

# 2019 Annual Action Plan

Community Development Block Grant  
HOME Investment Partnerships Program



**Terrebonne Parish Consolidated Government**

Department of Housing and Human Services

Community Development Division



# Executive Summary

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

### 1. Introduction

*Terrebonne Parish Consolidated Government receives federal entitlement funding from two programs; the Community Development Block Grant Program and the HOME Investment Partnerships Program. It is anticipated that in 2019 these two grant programs combined will bring \$1,252,217.00 into the Parish to support affordable housing, homeless assistance, and community development programs and projects.*

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

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

*The Terrebonne Parish Consolidated Government Department of Housing & Human Services' specific objectives and outcomes to address identified needs include:*

- *To ensure sustainability of decent affordable housing for low-income homeowners;*
- *To provide affordability and increase availability of decent rental housing;*
- *To provide availability and increase accessibility to economic opportunities; and*
- *To continue to collaborate with homeless providers to supply a continuum of services.*

### 3. Evaluation of past performance

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

*Over the last 30 years, the Housing Rehabilitation Program has successfully brought hundreds of owner occupied homes that were substandard up to Terrebonne Parish Code through either rehabilitation or replacement. This program has at least 500 hundred applicants on its waiting list and was identified as a high priority in the 2015-2019 Consolidated Plan. The Beautiful Beginnings Center, Tenant Based Rental Assistance, Head Start and CHDO Housing Development Programs have also met the "high priority needs" identified in the current and past Consolidated Plans by providing emergency shelter, permanent housing, child care centers, economic opportunities and affordable rental housing to needy low income persons in Terrebonne Parish. Details of past performance can be found in Terrebonne's Consolidated Annual Performance and Evaluation Reports (CAPERs).*

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

Summary from citizen participation section of plan.

*The Department of Housing and Human Services began the citizen participation process in October of 2018. A public notice was published in the Houma Courier, which is the official journal of Terrebonne Parish Consolidated Government, announcing that the draft 2019 Annual Action Plan was available for review and public comment for a thirty (30) day period. The review and comment period began on Monday, October 29, 2018 and concluded on Friday, November 30, 2018. A Public Hearing was held on Tuesday, November 27, 2018 from 5:00pm to 5:30pm at the following location of the Terrebonne Parish Consolidated Government:*

*Department of Housing and Human Services  
809 Barrow Street Houma, LA. (Town Hall Building)  
Contact: Kelli Cunningham  
(985) 873-6892  
[kcunningham@tpcg.org](mailto:kcunningham@tpcg.org)*

*The document was available for review Monday through Friday from 9:00 a.m. to 4:00 p.m. and was also available on the Terrebonne Parish Consolidated Government website  
[http://www.tpcg.org/index.php?f=community\\_development&p=index](http://www.tpcg.org/index.php?f=community_development&p=index)*

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

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

*No written comments from the public were recieved.*

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

*No comments or views were rejected.*

#### **7. Summary**

*This Annual Action Plan was developed to address the needs of Terrebonne Parish's low-income community as a result of citizen's views and the experience of agencies that serve Terrebonne's low-income, elderly, homeless and disabled residents, as well as the needs expressed during 5-Year Consolidated Plan process.*

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

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

*The lead agency in coordinating the consolidated planning process is the Terrebonne Parish Department of Housing and Human Services. This institutional structure provides a suitable model for coordination of this strategy, since all federal and state programs that benefit low-income residents must in some way coordinate with the Housing and Human Services Department. An important strength in the local system is that one primary Parish agency, the Department of Housing and Human Services, administers the funding for all HUD entitlement programs. Terrebonne Parish does not receive an entitlement allocation of ESG funding, but is obtained through a regional competitive process.*

#### **Consolidated Plan Public Contact Information**

*Kelli Cunningham, Community Development Administrator  
809 Barrow Street  
Houma, LA 70360  
[kcunningham@tpcg.org](mailto:kcunningham@tpcg.org)  
985-873-6591*

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

### **1. Introduction**

*The Terrebonne Department of Housing and Human Services collaborates with public and private non-profit agencies on a continual basis to identify and address housing, homeless and public service needs.*

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

*The Terrebonne Parish Department of Housing and Human Services coordinates all Section 8, Family Self-Sufficiency, Community Development Block Grant Entitlement, HOME Entitlement, Head Start, Community Services Block Grant, Low Income Home Energy Assistance and Louisiana ESG activities. Through a long lasting partnership with the Houma-Terrebonne Housing Authority and many other private non-profit housing agencies in Terrebonne Parish that serve low-income and homeless citizens, coordination of services and referrals are made regularly. A relationship is maintained with mental health and homeless providers through the local Continuum of the Care, the Louisiana Coastal Homeless Coalition.*

#### **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.**

*Department staff coordinates services with Start Corporation, the lead Continuum of Care agency and other member service providers that assist the homeless and at-risk of homeless populations on a regular basis. Department staff also participates in monthly Continuum of Care meetings and homeless point in time surveys. Community Development Block Grant public service dollars are allocated on an annual basis to supplement Louisiana ESGP funds for the operation of the Beautiful Beginnings Center; Terrebonne Parish’s homeless facility for families with children. In addition, HOME funds are used to support a Tenant Based Rental Assistance Program that provides rental subsidies for up to 24 months to persons successfully exiting a homeless shelter and are working at least 30 hours per week.*

*On August 23, 2018, the Louisiana Balance of State Continuum of Care announced that it would include the Housing and Human Services Department’s application in the amount of \$150,000.00 for a Rapid Re-Housing project in its collaborative application to the Department of Housing and Urban Development. This project will address the unmet need of permanent housing for literally homeless individuals and families.*

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

*The Department of Housing and Human Services is a member agency of the Louisiana Balance of State Continuum of Care (LA BOSCO) Houma Region. Houma Region members nominate and vote to appoint the lead ESG state applicant. The lead applicant determines how to allocate ESG funds in its application to the state grantor, the Louisiana Housing Corporation. The Department has a staff member that serves on LA BOSCO written standards committee that develops performance standards for projects and activities assisted with ESG funds. As required to remain a member in good standing, the Department abides by the HMIS policies and procedures that have been established. In addition to attending quarterly LA BOSCO meetings, the Department attends regularly scheduled local Continuum of Care meetings.*

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

**Table 1 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	OPTIONS FOR AFFORDABLE HOUSING
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	<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 Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with Options for Affordable Housing on a continual basis.
2	<b>Agency/Group/Organization</b>	START CORPORATION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Services-homeless

	<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 Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with Start Corporation on a continual basis.
4	<b>Agency/Group/Organization</b>	Terrebonne Parish Head Start
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Other government - Local
	<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 Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with Head Start on a continual basis.

5	<b>Agency/Group/Organization</b>	Terrebonne Parish Section 8 Program
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Other government - Local
	<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 Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with the Section 8 office on a continual basis.
6	<b>Agency/Group/Organization</b>	Terrebonne Parish Human Development Division
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Other government - Local

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Strategy  Non-Homeless Special Needs  Anti-poverty Strategy</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with the Human Development office on a continual basis.</p>
7	<p><b>Agency/Group/Organization</b></p>	<p>Terrebonne Readiness and Assistance Coalition</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  Services - Housing  Services-Education  Disaster Recovery</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Strategy  Non-Homeless Special Needs</p>

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with Terrebonne Readiness and Assistance Coalition on a continual basis.
8	<b>Agency/Group/Organization</b>	Houma Terrebonne Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons
	<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 Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency attended a Consolidated Plan and Community Partners Needs Assessment meeting. The TPCG Community Development Division consults and coordinates services with the Houma Terrebonne Housing Authority on a continual basis.

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

*No specific agency types were intentionally left out of the public participation process.*

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Louisiana Balance of State Continuum of Care	The strategic plan provides for a set of goals for addressing homelessness, which are supported by the Louisiana Balance of State Continuum of Care.
Local Homeless Coalition	Louisiana Coastal Homeless Coalition	The strategic plan provides for a set of goals for addressing homelessness, which are supported by the Louisiana Coastal Homeless Coalition.

**Table 2 – Other local / regional / federal planning efforts**

**Narrative (optional)**

*Terrebonne Parish Consolidated Government works closely with the local non-profit partner agencies and other departments within the local government in the provision of programs to address local issues covered by the Consolidated Plan. The Community Development Division is part of the Housing and Human Services Department, which coordinates unduplicated services with the Section 8, Head Start and Human Development Divisions.*

**AP-12 Participation – 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

**Summarize citizen participation process and how it impacted goal-setting**

*The Department of Housing and Human Services began the citizen participation process in October of 2018. A public notice was published in the Houma Courier, which is the official journal of Terrebonne Parish Consolidated Government, announcing that the draft 2019 Annual Action Plan was available for review and public comment for a thirty (30) day period. The review and comment period began on Monday, October 29, 2018 and concluded on Friday, November 30, 2018. A public hearing was held on Tuesday, November 27, 2018 from 5:00pm to 5:30pm.*

*Goal setting was based on the needs (request for assistance) of Terrebonne Parish’s low-income community, the experience of agencies that serve Terrebonne’s low-income, elderly, homeless and disabled residents, as well as the needs expressed during the Annual Action Plan and 5-Year Consolidated Plan process*

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community		No comments regarding the plan were received.	No comments were rejected.	

**Table 3 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

*Terrebonne Parish Consolidated Government receives federal entitlement funding from two programs, the Community Development Block Grant Program and the HOME Investment Partnerships Program. It is anticipated that in Year 5 these two grant programs combined will bring \$1,252,217.00 into the Parish to support affordable housing, homeless, and community development programs and projects.*

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	925,546	0	47,783	973,329	0	See Goal Descriptions under AP-20
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	326,671	0	100,000	426,671	0	See Goal Descriptions under AP-20

**Table 4 - Expected Resources – Priority Table**

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

CDBG funds will leverage Head Start dollars by funding the cost of two classrooms and supplementing program delivery. These funds will also leverage State Emergency Solutions Grant dollars that fund the operation of Terrebonne's homeless facility for families with children.

HOME match requirements will be satisfied with local general fund dollars.

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

Terrebonne Parish Consolidated Government will continue to donate adjudicated property to non-profit developers for the development of affordable housing.

**Discussion**

Terrebonne Parish Consolidated Government has allocated 1.2 million in CDBG and HOME funds for the FY 2019 program year. These funds will be used to provide housing and public service programs as described under AP-20 Goal Descriptions.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner-Occupied Housing Rehabilitation	2015	2019	Affordable Housing	Parishwide	Affordable Owner Housing	CDBG: \$999,214 HOME: \$263,736	Homeowner Housing Rehabilitated: 25 Household Housing Unit
2	Head Start Operations	2015	2019	Non-Housing Community Development	Parishwide	Head Start/Child Care Centers	CDBG: \$11,000	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted
3	Homeless Shelter Operations	2015	2019	Homeless	Parishwide	Emergency Shelter Homeless Supportive Services	CDBG: \$120,000	Homeless Person Overnight Shelter: 70 Persons Assisted
4	Tenant Based Rental Assistance	2015	2019	Affordable Housing Public Housing	Parishwide	Affordable Rental Housing	HOME: \$127,461	Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted
5	Community Development Housing Organizations	2015	2019	Affordable Housing	Parishwide	Affordable Rental Housing	HOME: \$152,000	Rental units constructed: 1 Household Housing Unit

**Table 5 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Owner-Occupied Housing Rehabilitation
	<b>Goal Description</b>	Housing rehabilitation, emergency repair, modifications for disabled homeowners and replacement to improve sustainability and affordability of owner occupied housing.
2	<b>Goal Name</b>	Head Start Operations
	<b>Goal Description</b>	Childcare development activities are an important component in securing self-sufficiency for low-income families. CDBG funds will supplement the cost of service delivery and afford the lease of two classrooms, which will benefit 200 low income families.
3	<b>Goal Name</b>	Homeless Shelter Operations
	<b>Goal Description</b>	Provision of temporary housing and supportive services that promote self-sufficiency for families with children. CDBG will provide matching funds to leverage competitive Emergency Soutions Grant funding for the operation of the Beautiful Beginnings Center.
4	<b>Goal Name</b>	Tenant Based Rental Assistance
	<b>Goal Description</b>	Provision of rental subsidies to families successfully exiting temporary shelter for up to twenty-four months to ease the burden of rent while attempting to become self-sufficient.
5	<b>Goal Name</b>	Community Development Housing Organizations
	<b>Goal Description</b>	Allocation of at least 15% of annual Home Investment Partnerships Program funds to certified Community Development Housing Organizations as required by HUD for the provision of affordable housing.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

*The following projects have been assigned for 2019 to address priority needs. Needs are based on demand, consultation from non-profit service providers and community input.*

### Projects

#	Project Name
1	CDBG Administration
2	CHDO Housing Development
3	Head Start Operations
4	Home Administration
5	Homeless Shelter Operations
6	Housing Rehabilitation
7	Rehabilitation Administration
8	Tenant Based Rental Assistance

**Table 6 - Project Information**

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

*The projects listed above were selected in accordance with their consistency with the priorities established through the Consolidated Plan public meetings, demand for services and agency surveys. These projects meet needs enumerated in the needs assessment and prioritization process to the extent that funding is available.*

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Head Start Operations Owner-Occupied Housing Rehabilitation Homeless Shelter Operations
	<b>Needs Addressed</b>	Head Start/Child Care Centers Emergency Shelter Affordable Owner Housing
	<b>Funding</b>	CDBG: \$185,109
	<b>Description</b>	Management, oversight and coordination of the Community Development Block Grant Program.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	809 Barrow Street, Houma, LA 70360
	<b>Planned Activities</b>	Administration and oversight
2	<b>Project Name</b>	CHDO Housing Development
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Community Development Housing Organizations
	<b>Needs Addressed</b>	Affordable Rental Housing
	<b>Funding</b>	HOME: \$49,001
	<b>Description</b>	Loan assistance to designated CHDO's to develop, purchase and rehabilitate affordable housing units that will be made available to lower income families.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This rental housing unit will provide affordable housing for low-income families. The affordability period will be 20 years.
	<b>Location Description</b>	Undetermined at this time
	<b>Planned Activities</b>	Development of 1 affordable single family rental unit.
3	<b>Project Name</b>	Head Start Operations
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Head Start Operations
	<b>Needs Addressed</b>	Head Start/Child Care Centers
	<b>Funding</b>	CDBG: \$11,000

	<b>Description</b>	Activities include funding the rental cost of classroom sites and other costs associated with service delivery. Individual applications will be taken to determine income eligibility. CDBG National Objective Eligibility 570.208(a)(2)(B) Activities benefiting low- and moderate income person/Limited clientele activities/Family size and income
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 200 low income families will benefit from this project.
	<b>Location Description</b>	Centers are Parishwide. Administrative operations are located at 809 Barrow Street, Houma, LA.
	<b>Planned Activities</b>	Child development and family self sufficiency.
<b>4</b>	<b>Project Name</b>	Home Administration
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Tenant Based Rental Assistance Owner-Occupied Housing Rehabilitation Community Development Housing Organizations
	<b>Needs Addressed</b>	Transitional Housing Affordable Rental Housing Affordable Owner Housing
	<b>Funding</b>	HOME: \$32,667
	<b>Description</b>	Program oversight, coordination and planning.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	809 Barrow Street, Houma, LA 70360
	<b>Planned Activities</b>	Oversight, coordination and planning
<b>5</b>	<b>Project Name</b>	Homeless Shelter Operations
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Homeless Shelter Operations
	<b>Needs Addressed</b>	Transitional Housing Homeless Supportive Services
	<b>Funding</b>	CDBG: \$120,000
	<b>Description</b>	Local match for the State Emergency Solutions Grant that finances the operation of the Beautiful Beginnings homeless shelter for families. CDBG National Objective Eligibility 570.208(a)(2)(i)(A) Activities benefiting low- and moderate income person/Presumed low-income/homeless persons.

	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	70 homeless persons that include families with minor children
	<b>Location Description</b>	300 Bond Street, Houma, LA 70360
	<b>Planned Activities</b>	Emergency housing and supportive services that promote self-sufficiency
6	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Affordable Owner Housing
	<b>Funding</b>	CDBG: \$394,437 HOME: \$205,003
	<b>Description</b>	Rehabilitation of owner occupied single family units to meet code. Individual applications are taken to determine eligibility. CDBG National Objective Eligibility 570.208(a)(3) Activities benefiting low- and moderate income persons/Housing activities/Home Investment Partnership Program Eligibility 92.205 (a)(1) and (4)
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that 25 low income homeowner families with benefit from activities
	<b>Location Description</b>	Parishwide. Project administration will be undertaken at 809 Barrow Street, Houma, LA 70360
	<b>Planned Activities</b>	Owner occupied housing rehabilitation and emergency repair.
7	<b>Project Name</b>	Rehabilitation Administration
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Owner-Occupied Housing Rehabilitation
	<b>Needs Addressed</b>	Affordable Owner Housing
	<b>Funding</b>	CDBG: \$215,000
	<b>Description</b>	Project delivery and service costs associated with the administration of the housing rehabilitation reconstruction program, which includes application intake, eligibility screening, case management, inspections and construction management. CDBG National Objective Eligibility 570.208(a)(3) Activities benefiting low- and moderate income persons/Housing activities
	<b>Target Date</b>	12/31/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 50 low income homeowner families will benefit
	<b>Location Description</b>	Parishwide. Project Administration be will undertaken at 809 Barrow Street, Houma, LA 70360
	<b>Planned Activities</b>	Inspections, application in-take, case management and construction management
<b>8</b>	<b>Project Name</b>	Tenant Based Rental Assistance
	<b>Target Area</b>	Parishwide
	<b>Goals Supported</b>	Tenant Based Rental Assistance
	<b>Needs Addressed</b>	Transitional Housing Affordable Rental Housing
	<b>Funding</b>	HOME: \$40,000
	<b>Description</b>	The Terrebonne Parish TBRA Program provides rental assistance payments to homeless families for up to 24 months. Individual applications are taken to determine if applicants meet HUD income guidelines and definition of homeless. A referral from a homeless assistance agency must be submitted with each application. Participants must be working or enrolled in school to remain eligible. HOME Investment Partnership Program Eligibility 92.209 Tenant Based Rental Assistance
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 Homeless families transitioning to self-sufficiency
	<b>Location Description</b>	Parishwide
	<b>Planned Activities</b>	Rental subsidies for families successfully exiting temporary shelter or transitional housing

## **AP-50 Geographic Distribution – 91.220(f)**

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

*Assistance will be directed to all eligible low-income citizens throughout the entire entitlement area parishwide. Two Head Start classrooms are located within the Houma-Terrebonne Housing Authority's Senator Circle location, however service is not limited to residents of Senator Circle.*

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

*Terrebonne Parish Consolidated Government adheres to the belief that it is important for community development activities to benefit the citizens and areas throughout the parish. As CDBG and HOME funds are targeted to benefit very low to low-income persons, these monies are used for parish-wide projects and programs that directly benefit the intended groups.*

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

*The annual goals listed previously specify the following production numbers for housing assistance and for homelessness, non-homeless, and special needs populations.*

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	10
Non-Homeless	26
Special-Needs	0
Total	36

**Table 7 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	10
The Production of New Units	1
Rehab of Existing Units	25
Acquisition of Existing Units	0
Total	36

**Table 8 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

*The goals listed above are projections for activities funded by CDBG and HOME. It is anticipated that TPCG will continue to work with local non- and for-profit agencies to provide additional programs that support affordable housing and sustainability.*

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

*The Houma-Terrebonne Housing Authority is a quazi-governmental entity that is not under the the direction of Terrebonne Parish Consolidated Government, however there is collaboration regarding programs and services of mutual interest.*

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

*CDBG funds will be used to supplement the cost of two Head Start classrooms that are located within the Senator Circle public housing complex in 2019; USDA Commodities will be distributed quarterly by the Department of Housing and Human Services at Bayou Towers, the public housing complex for the elderly and at a site within walking distance of Senator Circle; and the TPCG Community Development Division will also continue to provide technical assistance to the Houma-Terrebonne Housing Authority for the completion of HUD Environmental Review requirements.*

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

*Resident meetings are held on the first Thursday of each month at Bayou Towers location and the second Thursday of each month at the Senator Circle location in an effort to resolve any housing related issues and make recommendations for improvement.*

*The Opportunity Now Program offered by the Houma-Terrebonne Housing Authority creates paths for self-sufficiency by providing GED courses, certified nursing assistant classes, life skills training, work readiness and youth empowerment classes.*

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

*The PHA is not designated as troubled.*

### **Discussion**

*The Houma-Terrebonne Housing Authority Executive Director, Nikita Gilton can be contacted directly at 985-876-4755 for specific questions regarding the agency's mission, goals and overall objectives.*

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

### **Introduction**

*Terrebonne Parish Consolidated Government is a member of the Louisiana Balance of State Continuum of Care (LA BOSCO) and the Louisiana Coastal Homeless Coalition. As a member, Terrebonne Parish Consolidated Government adheres to the strategies and goals set forth by the membership. The LA BOSCO In addition to submitting an application to the annual U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program Notice of Funding Availability (NOFA), the LA BOSCO's major functions are as follows:*

- *Ensuring the efficient, effective, and ethical delivery of housing and supportive services;*
- *Providing training, technical assistance, and leadership to providers of homeless services;*
- *Promoting community-wide commitment to the goal of ending homelessness;*
- *Educating the public, public officials, and other stakeholders about homelessness and homeless services.*

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

*Persons experiencing homelessness will be directed to the LA BOSCO coordinated entry staff for the Houma Region located at Start Corporation's office located 157 New Orleans Boulevard, Houma, LA. Assessment staff will follow the LA BOSCO Coordinated Entry Policy and Procedures. A standardized assessment process (VI-SPDAT) will be used to gather information on needs, preferences and the barriers to regaining housing. HMIS documentation will also be collected and recorded. Once the assessment has been completed, coordinated entry staff will follow established policies and procedures to prioritize households for referral to appropriate and available housing and supportive services resources.*

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

*Terrebonne Parish Consolidated Government and member agencies of the Louisiana Coastal Homeless Coalition intend to continue to provide the following facilities and services.*

*Beautiful Beginnings Center This emergency shelter for families with children is owned and operated by Terrebonne Parish Consolidated Government's Housing and Human Services Department. Residents are required to work to remain sheltered. Supportive services and assistance in transitioning into permanent housing for each family is provided. The Department also offers a match savings program to families residing at the Beautiful Beginnings Center. Resident savings are matched up to \$500.00 for payment directly to vendors for permanent housing costs upon exit.*

Bunk House Shelter This private non-profit agency provides emergency shelter to homeless men. Residents must be working or willing to work to remain sheltered. The Terrebonne Parish Section 8 Program administers a Single Room Occupancy Program (SRO) for single-men transitioning from emergency shelter.

The Haven This private non-profit provides housing assistance to victims of domestic violence and operates Margaret's Home, an emergency shelter for up to 14 women and children. It also provides support services to victims suffering from emotional, physical, and sexual abuse.

Tenant Based Rental Assistance (TBRA) Terrebonne Parish Consolidated Government's Housing and Human Services Department administers a Tenant Based Rental Assistance Program, which provides housing subsidies for up to 24 months to homeless families successfully transitioning from emergency shelter. This program is funded with Home Investment Partnerships Program funding.

Transitional Living Center An 8 bed transitional residential facility for persons with mental disabilities owned and operated by Start Corporation.

Visions II A permanent supportive housing program offered by Start Corporation for veterans ages 18 and older and persons 18 to 30 who are homeless and mentally disabled.

Supportive Services for Veteran Families Skilled supportive services offered by Start Corporation to help veterans and their families obtain and maintain safe and affordable permanent housing.

New Start for Veterans Owned and operated by Start Corporation, this 12 unit transitional housing apartment complex offers housing and supportive services to veterans with disabilities.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Many homeless individuals and families have complex barriers that must be addressed before they are able to maintain themselves in permanent housing. Social Workers and/or Case Managers will assist individuals in identifying these barriers, whether they are personal barriers requiring mental health or substance abuse treatment, or various other barriers, such as a lack of child care or the need for employment training. Once barriers are identified, services to address these barriers must be identified and linkages to supportive services established. While some supportive services, such as training in daily living skills and budgeting, are available in shelters or transitional programs, most will be provided

*through linkages made to governmental programs and non-profit service providers by case managers.*

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

*The Louisiana Coastal Homeless Coalition provides homeless prevention through a network of member agencies to help prevent at-risk individuals and families from becoming homeless. These agencies provide crisis intervention that includes, but is not limited to case management, counseling, rental assistance, mortgage assistance, utility assistance, food, clothing, medicine, emergency home repair and job training. The coalition also participates in the statewide homeless prevention discharge plan. This results in a proactive coordinated system detailing protocols with local releasing institutions that have put them in place. The discharge plan addresses post discharge needs including housing, case management, employment, health care, identification documents, mental health, substance abuse, and other supportive services.*

*The Department of Social Services (DSS), Office of Community Services, as the public child welfare agency in Louisiana along with Region III's Office of Community Services has implemented policies and procedures designed to avoid discharging foster care youth into homelessness to the maximum extent practicable.*

*The Department of Health and Hospitals (DHH) relative to "Addictive Disorders" along with Region III's Office for Addictive Disorders will not discharge people into homelessness and has developed a continuum of care to allow individuals to go into housing. The discharge plan begins upon entry into the program. Supportive services are provided once temporary or permanent housing is located.*

*The Louisiana Office of Mental Health (OMH) along with Region III's Office of Mental Health has directed publicly funded mental health institutions to avoid discharging persons into homelessness, to the maximum extent practicable. Furthermore, upon an individual being diagnosed with a mental illness, an individualized discharge plan is created.*

*The Louisiana Department of Corrections (DOC) along with Region III's Department of Corrections has directed publicly funded correctional institutions to avoid discharging persons into homelessness, to the maximum extent practicable.. Furthermore, each inmate has an individualized re-entry plan that begins upon arrival into the correctional facility. The plan covers areas including housing, education, risk assessment, substance abuse, health and mental health. Resource fairs are held for inmates just prior to release to allow them to connect with agencies providing the services they will need upon release.*

*Housing has been identified by the Corrections Department as a key component in the discharge plan followed by employment. An online training was developed by the Department of Discharge Planning called, "Preventing Homelessness – Discharge Planning from Correctional Facilities". The state-wide training focuses on the housing needs of released prisoners.*

## **Discussion**

*The member agencies of the Louisiana Coastal Homeless Coalition work closely together to meet the needs of homeless individuals and families through the continuum of unduplicated services coordinated through the partnership.*

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

### **Introduction:**

*No public policies have been identified that have a negative effect on affordable housing and residential investment.*

**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**

*N/A*

### **Discussion:**

*While there are a number of market forces at work that make affordable housing development difficult, such as construction and land costs, the impact of public policy is not a major factor.*

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

*Terrebonne Parish Consolidated Government’s Department of Housing and Human Services provides a variety of services to the residents of Terrebonne Parish that are funded by various Federal, State and local sources in addition to CDBG and HOME that provide additional resources to help meet underserved needs.*

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

*The Parish will continue to seek new funding sources for programs to address underserved needs. The lack of adequate funding is the major obstacle in providing the services needed.*

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

*The Housing and Human Services Department will continue its Tenant Based Rental Assistance, Section 8 and Family Self-Sufficiency Programs, which foster affordable rental housing. The Department will also continue to provide the Housing Rehabilitation/Replacement and Weatherization Programs in an effort to maintain affordable owner housing in Terrebonne.*

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

*The Section 8 and Tenant Based Rental Assistance Programs require that housing units meet HUD Housing Quality Standard regulations that include standards for peeling and/or chipping paint. Landlords will be given the opportunity to bring housing units into compliance with lead-based paint requirements; however failure to do so will result in the housing unit being disqualified.*

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

*It is anticipated that the following Terrebonne Parish programs will reduce or assist in reducing the number of households living in poverty.*

*Section 8 Housing Assistance Program (985) 873-6799 this program allows families to pay no more than 40% of their household income to basic housing costs. When including the value of housing subsidy payments made by the Parish for rental assistance, many families on this program are able to avoid falling below the poverty line.*

*Family Self Sufficiency this Section 8 Program provides all participants the opportunity to take part in the Family Self Sufficiency Program. This program encourages families to enter into a five year contract that sets specific goals to be obtained. As income increases during the contract period rental payments that*

*are reduced to the landlord are deposited into an escrow account. Once the self sufficiency goals have been obtained and/or the participant no longer requires housing assistance payments, they are allowed to withdraw the funds that were deposited into their account.*

*Weatherization (985) 873-6817 funds are received from the U.S. Department of Energy through the Louisiana State Department of Social Services to assist low-income families, particularly the elderly and handicapped, to make their homes more energy efficient.*

*CSBG Grants (985) 873-6817 the U.S. Department of Labor through its CSBG grants will fund a variety of human and economic development services and activities for low-income families and individuals. These activities will be used to assist low income people to become financially stabilized through budget management, crisis intervention strategies, short term mortgages/rent, first month's rent and utilities.*

*LIHEAP (985) 873-6817 the Low Income Home Energy Assistance Program provides emergency assistance for energy bills for low-income families. Funds are received from the U.S. Department of Energy through the Louisiana State Department of Social Services.*

*FEMA (985) 873-6817 these funds are received from the U.S. Department of Federal Emergency Management Agency through the Emergency Food and Shelter National Board Program. Emergency rent assistance or mortgage payments will be provided for needy low-income families.*

*Commodities (985) 873-6817 the U.S. Department of Agriculture Surplus Commodities Program provides food for low-income families on a quarterly basis. Approximately 1200 families utilize this program throughout the year. Monies typically used to purchase food can be expended on other family necessities.*

*Head Start (985) 580-7273 daycare services are provided for 200 children yearly, allowing parents to become employed or to participate in educational programs thus fostering economical opportunities.*

*Housing Rehabilitation/Reconstruction (985) 873-6798 of the households to benefit from this program, 80% are expected to be below poverty. The housing program will not raise families out of poverty, but will allow these families to make better use of their limited incomes.*

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

*The Department will continue to coordinate with the Louisiana Coastal Homeless Coalition, the Houma-Terrebonne Housing Authority, Community Housing Development Organizations and other local service providers to leverage funds and to provide a strong referral network and unduplicated services to address priority needs in Terrebonne.*

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

*The Department will continue to work with the Houma Terrebonne Community Development Corporation, (HTCDC) Community Housing Development Organizations (CHDO), local lenders and other housing agencies to identify opportunities to create partnerships for project finance and development.*

**Discussion:**

*The actions planned are primarily the continuation of the existing synchronization with local agencies to leverage funding. No major obstacles in the institutional structure have been identified.*

## Program Specific Requirements

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

#### Introduction:

The following provides details on program specific requirements for the Community Development Block Grant and HOME Investment Partnerships Program. Terrebonne Parish Consolidated Government does not receive Emergency Solutions Grant Entitlement funding.

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

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

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

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

#### Other CDBG Requirements

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

100.00%

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

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

*Terrebonne Parish Consolidated Government is currently administering a Disaster In-Fill Housing Program. To date, 21 housing units have been developed by participating non-profit agencies and have been made available to low-income renters.*

*On October 1, 2018, TPCG was awarded an additional \$438,000.00 from the Louisiana Housing Corporation to develop additional units.*

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

*Due to funding constraints, no HOME funded homebuyer activities will be offered in 2019.*

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

*HUD regulations require that 15% of each annual allocation be set-aside for Community Housing Development Organizations (CHDO). It is anticipated that funds will be loaned to a CHDO for either new construction or acquisition and rehabilitation. Loan agreements typically have a 25 year term and require affordability for the life of the agreement. Sale of a property to another party may occur only with the approval of the PARISH; and the purchaser shall assume all obligations of the CHDO under the agreement, the note, the mortgage, and the deed covenants.*

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

*HOME funds will not be used to rehabilitate multifamily housing.*