



# Second Program Year Action Plan

The Second Year Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG grantees as part of a HOME Consortium must respond to each year in order to be compliant with the Consolidated Planning Regulations.



**FY 2021-2022**

## **Annual Action Plan**

Community Development Block Grant Program

**Prepared by:**

The City of Sunrise, Florida  
Finance & Administrative Services Department  
Grants Division  
1601 N.W. 136<sup>th</sup> Avenue, Building A  
Sunrise, Florida 33323

**Submitted to:**

The Community Planning and Development Division,  
Miami Field Office  
U.S. Department of Housing and Urban Development  
909 S.E. First Avenue, Suite 500  
Miami, FL 33131-3028

## **Table of Contents**

AP-05 -Executive Summary - 91.200(c), 91.220(b).....	1
PR-05 -Lead & Responsible Agencies - 91.200(b).....	5
AP-10 -Consultation - 91.100, 91.200(b), 91.215(l).....	6
AP-12 -AP-12 Participation - 91.401, 91.105, 91.200(c).....	15
AP-15 -Expected Resources - 91.420(b), 91.220(c)(1,2).....	22
AP-20 - Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e).....	24
AP-35 - Projects - 91.420, 91.220(d).....	26
AP-50 -Geographic Distribution - 91.420, 91.220(f) .....	30
AP-75 -Barriers to Affordable Housing - 91.420, 91.220(j).....	31
AP-85 -Other Actions - 91.420, 91.220(k).....	32
AP-90 -Program Specific Requirements - 91.420, 91.220(l)(1,2,4).....	35

## **Attachments**

Executed SF424 and Certifications.....	I
Resolution.....	II
Public Notice Affidavit.....	III
Citizen Participation Timeline.....	IV
HUD Grant Allocation May 12, 2021 Waiver.....	V

# Executive Summary

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

### 1. Introduction

Anticipated resources for the FY2020 funding year include \$693,900 in Community Development Block Grant (CDBG) funds.

In addition to CDBG, the City anticipates receiving State Housing Initiative Partnership (SHIP) funds and Home Investment Partnership (HOME) funds through Broward County Consortium. SHIP funds are explained in the additional resource narrative below in this section.

### 2. Summarize the objectives and outcomes identified in the Plan

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

#### Overview

The City's Consolidated Strategic Plan for fiscal years 2020 – 2024 identified affordable housing preservation and development, improvements to public infrastructure/facilities, public services, economic development and emergency preparedness as the highest priority needs amongst low- and moderate-income residents. Please see summary of these needs and associated goals below.

The FY 2021 Annual Action Plan employs multiple strategies to target the social, economic and housing needs of these target populations.

#### Priority Need: Affordable Housing Preservation & Development

Goal: 1A. Owner Occupied Housing Rehabilitation

- The City will work towards preserving and developing affordable housing through residential rehabilitation for LMI households. The City will focus its attention on these needs through the following strategies: providing rehabilitation assistance to qualified homeowners; stabilizing housing units that are vacant or in some stage of foreclosure through acquisition, rehabilitation and resale; increasing homeownership opportunities through the resale of rehabilitated units; and enhancing property maintenance by undertaking code enforcement in lower income neighborhoods.

#### Goal: 1B. Code Enforcement

- The City will utilize Code Enforcement to support activities in LMI areas to stabilize neighborhoods, create a safe environment for residents, and preserve the City's affordable housing stock. This program includes all quality of life ordinance enforcement activities such as ensuring the maintenance of minimum housing codes; the demolition of unsafe, non-compliant structures, the clean-up of debris and weedy lots, and the removal of abandoned/junk vehicles.

#### Goal: 1C. Acquisition for Affordable Housing Dev

- The City will provide for acquisition of property and vacant land to be rehabilitated for the purpose of affordable housing development for LMI households.

### **Priority Need: Improvements to Public Infrastructure/Facilities**

#### Goal: 2A. Public Infrastructure Improvements

- The City will work towards quality of life improvements through the development or redevelopment of public infrastructure in LMI areas. Improvements to infrastructure may include, but are not limited, to streets and roads, sidewalks, public art, ADA modifications and water systems.

#### Goal: 2B. Public Parks and Facilities Improvements

- The City will work towards quality of life improvements through the development or redevelopment of public facilities that target LMI areas. Improvements to public facilities may include, but are not limited to, neighborhood and community centers, recreational facilities and public parks.

### **Priority Need: Public Services**

#### Goal: 3A. Public Services

- This goal will provide for supportive services for LMI citizens and special needs groups and may include services to address homelessness, persons with physical and mental health, seniors, and youth. Specific activities include the Senior Transportation program, aftercare programs for LMI, and emergency subsidy payments etc.

### **Priority Need: Economic Development**

#### Goal: 4A. Small Business Assistance Programs

- Provide for economic development opportunities that will help assist small businesses. The economic development initiatives will include assistance for local businesses such as minority and women owned business enterprises as well as micro-enterprise assistance.

### **Priority Need: Emergency Preparedness**

Goal: 5A. Hurricane

- Due to the impact of major storms and hurricanes, that may result in extensive damages to property and life within Sunrise the City has made disaster readiness and response programs a high priority.

### **3. Evaluation of past performance**

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

The City of Sunrise, with other public, private and non-profit community housing providers and non-housing service agencies have made significant contributions to provide safe, decent and affordable housing, a suitable living environment especially for low- to moderate-income and special needs groups in the community. However, affordable housing and vital services to special needs groups remain some of the most prolific needs facing the City, as documented by the current Consolidated Plan, the City's previous Consolidated Plan, and the Consolidated Annual Performance and Evaluation Reports (CAPER).

In response to the COVID-19 pandemic, and assisting the community, the City elected to utilize HUD's waiver to submit the FY2020-2024 Consolidated Plan and 2020 Annual Action Plan on or before August 16, 2021. The 2020 Annual Action Plan was approved by City Commission on May 25, 2021. As a result, the City will have additional performance to speak to in future plans and reporting documents.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Sunrise encourages citizen participation and actively encourages citizens, particularly low- and moderate-income households and those with special needs, to participate in the planning and development of the Consolidated Plan and the Annual Action Plan (AAP). Consistent with federal regulations, the City of Sunrise works to ensure community stakeholders and citizens have adequate opportunities to participate in this planning process.

The City of Sunrise adopted a Citizen Participation Plan (CPP) on May 25, 2021 as part of the FY2020-2024 Consolidated Plan. The purpose of the Citizen Participation Plan is to provide opportunities for citizen involvement in the process of developing and implementing the Community Development Block

Grant (CDBG) Program. This plan has been developed in compliance with 24 CFR 91.105, and outlines when, where, and how citizens can access information, review and comment on major community plans and comment on progress of funded activities under the CDBG program. The City's current Citizen Participation plan is available on the City's website at <https://www.sunrisefl.gov/housing>.

Please refer to AP-12 Citizen Participation for more detailed information on the City's citizen participation efforts.

## **5. Summary of public comments**

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

No public comments were received. Please refer to AP-12 Participation for more detailed information on the City's citizen participation efforts.

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

No public comments were received. or organizations intentionally not consulted.

## **7. Summary**

Through the following data sources, the City was able to make a complete assessment of the needs of the community:

- 2013-2017 American Community Survey (ACS) 5-Year Estimates
- 2014-2018 American Community Survey (ACS) 5-Year Estimates
- Bureau of Labor Statistics
- Longitudinal Employer-Household Dynamics (LEHD) data

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	SUNRISE	Finance & Administrative Services Dept-Grants Div.

**Table 1 – Responsible Agencies**

### Narrative

The Finance & Administrative Services Department of the City of Sunrise, Florida is the lead agency responsible for overseeing the development of the Consolidated Strategic Plan adopted by Resolution No. 21-58 on May 25, 2021 and each of the subsequent Annual Action Plans. The Grants Division within the City's Finance & Administrative Services Department is responsible for the administrative and operational duties relative to all housing, community and economic development related grant allocations received from the U.S. Department of Housing and Urban Development (HUD) and the State of Florida.

### Consolidated Plan Public Contact Information

Stephanie Hahn  
Grants Administrator  
Finance & Administrative Services Department – Grants Division  
1601 NW 136th Avenue, Building A  
Sunrise, Florida 33323  
Office: 954-578-4767  
Fax: 954-578-4768

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

### **1. Introduction**

Below is a summary of the consultation efforts undertaken as a part of the City's 2020-2024 Consolidated Strategic Planning process. City consultation efforts included input from the Florida Housing Finance Corporation, Broward County, various local non-profit direct service providers, neighboring municipalities and private citizens.

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

Institutional coordination of the Consolidated Plan establishes a unified vision for use of community development funds and related resources. The City uses a collaborative process to shape various programs into effective, coordinated strategies. This process also facilitates the opportunity for planning and citizen participation to take place in a comprehensive context, attempting to reduce duplication of effort at the local level.

The City will execute the second-year Annual Action Plan in harmony with public, private and nonprofit agencies. Nonprofit agencies may include, but are not limited to, service providers and community housing development organizations. Private sector partners may include, but are not limited to, local financial institutions and developers. The City works closely with its partners to design programs that address identified needs.

Table 2, located in the subsequent section, outlines the types of agencies and organizations consulted throughout the program year and during the development of the City of Sunrise Consolidated Plan and Annual Action Plan. Organizations consulted included the Broward County Housing Authority, Broward County HOME Consortium, Broward County Housing Initiatives Partnership, and other local agencies and organizations.

In preparation of Table 2, the City conducted phone calls and researched the internet for the agencies. As stated above, the City often relies on the Broward County Housing Finance and Community Development Division to assist in fostering these relationships with public and assisted housing providers and other public service organizations. As part of the City's outreach efforts, a survey was distributed to the Affordable Housing Advisory Board which represents stakeholders in various industries including financial institutions, developers, local businesses and non-profit agencies.



**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 Sunrise does not receive or administer an Emergency Shelter Grant (ESG). Consultation with the Broward County Housing Initiative Partnership (HIP), the local Continuum of Care (CoC) lead agency, included stakeholder meetings with the Broward County HOME Consortium at which HIP was in attendance. The HIP is responsible for the operation and administration of the Broward County's Homeless Management Information System (HMIS).

HIP is also responsible for the annual Point-In-Time (PIT) count. The PIT count is a survey taken throughout the County, typically during the last week of January and provides a snapshot of the homeless population "on any given night" in the area. This data will help HIP and the CoC members determine the needs of the homeless population and what services gaps remain.

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

The City of Sunrise does not receive or administer an Emergency Shelter Grant (ESG). Consultation with the Broward County Housing Initiative Partnership (HIP), Continuum of Care lead agency included stakeholder meetings with the Broward County HOME Consortium at which HIP was in attendance. The HIP is responsible for the operation and administration of the Broward County's Homeless Management Information System (HMIS).

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	SUNRISE
	<b>Agency/Group/Organization Type</b>	Other government – local Services - Housing Services - Pubic Services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City Community Development Department is the lead agency of the Consolidated Plan.
2	<b>Agency/Group/Organization</b>	BROWARD COUNTY
	<b>Agency/Group/Organization Type</b>	Other government – county Services - Housing Services - Pubic Services
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Broward County is the lead for the Broward County HOME Consortium. The City is a member of the Consortium.
3	<b>Agency/Group/Organization</b>	BROWARD COUNTY HOMELESS INITIATIVE PARTNERSHIP
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health Continuum of Care

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homeless Needs - Veterans Homeless Needs - Unaccompanied youth  Homeless Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Homeless Initiative Partnership is the local Continuum of Care in the region. The City consults the CoC for information and initiatives of the CoC.
4	<b>Agency/Group/Organization</b>	BROWARD COUNTY HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Services-housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment  Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Broward County Housing Authority is the local PHA in the region. The City consults the PHA for information and initiatives of public housing in the area. The PHA also consulted with community development needs and funding priorities through the stakeholder survey.
5	<b>Agency/Group/Organization</b>	Our Community Apartments
	<b>Agency/Group/Organization Type</b>	Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
6	<b>Agency/Group/Organization</b>	Broward Behavioral Health Coalition
	<b>Agency/Group/Organization Type</b>	Services-Substance Abuse Services Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-homeless Special Needs Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
7	<b>Agency/Group/Organization</b>	HOPE South Florida
	<b>Agency/Group/Organization Type</b>	Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment  Homeless Needs - Chronically homeless Homeless Needs - Families with children Homeless Needs - Veterans Homeless Needs - Unaccompanied youth  Homeless Strategy  Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
8	<b>Agency/Group/Organization</b>	South Broward Hospital District d/b/a Memorial Healthcare System
	<b>Agency/Group/Organization Type</b>	Services-Health  Services-persons with a disability
	<b>What section of the Plan was addressed by Consultation?</b>	Non-homeless Special Needs  Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
9	<b>Agency/Group/Organization</b>	Women in Distress of Broward County, Inc.

	<b>Agency/Group/Organization Type</b>	Services-Victims Services-Children Services-Homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Non-homeless Special Needs Non-Housing Community Development Homeless Needs – Families and children Homeless Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
10	<b>Agency/Group/Organization</b>	Housing Trust Group
	<b>Agency/Group/Organization Type</b>	Housing Developer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
11	<b>Agency/Group/Organization</b>	Habitat for Humanity of Broward County
	<b>Agency/Group/Organization Type</b>	Housing Developer

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment  Non-Housing Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with community development needs and funding priorities through the stakeholder survey.
12	<b>Agency/Group/Organization</b>	BroadbandNow
	<b>Agency/Group/Organization Type</b>	Services – Narrowing the Digital Divide  Services – Broadband Internet Service Providers
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Quality of Life Improvements
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	BroadbandNow collects and maintains internet coverage for all US internet providers. BroadbandNow is also focused on bringing awareness to the digital divide and bringing awareness to the issue. The BroadbandNow website was reviewed for current high-speed internet providers in Sunrise.

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

There were no agency types intentionally not consulted. All comments were welcome.

**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	Broward County Homeless Initiative Partnership (HIP)	The goals of the CoC are to end homelessness in the region. The City will work with the CoC in initiatives that support the homeless in the City.
City of Sunrise Comprehensive Plan	City of Sunrise	The Comprehensive Plan contains elements that address transportation, housing, infrastructure, intergovernmental coordination, capital improvements and facilities that were considered in the development of the plan.
East Sunrise Improvements Master Plan	City of Sunrise	The Master Plan provides the long-range vision for the neighborhood. The plan outlines the investment and redevelopment of non-residential areas, that will help to revitalize existing neighborhoods, and guide land use in order to promote public health and safety in the area.
Lead Based Paint Program	Broward County Health Department	The program outlines testing and evaluation for the presence of lead-based paint in all structures built prior to 1978 and requires inspection of units undergoing rehabilitation through City housing programs.
10-Year Plan to End Homelessness	Broward County Homeless Initiative Partnership	The 10-Year Plan to End Homelessness is the regional collaborative plan involving area agencies, organizations and governments in the effort to address the issue of homelessness and deliver housing and services that would meet the specific needs of individuals and families to end homelessness.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative**



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

The purpose of the citizen participation process is to actively encourage citizens, particularly low- and moderate-income households and those with special needs, to participate in the planning and development of the Consolidated Plan and the first through fifth year Annual Action Plans (AAP). The City of Sunrise works to ensure community stakeholders and citizens have adequate opportunities to participate in this planning process.

The City's efforts to allow for participation in the development of the second-year Annual Action Plan include a Public Hearing and a Public Comment Period.

The City's efforts to allow for participation in the development of the 2020-2024 Consolidated Plan and first-year Annual Action Plan included a Public Hearing and a Public Comment Period. As well, the City through the use of online surveys distributed to community stakeholders and the Affordable Housing Advisory Board (AHAB) were used to help determine the utilization of CDBG funds.

A summary of citizen outreach efforts is described in the table below.

**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
1	Public Comment Period	Non-targeted/broad community	<p>The City of Sunrise under the provision of the CARES Act held a 5-day public comment period from May 21, 2021 to May 25, 2021 to review the Consolidated Plan and first year Annual Action Plan. The Plan could be viewed at the Finance &amp; Administrative Services Department - Grants Division temporarily located at 10601 W Oakland Park Boulevard, Sunrise, FL 33351 and could also be downloaded and viewed from the City website. Written comments could be sent to the contact listed in the PR-05.</p>	No Comments Received	All comments were 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
2	Public Hearing	Non-targeted/broad community	A public hearing was held at City Commission on May 25, 2021 discuss and review the Consolidated Plan and first year Annual Action Plan.	No Comment Received	All comments were accepted.	

3	Stakeholder Survey	Stakeholder	<p>The City of Sunrise with Broward County held an online stakeholder survey to gather input on community needs and funding priorities in the area. The community needs and priorities were ranked by responses and observations were recorded. There were 13 stakeholder nonprofits/agencies that responded to the survey.</p>	<p>The community needs and funding priorities were ranked by stakeholder organizations. Community needs were ranked in this order:</p> <ol style="list-style-type: none"> <li>1. Safe, decent, affordable housing</li> <li>2. Housing for special needs populations</li> <li>3. Helping the homeless and homelessness prevention</li> <li>4. Community development (after school programs, prevention, community and rec centers, parks, etc.)</li> <li>5. Economic development</li> </ol> <p>Priorities for funding were ranked in this order:</p> <ol style="list-style-type: none"> <li>1. Creation of affordable housing and/or homebuyer assistance</li> <li>2. Economic development</li> <li>3. Public services (employment training, homeless, elderly, crime, etc.)</li> <li>4. Owner/renter housing rehabilitation</li> </ol>	All comments were accepted.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
				<p>5. Public facilities and infrastructure improvements</p> <p>Complete survey results and stakeholder comments and observations have been attached in the AD-25.</p>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
4	Survey	Affordable Housing Advisory Board	The City of Sunrise held an online survey for its Affordable Housing Advisory Board to gather input on community needs and funding priorities in the City. Input from the AHAB was analyzed to determine the use of CDBG funds. A total of 3 survey responses were received.	All comments were accepted.  Complete survey results will be attached in the AD-25.	All comments were 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
5	Public Comment Period	Non-targeted/broad community	The City of Sunrise under the provision of the CARES Act held a 5-day public comment period from July 9, 2021 to July 13, 2021 to review the second year Annual Action Plan. The Plan could be viewed at the Finance & Administrative Services Department - Grants Division located at 1601 NW 136th Avenue, Building "A", FL 33323 and could also be downloaded and viewed from the City website. Written comments could be sent to the contact listed in the PR-05.	No Comments Received	All comments were accepted.	
6	Public Hearing	Non-targeted/broad community	A public hearing was held at City Commission on July 13, 2021 discuss and review the second year Annual Action Plan.	No Comment Received	All comments were accepted.	

**Table 3 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Anticipated resources for the FY2021 funding year include \$693,900 in Community Development Block Grant (CDBG) funds.

In addition to CDBG, the City anticipates receiving State Housing Initiative Partnership (SHIP) funds and Home Investment Partnership (HOME) funds through Broward County Consortium. SHIP funds are explained in the additional resource narrative below in this section.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	693,900	0	0	693,900	2,081,700	The expected amount available remainder of the Consolidated Plan is 3 more years of the annual allocation.
Other	public - federal	Housing	171,542	0	0	171,542	514,626	Home Investment Partnership (HOME) funds through the Broward County Consortium



**Table 4 - 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**

Since its establishment as an entitlement City, the City of Sunrise has successfully leveraged CDBG and HOME (from the Broward HOME Consortium) funding with state and local resources to undertake activities that address the City’s priority needs, with an emphasis on creating and maintaining affordable housing City-wide. During FY 2021, the City will leverage CDBG, HOME and its annual allocation of SHIP funding to meet its highest priority needs, as indicated in the 5-Year Consolidated Plan. As the lead agency of the Broward County HOME Consortium, compliance with HOME leveraging requirements will be fulfilled and reported through Broward County.

The leveraging of resources is vital to meeting the needs of the City’s low- and moderate-income residents. Doing so ensures that all applicants are provided comprehensive support. To date, the City has been successful in leveraging CDBG and HOME funds with state-sponsored SHIP funding to increase the total dollars available to its applicants. As such, the City has made a significant impact in the community by achieving its goals and priorities as stated in the Consolidated Plan.

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

The City continuously assesses what lots may be suitable for the development of in-fill housing and mixed-use development activities in conjunction with local non-profit agencies and developers. All City-owned inventory has been mapped as part of the State's requirement that the City maintain a printed inventory of locally owned land suitable for affordable housing.

**Discussion**

N/A

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	1A. Owner Occupied Housing Rehabilitation	2020	2024	Affordable Housing		Affordable Housing Preservation & Development	CDBG: \$309,925	Homeowner Housing Rehabilitated: 6 Household Housing Unit
2	1B. Code Enforcement	2020	2024	Affordable Housing		Affordable Housing Preservation & Development	CDBG: \$91,110	Housing Code Enforcement/Foreclosed Property Care: 900 Household Housing Unit
3	3A. Public Services	2020	2024	Non-Homeless Special Needs Public Services		Public Services	CDBG: \$104,085	Public service activities other than Low/Moderate Income Housing Benefit: 1800 Persons Assisted
4	2A. Public Infrastructure Improvements	2020	2024	Non-Housing Community Development		Quality of Life Improvements	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 20000 Persons Assisted

**Table 5 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	1A. Owner Occupied Housing Rehabilitation
	<b>Goal Description</b>	The City will work towards preserving and developing affordable housing through residential rehabilitation for LMI households. The City will focus its attention on these needs through the following strategies: providing rehabilitation assistance to qualified owners; stabilizing housing units that are vacant or in some stage of foreclosure through acquisition, rehabilitation and resale; increasing homeownership opportunities through the resale of rehabilitated units; and enhancing property maintenance by undertaking code enforcement in lower income neighborhoods.
2	<b>Goal Name</b>	1B. Code Enforcement
	<b>Goal Description</b>	The City will utilize Code Enforcement to support activities in LMI areas to stabilize neighborhoods, create a safe environment for residents, and preserve the City's affordable housing stock. This program includes all quality of life ordinance enforcement activities such as ensuring the maintenance of minimum housing codes; the demolition of unsafe, non-compliant structures, the clean-up of debris and weedy lots, and the removal of abandoned/junk vehicles.
3	<b>Goal Name</b>	3A. Public Services
	<b>Goal Description</b>	This goal will provide for supportive services for LMI citizens and special needs groups and may include services to address homelessness, persons with physical and mental health, seniors, and youth. Specific activities include, but are not limited to, the Senior Transportation program, aftercare programs for LMI, emergency subsidy payments etc.
4	<b>Goal Name</b>	2A. Public Infrastructure Improvements
	<b>Goal Description</b>	The City will work towards quality of life improvements through the development or redevelopment of public infrastructure in LMI areas. Improvements to infrastructure may include, but are not limited, to streets and roads, sidewalks, public art, ADA modifications and water systems.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

The following outlines those projects and activities which will be funded with the \$693,900 of CDBG resources the City anticipates receiving for the 2021 program year. These projects are based on priority needs outlined in the City's 5-Year Consolidated Strategic Plan.

#	Project Name
1	CDBG: Program Administration
2	CDBG: Residential Rehabilitation
3	CDBG: Code Enforcement
4	CDBG: Public Services
5	CDBG: Public Infrastructure Improvements

Table 6 – Project Information

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

Affordable housing programs such as Residential Rehabilitation will continue to be a priority for the City as cost burden is by far the largest housing problem in the City of Sunrise. According to the 2014-2018 ACS, 43.9% of homeowners with a mortgage and 58.1% of renters were housing cost burdened. There were 25.5% of homeowners without a mortgage that were also housing cost burdened. This amounts to over 14,200 households that are housing cost burdened. In addition, Code Enforcement activities support LMI areas in an effort to stabilize neighborhoods, create a safe environment for residents, and preserve the City's affordable housing stock.

Senior Transportation is a priority need as it ensures access to medical services and helps to promote self-sufficiency and aging in place.

While, CDBG funding levels are anticipated to continue to increase gradually through the Consolidated Plan cycle, there continues to be a high need for affordable housing in the City as evidenced by the high percentage of cost burdened households. The City also recognizes Senior Transportation as a priority need to ensure the quality of life of elderly residents in Sunrise. In order to create the greatest possible impact for its low- to moderate-income residents, the City will continue to leverage state and federal funding sources to mitigate this need and will continue advocacy for affordable housing on local, state and federal levels.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG: Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	1A. Owner Occupied Housing Rehabilitation 1B. Code Enforcement 3A. Supportive Services for LMI & Special Needs 2B. Public Parks and Facilities Improvements
	<b>Needs Addressed</b>	Public Services & Quality of Life Improvements Preserve & Develop Affordable Housing
	<b>Funding</b>	CDBG: \$138,780
	<b>Description</b>	Administration of the CDBG program in PY 2021.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Administration of CDBG program activities (HUD Matrix Code: 21A).
2	<b>Project Name</b>	CDBG: Residential Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	1A. Owner Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Preservation & Development of Affordable Housing
	<b>Funding</b>	CDBG: \$309,925
	<b>Description</b>	The Housing Rehabilitation project will fund the Residential Rehabilitation activity for a minimum of six (6) low to moderate-income households who are experiencing conditions in and around the home that pose a threat to health, safety, and welfare of the household occupants. This project will also fund delivery costs associated with the Residential Rehabilitation program. This activity will be carried out on a Citywide basis.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 6 low- to moderate-income households will benefit from the Minor Home Repair program.
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	Planned activities include Owner-Occupied Rehabilitation activities through the Residential Rehabilitation program and related Service Delivery Costs (HUD Matrix Code: 14A): \$309,925
<b>3</b>	<b>Project Name</b>	CDBG: Code Enforcement
	<b>Target Area</b>	
	<b>Goals Supported</b>	1B. Code Enforcement
	<b>Needs Addressed</b>	Preservation & Development of Affordable Housing
	<b>Funding</b>	CDBG: \$91,110
	<b>Description</b>	Code Enforcement funds are to be used to support activities in LMI target areas in an effort to stabilize neighborhoods, create a safe environment for residents, and preserve the City's affordable housing stock.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Housing Code Enforcement/ Foreclosed Property Care: 900 Household Housing Unit
	<b>Location Description</b>	Low-Mod Tracts
	<b>Planned Activities</b>	Code Enforcement in low- to moderate-income census tracts to ensure neighborhoods meet minimum housing codes; the demolition of unsafe, non-compliant structures, the clean-up of debris and weedy lots, and the removal of abandoned/junk vehicles (HUD Matrix Code: 15): \$91,110
<b>4</b>	<b>Project Name</b>	CDBG: Public Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	3A. Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$104,085
	<b>Description</b>	The CDBG Public Services project will provide funding for public service activities benefiting the LMI and special needs population. Activities may include, but are not limited to, the Senior Transportation program, aftercare programs for LMI, emergency subsidy payments etc.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 1,800 persons will benefit from proposed public service activity.
	<b>Location Description</b>	Citywide

	<b>Planned Activities</b>	Planned activity is Senior Transportation (HUD Matrix Code: 05A), Aftercare programs for LMI (05D) and Emergency Subsidy Payments (05Q): \$104,085
5	<b>Project Name</b>	CDBG: Public Infrastructure Improvements
	<b>Target Area</b>	
	<b>Goals Supported</b>	2A. Public Infrastructure Improvements
	<b>Needs Addressed</b>	Quality of Life Improvements
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	The City will work towards quality of life improvements through the development or redevelopment of public infrastructure and facilities that target LMI areas. Improvements to infrastructure may include, but are not limited to, streets and roads, sidewalks, public art, ADA modifications and water systems. Improvements to public facilities may include, but are not limited to, neighborhood and community centers, recreational facilities and public parks.
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 20,000 persons will benefit from proposed public service activity. An estimated 20,000 persons living in LMI Areas will be assisted through this project and its associated activities.
	<b>Location Description</b>	LMI Areas throughout the City
	<b>Planned Activities</b>	Improvements to infrastructure may include, but are not limited, to streets and roads, sidewalks, public art, ADA modifications and water systems.

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

Low-Mod Census Tracts and Block Groups

The City of Sunrise also determines project locations using HUD CDBG Low- to Moderate-Income Summary Data (LMISD) which helps to guide the City where low- to moderate-income block group tracts are located. HUD defines a low- to moderate-income area as a block group having 51% or greater low- to moderate-income population. The list below identifies the low-moderate income areas and will be utilized to plan for CDBG activities throughout the City. In addition to the HUD LMISD data, the City determines need and location of special projects based on need and demand of its residents, as well as the condition of existing resources.

The City's low- to moderate income Census block group tracts are: 060117.1, 060117.2, 060117.3, 060120.3, 060203.1, 060203.2, 060203.3, 060206.1, 060206.2, 060207.1, 060207.2, 060208.1, 060208.2, 060208.3, 060209.1, 060211.1, 060211.2, 060213.1, 060213.2, & 070304.1.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
N/A	N/A

**Table 7 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City will allocate its Community Development Block Grant (CDBG) funds primarily Citywide, with the exception being Code Enforcement and Public Infrastructure Improvement activities throughout the City's low- to moderate-income areas, as listed above.

### **Discussion**

N/A



## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

**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**

With the recent reorganization of the Grants Division, staff will review existing policies and update or create additional polices to best meet the needs of the community.

### **Discussion**

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

### **Introduction**

The Community Development Block Grant (CDBG) program, established in 1974, is designed to help communities remain viable by providing decent housing, a suitable living environment, and expanded economic opportunities principally for low- to moderate-income (LMI) persons. The City of Sunrise has been an entitlement City for the U.S. Department of Housing and Urban Development's (HUD) CDBG program since 1988.

The City is a municipality within Broward County, which is located in southeast Florida. Sunrise is comprised of 18.10 square miles of land area and 0.22 square miles of water area. As of the 2018 Census data, the Sunrise population is 93,199 and has been growing at a similar rate (9.6%) as Broward County since 2010 (10.1%). The median household income for the study area was \$55,043, compared to the state of Florida with a median of \$53,267, as estimated for 2014-2018 by the Census' American Community Survey (ACS). Sunrise has a minority-majority population: 28% of residents (26,365) are white-non-Hispanic; 34% of residents (31,931) are black, non-Hispanic, including African-Americans and persons of Caribbean descent; 31% of residents (21,621) are Hispanic or Latino.

### **Actions planned to address obstacles to meeting underserved needs**

Affordable housing programs such as Residential Rehabilitation will continue to be a priority for the City as cost burden is by far the largest housing problem in the City of Sunrise. According to the 2014-2018 ACS, 43.9% of homeowners with a mortgage and 58.1% of renters were housing cost burdened. An additional 25.5% of homeowners without a mortgage were also housing cost burdened. This amounts to over 14,200 households that are housing cost burdened.

As evidenced by the growth of annual allocations from the previous Consolidated Plan cycle, CDBG funding levels are anticipated to continue to increase gradually in the 2020-2024 Consolidated Plan cycle. Although these increased allocations do indicate a relief from the aggressive funding reductions seen in program years 2005 through 2012, the restoration of funds is not proportionate to the rising cost of housing expenses in the City. In order to create the greatest possible impact for its low- to moderate-income residents, the City will continue to leverage state and federal funding sources to mitigate the impact of these fluctuations. Additionally, the City will continue its dynamic advocacy of affordable housing on local, state and federal levels.

### **Actions planned to foster and maintain affordable housing**

The City will continue to foster and maintain affordable housing through its Residential Rehabilitation and Code Enforcement programs. Consistent with past performance, City staff will continue to seek out

new and innovative approaches to providing affordable housing.

### **Actions planned to reduce lead-based paint hazards**

In accordance with federal regulations, all participating property owners are notified of the hazards of lead-based paint and of the symptoms associated with lead-based contamination. Additionally, lead-based paint inspections are performed on all residences constructed prior to 1978. A copy of the completed lead inspection report, along with the Environmental Protection Agency (EPA)'s Protect Your Family from Lead in Your Home pamphlet is given to each household prior to construction.

### **Actions planned to reduce the number of poverty-level families**

The City's primary focus remains on the development and maintenance of its affordable housing stock in an effort to ease housing cost burden for low- to moderate-income families City-wide. As such, the majority of City's annual CDBG, HOME (via the Broward County HOME Consortium) and state funded SHIP allocations are targeted towards Residential Rehabilitation and purchase assistance programs which directly impact the City's most vulnerable populations. Where City resources are unable to assist, staff continues to coordinate referrals with local public and private entities who are able to provide additional, specialized programs and resources.

### **Actions planned to develop institutional structure**

The Grants Division of the Finance & Administrative Services Department is responsible for the Planning and Administration of the CDBG Consolidated Strategic Plan, Annual Action Plan, Consolidated Annual Performance Evaluation Report (CAPER) and all other federal cross-cutting requirements associated with the CDBG program. Departmental staff meets with the Affordable Housing Advisory Board on a quarterly basis.

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

The City has outlined in its Comprehensive Plan an Intergovernmental Coordination Element goal which is outlined below.

#### Intergovernmental Coordination Element Goal:

Objective 1. To initiate and/or participate in processes and procedures necessary to ensure coordination, effectiveness and efficiency in decisions regarding development activities and service provision in the City of Sunrise.

Objective 2. Coordination of Level of Service (LOS) Standards: The City of Sunrise, in cooperation with the appropriate federal, state, county and other local governmental agencies, shall encourage the

appropriate coordinated level of service (LOS) facilities and services.

Objective 3. Development Impacts on Other Public Agencies: The City of Sunrise shall continue to provide for coordination in the development approval process and in the review of development proposals which may impact other public agencies.

Objective 4. Collaborative Planning: The City of Sunrise shall support and coordinate with the establishment and implementation of joint processes for collaborative planning and decision making on population projections, public school siting, the location of public facilities subject to concurrency and the siting of facilities with countywide significance.

Each objective has a set of specific policies written to help ensure the objectives are met. The Comprehensive plan can be viewed in full at the City's website: <https://www.sunrisefl.gov/departments-services/community-development/planning/City-s-comprehensive-plan>

## **Discussion**

The City also maintains coordination as discussed above:

- Membership in local and state organizations
- Participation by City staff on boards, committees and agencies
- Discussions at committees supported by the City

The City is a member of the Broward County HOME Consortium. The HOME Consortium administers federal HOME funds across the county to member consortium municipalities in which Sunrise is a recipient of these funds. These are the primary vehicles for coordination based on available staff resources.

## Program Specific Requirements

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

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

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

#### Other CDBG Requirements

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

#### Discussion

There are no urgent need projects where existing conditions pose a serious and immediate threat to the health and welfare of the community.



# ANNUAL ACTION PLAN

## CITIZEN PARTICIPATION TIMELINE

### 2021 FUNDING YEAR

<u>DATES</u>	<u>DESCRIPTION</u>
May 1 <sup>st</sup> – July 1 <sup>st</sup> 2021	Interdepartmental Consultation & Planning
July 8 <sup>th</sup> 2021	Notice of Pre-Adoption Public Hearing Published in Sun-Sentinel
July 9 <sup>th</sup> – July 13 <sup>th</sup> 2021	Public Comment Period (5 Days)
July 13 <sup>th</sup> 2021	Pre-Adoption Public Hearing of FY 2021 Annual Action Plan
July 13 <sup>th</sup> 2021	Commission Approval FY 2021 Annual Action Plan
July 23 <sup>rd</sup> 2021	Incorporate Public Comments, Executed SF424 Forms & Executed Certifications into Final Draft of FY 2021 Annual Action Plan
July 30 <sup>th</sup> 2021	Submit Final 2021 Annual Action Plan to Broward County for Submission to HUD Miami Field Office.
August 9 <sup>th</sup> 2021	Broward County to Submit FY 2021 Annual Action Plan to HUD Miami Field Office
August 15 <sup>th</sup> – September 30 <sup>th</sup> 2021	45 Day HUD Decision Period
October 1 <sup>st</sup> 2021	City of Sunrise 2021-2022 CDBG Program Year Begins



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

ASSISTANT SECRETARY FOR  
COMMUNITY PLANNING AND DEVELOPMENT

**MEMORANDUM FOR:** All Community Planning and Development Field Office Directors, Deputy Directors and Program Managers

**FROM:** James Arthur Jemison, II, Principal Deputy Assistant Secretary, D

**SUBJECT:** Availability of a Waiver for Community Development Block Grant Program and Consolidated Plan Requirements to Facilitate the Incorporation of Increased Funding as a Result of an Allocation Error for FY 2021

**PURPOSE:**

This memorandum explains the availability of a waiver of certain regulatory requirements associated with the Community Development Block Grant (CDBG) program to address an error in the Fiscal Year (FY) 2021 allocation. The error affects all FY 2021 CDBG grants except for Insular Area grants, resulting in an increase in the amounts previously allocated and announced. CPD Field Office Directors, Deputy Directors, and Program Managers are instructed to inform CPD grantees operating within their jurisdictions of the content of this memorandum.

**WAIVER AUTHORITY:**

In accordance with 24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These provisions provide HUD the authority to make waiver determinations for the CDBG program. To eliminate further delays and expedite grantees' ability to incorporate the increase in funding caused by the FY 2021 allocation error that affects all CDBG grant recipients, except for Insular Area grantees, I hereby find good cause to provide the regulatory waivers below. Provisions that are not specifically waived remain fully effective.

**WAIVER AVAILABILITY:**

1. Citizen Participation Public Comment Period for Fiscal Year (FY) 2021 Consolidated Plan and Consolidated Plan Amendments

Requirement: 30-day Public Comment Period

Citations: 24 CFR 91.105(b)(4), (c)(2), and (k); 24 CFR 91.115(b)(4), (c)(2), and (i); and 24 CFR 91.401

Explanation: There was an error in the announced FY 2021 CDBG formula allocations, causing all CDBG grants, except Insular Area grants, to be less than what should have been allocated by formula. This error has been corrected, and updated CDBG FY

2021 allocations will be posted and transmitted to grantees. Grantees are required to follow their citizen participation plan to make an amendment to their action plan to reflect the increased grant allocation. The development of the consolidated plan is subject to the citizen participation process set forth in the grantee's citizen participation plan. A CPD grantee may also amend an approved consolidated plan in accordance with 24 CFR 91.505. Substantial amendments to the consolidated plan, such as the addition of new activities or a change in the use of grant funds from one eligible activity to another, are also subject to the citizen participation process in the grantee's citizen participation plan. The citizen participation plan must provide citizens with 30 days to comment on draft consolidated plans and substantial amendments.

**Justification:** Given the need to expedite actions to respond to the allocation error, HUD waives 24 CFR 91.105(b)(4), (c)(2), and (k) for local governments, 91.115(b)(4), (c)(2), and (i) for states, and 91.401 for consortia, and reduces the public comment period for grantees preparing FY 2021 Plans, amendments thereto, and amendments to prior year plans from 30 days to no less than three days. The provisions at 24 CFR 91.105(k) and 24 CFR 91.115(i), which require grantees to follow their citizen participation plans, are waived only to the extent that they allow grantees to change their public comment periods. Grantees must continue to follow their citizen participation plans otherwise. In reducing the comment period to three days, HUD is balancing the need to quickly assist communities while continuing to provide reasonable notice and opportunity for citizens to comment on the proposed uses of CDBG funds.

**Applicability:** This authority is in effect through August 16, 2021 and is limited to facilitating preparation of the grantee's FY 2021 Consolidated Plan or Annual Action Plan and FY 2021 Plan substantial amendments.

#### ADDITIONAL INFORMATION:

Due to the ongoing coronavirus pandemic, grantees and citizens may be concerned about significant public health risks that may result from in-person public hearings. The public hearing requirement is statutory and cannot be waived; however, CPD is interpreting public hearings to include virtual public hearings (alone, or in concert with an in-person hearing) if it allows questions in real time, with answers coming directly from the elected representatives to all "attendees." HUD understands the exigencies of a public health challenge and will work with grantees who make the effort to comply with citizen participation requirements and document their efforts.

If you, or any member of your staff, have any questions concerning this memorandum, you may contact the following persons regarding the waiver: James E. Höemann, Director, OBGA Entitlement Communities Division at (202) 708-1577; Robert C. Peterson, Director, OBGA State and Small Cities Division at (202) 708-1322.