

# Executive Summary

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

### 1. Introduction

The Annual Action Plan assesses and identifies various activities and projects that are consistent with the national priorities for Community Development Block Grant (CDBG) funding. The Town of Cary uses both CDBG funds and other resources to meet those needs. The FY 19-20 Action Plan (HUD Fiscal Year 2019, Town of Cary Fiscal Year 2020) represents the seventeenth year of Cary's CDBG program and the final year of the Town's current Consolidated Plan.

The primary objective of the CDBG Program is the development of viable urban communities through the provision of decent housing, a suitable living environment, and the expansion of economic opportunities, principally for persons of low- and moderate-incomes. CDBG funds can only be used in compliance with the national objectives of the program. The Town's FY 19-20 Annual Action Plan identifies activities and projects that will benefit the community in the areas of housing rehabilitation, affordable housing development, public services, capacity building, economic development, public facilities, planning, and administration.

The allocation of these resources was vetted through a public process which began in December 2018. The process is consistent with the Town's Citizen Participation Plan, which includes community meetings, citizen review meetings, the Town's website and public hearings. The results of this process are consistent with the goals and objectives of the Town's 2015-2020 Consolidated Plan and are represented in the Annual Action Plan. In developing the Annual Action Plan, the Town solicited citizen participation to encourage input and provide critical feedback. The Town also conducted four "Office Hour" sessions on February 20<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup>, and March 6<sup>th</sup> to ensure staff were accessible to residents and grantees. The Town also conducted a public hearing on April 25<sup>th</sup>. All meetings allowed citizens an opportunity to discuss, review and comment on the Annual Action Plan. Their comments ranged from expanding affordable housing support, services to assist with housing transitions, housing rehabilitation, and facilities for persons with special needs. The Town also actively engaged with members of minority communities to better understand their needs and to help ensure that proposed projects and services would be equally accessible and available to all.

For Fiscal Year 19-20 The Town of Cary expects to receive \$650,061 in CDBG funds (in the Town's official budget, this number has been rounded to \$650,000 for simplicity; the additional \$61 will be programmed as reserves). The Town will also transfer \$107,000 from the General Fund to cover loan repayments bringing the total available CDBG funding to an estimated \$757,061. In addition to these CDBG funds, the allocation from the Town's General Fund in support of the Annual Action Plan includes

\$390,000 for housing rehabilitation and other community development activities. This Annual Action Plan allocates an estimated total of \$1,147,061 for projects that can help impact the needs for available, accessible and sustainable housing; as well as advance other community and economic development initiatives. Staffing is also provided by the Town to further the objectives of the Annual Action Plan.

While the CDBG and direct General Fund resources are the primary focus of the Annual Action Plan, the Town of Cary also cooperatively participates with Wake County and surrounding municipalities in other federally funded programs which include the Wake County HOME Consortium, Wake County Continuum of Care, Emergency Shelter Grant, Shelter Plus Care, and Housing Opportunities for Persons with AIDS (HOPWA). In addition to the General Fund support identified in this Plan, the Town supports non-profit agencies with a population-based allocation (\$166,000) distributed through an annual call for projects.

The strong housing market continues to impact affordability within the Town of Cary. The median sales price of a new house in the Town is \$405,000 (April 2019 Triangle MLS), 12.2% above last year (\$361,000). The amount of available land for new development is also declining, creating upward pressure on land prices. Therefore, the Town must be strategic in its efforts to preserve and create housing opportunities for low- and moderate-income families through the use of CDBG and General Funds to benefit those who are most in need.

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

The main objective of the Town of Cary's FY 19-20 Annual Action Plan is to implement CDBG eligible activities and projects that solidify the strategic vision of the Five-Year Consolidated Housing and Community Development Plan. As a HUD Entitlement Community, the Town will continue to support decent housing, a suitable living environment and expanded economic opportunities for persons of low- and moderate-incomes. CDBG funds can be used for a wide range of activities. For FY 19-20, the Town expects to expend funding on housing-related activities, economic development, public facilities, public services and planning/administration activities.

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

The Town regularly monitors CDBG funded activities executed during the Annual Action Plan to ensure compliance with the program requirements and national objectives. From evaluating applications for project feasibility to the sub-recipients' compliance with the grant agreement and reimbursement policy, Town staff monitor each project's performance including an annual on-site monitoring visit. In addition to project evaluations, the Town establishes a high expectation among its non-profit partners to adhere to the timeliness, reporting procedures and budgets in meeting the goals of the Annual Action Plan and the Five-Year Consolidated Housing and Community Development Plan. Through the Consolidated Annual Performance and Evaluation Report (CAPER), the Town also provides an analysis of aggregate data to determine the overall progress on an annual basis to meet goals, cost-effectiveness, community impact and compliance with the CDBG Program.

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

Each year the Town of Cary solicits citizen participation in developing the Annual Action Plan. This year the Town continued its efforts to reach out to the community by advertising and holding several “Office Hours” to encourage citizen input; by publishing a list of projects for which funding has been requested; and by making the draft Annual Action Plan available on the website. This year, the Town began its Citizen Participation Plan with outreach to local non-profits and community groups who are active in the Town’s service area. The Town also utilized a variety of social media channels to ensure outreach into the community. Solicitation was conducted for project proposals via an RFP process allowing for direct download of the application from the Town website for new and existing non-profit agencies. The Town also undertook direct citizen consultation via the Town website and through the various public meetings. In developing the Annual Action Plan, the Town of Cary solicited input from citizens, community organizations and non-profits to encourage input and provide critical feedback in this process. Overall, comments included the need for affordable housing, housing rehabilitation, services to assist with housing transitions, and facilities for special needs.

As in prior years the Town worked on gathering input from community development partners and information was shared among them. This input helped identify and prioritize community needs, develop strategies and actions, identify community resources, and promote the coordination of resources. Representatives from public and private agencies affiliated with assisted housing, social services, and services for special needs groups and the elderly were invited to individual meetings to obtain information and provide input, which was used to develop the Annual Action Plan.

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

Comments identified a need to address housing affordability and ensure that redevelopment does not lead to a loss of affordable housing; to assist with rehabilitation of existing housing options in the community; to provide housing options particularly for specific at-risk populations including seniors and those requiring supportive housing; to increase public services and public transportation options for seniors and other low-income families particularly those in more rural areas of the Town; and to address access to social services for those in more remote areas away from fixed route transportation options.

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

All comments were accepted.

#### **7. Summary**

The FY 19-20 Annual Action Plan includes community development activities and projects which are consistent with the 2015 - 2020 Consolidated Housing and Community Development Plan and in compliance with HUD’s CDBG Program to meet its national objectives.

## 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	CARY	Town Manager's Office
HOME Administrator	Wake County	Department of Housing Affordability & Community Revitalization

Table 1 – Responsible Agencies

### Narrative

The Town of Cary has been designated by the Department of Housing and Urban Development as a CDBG Entitlement Community since July 1, 2004. As a CDBG Entitlement Community, the Town of Cary prepared and updated a Five-Year Consolidated Housing and Community Development Plan for Fiscal Years 2015-2020, hereafter referred to as the Consolidated Plan.

In order to be eligible for HOME funds, the Town is also a member of the Wake County HOME Consortium. The Home Program is administered by the Wake County Department of Human Services, Division of Housing and Community Revitalization. The local process is conducted in collaboration with the County and other partner jurisdictions within the HOME Consortium. While the local process identifies the needs specific to Cary, regional input is considered to share resources and collectively identify gaps in service delivery. Town staff is responsible for the administration and implementation of CDBG funds; while the County administers the HOME funds.

### Consolidated Plan Public Contact Information

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Cary, North Carolina 27513

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

### **1. Introduction**

Town of Cary coordinates with regional coalitions, state program providers, community stakeholders, and county partners to achieve goals related to housing-related activities, economic development, public facilities, public services, planning and administration. Also, the Town's Citizen Participation Plan ensures that the Town undertakes an effective public process that encourages input and participation from all citizens, non-profit organizations and other interested parties. The plan also guarantees access to meetings, information and public hearings on the Annual Action Plan. Technical assistance is also provided, upon request, to organizations that would like to develop proposals for funding.

**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)).**

Cary staff works with the Wake County Department of Housing Affordability & Community Revitalization, the Raleigh Housing Authority and the Housing Authority of the County of Wake to discuss goals, as well as the status of their Public Housing and Housing Choice Vouchers. Town staff attend meetings of the Wake County Housing Committee and the Raleigh/Wake County Partnership to End and Prevent Homelessness to share information and stay informed on housing activities and homeless issues. We also coordinate closely with our non-profit sub-recipients to assess housing, health and mental health needs and coordinate services. In addition, in 2017 the Wake County Board of Commissioners adopted a report from its Affordable Housing Task Force which was created to study the issue of affordable housing in Wake County. An elected official from Cary was a representative on the Task Force and town staff contributed to the final report and meetings. The report identified mechanisms to improve the delivery of affordable housing throughout Wake County and prioritized multi-jurisdictional coordination and resource sharing as a preferred approach, the Town is currently coordinating with Wake County on housing affordability.

**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 Town of Cary coordinates with the Raleigh/Wake County Partnership to End and Prevent Homelessness (Continuum of Care), which holds membership meetings on a bi-monthly basis and representatives from Cary, Wake County Housing, the City of Raleigh Community Development Department, the Housing Authority of the County of Wake, the Raleigh Housing Authority, the Wake County Public-School System, and approximately 45 organizations and non-profit agencies attend these meetings. Cary non-profit agencies who are sub-recipients of CDBG funds are Partner Agencies with the Raleigh/Wake County Partnership to End and Prevent Homelessness, helping with the coordination of

services. At the bi-monthly meetings, the various agencies share updates on their work and achievements, and committees discuss ways to enhance coordination, identify gaps in services, and work toward meeting the needs of homeless persons.

**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**

Cary does not receive ESG funds directly and most facilities and projects that serve the homeless population are located outside of Cary, predominately in Raleigh. However, the Town does coordinate activities with the Continuum of Care (CoC) and the committees that set priorities for funding and award ESG funding. The Continuum has allocated funding for and participates in North Carolina’s statewide implementation of HMIS. The CoC adopted System Performance Measures outlined by HUD. The CoC continues to coordinate and develop strategies to reduce homelessness in partnership with Raleigh, Cary, Wake County and other local jurisdictions. As a result of this multi-agency cooperation, the CoC is involved in the management and operation of the Oak City Center in Raleigh which offers regionally based homelessness services including coordinated intake and assessment.

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

**Narrative**

The Town of Cary coordinates with multiple partners, including Wake County, the City of Raleigh and other regional service providers. For a complete list and description of participating agencies, see Table 2, pages 8-9. See Table 3, page 9 for a description of other regional planning efforts.

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

1	<b>Agency/Group/Organization</b>	Wake County Housing Advisory Committee
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness 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>	Cary staff attended meetings and consulted with the committee to coordinate approaches and share information and approaches to regional housing and homelessness issues.
2	<b>Agency/Group/Organization</b>	Housing Authority of the County of Wake
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness 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 Town consulted with the HACW regarding housing needs assessment and housing demographics as they affect the County. The Town also worked with the County on the management and availability of section 8 vouchers and their use in the Town.
3	<b>Agency/Group/Organization</b>	Raleigh
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Market Analysis Economic 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>	The Town of Cary consulted with staff from the City of Raleigh, Department of Housing and Neighborhoods on areas of mutual concern and approaches to homelessness and its affordable housing and economic development strategy.
4	<b>Agency/Group/Organization</b>	Raleigh/Wake Partnership to End and Prevent Homelessness
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness 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>	Town staff attended regular meetings to discuss homelessness needs and strategies and to share data and approaches to combating homelessness.

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

All known agencies were consulted in the process.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Raleigh/Wake Partnership to End and Prevent Homelessness	The Town coordinates with the Partnership (CoC) on goals and projects to meet the needs of the homeless population

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

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

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

Each year the Town of Cary solicits citizen participation in developing the Annual Action Plan. This year the Town continued to reach out to the community to encourage citizen input. The Town begins its Citizen Participation Plan with an internal meeting of Town staff to identify infrastructure needs within the CDBG target areas.

To ensure staff accessibility to residents and grantees, The Town also conducted four “Office Hour” sessions on February 20th, 27th, 28th, and March 6<sup>th</sup>, 2019. Additionally, non-profit corporations who had previously submitted project applications or had otherwise expressed an interest in obtaining funds through the Town’s process were contacted personally. A public notice advertising the public hearing was posted in the Town notices along with being published on the Town’s website. Cary residents were encouraged to submit comments, complaints, suggestions, or questions by letter, telephone, e-mail or in person regarding the HUD CDBG Program.

The Town held a public hearing on the FY 19-20 Annual Action Plan on April 25th, 2019 in the Town Hall Council Chambers. This hearing allowed citizens an additional opportunity to review and comment on the Town’s Annual Action Plan. Following the public hearing, staff considered all comments and the updated FY 19-20 Annual Action Plan was proposed for adoption on May 23rd, 2019.

Citizen participation and outreach is summarized in Table 4, page 11.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Community Forums and "Office Hours" for staff access	Non-English Speaking - Specify other language: Spanish and minorities African - American Community	Fifteen people attended the various forums and office hours	Need for affordable housing, improved access to Town services, expand transit services, provide language support for non-English speakers.	N/A	
2	Variety of Media including Twitter, Facebook and LinkedIn	Non-targeted/broad community	The Town did not receive comments in direct response to these media channels		N/A	
3	Website Publication		The Town did not receive any comments in response to its website publication.		N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Hearing	Non-targeted/broad community	5 persons spoke at the public hearing held April 25th, 2019	Attendees raised the following issues: The need for housing rehabilitation, and the need to ensure that we disburse funds to a variety of non-profits. Attendees also thanked the Town for their long-time support of housing and public services.	N/A	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

For the FY 2019 Annual Action Plan, the anticipated resources include federal CDBG funds, local Town of Cary General Funds and General Fund transfer for Section 108 loan repayments.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Programmed Amount				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin, Planning Economic Development Housing Public Improvements Public Services	650,061	0	107,000	757,061	757,061	CDBG funds support projects that address community and economic development initiatives that benefit LMI individuals and families as identified in the FY 2015-2020 Consolidated Plan. For Section 108 payments, a General Fund transfer of \$107,000 will occur and prior year CDBG funds will be utilized, if available.
Other	public - local	Acquisition Economic Development Housing	390,000	0	0	390,000	390,000	The Town has allocated \$300,000 for housing rehab, \$50,000 for economic development, \$40,000 to support minimum housing throughout the community in the Town's FY 2020 General Fund budget.

**Table 5 - Expected Resources – Priority Table**

In addition to the direct General Fund support identified in this Plan, the Town supports non-profit agencies with a population-based funding amount (projected at \$166,000) distributed through an annual call for projects. Many of the agencies that apply and receive funding support the objectives of this plan. Staffing is also provided by the Town to further the objectives of the Annual Action Plan.

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

The CDBG program does not require matching funds; however, the Town of Cary leverages its CDBG grant by allocating additional funds to community development and affordable housing activities. Many projects, such as new housing development by Habitat for Humanity and Rebuilding Together of the Triangle's limited repair program also leverages CDBG funding through donated materials and volunteer labor.

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

For prior year projects, the Town approved transfer of a small strip of land adjacent to Habitat for Humanity's Trimble Avenue project for stormwater management.

## 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	<b><i>Decent Housing</i></b> Maintain/Increase stock of Affordable Housing	2015	2020	Affordable Housing Non-Homeless Special Needs	TOWN CENTER AREA  Town-wide	The homeless and those at risk of homelessness Non-homeless individuals with special needs	CDBG: \$400,000 Town of Cary: \$300,000	Household Housing Unit; New construction units: 32 Rental units rehabbed: 4 Homeowner Housing rehabilitated: 30 Household Housing Units: 66
2	<b><i>Expand Economic opportunity</i></b>  Create Economic Opportunities for LMI Individuals	2015	2020	Non-Housing Community Development	TOWN CENTER AREA	LMI Individuals in marginal employment	Town of Cary/Prior year CDBG: \$107,000 Town of Cary:\$50,000	Facade treatment/business building rehabilitation: 5 Businesses
3	<b><i>A Suitable Living Environment</i></b>  Support Sustainable communities and non-profit development and social services delivery	2015	2020	Non-Housing Community Development	Town-wide	Improving the safety and livability of neighborhoods & increasing access to quality public and private facilities and services;	CDBG: \$250,061 Town of Cary: \$40,000	Public Facility or Infrastructure Activities other than Low/Moderate-Income Housing Benefit: 500 Persons Assisted Public service activities other than Low/Moderate-Income Housing Benefit: 700 Persons Assisted.

Table 6 – Goals Summary

Annual Action Plan  
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## Goal Descriptions

1	<b>Goal Name</b>	<b><i>Decent Housing</i></b> - Maintain/Increase stock of Affordable Housing
	<b>Goal Description</b>	The Town of Cary will execute two categories of strategies to address the needs of low- and moderate-income individuals in the community. These implementation strategies will focus on housing and community development. The housing strategy includes projects associated with the development of affordable housing, housing rehabilitation, emergency/urgent repairs and partnerships with non-profit organizations. The community development strategy includes projects such as economic development, job creation, leveraging multi-family developments, public facilities, physical infrastructure, and public services.
2	<b>Goal Name</b>	<b><i>Expanded Economic Opportunity</i></b> - Create Economic Opportunities for LMI Individuals
	<b>Goal Description</b>	A priority in the consolidated plan is for Expanded Economic Opportunity for LMI individuals. This is targeted in the AAP by: <ul style="list-style-type: none"> <li>▪ Creating and retaining jobs;</li> <li>▪ Establishing, expanding and stabilizing small businesses;</li> <li>▪ Providing public services concerned with employment;</li> <li>▪ Providing jobs for low-income persons living in areas affected by those programs and activities, or jobs resulting from the execution of activities under programs covered by this plan;</li> <li>▪ Increasing the availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;</li> <li>▪ Providing access to capital and credit for development activities that promote long-term economic and social viability of the community; and</li> <li>▪ Empowering and fostering self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.</li> </ul>
3	<b>Goal Name</b>	<b><i>A Suitable Living Environment</i></b> - Support Sustainable communities & non-profit social service delivery to LMI households
	<b>Goal Description</b>	<ul style="list-style-type: none"> <li>▪ Improving the safety and livability of neighborhoods;</li> <li>▪ Increasing access to quality public and private facilities and services;</li> <li>▪ Reducing the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;</li> <li>▪ Restoring and preserving properties of special historic, architectural, or aesthetic value; and</li> <li>▪ Conserving energy resources.</li> </ul>

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

### Introduction

The following is a list of projects included in the FY 2019 Action Plan:

#	Project Name
1	Owner-Occupied Housing Rehabilitation Program
2	Resources for Seniors Limited Repair Program
3	Rebuilding Together of the Triangle Limited Repair Program
4	Habitat for Humanity of Wake County Single Family Housing
5	Tammy Lynn Center Rehabilitation of Housing
6	White Oak Foundation New Construction Housing
7	Façade Improvement Program
8	Section 108 Loan Repayment
9	Dorcas Ministries Strategic Plan Implementation
10	White Oak Foundation Public Services
11	Transitions Life Care (Hospice) Palliative Care Program
12	Planning, Administration, Public Outreach, Minimum Housing, Reserves

Table 7 – Project Information

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

Allocation priorities were determined through the FY 19-20 Annual Action Plan citizen participation process, the priorities of the 2015-2020 Consolidated Plan and the Imagine Cary Community Plan.

Obstacles to addressing underserved needs include:

- A shortage of developers to build or rehabilitate affordable housing.
- Community opposition to location of affordable housing in their neighborhoods.
- High cost of land in Cary in locations that would be good locations for affordable housing.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Owner-Occupied Housing Rehabilitation Program
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Maintain/Increase stock of Affordable Housing
	<b>Needs Addressed</b>	The Homeless and those at risk of homelessness Non-homeless individuals with special needs
	<b>Funding</b>	Town of Cary: \$300,000
	<b>Description</b>	The Town will provide funds to low-income homeowners to rehabilitate their homes
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10-12 LMI homeowners
	<b>Location Description</b>	Town-wide
	<b>Planned Activities</b>	Perform major housing rehabilitation to 10-12 homes.
2	<b>Project Name</b>	Resources for Seniors Limited Repair Program
	<b>Target Area</b>	Town Center Area Town-wide
	<b>Goals Supported</b>	Decent Housing - Maintain/Increase stock of Affordable Housing Support Sustainable non-profit development
	<b>Needs Addressed</b>	Low- to Moderate-Income Senior Households
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Resources for Seniors will provide limited repair and mobility adaptation services to senior homeowners
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	11 LMI Senior Households
	<b>Location Description</b>	Town-wide – Scattered sites
	<b>Planned Activities</b>	Minor Repairs & ADA improvements for LMI households

<b>3</b>	<b>Project Name</b>	Rebuilding Together of the Triangle Limited Repair Program
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Decent Housing - Maintain/Increase stock of Affordable Housing Support Sustainable non-profit development
	<b>Needs Addressed</b>	Low- to Moderate-Income Households
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Rebuilding Together of the Triangle will provide weatherization and limited & emergency repairs for low-income homeowners
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	11 LMI Households
	<b>Location Description</b>	Town-wide – scattered site
	<b>Planned Activities</b>	Perform limited/emergency repairs to 11 homes using volunteer labor and donated materials.
<b>4</b>	<b>Project Name</b>	Habitat for Humanity of Wake County Single Family Housing
	<b>Target Area</b>	Town-wide – scattered site
	<b>Goals Supported</b>	Decent Housing - Maintain/Increase stock of Affordable Housing Support Sustainable non-profit development
	<b>Needs Addressed</b>	Low- to Moderate-Income Households
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Habitat for Humanity will develop two scattered site single family homes for low-income households.
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 LMI households
	<b>Location Description</b>	Town-wide – Scattered sites

	<b>Planned Activities</b>	Acquisition and land development in order to build two homes using volunteer labor and donated materials
<b>5</b>	<b>Project Name</b>	Tammy Lynn Center Rehabilitation of Housing
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Decent Housing - Maintain/Increase stock of Affordable Housing Support Sustainable non-profit development
	<b>Needs Addressed</b>	The Homeless and those at risk of homelessness Non-homeless individuals with special needs
	<b>Funding</b>	CDBG: \$125,000
	<b>Description</b>	Tammy Lynn will rehabilitate their supportive housing / the site of their residential services program.
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 households
	<b>Location Description</b>	303 North Montreal Court
	<b>Planned Activities</b>	Tammy Lynn will renovate and upgrade their supportive housing / the site of their residential services program.
<b>6</b>	<b>Project Name</b>	White Oak Foundation New Construction Housing
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Decent Housing - Maintain/Increase stock of Affordable Housing Support Sustainable non-profit development
	<b>Needs Addressed</b>	Low- to Moderate-Income Households
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	White Oak Foundation will use funds for pre-development costs to support the construction of 30 affordable homes.
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 households
	<b>Location Description</b>	1621 White Oak Church Road

	<b>Planned Activities</b>	White Oak Foundation will use funds for pre-development costs to support the construction of 30 affordable homes.
<b>7</b>	<b>Project Name</b>	Facade Improvement Program
	<b>Target Area</b>	Downtown Business Improvement District
	<b>Goals Supported</b>	Create Economic Opportunities for LMI Individuals
	<b>Needs Addressed</b>	LMI Individuals in marginal employment
	<b>Funding</b>	Town of Cary: \$50,000
	<b>Description</b>	The Town will provide matching loans in amounts up to \$10,000 to downtown businesses to improve their facades
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 Downtown businesses
	<b>Location Description</b>	Downtown Business Improvement District
	<b>Planned Activities</b>	Provide facade improvement loans to 10-12 downtown businesses to improve the appearance, function, and safety of the exteriors of their business.
<b>8</b>	<b>Project Name</b>	Section 108 Loan Repayments
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Create Economic Opportunities for LMI Individuals
	<b>Needs Addressed</b>	LMI Individuals needing employment
	<b>Funding</b>	Town of Cary General Fund/prior year CDBG: \$107,000
	<b>Description</b>	Repayment of HUD Section 108 Loan
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 jobs were created for LMI individuals
	<b>Location Description</b>	301 S. Academy Street
	<b>Planned Activities</b>	Repay Section 108 Loan
<b>9</b>	<b>Project Name</b>	Dorcas Ministries Strategic Plan Implementation
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Support Sustainable non-profit development

	<b>Needs Addressed</b>	LMI individuals in crisis, needing food or housing counseling
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	Develop new facilities to house their crisis ministries program in order to better serve clients and expand their thrift store.
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,000 LMI families
	<b>Location Description</b>	181 – 187 High House Road
	<b>Planned Activities</b>	Develop new facilities to house their crisis ministries program in order to better serve clients and expand their thrift store.
<b>10</b>	<b>Project Name</b>	White Oak Foundation Public Services
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Support Sustainable non-profit development
	<b>Needs Addressed</b>	LMI individuals in crisis or marginal employment
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	White Oak Foundation, Inc. provides community outreach and emergency assistance to low- and moderate-income individuals and families in need of assistance for rent, mortgage, utilities, and food.
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,000 LMI Families
	<b>Location Description</b>	1621 White Oak Church Road
	<b>Planned Activities</b>	White Oak provides food programs, crisis intervention, transportation and other services to seniors, children and other LMI individuals.
<b>11</b>	<b>Project Name</b>	Transitions Life Care (Hospice) Palliative Care Program
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	A suitable Living environment - Support Sustainable non-profit development,

	<b>Needs Addressed</b>	Non-homeless individuals with special needs
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	Transitions Life care provides palliative & end of life care for low- to moderate-income households on an assessed clinical needs basis irrespective of ability to pay
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	250 Low- and Moderate-Income Families
	<b>Location Description</b>	Town-wide – scattered site
	<b>Planned Activities</b>	Provide palliative care services to seriously/terminally ill LMI individuals and households.
<b>12</b>	<b>Project Name</b>	Planning, Administration, Public Outreach, Minimum Housing, Reserves
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Decent Housing -Maintain/Increase stock of Affordable Housing Expand Economic Opportunity - Support Sustainable non-profit development & A Suitable Living Environment
	<b>Needs Addressed</b>	Town planning, administration, public outreach, minimum housing, reserves
	<b>Funding</b>	CDBG: \$65,061; Town of Cary: \$40,000
	<b>Description</b>	The Town will administer the funds and programs outlined in the FY 19-20 Annual Action Plan, conduct public outreach, provide minimum housing support and begin work on the updated 5-Year Consolidated Plan.
	<b>Target Date</b>	Program Year
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Town-wide
	<b>Planned Activities</b>	Funds are used to support citizen participation efforts, fair housing and other activities. The Town will conduct administer the program and prepare the FY 2020-2024 Five Year Consolidated Plan. A small contingency is held in reserve for cost overruns in other CDBG funded activities.

## **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**

CDBG funds invested in public facilities and services will be located throughout the Town but all serve low-moderate income persons.

CDBG funds invested in housing programs managed by our non-profit partners and General Fund invested in the Owner-Occupied Housing Rehabilitation program will be dispersed to qualifying homeowners throughout the Town, however, older houses are concentrated within the Town Center Area Plan boundary (downtown Cary) where the majority of housing rehabilitation and new affordable housing initiatives have taken place in the past. The Town's FY 2015-2020 Consolidated Housing and Community Development Plan outlines and justifies this area by means of the latest U.S. Census data and through Town survey and studies.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
TOWN CENTER AREA	20
Town-wide	80

**Table 8 - Geographic Distribution**

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

Many of the rehabilitation projects are targeted to the downtown and the Maynard Loop area where the oldest inventory of housing and a significant proportion of low-income families and elderly residents reside. Other investments are provided by our community partners who serve low- and moderate-income clients throughout the community.

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

### **Introduction**

In 2015, the Town along with Wake County, City of Raleigh, Raleigh Housing Authority and Wake County Housing Authority formed a consortium to complete the Analysis of Impediments to Affirmatively Further Fair Housing Plan. The consortium worked with a consulting team that surveyed the community along with gathering data and input from the community to assess fair housing activities across the county. The Plan was completed in December 2015. This is currently being updated.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Regional Analysis of Impediments to Fair Housing Choice, completed in December 2015, identified two barriers (determinants) for the Town of Cary, which will be addressed as part of the Strategic Plan. Actions to be taken during the FY 19-20 Action Plan to address these barriers are discussed below:

The barriers, or impediments (determinants) that will be addressed in FY 19-20 are the following. The goal and action steps toward eliminating these impediments are also described below.

***Determinant: Cary's Planning Department is currently without a formal policy for ensuring that persons with limited English proficiency, a rapidly growing demographic in the Town, can access its housing and community development services and programs.***

Goal: Ensure that persons with limited English proficiency can access the affordable housing services and programs offered by the Town.

Priority Action: Town staff will continue to target fair housing education and outreach to our growing Hispanic and Asian populations of whom significant numbers have limited English proficiency to ensure that their housing choice is not limited.

***Determinant: Some elements of Cary's Comprehensive Plan and Land Development Ordinance could potentially reduce integration.***

Goal: Revise Cary's 2020 Affordable Housing Plan and Land Development Ordinance to connect the Town's fair housing requirements to its affordable housing needs.

Priority Action: In January 2017, Cary adopted its new "**Imagine Cary Community Plan**" which updates its affordable housing policies and directs affordable housing development to designated mixed-use and destination centers close to employment centers with access to public transit.

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

### **Introduction**

In addition to the \$390,000 in General Fund support included in this Plan, the Town of Cary provides funding for other community development related activities from its General Fund. As part of the Town's FY 2020 General Fund budget, the Town of Cary has allocated \$165,000 to support public services offered by non-profit organizations. The Town also provides staffing support of various programs, such as Project PHOENIX, GoCary Transit and Specialized Recreation, in addition to administration of the various programs outlined in this Plan. Project PHOENIX is a Town-wide partnership with rental communities to provide direct access to services throughout the year. GoCary Transit, provides Fixed-route and Paratransit services. The Town's Specialized Recreation Program offers an inclusive approach to recreation encouraging participants with and without disabilities to participate together. Staff for these programs are funded through the Town's General Fund and are provided in addition to the funds specifically included in this Plan.

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

The Town understands the importance of providing services and support for those who have special or underserved needs which may prevent these individuals from becoming homeless. Therefore, through a separate allocation of \$166,000, the Town provides support to area non-profit organizations that provide public services to Cary residents. Non-profits that receive funding include Big Brother/Big Sisters of the Triangle; the Caring Place, a homeless service provider; Interact, which provides shelter for homeless families and victims of domestic violence; the White Oak Foundation, a crisis intervention agency; Life Experiences (employment for developmentally disabled); Lucy Daniels, an educational support agency; Triangle Family Services; White Plains Children Center (after school care); and the Center for Volunteer Caregiving (senior services and transportation).

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

The Town assists with affordable housing and community development activities, through the Owner-Occupied Housing Rehabilitation Program. This program operates similarly to the CDBG-funded rehabilitation program, repairing owner occupied homes to meet code requirements and to provide a clean and safe living environment for the occupants. Program funds will be utilized for rehabilitation expenses including construction costs and certain administrative costs for preparation of cost estimates, bids and monitoring of work.

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

The Town of Cary is fortunate in that the vast majority (92%) of its housing stock was constructed after the ban on the use of lead-based paint was imposed in 1978. As such, the need to conduct a lead-based risk assessment in our housing rehabilitation program has been the exception rather than the rule. Our

policies for the Town's housing rehabilitation program call for any home built before 1978 to undergo an examination for lead-based paint presence and if any is found, an established checklist of steps to mitigate the LBP presence and protection of the work site.

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

At 5.5% of its total population, the Town of Cary has one of the lowest poverty rates in the region. Nonetheless, through the Consolidated Planning Process, the Town strives to strike a balance between housing and economic development activities that address the needs of poverty-stricken Cary residents. These efforts have included giving priority for funding to those with the greatest need, linking affordable housing to transportation services, implementing a rehabilitation program to prevent homelessness, and increasing the supply of both affordable rental and homeownership housing units. The Town is also using economic development incentives such as the Façade Improvement Program to increase the economic vitality of the downtown and therefore make several jobs available to nearby low-income residents. In addition to these efforts, the Town gives financial support to the activities of the Caring Place, Inc., Dorcas Ministries, White Oak Foundation, Habitat for Humanity, and CASA who all assist poverty-stricken families.

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

A majority of the CDBG funds are allocated to non-profit agencies to build a strong network of providers. A scope of work, budget and standard program requirements are set out in each grant agreement. Each sub-recipient is fully informed of the requirements it must follow and adhere to and support its activities with reimbursement requests in the form of invoices or other back-up documentation.

The Town has developed a Monitoring Plan that calls for full scheduled monitoring visits to be carried out in accordance with the grant agreements, and in compliance with HUD regulations. Scheduled monitoring of our sub-recipients has been in place since 2006. This does not include the many follow up phone calls, e-mail messages, and other technical assistance meetings at Town Hall and on-site that have occurred as projects were underway and became implemented. Monitoring procedures will continue for all CDBG projects, especially housing rehabilitation and non-profit sponsored projects.

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

The planning and implementation of affordable housing strategies in Cary relies on a formal and informal partnership between public, non-profit and private entities.

The Town Manager's Office, as the Town's lead implementation agency for affordable housing and the CDBG program, regularly coordinates with Town Departments and the Wake County Department of Housing Affordability & Community Revitalization. Town staff will continue to attend the Wake County

Housing Committee and the Raleigh Wake Partnership to End Homelessness which serve to coordinate affordable housing and homelessness issues on a county wide basis.

The Town is fortunate to have a small but active group of non-profit and private affordable housing developers working in Cary. Affordable housing subsidies offered by the Town through its Affordable Housing and CDBG programs has provided important leverage of private and non-profit resources to increase the supply of affordable units in Cary.

## **Discussion**

In addition to the agencies and programs funded through HUD's CDBG Program, the Town of Cary provides staffing support to various programs and funds several non-profit organizations through the use of General Funds. In combination, the CDBG funds and General Funds allow the Town to support the preservation of affordable housing, minimum housing, code enforcement, community outreach initiatives for families, healthy meals for low-income seniors, palliative care services and coordinated and referral services among many others

## Program Specific Requirements

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

#### Introduction

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.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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