

CITY OF BURLINGTON
DRAFT ONE-YEAR ACTION PLAN
Program Year 2017

City of Burlington
North Carolina



City of Burlington
Planning and Community Development Department
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Executive Summary

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

1. Introduction

The City of Burlington is a federal entitlement community under the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program. The City also receives HOME funds through its participation in the Greensboro HOME Consortium. As a HUD entitlement community, the City is required to submit the FY 2017 Annual Action Plan as the third action plan of the 2015-2019 Consolidated Plan.

The One-Year Action Plan outlines the City's planned projects and activities to address identified priority needs and specific objectives during program year 2017. These activities and project will also address the City's overall priorities identified in the 2015-2019 Consolidated Plan. All priorities, objectives, and activities are planned for a one year period ending on June 30, 2018 unless otherwise indicated in the plan.

The City will direct Community Development Block Grant (CDBG) funds to projects within its corporate limits. Proposed allocations of CDBG funds are to citywide housing rehabilitation projects, neighborhood revitalization or development projects in the City's low and moderate income areas, job training, and development projects citywide for eligible populations.

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.

Burlington is committed to allocating funds that serve the needs of low to moderate income (LMI) residents. Households with incomes less than 50% of the area median income (AMI), particularly those with extremely low incomes (less than 30% of AMI), are particular priorities. The City has also identified special needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including low income families, the homeless, persons threatened with homelessness, the elderly, and persons with disabilities.

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non housing community development resources primarily to projects that will have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

The priorities identified in the Annual Action Plan were developed by:

- Weighting the severity of the need among all groups

- Analyzing current, social, housing, and economic conditions
- Analyzing the relative needs to low and moderate income families
- Assessing the resources likely to be available
- Evaluating input from requests for proposals, public hearings, and participation in various community meetings

Burlington will invest its CDBG and HOME funds in areas primarily impacted by LMI persons. Several of the City's LMI census areas are located in the downtown area and include a significant rental housing stock. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in

areas that are home to families, the elderly, the disabled, and the homeless. The City's provision of funding for new construction and acquisition of affordable housing will continue to be governed by its evaluation rubrics.

For Program Year 2017, the City plans to address needs/objectives identified under the priority needs identified in the 2015-2019 Consolidated Plan. The needs are identified as:

Need 1:

Improvement and access to local public facilities and services that contribute to neighborhood development.

Need 2:

Improvement of public infrastructure to revitalize neighborhoods.

Need 3:

Decent, safe affordable housing, including housing that directly reduces homelessness and increases the availability of supportive housing.

Need 4:

Planning and Administration

3. Evaluation of past performance

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

The City has maintained a high performance rate for past projects completed through the FY 2016 Annual Action Plan. The goals of the 2015-2019 Consolidated Plan have been instrumental in meeting the goals of the CDBG and HOME programs set out by the City through community input.

The City has rehabbed six homes since July 1, 2016. There are currently two rehabilitation projects under contract. The City has assisted one family with relocation assistance. Since July 1, 2016 one

infrastructure project, five public facility projects, and one public service project has been completed. There is currently one infrastructure project underway. The City has also completed three homes at the City's Apple Tree subdivision.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105. Key elements of the Consolidated Plan are its emphasis on citizen participation and the collaborative nature of the process. Burlington uses the input from citizens and its community development partners to determine its housing and community development needs, to develop strategies for addressing those needs, and to undertake specific actions consistent with those strategies.

Between February 2017 and May 2017, two public hearings were held to obtain public input to the planning process and development of the 2017 Annual Action Plan. The public hearings provided citizens a chance to comment on issues of affordable housing, special needs housing with supportive services, homelessness, neighborhood and community revitalization, and special needs and priorities that would be incorporated into the proposed Annual Action Plan.

During the development of the 2017 Annual Action Plan, there was consultation and coordination completed with several service agencies in the City of Burlington. These conversations were held with several levels of service providers who understood the problems faced by the elderly, and the need for affordable housing, homeless assistance, and health services. These meetings and conversations provided the City with a keen insight into some of the problems and needs that many low to moderate-income citizens were facing.

5. Summary of public comments

A summary of the comments received will be provided in the final draft of the 2017 Annual Action Plan.

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

A summary of responses to the comments received will be provided in the final draft of the 2017 Annual Action Plan.

7. Summary

The City's funds will coincide with specific set-asides to structure the spending of CDBG funds and ensure that the limited amount of funds available will have the greatest possible impact in addressing the needs of the Annual Action Plan and community.

A maximum of 15% of CDBG funds will be dedicated to public services.

The City of Burlington 2017 CDBG allocation is unknown as of March 29, 2017. The City has based its 2017 CDBG budget (\$502,011) on the assumption that the City's 2017 CDBG allocation will be the same as its 2016 allocation (\$402,011), plus \$100,000 of program income. In the event that the City's 2017 CDBG allocation is greater than \$402,011, the City will place such surplus funds toward housing rehabilitation.

In the event that the City's 2017 CDBG allocation is less than \$402,011, the City will fund its 2017 CDBG activities in order of priority. The City's priorities for 2017 CDBG funding and current budgeted amounts are as follows:

1. Housing Rehabilitation and Relocation (\$102,000)
2. North Park Development (\$100,000)
3. Construction Training Program and Burlington Development Corporation (\$101,000)
4. Administration (\$52,000)
5. Infrastructure (\$85,011)
6. Ralph Scott Lifeservices (\$52,000)
7. North Park Library (\$10,000)

If the City's 2017 CDBG allocation is not sufficient to fund all of the above activities in full, then the City will reduce or eliminate funding for activities based on priorities as follows:

1. If the decrease in the allocation is less than \$10,000, then the funding for North Park Library will be reduced by up to 50%.
2. If the decrease in the allocation is between \$10,000 and \$62,000, then the North Park Library funding will be reduced by an additional 50% and the funding for the Ralph Scott Lifeservices activity will be reduced by up to 50% and Infrastructure funding will be reduced by up to 57%.
3. If the decrease in the allocation is between \$62,000 and \$120,000, then the Burlington Development Corporation funding will be reduced by up to 37%, Infrastructure funding will be reduced by up to 32%, and Ralph Scott Lifeservices funding will be reduced by up to an additional 20%.
4. If the decrease in the allocation is between \$120,000 and \$201,000, Construction Training Program funding will be reduced by up to 15%, North Park Library funding will be reduced by up to 60%, Burlington Development Corporation funding will be reduced by up to 33%, North park development funding will be reduced by up to 30%, Infrastructure funding will be reduced by up to 40%, Ralph Scott Lifeservices funding will be reduced by up to 50%, and Housing Rehabilitation funding will be reduced by up to 20%.
5. If the decrease in the allocation is more than \$201,000, Housing Rehabilitation will be reduced by up to 40%, Construction Training Program funding will be reduced by up to 63%, Administration by up to 92%, North Park Library funding will be eliminated, Burlington Development Corporation funding will be reduced up to 50%, North Park Development funding will be reduced up to 72%, Infrastructure funding will be reduced by up to 67%, and Ralph Scott Lifeservices funding will be reduced by up to 50% until all funding for this activity is depleted.

Note that, regardless of the above funding adjustments, no more than 15% of the City's CDBG funds will be dedicated to public services and no more than 20% of its CDBG funds will be allocated to administration.

The specific projects for the Program Year 2017 will be discussed later in the plan.

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	BURLINGTON	
CDBG Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Sonyé Randolph, Community Development Administrator

City of Burlington

PO Box 1358

Burlington, NC 27216

[phone] 336-222-5094 [email] srandolph@ci.burlington.nc.us

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

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(l)).

The City of Burlington Planning Department's Community Development Division developed an outreach effort to maximize input from a large crosssection of stakeholders. This outreach effort included public meetings, published meeting notices, stakeholder meetings, attendance and networking at various meetings, telephone interviews, and requests for proposals. Furthermore, the Department implements a range of affordable housing and community development activities, including administration of the CDBG & HOME programs; preparation of the Consolidated Plan, the Consolidated Annual Performance Evaluation Report (CAPER), and the Annual Plan; technical assistance for and collaboration with non-profits and for-profits housing developers and social services agencies; and rehabilitation and other affordable housing projects.

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.

Allied Churches of Alamance County (ACAC) and Alamance Housing Committee (AHC) both have interagency agreements with the City of Burlington to manage CDBG activities. Close cooperation exists between the City, ACAC, AHC, local nonprofit agencies, homeless providers, and regional organizations to enhance coordination. The City will continue to support strategies to meet the needs of homeless persons and those at risk of becoming homeless.

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 funds. Rather, ESG funds are allocated to the community through Alamance Housing Committee (AHC) participation in the NC Balance of State Continuum of Care application process. AHC utilizes the Balance of State application process to apply for ESG funds, develop performance standards, and evaluate outcomes. The City of Burlington is currently working closely with AHC to restructure the delivery and allocation process. A detailed description of how this process is being restructured in Burlington can be found in the MA30 section of the City's 2015-19 Consolidated Plan. The plan is also available at: <http://www.ci.burlington.nc.us/DocumentCenter/View/7532>

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BURLINGTON
	Agency/Group/Organization Type	Other government - Local Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Recreation and Infrastructure Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department’s Community Development Division consulted with city governmental departments via in person interviews to determine the needs of the City. Such interviews help to optimize allocation of entitlement resources.

2	Agency/Group/Organization	ALLIED CHURCHES OF ALAMANCE COUNTY (ACAC)
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Employment Publicly Funded Institution/System of Care Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department's Community Development Division staff consulted with ACAC by telephone to help identify the needs of the City's homeless populations and how to best use resources to address these needs.
3	Agency/Group/Organization	ALAMANCE COUNTY COMMUNITY SERVICES AGENCY (ACCSA)
	Agency/Group/Organization Type	Housing Services-Education Services-Employment

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department's Community Development Division actively consulted with ACSSA via an in-person meeting to discuss reducing poverty levels via economic development activities, e.g., education and training, and affordable housing.
6	Agency/Group/Organization	HABITAT FOR HUMANITY OF ALAMANCE COUNTY, NC
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department's Community Development Division staff consulted with Habitat via an in person meeting to help identify housing and community development needs, especially affordable housing.
5	Agency/Group/Organization	ALAMANCE COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy

<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 Planning Department’s Community Development Division consulted with Alamance County via a visit to the County’s Public Health Department’s website to gain knowledge regarding reducing lead based paint hazards through the City’s housing rehabilitation program.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

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	AHC	The goals of this organization overlaps with the goals in the strategic plan and visioning of this plan, including creating attractive and affordable housing and supportive services for all
Regional Assessment of Fair Housing	Piedmont Triad Regional Council	Strategic Plan goals and objectives will intentionally,affirmatively further fair housing. Addresses barriers toaffordable housing as well.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 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

In accordance with 24 CFR 91.100(4), the City of Burlington will notify adjacent units of local government of the non-housing community development needs included in its Action Plan.

The City continues to interact with the various public and non-profit institutions that provide housing and supportive services to low income residents. Although the agencies are independent of one another, they work together to ensure that their programs and services are coordinated and that residents are served.

The City's goal for citizen participation is to ensure broad participation of City residents; housing, economic development, and other service providers; City departments; nonprofit organizations; neighborhood groups; and other stakeholders in the planning and implementation of community development and housing programs. As such, the City has adopted a Citizen Participation Plan (CPP) to broaden citizen participation.

The purpose of the CPP is to establish the process by which citizens, public agencies, and other interested parties can actively participate in the development of the Consolidated Plan, Annual Action Plan, Substantial Amendments, and the Consolidated Annual Performance and Evaluation Report (CAPER) and to set forth the City's policies and procedures for citizen participation.

The Citizen Participation Plan provides for and encourages public participation and consultation, emphasizing involvement by citizens and the organizations and agencies that serve low/moderate-income persons through the use of HUD programs.

During the preparation of the 2017 Annual Action Plan, two public meetings were held to gather public input on housing and community development needs and to get public comments on the draft 2017 Annual Action 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)
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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	Minorities Persons with disabilities Non-targeted/broad community Public Hearing info send via Community Council	Upon motion by Councilmember Ward, seconded by Mayor Pro Tem Faucette, it was resolved unanimously to close the public hearing. Citizen comment period was held. No action required.	Dorene Cole, RSLs asked for support of the renovation of the day facility at 1212 Turrentine. Annette Orbert and Nicole Blackwell of Alamance Co. CSA requested funding to complete 4 more lots in the Apple Tree subdivision. Robin Wintringham of Habitat for Humanity thanked Council for its continued support. Kep Taylor, NC Construction Partnership, asked for continued support for the NCCP training program. MJ Wilkerson, Alamance Co. Libraries, asked for continued funding of \$10,000 at North Park Library.	All comments were accepted.	http://burlingtonnc.gov/ArchiveCenter/ViewFile/Item/2771 16

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	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	TBD	TBD	TBD	
3	Public Hearing	Minorities Non-targeted/broad community Residents of Public and Assisted Housing	TBD	TBD	TBD	
4	Internet Outreach	Non-targeted/broad community	TBD	TBD	N/A	https://uwalamance.org/nsm_updates/public-hearing-cdbg-home-programs/

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)
5	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	TBD	TBD	TBD	http://burlingtonnc.gov/Archive.aspx?AMID=31
6	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	TBD	TBD	TBD	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

Table 5 shows the resources Burlington anticipates having for program year 2017. The anticipated CDBG allocation assumes that the 2017 allocation will be the same as the 2016 allocation.

Anticipated Resources

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	402,011	100,000	0	502,011	1,271,372	

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

Non profit housing and service providers rely on many sources of revenue for their operations. In Burlington, this includes Allied Churches, Habitat for Humanity, and ACCSA, Family Abuse Services, Residential Treatment Services, and Ralph Scott Lifeservices, all highlighted in the previous sections. These agencies and organizations pursue multiple sources of funding for housing and social service programs. To supplement, match, or leverage the grants from competitive Federal and State programs and foundations, the agencies use local funds and private resources. Private resources include contributions, corporate sponsorships, United Way, foundation grants, fees, and fund-raisers. Local organizations have reported success using private funds such as these to match other grants.

Low Income Housing Tax Credits (LIHTC) have proven to be a highly effective method of increasing the supply of affordable housing. However, there is currently a lack of developers with the capacity or interest in LIHTC projects within the City of Burlington. The City’s strategy for coordinating LIHTC development into its efforts to increase the supply of affordable housing for low and moderate-income families is to provide technical assistance on an as-needed basis through the Planning Department’s Community Development Division.

To match the HOME City funds, the City participates in a Construction Training Program with the North Carolina Housing Finance Agency and the North Carolina Homebuilders Association. The City will use the North Carolina Housing Finance Agency funds of \$65,000 to pay for the hard construction costs for housing in conjunction with the Contruction Training Program activities.

To match HOME County Program expenditures for rehabilitations, the City of Burlington allocates a portion of its closed-out Rental Rehabilitation Program loan payments.

When appropriate, the City will work to leverage with other programs such as weatherization. In some instances, homeowners may contribute their personal funds to upgrade certain rehabilitation elements based on their personal preferences.

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

Burlington is not involved with land banking and has a limited amount of resources available to acquire, assemble, and dispose of sites for the purpose of expanding affordable housing and employment opportunities.

Discussion

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Decent & Affordable Housing	2015	2019	Affordable Housing	Citywide / Non-Site-Specific Eligible LMI Block Groups	Decent, affordable housing	CDBG: \$102,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Provide improved public facilities	2015	2019	Non-Housing Community Development	Citywide / Non-Site-Specific Eligible LMI Block Groups	Improvement and access to local public facilities	CDBG: \$152,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12,087 Persons Assisted
3	Provide Economic Development Opportunities	2015	2019	Non-Housing Community Development	Eligible LMI Block Groups	Decent, affordable housing	CDBG: \$65,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit Jobs created/retained: 16 Jobs
4	Improve the Quality of Public Infrastructure	2015	2019	Non-Housing Community Development	Eligible LMI Block Groups	Improvement of public infrastructure	CDBG: \$95,011	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: TBD Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homeless Shelter, Services, and Facility Assist	2015	2019	Homeless	Eligible LMI Block Groups	Improvement and access to local public facilities Decent, affordable housing	CDBG: \$36,000	Homelessness Prevention: TBD Persons Assisted

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Provide Decent & Affordable Housing
	Goal Description	Provide housing rehabilitation services and relocation services needed.
2	Goal Name	Provide improved public facilities
	Goal Description	
3	Goal Name	Provide Economic Development Opportunities
	Goal Description	

4	Goal Name	Improve the Quality of Public Infrastructure
	Goal Description	
5	Goal Name	Homeless Shelter, Services, and Facility Assist
	Goal Description	

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

The following 2017 projects are expected to address the primary community development and housing issues that can be addressed with limited CDBG funding.

#	Project Name
1	Housing Rehabilitation
2	Construction Training Program
3	Administration
4	North Park Library
5	Ralph Scott Lifeservices Upgrades
6	Relocation
7	Burlington Development Corporation
8	North Park Development
9	Infrastructure

Table 8 – Project Information

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

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing Rehabilitation
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	\$100,000
	Description	Description Receipts from the revolving loan fund will be used for loans for low and moderate-income households to rehabilitate their homes to provide safe, decent dwellings that meet the City's Minimum Housing Code. The City will undertake any required lead-based paint hazard reduction procedure and when necessary, temporarily relocate program participants.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least ten families will benefit through housing rehabilitation that would have not otherwise occurred
	Location Description	Citywide

	Planned Activities	Rehab: Single-unit residential Matrix code: 14 A
2	Project Name	Construction Training Program
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing Provide Economic Development Opportunities
	Needs Addressed	Decent, affordable housing
	Funding	\$65,000:
	Description	The City will invest \$65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is the continuation of a cooperative venture between the City, the North Carolina Housing Finance Agency (NCHFA) and the North Carolina Home Builders Association (NCHBA). North Carolina Home Builders Association will recruit the trainees and conduct the job training and development activities. Class instruction includes hands-on rehabilitation training, RRP certification, green building skills, and building maintenance instruction. The training consists of a spring and fall class with approximately 16-20 participants. The class participates in hands-on rehabilitation activities through the City housing rehabilitation program. The projects the class works on are reviewed for environmental standards through the scattered site housing rehabilitation process. North Carolina Housing Finance Agency will provide funds of \$65,000 for hard construction costs for eligible affordable housing rehabilitation projects identified and undertaken by the City.

	Target Date	5/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	16 individuals through the program.
	Location Description	Training will occur at the City-owned Broad Street Gym. 215 N Broad St, Burlington, NC 27217
	Planned Activities	Public services: housing rehab, single unit residential Matrix code: 14 A
3	Project Name	Administration
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing Provide improved public facilities Provide Economic Development Opportunities Improve the Quality of Public Infrastructure Homeless Shelter, Services, and Facility Assist
	Needs Addressed	Planning and Administration
	Funding	\$52,000:
	Description	Administration

	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Administration of CDBG funding and projects Matrix Code: 21A
4	Project Name	North Park Library
	Target Area	Eligible LMI Block Groups
	Goals Supported	Provide improved public facilities
	Needs Addressed	Improvement and access to local public facilities
	Funding	\$10,000:
	Description	Description: Each year, the City sets aside funds to purchase books, materials and supplies for the branch library in the Mayco Bigelow Community Center at North Park. Continuation of this financial assistance permits the library to operate and maintain its level of service to the community.
	Target Date	4/10/2018

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 850 persons live in the service area of the library.
	Location Description	North Park Library, 849 Sharpe Rd. Burlington, NC 27217
	Planned Activities	Public Services: other public services Matrix Code: 05
5	Project Name	Ralph Scott Lifeservices Upgrades
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide improved public facilities
	Needs Addressed	Improvement and access to local public facilities
	Funding	\$52,000:
	Description	Description: The City plans to provide \$52,000 to assist Ralph Scott Lifeservices to renovate the interior of its Day Services Facility (StarPoint). This project will allow for sustained use of the facility. The facility serves as a needed day program for individuals with developmental and other intellectual disability. The program current serves 87 individuals. Approximately 76 of those individuals also are served in the residential programs operated by RSL and another 11 come from the community, where they reside with their families. No other program of this type is available to these citizens within the Alamance/Burlington area.

	Target Date	3/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 87 individuals are served daily by the day center activities for the disabled.
	Location Description	Ralph Scott Lifeservices, Star Point, 1212 Turrentie St. Burlington, NC 27215
	Planned Activities	Public Facility: Handicapped Centers 03B
6	Project Name	Relocation
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	\$2,000
	Description	Description Depending on the extent of the rehabilitation a homeowner may be required to relocate during the rehabilitation of their home. The City will provide temporary relocation assistance to persons who are qualified participants under the homeowner rehabilitation program. In all cases the City will try to reduce relocation expenses for homeowners by making arrangements for persons to stay with family members and friends during the rehabilitation of their home. The City will use CDBG funds to cover eligible relocation expense during the rehabilitation process.
	Target Date	3/31/2018

	Estimate the number and type of families that will benefit from the proposed activities	Between two and six families that benefit through housing rehabilitation program will also benefit from the relocation program.
	Location Description	N/A
	Planned Activities	Relocation Matrix Code: 08
7	Project Name	Burlington Development Corporation
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	\$36,000
	Description	Description: Burlington Development Corporation, a non-profit component of the Burlington Housing Authority operates two supportive housing programs for chronically homeless and homeless families. The HOPE program is a permanent housing program for chronically homeless individuals and STEPS is a rapid rehousing program for homeless families.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	Unites six chronically homeless individuals and families.
	Location Description	133 N. Ireland St. Burlington, NC 27217.
	Planned Activities	Public Services: Operating costs of homeless/AIDS patient program Matrix Code: 03T
8	Project Name	North Park Development
	Target Area	Eligible LMI Block Groups
	Goals Supported	Provide improved public facilities
	Needs Addressed	Improvement and access to local public facilities
	Funding	\$100,000
	Description	Upgrades to the community center and upgrades to shelter bathrooms to make them handicap accessible
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	TBD

	Location Description	849 Sharpe Road, Burlington, NC 27217
	Planned Activities	Parks, Recreational Facilities Matrix Code: 03F
9	Project Name	Infrastructure Improvements - Sidewalks
	Target Area	Eligible LMI Block Groups
	Goals Supported	Improve the Quality of Public Infrastructure
	Needs Addressed	Improvement of Public Infrastructure
	Funding	\$85,011
	Description	TBD
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	TBD

	Planned Activities	Sidewalks Matrix Code: 03L
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AP-50 Geographic Distribution - 91.420, 91.220(f)

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

In light of the limited amount of CDBG funds available to the Burlington, not all the City's housing and community development needs can be addressed. Therefore, priorities must be established to ensure that scarce resources are directed to the most pressing housing and community development needs.

In order to achieve the greatest impact possible from the limited federal funds available, the HOME Consortium intends to allocate its community development resources primarily to projects that will have a focused neighborhood impact on increasing access to opportunity. The Consortium's basis for increasing opportunity is governed by the opportunity mapping results of the 2014 Regional Assessment of Fair Housing. This is an econometric modeling technique designed to comprehensively quantify and analyze the geographic distribution of opportunity. Geographic priority investment areas have been determined based on their ability to connect opportunity to low and moderate-income residents within the Triad. These include the north-central, eastern, and southern areas of Burlington.

Multiple revitalization activities, such as housing rehabilitation and public facility development, will be geographically coordinated in order to maximize their impact. The neighborhood-level focus for non-housing community development needs within income-eligible areas reflects the City's desire to create appreciable and lasting living environment improvements given limited funds, and the specific geographic targeting of new family rental housing reflects the need to affirmatively further fair housing by directing this type of development to a broader range of neighborhoods, combating existing segregated settlement patterns.

Geographic Distribution

Target Area	Percentage of Funds
Citywide / Non-Site-Specific	70
Eligible LMI Block Groups	30

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non-housing community development resources primarily to projects that will have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

Burlington will invest its CDBG and HOME funds in areas primarily impacted by LMI persons. Several of the City's LMI census areas are located in the downtown area and include a significant rental housing stock. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in areas that are home to families, the elderly, the disabled, and the homeless. The City's provision of funding for new construction and acquisition of affordable housing will continue to be governed by its evaluation rubrics.

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

Introduction:

The following public policy barriers were identified in the 2014 Piedmont Triad’s Regional Assessment of Fair Housing, which included the City of Greensboro and the City of Burlington. Stakeholders interviewed during the consultation process for this Consolidated Plan verified that these barriers still influence the market for affordable housing.

- The absence of a public policy that results in the creation of affordable housing in higher opportunity areas.
- An inadequate supply of decent, affordable housing for low- and moderate-income households, including affordable housing that is accessible to persons with disabilities
- Burlington’s zoning ordinance limits the number of unrelated people who may live together to two and restricts mobile homes to a dedicated district
- The absence of a public transportation system connecting low- and moderate-income neighborhoods with employment opportunities and other community assets reduces residential investment
- The absence of a lawfully organized and politically-neutral human rights commission to provide fair housing education, outreach and enforcement of fair housing laws
- The concentration of assisted housing in low- and moderate-income census tracts reduces affordable housing options to low-opportunity areas

These barriers tend to disproportionately impact lower- and moderate-income households, since, as found in the previous Needs Assessment, these households are most in need of affordable housing.

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

The City is in the process of fulfilling action items on its Fair Housing Action Plan and will complete several key actions over the next five years. A Language Access Plan (LAP) was adopted in December 2015 in order as part of an effort to increase resident involvement and access to city services—including CDBG-funded activities—amongst the growing number of residents with limited English proficiency. The goals and strategies in the Consolidated Plan directly connect to the goals and strategies presented for the City of Burlington in the Regional Assessment of Fair Housing.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

In FY 2017, Burlington plans the following actions to help address the housing and community development needs of City residents, especially low- and moderate-income residents.

Actions planned to address obstacles to meeting underserved needs

The chief obstacle to meeting underserved needs is a lack of, or inadequate, resources---both financial and human (staffing). The City of Burlington will continue to collaborate with human and social service agencies and the Continuum of Care to identify potential resources for meeting the service needs of City residents. The restructuring effort of Allied Churches will help address this obstacle, as it will increase the efficiency of the institutional delivery system and help optimize the use of scarce human and financial resources. The funding for Burlington Development Corporation to operate two housing programs in the community is another example of Burlington's commitment to meeting needs. The improvements to the facilities at Ralph Scott Lifeservices will also directly improve access to the programs operated by this organization and the underserved needs of the low income populations it serves. Improving access to public facilities and infrastructure amongst underserved populations is also addressed in this plan. The funding for the North Park Library will benefit predominantly low moderate income residents of Burlington.

Actions planned to foster and maintain affordable housing

Burlington will continue to administer its housing rehabilitation program, which helps increase the supply of decent, affordable housing for low-income households in the City who would otherwise not be able to afford necessary rehab. The City will continue it's CHDO partnership with Habitat for Humanity of Alamance County to finish the remaining lots at the Apple Tree Village. The relocation fund from CDBG will serve to encourage families to participate in the rehab program.

Actions planned to reduce lead-based paint hazards

The City actively reduces lead based paint (LBP) hazards by including abating all lead hazards as a part of its housing rehabilitation program. Additionally, in the discussion of activities to stimulate employment opportunities, the City delineates its planned efforts to encourage local contractors to be trained in safe work practices and to become state certified lead based paint abatement supervisors.

The City of Burlington will continue to uphold its obligation to abate all LBP hazards on properties it acquires. The City will also continue to work with the Alamance County Public Health Department to implement all aspects of the lead based paint regulations. In its efforts to evaluate and reduce lead based paint hazards in all of its CDBG and HOME funded rehabilitation projects, the Public Health Department provides information and outreach on the dangers of lead-based paint, as well as guidance in the identification and reduction of lead-based paint hazards to all program participants. Blood level tests may be paid through the Housing Rehabilitation program for targeted populations, such as children under 5, when needed.

The City will continue to participate in NC Lead, a surveillance system that all pediatricians are required to enter data into. When a child is found with elevated levels of lead in the blood, the Health Department offers to complete an investigation. When the lead levels reach poisonous concentrations, the Health Department is required to do so.

In order to affirmatively market LBP safety and abatement initiatives, the Public Health Department issues literature on housing-related and non-housing related sources of lead. Materials are also available in Spanish.

Actions planned to reduce the number of poverty-level families

Burlington will continue participating in the North Carolina Construction Training Partnership Program. This workforce development initiative is designed to address the lack of middle skill employees through training low income Burlington residents in construction. The goal is to provide job training in the construction industry while improving the quality of affordable housing stock for low income residents in Burlington. NC Housing Finance Agency will also provide funds to the City to rehabilitate eligible affordable housing for low-income households. The goal for the Construction Training Partnership Program is to train 16 low income Burlington residents a year.

Actions planned to develop institutional structure

As part of the Allied Churches of Alamance County (ACAC) Coordinated Assessment (CA) project, the City of Burlington will work with ACAC and Alamance Housing Committee (AHC) within the context of the Balance of State CoC to address gaps in the institutional delivery system. The greatest gap in meeting the needs of all homeless populations is the reduced capacity of many agencies, given funding limitations in recent years. The institutional delivery system has been effective and providing substitutes for this need, but struggles to provide enough services given their limited capacity. In order to develop and improve this institutional structure, the coordinated assessment will result in an additional staff person to handle standardized systems for accessing homeless facilities and services.

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

The City of Burlington facilitates coordination among its partner agencies that results in a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions. Additionally, City general funds will continue to be available for economic development, indicating a commitment to leveraging all possible resources to meet needs. By establishing set-asides to govern CDBG and HOME spending, the City is ensuring that high-priority public and private housing and social service agencies and their programs will continue to receive the resources required to achieve an appreciable impact.

The greatest gap in meeting the housing, community development, and economic development needs in the City is the reduced capacity of many agencies, given funding limitations in recent years, to carry out their work to the extent that is needed in the community. Reductions in work force resulting from dwindling resources pose a serious challenge to meeting escalating demand for affordable housing and related services. In order to overcome this gap, the City has planned to focus its capacity and delivery on priority needs.

Strategic planning and evaluation will continue to be performed periodically to ensure the streamlining of operations. The City will continue to work with Burlington Development Corporation, Burlington Housing Authority, ACAC, and Alamance Housing Committee to enhance coordination. Enhancing coordination is an important component of the Coordinated Assessment project as well as a part of the HOPE and STEPS programs administered by Burlington Development Corporation through CDBG funding.

Discussion

The City is committed to addressing institutional structure development, coordination of services, poverty reduction and affordable housing initiatives as necessary in our community over the upcoming year.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

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	100,000
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:	100,000

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.	TBD%

Discussion

