibility of the City through extension and repair of street and sidewalk systems. Explore the feasibility of the new Housing Trust Fund to provide emergency rent and mortgage payments and utilities assistance to the City's lowest income renters and owners, special needs populations, and persons at risk of homelessness.
5	Goal Name	Implement the City's Fair Housing Action Plan
	Goal Description	Implement the City's 2012 Fair Housing Action Plan.
6	Goal Name	Improve public infrastructure, economic and housing
	Goal Description	Improve public infrastructure, economic and housing conditions in low income, economically-challenged and deteriorating neighborhoods. Established a program (such as through the new land bank ordinance) that to acquire vacant properties to create affordable and mixed-use housing.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Estimated number of extremely low-income, low-income, and moderate-income families the City of Las Cruces expects it will serve is approximately 54.

AP-35 Projects – 91.220(d)

Introduction

The City will address needs within the Community based on the jurisdiction's identified housing and community development needs, priorities, goals and strategies from their most recent Consolidated Plan; and to stipulate how Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds will be allocated to housing and community development needs in the community.

The City anticipates receiving approximately \$320,937 in HOME Entitlement Funding with an estimated amount of \$41,000 in program income and \$769,526 in CDBG Entitlement Funding with an estimated amount of \$50,000 in program income for a total of \$1,181,463.00 in funding for the program year.

#	Project Name
1	Multi-Family Housing Development and Rehab (HOME)
2	Single Family Land Acquisition and New Construction
3	City Home Rehabilitation
4	Public Services Funding
5	CHDO Operating
6	City of Las Cruces Admin

Table 7 – Project Information

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

The funding for Single family allocations were awarded to the Mesilla Valley Habitat for the acquisition and construction of new homes to serve low income families in different locations throughout the City. The funding provided to the Home Rehab Program directly supports and benefits those homeowners most in need within our community. Those who are unable to qualify for conventional loans for the needed repairs due to low income levels, credit issues, and debt ratios. The program is challenged in the duty of ensuring that as many eligible homeowners are aware of the program and are directed and assisted by staff to establish eligibility. This in turn helps to ensure a higher quality of living throughout the community and protect the value of homes in and around the homes rehabilitated. The City seeks to help clients who fall into special needs populations as they are often the groups that encounter the most difficulties and most likely require enhanced community public services. The City works towards establishing strong collaborative partnerships with non-profit agencies who serve persons with disabilities, are homeless, are victims of domestic violence, are elderly or are low to moderate income. Obstacles include access to services and access to funding. The City's ability to fund public service programs is essential, as it helps leverage non-profit resources and maximize the ability to serve the underserved needs to populations of Las Cruces.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	Multi-Family Housing Development and Rehab (HOME)
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	Program year 2013 is designated a multi-family year for the City of Las Cruces. The City originally allocated \$200,000 to a tax credit project that was not selected for funding by MFA. The funding was re-allocated to single family affordable housing development.
	Planned Activities	
2	Project Name	Single Family Land Acquisition and New Construction
	Target Area	
	Goals Supported	Increase the supply of affordable housing units
	Needs Addressed	Increase supply of affordable housing for renters
	Funding	HOME: \$316,743
	Description	HOME funds for land acquisition and new construction of single family owner occupied units.
	Planned Activities	Funds provided to Mesilla Valley Habitat for Humanity for property acquisition and construction of single family units.

3	Project Name	City Home Rehabilitation
	Target Area	
	Goals Supported	Preserve existing affordable housing stock
	Needs Addressed	Preserve Existing Affordable Housing Stock Increase accessibility for disabled persons
	Funding	CDBG: \$557,321
	Description	CDBG funding for preserving affordable housing stock and mobile home ramp installation/upgrades.
	Planned Activities	CDBG funds used for the City's Home Rehabilitation program which includes the Mobile Home Ramp program and the Mobile Home Utility Upgrade Program.
4	Project Name	Public Services Funding
	Target Area	
	Goals Supported	Assist Special Needs Populations
	Needs Addressed	Housing & support svcs for special needs population
	Funding	CDBG: \$98,300
	Description	Funding for Public Services agencies including St. Lukes Health Care Clinic, Jardin de los Ninos, La Casa, Inc., Mesilla Valley Comunity of Hope, and New Mexico Legal Aid.
	Planned Activities	Public Service funding to non-profit agencies to provide a variety of services to include homeless services, child care, legal services and health care to low income residents.
5	Project Name	CHDO Operating
	Target Area	
	Goals Supported	Increase the supply of affordable housing units
	Needs Addressed	Increase supply of affordable housing for renters
	Funding	HOME: \$9,000
	Description	HOME funds provided to Community Development Housing Organization for operations support.

	Planned Activities	HOME funds will be used to support operations for Community Housing Development Organization (CHDO)
6	Project Name	City of Las Cruces Admin
	Target Area	
	Goals Supported	Increase the supply of affordable housing units Increase affordable rental housing Preserve existing affordable housing stock Assist Special Needs Populations Implement the City's Fair Housing Action Plan Improve public infrastructure, economic and housin
	Needs Addressed	Housing & support svcs for special needs population Increase supply of affordable housing for renters Preserve Existing Affordable Housing Stock Increase accessibility for disabled persons Asst. homeless with shelter and needed services Increase Fair Housing awareness and knowledge Improve economic cond. for low income residents Asst. low income residents with public sewer conne Asst. residents with job training and employment
	Funding	CDBG: \$163,905 HOME: \$36,194
	Description	HOME and CDBG funds allocated for City program staff for the administration and program implementation.
	Planned Activities	CDBG and HOME admin

Table 8 – Project Summary

AP-50 Geographic Distribution – 91.220(f)

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

The City of Las Cruces will direct assistance to low to moderate income Census Tracts in the City, in addition to segments of Census Tracts that were found to qualify as low to moderate income ("CDBG Special Benefit Areas"). Appendix E of the Consolidated Plan contains the documentation of the door-to-door surveys that were conducted in December 2010 and January 2011 to qualify the special benefit areas. Based on the surveys, the 2011-2015 special benefit areas will continue to include the Stanley Area, the Alameda Area, the South Hacienda Area, the Mesa Area and the Second Street Area. In addition to directing assistance to low to moderate income areas, the City will provide direct assistance to limited clientele populations.

Geographic Distribution

Target Area	Percentage of Funds

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's primary method of allocating CDBG and HOME dollars is to assist low to moderate income and special needs populations. To the extent that specific geographic areas have greater needs than other areas in the City and /or if service and housing organizations are located in certain areas, they will receive a larger proportionate share of the funding. For sidewalk improvements, the City will focus on the geographic areas where sidewalks, curb cuts and related ADA accommodations are lacking. Finally, to provide affordable rental and single family housing, the City's dollars will be allocated in areas of new development where affordable housing is lacking and /or infill areas that can accommodate affordable housing.

Discussion

As mentioned in the Strategic Plan, the greatest obstacle to meeting underserved needs is lack of funding. The City has many needs that exceed available funding, including street/sidewalk repair, provision of affordable housing, housing and services to special needs populations and comprehensive housing and services to assist persons who are chronically homeless move into supportive housing environments.

To this end, as part of its PY2011-2015 Strategic Plan, the City has a goal to continued implementation of the recommendations of the 2009 Affordable Housing Strategic Plan, namely, the establishment and implementation of a land bank and housing trust fund that would, in part, provide housing development

or down payment assistance to first time homebuyers or low income renters. The City also intends to “Seek and obtain alternative funding sources to assist the lowest income renters with rent and utilities payments, including exploring the feasibility of additional funding sources to the housing trust fund that would, in part, provide emergency rent payment and utilities assistance to the City’s lowest income renters.” The City will continue with implementation of identified policies and potential programs to establishing the local land bank and local housing trust fund.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

As a participating jurisdiction the City of Las Cruces dedicates HOME and CDBG funding for the development and creation of affordable housing to help meet the housing needs of low income households with the City. The City, through the Mayor's affordable housing Ad Hoc Committee has developed an Affordable Housing Strategy Plan with recommendations for implementation of new programs and policies to better meet housing needs, including programs to help finance the development of affordable housing. The City currently partners with two CHDO's for affordable housing development. The major housing programs employed in and by the City of Las Cruces to meet housing needs are the Home Rehabilitation Program, NSP Program, Mobile Home Ramp program for the disabled, Mobile Home Utility Upgrade Program, and affordable housing development.

One Year Goals for the Number of Households to be Supported	
Homeless	21
Non-Homeless	0
Special-Needs	0
Total	21

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	10
The Production of New Units	16
Rehab of Existing Units	28
Acquisition of Existing Units	0
Total	54

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

One of the programs developed as part of the City's Housing Strategy Plan is the adoption of the Affordable Housing Trust Fund and Land Bank. Discussions were underway for potential financing to the Housing Trust Fund with City Council allocating the first \$200,000 to the trust fund. Efforts continue to identify and acquire land through voluntary donations or trade (i.e. with large landowners or the local school district) for the land bank. One parcel of City owned land has been identified for the City's land bank and negotiations with the local school district are in process.

The City also receives CoC Shelter Plus Care grants through the McKinney-Vento Act that currently

provide rental subsidy for up to 25 homeless disabled clients.

AP-60 Public Housing – 91.220(h)

Introduction

The Mesilla Valley Public Housing Authority (MVPHA) is one of the largest providers of rental housing in the City. It offers subsidized rental units through the federal Housing Choice Voucher (HCV) program and units it owns and operates (some public housing, some private units). In March, 2013, the MVPHA served 1,269 tenants through its allocation of funds from the federal Section 8 voucher program. The 248 units in the Public Housing Program maintain an occupancy rate of 98%. MVPHA has 2,268 households on the HCV waiting list. The housing authority reports that voucher holders have difficulty finding affordable units for a number of reasons: landlords who own larger units prefer to rent to the student market; voucher holders cannot find units they prefer, etc. The MVPHA serves clients who cannot afford to rent in the private market. The MVPHA is also the General Partner for 8 tax credit developments, containing 603 units. Because of the difficulties voucher holders have had in finding landlords who will rent to them, the housing authority purchased 3 small apartment complexes (total of 58 units) to increase the supply of affordable units. The 248 existing public housing units are over 60 years old. MVPHA receives capital fund program (CFP) funding in the amount of approximately \$280,000 annually which can be used for the substantial rehabilitation of public housing units and administrative offices. There is also a maintenance budget that allows for the day-to-day repairs and upkeep of the units. The units are relatively old and are in average condition. The MVPHA has a 20 year physical needs assessment (PNA) that provides the estimated replacement/repair life cycles of the public housing structures and systems. The PNA estimates are equated to the estimated capital fund program funding on an annual basis over the 20 year period. MVPHA believes that it would be more cost effective to consider the replacement of the existing housing stock with newly constructed units and increasing the density of the units on the existing parcels. This would allow the housing authority to gain better efficiency through building "greener," more sustainable units. The MVPHA believes it could serve more persons by increasing the number of units.

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

The MVPHA plans to continue to meet the needs of extremely low, low income and moderate income families through the continued provision of affordable, quality rental housing units. The MVPHA has applied for Low Income Housing Tax Credits to create two new affordable rental properties. In addition, the MVPHA is exploring redeveloping some of its current properties into mixed income, more dense and newer developments that can serve a larger number of low to moderate income households. The MVPHA is proactive in recruiting resident commissioners.

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

The Mesilla Valley Public Housing Authority has programs that are targeted to current voucher holders to assist them with homeownership.

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

The Mesilla Valley Public Housing Authority is not a troubled agency, nor is it performing poorly.

Discussion

The Mesilla Valley Public Housing Authority (MVPHA) reports that it has, for a number of years "done more with less" due to cuts in federal funding. They have outsourced the Section 8 program to a private consultant. In a number of ways this has helped administratively but in other ways it has also brought its own problems which the housing authority is working to resolve. Housing authority administration is concerned that the proposed deep cuts in funding or the total removal of program funds for some programs that are being proposed in the current congressional session will have an extremely negative impact on MVPHA clients. They believe that they could continue to deliver services with their limited personnel if HUD would allow program reform that would alleviate much of the administrative burden that exists currently.

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

Introduction

Persons who are homeless and at-risk of homelessness in Las Cruces will be assisted by the City through the provision of block grant funds to homeless service and housing providers. The activities that assist the homeless that are served by funds administered by the City of Las Cruces include the use of CDBG funds for public service activities and HOME funds for Tenant Based Rental Assistance and some housing development activities. This funding includes funding to a homeless day shelter for services provided, homeless medical clinic, relationship based intervention training program for a group based parent intervention, legal services for homeless and near homeless, and funding to an emergency shelter for victims of domestic violence. Additionally, the Continuum of Care Shelter Plus Care Supportive Housing grants awarded under the McKinney-Vento Act that the City receives provides rental housing subsidy to the homeless special needs population.

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

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

The City of Las Cruces has two Shelter Plus Care Grants awarded under the McKinney-Vento Act that provide rental housing subsidy and supportive services for homeless disabled persons and families. These programs include a self-sufficiency plan and assessment of individual client needs. The City provides tenant based rental assistance to victims of domestic violence exiting the emergency shelter. These clients are provided transitional housing rent subsidy and supportive services which includes an assessment of their individual needs in preparation for self-sufficiency.

Addressing the emergency shelter and transitional housing needs of homeless persons

At least two agencies in the City have Transitional Housing Grants awarded under the McKinney-Vento Act, as well as State funded Tenant Based Rental Assistance. The City has also provided previous years HOME funding to a Youth Transitional Housing Shelter for transitional housing. One agency provides emergency shelter for victims of domestic violence and also transitional housing for those exiting the shelter. NSP funding allowed for the purchase of a home for Mesilla Valley Community of Hope to be used to house chronically homeless women.

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 Shelter Plus Care grants provide permanent supportive housing and assists with linking the clients to services to include independent living skills. The program requires that all participants have a self-sufficiency plan in efforts to assist them in becoming self-sufficient and to remain in permanent housing to avoid becoming homeless again. HOME funded TBRA also provides transitional housing with clients participating in supportive services promoting self-sufficiency and independent living skills. The City has non-HUD funds that it uses to provide needed public services from non-profit agencies to the community that would include assistance to the homeless and chronically homeless. For PY 2013 approximately \$300,000 is available for health care funding, some of which may be dedicated to homeless service providers.

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

The City will work to implement its adopted ten-year plan to end homelessness at the local level using both CDBG and HUD technical assistance funds. We will utilize this process to assist all homeless programs in Las Cruces with Discharge Coordination Policy. Additionally, In PY 2013 the City with NSP program income, will purchase and rehab a home for Mesilla Valley Community of Hope to be used for permanent housing for chronically homeless women. The Families and Youth Inc. (FYI) transitional living center, partially funded with previous years HOME funds, provides transitional housing for young adults including homeless transitioning out of foster care or corrections programs.

Discussion

Coordinated efforts to provide funding and facilities to the non-profit agencies providing housing and services to the homeless population in the City of Las Cruces are on-going. City staff participates in regularly scheduled meetings to discuss facilities provided by the City and services to the homeless population. Opportunities to increase and improve services and address needs to the homeless population are discussed at various levels. On-going technical assistance to the various agencies providing services to homeless and special needs populations are provided.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated

Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

In Las Cruces, the primary barriers to affordable housing are not created through local policies. The City has made a concerted effort to streamline the development process, offers fee waivers for some development fees and completed a study in 2008 that examined barriers to housing development. This study did not reveal any significant barriers to affordable housing, although it did contain recommendations to facilitate affordable housing development, which the City is in the process of implementing.

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

To remove the barriers identified through the 2011 Analysis of Impediments to Fair Housing Choice, the City proposes the following Action Plan: 1) Improve fair housing visibility on the City's website. The City's website contains general information about fair housing and instructs residents about their options if they feel they have experienced fair housing violations. 2) Implement development recommendations from the Affordable Housing Strategy plan to facilitate affordable housing development. 3) Conduct a review of accessibility needs. The City of Las Cruces adopted a new building code in early 2013. As part of this code adoption, the City reviewed the adequacy of its current requirement for accessible units. 4) The City is in the process of updating its Fair Housing Ordinance to accurately reflect the actions the City can take when fair housing complaints are received. Because the City is not currently a HUD designated enforcement agency, it cannot file complaints on behalf of the residents.

Discussion

According to stakeholders interviewed for the Consolidated Plan, the largest barriers to affordable access include: The section 8 program's limit on the number of unrelated persons living together creates an obstacle for persons with developmental disabilities, who do best living together with 3 roommates and one caregiver. This is also the most cost effective living arrangement. Landlords who have accessible units are not required to rent them to tenants with disabilities—therefore, able-bodied renters are living in the city's very limited accessible housing stock. Landlords do not understand their requirements under the Fair Housing Act. They do not allow service animals when they are legally required to. This study did not examine the appropriate proportion of accessible housing in the City; however, stakeholders did remark that the City's standard for accessible units on new projects is too low and should be more than 3 percent.

AP-85 Other Actions – 91.220(k)

Introduction

The City of Las Cruces has undertaken efforts to assist with reducing the number of poverty level families. The first is the implementation of the Homebuyer Education program under an EDI grant from the U.S. Department of Housing and Urban Development. Two non-profits, Tierra del Sol and YWCA Paso del Norte are charged to establish homebuyer centers in order to have access to long-term funding for this program. This program is intended to assist families with improving both their credit and money management skills and then to get them into a potential homeownership. For most low income families, if they are able to ever afford a home, the greatest amount of wealth that they will possess is the equity they can obtain in their home. This grant expired in July 2007; however, both agencies have established themselves as viable and continuing homebuyer centers, in order for the program to continue without federal funding. Unfortunately due to economic conditions the local branch of the YWCA closed in 2012. Tierra del Sol continues to provide homebuyer education in the City of Las Cruces. The City has adopted Affirmative Marketing Procedures to ensure compliance with federal requirements for non-discrimination and equal access to HOME assisted affordable housing.

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Actions planned to address obstacles to meeting underserved needs

The City will also pursue additional funding or use CDBG funds for economic development activities, where viable and needed. With the designation of the Downtown Area as a “Blight Area” in accordance with NM State Statutes, this has availed the Downtown area to use Metropolitan Redevelopment Agency authority and Tax Increment Financing for improving this area. A Section 108 Loan Guarantee was awarded and used in the Downtown Las Cruces area, specifically for the rehabilitation of a vacant building to create the City’s Museum of Nature and Science that would reverse the blight on a project level basis. This Section 108 Loan is in conjunction with a Brownfield Economic Development Initiative (BEDI) grant for the same project. This project provides a destination for visitors to the area and improves the economic vitality of downtown. Additionally, the City amended the Consolidated Plan in late PY2011 to allow for expanded uses of the Section 108 Loan program.

Actions planned to foster and maintain affordable housing

Due to limited funding, the City of Las Cruces requires that no more than \$200,000 of HOME funds may be dedicated to a single project (but not necessarily one single agency in one program year). It is anticipated that the dedication or additional financing of the land bank and trust fund will be established in program year 2013, and the City may evaluate and update this policy as appropriate. Due to limited HOME funding each program year, the City of Las Cruces alternates the priority between dedicating of HOME funds between affordable rental housing development and single family homeownership developments. Funding is prioritized to affordable rental housing development and continues in odd

numbered years (i.e. 2013 and 2015). Single family housing development receives priority in even numbered program years (i.e. 2014 and 2016). However, given the number, type, and quality of applications for funding and any undedicated funds available, HOME funds may be provided to the other priority in any given program year.

Actions planned to reduce lead-based paint hazards

Through the City's home rehabilitation program, homeowners occupying units with lead-based paint will have the hazard removed when their units are rehabilitated. This program only benefits low to moderate income owners in the City.

Through the creation of new affordable rental and owner-occupied housing, families and individuals occupying units with lead-based paint will have greater opportunities to relocate into lead-free units.

The table below, from the City's Home Rehabilitation Handbook, summarizes the procedures taken to remove or mitigate lead paint during rehabilitation work.

SUMMARY OF LEAD-BASED PAINT REQUIREMENTS

FOR REHABILITATION (24 CFR 35; Subpart J)

Actions planned to reduce the number of poverty-level families

The City will implement those efforts that assist with housing services to the homeless and near homeless. While not a direct anti-poverty strategy, assistance to house the homeless first (i.e. Housing First) relieves some pressures to resolve other issues with this population (i.e. job training, job obtaining, health care, and other social issues) are just as effective as those tasks that resolve the homelessness issue after the other issues are resolved.

Actions planned to develop institutional structure

The City's institutional structure for carrying out housing and community development activities is efficient. Duplication of services is limited. The City benefits from having a relatively small group of nonprofit organizations specializing in serving certain populations.

The City has worked diligently to foster and develop strong relationships with its organizations that provide housing and supportive services to low income and special needs populations. City staff are accessible to its providers of housing and services and the City works to make the CDBG and HOME application processes transparent. In recent years, the City has been very proactive in implementing policies and programs that remove barriers and support the provision of needed housing and services,

such as the establishment of a land bank, streamlining the development process and implementing fee waivers for affordable housing development. These efforts will continue during the next action plan period and through the Consolidated Plan period.

The City of Las Cruces has an adopted Evaluation & Monitoring Policy that identifies the methods in which applications and agencies will be determined to be evaluated each year. In addition to the Evaluation Policy, which determines the number of monitoring reviews that are to be accomplished each year, the Program Compliance Coordinator is charged with conducting the monitoring visits for each agency each year as applicable. The monitoring conducted is for both financial and programmatic review in accordance with the CDBG, HOME, Supportive Housing Programs, and applicable OMB circulars. This is in addition to technical assistance provided by the City's HOME, CDBG, and Supportive Housing program staff.

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

The City will provide public service funding over the next year to local non-profit funds for agencies that serve special needs populations, primarily to the homeless, victims of domestic violence, the disabled, and low income youth and young adults. Additionally, the City will provide HOME funds to private, non-profit housing providers for the development of single-family housing and affordable rental development(s).

PY2013 will see the continued implementation of a development impact fee waiver for an additional four (4) affordable housing units using City General Fund monies. This program provides approximately \$35,000 in fee waiver value (\$35,000 in cash for utility fee waivers and park fee waivers.) in accordance with the State's Affordable Housing Act and Development Fees Act. This is in addition to the funds provided in previous program years for the same purpose. Due to state law restrictions on the waiver of a impact fee, City staff will be evaluating other options to increase participation in the fee waiver program.

The City hopes to fully implement its Affordable Housing Land Bank and Trust Fund through the implementation of the Advisory Committee, identification/acquisition of lands for the land bank, and funding sources to finance the trust fund.

The City is undertaking the effort to improve coordination related to enhancing efforts in the areas of homeless services and ending homelessness, including chronic homelessness, as well as a master plan for the homeless campus of Mesilla Valley Community of Hope.

The City of Las Cruces will require that no more than 50% of CDBG funds may be dedicated to infrastructure, public facilities, or economic development activities that result in capital or facility

improvements and that the remaining 50% or more may come from other sources. Other sources can include other federal, state, local, and private funds. For improvements made to City-owned facilities that are occupied by non-city operated programs, the other 50% must come from other federal, state and private (non-City of Las Cruces) sources or will provide full funding from CDBG funds with 50% of the funding provided as loan, resulting in program income upon payback.

Discussion

The City will continue participating in meetings with outside partners in efforts to improve overall delivery of CDBG and HOME-funded projects, as well as public service and homeless providers on a regular basis.

The City of Las Cruces will continue to implement efforts related to Section 3. The three components are: 1) notifying all public and Section 8 tenants about the opportunity to register as a Section 3 qualified business if they should own one as well as being on the City's vendor list with the Housing Authority; 2) for specific projects that are subject to Section 3, have potential bidders identify workforce needs as part of the bidding process; and 3) for any identified contractor needs for Section 3 projects, coordinate a mini-job fair between the contractor or subcontractors and public housing tenants for recruitment opportunity. The City of Las Cruces has certified 6 local contractors as Section 3 contractors. This list will be made available to any qualified bidder who is not Section 3 for Sub-Contracting opportunities in an effort to meet Section 3 requirements on all Section 3 covered contracts.

HOME Match: The HOME funds generally require a match of local monies; however, through CPD Notice 07-05, issued July 11, 2007 and expiring July 11, 2008, the City's HOME match percentage and been waived or reduced by 100% since Program Year 2004, due to our local family poverty rate and per capita income. As such, the City has discontinued the HOME match requirement for any HOME assisted activity through PY 2012, and anticipates the match reduction to continue through PY 2013.

MBE/WBE: The City of Las Cruces 2013 Action Plan is governed by City Municipal Code related to procurement, more specifically the City's Procurement Code. In Chapter 24 of the Ls Cruces Municipal Code, 1997, as amended, the Procurement Code dictates efforts that the City will undertake related to federally funded projects and procurement, including women and minority business enterprises. Please note that Section 24-417 of the City's Procurement Code discusses the requirements for MBE/WBE and Section 24-418 discuss Labor Surplus Area Businesses, which satisfies the City's obligation under 24 CFR 85.36.

Fair Housing Efforts: In accordance with the Goals and Objectives outlined within the Analysis of Impediments to Fair Housing Choice of the 2011-2015 Consolidated Plan, the City will be implementing efforts to address one of these items within the 2013 Action Plan, through continued implementation of fair housing awareness and referral assistance for both City staff and Boards. The City in PY 2013 plans to update its current Fair Housing Ordinance to include formal referral authority to HUD or the State Human Rights Commission, or pursuing Fair Housing Assistance Partner (FHAP) or "substantially

equivalent” status from HUD under the Fair Housing Act, to assist with potential fair housing testing. Further, the City will evaluate the need to increase the number of potential accessible rental units with an update to the next version of the City’s building code and look to implement a program of available accessible units within apartment complexes and a connection with disability providers to gain access for their clients. Providers include the City’s Senior Programs, the Ability Center, and Tresco Inc.

Program Specific Requirements

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

Introduction

As a participating jurisdiction the allocation of CDBG and HOME funds provided to the City of Las Cruces are used in accordance with the guidelines provided by the specific programs. Projects are selected based upon need, capacity, and funding availability.

The City of Las Cruces has an adopted Evaluation & Monitoring Policy that identifies the methods in which applications and agencies will be determined to be evaluated each year. In addition to the Evaluation Policy, which determines the number of monitoring reviews that are to be accomplished each year, the Program Monitoring and Compliance Coordinator is charged with conducting the monitoring visits for each agency including subrecipients, sponsors or administering agents each year as applicable. The monitoring conducted includes both financial and programmatic review in accordance with the requirements of the CDBG, HOME, Supportive Housing Programs, and applicable OMB circulars. This is in addition to technical assistance provided by the City's HOME, CDBG and Supportive Housing Program staff.

Goals and objectives identified in the Consolidated Plan are reviewed prior to awarding funds for proposed plans and projects to ensure that the proposed project meets identified goals and objectives of the plan. To ensure timeliness of project expenditures City staff review applicable IDIS reports for HOME and CDBG projects. Written agreements with outside agencies for all programs include specific expenditure requirements as well as project completion deadlines. For HOME projects City staff follows additional guidelines per CPD notice 07-06.

To perform the actual monitoring visit, City staff use Community Planning and Development (CPD) Handbook guidelines/exhibits as applicable for Supportive Housing Program (SHP), both HOME/CHDO, CDBG, and CDBG Public Services as required in the regulations for each of the programs.

Generally, for all on-site reviews there is a full record(s) review (review of program participant eligibility and supporting documentation), a complete Housing Quality Standards (HQS) for HOME multi-family, TBRA, and SHP rentals, and a walk-through of HOME single-family homes under construction or un-occupied, but where construction has been completed. These on-site inspections ensure long-term compliance with housing codes. If there are problems or issues beyond Program staff's expertise, other City Departments may be contacted. Once the review is complete, a written follow-up letter is provided to the agency, noting any Findings, Concerns and/or Observations to the Sub-recipient, with appropriate due dates for correction/compliance as applicable.

For Program Year 2013, City staff will begin scheduling on-site monitoring visits the 3rd quarter of the program year per the monitoring schedule spreadsheet for the programs. Normally, monitoring is

complete for all projects during the first quarter of the next program year. For Program Year 2013 City Staff will schedule monitoring visits for its TBRA , Supportive Housing projects, CDBG, and the multi-family sites of Montana Senior Village II, Mesquite Village, Desert Palms, Stone Mountain Place and Alta Tierra apartment complexes. The CDBG Public Services grants are generally monitored by the beginning of the calendar year.

**Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(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.	101,340
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:	101,340

Other CDBG Requirements

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

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:

The City has allocated funding from the Vehicle Acquisition Fund to be used for an affordable housing Low Income Housing Tax Credit (LIHTC) Project through the City's Housing Trust fund should the project receive LIHTC.

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:

The City files a Deed Restriction and Covenants agreement against the units that are HOME-assisted via grants for the acquisition of land and new construction of individual single family owner-occupied units. Following a resale provision, during the period of affordability, that restricts the purchase price and ensures the original HOME-assisted owner a fair return on investment. The full resale provisions detailed in the Deed Restriction and Covenants agreement filed against the HOME-assisted units can be found in Appendix "B" attached in the Grantee Unique Appendices of this document.

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:

For single family owner occupied units that are provided HOME funds for direct down payment, the City files a Deed Restriction and Covenants agreement that contains the following provision:

This \$_____ grant provided for down payment assistance is forgivable at a rate of one-fifth (1/5th) of the total grant amount per year over the five year affordability period.

1. Affordability. Owner shall maintain the Property as Owner-occupied, single family residential property for residential purposes only, until the expiration of the Affordability Period of _____ years. The Affordability Period will begin on the date of execution of this Deed Restriction and Covenant Agreement.
2. Owner Occupied. Annually during the affordability period, upon request of their agent, _____ or the lender, the owner(s) is required to provide documentation to their agent confirming the owner is occupying the unit as their primary residence. If, at any time during the term of the Affordability Period, the Property ceases to be the principal residence of Owner, whether through sale of the Property or otherwise, the Owner agrees to pay, from available net proceeds at sale, to the Lender, the amount equal to the unforgiven pro-rata grant amount provided for down payment

assistance. Net proceeds are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs. Under no circumstances can the Lender recapture more than is available from the net proceeds of the sale. The Owner further represents and warrants that his/her family, if any, and the Owner met the income eligibility requirement at the time the Contract to build the unit was executed with the Agent, _____.

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:

The City does not have plans in place at this time to use HOME funds for the refinancing of existing debt secured by multifamily housing that is rehabilitated with HOME funds.

Discussion

As market changes occur within Las Cruces, the City will re-dedicate funding sources to address the market needs in other areas.

1. Market changes in PaymentSaver will result in rededication of funds to: Home Rehabilitation, Property acquisition for affordable housing, either rental or owner-occupied units, or for gap financing for LIHTC (or other tax credit) projects, where applicable.
2. Market changes in Home Rehabilitation will result in rededication of funds to property acquisition for affordable housing, either rental or owner-occupied units, for other eligible housing programs, or to Public Facilities and Improvements.
3. Market changes in property acquisition will result in rededication of funds to the Home Rehabilitation Programs, PaymentSaver (or other downpayment assistance programs), and/or for Tenant Based Rental Assistance.

4. Market changes or projects not being funded for LIHTC will result in rededication of funds to other LIHTC projects within the community, PaymentSaver or down payment assistance, property acquisition for affordable housing development and/or for Tenant Based Rental Assistance.

5. Priority changes in public facilities and infrastructure needs will be rededicated to emergency shelter and/or transitional housing needs, to the removal of architectural barriers to public facilities, or to the Home Rehabilitation Program.

With the continued decrease in entitlement funding amounts for both the HOME and CDBG Programs, the City will continue to evaluate projects that best meet the needs of the City as identified in the 2011-2015 Consolidated Plan.