



May 15, 2013

Michael Flores, CPD Representative
US Dept of HUD – CPD
HUD- CPD Phoenix Office
1 North Central Ave., Suite 600
Phoenix, AZ 85004

Dear Mr. Flores,

Here is an original copy (unbound) and two stapled copies of Gilbert's 2013-14 Annual Plan. Electronic copies of the plan were also e-mailed to you today.

Please contact me at (480)503-6893, TDD (480)503-6080, or Jessica.fierro@gilbertaz.gov if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Jessica Fierro". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Jessica Fierro
Community Development Supervisor

Enclosures

Town of Gilbert DUNS # 142672570



Town of Gilbert Fourth Year Annual Plan 2013 - 14

Community Development Block Grant
Home Investment Partnership

May 15, 2013

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Gilbert Arizona Fourth Program Year Action Plan

The CPMP Fourth Year Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

GENERAL

Executive Summary: Program Year 4 Action Plan

The Town of Gilbert became a Community Development Block Grant or CDBG entitlement community at the beginning of fiscal year (FY) 1997-1998. Gilbert has received HOME Investment Partnership funds as part of the Maricopa HOME Consortium since FY 1998-99. As a recipient of CDBG funds, the Town must describe the activities to be completed annually in relation to the goals established in Gilbert's 2010-2015 Consolidated Plan. The goals identified for FY 13/14 include high and medium priorities relating to housing, public facility improvements, removal of slum and blight, homelessness prevention, antipoverty programs and assistance to special needs populations.

Gilbert's Community Development Block Grant (CDBG) and HOME Investment Partnership activities for 2013/14 are summarized below. This includes all affordable housing, homeless, supportive housing and community development strategies. As a member of the Maricopa HOME Consortium, Gilbert participates in a regional approach to plan and report housing and homeless activities. The Consortium's Annual Plan includes a complete description of Gilbert's 2013/14 HOME and CDBG funded housing and homeless activities.

The key strategic objectives addressed in this Action Plan are:

- Increase the quality of owner-occupied and single family housing through housing rehabilitation assistance to low and moderate-income households
- Improve habitability of owner-occupied housing with emergency repair assistance and accommodations for physical disabilities
- Increase the supply of affordable rental housing through site acquisition and site improvements
- Increase neighborhood stability by reducing slum and blight
- Through direct assistance from federal and local resources; continue financial support to:
 - Regional shelters for the homeless
 - Local emergency facilities for victims of domestic violence
 - Local providers of emergency and transitional housing for families
 - Continue homeless prevention and outreach services
- Provide a suitable living environment, particularly benefiting low and moderate-income people through public services to:
 - Seniors
 - Disabled
 - Victims of domestic violence

Housing

In Fiscal Year 2013/14 Gilbert will continue to implement comprehensive conservation and revitalization programs for existing properties. Maintaining current housing stock as it ages assists in reducing slum and blight, encourages quality residential neighborhoods and protects the housing stock as it ages. The Town will support the following activities to further the goals of safe and habitable housing for Gilbert residents:

- The emergency home repair and rehabilitation program will continue in FY 13/14 and is anticipated to assist 75 Gilbert households. This program provides emergency repairs and minor home rehabilitation to income eligible Gilbert homeowners to assist in maintaining safe housing and to help ensure long term homeownership.
- Gilbert's permanent affordable rental housing stock will increase in FY 13/14 by one to two units utilizing previous year's HOME funds. A total of ten (10) single family homes have been acquired, rehabilitated and rented to Gilbert families to assist them as they work towards self-sufficiency and to prevent homelessness. In addition, the program helps to sustain neighborhoods by reducing the number of vacant and/or foreclosed housing and maintain property values within affected neighborhoods.

Homeless Prevention

Gilbert participates in the Maricopa HOME Consortium and the Maricopa Association of Governments Continuum of Care to support regional solutions to homelessness.

In FY 13/14, the Town will utilize both general and federal funds to support non-profit organizations that provide emergency shelter and transitional housing to homeless individuals and families, provide supportive services such as basic needs, medical assistance, parenting skills, substance abuse counseling, job skills trainings and activities to transition individuals and families to obtain permanent housing solutions.

The Town of Gilbert will be declining it's FY 13/14 HOME appropriation, estimated to be \$174,177. In turn, Maricopa County will retain Gilbert's appropriation and utilize it to implement a Tenant Based Rental Assistance program in which Gilbert residents can apply to receive rent subsidies in order to obtain affordable housing in Gilbert.

Community Development**Public Services**

The Town will allocate 15% of CDBG funds to eligible public service activities which include support to the Gilbert Senior Center. The Center provides congregate and home delivered meals as well as health, wellness, socialization and recreational activities for seniors and disabled persons.

Public Facility/Infrastructure Activities

In FY 13/14 the Town will focus CDBG funds towards public facility improvements that support two regional homeless shelter facilities with small facility improvements and will participate in supporting their larger efforts of renovations and new construction.

Removal of Slum & Blight

In FY 12/13 the Town of Gilbert began addressing slum and blighted structures located in the low to moderate income areas of the Town. As the oldest housing stock in Gilbert continues to age, there are several privately owned dilapidated structures located in these areas that require assistance in mitigating and demolishing uninhabitable structures. These

structures are anticipated to have lead based paint and asbestos contained within, and while currently boarded for security, the structures create opportunities for harm and crime related activities. Last year, the Town implemented a voluntary demolition program to assist property owners with the safe removal of these structures and to preserve neighborhoods by removing blighted and uninhabitable structures. This effort will continue in FY 13/14.

Antipoverty Strategy

Gilbert will support programs that provide services to families in crisis while educating and supporting their skill sets to obtain self-sufficiency and ultimately prevent them from entering poverty. Federal CDBG and HOME funds are leveraged with Gilbert General Funds and other resources to help achieve these objectives. Antipoverty strategies include supporting organizations that offer services such as:

- intake and case management
- food boxes
- utility assistance
- emergency rent assistance
- mentoring and educational opportunities
- transportation assistance
- home repair assistance
- employment search and workforce training

The Town approved FY 13/14 Funding Priorities for Gilbert General Funds which specifically support anti-poverty strategies. Priorities include: 1) Housing assistance; 2) Food/clothing; 3) Utility assistance; 4) Youth prevention and intervention services; and 5) Transportation. Gilbert allocated general fund dollars through a weighted evaluation tool to address anti-poverty strategies for residents in need.

Non-Homeless Special Needs

The Town will support non-homeless special needs services in FY 13/14 to include the following activities:

- Resource and referral
- Senior support services including transportation, education, meals, volunteer activities and health and wellness programs
- Emergency assistance and homeless prevention
- Support for domestic violence victims
- Youth prevention and intervention services
- Prevention of eviction and utility disconnect

Summary of Funded Activities - Fourth Year Action Plan

CDBG and HOME Funds	<u>2013-14 CDBG</u>	<u>2013-14 HOME</u>	<u>General Funds</u>	<u>2012-13 Carry Forward</u>	<u>Leverage</u>	<u>Total</u>
<i>Housing</i>						
Town of Gilbert: Emergency / Minor Repair	\$250,000					\$250,000
<i>Public Facility/Infrastructure Improvements</i>						
Central Arizona Shelter Services Facility Improvements	\$50,000				\$250,000	\$300,000
Family Promise Homeless Shelter Facility Improvements	\$70,593					\$70,593
<i>Public Services: CDBG- max. of 15%, \$112,315</i>						
Boys & Girls Club: Gilbert Project Learn			\$123,000		\$557,568	\$680,568
Chandler Christian Community Center: Gilbert CAP			\$121,000		\$371,385	\$492,385
Chandler Christian Community Center: Gilbert Senior Center	\$112,315		\$21,000		\$334,833	\$468,148
Other Activities: Homeless, youth, disabled, etc.			\$32,000		\$45,106,170	\$45,138,170
<i>Removal of Slum & Blight:</i>						
Gilbert Voluntary Demolition Program				\$10,000		\$10,000
<i>Administration and Planning:</i>						
Town of Gilbert: Administration and Planning	\$149,752					\$149,752
<i>Unallocated:</i>						
FY 13-14	\$116,104	\$174,177		\$96,000		\$386,281
Total Allocation	\$748,764	\$174,177	\$297,000	\$106,000	\$46,619,956	\$47,945,897



Gilbert Arizona Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Submitted		Applicant Identifier		Type of Submission	
Date Received by state	State Identifier	Application		Pre-application	
Received by HUD: 06/24/11	B-10-MC-04-0511	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction	<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information					
Town of Gilbert		AZ40180 Gilbert			
50 E. Civic Center Dr.		Duns #: 142672570			
		City: Gilbert, AZ			
Gilbert	AZ	Community Services			
85296	Country U.S.A.				
Employer Identification Number (EIN):		Maricopa County			
86-6000246		7/5			
Applicant Type:		Specify Other Type if necessary:			
Local Government: City		Specify Other Type			
Program Funding		U.S. Department of Housing and Urban Development			
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding					
Community Development Block Grant		14.218 Entitlement Grant			
CDBG Program - Entitlement		Description of Areas Affected by CDBG Project(s): Town of Gilbert			
\$748,764	\$Additional HUD Grant(s) Leveraged \$0	Describe			
Additional Federal Funds Leveraged		\$Additional State Funds Leveraged \$0			
Locally Leveraged Funds \$4,295,872 (incl. State and County funds)		\$Grantee Funds Leveraged \$297,000			
Anticipated Program Income \$0		Other (Describe)			
Total Funds Leveraged for CDBG-based Project(s) \$250,000					
Home Investment Partnerships Program		14.239 HOME			
HOME Project Titles		Description of Areas Affected by HOME Project(s)			

\$HOME Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for HOME-based Project(s)					
Housing Opportunities for People with AIDS				14.241 HOPWA	
HOPWA Project Titles				Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for HOPWA-based Project(s)					
Emergency Shelter Grants Program				14.231 ESG	
ESG Project Titles				Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for ESG-based Project(s)					
Congressional Districts of: Dist. 1				Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts		Project Districts			
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.				<input type="checkbox"/> Yes This application was made available to the state EO 12372 process for review on Not applicable- No State office <input checked="" type="checkbox"/> No Program is not covered by EO 12372 <input type="checkbox"/> N/A Program has not been selected by the state for review	
<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No			
Person to be contacted regarding this application					
Jessica		E.		Fierro	
Community Dev. Supervisor		480-503-6893 Voice		480-503-6170 Fax	
Jessica.fierro@gilbertaz.gov		www.gilbertaz.gov			
Signature of Authorized Representative				Date Signed	
				Patrick Banger Town Manager 480-503-6864 May 15, 2013	

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

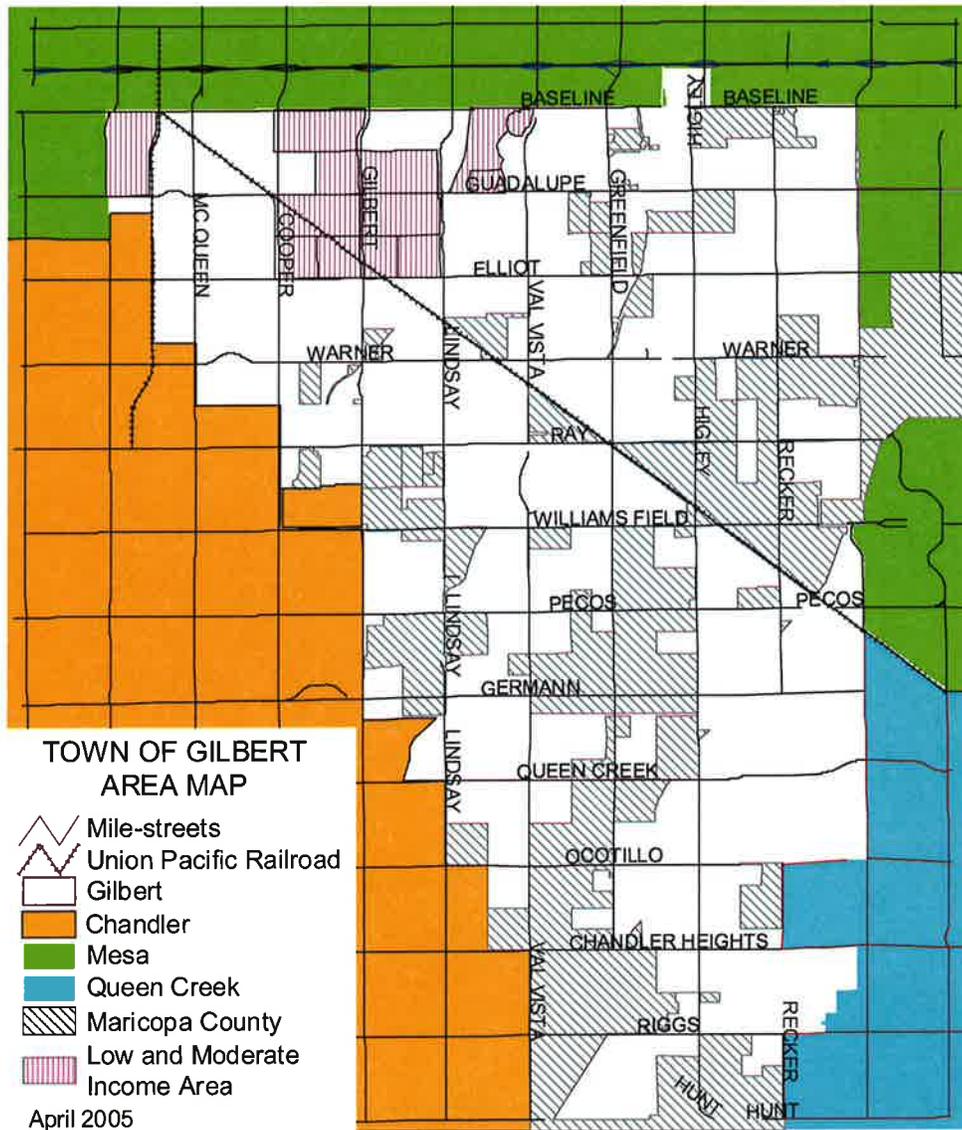
: Program Year 4 Action Plan General Questions response:

1. The Town of Gilbert is located in the southeast valley of the Phoenix metropolitan area. Gilbert's planning area encompasses 72.6 square miles. The Town shares boundaries with the City of Mesa, City of Chandler, City of Queen Creek, Gila River Indian Community and Pinal County. Gilbert's planning area is not fully developed with portions remaining as vacant and undeveloped land.

Gilbert's population has grown from 5,717 people in 1980 to approximately 212,000 people in 2012. Gilbert's population increased 90.4% from 2000 to 2011 earning the title of the fourth fastest growing community in the nation from CNN Money Magazine. At build-out, Gilbert's population is estimated to be in excess of 300,000.

Gilbert has two low to moderate census block groups (i.e., where 51 percent or more of households earn less than 80 percent of the HUD-defined area median income). However, Gilbert qualifies for an exception of which eligible activities may take place in census blocks that meet 21.8% low to moderate income. Gilbert has 11 census block groups that meet the 21.8% eligibility.

The action plan covers local and CDBG funded activities within these targeted areas and town-wide. The plan also discusses activities provided by regional service providers located outside of the Town's limits that provide services not available within the Town.



2. Gilbert will utilize CDBG funds, HOME funds and Gilbert general funds to assist persons who are low to moderate income throughout the Town. While some programs and services are available Town-wide to income eligible residents, other projects will be specifically targeted to low and moderate income areas within the Town.

The Town will target housing repairs and rehabilitation, and reduce slum and blight in the downtown areas of Gilbert, which is called the Heritage District. The Heritage District surrounding neighborhoods contain the oldest housing stock and have higher percentages of minorities and low-income residents. In addition, the Gilbert Senior Center and local Community Action Program are located within the Heritage District providing resources to surrounding neighborhoods.

3. Obstacles to meeting underserved needs are: 1) the growing population within the Town; 2) loss of jobs and income; 3) reduced property values; 4) few non-profit service providers located in Gilbert; and 5) decreases in State, Federal and local funding.

Gilbert continues to grow rapidly in comparison to other east valley cities. As the Town's population increases, the demand for government and human services increases. The Town has taken steps to begin planning for build out and address the growing needs of residents. With the reduction of jobs and income, non-profit service providers continue to see an increase in first time clients seeking assistance. The Town will continue to educate and refer residents seeking assistance for the first time to local and regional resources for assistance. Funding will be targeted to aging neighborhoods in the next year to help maintain property values and reduce slum and blight. While Gilbert has many new master-planned housing developments, Gilbert is committed to assisting established neighborhoods.

While Gilbert is a fairly "new" Town in comparison to other east valley cities, there are very few non-profit service providers located within the Town limits. While some service providers have satellite offices in Gilbert, many Gilbert residents have to travel to other cities to receive assistance. Gilbert will continue to work closely with local and regional service providers to identify ways of streamlining services and reducing the travel, eligibility and wait times for Gilbert residents to receive assistance. Gilbert will continue to support public-private partnerships and increase efforts to partner with local faith organizations to assist in providing services and help bridge the gap of areas with significant need.

Finally, the reductions of Federal, State and local funding continue to be an obstacle in meeting underserved needs. The Town receives a fairly small share of CDBG and HOME funding and has the lowest amount of general funds available for non-profit assistance in the east valley. However, the Gilbert Town Council is committed to finding alternative methods to increase volunteerism and neighborhood involvement to assist residents in need. In 2011, Gilbert began a "For Our City" model to create collaboration among non-profits and the faith community. Also, the Town's utility billing program "Neighbor 2 Neighbor" will be marketed and outreach conducted to increase resident donations.

4. The Town of Gilbert utilizes federal CDBG, HOME, and general funds to assist low-income persons. General funds are used to leverage federal funds to support regional shelter services, food assistance, educational activities, recreation activities, support services, mentoring, eviction prevention and other services for low income residents.

Resource	Dollar Amount
CDBG	\$748,764
HOME	\$174,177
Local General Funds	\$297,000
TOTAL	\$1,219,941

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

: Program Year 4 Action Plan Managing the Process response:

1. The Town of Gilbert is the lead agency responsible for developing the Consolidated Plan and administering Community Development Block Grant funds. The Parks & Recreation Division houses the Community Development Supervisor, a sole position, to oversee the administration of the Community Development Block Grant and HOME Investment Partnership Funds received through the Maricopa County HOME Consortium. This position also oversees the administration of Town General Funds to support human services. Jessica Fierro, the Community Development Supervisor, can be reached at 480-503-6893 or jessica.fierro@gilbertaz.gov.

Gilbert receives HOME funds through an intergovernmental agreement with the Maricopa HOME Consortium of Entitlement Communities. Gilbert participates with the Maricopa HOME Consortium to identify and support affordable housing priorities on a regional basis. Staff participate in monthly planning and coordination activities as well as technical assistance and program oversight. The lead agency is Maricopa County Community Development. The staff liaison, Ursula Stephens, Program Coordinator, is available at 602-372-1524.

The Housing Authority of Maricopa County provides public housing program assistance in Gilbert. The Housing Authority can be contacted at 602-744-4500 for information regarding Section 8 housing in Gilbert and other parts of the County including cities and towns that don't have their own Section 8 program.

2. For Fiscal Year 2013/14, Gilbert Town Council disbanded the Community Services Committee, an ad-hoc volunteer resident advisory committee responsible for oversight and providing recommendations on human services issues within Gilbert. Town Council directed staff to review all data, funding applications and serve as the advisory role to the Council regarding human service issues within the community. In addition, the Council directed staff to continue with the public participation process in all areas concerning social service issues to gather overall community input and perception.

The Town will continue to consult community stakeholder groups, citizens, businesses, Town Council, other Town departments to solicit community input and development of the Annual Plan. The Town held public hearings to provide opportunities for citizen involvement in the development of funding priorities and recommended projects for FY 13/14.

3. To enhance coordination between public and private agencies, the Town of Gilbert will continue to participate in a number of activities in the next fiscal year. Town

Council has approved staff to solicit and conduct a community needs assessment. There has not been a needs assessment completed for Gilbert within the past 10 years. To accurately identify priority of services, gaps in services and conditions and trends in the community, the needs assessment will gather data to include all sectors of social services including affordable housing needs to better assist Gilbert residents in the future.

During the next fiscal year, the Town will continue to find new and innovative ways to solicit partnerships among community organizations and private entities to better serve the needs in our community. Gilbert's "For Our City" initiative continues to match volunteers in the faith community with local non-profits to provide support for the specific needs of that organization. In addition, the Mayor has sponsored a "Fun Run" to be held as an initiative to increase awareness of needs in the community and as a fundraiser to assist non-profit services and programs. Finally, the Town has begun a new revenue generating program called "Share my Stamp" which allows local Gilbert businesses to place advertisements and coupons in the Town's utility bills. The revenue generated by this program will be placed in the Neighbor 2 Neighbor program which supports local non-profit efforts.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

: Program Year 4 Action Plan Citizen Participation response:

1. Gilbert's citizen participation process included the following:
 - A public hearing was held before Gilbert Town Council on October 25, 2012 to solicit resident feedback and request approval of the FY 13/14 funding priorities and project categories.
 - A general presentation was made at a Council Study Session on February 19, 2013. This was an additional method of informing the community of opportunities to participate in the annual planning process.
 - A public meeting was held on March 13, 2013 to allow additional comments, and education regarding the annual planning process and accomplishments/challenges over the past fiscal year.
 - A public notice on availability of the draft Fourth Annual Action Plan document and an opportunity for citizen comment was published in the Arizona Republic and posted on the Town of Gilbert website on March 25, 2013.
 - A public hearing will be held before Town Council on April 4, 2013 for approval of CDBG fund allocations.

- A public hearing was held before Town Council on May 2, 2013 for final approval of the Annual Action Plan.
2. To broaden public participation in the development of the consolidated plan, the Town requires information regarding public hearings, Town Council meetings and public comment periods to be posted on the city website year-round. Public meeting/hearing agendas are also posted according to public meeting laws.

To encourage involvement of the City's minorities, non-English speaking residents, low-income persons and persons with special needs (including persons with disabilities), the Town made a strong effort to involve organizations that assist these populations in the Consolidated Plan process by contacting service providers and reaching out to these communities.
 3. Comments from Citizens:
 - CDBG capital funds should be used locally as much as possible.
 - The use of CDBG funds for Gilbert's Senior Center is valuable and Council should continue to accept the funds.
 4. Comments not accepted – None

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

: Program Year 4 Action Plan Institutional Structure response:

The Gilbert Town Council has legal authority and responsibility for determining goals and priorities and for contractual agreements related to CDBG funding for housing and community development. The CDBG program is administered by the Community Development Supervisor, a sole position, housed within the Parks & Recreation Division. Public services, housing services and public facilities are provided under contract to local non-profit organizations on a reimbursement basis for costs incurred.

HOME funds are administered by Gilbert under the terms of an intergovernmental agreement with Maricopa County and suburban entitlement communities. Under this agreement, Maricopa County serves as the lead agency and contracts with HUD. The County Board of Supervisors has legal authority and responsibility and is assisted by staff of the County Community Development office as well as designated staff of participating municipalities. Gilbert manages its pro-rata allocation of HOME funds and assists in monitoring activities in cooperation with the Consortium.

The Section 8 Housing Program is administered by the Maricopa County Housing Authority and serves the Gilbert area.

In order to develop institutional structure, Gilbert staff maintains active involvement in the activities of local non-profit service providers, local advisory boards and commissions, other government agencies and professional associations especially through planning forums and community events. In FY 13/14, Gilbert will continue to seek new opportunities for coordination between public and private housing, health and social service agencies to strengthen the institutional structure within the Town of Gilbert.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

: Program Year 4 Action Plan Monitoring response:

The Town of Gilbert funds program services and projects that meet the Town's Consolidated Plan, meet national CDBG objectives and comply with CDBG eligibility. A public process is used to determine funding priorities and funding recommendations for such program services and projects. Each funded activity must enter into a contractual obligation with the Town to ensure that contracted services and Scope of Work activities are carried out as funded and also to ensure compliance with federal regulations. The Town will use a number of methods for project implementation, including contracting with non-profit organizations for program and housing services. In some cases, the Town will implement its own projects such as infrastructure, public facility improvements, emergency and minor home repair programming and ADA compliance.

Each project is analyzed for eligibility, past performance, community impact and measurable outcomes that must ultimately benefit the Town of Gilbert. An environmental review is completed for each project and a Notice to Proceed is issued prior to any federal funds being expended.

Through the fiscal year, Gilbert requires subcontractors to submit quarterly activity reports as a periodic review of performance, status of measurable outcomes and to identify any barriers or challenges in carrying out the Scope of Work. In addition, Gilbert requires monthly financial billing to track expenditures and timeliness of projects to ensure budgets are maintained and projects steadily progress in a timely manner. Support and technical assistance are provided as necessary to ensure community needs and program requirements are met.

Gilbert staff performs on-site monitoring annually of all CDBG and HOME funded recipients. Monitoring consists of program evaluations, financial capacity, administrative procedures and policy review. Monitoring letters are issued after completion and organizations are notified of any suggestions, concerns or findings. The Town follows up with any organization that receives a concern or finding to ensure that corrective action has taken place.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

: Program Year 4 Action Plan Lead-based Paint response:

Gilbert has a newer housing stock of which 41% were built between 1990 and 1999 and 31% were built between 2000 and 2004. Over 90% of Gilbert's housing stock was built after 1990. Approximately 50 housing units are pre-1940 construction and approximately 250 additional units are pre-1960 construction. This older housing stock is often occupied

by low and moderate income families. Significant CDBG and HOME investment has been made over the years to rehabilitate much of this older housing. Emergency home repair and minor housing rehabilitation will continue in 2013-14. Each home assessed is given lead-based paint information pamphlets and clients must sign they have received and read the information. Any home identified as having potential lead-based paint or asbestos are tested and abated according to established standards and practices.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

: Program Year 4 Action Plan Specific Objectives response:

The Town of Gilbert identified three objectives as high priority and two objectives as medium priority to foster and maintain affordable housing in Gilbert's Consolidated Plan. The objectives are as follows:

High Priority:

- Single family housing emergency repair and minor home rehabilitation
- Single family housing major rehabilitation and reconstruction
- Acquisition and/or rehabilitation of rental housing

Medium Priority:

- Homebuyer assistance
- New rental housing

In FY 13/14, the Town will continue to fund one high priority objectives and two medium priority objectives.

Activity	Specific Objectives	Outcome/ Objective	HOME \$	CDBG \$	Annual Expected Number
Rental Housing Objectives					Units
1.1 Acquisition & Rehab of rental units.	Acquisition & rehab of rental units	DH-2	\$295,000		2
1.2 Acquisition & Development Assistance of new rental housing	New rental housing	DH-2			0
Owner Housing Objectives					Units
2.1 Rehab of existing owner units.	Rehab of existing owner units	DH-1		\$100,000	25

2.2 Provide homebuyer down payment support.	Provide homebuyer down payment support	DH-2			0
2.3 Provide emergency repair program support.	Provide emergency repair program support	DH-1		\$150,000	50
HUD Outcome Code Key		Availability/Accessibility		Affordability	
Decent Housing		DH-1		DH-2	

Approximately 75 low- to moderate-income single family homeowners will receive emergency repair and minor home rehabilitation. This will assist in making their homes safe and habitable, sustaining neighborhood viability and help to maintain property values. The Town will utilize previous years HOME funds to continue to fund the acquisition and rehabilitation of one to two single family units for permanent affordable rental housing. This will reduce the number of vacant housing units and provide safe and habitable homes for low income families renting in Gilbert. In addition, the Town is partnering with Maricopa County to offer a new Tenant Based Rental Assistance program to Gilbert residents in which a subsidy is offered to income eligible renters to be able to rent units in the Gilbert community.

Finally, Gilbert residents have access to Low Income Housing Tax Credit properties funded by the Arizona Department of Housing and Section 8 rental assistance through the Maricopa County Public Housing Authority. Below is an inventory of tax credit properties available.

Affordable Housing Inventory

Name	Target Population	Number of Units	Low Income
Page Commons	Elderly	100	100
San Clemente Apartments	Low Income/Market Rate	336	303
	TOTAL	436	403

Unfortunately, Gilbert lost 228 Low Income Housing Tax Credit units in 2012 when Vista Montanta Apartments meet their LIHTC affordability period and is no longer offering tax credit units. This is a huge loss in affordable rental housing for the Town of Gilbert.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

: Program Year 4 Action Plan Public Housing Strategy response:

The Town of Gilbert does not own public housing units. The Housing Authority of Maricopa County administers the Section 8 subsidized housing program for the Town of Gilbert. This rental assistance program provides controls to uniformly address safety issues and repairs to keep our affordable housing stock decent, safe and sanitary.

The Housing Authority Of Maricopa County reported 134 subsidized housing units were in Gilbert on March 15, 2013. They also reported 978 households on their county-wide waiting list.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

: Program Year 4 Action Plan Barriers to Affordable Housing response:

Barriers to affordable housing in Gilbert continue to include:

- Property Values: Gilbert's single family median sales price as of March 2013 is \$210,000. This is an \$58,000 increase since 2012, yet it is a far cry from the peak in 2006 where the median sales price was \$331,000. The Town has seen a very positive upward swing as the housing market begins to recover which in turn helps with previously reduced property values. However, as property values begin to increase, so do home prices and rental prices. This makes it difficult for a first time homebuyer to qualify at higher home prices. This also makes it difficult for a home renter seeking affordable rental housing in Gilbert.
- Homebuyers: There has been a lot of interest from first time homebuyers to purchase a home in Gilbert as the housing market continues to recover. However, there is significant competition among investors and regular homebuyers to purchase Gilbert's low inventory of homes. For a low-income first time homebuyer, the process is already daunting and a new level of frustration is occurring when they are outbid by multiple investor offers. Gilbert's non-profit partners have also found increased difficulty in purchasing homes that are in a suitable price range for low- to moderate income first time homebuyers.
- Affordable Housing Opportunities: Gilbert is a fairly new city and continues to grow towards build out. While new home building permits have increased dramatically within 2012, the majority are for new planned community developments, which are many times out of reach of first time low to moderate income homebuyers.
- Affordable Rentals: There are very few smaller (less than 25 units) multifamily rental developments in Gilbert. This makes it very difficult to acquire existing multifamily housing to convert to affordable and/or special needs housing. Some multifamily rental properties were converted to condos in recent years, providing more affordable homes for purchase but reducing the number of more affordably priced

rental units. Gilbert continues to focus on the development of affordable rentals by partnering with non-profits to purchase single family units for rental properties rather than multi-family rental units. In addition, Gilbert is partnering with Maricopa County to offer subsidies for low-income families to be able to rent units in Gilbert at market rate.

HOME Investment Partnership Funds

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

: Program Year 4 Action Plan HOME/ADDI response:

The Town of Gilbert participates in the Maricopa County HOME Consortium and receives an annual allocation of HOME Investment Partnership funds as a participating member.

Gilbert's HOME funded activities are planned and reported regionally through the Maricopa Consortium. Participating jurisdictions of the County Consortium include: Avondale, Chandler, Gilbert, Glendale, Peoria, Tempe, Scottsdale and Surprise.

For FY 13/14, the Town of Gilbert will continue administering its previous contract with a non-profit to purchase one to two vacant units and convert them to permanent affordable rentals. Gilbert receives a relatively small allocation of HOME funds (approximately \$174,744). Due to the new HOME regulations, it has been difficult to solicit and recruit non-profits to provide services with a small allocation and make a meaningful impact within the Town in regards to affordable housing.

In order to provide assistance to a larger number of Gilbert residents, the Town will be partnering with Maricopa County to implement a new Tenant Based Rental Assistance Program available to Gilbert residents. The Town will decline acceptance of their FY 13/14 HOME allocation and allow the County to implement the TBRA program on Gilbert's behalf.

1. The Town of Gilbert does not use other forms of investments not described in §92.205(b). The Town uses HOME funds for acquisition and rehabilitation loans (non-interest bearing and deferred) secured by a Deed of Trust for permanent affordable rental housing.
2. The Town will not use any funds in FY 13/14 for homebuyers.
3. The Town of Gilbert will not use HOME funds to refinance existing debt secured by multi-family housing.
4. The Town has previously received a pro-rata share American Dream Down payment Initiative (ADDI) funds as member of the Maricopa County Consortium. The Town does not anticipate receiving additional ADDI funds for the 2013/2014 fiscal year.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2013. Again, please identify barriers to achieving this.

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

: Program Year 4 Action Plan Special Needs response:

The Town of Gilbert will assist with specific homeless prevention services both locally and regionally in FY 13/14. The Town will utilize general funds for operating support of regional homeless facilities and services. The Town will also utilize CDBG funds to assist in facility improvements of regional homeless service providers. Finally, the Town supports non-profit partners that provide homeless prevention services such as rent and utility assistance to prevent homelessness, and homeowner emergency repair and rehabilitation to help sustain residents in their current residences. By supporting a variety of service providers, the Town participates in addressing chronic homelessness, homelessness prevention and multiple populations experiencing homelessness. The following is a breakdown of Gilbert general fund and CDBG funding to address specific homeless prevention elements:

SOURCES OF FUNDS FOR HOMELESS PREVENTION					
Agency Name	Program Description	Funding Category	Funding Source	FY 13/14 Funding Allocation	Outcome/ People Served
A New Leaf	East Valley Men's Center	Emergency	General Funds	\$5,000	2
A New Leaf	EMPOWER	Transitional	General Funds	\$5,000	2
A New Leaf	La Mesita Family Shelter	Transitional	General Funds	\$5,000	3
Central Arizona Shelter Services (CASS)	Regional Emergency Shelter	Emergency	General Funds	\$5,000	8
Central Arizona Shelter Services (CASS)	Regional Emergency Shelter Improvements	Emergency	CDBG Capital	\$50,000	20
Chandler Christian Community Center	Gilbert CAP	Prevention	General Funds	\$121,000	426
Family Promise	Emergency Shelter	Emergency	CDBG Capital	\$70,593	10
Save the Family	Homeless Intervention Program	Emergency	General Funds	\$5,000	3
The Salvation Army	Emergency Financial Assistance	Prevention	General Funds	\$9,000	22
			TOTAL	\$275,593	496

The Town of Gilbert addresses the needs of homeless individuals and families by providing federal and general funds to regional homeless service providers. The Town support multiple providers which encompass a variety of services requested by homeless individuals and families including emergency shelter, transitional shelter, basic needs assistance and supportive services that assist individuals transition toward self sufficiency. In addition, the Town will utilize CDBG funding in FY 2013-2014 to assist in facility improvements to two regional homeless service providers which in turn will increase their capacity, efficiency and improve their facilities, freeing funds to provide direct assistance to homeless individuals

and families from Gilbert.

Outreach to homeless persons and families will continue in a variety of methods. The Gilbert Community Action Program (CAP office), the Salvation Army and other partner organizations provide referrals to regional homeless providers for those seeking shelter and assistance. The Gilbert Police Department maintains current resource lists to refer persons or families encountered in Gilbert and those seeking assistance to providers offering shelter.

To address homeless persons making the transition to permanent housing, Gilbert will utilize previous years HOME funding to purchase and rehabilitate permanent affordable rental homes. For the past several years, Gilbert has been utilizing HOME funds to assist this program and increase the affordable rental housing stock.

Gilbert will allocate its FY 2013-2014 HOME allocation to Maricopa County to establish a Tenant Based Rental Assistance program in which Gilbert residents may apply to avoid homelessness and to assist them with living in market rate Gilbert rental homes.

General funds will continue to be utilized to support partner organizations that provide supportive services for individuals and families transitioning from emergency or transitional shelter to permanent affordable housing. Many of the providers supported with Gilbert funds assist homeless individuals and families with self sufficiency skills such as education and employment goals, financial budgeting and management, parenting skills and support to help families be successful in permanent housing.

The Town of Gilbert provides financial support to organizations that prevent homelessness and assist families to maintain and sustain their current housing. In FY 2013-2014, the Town will provide general funds to the Gilbert Community Action Program (CAP office) and the Salvation Army who provide emergency rent and utility assistance. This assistance helps families avoid eviction and ultimately may prevent homelessness. Gilbert will utilize CDBG funds in the next fiscal year to continue the Gilbert Emergency and Minor Home Repair Program. This program provides assistance to Gilbert homeowners who may have health and safety hazards within their homes but not the means to complete the repairs. By supporting current Gilbert homeowners, CDBG will be utilized to help maintain aging housing stock and sustain neighborhoods by avoiding vacant, dilapidated housing.

Finally, the Town of Gilbert assists in addressing regional homeless issues and solutions by participating in the Maricopa Association of Governments (MAG) Continuum of Care Committee on Homelessness. Gilbert will be participating in the regional Heat Relief efforts for homeless by designating four water collection locations and two hydration stations within the town. This will be the second year the Town has participated in these efforts within the last five years.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

: Program Year 4 Action Plan ESG response:
Not applicable. Gilbert will not be receiving ESG funding.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

: Program Year 4 Action Plan Community Development response:

The Town of Gilbert will address the non-housing community development priorities for FY 13/14 by supporting public facility improvements, infrastructure improvements, and public services and through economic development efforts.

Town of Gilbert FY 12-13 Proposed Community Development Accomplishments			
Housing	Priority Need Level	Funds Allocated	Fund Source
Emergency & Minor Home Repair	High	\$250,000	CDBG
Creation of affordable rental housing	High	\$174,744	HOME
Public Facilities/Infrastructure	Priority Need Level	Funds Allocated	Fund Source
Central Arizona Shelter Services Renovations	Medium	\$50,000	CDBG
Family Promise of Greater Arizona	Medium	\$70,593	CDBG
Removal of Slum & Blight			
Gilbert Voluntary Demolition Program	Medium	\$25,000*	CDBG
Public Services	Priority Need Level	Funds Allocated	Fund Source
Senior Services	High	\$112,315	CDBG
Economic Development	Priority Need Level	Funds Allocated	Fund Source
Entrepreneur & Job Creation Programs	High	\$0	CDBG

* Prior year's funding continued

Emergency and Minor Home Repairs

The Emergency and Minor Home Repair program will continue to operate in FY 13/14 and has proven to be a successful program in maintaining older housing stock and providing neighborhood sustainability for qualifying low to moderate income homeowners. The program has seen a significant increase in first time applicants requesting assistance and

demand for assistance has proven to remain a high priority for Gilbert. The program proposes to assist 75 households in FY 13/14.

Public Facility Activities

In FY 13/14 the Town will focus CDBG funds towards public facility improvements for regional homeless service providers. The Town will support two regional homeless shelter facilities with small facility improvements and will participate in supporting their larger efforts of renovations and new construction.

Gilbert will continue to support infrastructure improvements in the Heritage district located in downtown Gilbert through a continuation of last fiscal year's project. Both surrounding neighborhoods of the Heritage district are eligible low to moderate income Gilbert areas. Infrastructure improvements focus on public safety and increasing ADA accessibility and compliance for those utilizing and living in the area. The infrastructure project includes improving pedestrian safety by installing three (3) controlled crosswalks, installing ADA compliant sidewalks, replacing poor parking lot lighting and amenities and signage to ease pedestrian control and safety in the dense business and neighborhood district. It is estimated that approximately 578 persons residing in surrounding neighborhoods will benefit from these improvements. This project has begun and is expected to be completed in March 2014.

Removal of Slum & Blight

In FY 12/13 the Town of Gilbert began addressing slum and blighted structures located in the low to moderate income areas of the Town. As the oldest housing stock in Gilbert continues to age, there are several privately owned dilapidated structures located in these areas that require assistance in mitigating and demolishing uninhabitable structures. One homeowner participated in the program in FY 12/13 and it is anticipated that a second homeowner will participate in the program in FY 13/14. There were no new funds contributed to this program for the new fiscal year, however, the program will continue utilizing previous year's funding.

CDBG Public Services

In fiscal year 13/14 the Town will continue to utilize CDBG public service funds to assist in the Gilbert Senior Center Congregate / Home Delivered Meals Program. The Program provides nutritious meals in a congregate setting Monday through Friday and provides home delivered meals for elderly and disabled homebound residents. The program also provides health, wellness, and recreational programs for seniors to increase social opportunities and increase quality of independent life.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

: Program Year 4 Action Plan Antipoverty Strategy response:

Gilbert will support programs that provide services to families in crisis while educating and supporting their skill sets to obtain self-sufficiency and ultimately prevent them from entering poverty. Federal CDBG and HOME funds are leveraged with Gilbert General Funds and other resources to help achieve these objectives. Antipoverty strategies include supporting organizations that offer services such as:

- food boxes
- emergency rent/utility assistance
- mentoring and educational opportunities
- transportation assistance
- home repair assistance
- employment search and workforce training

The Town approved FY 13/14 Funding Priorities for Gilbert General Funds which specifically support anti-poverty strategies. Priorities include: 1) Housing assistance; 2) Food/clothing; 3) Utility assistance; 4) Youth prevention and intervention services; and 5) Transportation. Gilbert will allocate general fund dollars through a weighted evaluation tool to address anti-poverty strategies for residents in need.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

: Program Year 4 Action Plan Specific Objectives response:

In the next fiscal year, the Town will continue to support programs that provide non-homeless special needs. The following table describes federal and local allocations of funding to address non-homeless goals for special needs populations.

Agency Name	Program Description	Funding Source	Allocation Amount	Outcome/ People Served
Elderly/Disabled				
Chandler Christian Community Center	Gilbert Senior Center – congregate and home delivered meals and senior activities	CDBG/ General Funds	\$133,315	98
TOTAL ELDERLY/DISABLED ASSISTANCE			\$133,315	98
Community Assistance				
Chandler Christian Community Center	Gilbert CAP Office – emergency financial assistance and referrals	General Funds	\$121,000	435
The Salvation Army	Emergency Rent/Utility Assistance	General Funds	\$9,000	22
United Food Bank	Emergency and supplemental food	General Funds	\$3,000	3,000
TOTAL COMMUNITY ASSISTANCE			\$133,000	3,457
Youth Services Prevention/Intervention				
A New Leaf	Mayfield Alternative Youth Center	General Funds	\$3,000	5
Gilbert Boys & Girls Club	After school activities and prevention services	General Funds	\$123,000	980
TOTAL YOUTH SERVICES:			\$126,000	985
TOTAL NON-HOMELESS SPECIAL NEEDS:			\$392,315	4,540

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
2. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
3. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
4. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
5. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
6. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
7. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
8. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

: Program Year 4 Action Plan HOPWA response:

Not Applicable- Gilbert doesn't receive HOPWA funds.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

: Program Year 4 Specific HOPWA Objectives response:

Not applicable - Gilbert doesn't receive HOPWA funds.

Other Narratives

Include any Action Plan information that was not covered by a narrative in any other section.

Fair Housing

The Town of Gilbert completed its Analysis of Impediments to Fair Housing Choice in September 2010 for the five-year Consolidated Planning period of 2010-2015. The outline below identifies the goals, strategies and activities listed in Gilbert's Analysis of Impediments. Further clarification of measurements and proposed investment amounts for each activity has been added, as well as, the status of each activity to demonstrate Gilbert's progress towards reaching each goal.

Impediments and Actions

IMPEDIMENT: Town of Gilbert residents experience housing discrimination and do not realize they are being discriminated against and do not know the resources or processes to file complaints.

GOAL: Prevent Housing Discrimination

Strategy: Dedicate town staff and Council support to publicly acknowledge to the Town's residents efforts to prevent housing discrimination within the Town of Gilbert.

Activity 1: Maintain a Fair Housing Coordinator to facilitate fair housing activities in Gilbert

Implementation period: Ongoing through 5-year Consolidated Planning Period 2010-2015

Status: Completed (April 2011)

Rationale: Upon filling the staff vacancy of the Community Development Specialist, it was clarified in the job description that this position would coordinate all fair housing activities on behalf of the Town of Gilbert.

Proposed Investment: 5% staff time of the Community Development Specialist position, or approximately \$2,935 annually.

Activity 2: Adopt a Proclamation declaring April as Fair Housing Month

Implementation period: Ongoing through 5-year Consolidated Planning Period 2010-2015

Status: To be completed April 2013 and annually thereafter

Rationale: The Town will complete this task annually in April of each year. The Proclamation will be conducted at a public Council meeting and the Proclamation will be clearly displayed in public view of the Parks & Recreation lobby.

Proposed Investment: There is no cost other than staff and Council time to complete a Proclamation.

Strategy: Implement specific and targeted activities to inform Town of Gilbert residents of signs of housing discrimination, how to file complaints, and provide resources and referrals to residents experiencing housing discrimination.

Activity 1: Publish notices about the right to fair housing through website, city publications, and other sources.

Implementation period: Ongoing throughout consolidated planning period of 2010-2015.

Status: Website update completed August 2011. City publications (100% complete)

Rationale: A Fair Housing page was always maintained on Gilbert's website, however, the page was updated in August 2011 to provide direct links for complaint filing and updated with a more user friendly format and reduced reading level language to describe fair housing. The Town has developed two Fair Housing Brochures; 1) 10 Most Common Housing Mistakes developed for landlords, real estate agents, developers, etc. and; 2) Gilbert Fair Housing, developed for tenants, general public, and information/referral resources. It is anticipated that 10 Most Common Housing Mistakes brochure will be sent to every resident that registers their home as a rental with the Town of Gilbert which was implemented in April 2012. In addition, the Town has distributed the Gilbert Fair Housing brochure at new venues including 1,200 flyers distributed during the Gilbert Day's Event and 1,000 flyers distributed at Gilbert's Fall Music & Halloween Festival.

Proposed Investment: Posting and formatting of Fair Housing webpage took two (2) staff hrs estimated to cost \$56.00. Brochure development took five (5) staff hrs estimated to cost \$140. A total of 1,500 brochures have been printed and distributed in various locations and events costing \$525. Approximately 450 homes are registered annually as rentals – brochure copy and mailing costs are \$300.00.

Activity 2: Participate in The Fair Housing Partnership public awareness and activities

Implementation period: On-going throughout consolidated planning period of 2010-2015

Status: Implemented in July 2012

Rationale: The Town of Gilbert participated in the Arizona Fair Housing Partnership until 2009. Town staff has tried to contact the Arizona Fair Housing Partnership to confirm Gilbert's partnership and begin attending regular meetings; however, the organization has not had a partnership meeting since March 2011. Gilbert staff has since become a member of the Arizona Fair Housing Center and Southwest Fair Housing Center and began participating in regional activities and meetings surrounding fair housing in Arizona.

Proposed Investment: Staff time, mileage, and training participation with an Arizona Fair Housing partner coalition will cost \$800 annually.

Activity 3: Maintain a call log for fair housing complaints and referrals

Implementation period: Implemented in September 2011 and will be maintained throughout the consolidated planning period from 2010-2015

Status: Completed (September 2011)

Rationale: A call log was created in September 2011 to track any calls received from residents to the Town of Gilbert regarding housing discrimination or any other fair housing issue. The call log records the date, caller information, nature of inquiry, referral/resource provided, and whether a complaint was made. From September 2011 through March 2013, twelve calls have been received and recorded on the call log.

Proposed Investment: There was no cost to create the call log. Staff time to take calls, record and provide resources and referrals is reflected in the 5% times spent on Fair Housing activities as noted above.

Activity 4: Make fair housing referrals to the HUD Fair Housing hotline and/or Arizona Attorney General's Office

Implementation period: Implemented in August 2011 and on-going throughout the consolidated planning period of 2010-2015

Status: Complete and on-going

Rationale: With the creation of the call log and updates to the website, Town staff has and will continue to make referrals to the HUD Fair Housing Hotline and/or the Arizona Attorney General's office. Of the twelve calls received to date, eight were referred to HUD and AZ Attorney General's office. The remaining four were referred to our local legal aid agency for assistance with a landlord/tenant issue, not a fair housing issue.