

W CITY OF **WILMINGTON** NORTH CAROLINA



Annual Action Plan FOR CDBG AND HOME PROGRAMS ANNUAL ACTION PLAN July 1, 2019 - June 30, 2020



Before



After



Adopted by City Council
June 18, 2019

**City of Wilmington
City Council**

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Executive Summary

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

1. Introduction

The City of Wilmington has been a Community Development Block Grant (CDBG) entitlement community since 1975. Funding comes to the City's Community Development Division, Community Services Department, in the form of an annual block grant administered by the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used with great flexibility to provide "decent housing, a suitable living environment, and expand economic opportunities principally for persons of low and moderate income". In addition to the CDBG funds, the City receives HOME Investment Partnership Program funds, also funded through HUD. The HOME grant is specifically for affordable housing.

On September 14, 2018, Wilmington, North Carolina and the surrounding region were hit by Hurricane Florence. Hurricane Florence was a large and slow moving hurricane with extreme rainfall. Florence sat over the region for days dropping almost three feet of rain over a large area of southeastern North Carolina. Wilmington was cut off from the rest of the state due to flooded roads, delaying the delivery of hurricane relief supplies. Federal data show Hurricane Florence was the 12th most expensive tropical storm in recent decades. According to the National Oceanic and Atmospheric Administration (NOAA) Florence's final cost was \$24 billion (2/8/19 The News & Observer, Raleigh, NC).

At least 1,200 rental units are estimated to have been damaged from the storm, displacing lower income households. Lower income homeowners struggle to meet insurance deductibles needed to access insurance funds when available and many homeowners either lacked insurance or have damage not covered, including flood, and tree and other debris removal. Hurricane Florence has shed new light on already existing inequities in the community around affordable housing and access to resources and opportunities and an ever growing gap in incomes.

The Annual Action Plan serves as an application for funding from HUD for the CDBG and HOME programs. Additionally, the plan identifies local general funds, program income and other funds that are used to implement the goals and activities described in the plan. HUD sent a letter dated April 15, 2019, notifying the City of the Fiscal Year 2019/20 allocations for the CDBG and HOME programs. In accordance with that letter, the plan allocates \$957,054 CDBG

and \$614,346 HOME. In addition, the plan identifies prior-year funds of \$1,228,763 CDBG and \$2,279,965 HOME that are allocated to activities in progress as of March 31, 2019. Finally, the plan recognizes Program Income of \$365,000 HOME, projected Revolving Loan Repayments of \$417,000 CDBG and Revolving Loan repayments of \$851,255 including General Funds, and \$662,453 General Funds allocated for public service activities.

Adoption of the FY2019/20 Annual Action Plan (AAP) authorizes the reprogramming of \$220,000 funds in CDBG Revolving Loan Fund from Owner-Occupied Housing Rehabilitation Loans to Homebuyer Assistance Loans, aka HOP.

To ensure the City remains compliant with changes to CDBG accounting requirements as described in 24 CFR Parts 91 and 570, November 12, 2015, the FY2019/20 Annual Action Plan includes a City of Wilmington Policy for Calculating the Program Planning and Administrative Cap of CDBG under grant-specific accounting rule in accordance with CFR 570.200 (Effective July 1, 2019). Additionally, a revised voluntary relocation policy is included in the AAP to update the policy to reflect current market rates for temporary housing and in accordance with federal uniform relocation assistance and real property policies and regulations as applicable.

2. Summarize the objectives and outcomes identified in the Plan

The City of Wilmington is growing, with population increasing from the in-migration of retirees, students and others. Likewise the region, New Hanover County, Brunswick County and Pender County, are seeing an increase in population as well. As the region's hub and only municipality with a population over 50,000, the City of Wilmington is the economic and employment center for the region. While the surrounding region has undeveloped land, the City of Wilmington is 90% built out.

Low to moderate income households experience housing cost burden in the City of Wilmington and the region. Half of renters in New Hanover County are cost-burdened and 29 percent of homeowners. The price of housing has increased by 22 percent over the past six years, while the supply of affordable housing has decreased. Wilmington's 3.4 percent increase in average rent prices from 2017 to 2018 outpaced the national average of 1.5 percent, increasing more than notoriously high-rent cities of New York and San Francisco. Wilmington is the fourth most expensive place to live in the state, but wages in Wilmington are below the state average.

Data from the North Carolina Office of State Budget Management projects an increase in population for New Hanover County, including Wilmington, from 233,595 in 2018 to 311,381 in 2037; a 33% increase adding almost 80,000 people. Assuming an average household size of 2.3

this equates to the need for 34,782 more units of housing over the next 20 years or an average of 1,740 annually. (<https://linc.osbm.nc.gov/pages/population-housing/>)

This growth is driving the housing market and is resulting in the new construction of luxury apartments and higher priced homes. Meanwhile, over half of the jobs in Wilmington and New Hanover County are lower paying with earnings below the income needed to afford units available. This pressure from continued population growth continues to exacerbate the need for housing that is affordable.

This Annual Action Plan allocates CDBG and HOME funds along with City General Funds toward the creation of housing that is affordable, assistance to low-to moderate income homebuyers and owner-occupied households as well as special needs populations and homeless. The limited resources available are not sufficient to counterbalance the private market conditions that are resulting in continued loss of housing that is affordable for working families and disabled persons, elderly and those with incomes below 80% of the Area Median Income.

Please refer to Section AP-38 for a description of the activities that will be carried out in FY2019-20 to address Housing Affordability, Public Services and Public Facility Support to improve quality of life and provide services in low-to-moderate income neighborhoods.

3. Evaluation of past performance

During the period from FY2014 – FY18 the City’s community development and housing programs have accomplished the following:

- Increase and Maintain Rental Housing –218
- Homebuyer Assistance HOP and DPA –99
- Homeownership Housing Production for very low & low income – 19 units
- Owner-Occupied Housing Rehabilitation/Repair - 52
- Emergency Shelter & Services - 7,070
- Homeless to Permanent Housing –1,021
- Produce Permanent Supportive Housing – 48 units
- Homeownership Education –926
- Preserve & maintain public facilities – 8 projects completed
- Promote workforce development through education, training, job placement –5,580 (CDBG, GF)

- Support quality youth programs for at-risk youth –17,734 youth served (GF)
- Support programs assist victims of crime, and provide crime prevention, community safety education and outreach - 2,889 (GF)
- Provide for food security & basic needs for low income HH - estimate 5,455 (GF)

4. Summary of Citizen Participation Process and consultation process

City staff met with various organizations during scheduled meetings, consulted directly with stakeholders and citizens, and reviewed plans. Citizen input was gathered via a Survey prepared and distributed by Community Development staff to community-based agencies serving low-to-moderate income persons and communities. The survey ask respondents to prioritize eligible activities and assess needs (see appendix for Survey report). Input on community needs and programs to address these needs are identified and assessed through the City’s application process which allows community-based organizations to apply for CDBG, HOME and General Funds to support programs and projects that benefit low-to-moderate income persons and communities, address Consolidated Plan Goals and Objectives, City priorities, and meet HUD national objectives.

5. Summary of public comments

The Draft Annual Action Plan for Fiscal Year 2019/20 was released for public comment on May 3, 2019. Community agencies serving low-to-moderate income persons and neighborhoods were notified via email and provided with a link to the draft plan. In addition, a notice was published in the Star News. A public hearing was advertised in the Star News and on the City’s website. The public comment period was announced and presented on the City’s local TV station G-TV. Announcements of the public comment period were made by City staff in attendance at various community meetings, such as the Tri-County Homeless Interagency Council and Cape Fear Housing Coalition. No public comments were received on the Draft Annual Action Plan for FY2019/20.

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

No public comments were received on the Draft Annual Action Plan FY2019/20. However, as described herein, stakeholders, including citizens, were consulted in the preparation of the Five-Year Consolidated Plan 2017-2022 and in the FY2019/20 Annual Action Plan.

7. Summary

The City of Wilmington followed the City’s adopted Citizen Participation and Consultation Plan adopted August 16, 2016.

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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
CDBG Administrator	WILMINGTON	Community Services/Community Development & Housing	
HOME Administrator	WILMINGTON	Community Services/Community Development & Housing	

Table 1 – Responsible Agencies

Narrative (optional)

This document is the Annual Action Plan for the City of Wilmington, NC, a participating jurisdiction in the U.S. Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG) and HOME Investment Partnership Program. This plan covers the Federal Program Years 2018 – 2019 and City of Wilmington Fiscal Years 2019-20.

The Community Development & Housing Section of the Community Services Department, is the unit of City government that acts as the primary administrator of the federal CDBG and HOME funds.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Wilmington staff members work closely with community residents, community-based organizations including non-profits, religious institutions, public institutions and private sector entities to continuously assess issues as they arise. City community development staff members collaborate with many agencies to facilitate the implementation of community development activities and to solicit input and consult on community development initiatives. This plan builds on these relationships and interactions and includes a list of consultations and meetings held to gather input and guidance from various stakeholders.

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))

Coordination between publicly assisted housing providers, private and governmental health, mental health and services agencies is enhanced through a variety of engagement strategies and actions including, but not limited to, initiating and/or participating in coalitions and partnerships that bring representatives from various public and private entities together to address housing, community development, youth development, community safety, health and mental health and other related issues of concern. A few, not an exhaustive list, examples include the Cape Fear Housing Coalition, New Hanover County Resiliency Task Force, and New Hanover County/City of Wilmington Community Relations Advisory Committee.

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.

The City of Wilmington provides general funds to support the administrative staff of the Continuum of Care (CoC) through an inter-local agreement with the Cape Fear Council of Governments. Additionally, City staff representative’s serves on the Tri-County Homeless Interagency Council (Tri-HIC) which serves as the CoC board. City staff participate in various committees of the Tri-HIC and vote on programs and projects to be included in the CoC application for funding. Members of the Tri-HIC are consulted throughout the year for input in the City’s community development planning including, but not limited to, Consolidated Planning and Annual Action Plans.

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

Although the City of Wilmington is not the administrator for ESG funds, City community development staff members serve on the Tri-HIC which includes agencies receiving ESG funds along with funds from the City's CDBG program. As such, City staff are engaged in the process of evaluating outcomes and developing funding and policies and procedures for the administration of HMIS.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Wilmington Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Attendance at WHA Board Meeting; City RFP Process; Survey
2	Agency/Group/Organization	NEW HANOVER COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with NHC staff members Housing Planning; Survey;

3	Agency/Group/Organization	WILMINGTON
	Agency/Group/Organization Type	Other government - Local Planning, Transportation, Development Department Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis Land Use Planning
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in City of Wilmington Planning & Technical Review Process
4	Agency/Group/Organization	Tri HIC
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth CoC Board
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Attendance at Tri-HIC Monthly Meetings; City RFP process; Survey
5	Agency/Group/Organization	Cape Fear Housing Coalition
	Agency/Group/Organization Type	Housing Non-Profit Housing Advocacy & Education Organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Attendance at Monthly Meetings; Co-host Events Fair Housing, Legislative Overview & Update; Survey
6	Agency/Group/Organization	Disability Resource Center
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans Non-Homeless Special Needs Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with Executive Director, Survey
7	Agency/Group/Organization	CF REALTORS formerly Wilmington Regional Assoc. REALTORS
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Meeting with CEO and Government Affairs Liaison; Attend Affordability Gap conference; Attend State REALTORS Affordable Housing Conference; Survey

8	Agency/Group/Organization	Coastal Horizons Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services - Victims Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	City staff representative on RESET Council, attend monthly meetings. Partnership on SCA program, w/ evaluation and needs assessment; Survey
9	Agency/Group/Organization	LINC
	Agency/Group/Organization Type	Housing ReEntry Services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homelessness Needs - Veterans Non-Homeless Special Needs Economic Development Market Analysis
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	City staff representative on Re-Entry Council; Partnership on SCA reentry program; Survey

10	Agency/Group/Organization	UNCW
	Agency/Group/Organization Type	Services-Education Major Employer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings with various staff and faculty members (QENO, Dept of Sociology, etc.) One-on-one interview; Survey
11	Agency/Group/Organization	Blue Ribbon Commission
	Agency/Group/Organization Type	Services-Children Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
12	Agency/Group/Organization	Ability Gardens
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
13	Agency/Group/Organization	American Red Cross
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
14	Agency/Group/Organization	Brigade Boys and Girls Club
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
15	Agency/Group/Organization	Cape Fear Community Land Trust
	Agency/Group/Organization Type	Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
16	Agency/Group/Organization	Cape Fear Literacy Center
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
17	Agency/Group/Organization	Communities In Schools Cape Fear
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
18	Agency/Group/Organization	COMMUNITY BOYS & GIRLS CLUB, INC
	Agency/Group/Organization Type	Services-Children

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
19	Agency/Group/Organization	Comprehensive Care of Wilmington
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	
20	Agency/Group/Organization	DOMESTIC VIOLENCE SHELTER & SERVICES, INC
	Agency/Group/Organization Type	Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
21	Agency/Group/Organization	DREAMS OF WILMINGTON, INC
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy

	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
22	Agency/Group/Organization	Elderhause, Inc
	Agency/Group/Organization Type	Housing Services-Elderly Persons Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
23	Agency/Group/Organization	First Fruit Ministries
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey

24	Agency/Group/Organization	FOOD BANK OF CENTRAL & EASTERN NC
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Food Distribution/Food Bank
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
25	Agency/Group/Organization	Good Shephard Ministries
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Economic Development Market Analysis Anti-poverty Strategy

	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
26	Agency/Group/Organization	Historic Wilmington Foundation
	Agency/Group/Organization Type	Housing Services-Education Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
27	Agency/Group/Organization	Kids Making It
	Agency/Group/Organization Type	Services-Children Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
28	Agency/Group/Organization	PHOENIX EMPLOYMENT MINISTRIES aka Step-Up Wilmington
	Agency/Group/Organization Type	Services-homeless Services-Employment

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
29	Agency/Group/Organization	Wilmington Residential Adolescent Achievement Program
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
30	Agency/Group/Organization	YWCA
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
31	Agency/Group/Organization	Wilmington Area Rebuilding Ministry
	Agency/Group/Organization Type	Housing Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
32	Agency/Group/Organization	AMEZ Housing CDC
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
33	Agency/Group/Organization	CAPE FEAR REGIONAL CDC, INC
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Anti-poverty Strategy
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Submission of application for funding; One-on-one interview; Survey
34	Agency/Group/Organization	First Citizens Bank
	Agency/Group/Organization Type	Housing Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis

	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in Home Ownership Pool; Meetings; Survey
35	Agency/Group/Organization	BB & T Bank
	Agency/Group/Organization Type	Housing Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in Home Ownership Pool; Meetings; Survey
36	Agency/Group/Organization	Corning Credit Union
	Agency/Group/Organization Type	Housing Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Market Analysis
	How the Agency/Group/Organization consulted and what was are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in Home Ownership Pool; Meetings

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

Not Applicable

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	Tri-County Homelessness Inter-agency Council	Housing First, Permanent Supportive Housing, Coordinated Entry, Homeless Prevention
FOCUS Framework for Our Future	Lower Cape Fear Sustainable Communities Consortium	Equitable Access to Affordable Housing; Sustainable Development; Regional Coordination & Collaboration
Regional Analysis of Impediments to Fair Housing	Lower Cape Fear Sustainable Communities Consortium	Fair Housing, Access to Opportunities, Choice, Address Disparate Impact
Equitable Growth Profile of the Cape Fear Region	Lower Cape Fear Sustainable Communities Consortium	Ensure full inclusion of the regions residents in the economic and educational opportunities regardless of race, ethnicity, neighborhood, disability, age, gender etc.
Five Year Agency Plan	Wilmington Housing Authority	Publicly Assisted Housing Revitalization, Access to Affordable, Quality, Safe Housing
New Hanover County Comprehensive Plan	New Hanover County	Coordinated Growth and Development regarding land use, development, and capital improvement
City of Wilmington Comprehensive Plan	City of Wilmington	Coordinated Growth and Development regarding land use, development, and capital improvement
Analysis of Fair Housing - City of Wilmington/WHA	City of Wilmington	Increase Opportunity and Choice for protected classes to access housing, jobs, education, and other services

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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**

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	City Council meeting 5/21/19 attended by general public and televised	Questions and comments to clarify the Consolidated Plan content, pointing out needs assessment and cost burden. Need for affordable housing and increasingly scarce public resources.	All comments accepted	http://www.wilmingtonnc.gov/departments/city-council

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meetings;	Homeless Service Providers/Advocates	Northeast Library 10/30/18; 13 Homeless Shelter Staff attended.	Fair Housing Law; slum lords & substandard housing; discrimination ; housing for disabled; cost burden; lack of housing that is affordable; NIMBY	All comments accepted	
3	Email	Residents of Public and Assisted Housing	Rankin Terrace Community Center 11/29/18; 44 public housing residents, staff attended	Access to parking; maintenance and repairs; access to payment kiosk; communications and information	All comments accepted	

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)
4	Email	Agencies serving low-to-moderate persons; providers public services	5 th Floor Conference Rm Harrelson Bldg. 35 Agency staff attended 7/12/18	CDBG requirements for reimbursement; beneficiary requirements	All comments accepted	
5	Email	Homeless Service Providers/Advocates	CF COG;			
6	Email	Persons with disabilities	Downtown Library 7/19/18; 40 citizens attended.	Fair Housing Law; slum lords & substandard housing; discrimination ; housing for disabled; cost burden; lack of housing that is affordable; NIMBY	All comments accepted	

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)
7	Public Meeting	Non-targeted/broad community Affordable Housing Developers/Services/Advocates	Cape Fear Housing Coalition; Monthly Meetings 2 nd Thursday. 6/13/19			
8	Newspaper Ad	Non-targeted/broad community	Public notice of 30 day public comment period and public hearing date in Wilmington Star News 5/3/19			

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)
9	Internet Outreach	Non-targeted/broad community	Public Notice of 30 day comment period and public hearing date posted on City of Wilmington Website w/ link to Draft Consolidated Plan			
10	Email	Community Based Organizations/Non-Profits	Notice of 30 day Public Comment Period and Public Hearing date with link to Draft Consolidated Plan to 150 organization on email distribution list			

Table 5 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	957,054	417,000	1,482,940*	2,856,994	2,748,108**	Primarily directed to HOP Home-buyer 2nd Mortgage; Rehab for Rental Housing, including PSH; Acquisition of Land for Infill Reconstruction; Public Services @ 15% Cap including Homeless Shelter & Services, Youth Services, Job Training; Public Improvements *incls \$254,177 Prior Yr RL ** annual allocation + PI x yrs remaining

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder 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	614,346	365,000	2,279,965	3,259,311	1,958,692**	Primarily directed to Owner-Occupied Rehab; Housing Production CHDOs; Permanent Supportive Housing; Multi-family Rental Gap Financing; Rental Rehab Incentive Loan ** annual allocation + PI x yrs remaining
General Fund	public - local	Admin and Planning Homebuyer assistance Homeowner rehab Public Services	1,197,794	0	597,178*	1,794,972	3,589,944**	Rehab Forgivable Loans, HOP Workforce Housing; Public Services; Housing Repair; Homeless CoC Admin; Youth, elderly, job training, homeless services, re-entry, victim assistance *inclds Prior Yr RL ;** annual allocation + PI x yrs remaining

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	private	Homebuyer assistance Housing	900,000	0	0	900,000	1,800,000	Financing provided by private bank partners in HOP

Table 6 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds will leverage additional local resources to support homeless shelter and services, youth programs, job skills and placement, elder care, etc. City Council commits General Funds at \$662,453 to support the aforementioned. Additionally, City Council appropriates General Funds to the Housing Loan Funds to provide Homebuyer Assistance through the City’s HOP program and forgivable loans in the Housing Rehabilitation Loan Program. Partner banks provide approximately \$1 million annually for homebuyer assistance through the HOP program. HOME funds leverage LIHTC, NCHFA, and private funds for the development of multifamily housing including Permanent Supportive Housing.

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

Not Applicable

Discussion

The anticipated resources reflect prior year allocations and will be amended as needed.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding 2019PY	Goal Outcome Indicator
1	AFH 1 -Increase Affordable Housing Options	2017	2022	Affordable Housing	NorthSide Southside; City -wide	Disparities in Access to Opportunity Disproportionate Housing Needs; Segregation; R/ECAPs; Public Supported Housing; Fair Housing	CDBG: \$1,013,843 HOME: \$881,411 General Fund: \$573,000 Private Bank Partner HOP: \$900,000	Rental units constructed: TBD # Units; Homeowner Housing Added: 1 Household Housing Units; Homeowner Housing Rehabilitated: 8 Household Housing Units; Direct Financial Assistance to Homebuyers: 12 Households Assisted; Rental Housing Rehabilitated: 4 Households Assisted
2	AFH 2 - Fair Housing Awareness & Enforcement	2017	2022	Affordable Housing Fair Housing Education/Outreach/Enforcement	City-wide	Disparities in Access to Opportunity Disproportionate Housing Needs; Segregation; R/ECAPs; Public Supported Housing; Fair Housing		Other: 1 Other

3	AFH 3 -Expand & Improve Resources Afford Housing	2017	2022	Affordable Housing	NorthSide Southside City-wide	Disparities in Access to Opportunity Disproportionate Housing Needs; Segregation; R/ECAPs; Public Supported Housing; Fair Housing	General Fund:	Other: 4 Other
4	AFH 4- Support Public Service Programs	2017	2022	Homeless Non-Homeless Special Needs Non-Housing Community Development	NorthSide Southside City-wide	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing	CDBG: \$175,000 General Fund: \$31,211	Public service activities other than Low/Moderate Income Housing Benefit: 1,935 Persons Assisted Homeless Person Overnight Shelter: 920 Persons Assisted Jobs created/retained: 50 Jobs
5	AFH 1a- Maintain Existing Affordable Housing	2017	2022	Affordable Housing	NorthSide Southside City-wide	Disproportionate Housing Needs; Segregation;		Homeowner Housing Rehabilitated: 8 Household Housing Unit
6	AFH 2a-Increase local Housing Enforcement Efforts	2017	2022	Fair Housing Education/Outreach/Enforcement	NorthSide Southside City-wide	Disproportionate Housing Needs; Segregation; R/ECAPs; Public Supported Housing; Fair Housing		Other: 1 Other

7	AFH 2b- Reduce Housing Discrimination Disabled	2017	2022	Fair Housing Education/Outreach/Enforcement	NorthSide Southside City-wide	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing		Other: 1 Other
8	AFH 1b -Increase Home Ownership	2017	2022	Affordable Housing	City-wide	Disparities in Access to Opportunity Disproportionate Housing Needs; Segregation;		Direct Financial Assistance to Homebuyers: 12 Households Assisted
9	AFH 4a- Education Supportive Services	2017	2022	Non-Homeless Special Needs Non-Housing Community Development	NorthSide Southside	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing	CDBG: General Fund: \$631,242	Public service activities other than Low/Moderate Income Housing Benefit: 4,645 Persons Assisted Public Facilities Improvements: 535
10	AFH 4b - Employment Training	2017	2022	Non-Housing Community Development	NorthSide Southside City-wide	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing		Public service activities other than Low/Moderate Income Housing Benefit: 650 Persons Assisted
11	AFH 4c - Employment Opportunities	2017	2022	Non-Housing Community Development	NorthSide Southside	Disparities in Access to Opportunity		Jobs created/retained: 50 Jobs
12	AFH 4d- Access to Public Transportation	2017	2022	Non-Housing Community Development	NorthSide Southside	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing		Other: 1 Other

13	AFH 2c - Perception of Affordable Housing	2017	2022	Fair Housing Education/Outreach/Enforcement	NorthSide Southside City-wide	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing		Other: 1 Other
14	AFH 1c- Land Use & Planning	2017	2022	Affordable Housing Land Use Policy	NorthSide Southside City-wide	Disparities in Access to Opportunity Disproportionate Housing Needs; Segregation; R/ECAPs; Public Supported Housing; Fair Housing		Other: 1 Other
15	Planning & Administration	2017	2022	Planning & Administration				

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	AFH 1 -Increase Affordable Housing Options
	Goal Description	<ul style="list-style-type: none"> • 24 Units Rental Housing, including PSH, LIHTC Projects, Small Scale Scattered Site – carry-over • 3 SF Homebuyer units – 2 carry-over • 8 Owner-Occupied Rehabs • 12 Homebuyer Assistance Loans • 4 Down Payment Assistance Loan • 4 units Rental Rehabilitation Incentive Loans - 2 carry-over <p>Includes carryover funds as follows: HOME - \$1,842,144; CDBG – 997,710; CHDO Proceeds - \$160,943; CHDO Reserve-\$276,878; Revolving Loan Fund: \$254,177</p>
2	Goal Name	AFH 2 - Fair Housing Awareness & Enforcement
	Goal Description	<ul style="list-style-type: none"> • Support local Fair Housing Initiatives to monitor fair housing issues and complaints; 1 fair housing workshop for landlords and real estate agents, general public @ 1 annually; • 10% of affordable housing produced with CDBG and HOME targeted for persons with disabilities
3	Goal Name	AFH 3 -Expand & Improve Resources for Affordable Housing
	Goal Description	Implement recommendations of City/NHC Affordable/Workforce Housing Ad hoc Committee as approved by City Council
4	Goal Name	AFH 4- Support Public Service Programs
	Goal Description	<ul style="list-style-type: none"> • Support Youth Programs to 75% of youth enrolled will increase scores on end of year test at 80% or more; 90% promotion to next grade level; • At least 1,200 individuals enrolled annually in Job Training/Job Preparation/Placement program, including residents of R/ECAPs.; • Provide annual funding for youth employment program for at least 20 youth to secure employment and supportive services for future career preparation; • Support Homeless Shelter and Programs that serve 4,645 persons annually

5	Goal Name	AFH 1a- Maintain Existing Affordable Housing
	Goal Description	Substantially rehabilitate and/or repair an average of 8 owner occupied houses per year
6	Goal Name	AFH 2a-Increase local Housing Enforcement Efforts
	Goal Description	Increase in fair housing funding; Increase in number of fair housing workshops; Increase in fair housing supportive services.
7	Goal Name	AFH 2b- Reduce Housing Discrimination Disabled
	Goal Description	Conduct at least one workshop annually on fair housing for landlords, lenders, and housing managers to review housing for persons disabilities and reasonable accommodations; create working group of city/WHA staff, disability service providers, landlords, and advocates to discuss responses to recent cases of discrimination; 10% of affordable housing produced with CDBG and HOME participation over the next 5 years will be targeted for persons with disabilities.
8	Goal Name	AFH 1b -Increase Home Ownership
	Goal Description	Partner with area banks to provide up to 12 mortgages annually, through the HOP program, to households at or below 80% AMI.
9	Goal Name	AFH 4a- Education Supportive Services
	Goal Description	Increase enrollment in after school tutoring and youth mentoring programs by 5% over 5 year period. Fund after school programs in R/ECAPs over the next 5 years. 75% of youth enrolled will increase scores on end of year test at 80% or more; 90% promotion to next grade level CDBG \$84,000 carry-over Public Facilities
10	Goal Name	AFH 4b -Employment Training
	Goal Description	At least 1,200 individuals enrolled annually in Job Training/Job Preparation/Placement program, including residents of R/ECAPs.

11	Goal Name	AFH 4c - Employment Opportunities
	Goal Description	Provide annual funding for youth employment program for at least 20 youth to secure employment and supportive services for future career preparation
12	Goal Name	AFH 4d- Access to Public Transportation
	Goal Description	Continue to work with WAVE Transit Authority to implement short range transportation plan and advocate for improvements to bus stops and routes within the R/ECAPs
13	Goal Name	AFH 2c - Perception of Affordable Housing
	Goal Description	Host at least one fair housing event annually, host annual workshops with lenders, real estate professionals and landlords, Fair Housing promotional program annually
14	Goal Name	AFH 1c- Land Use & Planning
	Goal Description	City owned vacant land/in-fill lots should be offered to affordable housing developers at no cost for redevelopment into affordable housing. Review existing density bonus to identify ways to increase use, consult with developers for input into limitations and incentives to increase use. In accordance with the City's Comprehensive Plan (policy 3.1.1) promote mixed-income neighborhoods throughout the city, to provide equitable access to opportunity and housing choice to households at all incomes. 100% of available in-fill lots redeveloped into affordable housing. Revised density bonus utilized by developers 100% more than in past. Revise land development code to encourage mixed –use development and variety of housing types, prices, and tenures.
15	Goal Name	Planning & Administration
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

Annual Action Plans are required each year of the Five-Year Consolidated Plan. The Annual Action Plan implements the strategies in the Consolidated Plan and address the needs for housing, public services, public facility and other community development needs identified in the Consolidated Plan. The Annual Action Plan identifies the projects and programs/activities for which funds are recommended. And describes the process for accepting applications and proposals for funding. This Action Plan covers the July 1, 2019, through June 30, 2020. This is the third year of the City of Wilmington's 2017-2022 Consolidated Plan.

The Annual Action Plan describes the projects and programs/activities that are recommended for CDBG, HOME and General Funds appropriated for the FY2019-20 budget year. The Annual Plan also describes projects and programs/activities that are underway and have prior year funds that are available to continue the program or complete the activity. CDBG and HOME funding have timeliness requirements; but are allocated to projects that carry-over into multiple years. Also, the City has used federal funds to leverage other public and private financing for large scale development projects, such as Low Income Housing Tax Credit, that take several years to complete. Finally, the City's Homeowner Rehabilitation Loan Program (HRLP) and Homebuyer Opportunity Program (HOP) accept applications on an on-going basis and loans may be initiated in one program year and closed in another.

In FY2019-20, the City is budgeting CDBG and HOME funds as allocated by HUD for FY2019-20, per April 15, 2019 HUD letter. The Annual Action Plan includes a budget of \$957,054 CDBG and \$614,346 HOME, plus projected CDBG related program income of \$417,000, and \$365,000 HOME. Prior year funds and Revolving Loan Funds are also available to complete projects or towards on-going programs/activities. As of March 31, 2019, there was \$851,355 in Revolving Loan Funds available, along with \$3,508,728 carry-over in CDBG and HOME funds.

Funds will be used for the Housing Rehabilitation Loan Program (HRLP) and Home Ownership Program (HOP) program, \$92,152 is designated for CHDOs and funds are allocated to complete projects with Cape Fear Habitat for Humanity, Lakeside Reserve Permanent Supportive Housing, AMEZ Housing CDC, and CF Community Land Trust. Additional projects will be recommended for funding as proposals are submitted through the City's Housing Production Application process and Rental Rehabilitation Incentive Loan Program.

A detailed description of projects and programs/activities follows herein.

Projects

#	Project Name
1	Planning and Administration
2	Housing
3	Public Services

Table 8 - Project Information

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

Allocation priorities reflect an alignment with the City’s Strategic Plan Focus Areas and priorities, CDBG and HOME objectives and restrictions and the resources, opportunities for leverage and analysis of community needs and markets.

Obstacles to addressing underserved needs include, but are not limited to, lack of resources, historic patterns of concentrated poverty, disparate access to proficient education, jobs, services and amenities

AP-38 Project Summary

Project Summary Information

1	Project Name	Planning and Administration
	Target Area	NorthSide Southside City-wide
	Goals Supported	Planning & Administration
	Needs Addressed	
	Funding	CDBG: \$191,411 HOME: \$97,935
	Description	Planning and Administration for CDBG and HOME
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Planning & Administration
2	Project Name	Housing
	Target Area	NorthSide Southside City-wide

Goals Supported	AFH 1 -Increase Affordable Housing Options AFH 3 -Expand & Improve Resources Afford Housing AFH 1a- Maintain Existing Affordable Housing AFH 1b -Increase Home Ownership
Needs Addressed	Disparities in Access to Opportunity Disproportionate Housing Needs; Segregation;
Funding	CDBG: PY \$1,013,843, Prior Year \$903,798 HOME: PY \$881,411, Prior Year \$2,279,965 Private Bank Partner HOP: \$900,000 Revolving Loan: \$851,355
Description	CHDO set-aside; Homebuyer Assistance -HOP, DPA; Owner-Occupied Rehab; Rental Rehab; Housing Production - SF, MF, Owner, Rental
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	Estimate 12 households will benefit from homebuyer assistance through the HOP program. Eight owner-occupied households will benefit from housing rehabilitation, 4 households Rental Rehab Loans, and housing production to be determined. Additionally, carry-over funds will be expended to complete housing production for 24 households in Permanent Supportive Housing rental, one single family home, 2 rental rehab projects.
Location Description	City-wide, Southside, Northside

	Planned Activities	FY19/20: <ul style="list-style-type: none"> • HOP Loans • Owner-Occupied Rehab Loans • Down Payment Assistance • Housing Production RFP • Rental Rehab Incentive Loans • CF Habitat for Humanity Infrastructure – reprogrammed Carry-Over: <ul style="list-style-type: none"> • Lakeside Reserve – PSH New Construction Phase II • Two Rental Rehabilitation Incentive Loans in projects in progress • CF Habitat for Humanity – Acquisition • CF Housing Land Trust – Marsdon Ally, SF • AMEZ Housing - 909 Grace St., SF
3	Project Name	Public Services/ Public Facilities
	Target Area	NorthSide Southside City-wide
	Goals Supported	AFH 2 - Fair Housing Awareness & Enforcement AFH 4- Support Public Service Programs AFH 2b- Reduce Housing Discrimination Disabled AFH 4a- Education Supportive Services AFH 4b -Employment Training AFH 4c - Employment Opportunities AFH 4d- Access to Public Transportation

Needs Addressed	Disparities in Access to Opportunity R/ECAPs; Public Supported Housing; Fair Housing
Funding	CDBG: \$175,000 Public Services; \$84,000 Public Facilities carry-over General Fund: \$662,453
Description	After School & Summer Youth Programs; Job Skills & Training, Job Placement, Elder Programs; Re-Entry; Homeless Shelter & Services; Literacy; Foodbanks and Meals. Improvements to facilities for CF Literacy Center and Child Development Center.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	Programs supported through CDBG and General funds will serve at least 7,184 youth, elderly, homeless persons and other special populations.
Location Description	City-wide with focus on programs serving the Northside and Southside.
Planned Activities	CDBG: <ul style="list-style-type: none"> • Domestic Violence Shelter & Services • First Fruit Ministries • Good Shepherd/Family Promise General Fund: 25 Agencies (see appendix for list)

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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

Assistance will be directed to Northside and Southside areas identified in the AFH as R/ECAPs as well as in areas of opportunity throughout the City to help ensure a balanced approach in the efforts to Affirmatively Further Fair Housing by increasing access to opportunity.

Geographic Distribution

Target Area	Percentage of Funds
NorthSide	30
Southside	40
City-wide	30

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Northside and Southside R/ECAPs need investment to aid in revitalization, preserve affordable housing and provide low-to-moderate income residents, especially youth, disabled, elderly and homeless, in these communities with more opportunities to access jobs, education, transportation and housing. In addition renters and homebuyers are seeking to locate in areas within the city that provide access to good jobs, schools, and services. Therefore the allocation of investments represents a balanced approach to reinvestment and revitalization and equitable access to opportunity.

Discussion

The City of Wilmington does not have a Neighborhood Revitalization Strategy Area at this time. The previous NRSA was the area known as the Northside. Additionally, the city does not have redevelopment areas or target areas selected for CDBG or HOME fund investment. That said, the City identified two Racially and Ethnically Concentrated Areas of Poverty (R/ECAPs) in the 2016 Assessment of Fair Housing (AFH). The City's goals and strategies identified in the AFH and in the Five-Year Consolidated Plan offer a balanced approach to increase choices for low-to-moderate income persons to access high opportunity neighborhoods and also to invest resources in revitalization of R/ECAPs to increase opportunities for safe, decent, affordable housing, youth services, jobs, services and amenities.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Wilmington's affordable housing goals direct resources to City implemented rehabilitation and homebuyer assistance loan programs, and partnerships with affordable housing developers including CHDOs to support the production and rehabilitation of affordable housing, including permanent supportive housing. In addition, the City continues to support the Continuum of Care and emergency shelters. Housing that is affordable is not readily available within the City, the private housing market is not meeting the demand for affordable housing.

One Year Goals for the Number of Households to be Supported	
Homeless	1,935
Non-Homeless	5,249
Special-Needs	409
Total	7,593

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	12
Total	22

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

Discussion

The goal for Homeless households supported reflects the number of persons (1,935) accessing services, shelter and transitional housing as submitted by homeless services and shelter providers. The City provides CDBG funding to support homeless shelter and service providers to provide emergency shelter, case management and other services to assist homeless person's transition into housing.

Non-homeless households to be supported includes those households that will receive homebuyer assistance including down payment assistance to purchase homes produced with

HOME funds or existing units in the private market. Interest in the Rental Rehabilitation Loan Program is growing, for FY2019/20 two projects are underway and more loans are anticipated. HOME funds in conjunction with City General funds support the Owner-Occupied Housing Rehabilitation Program with a goal of 8 units for FY2019/20.

The City does not provide direct rental assistance (TBRA) to individuals; however, the City does support the production of multi-family and scattered site rental units. The goal for acquisition of existing units is 12, this reflects the acquisition of housing by homebuyers' receiving homebuyer assistance, including Down Payment Assistance. Additionally, CDBG or HOME funds may be used for the acquisition of existing units for rehabilitation for either ownership or rental. No specific units are identified as of the writing of this plan.

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the City of Wilmington, North Carolina manages Public Housing, Housing Choice Vouchers, and other properties for lower income households. The City works closely with WHA and has provided CDBG and HOME funds for several multi-family rental projects.

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

- WHA is working to develop new construction which will increase its inventory of public housing units.
- The Authority is also actively seeking out appropriate property or land on which to redevelop or construct such units.
- WHA continues the process of converting all of its offices over to a web-based system which will greatly increase efficiency of staff while providing greater options for residents to access their accounts and enable applicants to file applications on-line.
- WHA will continue to meet with potential funders and developers in order to identify partnerships which will ultimately increase affordable housing inventory in the area.

- The authority is re-working the Administrative Plan for Housing Choice Voucher in order to ensure that current federal regulations are implemented and to streamline processes for staff, residents, and participants.
- WHA continues to recover from Hurricane Florence. Affected residents are moved to an unaffected unit and the damaged unit is repaired.
- Upgrades to existing sites include:
 - Auxiliary parking and new access point at Houston Moore will alleviate congestion and provide for better access to the units for residents and emergency services
 - Outdoor lighting upgrades for the main office and on sites to increase walkability and security
 - Elevator upgrade at Solomon Towers
 - New roof at Solomon Towers
 - Kiosks in the main office lobby will enable applicants to complete electronic transactions.

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

- Through various in-house programs such as Family Self-Sufficiency (FSS), Resident Opportunities and Self-Sufficiency (ROSS), and Multifamily Elderly Services Grant, alongside our participating service providers, WHA will provide resources and guidance that will assist residents to work toward self-sufficiency.
- The Housing Choice Voucher program will again host a “Landlord Training” event which is meant to provide information about the Housing Choice Voucher program to existing and potential landlords thereby increasing the number of available units. Fair Housing

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

The Housing Authority of the City of Wilmington, North Carolina is not designated as troubled.

Discussion

WHA has properties in excess of 75 years old. Although progress has been made to replace and/or modernize many properties several properties are in need of replacement and/or modernization. Additionally, WHA continues programs aimed at assisting residents to become more self-sufficient

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

Introduction

The City of Wilmington provides CDBG and General Funds to help support the operations and service delivery of the Good Shepherd, Family Promise, First Fruit Ministries, Domestic Violence Shelter and Services, Leading Into New Communities, Open House Youth Shelter and the Continuum of Care. Additionally, City staff participating in the TRI-HIC that oversees CoC and coordinates various homeless shelter and service providers. The City will continue these efforts over the next year and the goals and allocation of resources reflects this commitment.

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

As a result of the 2018 Hurricane Florence, the state established a rapid rehousing program to provide case management to individuals remaining in disaster shelters upon closing and homeless. First Fruit is administering the program for the New Hanover, Brunswick, Pender County region. In 2017, First Fruit Ministries was awarded a small grant through state ESG funds to provide street outreach to the homeless population to try and meet this gap in services. Two ministry-based day center programs have begun which provide unsheltered people with a place to receive meals and store their belongings during the day. Vigilant Hope has developed a shower trailer that allows the unsheltered and marginally housed population to take showers and receive a clean change of clothes four times per week. They provide housing needs assessments and meals as well.

Addressing the emergency shelter and transitional housing needs of homeless persons

As shelters have moved towards a housing focused model, the utilization of shelter has decreased, causing our community to have excess shelter beds. Utilization of transitional housing has increased, but it is not at capacity. It is believed that the tight rental market has contributed to the increase in utilization of transitional housing as a bridge between shelter and housing.

As a member of the Tri County Interagency Homeless Coalition (Tri HIC) the City collaborates and supports the implementation of the Point In Time (PIT) and other initiatives, for more information see appendix for Annual Report and PIT. Understanding the changing utilization, the City of Wilmington will continue to work in partnership with agencies serving homeless to

target funds to meet the needs including emergency shelter, transitional housing and permanent housing.

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 City provides funding to help support the operation of a 9 bed shelter for homeless youth age 7-18, which works toward family reunification and housing for older independent youth. Our CoC has a Veterans Strategy Team which uses the By-Name List process to case manage all homeless veterans identified in the community. By-monthly meetings allow the team to focus on barriers to housing and housing opportunities for those veterans, as well as to coordinate engagement among multiple service providers. This team includes the VA, County Veterans Service Officers, and Supportive Services for Veteran Families provider. Our shelters work with families to rapidly re-house them, or if they need additional support and when funds are not available, to place them in transitional housing for a more service intensive program. Shelter stay has gone down to an average of 33 days as a result of a more housing focused case management approach.

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.

Our community is limited in funds to help low-income individuals and families avoid homelessness and primarily relies on the Emergency Food and Shelter Program prevention funds, administered by The Salvation Army and First In Families, and the Help Hub, with is an interfaith emergency assistance program located in downtown Wilmington. Catholic Charities and other faith based programs provide emergency assistance to low income individuals and families. For utility assistance, our community utilizes the Low Income Energy Assistance Program, administered through the Department of Social Services. Other community funds for prevention are also administered through DSS. The disAbility Resource Center in our local Center for Independent Living and assists people with disabilities in accessing income-based

housing and other resources. The Cape Fear Housing Coalition has created an affordable housing guide that is widely distributed among community based organizations to help people who are housing cost burdened access affordable housing units. Leading Into New Communities (LINC) receives funding from the City to provide transitional housing and program services to formerly incarcerated persons.

Discussion

The City of Wilmington is a member of the Tri County Homeless Interagency Council. Moreover, the City provides CDBG and General Funds to support the administration of the Continuum of Care and several homeless shelters and homeless service and prevention initiatives.

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

Introduction:

Recognizing that federal funds are not sufficient to address the need for housing that is affordable the City of Wilmington and New Hanover County Commissioners appointed a 14 member Affordable/Workforce Housing Ad hoc committee to assess the local housing need and market, examine best practices, and make recommendations for local action that will address the need for 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 housing market is experiencing a shortage in supply and a high demand for housing due to an increase in population from in-migrating retirees and others. The result is a lack of housing that is affordable to low-to-moderate income homebuyers and renters, along with pressure for long-time homeowners to sell what was once affordable housing stock to developers for redevelopment into market rate i.e. unaffordable housing.

As of March 2019, the average sales price of a house in New Hanover County/Wilmington was \$328,887 up 11% over the same time last year. Days on market, an indicator of demand, is less than 18 days, a balanced market is 180 days, and this is down 13 days since last year. Similarly, months' supply of housing was 2.7 a 25% decrease and indicator of limited supply. (source of data Cape Fear Realtors Association, Star News). To help low-to-moderate income homebuyers using the City's HOP Homebuyer Assistance Program, a forgivable down payment assistance loan was add. As a result, the average City HOP loan, using CDBG funds for a zero percent second mortgage, was approximately \$150,000 including \$80,000 CDBG. There is strong interest in the HOP program as evidenced by attendance at the Homebuyer Education which averages over 120 persons per year and is trending up. Almost all new home construction is occurring outside the city limits and housing built within the city is most often "luxury" housing. The HOP program required more subsidy, through forgivable down payment assistance, in order to serve low-to-moderate homebuyers given the current price of housing in the Wilmington market.

Appropriation of General Fund revenues to the City's Workforce Housing HOP program provide homeownership opportunities for households earning 80% to 130% AMI. This helps ameliorate the negative effects of income inequity and provides a mobility strategy for low-to-

moderate income families. Likewise, City General Funds for the City's Owner-Occupied Housing Rehabilitation Program support housing repair and rehab loans to those earning below 50% AMI. These loans are deferred and forgivable. This program helps address blight and displacement of lower income households due to economic pressure.

Increasing public awareness of housing issues and understanding of the need for housing that is affordable for working families. Dispelling myths about affordable housing and the negative stereotypes associated with affordable housing is recognized as an important strategy to garner more local resources for affordable housing.

The City's recently adopted Comprehensive Plan identifies the need for affordable housing and puts forth strategies that reflect community input and desire for mixed-income housing and mixed-use development. The next step is the revising and updating of the City's land use ordinances. Several recommendations have been put forth by the Ad hoc committee including, but not limited to, revising the Accessory Dwelling Unit regulations to make it possible to build ADUs in areas where not currently permitted; increasing density and height limits; and streamlining review and permitting processes. Incentives and public funding approaches are also recommended.

In addition to the production of more affordable housing, the creation of better paying jobs, and wage equity will go a long way towards addressing the City's barriers to affordable housing.

As mentioned above, the City's residential segregation by race and income has created pockets of concentrated poverty where residents don't have equitable access or good choices for decent, affordable housing, education, jobs, amenities or services. One strategy to address this problem is to disperse affordable housing throughout the community through the development or redevelopment of mixed-income neighborhoods and the revitalization of racial and ethnically concentrated areas of poverty.

Discussion:

City Council has identified workforce/affordable housing as a priority and is engaging the private sector, public sector officials, non-profits and others in formulating strategies to increase housing that is affordable throughout the city. Additionally, the HOP program was modified to provide a forgivable down payment assistance in addition to zero percent mortgage funds to allow eligible low-to-moderate income homebuyers to find homes in available inventory of homes for sale.

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AP-85 Other Actions – 91.220(k)

Introduction:

Community development requires a comprehensive multi-faceted approach that recognizes the inter-related impact of housing, jobs, education, health and equity on the quality of life for all citizens. Addressing the obstacles and factors contributing to blighted communities benefits all members of the community.

Actions planned to address obstacles to meeting underserved needs

In the City's Assessment of Fair Housing completed in October 2016, a number of contributing factors were identified that are obstacles to meeting the needs of the underserved. Goals and related activities were formulated to address limited access to proficient schools with continued funding for afterschool, summer and other youth initiatives; limited participation in the labor market is a barrier which will be addressed with continued funding for literacy, job skills and job placement programs. Similarly, the City will continue funding for programs that address needs for elderly, disabled, homeless, formerly incarcerated, victims of domestic violence, victims of child abuse and other needs. Continued support and work with community agencies working to address the needs of special populations is planned in the FY19/20 City Budget and in this Annual Action Plan.

Actions planned to foster and maintain affordable housing

The City's Owner-Occupied Housing Rehabilitation Program guidelines were revised in 2016 in an effort to better serve the needs of the community, especially lower income homeowners living in blighted housing in need of rehabilitation to preserve and maintain the housing. The City's Owner-Occupied Housing Program provides for deferred and forgivable loans for households with income at or below 50% AMI with a priority for elderly and disabled homeowners.

Actions planned to reduce lead-based paint hazards

LBP remediation is an integral part of the City's rehab program. All rehabs of owner-occupied home and homebuyer assistance homes (i.e. HOP) are assessed for LBP and tested and remediated as appropriate in accordance with all state and federal requirements.

Actions planned to reduce the number of poverty-level families

City support for youth enrichment programs, literacy, jobs skills and placement initiatives are all aimed towards reducing poverty by enhancing the education and skills and employment of low income persons.

Actions planned to develop institutional structure

Continued collaboration with community-based organizations, public and private entities working to address affordable housing and needs of the underserved and protected classes is planned to maintain and improve institutional structure in the community. The City's Community Development and Housing staff, in partnership with other agencies, works to build the capacity of agencies serving lower income households and communities with one-one technical assistance and participation in workshops and trainings, such as Fair Housing Workshop for Landlords as one example.

The implementation of project management software for Rehab loans and HOP loans is improving project management and efficiency. In addition, the CDAH staff have and continue to participate in professional development including, but not limited to, HUD Homebuyer Counseling, Project Management, and Leadership Development.

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

City community development and housing staff members represent the City on a number of community development organizations such as the Cape Fear Housing Coalition; TRI HIC – Tri County Homeless Interagency Council, and RESET Re-Entry and Treatment for Formerly Incarcerated. Additionally, CD staff participate in the City's and the New Hanover County's Comprehensive Planning efforts. In 2016, CD staff supported the work of a joint City/County Workforce/Affordable Housing Committee comprised of representatives of the non-profit and private sectors to examine best practices for increasing affordable housing and make recommendations to the Wilmington City Council and New Hanover County Commissioners for local policy and other actions. CD staff members attend City Technical Review Committee meetings when residential projects are being reviewed in order to provide input and learn about upcoming residential development. Additionally, an interdepartmental committee of City staff, representing City Attorney, Budget, Planning and Community Development, was formed to explore how to incentivize developers to provide affordable housing or offer payment in-lieu to a Dedicated Housing Fund (DHF). CD staff will continue work with non-profit and private housing and social services agencies to implement the goals and

recommendations coming out of the aforementioned efforts and plans.

Discussion:

The City of Wilmington City Council has identified Engagement in Civic Partnerships as a Strategic Plan Focus Area. The City has a long history of working with the community and community-based organizations to identify and address community needs. The community development and housing staff members work to be responsive and engaging with the stakeholders in community development and housing programs.

Program Specific Requirements

AP-90 Program Specific Requirements – 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
 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
 3. The amount of surplus funds from urban renewal settlements
 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.
 5. The amount of income from float-funded activities
- Total Program Income

Other CDBG Requirements

1. The amount of urgent need activities

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

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

The City of Wilmington uses HOME funds for home eligible activities. HOME funds are used to support owner-occupied housing rehab, CHDO housing production and when available gap financing for multi-family rental projects using NCHFA LIHTC or PSH funds.

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:

Recapture

The City will use restrictions in the promissory note and deed of trust to enforce the recapture provisions of the HOME program found at 24 CFR 92.254 (a)(5)(ii). In accordance with applicable recapture provisions the City requires the recapture of its HOME-funded homeownership housing assistance from net sales proceeds when the original homebuyer sells the property during the affordability period. Any net proceeds in excess of the original HOME subsidy will go to the homeowner. The City will recapture 100 percent of the net proceeds up to the amount of the HOME subsidy. In the case where there are insufficient net proceeds available at sale to recapture the entire direct HOME subsidy provided to the homeowner, the City can only recapture what is available from net proceeds. The City will limit the amount to be recaptured to the net proceeds, as defined herein, available from the sale of the property.

Resale

The City will use Resale provisions as required when HOME funds are used to provide subsidy to the developer that will not result in a Direct HOME subsidy to the homebuyer. "Resale" provisions will be used for HOME funds used for acquisition of land held in a Community Housing Land Trust, which constitutes a developer subsidy. Under the Land Trust model the land acquired with HOME funds will be held in trust and not conveyed to the homebuyer. A long-term ground lease between the Land Trust and Homebuyer will establish long-term affordability of the property, and the distribution of value of improvements between the Land Trust and homebuyer upon sale of the housing unit. The ground lease ensures that the original homeowner receives a fair return on investment and that the property is sold at a price that is affordable to a reasonable range of low-income buyers. In addition, the City will utilize deed restrictions to ensure continued affordability, along with a deferred promissory note and deed of trust, with covenants and deed restrictions as enforcement mechanism.

The full policy is included in the appendix/attachments

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 units acquired with HOME funds for homeownership, Deed Restrictions and a Deed of Trust are recorded to the property so that upon the sale of the property, the City would recapture HOME funds if the owner did not remain in the property for the length of the affordability period. It is also written in these documents that the funds are due and payable if the owners

are no longer occupying the property as their primary residence.

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 of Wilmington does not use HOME funds to refinance existing debt on a multi-family property.

The City implements in-house loan programs for homebuyer assistance and owner-occupied homeowner programs. In addition, the City provides financing, i.e. loans, to CHDOs and other affordable housing developers. Program income may be generated from the repayment of loans; and repayments are utilized for eligible activities under the CDBG & HOME programs. The City uses recapture provisions for compliance with HOME affordability requirements.

Appendix - Carry-Over CDBG, HOME, Revolving Loan funds and Alternate/Local Data Sources

FY2019/20 CDBG

CDBG	
	CDBG
REVENUE SOURCE	
CDBG Entitlement	\$ 957,054
CDBG Projected Program Income -RL Owner-Occupied Rehab (Not Appropriated)	\$ 220,000
CDBG Projected Program Income -RL HOP (Not Appropriated)	\$ 197,000
Commercial Loan Non-Revolving	\$ 1,500
Non-Revolving Program Income	\$ 4,700
Transfer in from Fund 21	\$ -
TOTAL ALL REVENUES	\$ 1,380,254
Unappropriated Revolving Loan Funds	\$ 417,000
Appropriated Revenues	\$ 963,254
	TOTAL REVENUES
	\$ 1,380,254
EXPENDITURES	
Planning & Administration	\$ 191,411
Total	\$ 191,411
Housing	
Housing Delivery Costs-Rehab Adm	\$ 242,199
Undesignated	\$ 354,644
Housing Rehab RL (Not Appropriated) Reprogrammed to HOP RL	\$ 220,000
HOP RL (Not Appropriated)	\$ 197,000
Total	\$ 1,013,843
Public Services *	
Domestic Violence	\$ 32,360
First Fruit Ministries	\$ 23,900
Joint Project	\$ 118,740
Total	\$ 175,000
TOTAL CDBG EXPENTIURES Appropriated	\$ 963,254
TOTAL CDBG EXPENTIURES Unappropriated	\$ 417,000
	TOTAL EXPENTIURES
	\$ 1,380,254

FY2019/20 HOME

HOME	
REVENUE SOURCE	
HOME Entitlement	\$ 614,346
HOME Project Program Income/HOME Loan Repayments Transfer from Fund 77	\$ 365,000
TOTAL HOME REVENUES APPROPRIATED Project HM1718	\$ 979,346
EXPENDITURES	
Planning & Administration	\$ 97,935
Total	\$ 97,935
Housing	
CHDO set aside 15%	\$ 92,152
Housing Projects to be Determined in Consolidated Plan Update	\$ 789,260
Total	\$ 881,411
TOTAL HOME EXPENDITURES APPROPRIATED	\$ 979,346

General Fund Recommended Funding for Public Service Activities FY2018-19

Local Agency Application	FY20 Recommendation	General Fund	CDBG
Coastal Horizon Youth Shelter, RCC and The Carousel Center	\$72,779	\$72,779	
Kids Making It	\$33,943	\$33,943	
Good Shepherd & Family Promise	\$118,741		\$118,741
BRC Voyage Summer and Youth Enrichment	\$64,785	\$64,785	
Step Up (formerly Phoenix Hometown Hires)	\$16,196	\$16,196	
CF Communities in Schools	\$22,589	\$22,589	
LINC Adult Program & Youth Program	\$79,157	\$79,157	
Domestic Violence	\$35,905	\$3,545	\$32,360
Brigade Boys & Girls	\$53,227	\$53,227	
Community Boyx & Girls Club Program & MADTECH	\$46,673	\$46,673	
CF Literacy Council	\$15,820	\$15,820	
American Red Cross	\$11,938	\$11,938	
YWCA Lower Cape Fear	\$6,305	\$6,305	
WARM	\$41,109	\$41,109	
DREAMS	\$22,302	\$22,302	
WRAAP	\$25,310	\$25,310	
CF Community Land Trust	\$23,500	\$23,500	
First Fruit Ministries	\$23,900		\$23,900
Food Bank	\$16,810	\$16,810	
Elderhaus	\$21,393	\$21,393	
Ability Garden	\$8,013	\$8,013	
Comprehensive Care	\$8,830	\$8,830	
Wilmington Housing Finance & Development	\$5,000	\$5,000	
Historic Wilmington Foundation	\$13,231	\$13,231	
TOTAL	\$787,453	\$612,453	\$175,000

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CARRY-OVER Revolving Loan Funds as of March 31, 2019

	Fund 80		Federally Funded		General Fund		Sub-Total Available	Total Expenditures	Total Available
	General Fund	Revolving Rehab and Legal	Revolving Loan Funds 71, 74, 75	Expenditures	HOP Revolving Loan Fund 76	Expenditures			
	Available	Expenditures	Available	Expenditures	Available	Expenditures			
HOP	\$ -	\$ -	\$ -	\$ -	\$ 456,382.96	\$ 362,561.00	\$ 456,382.96	\$ 362,561.00	\$ 93,821.96
Legal Fees - Activity Delivery	\$ -	\$ -	\$ -	\$ -	\$ 6,599.68	\$ 6,599.68	\$ 6,599.68	\$ 6,599.68	\$ -
Rental Rehab Transfer from HOME Undesignated	\$ -	\$ -	\$ 76,696.41	\$ 209,970.00	\$ -	\$ -	\$ 76,696.41	\$ 209,970.00	\$ (133,273.59)
Housing Rehab	\$ -	\$ -	\$ 478,167.70	\$ 90,717.00	\$ -	\$ -	\$ 478,167.70	\$ 90,717.00	\$ 387,450.70
HOP Fund 75	\$ -	\$ -	\$ 580,490.00	\$ 580,490.00	\$ -	\$ -	\$ 580,490.00	\$ 580,490.00	\$ -
Activity Delivery Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Activity Delivery Costs-Legal	\$ -	\$ -	\$ 3,017.58	\$ 3,017.58	\$ -	\$ -	\$ 3,017.58	\$ 3,017.58	\$ -
Activity Delivery Costs-Lead Testing	\$ -	\$ -	\$ 1,935.00	\$ 1,935.00	\$ -	\$ -	\$ 1,935.00	\$ 1,935.00	\$ -
Housing Rehabilitation	\$ 445,663.46	\$ 74,388.58	\$ -	\$ -	\$ -	\$ -	\$ 445,663.46	\$ 74,388.58	\$ 371,274.88
Relocation	\$ 238.00	\$ 238.00	\$ -	\$ -	\$ -	\$ -	\$ 238.00	\$ 238.00	\$ -
Activity Delivery Costs	\$ 2,376.78	\$ 2,376.78	\$ -	\$ -	\$ -	\$ -	\$ 2,376.78	\$ 2,376.78	\$ -
Legal Fees - Activity Delivery	\$ 133,153.95	\$ 1,075.00	\$ -	\$ -	\$ -	\$ -	\$ 133,153.95	\$ 1,075.00	\$ 132,080.95
Lead Base Paint Removal/Testing	\$ 3,420.00	\$ 3,420.00	\$ -	\$ -	\$ -	\$ -	\$ 3,420.00	\$ 3,420.00	\$ -
TOTAL	\$ 584,854.19	\$ 81,498.36	\$ 1,140,306.69	\$ 888,129.58	\$ 462,982.64	\$ 369,160.68	\$ 2,188,143.52	\$ 1,336,788.62	\$ 851,354.90
Reprogrammable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 584,854.19	\$ 81,498.36	\$ 1,140,306.69	\$ 888,129.58	\$ 462,982.64	\$ 369,160.68	\$ 2,188,143.52	\$ 1,336,788.62	\$ 851,354.90

CARRY-OVER FY2019/20 CDBG as of March 31, 2019

CDBG Funds						
	Budget	Available				
	Appropriated	From Prior Years	Total Expenditures	Sub-Total Available	Total Expenditures	Total Available
HOP Fund 75	\$ 100,896.00	\$ 213,781.64	\$ 208,985.87	\$ 895,167.64	\$ 789,475.87	\$ 105,691.77
Activity Delivery Costs	\$ 243,899.00	\$ 92,335.13	\$ 130,949.50	\$ 336,234.13	\$ 130,949.50	\$ 205,284.63
Disposition	\$ -	\$ 20,680.31	\$ -	\$ 20,680.31	\$ -	\$ 20,680.31
Housing Demolition	\$ -	\$ 12,253.00	\$ -	\$ 12,253.00	\$ -	\$ 12,253.00
Housing Demolition-Voluntary	\$ -	\$ 20,588.35	\$ -	\$ 20,588.35	\$ -	\$ 20,588.35
Joint Project/Habitat Warm	\$ -	\$ 123,155.79	\$ -	\$ 123,155.79	\$ -	\$ 123,155.79
Relocation	\$ -	\$ 28,931.80	\$ 14,608.62	\$ 28,931.80	\$ 14,608.62	\$ 14,323.18
Limited Assistance Grants	\$ -	\$ 7,453.66	\$ 1,800.00	\$ 7,453.66	\$ 1,800.00	\$ 5,653.66
Undesignated-CDBG. Transfer to HOP 75	\$ 304,125.00	\$ 81,815.00	\$ -	\$ 385,940.00	\$ -	\$ 385,940.00
Tammy Lynn Ctr Dev Disable	\$ -	\$ 71,108.97	\$ 60,700.79	\$ 71,108.97	\$ 60,700.79	\$ 10,408.18
SUBTOTAL	\$ 648,920.00	\$ 672,103.65	\$ 417,044.78	\$ 1,901,513.65	\$ 997,534.78	\$ 903,978.87
Public Facilities-Comm Boys & Girls	\$ -	\$ 9,731.45	\$ -	\$ 9,731.45	\$ -	\$ 9,731.45
Public Facilities - Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Facilities-Child Development Center	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	\$ -	\$ 60,000.00
Public Facilities-Cape Fear Literacy	\$ 24,000.00	\$ -	\$ -	\$ 24,000.00	\$ -	\$ 24,000.00
SUBTOTAL	\$ 84,000.00	\$ 9,731.45	\$ -	\$ 93,731.45	\$ -	\$ 93,731.45
Domestic Violence	\$ 32,360.00	\$ -	\$ 17,280.74	\$ 32,360.00	\$ 17,280.74	\$ 15,079.26
First Fruit Ministries	\$ 23,900.00	\$ -	\$ -	\$ 23,900.00	\$ -	\$ 23,900.00
Joint Project- Good Shep. & WIN	\$ 118,740.00	\$ 7,000.53	\$ 64,514.14	\$ 125,740.53	\$ 64,514.14	\$ 61,226.39
Coastal Horizons	\$ -	\$ 1,232.67	\$ -	\$ 1,232.67	\$ -	\$ 1,232.67
SUBTOTAL	\$ 175,000.00	\$ 8,233.20	\$ 81,794.88	\$ 183,233.20	\$ 81,794.88	\$ 101,438.32
Admin Loan transfer to 24	\$ 100,896.00	\$ 1.00	\$ 100,896.00	\$ 100,897.00	\$ 100,896.00	\$ 1.00
Refund to Grantor	\$ 100,896.00	\$ 1.00	\$ 100,896.00	\$ 100,897.00	\$ 100,896.00	\$ 1.00
Administration - CDBG-Planning	\$ -	\$ 1,381.25	\$ -	\$ 1,381.25	\$ -	\$ 1,381.25
Administration -CDBG	\$ 199,781.00	\$ 28,340.81	\$ 99,890.50	\$ 228,121.81	\$ 99,890.50	\$ 128,231.31
SUBTOTAL	\$ 401,573.00	\$ 29,724.06	\$ 301,682.50	\$ 431,297.06	\$ 301,682.50	\$ 129,614.56
Reprogrammable	\$ -	\$ 6.89	\$ -	\$ 6.89	\$ 6.89	\$ -
Grand Total	\$ 1,309,493.00	\$ 719,799.25	\$ 800,522.16	\$ 2,609,782.25	\$ 1,381,019.05	\$ 1,228,763.20

CARRY-OVER FY2019/20 HOME as of March 31, 2019

	HOME Funds			CHDO Proceeds			Sub-Total Available	Total Expenditures	Total Available
	Budget Appropriated	Available From Prior Years	Total Expenditures	Available	Total Expenditures				
HOP	\$ -	\$ (664.52)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Rehabilitation	\$ -	\$ 513,940.02	\$ (30.00)	\$ -	\$ -	\$ -	\$ 513,940.02	\$ (30.00)	\$ 513,970.02
Undesignated-HOME Transfer to Rental Rehab	\$ 676,754.00	\$ 289,952.00	\$ -	\$ -	\$ -	\$ -	\$ 966,706.00	\$ -	\$ 966,706.00
Housing Relocation	\$ -	\$ 3,731.10	\$ 30.00	\$ -	\$ -	\$ -	\$ 3,731.10	\$ 30.00	\$ 3,701.10
Non-CHDO Housing - WHFD	\$ -	\$ 19,664.00	\$ -	\$ -	\$ -	\$ -	\$ 19,664.00	\$ -	\$ 19,664.00
Community Land Trust	\$ -	\$ 134,833.00	\$ 79,420.50	\$ -	\$ -	\$ -	\$ 134,833.00	\$ 79,420.50	\$ 55,412.50
Downpayment Assistance	\$ -	\$ 103,213.50	\$ -	\$ -	\$ -	\$ -	\$ 103,213.50	\$ -	\$ 103,213.50
Good Shepherd Lakeside Reserve	\$ 10,048.00	\$ 103,213.50	\$ -	\$ -	\$ -	\$ -	\$ 113,261.50	\$ -	\$ 113,261.50
CHDO Undesignated	\$ 132,885.00	\$ 97,133.00	\$ -	\$ -	\$ -	\$ -	\$ 230,018.00	\$ -	\$ 230,018.00
CHDO - CDC	\$ -	\$ 46,860.04	\$ -	\$ -	\$ -	\$ -	\$ 46,860.04	\$ -	\$ 46,860.04
CHDO - AME/Zon	\$ -	\$ -	\$ -	\$ 179,490.42	\$ 72,474.50	\$ -	\$ 179,490.42	\$ 72,474.50	\$ 107,015.92
CHDO - CDC	\$ -	\$ 46,860.04	\$ -	\$ 13,426.50	\$ 6,359.87	\$ -	\$ 60,286.54	\$ 6,359.87	\$ 53,926.67
Administration -HOME	\$ 66,215.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,215.00	\$ -	\$ 66,215.00
SUBTOTAL	\$ 885,902.00	\$ 1,358,735.68	\$ 79,420.50	\$ 192,916.92	\$ 78,834.37	\$ -	\$ 2,438,219.12	\$ 158,254.87	\$ 2,279,964.25
Reprogrammable	\$ -	\$ 0.90	\$ -	\$ -	\$ -	\$ -	\$ 0.90	\$ -	\$ 0.90
Grand Total	\$ 885,902.00	\$ 1,358,736.58	\$ 79,420.50	\$ 192,916.92	\$ 78,834.37	\$ -	\$ 2,438,220.02	\$ 158,254.87	\$ 2,279,965.15

HOME Investment Partnership Program (HOME)

Recapture and Resale Policy

Reference 24 CFR 91.220(I)(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:

In FY2012-13 HUD Field Office staff reviewed the City of Wilmington Recapture/Resale Policy in accordance with federal regulations. The field office has approved the following policy which was adopted on October 2, 2012, by City Council.

City of Wilmington

Community Development

Policy for

Ensuring Affordability for Low-to-Moderate Income Homebuyers

I. Purpose

When HOME Investment Partnership program funds are used to assist homebuyers, the regulations require that the unit remain affordable regardless of any subsequent resale. The period of affordability is determined by a schedule set forth in 24 CFR 92.254.

Homeownership Assistance HOME amount per unit	Minimum period of affordability in years
Under \$15,000	5
\$15,000 - \$40,000	10
More than \$40,000	15
New Construction	20

II. Background

The City of Wilmington (City) is a participating jurisdiction in and recipient of HOME Investment Partnership program funds to be used by the City to expand the supply of decent, safe, sanitary, and affordable housing available to low-income and very low-income residents.

The City has established the Recapture and Resale policies in accordance with HUD guidance provided in CPD Notice 12-003. These policies ensure that properties developed with HOME funds for homebuyers remain affordable to a reasonable range of low-income homebuyers, or that the HOME investment in affordable housing are recaptured upon sale of the property for use in other HOME eligible housing activities.

The City has elected to use “Recapture” as the primary method of ensuring affordability for low-to-moderate income homebuyers; however, “Resale” provisions will be used for HOME funds used for acquisition of land held in a Community Housing Land Trust. That said, with the exception of Community Housing Land Trust, all Community Development Housing Organizations, and sub-recipients receiving City HOME funds and other community development funds to provide affordable housing are required to use “Recapture” provisions to ensure affordability.

The City will use HOME funds to provide direct HOME subsidies to eligible Low-to-Moderate Income homebuyers through the City’s low interest Second Mortgage Purchase Program and through sub-recipients including, but not limited to, Community Housing Development Organizations (CHDO), and other affordable housing developers.

III. Definitions:

Direct HOME subsidy is the amount of HOME assistance, including any program income that enables the homebuyer to buy the unit. The direct subsidy includes HOME funds used for down payment, closing cost, interest subsidies, or other HOME assistance provided directly to the homebuyer

In addition, direct subsidy includes any assistance that reduced the purchase price from fair market value to an affordable price. If HOME funds are used for the cost of developing the unit and the unit is sold below fair market value the difference between fair market value and the purchase price will be added to the HOME subsidy amount. In such cases, the direct HOME subsidy will be provided to the homebuyer as a forgivable subordinate mortgage lien held by the City.

Purchase price as described herein refers to the amount of the affordable mortgage to be repaid by the eligible low-income homebuyer. The difference between the purchase price and contract sales price or fair market value, whichever is less, will be the direct HOME subsidy to the homebuyer.

Net proceeds are the funds remaining from the sale of the property by the original homebuyer less the repayment of the outstanding balance on any superior mortgage and any closing cost.

Low-income homebuyers are individuals and households that meet the HUD income limits for HOME Investment Partnership Program as published annually. HOME funds are used for households at or below 80 percent of the HUD published area median income (AMI).

Affordable housing is defined by HUD as housing cost that does not exceed 30 percent of household gross income. Generally, for owner-occupied housing it may be characterized as housing that can be purchased for no more than 2.5 to 3 times the total annual household income.

IV. Recapture

The City will use restrictions in the promissory note and deed of trust to enforce the recapture provisions of the HOME program found at 24 CFR 92.254 (a)(5)(ii). In accordance with applicable recapture provisions the City requires the recapture of its HOME-funded homeownership housing assistance from net sales proceeds when the original homebuyer sells the property during the affordability period. Any net proceeds in excess of the original HOME subsidy will go the homeowner. The City will recapture 100 percent of the net proceeds up to the amount of the HOME subsidy. In the case where there are insufficient net proceeds available at sale to recapture the entire direct HOME subsidy provided to the homeowner, the City can only recapture what is available from net proceeds. The City will limit the amount to be recaptured to the net proceeds, as defined herein, available from the sale of the property.

V. Resale

The City will use Resale provisions as required when HOME funds are used to provide subsidy to the developer that will not result in a Direct HOME subsidy to the homebuyer. “Resale” provisions will be used for HOME funds used for acquisition of land held in a Community Housing Land Trust, which constitutes a developer subsidy. Under the Land Trust model the land acquired with HOME funds will be held in trust and not conveyed to the homebuyer. A long-term ground lease between the Land Trust and Homebuyer will establish long-term affordability of the property, and the distribution of value of improvements between the Land Trust and homebuyer upon sale of the housing unit. The ground lease ensures that the original homeowner receives a fair return on investment and that the property is sold at a price that is affordable to a reasonable range of low-income buyers. In addition, the City will utilize deed restrictions to ensure continued affordability, along with a deferred promissory note and deed of trust, with covenants and deed restrictions as enforcement mechanism.

The following “Resale” provisions apply for Community Housing Land Trust:

Sale of Improvements to Property held in Land Trust

Homebuyers purchasing homes in a Community Housing Land Trust purchase the improvements and lease the land, therefore these homebuyers are referred to as homebuyer/lessee or homeowner/lessee upon purchase of housing unit.

Improvements include all buildings, structures, fixtures, and other improvements purchased by the homebuyer/lessee or constructed or placed by the homeowner/lessee are the property of the homeowner/lessee.

The homeowner/lessee may transfer interest in the improvements only to the Community Housing Land Trust or another low-income homebuyer/lessee. Upon notice of homeowner/lessee intent to sell, the CHLT has the option to purchase the improvements. This option to purchase is intended to further the purpose of preserving the affordability of the improvements for succeeding low-income homebuyers.

The seller's resale price shall be determined by the resale formula stipulated in their ground lease. The formula will allow the homeowner/lessee's to sell their home for their original purchase price, plus 25 percent of the increase in market value of the entire property (land and improvements combined) as determined by appraisal at time of notice of intent to sell minus the initial appraised value at purchase. The appraisal shall meet Federal Housing Administration (FHA) standards.

The CHLT does not recapture the other 75 percent of the increase in market value, but rather this value "remains with the property", thereby ensuring continued affordability for succeeding homebuyers. This formula allows the homeowner/lessee to receive a fair return on increase in value to the property while maintaining continued affordability for subsequent homebuyers. Appraisal is an accepted method for determining value of land and improvements. Appraisal is commonly used by lenders to determine property value in real estate transactions.

Example: A homebuyer/lessee purchases a home in a Community Housing Land Trust (CHLT) for a purchase price of \$80,000. The property is appraised at a market value of \$110,000. Five years later the homeowner/lessee notifies the CHLT of intent to sell. The improvements are appraised at \$130,000. The homeowner/lessee is entitled resell their home at a price of \$85,000. $(\$80,000) + (.25 * (\$130,000 - 110,000))$.

Resale or Transfer of Improvements

Upon purchase of improvements from the homeowner/lessee the CHLT will re-sell the improvements and lease the land to another low-income homebuyer at purchase price that is affordable to a reasonable range of low-income homebuyers. A reasonable range of low-income homebuyers consists of households earning between 60 and 80 percent of the Area Median Income. The City's original deed restrictions, which run with the land, will require the CHLT to always re-sell the home to buyers earning at or less than 80 percent of the Area Median Income.

The CHLT may provide additional subsidy in the form of down-payment assistance, and /or deferred subordinate mortgage to ensure affordability. The amount of subsidy will be determined by the difference between return on improvements and the fair market value as determined by appraisal at time of resale.

DRAFT

City of Wilmington Policy for Calculating the Program Planning and Administrative Cap of CDBG under grant-specific accounting rule in accordance with CFR 570.200

(Effective July 1, 2019)

DRAFT pending HUD approval

The City of Wilmington is an entitlement city for Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding received through the U.S. Department of Housing and Urban Development (HUD). CDBG and HOME grant funds are dispersed through the Integrated Disbursement and Information System (IDIS). In 2015, CDBG accounting requirements directed grantees to begin using grant-specific accounting and implemented changes to the calculation of program administration and planning.

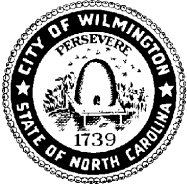
The CDBG Interim Rule published in the Federal Register on November 12, 2015, describes a new additional test which limits planning and administration expenditures to no more than 20 percent of each separate origin year grant (excluding program income).

The amount of funds obligated for planning and administrative costs is limited to 20 percent of the sum of the origin year grant amount for that program year plus the amount of program income received by the grantee during that program year.

In accordance with the CDBG Interim Rule published November 12, 2015, the City of Wilmington will calculate planning and administration budget for CDBG as follows:

- Allocate CDBG planning and administration at 20% of the CDBG grant award. Submit as part of the Annual Action Plan and City Budget.
- Expend and draw CDBG entitlement funds based upon eligible planning and administration activities.
- CDBG entitlement funds obligated for planning and administration shall be expended and drawn from the U.S. Treasury, after available program income is used for planning and administration costs.
- Staff and overhead costs directly related to carrying out eligible CDBG activities will be expended and drawn from obligated activity delivery costs for the program year in which the activities occur.
- The total amount of CDBG entitlement funds and program income expended on planning and administration costs shall not exceed 20 percent of the CDBG grant and program income received in the program year.
- In the event planning and administration costs exceed the CDBG 20 percent cap from the origin year plus program income, then general funds shall be used to make up the difference.
- Expenditures for planning and administration will be based upon staff time as recorded on timesheets for each pay period.
- Draws for Planning and Administration will be monitored by City Finance staff to ensure the 20 percent Cap is not exceeded.

SURVEY Results FY2019/20 Annual Action Plan



ADMINISTRATIVE POLICY

City of Wilmington

EFFECTIVE DATE: 7/1/2019	APPROVED BY: Resolution to Adopt FY19.20 Annual Action Plan submittal to HUD.	POLICY NUMBER: XXX
SUBJECT: <i>Title of Policy:</i> City of Wilmington Policy for Calculating the Program Planning and Administrative Cap of CDBG under grant-specific accounting rule in accordance with CFR 570.200		

1.0 BACKGROUND/PURPOSE:

The City of Wilmington is an entitlement city for Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding received through the U.S. Department of Housing and Urban Development (HUD). CDBG and HOME grant funds are dispersed through the Integrated Disbursement and Information System (IDIS). In 2015, CDBG accounting requirements directed grantees to begin using grant-specific accounting and implemented changes to the calculation of program administration and planning.

The CDBG Interim Rule published in the Federal Register on November 12, 2015, describes a new additional test which limits planning and administration expenditures to no more than 20 percent of each separate origin year grant (excluding program income).

The amount of funds obligated for planning and administrative costs is limited to 20 percent of the sum of the origin year grant amount for that program year plus the amount of program income received by the grantee during that program year.

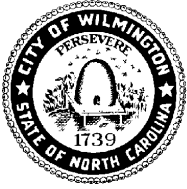
2.0 CALCULATION METHOD:

In accordance with the CDBG Interim Rule published November 12, 2015, the City of Wilmington will calculate planning and administration budget for CDBG as follows:

- Allocate CDBG planning and administration at 20% of the CDBG grant award. Submit as part of the Annual Action Plan and City Budget.
- Expend and draw CDBG entitlement funds based upon eligible planning and administration activities.
- CDBG entitlement funds obligated for planning and administration shall be expended and drawn from the U.S. Treasury, after available program income is used for planning and administration costs.

- Staff and overhead costs directly related to carrying out eligible CDBG activities will be expended and drawn from obligated activity delivery costs for the program year in which the activities occur.
- The total amount of CDBG entitlement funds and program income expended on planning and administration costs shall not exceed 20 percent of the CDBG grant and program income received in the program year.
- In the event planning and administration costs exceed the CDBG 20 percent cap from the origin year plus program income, then general funds shall be used to make up the difference.
- Expenditures for planning and administration will be based upon staff time as recorded on timesheets for each pay period.
- Draws for Planning and Administration will be monitored by City Finance staff to ensure the 20 percent Cap is not exceeded.

Reviewed and approved by HUD via email 5/7/19 from Kellice Chance to Holly Bruhn



ADMINISTRATIVE POLICY

City of Wilmington

EFFECTIVE DATE: 7/1/2019	APPROVED BY: Resolution to Adopt FY19.20 Annual Action Plan submittal to HUD.	POLICY NUMBER: XXX
SUBJECT: <i>Title of Policy:</i> CITY OF WILMINGTON RELOCATION POLICY FOR VOLUNTARY HOMEOWNER REHABILITATION		

1.0 BACKGROUND:

The City of Wilmington is an entitlement city for Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding received through the U.S. Department of Housing and Urban Development (HUD). Rehabilitation of Owner-Occupied housing is an eligible activity under both CDBG and HOME program regulations. Homeowners participating in the City's Owner-Occupied housing rehabilitation programs do so voluntarily.

2.0 PURPOSE:

Every effort will be made to minimize the need for temporary relocation if it is required during project work. However, it may be necessary to temporarily relocate residents.

Due to the voluntary nature of the City of Wilmington Owner-Occupied Rehabilitation program, homeowners and their household occupying houses to be rehabilitated with HOME, Community Development Block Grant and any other federal funds as described in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, may be eligible for a temporary relocation grant, subject to funding availability.

3.0 ELIGIBILITY:

In order to be eligible for Temporary Relocation Assistance:

- The owner-occupant must have applied for and be eligible for assistance in one of City of Wilmington Owner-Occupied Rehabilitation Programs; and
- One or more of the owner-occupants must be lawfully present in the United States occupying the residence to be rehabilitated, elevated, or reconstructed, and
- The owner-occupant must be required by the program to temporarily relocate to complete the rehabilitation, elevation, reconstruction or environmental remediation of the structure; and
- The household income (U.S. Census Bureau definition) must not exceed 80 percent of the area median income as adjusted for family size.

Participants will be provided with referrals to temporary comparable lodging facilities. If possible, participants will be referred to at least three temporary comparable lodging facilities. The maximum financial assistance for which participants may qualify will be based on the cost of the most representative temporary comparable lodging facility that is available to the participant.

No homeowner can be re-located to a lodging facility without prior permission from the Community Development office. The City will not be responsible for billing that a homeowner has incurred unless the Community Development office has agreed to provide payment prior to the necessary relocation.

4.0 ELIGIBLE EXPENSES:

- **Monthly Rent:** Rent for the temporary unit will be paid on a monthly basis for the timeframe approved by the City of Wilmington
 - Displaced households are encouraged to stay with friends or relatives if the temporary relocation is for a short period of time.
 - If the displaced household chooses to live with family or friends during temporary relocation, the rent must be reasonable and cannot exceed one half of HUD Fair Market Rent for the county in which the unit is located.
 - All rental agreements must be in writing and approved by the Program in advance to ensure that the terms and conditions of the lease agreement are necessary, reasonable, and consistent with the anticipated length of time necessary for the construction activity outlined in the applicant's scope of work.
 - This includes agreements to compensate friends or family members who house temporarily displaced households.
- **Hotel Expenses:** For short-term temporary relocation when staying with family/friends or entering into a lease is not feasible, the program may reimburse hotel expenses if they are necessary and reasonable.
 - Program staff will obtain three quotes for hotels in the local area, the lowest of which will establish the ceiling for hotel expenses to be reimbursed to the applicant.
 - Paid invoices for all hotel expenses must be documented and submitted to the Program staff.
- **Storage Unit:** Every attempt will be made to locate an unfurnished rental unit which is comparable in size so that the cost of a storage unit is unnecessary. If this is not possible or if there are extenuating circumstances, the monthly costs of storage unit or on-site storage container can be provided.
 - All rental agreements for storage units and furniture moving allowance must be in writing and approved by the Program in advance. Ineligible TRA Expenses Temporary Relocation Assistance that is duplicative to other sources.
- **Temporary Relocation Expenses Not Pre-Approved in Writing:** Temporary relocation expenses beyond the parameters outlined in this policy must be pre-approved by the Program prior to the temporarily displaced household incurring the cost. TRA

recipients will be responsible to bear any cost not approved by the Program in advanced.

- Expenses Beyond Date of Re-Occupancy: Temporary relocation expenses incurred beyond the agreed-upon relocation timeframe will not be reimbursed by the Program. In no case shall TRA recipients be provided temporary relocation assistance beyond thirty (30) days after construction activities triggering temporary relocation are complete.

5.0 HOMEOWNERS RESPONSIBILITY:

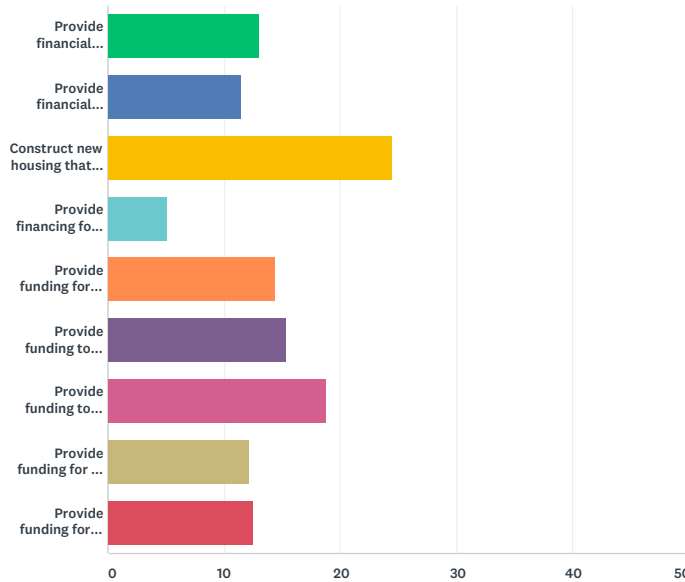
It is the homeowner's responsibility to arrange for all aforementioned services and to present the City of Wilmington with original invoices, statements, or bills before payments are made in accordance with this Relocation Policy. Claims for temporary relocation expenses submitted without applicable source documentation are ineligible for payment or reimbursement. The City of Wilmington's sole responsibility is to make payments in accordance with this policy. The City of Wilmington is not responsible for any loss or damage to persons or property, and no warranty of any kind is expressed or implied herein.

A copy of this Relocation Policy will be provided to loan and grant applicants during the initial application phase.

City of Wilmington Annual Action Plan

Q1 How would you allocate 100 dollars among the following eligible types of public investment in the City of Wilmington? Please enter whole dollar amounts. The sum of the nine boxes needs to equal 100.

Answered: 61 Skipped: 1

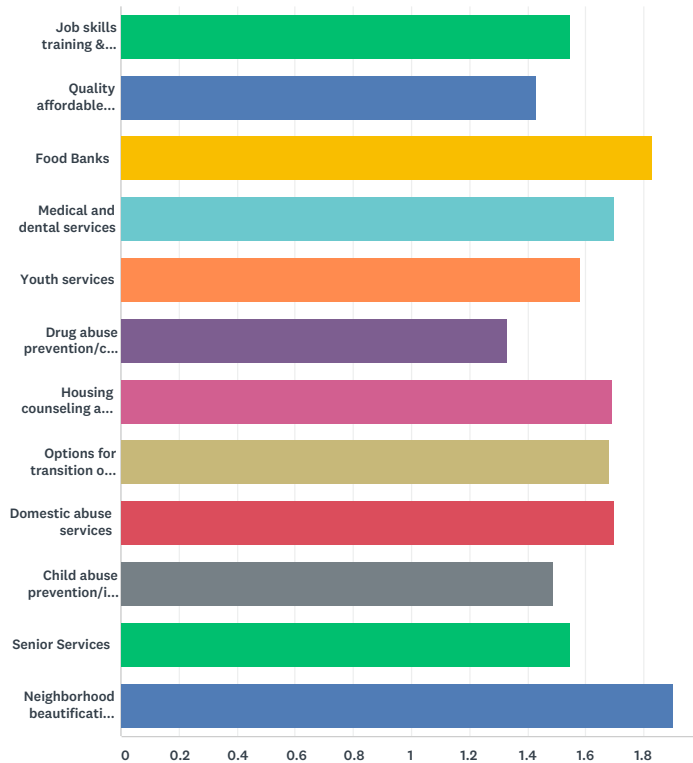


ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
Provide financial assistance to help homebuyers afford a home	13	628	48
Provide financial assistance to help homeowners repair/rehabilitate their home	11	540	47
Construct new housing that is affordable for working families	25	1,274	52
Provide financing for construction of new rental housing	5	183	36
Provide funding for rehabilitation of vacant housing for homeownership	14	622	43
Provide funding to support emergency shelters for homeless persons	15	752	49
Provide funding to construct housing with services for elderly and disabled persons	19	941	50
Provide funding for job readiness and job skills training	12	595	49
Provide funding for youth services including afterschool and summer programs with tutoring, arts, sports and other pro-social activities	13	565	45
Total Respondents: 61			

City of Wilmington Annual Action Plan

Q2 Please rank the level of need in Wilmington for the following types of Public Services on a scale from Low Need to High Need.

Answered: 61 Skipped: 1

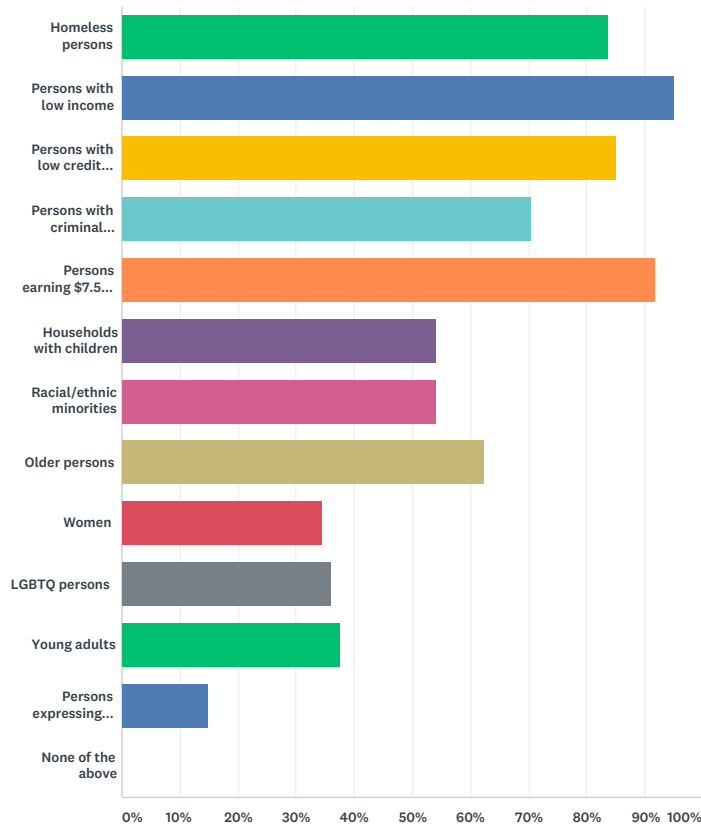


	HIGH NEED	MEDIUM NEED	LOW NEED	TOTAL	WEIGHTED AVERAGE
Job skills training & apprenticeships	51.67% 31	41.67% 25	6.67% 4	60	1.55
Quality affordable childcare	60.00% 36	36.67% 22	3.33% 2	60	1.43
Food Banks	27.12% 16	62.71% 37	10.17% 6	59	1.83
Medical and dental services	40.00% 24	50.00% 30	10.00% 6	60	1.70
Youth services	44.07% 26	54.24% 32	1.69% 1	59	1.58
Drug abuse prevention/crime prevention	68.85% 42	29.51% 18	1.64% 1	61	1.33
Housing counseling and financial literacy	38.98% 23	52.54% 31	8.47% 5	59	1.69
Options for transition out of public housing	46.67% 28	38.33% 23	15.00% 9	60	1.68
Domestic abuse services	44.26% 27	40.98% 25	14.75% 9	61	1.70
Child abuse prevention/intervention/counseling services	60.66% 37	29.51% 18	9.84% 6	61	1.49
Senior Services	50.00% 30	45.00% 27	5.00% 3	60	1.55
Neighborhood beautification/clean-ups	37.29% 22	35.59% 21	27.12% 16	59	1.90

City of Wilmington Annual Action Plan

Q3 Do any of the following groups of people experience difficulty finding safe quality housing that is affordable in Wilmington? Select all that apply.

Answered: 61 Skipped: 1

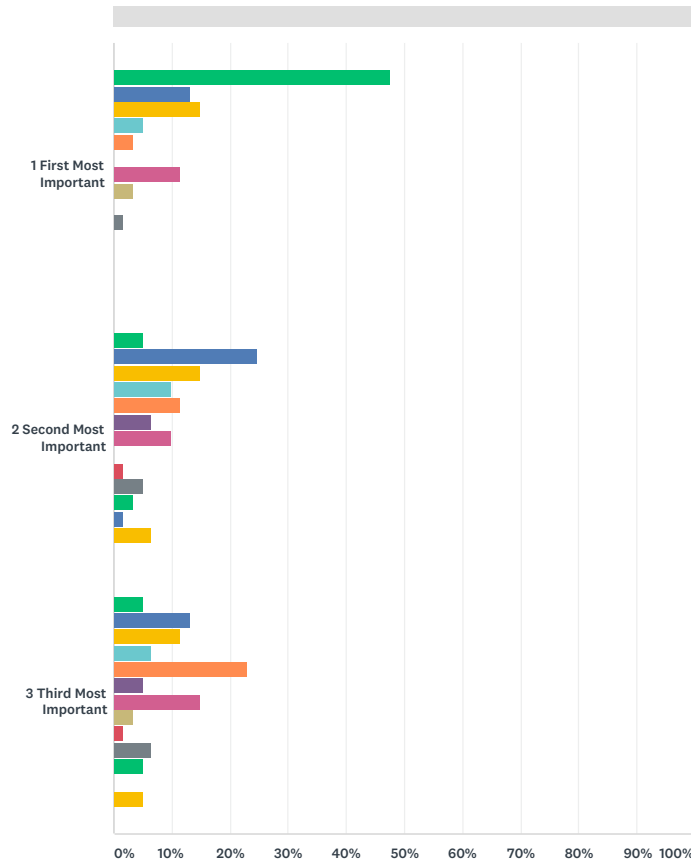


ANSWER CHOICES	RESPONSES	
Homeless persons	83.61%	51
Persons with low income	95.08%	58
Persons with low credit score	85.25%	52
Persons with criminal background	70.49%	43
Persons earning \$7.50 to \$14.50 per hour (or \$14,500 to \$29,000 per year)	91.80%	56
Households with children	54.10%	33
Racial/ethnic minorities	54.10%	33
Older persons	62.30%	38
Women	34.43%	21
LGBTQ persons	36.07%	22
Young adults	37.70%	23
Persons expressing religious beliefs	14.75%	9
None of the above	0.00%	0
Total Respondents: 61		

City of Wilmington Annual Action Plan

Q4 Which of the 13 following topics do you think are most important for promoting quality of life in Wilmington’s neighborhoods? Please rank the top 3. a) Affordable, safe housing b) Equal access to opportunities for good jobs that pay a living wage c) Low crime rate/absence of gangs d) Equal access to opportunities for high quality public education e) Bus system with frequent service connecting to all parts of the City f) Close proximity of grocery stores, health care, and other services g) Housing that is affordable to a wide range of income levels h) Mix of housing types and ownership/rental opportunities i) Close proximity to jobs j) Safe, convenient, high quality youth programs for school-aged children k) Well maintained yards, homes, and businesses l) Positive landlord-tenant relationships, m) Equal access to owner/rental housing in all parts of the City

Answered: 61 Skipped: 1



- a) Affordable, safe housing
- b) Equal access to opportunities for good jobs that pay a living wage
- c) Low crime rate/absence of gangs
- d) Equal access to opportunities for high quality public education
- e) Bus system with frequent service connecting to all parts of the City
- f) Close proximity of grocery stores, health care, and other services
- g) Housing that is affordable to a wide range of income levels
- h) Mix of housing types and ownership/rental opportunities
- i) Close proximity to jobs
- j) Safe, convenient, high quality youth programs for school-aged children
- k) Well maintained yards, homes, and businesses
- l) Positive landlord-tenant relationships,
- m) Equal access to owner/rental housing in all parts of the City

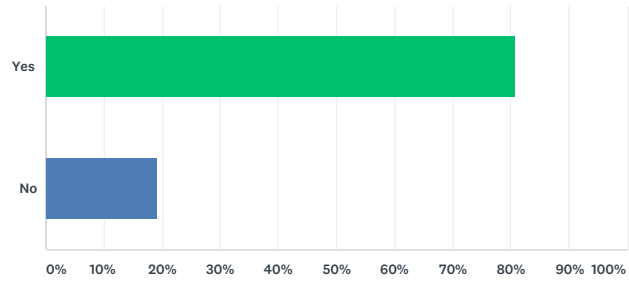
City of Wilmington Annual Action Plan

	A) AFFORDABLE, SAFE HOUSING	B) EQUAL ACCESS TO OPPORTUNITIES FOR GOOD JOBS THAT PAY A LIVING WAGE	C) LOW CRIME RATE/ABSENCE OF GANGS	D) EQUAL ACCESS TO OPPORTUNITIES FOR HIGH QUALITY PUBLIC EDUCATION	E) BUS SYSTEM WITH FREQUENT SERVICE CONNECTING TO ALL PARTS OF THE CITY	F) CLOSE PROXIMITY OF GROCERY STORES, HEALTH CARE, AND OTHER SERVICES	G) HOUSING THAT IS AFFORDABLE TO A WIDE RANGE OF INCOME LEVELS	H) MIX OF HOUSING TYPES AND OWNERSHIP/RENTAL OPPORTUNITIES	I)
1 First Most Important	47.54% 29	13.11% 8	14.75% 9	4.92% 3	3.28% 2	0.00% 0	11.48% 7	3.28% 2	
2 Second Most Important	4.92% 3	24.59% 15	14.75% 9	9.84% 6	11.48% 7	6.56% 4	9.84% 6	0.00% 0	
3 Third Most Important	4.92% 3	13.11% 8	11.48% 7	6.56% 4	22.95% 14	4.92% 3	14.75% 9	3.28% 2	

City of Wilmington Annual Action Plan

Q5 Do you live in the City of Wilmington?

Answered: 57 Skipped: 5



ANSWER CHOICES	RESPONSES	
Yes	80.70%	46
No	19.30%	11
TOTAL		57

City of Wilmington Annual Action Plan

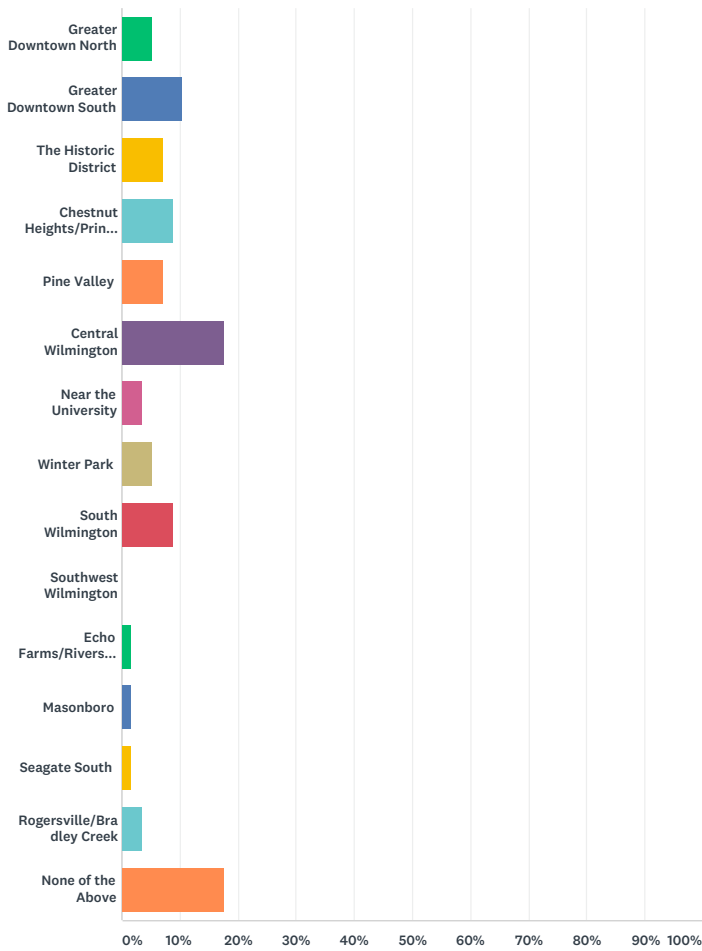
Q6 In what ZIP code is your home located? Please enter your 5-digit ZIP code.

Answered: 57 Skipped: 5

City of Wilmington Annual Action Plan

Q7 In what area of Wilmington do you live?

Answered: 57 Skipped: 5

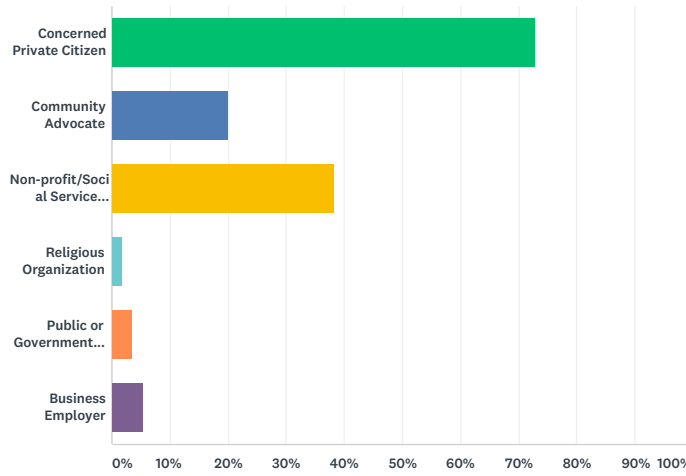


ANSWER CHOICES	RESPONSES	
Greater Downtown North	5.26%	3
Greater Downtown South	10.53%	6
The Historic District	7.02%	4
Chestnut Heights/Princess Place	8.77%	5
Pine Valley	7.02%	4
Central Wilmington	17.54%	10
Near the University	3.51%	2
Winter Park	5.26%	3
South Wilmington	8.77%	5
Southwest Wilmington	0.00%	0
Echo Farms/Rivers Edge	1.75%	1
Masonboro	1.75%	1
Seagate South	1.75%	1
Rogersville/Bradley Creek	3.51%	2
None of the Above	17.54%	10
TOTAL		57

City of Wilmington Annual Action Plan

Q8 I represent the following:

Answered: 55 Skipped: 7

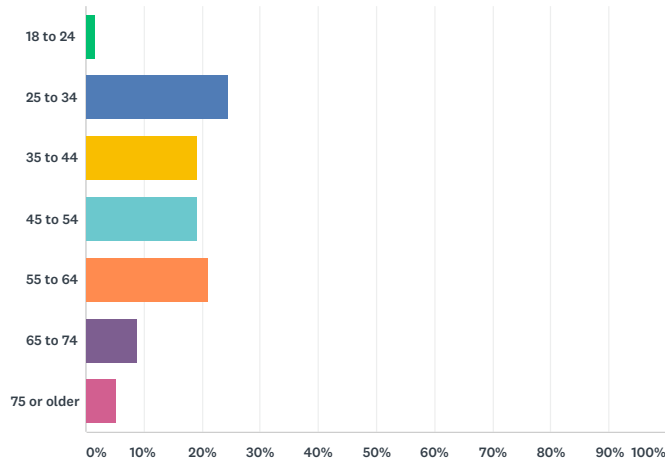


ANSWER CHOICES	RESPONSES	
Concerned Private Citizen	72.73%	40
Community Advocate	20.00%	11
Non-profit/Social Service Provider	38.18%	21
Religious Organization	1.82%	1
Public or Government Staff	3.64%	2
Business Employer	5.45%	3
Total Respondents: 55		

City of Wilmington Annual Action Plan

Q9 What is your age?

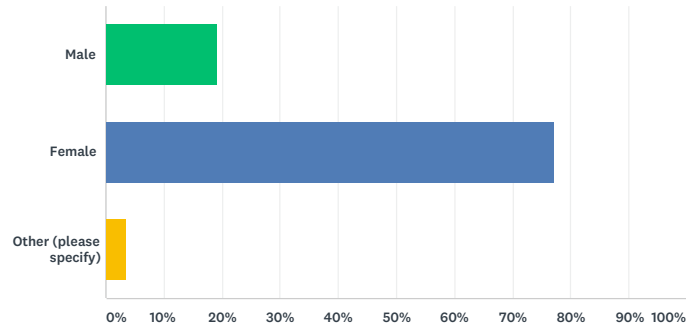
Answered: 57 Skipped: 5



ANSWER CHOICES	RESPONSES	
18 to 24	1.75%	1
25 to 34	24.56%	14
35 to 44	19.30%	11
45 to 54	19.30%	11
55 to 64	21.05%	12
65 to 74	8.77%	5
75 or older	5.26%	3
TOTAL		57

Q10 What is your gender?

Answered: 57 Skipped: 5

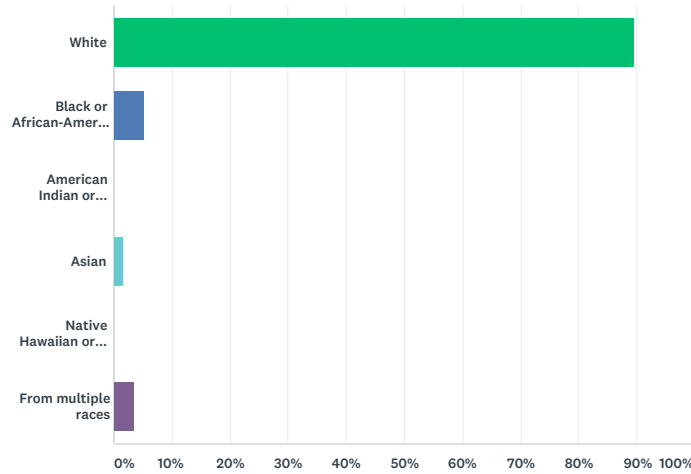


ANSWER CHOICES	RESPONSES	
Male	19.30%	11
Female	77.19%	44
Other (please specify)	3.51%	2
TOTAL		57

City of Wilmington Annual Action Plan

Q11 Are you White, Black or African-American, American Indian or Alaskan Native, Asian, Native Hawaiian or other Pacific islander, or some other race?

Answered: 57 Skipped: 5

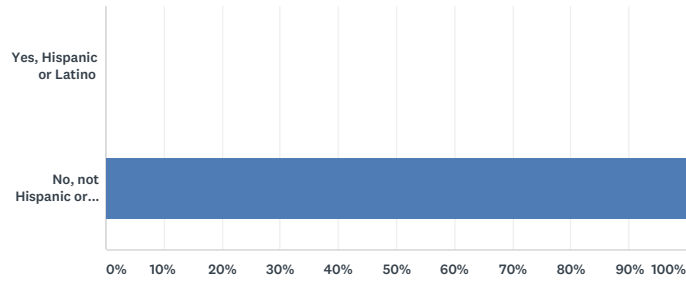


ANSWER CHOICES	RESPONSES	
White	89.47%	51
Black or African-American	5.26%	3
American Indian or Alaskan Native	0.00%	0
Asian	1.75%	1
Native Hawaiian or other Pacific Islander	0.00%	0
From multiple races	3.51%	2
TOTAL		57

City of Wilmington Annual Action Plan

Q12 Are you of Hispanic or Latino origin or descent?

Answered: 57 Skipped: 5

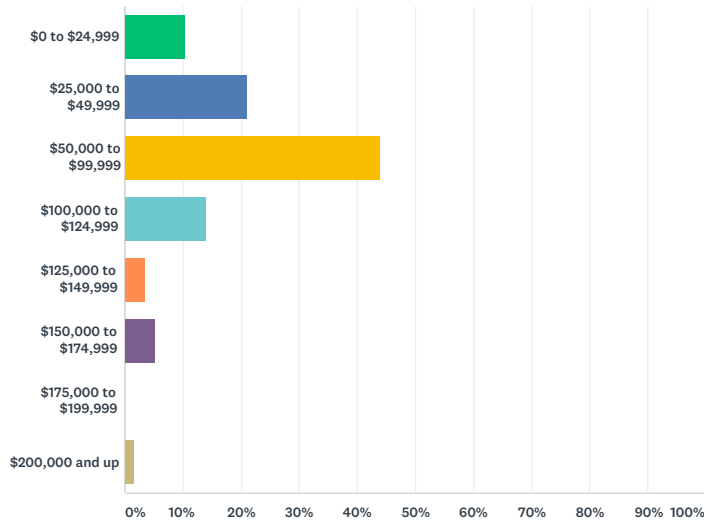


ANSWER CHOICES	RESPONSES	
Yes, Hispanic or Latino	0.00%	0
No, not Hispanic or Latino	100.00%	57
TOTAL		57

City of Wilmington Annual Action Plan

Q13 What is your approximate average household income?

Answered: 57 Skipped: 5



ANSWER CHOICES	RESPONSES
\$0 to \$24,999	10.53% 6
\$25,000 to \$49,999	21.05% 12
\$50,000 to \$99,999	43.86% 25
\$100,000 to \$124,999	14.04% 8
\$125,000 to \$149,999	3.51% 2
\$150,000 to \$174,999	5.26% 3
\$175,000 to \$199,999	0.00% 0
\$200,000 and up	1.75% 1
TOTAL	57

City of Wilmington Annual Action Plan

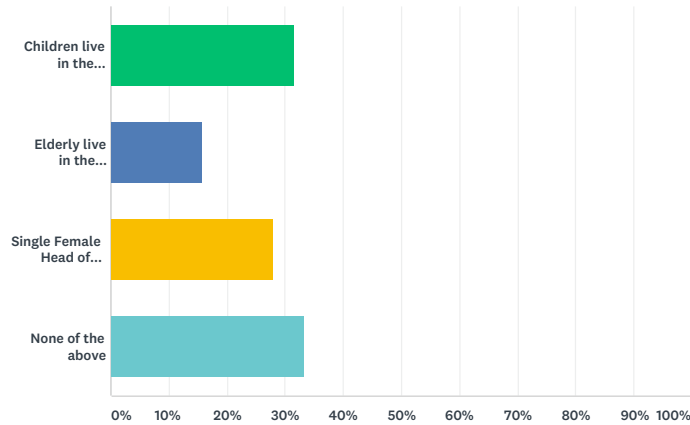
Q14 How many people currently live in your household?

Answered: 57 Skipped: 5

City of Wilmington Annual Action Plan

Q15 Please select any of the following that apply to your household. You may select more than one.

Answered: 57 Skipped: 5

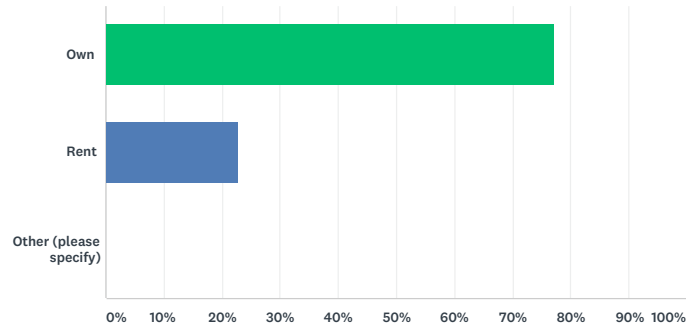


ANSWER CHOICES	RESPONSES	
Children live in the household	31.58%	18
Elderly live in the household	15.79%	9
Single Female Head of Household	28.07%	16
None of the above	33.33%	19
Total Respondents: 57		

City of Wilmington Annual Action Plan

Q16 Do you rent or own the place where you live?

Answered: 57 Skipped: 5

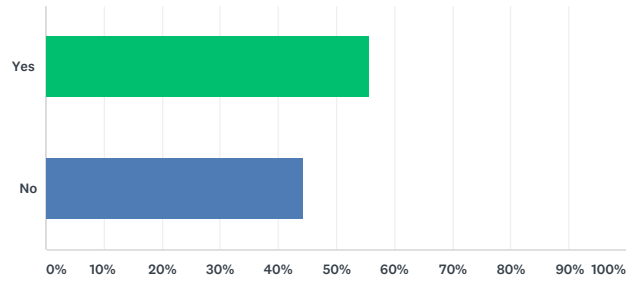


ANSWER CHOICES	RESPONSES
Own	77.19% 44
Rent	22.81% 13
Other (please specify)	0.00% 0
TOTAL	57

City of Wilmington Annual Action Plan

Q17 If you are not a home owner, would you like to become a one?

Answered: 18 Skipped: 44



ANSWER CHOICES	RESPONSES	
Yes	55.56%	10
No	44.44%	8
TOTAL		18

City of Wilmington Annual Action Plan

Q18 What additional comments would you like to provide?

Answered: 17 Skipped: 45

VOTE TO APPROVE

The State ESG Office has requested HMIS data for all funding sources (including NC ESG).

This aggregate statewide demographic data including the 0640 Data Quality Framework report, which looks at data quality for the universal data elements, for 2018 to be used for reporting purposes both to State stakeholders (such as the Governor's Office) and in a State of Homelessness in NC presentation at the Bringing it Home: Ending Homelessness conference in NC which is scheduled for the end of May. They plan to use the statewide data is for informational purposes. The overall statewide data will not be able to be linked back to the CoC, any agency/project, or any client as the State ESG Office will be provided as aggregate overall numbers for the State. This data will not include Domestic Violence data or non-HMIS Agency/Provider data.

ANNUAL TRI-HIC MEETING

MAY 7TH 2019

WHO WE ARE

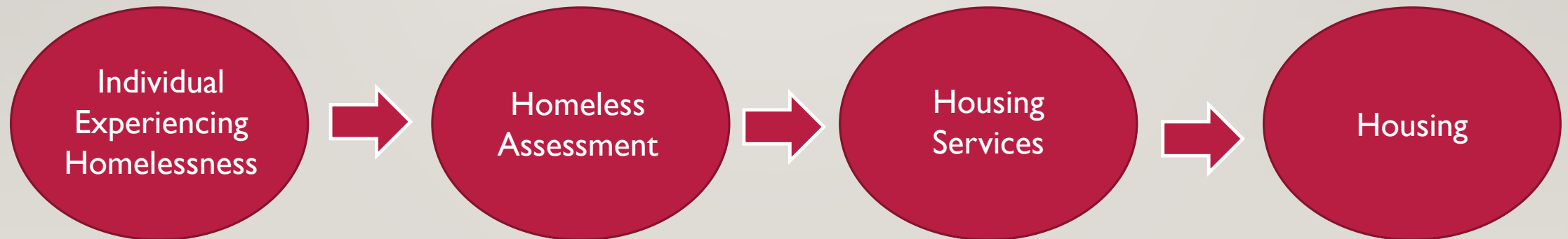


The Tri-County Homeless Interagency Council is the Cape Fear Area's HUD - approved homeless Continuum of Care (CoC). The CoC is an alliance of service providers, local government agencies, and other public interests whose common goal is the reduction and ultimate elimination of homelessness in the Cape Fear Region.

WHAT DO WE DO?

The CoC manages the **homeless response system**, which is the process in which individuals experiencing homelessness are linked to housing services quickly and efficiently so that homelessness is rare, brief and a one time experience.

We call this process “**Coordinated Entry**”



WHAT ELSE DO WE DO?

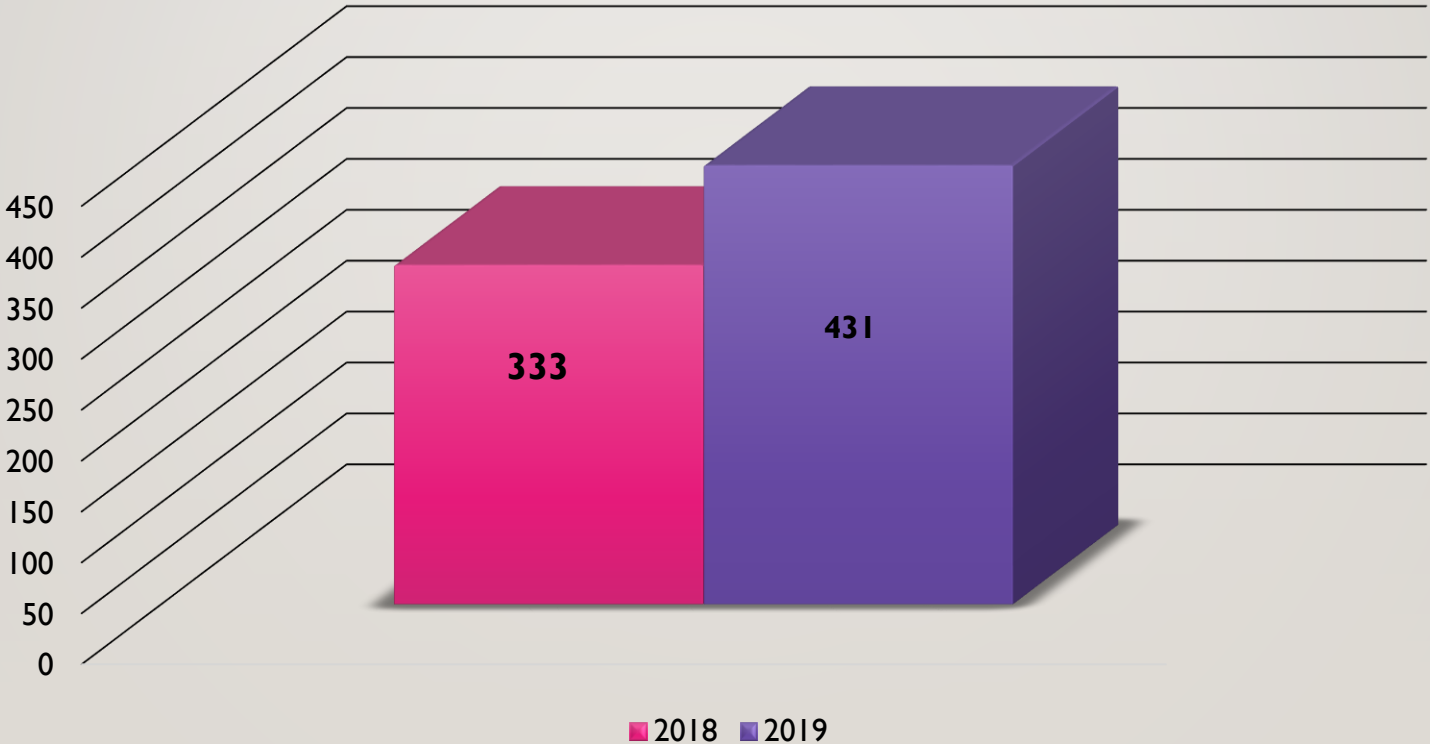
- Manages the Coordinated Entry System
- Ensures regular meetings of the full Tri-Hic and its sub-committees
- Manages the grant application process for:
 - HUD Transitional Housing
 - Permanent Supportive Housing
 - CoC NOFA
 - Emergency Solution Grants
- System Administrator for database Homeless Management Information System
- Manages local, state and federal reporting
 - Annual Homelessness Assessment Report (AHAR)
 - Housing Inventory Chart (HIC)
 - Emergency Solution Grant CAPER
 - System Performance Measures (SysPM);
- Coordinates the annual Point in Time count (PIT)

POINT IN TIME

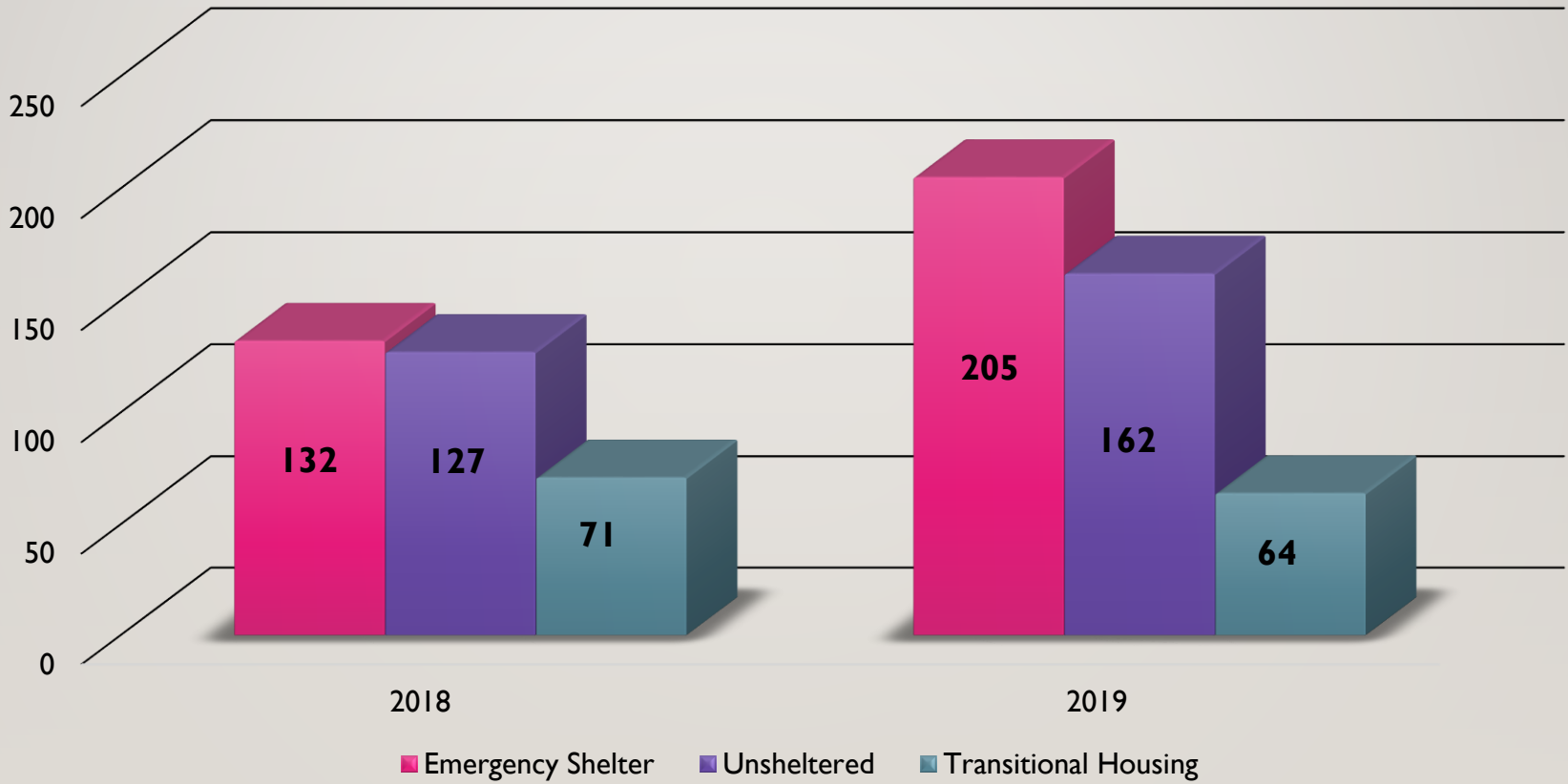


POINT IN TIME DATA

2019 vs. 2018

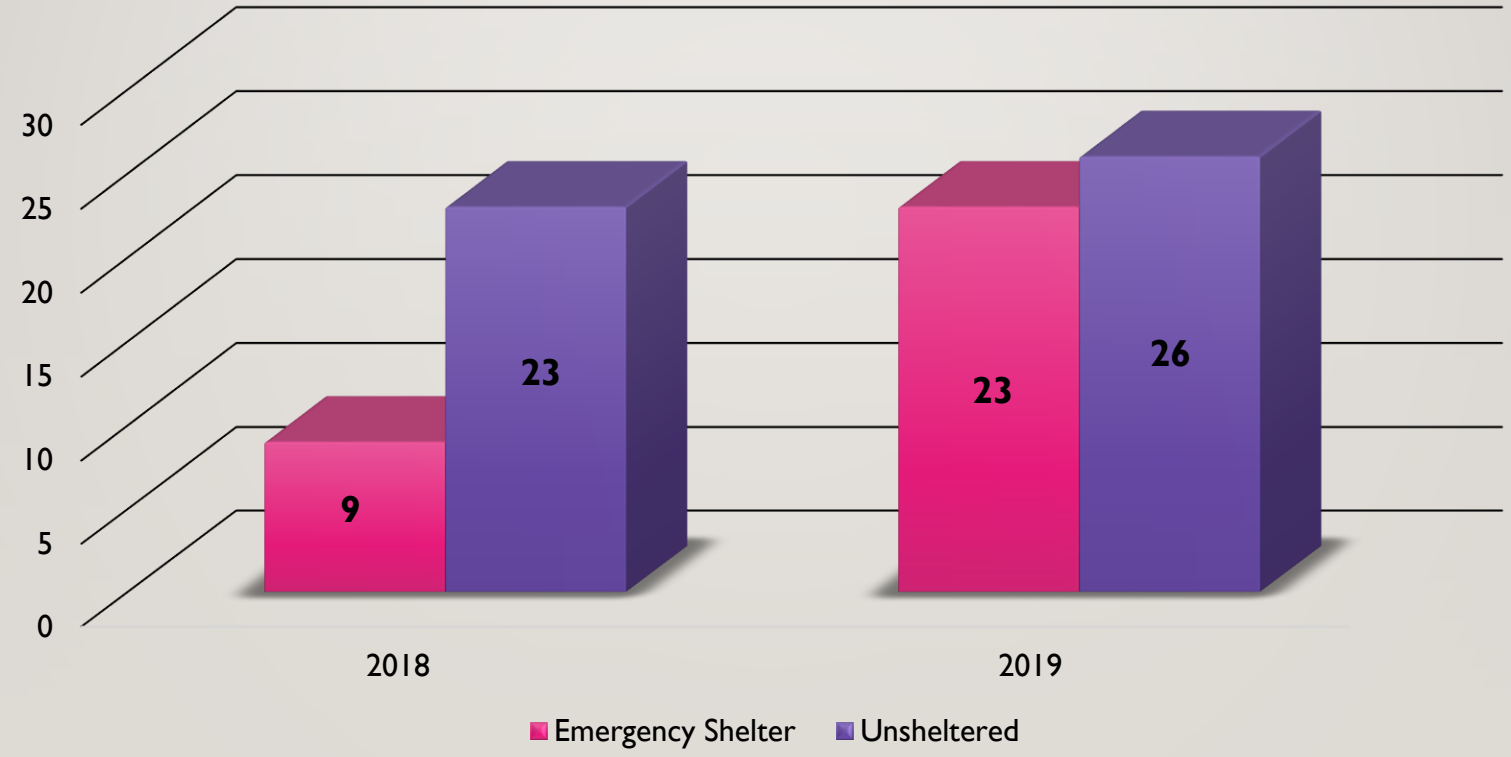


POINT IN TIME DATA



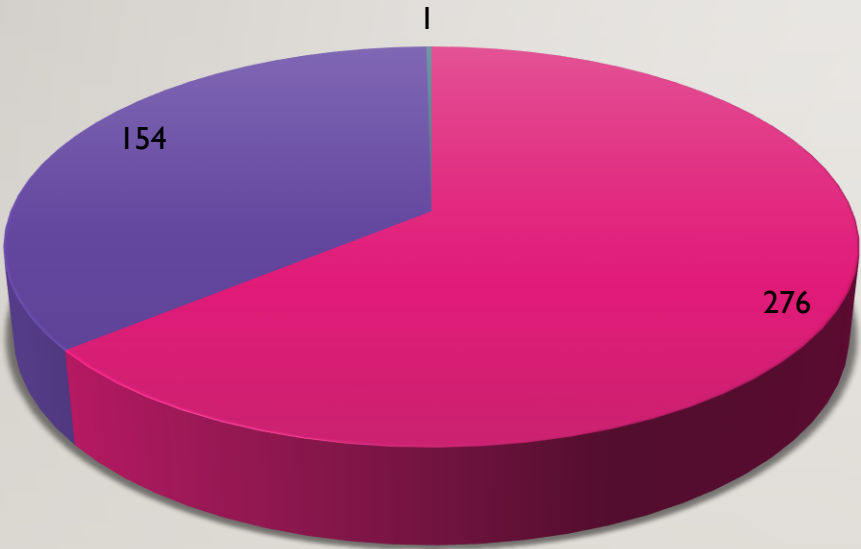
POINT IN TIME DATA

Chronically Homeless



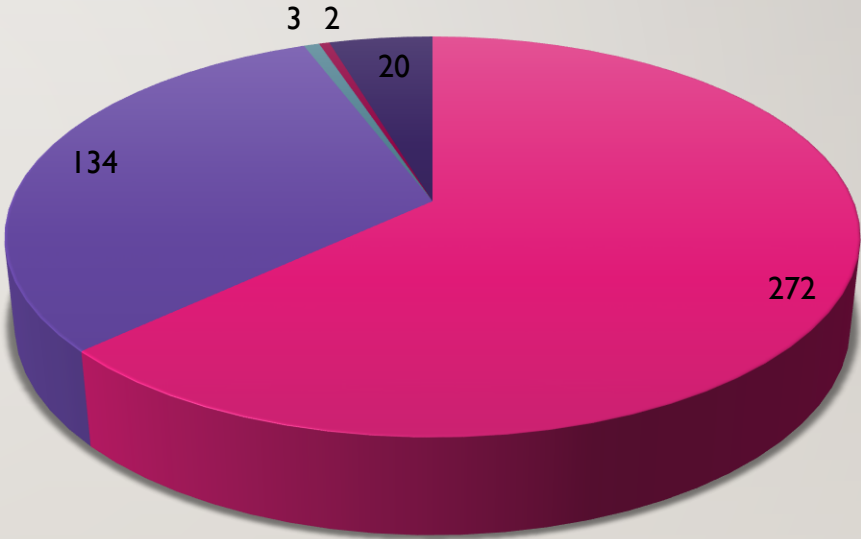
POINT IN TIME DATA

2019 Gender



Male Female Transgender

2019 Race



White Black American Indian Native Hawaiian Multiple Races

STRATEGIC PLANNING




SLOT ANALYSIS

STRENGTHS

- Compelling mission
- Diverse membership, expertise, growing relationships
- Committed leadership
- Historical knowledge
- Buy-in from community partners

LIMITATIONS (Internal)

- Reliance on HUD funding
 - Lack of knowledge of best practices
 - Lack of communication, collaboration, transparency
 - Competing program priorities
 - Lack of community strategy
- 

SLOT ANALYSIS

OPPORTUNITIES

- Gain knowledge of diversified funding sources
- Increase membership in all 3 counties
- Branding Tri-Hic
- Educate members to impact public policy
- Roundtables to address difficult issues
- Enhance community partnerships
- Data Sharing

THREATS (External)

- Lack of affordable housing
- Reduced funding/misalignment of funding sources
- Change of focus by funders
- Not consistently measuring outcomes
- Competitive attitudes among agencies

**WHERE DO WE GO FROM
HERE?**



DATA SHARING & VISIBILITY

- Semi-Open HMIS
- Sharing data elements except for client case notes & client goals
- Example: Client checks into Good Shepherd Center, First Fruit case manager can see clients movements throughout services
- Increases community collaboration, communication and transparency
- Decreases having the client share their story repeatedly
- Deduplication of services

SALVATION ARMY PILOT PROGRAM



- Partnering with the Salvation Army for the creation of a staff position dedicated to Coordinated Entry
- Streamlining Coordinated Entry process while increasing transparency within the community
- Individual will conduct ViSPDATs, enter clients into HMIS, provide resources to individual (centralized system)
- Marketing plan to advertise location and hours of assessments to the homeless population

SKANPOINT PILOT PROGRAM

- Partnering with Good Shepherd Center to increase data quality, integrity, and reliability
- New technology that creates scannable ID cards that input data directly into HMIS
- Once running, all agencies can participate with the purchase of a scanner



BRUNSWICK COUNTY

- Working to create a shelter in Brunswick County
- Collecting data to prove the need of a shelter
- Creating community awareness about this vulnerability through community outreach and advocacy



GOALS FOR 2019-2020

- Strengthening Coordinated Entry & homeless response system
- Increasing community collaboration, communication and transparency
- Increasing awareness of the CoC and homelessness epidemic
- Good, clean, data
- Decreasing homeless population

QUESTIONS?

Maegan Zielinski

Homeless Continuum of Care Director

maeganz@capefearcog.org

Point-in-Time Count NC-506 Wilmington/Brunswick, New Hanover, Pender Counties CoC

Population: Sheltered and Unsheltered Count

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	15	9	1	25
Total Number of persons (Adults & Children)	51	34	4	89
Number of Persons (under age 18)	32	23	2	57
Number of Persons (18 - 24)	5	0	0	5
Number of Persons (over age 24)	14	11	2	27

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	28	16	3	47
Male	23	18	1	42
Transgender	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latino	44	29	4	77
Hispanic/Latino	7	5	0	12

Point-in-Time Count NC-506 Wilmington/Brunswick, New Hanover, Pender Counties CoC

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
White	4	13	4	21
Black or African-American	43	17	0	60
Asian	0	0	0	0
American Indian or Alaska Native	0	0	0	0
Native Hawaiian or Other Pacific Islander	2	0	0	2
Multiple Races	2	4	0	6

Chronically Homeless (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total number of households	0		0	0
Total number of persons	0		0	0

Population: Sheltered and Unsheltered Count

Persons in Households with only Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	1	0	0	0	1
Total Number of children (under age 18)	3	0	0	0	3

Gender (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	1	0	0	0	1
Male	2	0	0	0	2
Transgender	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	3	0	0	0	3
Hispanic/Latino	0	0	0	0	0

Race (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional			
White	0	0	0	0	0
Black or African-American	3	0	0	0	3
Asian	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	0	0	0	0	0

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	0		0	0	0

Point-in-Time Count NC-506 Wilmington/Brunswick, New Hanover, Pender Counties CoC

Population: Sheltered and Unsheltered Count

Persons in Households without Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	148	30	0	155	333
Total Number of persons (Adults)	151	30	0	158	339
Number of Persons (18 - 24)	8	0	0	4	12
Number of Persons (over age 24)	143	30	0	154	327

Gender (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	67	13	0	26	106
Male	84	17	0	131	232
Transgender	0	0	0	1	1
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	149	30	0	145	324
Hispanic/Latino	2	0	0	13	15

Point-in-Time Count NC-506 Wilmington/Brunswick, New Hanover, Pender Counties CoC

Race (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	104	19	0	128	251
Black or African-American	35	8	0	28	71
Asian	0	0	0	0	0
American Indian or Alaska Native	1	0	0	2	3
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
Multiple Races	11	3	0	0	14

Chronically Homeless (adults and children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	23		0	26	49

Date of PIT Count: 1/30/2019

Population: Sheltered and Unsheltered Count

Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	164	39	0	156	359
Total Number of Persons	205	64	0	162	431
Number of Children (under age 18)	35	23	0	2	60
Number of Persons (18 to 24)	13	0	0	4	17
Number of Persons (over age 24)	157	41	0	156	354

Gender

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	96	29	0	29	154
Male	109	35	0	132	276
Transgender	0	0	0	1	1
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0

Ethnicity

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latino	196	59	0	149	404
Hispanic/Latino	9	5	0	13	27

Race

Point In Time Summary for NC-506 - Wilmington/Brunswick, New Hanover, Pender Counties CoC

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
White	108	32	0	132	272
Black or African-American	81	25	0	28	134
Asian	0	0	0	0	0
American Indian or Alaska Native	1	0	0	2	3
Native Hawaiian or Other Pacific Islander	2	0	0	0	2
Multiple Races					
Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	23		0	26	49

Methodology for NC-506 - Wilmington/Brunswick, New Hanover, Pender Counties CoC

Sheltered Population Total

1. What data source(s) was used to produce the total number of people included in the sheltered population (staying in an emergency shelter, Safe Haven, or transitional housing) on the night of the count? Please indicate the percentage of the PIT count derived from each of the sources. (If a source was not used, please enter zero).

HMIS Data	31%
Provider-level surveys	0%
Client-level surveys	69%
Observation	0%
Other	0%
Total	100%

2. Was the CoC able to collect information about the number of people being sheltered on the night of the count from all emergency shelters, Safe Havens, and transitional housing projects listed on the HIC or only some? listed on your HIC or only some?

- Complete census count

3. What information or method(s) was used to de-duplicate the count of the total number of people included in the sheltered population?

- Comparison of personally identifying information (PII), such as name, date of birth, and Social Security Number
- Blitz count of persons in shelters (i.e., count occurred at same time to avoid double counting)
- Interview/survey question(s) with screening questions (e.g., have you already completed a count survey)

Sheltered Subpopulation

4. What data source(s) was used to produce the demographic and subpopulation data included in the sheltered population (staying in an emergency shelter, Safe Haven, or transitional housing) on the night of the count? (select all that were used)

- HMIS Data

- Client-level surveys

5. Was the CoC able to collect information about the demographic and subpopulation characteristics of all sheltered people or only some?

- All sheltered people

6. Looking at the change in your sheltered count from last year's count, please choose up to three reasons that best explains these changes from the drop down list below.

- Change in PIT count methodology
- Increased or improved PIT count training
- Change in awareness of PIT count and relevant resources
- Other:

Please provide a brief description of these specific factors (500 word limit):

There was a change in PIT count methodology from 2018 to 2019. New leadership of NC 506 has taken over as of October 2019. The predecessor did not use HMIS specific 0630 reporting in counting, this year we used HMIS in our methodology as well as face to face surveying. In addition, NC 506 utilized a new technology this year, ARC GIS, which gave our community a more accurate count as well as increased and improved training. Furthermore, the new NC 506 Director created more awareness in the community of PIT and relevant resources. Finally, our community is still seeing the effects of Hurricane Florence which could be contributing to our count.

Unsheltered Population

7. What approach(es) was used to count the total number of people included in the unsheltered population during the PIT count. (select all that were used)

- "Night of the count" - complete census
- "Night of the count" - known locations
- HMIS

Point In Time Methodology for NC-506 - Wilmington/Brunswick, New Hanover, Pender Counties CoC

Hurricane Florence increased our homeless population

7a. Were certain areas within the CoC geography specifically excluded because the CoC had reason to believe there were no unsheltered people in those areas?

Yes

7b. How did the CoC select the areas that were included for canvassing?

- Areas were not selected randomly, but an effort was made to use local knowledge to target known locations (e.g., areas with known concentrations of unsheltered homeless people)

7b1. Did the CoC adjust the information in some way (e.g., statistical adjustment or extrapolation) to account for areas within the CoC geography that were not canvassed but where unsheltered people might have been on the night of the PIT count?

No

7c. In areas that were canvassed, did the CoC count all unsheltered people in those areas or a sample of people?

- All people encountered during the count

8. What information or method(s) was used to de-duplicate the total count of people in the unsheltered population? (Check all that apply)

- Comparison of personally identifying information (PII), such as name, date of birth, and Social Security Number
- Blitz count of unsheltered people (i.e., canvassing of different areas occurred at same time to avoid double counting)

- Interview/survey question(s) with screening questions (e.g., have you already completed a count survey)

Unsheltered Subpopulations

9. What approach(es) was used to collect demographic and subpopulation data about unsheltered people included in the unsheltered population during the PIT count?

- Surveys/interviews of people identified as unsheltered on the night of the PIT count
- Surveys/interviews of people identified within 7 days following the night of the PIT count night who may have been unsheltered on the night of the PIT count (e.g., “service-based” surveys at locations where people who are homeless go for assistance)

10. Were all people who were encountered during canvassing on the night of the count or during post night of the count PIT activities asked to complete a survey/interview?

- All people encountered were surveyed

11. What information or method(s) was used to produce an unduplicated total count of homeless people across your sheltered and unsheltered populations?

- Comparison of personally identifying information (PII), such as name, date of birth, and Social Security Number
- Blitz count of unsheltered people (i.e., sheltered and unsheltered counts occurred at same time to avoid double counting)
- Interview/survey question(s) with screening questions (e.g., have you already completed a count survey)
- No specific approach was used

12. Looking at the change in your unsheltered count from last year's count, please choose up to three reasons that best explains these changes from the drop down list below

- Change in participation of programs serving general homeless populations (e.g., singles, families)
- Change in awareness of PIT count and relevant resources

Please provide a brief description of these specific factors (500 word limit):

There was more awareness of PIT this year than previous years due to media/news as well as increased training and advocacy. In addition, there was an increase in participating agencies this year. These programs informed their unsheltered participants of the importance of the count weeks in advance and provided volunteers to ensure that all present were surveyed with all questions. The addition of the street outreach provider improved access to encampments and awareness of known locations of unsheltered individuals. The CoC was able to improve coverage of the unsheltered population by utilizing our outreach team to meet with unsheltered people who would not usually visit a day centre. Day centres increased participation from the unsheltered population who have been increasingly transient and are hard to locate during any one 24-hour period.

