



Council Action and Executive Summary

Item # 6 Ordinance/Resolution# 13-149

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of May 6, 2013
(Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION APPROVING THE 2013 ACTION PLAN AS PART OF THE 2011-2015 CONSOLIDATED PLAN FOR THE CITY OF LAS CRUCES. THE RESOLUTION AUTHORIZES CITY STAFF TO SUBMIT THE 2013 ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND INCORPORATE NECESSARY AGREEMENTS WITH OUTSIDE PARTNERING AGENCIES.

PURPOSE(S) OF ACTION:

To approve the 2013 Action Plan for the City and other related actions.

COUNCIL DISTRICT: N/A		
<u>Drafter/Staff Contact:</u> Vera Zamora	<u>Department/Section:</u> Community Development/ Planning & Neighborhood Services	<u>Phone:</u> 528-3194
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

This Resolution approves the 2013 Action Plan, a part of the 2011-2015 Consolidated Plan for the City of Las Cruces. The 2013 Action Plan, as mandated by the U.S. Department of Housing and Urban Development (HUD), is required to be completed by each entitlement community in order to utilize the funds for both the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs.

The City of Las Cruces adopted the 2011-2015 Consolidated Plan in May 2011, which contains the following six identified strategic plan goals:

<u>Goals</u>	<u>Title</u>
A	Increase the supply of affordable housing units for low to moderate income homebuyers.
B	Increase the affordability of rental housing for the City's lowest income renters.
C	Preserve existing affordable housing stock.
D	Assist special needs populations with social services and housing needs.
E	Implement the City 2011 Fair Housing Action Plan.
F	Improve public infrastructure, economic and housing conditions.

The 2013 Action Plan is the funding mechanism for the CDBG and HOME funds from HUD and must be consistent with the strategic plan policies established within the Consolidated Plan. The 2013 Action Plan Program Year is from July 1, 2013 through June 30, 2014, which coincides with the City's Fiscal Year 2014. The 2013 Action Plan has estimated funding limits, by program, as follows:

	HUD Entitlement	Program Income	Program Total
CDBG:	\$745,000.00	\$50,000.00	\$ 795,000.00
HOME:	\$320,000.00	\$41,000.00	\$ 361,000.00
Funding Total			\$1,156,000.00

These estimated funding levels for both HOME and CDBG entitlement funds for Program Year 2013 are based off of Program Year 2012 amounts. Program income for the CDBG Program represents a decrease from the Program Year 2012 amount while the program income for HOME is estimated at a slightly higher amount than Program Year 2012. The program income decrease for CDBG is due to a smaller loan portfolio from existing home rehabilitation loans which have been decreasing due to collection efforts by staff and payoffs by clients. The program income increase for HOME is due to existing loans to multi-family rental projects that have deferment periods that have expired or the amount of payment is on a schedule to increase. The total funding represents an overall 4.2% decrease.

The public service activities proposed from the CDBG funding in 2013 were developed following the City's adopted CDBG Public Services Guide. The activities listed are those recommended for funding by the City's Health and Human services Advisory Committee (HHSAC). The recommended CDBG Public Service activities are consistent with the adopted Consolidated Plan. The CDBG Public Services funds are awarded based on the first year's funding cycle as contained within the Public Services Guide.

The HHSAC recommends the following CDBG Public Service agencies for funding, as part of the 2013 Action Plan:

<u>AGENCY</u>	<u>RECOMMENDED FUNDING AMOUNT</u>
▪ St. Luke's Health Care Clinic	\$17,225.00
▪ Jardin de los Niños	\$17,225.00
▪ La Casa Inc.	\$17,225.00
▪ Mesilla Valley Community of Hope	\$17,225.00
▪ Amistad Family Services Inc.	\$10,500.00
▪ New Mexico Legal Aid	\$16,000.00

The 2013 Action Plan, excluding Public Services, was developed using criteria that provides a balance between:

- Public comments received at the City's Public Hearings held on December 12 and 13, 2012 and April 9 and 11, 2013, as well as emails and other comments received during the 30-day public comment period;

- Applications received by the City and the respective project's ability to meet the priorities of the Consolidated Plan;
- Continuation or completion of previously started projects;
- Priority of affordable housing programs and projects over non-housing projects;
- Due to limited HOME funds, the City has implemented a policy within the Action Plans whereby HOME funds alternate each year for use in developing owner-occupied and rental housing projects and 2013 is dedicated to multi-family housing and homeownership development;
- Due to limited CDBG funds, the City has implemented a policy within the Consolidated Plan whereby CDBG funds proposed for public facilities, public infrastructure, or economic development purposes that 50% of the funding for a project must come from a source other than CDBG.
- Compliance with all of the HUD and City regulations and policies; and
- Feasibility of the project being completed in a timely manner for CDBG funding (i.e. CDBG timeliness requirement for expenditures) or contractual requirements for the HOME Program (i.e. projects that can be under contract within 2 years and fully expended within 4 years).

The Resolution authorizes the 2013 Action Plan, once approved, to be signed by the Assistant City Manager/Chief Operating Officer for submittal to HUD. The Resolution further authorizes staff to develop and the Assistant City Manager/Chief Operating Officer to execute contracts and/or agreements with the CDBG Public Service agencies and HOME Community Housing Development Organizations (CHDO's), utilizing standard agreements/contracts without future City Council approval. All other activities will require City Council approval prior to the expenditure of funds.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", the 2013 Action Plan.
3. Attachment "A", Source of Funds Chart.
4. Attachment "B", Projects by Category and by Funding Source with Cross Reference to Strategic Plan Goals and Objectives.
5. Attachment "C", Use of Funds Chart by Category and Funding Source.
6. Attachment "D", Minutes and sign-in sheets from the public hearings.
7. Attachment "E", Draft, unapproved minutes from the HHSAC meeting of March 19, 2013, that adopted the CDBG Public Service funding recommendations.
8. Attachment "F", Copies of public comments received via e-mail or letter, if any.

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue?	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>2000</u> in the amount of <u>\$1,156,000.00</u> for <u>FY2014</u>
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

The \$1,156,000.00 represents the proposed combined, total budget for both the Community Development Block Grant and HOME Investment Partnership Programs within the next fiscal year budget (i.e. this is the anticipated HUD funds and project program income for each program to be received on July 1, 2013). The proposed use of CDBG funds are for administration, public services, Home Rehabilitation Program administration and projects, and for Mesilla Valley Habitat for Humanity land acquisition. The proposed use of HOME funds is for administration, CHDO operating, and property acquisition and construction for Mesilla Valley Habitat for Humanity.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Community Development CDBG	Varies	\$795,000	None- FY2014 budget	\$795,000	Implementation of the 2013 Action Plan
Community Development HOME	Varies	\$361,000	None-FY2014	\$361,000	Implementation of The 2013 Action Plan

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the Resolution. Such action would adopt the 2013 Action Plan for the City, as required for all CDBG and HOME entitlement communities by HUD.

This includes authorizing the Assistant City Manager/Chief Operating Officer to sign the necessary submittal forms and agreements.

2. Vote "No"; this will not approve Resolution. Such action would not adopt the 2013 Action Plan for the City, as required for all CDBG and HOME entitlement communities by HUD.
3. Vote to "Amend"; this modification would be at the Council's discretion and direction to staff.
4. Vote to "table or postpone"; this action is not an option due to HUD's submittal deadline for the Action Plan.

REFERENCE INFORMATION:

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

1. N/A

RESOLUTION NO. 13-149

A RESOLUTION APPROVING THE 2013 ACTION PLAN AS PART OF THE 2011-2015 CONSOLIDATED PLAN FOR THE CITY OF LAS CRUCES. THE RESOLUTION AUTHORIZES CITY STAFF TO SUBMIT THE 2013 ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND INCORPORATE NECESSARY AGREEMENTS WITH OUTSIDE PARTNERING AGENCIES.

The City Council is informed that:

WHEREAS, the City of Las Cruces is an entitlement community as defined by the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) and HOME Investment Partnerships Act (HOME) Programs; and

WHEREAS, entitlement communities are required to develop, adopt, and implement a Consolidated Plan every three to five years to address the City's housing and community development needs in order to continue to receive the CDBG and HOME funding; and

WHEREAS, for the 2013 Action Plan, the City will receive estimated entitlement and program income for both the CDBG and HOME Programs from HUD in the amount of \$1,156,000.00 to address the City's affordable housing and community development needs for its low- and moderate-income areas and residents.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the 2013 Action Plan and all necessary support documentation, as shown in Exhibit "A," attached hereto and made part of the Resolution, is hereby approved and adopted.

(II)

THAT staff is hereby authorized to secure necessary signatures and transmit the

2013 Action Plan to the U.S. Department of Housing and Urban Development of the City's behalf.

(III)

THAT City staff is hereby authorized to develop and execute the standard CDBG Public Service Agency agreements and the standard HOME Community Housing Development Organizations' (CHDO's) Operating Agreement in accordance with the 2013 Action Plan and the Assistant City Manager/Chief Operating Officer is authorized to sign said agreements on the City's behalf, without further consideration by the City Council.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 2013.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

Moved by: _____

Seconded by: _____

VOTE:

- Mayor Miyagishima: _____
- Councillor Silva: _____
- Councillor Smith: _____
- Councillor Pedroza: _____
- Councillor Small: _____
- Councillor Sorg: _____
- Councillor Thomas: _____

APPROVED AS TO FORM:



City Attorney



City of Las Cruces
PEOPLE HELPING PEOPLE

City Of Las Cruces

Year Three (2013) Action Plan

Executive Summary

ES-05 Executive Summary

1. Introduction

The City of Las Cruces, Community Development Department, Planning and Neighborhood Services Section oversees the Consolidated Plan process for the City. Annually, the City is entitled to receive an allocation of the Community Development Block Grant, or CDBG, and the HOME Investment Partnerships Program, or HOME. In 2013, the City expects to receive \$745,000 in CDBG and \$320,000 in HOME funds. In addition the City estimates program income of \$50,000 for CDBG and \$41,000 for the HOME Program.

CDBG is both the oldest and largest of the HUD programs for housing and community development. CDBG can be used for a variety of activities including:

- Public Infrastructure improvements (streets, sidewalks) in CDBG eligible areas or to support affordable housing development;
- removal of accessibility barriers;
- loans or grants to business for hiring of lower income workers;
- provision of supportive service dollars to social service organizations;
- demolition of property;
- construction and rehabilitation of community facilities including those that help special needs populations (e.g., homeless shelters); and
- down payment assistance for homeownership.

The HOME Program provides federal funds for a variety of housing activities including construction of affordable housing; rehabilitation of affordable housing; acquisition of buildings for affordable housing; first time homebuyer assistance and counseling; and tenant based rental assistance.

Please see the Executive Summary included with the Consolidated Plan. In addition, please see the attached worksheets in Appendix "A" attached in Unique Appendices in this document which summarize the proposed activities and funding levels for PY 2013.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Please see the attached Projects sheets in Appendix "A" attached in Unique Appendices in this document and the objectives that are listed throughout this section under the appropriate headings (affordable housing, non-homeless and special needs housing, homeless activities and community development). Goals and objectives to be carried out during the action plan period are indicated below:

The findings of the Housing Market Analysis in Section II of the 2011-2015 Comp Plan are used to guide the City to direct funds to the greatest housing needs.

3. Evaluation of past performance

For Program Year 2012 the City increased the supply of affordable housing units for low and moderate income homebuyers. HOME Funding was provided to acquire four scattered sites for the development of affordable, owner-occupied housing. HOME Funds provided to Tierra del Sol Housing Corporation (TdS) are still available with the agency reviewing and performing market analysis on proposed sites for acquisition. The City did provide CHDO operating funds to TdS and Mesilla Valley Habitat for Humanity to help offset operational costs for the organizations. HOME funds for the Increase affordability of rental housing for the City's lowest income renters were not provided with PY 2012 funding; however, an amendment to the PY 2011 funds provided HOME TBRA funds to the local domestic violence shelter, La Casa, Inc. for transitional housing rental assistance through June 2014. CDBG funds used to preserve existing affordable housing stock were used for the City's Home Rehabilitation program to provide rehabilitation for 2 owner occupied units and the installation of 6 mobile home ramps. Also funds were provided to TdS for a re-roof program for 5 senior owner-occupied households. CDBG Public Services funding was provided to non-profit agencies who provided a variety of activities including funding to homelessness services providers, homeless day care center, homeless medical clinic, domestic violence shelter, and Court appointed special advocates for children whereby approximately 1250 individuals were provided services. The City provided Fair Housing awareness training to all new employees of the City and The City's Fair Housing Ordinance is in the process of being updated/amended.

4. Summary of citizen participation process and consultation process

A draft of the 2013 Action Plan is available for comment between April 1, 2013 through April 30, 2013, on the City's website at www.las-cruces.org, at the Branigan Library, 200 E. Picacho; and the City Clerk's Office, 700 N. Main Street, Las Cruces, NM. Public hearings to receive comments on the 2013 Action Plan will be held on Tuesday, April 9, 2013, from 5:30 to 6:30 p.m. at the Cesar Chavez Elementary School cafeteria, 5250 Holman Rd., and Thursday, April 11, 2013 from 5:30 to 6:30 p.m. at the Munson Senior Center, 975 S. Mesquite Street, Las Cruces, NM.

5. Summary of public comments

No public comments have been received to date.

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

All citizen comments and views received during the Action Plan public input process and the public hearings are accepted.

7. Summary

Las Cruces has historically depended upon federal funding to support housing and community development activities. On average, the City of Las Cruces receives approximately \$1.0 million annually between the federal Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME). CDBG and HOME are entitlement funds received from the U.S. Department of Housing and Urban Development (HUD). In addition to these federal block grants, through funding received by nonprofit developers and Mesilla Valley Public Housing Authority, the City's low-to moderate income residents benefit from the federal Section 8 voucher program, Continuum of Care funding, and Federal Low Income Housing Tax Credit (LIHTC) program.

PR-05 Lead & Responsible Agencies

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
Lead Agency	LAS CRUCES	

Table 1 – Responsible Agencies

Narrative

The City retained BBC Research and Consulting (BBC) of Denver Colorado to complete the City's 2011-2015 Consolidated Plan.

Consolidated Plan Public Contact Information

David Dollahon, Chief Planning Administrator - ddollahon@las-cruces.org - 575-528-3060

Vera Zamora, Acting Senior Planner - vzamora@las-cruces.org - 575-528-3194

Jan Lauterbach, Housing Development Coordinator - jlauterbach@las-cruces.org - 575-528-3134

AP-10 Consultation

1. Introduction

The development of the 2013 Action Plan included many opportunities for citizen and stakeholder input. During December 2012, two public hearings were held to provide an overview of the Plan process and to take input. On March 19, 2013, the City's Health and Human Services Advisory Committee held a public hearing to make funding recommendations for the CDBG Public Service Funds for the 2013 Program Year. Public hearings were held on April 9 and 11, 2013 to gather input on the draft 2013 Action Plan, along with a 30-day public comment period on the draft plan. Comments could also be made at the May 6, 2013 City Council meeting in which the 2013 Action Plan was considered for adoption.

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

The City will provide public service funding over the next year to local non-profit agencies that serve special needs populations, primarily to the homeless, victims of domestic violence, the disabled, and low income youth and young adults. Additionally, the City will provide HOME funds to private, non-profit housing providers for the development of single-family housing and affordable rental development(s).

PY2013 will see the continued implementation of a development impact fee waiver for an additional four (4) affordable housing units using City General Fund monies. This program provides approximately \$35,000 in fee waiver value (\$35,000 in cash for utility fee waivers and park fee waivers) in accordance with the State's Affordable Housing Act and Development Fees Act. This is in addition to the funds provided in previous program years for the same purpose. Due to state law restrictions on the waiver of a impact fee, City staff will be evaluating other options to increase participation in the fee waiver program.

The City will to continue implementation of its Affordable Housing Land Bank and Trust Fund through the implementation of the Advisory Committee, identification/acquisition of lands for the land bank, and possible methods to finance the trust fund.

The City will continue to improve coordination related to enhancing efforts in the areas of homeless services and ending homelessness, including chronic homelessness, as well as a master plan for the homeless campus of Mesilla Valley Community of Hope.

The City will participate in meetings with outside partners in efforts to improve overall delivery of CDBG and HOME-funded projects, as well as public service and homeless providers on a regular basis.

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

The City does not receive ESG funding. The City through the New Mexico CoC Coalition to End Homelessness receives Supportive Housing grants awarded under the McKinney-Vento Act.

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

The City falls under the jurisdiction of the New Mexico Coalition to End Homelessness (NMCEH), the New Mexico Balance of State Continuum of Care. The City participates in the regular meetings held with staff representation on the Coalitions Steering Committee. Governmental agencies and non-profit agencies in the Balance of State counties can apply annually for Continuum of Care grants through the NMCEH.

Consultation with the CoC takes place with the NMCEH for the City's jurisdiction. The NMCH administers the operations of the HMIS system.

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

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?
LAS CRUCES	Housing Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Service-Fair Housing	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children

Table 2 – Agencies, groups, organizations who participated

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination

Mesilla Valley Community of Hope, Jardin de los Ninos, El Caldito Soup Kitchen, St. Luke's Health Care Clinic, and Southwest Counseling Center were among the agencies consulted regarding social services, health care, and needed services to the homeless population. The outcome and feedback was primarily concerning lack/reduction in funding sources needed to provide services. Housing providers consulted included the Mesilla Valley Public Housing Authority, and the CHDO non-profit housing developers who have concerns with budget cuts affecting their ability to provide affordable housing in the City of Las Cruces.

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

For profit developers and market rate rental developers were not consulted, as the housing that they develop is not generally considered affordable housing.

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	NM Coalition to End Homelessness	The efforts to end homelessness including chronic homelessness overlap. Providing Affordable Housing to Homeless Persons and special needs populations also overlap.

Table 3 – Other local / regional / federal planning efforts

Narrative

The City benefits from having a relatively small group of nonprofit organizations specializing in serving certain populations.

The City has worked diligently to foster and develop strong relationships with its organizations that provide housing and supportive services to low income and special needs populations. City staff are accessible to its providers of housing and services and the City works to make the CDBG and HOME application processes transparent. In recent years, the City has been very proactive in implementing policies and programs that remove barriers and support the provision of needed housing and services, such as the establishment of a land bank, streamlining the development process and implementing fee waivers for affordable housing development. These efforts will continue during the next action plan period and through the Consolidated Plan period.

AP-12 Participation

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

Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
Public Meeting	Non-targeted/broad community	The Meetings were not attended by the public and there were no responses directly related to the meeting.	Comments received were related to the funding amounts and were received by the agencies applying for funding.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources

Introduction

The following resources are available to the City and will be used to carry out the PY 2011 – 2015 Strategic Plan and the 2013 Action Plan of the 2011-2015 Consolidated Plan.

FEDERAL PROGRAMS:

Directly received/implemented by the City of Las Cruces.

HOME Investment Partnerships Program. Entitlement grant program that has flexibility to assist in housing programs; participating jurisdictions decide how to use money for: Acquisition, Rehabilitation, New Construction, Tenant Based Rental Assistance (TBRA), Home Buyer Assistance, Planning, and Operating Assistance for CHDOs.

For the 2013 Action Plan, the City anticipates it will receive \$320,000 of HOME Entitlement funds. It will also receive approximately \$41,000 in Program Income from previous Home Rehabilitation projects that are paying off their mortgages or other HOME projects (rental properties) with loans that require repayment to the City's HOME Program. This will give the City's 2013 HOME Program a full funding amount of \$361,000. These funds have been allocated in the listing of proposed projects. The HOME funds usually require a 25% match; however, due to federal guidelines for HOME match waivers, the City of Las Cruces currently receives and expects to continue to receive a 100% match liability waiver for PY 2013.

Community Development Block Grant (CDBG) Program. Urban communities may use funds to address neighborhood revitalization, economic development, provisions of improved community facilities, prevention and elimination of slums or blight, and activities aiding low and moderate income families.

For the 2013 Action Plan, the City anticipates receiving \$745,000 of CDBG Entitlement funds and an anticipated \$50,000 of program income from houses which have been previously rehabilitated. These funds have been allocated as indicated in the listing of Proposed Projects. There is no match required for these funds. This will give the City's 2013 CDBG Program a full funding amount of \$795,000.

Annual Action Plan
2013

10

The City has an established Affordable Housing Land Bank and Affordable Housing Trust Fund, as well as programs that can be implemented in accordance with the City's Affordable Housing General Oversight Ordinance. Currently, the City's Land Bank and Trust Fund have \$200,000 allocated from the City's Vehicle Acquisition Fund available for implementation. Other efforts include an impact fee waiver program (approximately \$35,000 in value) and subdivisions on City-owned land with outside developers (MV Habitat for Humanity).

The City of Las Cruces has a Tenant Based Rental Assistance Shelter + Care Grant that was awarded in 2004 and will have completed its full 9-year award in June of 2013. This grant has been renewed by HUD on a 1-year basis, and we are seeking to implement the fifth one-year renewal period in PY 2014. A new 5-year grant for Shelter + Care was awarded to the City for an additional 10 rental housing units, and is currently in the fourth year of implementation.

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	745,000	50,000	302,000	1,097,000	150,000	CDBG funds will be used for acquisition, admin and planning, public improvements and public services, home rehabilitation, mobile home ramps, and mobile home utility upgrade program
HOME	public - federal	Acquisition Homebuyer assistance	320,000	41,000	0	361,000	0	HOME funds will be used for acquisition, new construction of single family and multi-family housing units, CHDO

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: \$		
		Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA					operating and Administration	

Table 1 - 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

HOME and CDBG funds will leverage additional resources including Low Income Housing Tax Credit funding, private investors, private donations, and local funds.

The HOME funds generally require a match of local monies; however, through CPD Notice 07-05, issued July 11, 2007 and expiring July 11, 2008, the City's HOME match percentage has been waived or reduced by 100% since Program Year 2004, due to our local family poverty rate and per capita income. As such, the City has discontinued the HOME match requirement for any HOME assisted activity through PY 2012, and anticipates the match requirement will be waived for PY 2013.

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

identified in the plan

Public owned land and facilities are used for homeless services including, medical and child care, homeless day shelter, food services, meals, victims of domestic violence emergency shelter and services. Additionally public owned land or the proceeds from the sale of public owned land may be used for the development of affordable housing.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Increase the supply of affordable housing units	2013	2017	Affordable Housing		Increase supply of affordable housing for renters	CDBG: \$0 HOME: \$315,900	Homeowner Housing Added: 6 Household Housing Unit
Increase affordable rental housing	2013	2017	Affordable Housing		Increase supply of affordable housing for renters Preserve Existing Affordable Housing Stock	HOME: \$0	Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit
Preserve existing affordable housing stock	2013	2017	Affordable Housing Mobile Home Ramps and Mobile Home Utility Upgrade Program		Preserve Existing Affordable Housing Stock Improve economic cond. for low income residents	CDBG: \$540,600	Homeowner Housing Rehabilitated: 8 Household Housing Unit Other: 20 Other
Assist Special Needs Populations	2013	2017	Homeless and non-homeless special needs services and		Asst. homeless with shelter and needed services	CDBG: \$95,400	Public service activities other than Low/Moderate Income Housing Benefit: 1000 Persons

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
			housing				Assisted
Implement the City's Fair Housing Action Plan	2013	2014	Fair Housing Efforts		Increase Fair Housing awareness and knowledge		Other: 200 Other
Improve public infrastructure, economic and housing	2013	2017	Economic opportunity		Improve economic cond. for low income residents		Other: 50 Other

Table 2 – Goals Summary

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

Estimated number of extremely low-income, low-income, and moderate-income families the City of Las Cruces expects it will serve is approximately 54.

Projects

AP-38 Project Summary Project Summary Information

Project Name	Target Area	Goals Supported	Needs Addressed	Funding
Multi Family Housing Development and Rehab (HOME)				:
Single Family Land Acquisition and New Construction		Increase the supply of affordable housing units	Increase supply of affordable housing for renters	HOME: \$315,900
City Home Rehabilitation		Preserve existing affordable housing stock	Preserve Existing Affordable Housing Stock Increase accessibility for disabled persons	CDBG: \$540,600
Public Services Funding		Assist Special Needs Populations	Housing & support svcs for special needs population	CDBG: \$95,400
CHDO Operating		Increase the supply of affordable housing units	Increase supply of affordable housing for renters	HOME: \$9,000
City of Las Cruces Admin		Increase the supply of affordable housing units Increase affordable rental housing Preserve existing affordable housing stock Assist Special Needs Populations Implement the City's Fair Housing Action Plan	Housing & support svcs for special needs population Increase supply of affordable housing for renters Preserve Existing Affordable Housing Stock Increase accessibility for disabled persons Asst. homeless with shelter and needed services	CDBG: \$159,000 HOME: \$36,100

		<p>Improve public infrastructure, economic and housing</p>	<p>Increase Fair Housing awareness and knowledge Improve economic cond. for low income residents Asst. low income residents with public sewer connection Asst. residents with job training and employment</p>	
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Table 3 – Project Summary

AP-35 Projects Introduction

The City will address needs within the Community based on the jurisdiction's identified housing and community development needs, priorities, goals and strategies from their most recent Consolidated Plan; and to stipulate how Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds will be allocated to housing and community development needs in the community.

The City anticipates receiving approximately \$320,000 in HOME Entitlement Funding with an estimated amount of \$41,000 in program income and \$745,000 in CDBG Entitlement Funding with an estimated amount of \$50,000 in program income for a total of \$1,156,000 in funding for the program year.

#	Project Name
1	Multi-Family Housing Development and Rehab (HOME)
2	Single Family Land Acquisition and New Construction
3	City Home Rehabilitation
4	Public Services Funding
5	CHDO Operating
6	City of Las Cruces Admin

Table 4 – Project Information

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

The funding for Single family allocations were awarded to the Mesilla Valley Habitat for the acquisition and construction of new homes to serve low income families in different locations throughout the City. The funding provided to the Home Rehab Program directly supports and benefits those homeowners most in need within our community. Those who are unable to qualify for conventional loans for the needed repairs due to low income levels, credit issues, and debt ratios. The program is challenged in the duty of ensuring that as many eligible homeowners are aware of the program and are directed and assisted by staff to establish eligibility. This in turn helps to ensure a higher quality of living throughout the

community and protect the value of homes in and around the homes rehabilitated. The City seeks to help clients who fall into special needs populations as they are often the groups that encounter the most difficulties and most likely require enhanced community public services. The City works towards establishing strong collaborative partnerships with non-profit agencies who serve persons with disabilities, are homeless, are victims of domestic violence, are elderly or are low to moderate income. Obstacles include access to services and access to funding. The City's ability to fund public service programs is essential, as it helps leverage non-profit resources and maximize the ability to serve the underserved needs to populations of Las Cruces.

AP-50 Geographic Distribution

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

The City of Las Cruces will direct assistance to low to moderate income Census Tracts in the City, in addition to segments of Census Tracts that were found to qualify as low to moderate income ("CDBG Special Benefit Areas"). Appendix E of the Consolidated Plan contains the documentation of the door-to-door surveys that were conducted in December 2010 and January 2011 to qualify the special benefit areas. Based on the surveys, the 2011-2015 special benefit areas will continue to include the Stanley Area, the Alameda Area, the South Hacienda Area, the Mesa Area and the Second Street Area. In addition to directing assistance to low to moderate income areas, the City will provide direct assistance to limited clientele populations.

Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's primary method of allocating CDBG and HOME dollars is to assist low to moderate income and special needs populations. To the extent that specific geographic areas have greater needs than other areas in the City and /or if service and housing organizations are located in certain areas, they will receive a larger proportionate share of the funding. For sidewalk improvements, the City will focus on the geographic areas where sidewalks, curb cuts and related ADA accommodations are lacking. Finally, to provide affordable rental and single family housing, the City's dollars will be allocated in areas of new development where affordable housing is lacking and /or infill areas that can accommodate affordable housing.

Discussion

As mentioned in the Strategic Plan, the greatest obstacle to meeting underserved needs is lack of funding. The City has many needs that exceed available funding, including street/sidewalk repair, provision of affordable housing, housing and services to special needs populations and comprehensive housing and services to assist persons who are chronically homeless move into supportive housing environments.

To this end, as part of its PY2011-2015 Strategic Plan, the City has a goal to continued implementation of the recommendations of the 2009 Affordable Housing Strategic Plan, namely, the establishment and

implementation of a land bank and housing trust fund that would, in part, provide housing development or down payment assistance to first time homebuyers or low income renters. The City also intends to "Seek and obtain alternative funding sources to assist the lowest income renters with rent and utilities payments, including exploring the feasibility of additional funding sources to the housing trust fund that would, in part, provide emergency rent payment and utilities assistance to the City's lowest income renters." The City will continue with implementation of identified policies and potential programs to establishing the local land bank and local housing trust fund.

Affordable Housing

AP-55 Affordable Housing

Introduction

As a participating jurisdiction the City of Las Cruces dedicates HOME and CDBG funding for the development and creation of affordable housing to help meet the housing needs of low income households with the City. The City, through the Mayor's affordable housing Ad Hoc Committee has developed an Affordable Housing Strategy Plan with recommendations for implementation of new programs and policies to better meet housing needs, including programs to help finance the development of affordable housing. The City currently partners with two CHDO's for affordable housing development. The major housing programs employed in and by the City of Las Cruces to meet housing needs are the Home Rehabilitation Program, NSP Program, Mobile Home Ramp program for the disabled, Mobile Home Utility Upgrade Program, and affordable housing development.

One Year Goals for the Number of Households to be Supported	
Homeless	21
Non-Homeless	0
Special-Needs	0
Total	21

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	10
The Production of New Units	16
Rehab of Existing Units	28
Acquisition of Existing Units	0
Total	54

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

One of the programs developed as part of the City's Housing Strategy Plan is the adoption of the Affordable Housing Trust Fund and Land Bank. Discussions were underway for potential financing to the Housing Trust Fund with City Council allocating the first \$200,000 to the trust fund. Efforts continue to identify and acquire land through voluntary donations or trade (i.e. with large landowners or the local school district) for the land bank. One parcel of City owned land has been identified for the City's land bank and negotiations with the local school district are in process.

The City also receives CoC Shelter Plus Care grants through the McKinney-Vento Act that currently provide rental subsidy for up to 25 homeless disabled clients.

AP-60 Public Housing

Introduction

The Mesilla Valley Public Housing Authority (MVPHA) is one of the largest providers of rental housing in the City. It offers subsidized rental units through the federal Housing Choice Voucher (HCV) program and units it owns and operates (some public housing, some private units). In March, 2013, the MVPHA served 1,269 tenants through its allocation of funds from the federal Section 8 voucher program. The 248 units in the Public Housing Program maintain an occupancy rate of 98%. MVPHA has 2,268 households on the HCV waiting list. The housing authority reports that voucher holders have difficulty finding affordable units for a number of reasons: landlords who own larger units prefer to rent to the student market; voucher holders cannot find units they prefer, etc. The MVPHA serves clients who cannot afford to rent in the private market. The MVPHA is also the General Partner for 8 tax credit developments, containing 603 units. Because of the difficulties voucher holders have had in finding landlords who will rent to them, the housing authority purchased 3 small apartment complexes (total of 58 units) to increase the supply of affordable units. The 248 existing public housing units are over 60 years old. MVPHA receives capital fund program (CFP) funding in the amount of approximately \$280,000 annually which can be used for the substantial rehabilitation of public housing units and administrative offices. There is also a maintenance budget that allows for the day-to-day repairs and upkeep of the units. The units are relatively old and are in average condition. The MVPHA has a 20 year physical needs assessment (PNA) that provides the estimated replacement/repair life cycles of the public housing structures and systems. The PNA estimates are equated to the estimated capital fund program funding on an annual basis over the 20 year period. MVPHA believes that it would be more cost effective to consider the replacement of the existing housing stock with newly constructed units and increasing the density of the units on the existing parcels. This would allow the housing authority to gain better efficiency through building "greener," more sustainable units. The MVPHA believes it could serve more persons by increasing the number of units.

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

The MVPHA plans to continue to meet the needs of extremely low, low income and moderate income families through the continued provision of affordable, quality rental housing units. The MVPHA has applied for Low Income Housing Tax Credits to create two new affordable rental properties. In addition, the MVPHA is exploring redeveloping some of its current properties into mixed income, more dense and newer developments that can serve a larger number of low to moderate income households. The MVPHA is proactive in recruiting resident commissioners.

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

The Mesilla Valley Public Housing Authority has programs that are targeted to current voucher holders to assist them with homeownership.

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

The Mesilla Valley Public Housing Authority is not a troubled agency, nor is it performing poorly.

Discussion

The Mesilla Valley Public Housing Authority (MVPHA) reports that it has, for a number of years "done more with less" due to cuts in federal funding. They have outsourced the Section 8 program to a private consultant. In a number of ways this has helped administratively but in other ways it has also brought its own problems which the housing authority is working to resolve. Housing authority administration is concerned that the proposed deep cuts in funding or the total removal of program funds for some programs that are being proposed in the current congressional session will have an extremely negative impact on MVPHA clients. They believe that they could continue to deliver services with their limited personnel if HUD would allow program reform that would alleviate much of the administrative burden that exists currently.

AP-65 Homeless and Other Special Needs Activities

Introduction

Persons who are homeless and at-risk of homelessness in Las Cruces will be assisted by the City through the provision of block grant funds to homeless service and housing providers. The activities that assist the homeless that are served by funds administered by the City of Las Cruces include the use of CDBG funds for public service activities and HOME funds for Tenant Based Rental Assistance and some housing development activities. This funding includes funding to a homeless day shelter for services provided, homeless medical clinic, relationship based intervention training program for a group based parent intervention, legal services for homeless and near homeless, and funding to an emergency shelter for victims of domestic violence. Additionally, the Continuum of Care Shelter Plus Care Supportive Housing grants awarded under the McKinney-Vento Act that the City receives provides rental housing subsidy to the homeless special needs population.

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

The City of Las Cruces has two Shelter Plus Care Grants awarded under the McKinney-Vento Act that provide rental housing subsidy and supportive services for homeless disabled persons and families. These programs include a self-sufficiency plan and assessment of individual client needs. The City provides tenant based rental assistance to victims of domestic violence exiting the emergency shelter. These clients are provided transitional housing rent subsidy and supportive services which includes an assessment of their individual needs in preparation for self-sufficiency.

Addressing the emergency shelter and transitional housing needs of homeless persons

At least two agencies in the City have Transitional Housing Grants awarded under the McKinney-Vento Act, as well as State funded Tenant Based Rental Assistance. The City has also provided previous years HOME funding to a Youth Transitional Housing Shelter for transitional housing. One agency provides emergency shelter for victims of domestic violence and also transitional housing for those exiting the shelter. NSP funding allowed for the purchase of a home for Mesilla Valley Community of Hope to be used to house chronically homeless women.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that

individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Shelter Plus Care grants provide permanent supportive housing and assists with linking the clients to services to include independent living skills. The program requires that all participants have a self-sufficiency plan in efforts to assist them in becoming self-sufficient and to remain in permanent housing to avoid becoming homeless again. HOME funded TBRA also provides transitional housing with clients participating in supportive services promoting self-sufficiency and independent living skills. The City has non-HUD funds that it uses to provide needed public services from non-profit agencies to the community that would include assistance to the homeless and chronically homeless. For PY 2013 approximately \$300,000 is available for health care funding, some of which may be dedicated to homeless service providers.

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 City will work to implement its adopted ten-year plan to end homelessness at the local level using both CDBG and HUD technical assistance funds. We will utilize this process to assist all homeless programs in Las Cruces with Discharge Coordination Policy. Additionally, In PY 2013 the City with NSP program income, will purchase and rehab a home for Mesilla Valley Community of Hope to be used for permanent housing for chronically homeless women. The Families and Youth Inc. (FYI) transitional living center, partially funded with previous years HOME funds, provides transitional housing for young adults including homeless transitioning out of foster care or corrections programs.

Discussion

Coordinated efforts to provide funding and facilities to the non-profit agencies providing housing and services to the homeless population in the City of Las Cruces are on-going. City staff participates in regularly scheduled meetings to discuss facilities provided by the City and services to the homeless population. Opportunities to increase and improve services and address needs to the homeless population are discussed at various levels. On-going technical assistance to the various agencies providing services to homeless and special needs populations are provided.

AP-75 Barriers to affordable housing

Introduction

In Las Cruces, the primary barriers to affordable housing are not created through local policies. The City has made a concerted effort to streamline the development process, offers fee waivers for some development fees and completed a study in 2008 that examined barriers to housing development. This study did not reveal any significant barriers to affordable housing, although it did contain recommendations to facilitate affordable housing development, which the City is in the process of implementing.

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

To remove the barriers identified through the 2011 Analysis of Impediments to Fair Housing Choice, the City proposes the following Action Plan: 1) Improve fair housing visibility on the City's website. The City's website contains general information about fair housing and instructs residents about their options if they feel they have experienced fair housing violations. 2) Implement development recommendations from the Affordable Housing Strategy plan to facilitate affordable housing development. 3) Conduct a review of accessibility needs. The City of Las Cruces adopted a new building code in early 2013. As part of this code adoption, the City reviewed the adequacy of its current requirement for accessible units. 4) The City is in the process of updating its Fair Housing Ordinance to accurately reflect the actions the City can take when fair housing complaints are received. Because the City is not currently a HUD designated enforcement agency, it cannot file complaints on behalf of the residents.

Discussion

According to stakeholders interviewed for the Consolidated Plan, the largest barriers to affordable access include: The section 8 program's limit on the number of unrelated persons living together creates an obstacle for persons with developmental disabilities, who do best living together with 3 roommates and one caregiver. This is also the most cost effective living arrangement. Landlords who have accessible units are not required to rent them to tenants with disabilities—therefore, able-bodied renters are living in the city's very limited accessible housing stock. Landlords do not understand their requirements under the Fair Housing Act. They do not allow service animals when they are legally required to. This study did not examine the appropriate proportion of accessible housing in the City; however, stakeholders did remark that the City's standard for accessible units on new projects is too low and

should be more than 3 percent.

AP-85 Other Actions

Introduction

The City of Las Cruces has undertaken efforts to assist with reducing the number of poverty level families. The first is the implementation of the Homebuyer Education program under an EDI grant from the U.S. Department of Housing and Urban Development. Two non-profits, Tierra del Sol and YWCA Paso del Norte are charged to establish homebuyer centers in order to have access to long-term funding for this program. This program is intended to assist families with improving both their credit and money management skills and then to get them into a potential homeownership. For most low income families, if they are able to ever afford a home, the greatest amount of wealth that they will possess is the equity they can obtain in their home. This grant expired in July 2007; however, both agencies have established themselves as viable and continuing homebuyer centers, in order for the program to continue without federal funding. Unfortunately due to economic conditions the local branch of the YWCA closed in 2012. Tierra del Sol continues to provide homebuyer education in the City of Las Cruces. The City has adopted Affirmative Marketing Procedures to ensure compliance with federal requirements for non-discrimination and equal access to HOME assisted affordable housing.

Actions planned to address obstacles to meeting underserved needs

The City will also pursue additional funding or use CDBG funds for economic development activities, where viable and needed. With the designation of the Downtown Area as a “Blight Area” in accordance with NM State Statutes, this has availed the Downtown area to use Metropolitan Redevelopment Agency authority and Tax Increment Financing for improving this area. A Section 108 Loan Guarantee was awarded and used in the Downtown Las Cruces area, specifically for the rehabilitation of a vacant building to create the City’s Museum of Nature and Science that would reverse the blight on a project level basis. This Section 108 Loan is in conjunction with a Brownfield Economic Development Initiative (BEDI) grant for the same project. This project provides a destination for visitors to the area and improves the economic vitality of downtown. Additionally, the City amended the Consolidated Plan in late PY2011 to allow for expanded uses of the Section 108 Loan program.

Actions planned to foster and maintain affordable housing

Due to limited funding, the City of Las Cruces requires that no more than \$200,000 of HOME funds may be dedicated to a single project (but not necessarily one single agency in one program year). It is anticipated that the dedication or additional financing of the land bank and trust fund will be established in program year 2013, and the City may evaluate and update this policy as appropriate. Due to limited HOME funding each program year, the City of Las Cruces alternates the priority between dedicating of HOME funds between affordable rental housing development and single family homeownership developments. Funding is prioritized to affordable rental housing development and continues in odd

numbered years (i.e. 2013 and 2015). Single family housing development receives priority in even numbered program years (i.e. 2014 and 2016). However, given the number, type, and quality of applications for funding and any undedicated funds available, HOME funds may be provided to the other priority in any given program year.

Actions planned to reduce lead-based paint hazards

Through the City's home rehabilitation program, homeowners occupying units with lead-based paint will have the hazard removed when their units are rehabilitated. This program only benefits low to moderate income owners in the City.

Through the creation of new affordable rental and owner-occupied housing, families and individuals occupying units with lead-based paint will have greater opportunities to relocate into lead-free units.

The table below, from the City's Home Rehabilitation Handbook, summarizes the procedures taken to remove or mitigate lead paint during rehabilitation work.

SUMMARY OF LEAD-BASED PAINT REQUIREMENTS

FOR REHABILITATION (24 CFR 35; Subpart J)

Actions planned to reduce the number of poverty-level families

The City will implement those efforts that assist with housing services to the homeless and near homeless. While not a direct anti-poverty strategy, assistance to house the homeless first (i.e. Housing First) relieves some pressures to resolve other issues with this population (i.e. job training, job obtaining, health care, and other social issues) are just as effective as those tasks that resolve the homelessness issue after the other issues are resolved.

Actions planned to develop institutional structure

The City's institutional structure for carrying out housing and community development activities is efficient. Duplication of services is limited. The City benefits from having a relatively small group of nonprofit organizations specializing in serving certain populations.

The City has worked diligently to foster and develop strong relationships with its organizations that provide housing and supportive services to low income and special needs populations. City staff are accessible to its providers of housing and services and the City works to make the CDBG and HOME application processes transparent. In recent years, the City has been very proactive in implementing policies and programs that remove barriers and support the provision of needed housing and services,

such as the establishment of a land bank, streamlining the development process and implementing fee waivers for affordable housing development. These efforts will continue during the next action plan period and through the Consolidated Plan period.

The City of Las Cruces has an adopted Evaluation & Monitoring Policy that identifies the methods in which applications and agencies will be determined to be evaluated each year. In addition to the Evaluation Policy, which determines the number of monitoring reviews that are to be accomplished each year, the Program Compliance Coordinator is charged with conducting the monitoring visits for each agency each year as applicable. The monitoring conducted is for both financial and programmatic review in accordance with the CDBG, HOME, Supportive Housing Programs, and applicable OMB circulars. This is in addition to technical assistance provided by the City's HOME, CDBG, and Supportive Housing program staff.

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

The City will provide public service funding over the next year to local non-profit funds for agencies that serve special needs populations, primarily to the homeless, victims of domestic violence, the disabled, and low income youth and young adults. Additionally, the City will provide HOME funds to private, non-profit housing providers for the development of single-family housing and affordable rental development(s).

PY2013 will see the continued implementation of a development impact fee waiver for an additional four (4) affordable housing units using City General Fund monies. This program provides approximately \$35,000 in fee waiver value (\$35,000 in cash for utility fee waivers and park fee waivers.) in accordance with the State's Affordable Housing Act and Development Fees Act. This is in addition to the funds provided in previous program years for the same purpose. Due to state law restrictions on the waiver of a impact fee, City staff will be evaluating other options to increase participation in the fee waiver program.

The City hopes to fully implement its Affordable Housing Land Bank and Trust Fund through the implementation of the Advisory Committee, identification/acquisition of lands for the land bank, and funding sources to finance the trust fund.

The City is undertaking the effort to improve coordination related to enhancing efforts in the areas of homeless services and ending homelessness, including chronic homelessness, as well as a master plan for the homeless campus of Mesilla Valley Community of Hope.

The City of Las Cruces will require that no more than 50% of CDBG funds may be dedicated to infrastructure, public facilities, or economic development activities that result in capital or facility

improvements and that the remaining 50% or more may come from other sources. Other sources can include other federal, state, local, and private funds. For improvements made to City-owned facilities that are occupied by non-city operated programs, the other 50% must come from other federal, state and private (non-City of Las Cruces) sources or will provide full funding from CDBG funds with 50% of the funding provided as loan, resulting in program income upon payback.

Discussion

The City will continue participating in meetings with outside partners in efforts to improve overall delivery of CDBG and HOME-funded projects, as well as public service and homeless providers on a regular basis.

The City of Las Cruces will continue to implement efforts related to Section 3. The three components are: 1) notifying all public and Section 8 tenants about the opportunity to register as a Section 3 qualified business if they should own one as well as being on the City's vendor list with the Housing Authority; 2) for specific projects that are subject to Section 3, have potential bidders identify workforce needs as part of the bidding process; and 3) for any identified contractor needs for Section 3 projects, coordinate a mini-job fair between the contractor or subcontractors and public housing tenants for recruitment opportunity. The City of Las Cruces has certified 6 local contractors as Section 3 contractors. This list will be made available to any qualified bidder who is not Section 3 for Sub-Contracting opportunities in an effort to meet Section 3 requirements on all Section 3 covered contracts.

HOME Match: The HOME funds generally require a match of local monies; however, through CPD Notice 07-05, issued July 11, 2007 and expiring July 11, 2008, the City's HOME match percentage and been waived or reduced by 100% since Program Year 2004, due to our local family poverty rate and per capita income. As such, the City has discontinued the HOME match requirement for any HOME assisted activity through PY 2012, and anticipates the match reduction to continue through PY 2013.

MBE/WBE: The City of Las Cruces 2013 Action Plan is governed by City Municipal Code related to procurement, more specifically the City's Procurement Code. In Chapter 24 of the Las Cruces Municipal Code, 1997, as amended, the Procurement Code dictates efforts that the City will undertake related to federally funded projects and procurement, including women and minority business enterprises. Please note that Section 24-417 of the City's Procurement Code discusses the requirements for MBE/WBE and Section 24-418 discuss Labor Surplus Area Businesses, which satisfies the City's obligation under 24 CFR 85.36.

Fair Housing Efforts: In accordance with the Goals and Objectives outlined within the Analysis of Impediments to Fair Housing Choice of the 2011-2015 Consolidated Plan, the City will be implementing efforts to address one of these items within the 2013 Action Plan, through continued implementation of fair housing awareness and referral assistance for both City staff and Boards. The City in PY 2013 plans

to update its current Fair Housing Ordinance to include formal referral authority to HUD or the State Human Rights Commission, or pursuing Fair Housing Assistance Partner (FHAP) or “substantially equivalent” status from HUD under the Fair Housing Act, to assist with potential fair housing testing. Further, the City will evaluate the need to increase the number of potential accessible rental units with an update to the next version of the City’s building code and look to implement a program of available accessible units within apartment complexes and a connection with disability providers to gain access for their clients. Providers include the City’s Senior Programs, the Ability Center, and Tresco, Inc.

Program Specific Requirements

AP-90 Program Specific Requirements

Introduction

As a participating jurisdiction the allocation of CDBG and HOME funds provided to the City of Las Cruces are used in accordance with the guidelines provided by the specific programs. Projects are selected based upon need, capacity, and funding availability.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220.(1)(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.	101,340
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
Total Program Income:	101,340

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.(1)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is	
Annual Action Plan	35
2013	

as follows:

The City has allocated funding from the Vehicle Acquisition Fund to be used for an affordable housing Low Income Housing Tax Credit (LIHTC) Project through the City's Housing Trust fund should the project receive LIHTC.

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:

The City files a Deed Restriction and Covenants agreement against the units that are HOME-assisted via grants for the acquisition of land and new construction of individual single family owner-occupied units. Following a resale provision, during the period of affordability, that restricts the purchase price and ensures the original HOME-assisted owner a fair return on investment. The full resale provisions detailed in the Deed Restriction and Covenants agreement filed against the HOME-assisted units can be found in Appendix "B" attached in the Grantee Unique Appendices of this document.

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

For single family owner occupied units that are provided HOME funds for direct down payment, the City files a Deed Restriction and Covenants agreement that contains the following provision:

This \$_____ grant provided for down payment assistance is forgivable at a rate of one-fifth (1/5th) of the total grant amount per year over the five year affordability period.

1. Affordability. Owner shall maintain the Property as Owner-occupied, single family residential property for residential purposes only, until the expiration of the Affordability Period of _____ years. The Affordability Period will begin on the date of execution of this Deed Restriction and Covenant Agreement.
2. Owner Occupied. Annually during the affordability period, upon request of their agent, _____ or the lender, the owner(s) is required to provide documentation to their agent confirming the owner is occupying the unit as their primary residence. If, at any time during the term of the Affordability Period, the Property ceases to be the principal residence of Owner, whether through sale of the Property or otherwise, the Owner agrees to pay, from available net proceeds at sale, to the Lender, the amount equal to the unforgiven pro-rata grant amount provided for down payment assistance.

Net proceeds are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs. Under no circumstances can the Lender recapture more than is available from the net proceeds of the sale. The Owner further represents and warrants that his/her family, if any, and the Owner met the income eligibility requirement at the time the Contract to build the unit was executed with the Agent, _____.

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

The City does not have plans in place at this time to use HOME funds for the refinancing of existing debt secured by multifamily housing that is rehabilitated with HOME funds.

Discussion

As market changes occur within Las Cruces, the City will re-dedicate funding sources to address the market needs in other areas.

1. Market changes in PaymentSaver will result in rededication of funds to: Home Rehabilitation, Property acquisition for affordable housing, either rental or owner-occupied units, or for gap financing for LIHTC (or other tax credit) projects, where applicable.

2. Market changes in Home Rehabilitation will result in rededication of funds to property acquisition for affordable housing, either rental or owner-occupied units, for other eligible housing programs, or to Public Facilities and Improvements.

3. Market changes in property acquisition will result in rededication of funds to the Home Rehabilitation Programs, PaymentSaver (or other downpayment assistance programs), and/or for Tenant Based Rental Assistance.

4. Market changes or projects not being funded for LIHTC will result in rededication of funds to other LIHTC projects within the community, PaymentSaver or down payment assistance, property acquisition for affordable housing development and/or for Tenant Based Rental Assistance.

5. Priority changes in public facilities and infrastructure needs will be rededicated to emergency shelter and/or transitional housing needs, to the removal of architectural barriers to public facilities, or to the Home Rehabilitation Program.

With the continued decrease in entitlement funding amounts for both the HOME and CDBG Programs, the City will continue to evaluate projects that best meet the needs of the City as identified in the 2011-2015 Consolidated Plan.



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

This certification does not apply.

This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

- 8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.
--

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2009, 2010, 2011, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number

This certification does not apply.
 This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.
--

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number

- This certification does not apply.
- This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number

- This certification does not apply.
 This certification is applicable.

ESG Certifications

I, _____, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

- 11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
- 12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
- 13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number

<input type="checkbox"/> This certification does not apply. <input checked="" type="checkbox"/> This certification is applicable.
--

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
City Hall	700 N. Main St.	Las Cruces	Dona Ana	NM	88001

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

05/08/2012

Signature/Authorized Official

Date

Brian Denmark

Name

Assistant City Manager

Title

PO Box 20000

Address

Las Cruces, NM 88004

City/State/Zip

575-541-2271

Telephone Number



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

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

May 6, 2013		Type of Submission	
		Application	Pre-application
		<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
City of Las Cruces		NM350336 LAS CRUCES	
700 N. Main St.		07-760-9279	
0		City of Las Cruces	
Las Crces	New Mexico	Community Development Department	
88001	Country U.S.A.	Neighborhood Services Section	
Employer Identification Number (EIN):		Dona Ana County	
85-6000147		7/1	
Applicant Type:		Specify Other Type if necessary:	
Local Government: County		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
2013 Action Plan		City of Las Cruces, NM	
\$745,000	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$50,000	Other (Describe)		
\$795,000			
Home Investment Partnerships Program		14.239 HOME	
2013 Action Plans		City of Las Cruces, NM	
\$320,000	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$41,000		Other (Describe)	
\$361,000			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
NM 02	NM02	<input type="checkbox"/> Yes	
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input checked="" type="checkbox"/> No	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	
		This application was made available to the state EO 12372 process for review on DATE	
		Program is not covered by EO 12372	
		Program has not been selected by the state for review	

Person to be contacted regarding this application		
Vera	C.	Zamora
Acting Senior Planner	575-528-3194	575-528-31010
Vzamora@las-cruces.org	www.las-cruces.org	Jan Lauterbach
Signature of Authorized Representative		Date Signed



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		Application	Pre-application
		<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
City of Las Cruces		NM350336 LAS CRUCES	
700 N. Main St.		07-760-9279	
0		City of Las Cruces	
Las Crces	New Mexico	Community Development Department	
88001	Country U.S.A.	Neighborhood Services Section	
Employer Identification Number (EIN):		Dona Ana County	
85-6000147		7/1	
Applicant Type:		Specify Other Type if necessary:	
Local Government: County		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
2013 Action Plan		City of Las Cruces, NM	
\$745,000	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$50,000	Other (Describe)		
\$795,000			
Home Investment Partnerships Program		14.239 HOME	
2013 Action Plans		City of Las Cruces, NM	
\$320,000	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$41,000		Other (Describe)	
\$361,000			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			

Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			

Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
NM 02	NM02	<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Vera	C.	Zamora
Acting Senior Planner	575-528-3194	575-528-31010
Vzamora@las-cruces.org	www.las-cruces.org	Jan Lauterbach
Signature of Authorized Representative		Date Signed



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		Application	Pre-application
		<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
City of Las Cruces		NM350336 LAS CRUCES	
700 N. Main St.		07-760-9279	
0		City of Las Cruces	
Las Crces	New Mexico	Community Development Department	
88001	Country U.S.A.	Neighborhood Services Section	
Employer Identification Number (EIN):		Dona Ana County	
85-6000147		7/1	
Applicant Type:		Specify Other Type if necessary:	
Local Government: County		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
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\$745,000	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$50,000		Other (Describe)	
\$795,000			
Home Investment Partnerships Program			
14.239 HOME			
2013 Action Plans		City of Las Cruces, NM	
\$320,000	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$41,000		Other (Describe)	
\$361,000			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
NM 02	NM02		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review
Person to be contacted regarding this application			
Vera	C.	Zamora	
Acting Senior Planner	575-528-3194	575-528-31010	
Vzamora@las-cruces.org	www.las-cruces.org	Jan Lauterbach	
Signature of Authorized Representative		Date Signed	

Appendix "A"

Projects Objectives and Outcomes

Grantee Name: **Las Cruces**

CPMP Version 2.0

Project Name: CDBG & HOME Administration				
Description:	IDIS Project #: 1 UOG Code: NM350336 LAS CRUCES			
Overall Administration of the City's CDBG and HOME programs, including oversight, fair housing, compliance monitoring, environmental and labor compliance, and public services oversight/implementation.				
Location:	Priority Need Category			
City of Las Cruces City Hall, 700 N. Main St., LasCruces, NM 8800	Select one: Planning/Administration			
Expected Completion Date:	Explanation:			
6/30/2014	Implementation of both the CDBG and HOME programs.			
Objective Category				
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity				
Outcome Categories	Specific Objectives			
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	1 2 3			
Project-level Accomplishments	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete		
	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete		
	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete		
	Proposed Outcome			
	N/A			
	Performance Measure			
	N/A			
	Actual Outcome			
	N/A			
21A General Program Administration 570.206				
Matrix Codes				
21H HOME Admin/Planning Costs of PJ (subject to 5% cap)				
Matrix Codes				
Matrix Codes				
Program Year 1	CDBG	Proposed Amt. 211268	Fund Source:	Proposed Amt.
		Actual Amount 211268		Actual Amount
	HOME	Proposed Amt. 51695	Fund Source:	Proposed Amt.
		Actual Amount 51695		Actual Amount
	Accompl. Type:	Proposed Units	Accompl. Type:	Proposed Units
		Actual Units		Actual Units
	Accompl. Type:	Proposed Units	Accompl. Type:	Proposed Units
		Actual Units		Actual Units

Program Year 2	CDBG	Proposed Amt.	168030	Fund Source:	Proposed Amt.	
		Actual Amount	168030		Actual Amount	
	HOME	Proposed Amt.	36000	Fund Source:	Proposed Amt.	
		Actual Amount	36000		Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	CDBG	Proposed Amt.	159000	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	HOME	Proposed Amt.	36100	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Grantee Name: **Las Cruces**

CPMP Version 2.0

Project Name: Home Rehabilitaton Program				
Description:	IDIS Project #: 2 UOG Code: NM350336 LAS CRUCES			
Overall administration of the City's Home Rehabilitation Program, including the set-up of individual activities under separate activity numbers. Includes qualification of clients and oversight of construction and loan collections for qualified homeowners. Also includes oversight of the mobile home ramp program and the City's allocation of funds from the State of New Mexico for NSP1.				
Location:	Priority Need Category			
City of Las Cruces City Hall, 700 N. Main St., Las Cruces, NM 88001	Select one: Owner Occupied Housing			
Expected Completion Date: 6/30/2015	Explanation: Implementation of the owner-occupied home rehab, mobile home ramp grant, and NSP1 program.s			
Objective Category	Specific Objectives			
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 Improve the quality of owner housing 2 Improve access to affordable rental housing 3			
Outcome Categories				
<input checked="" type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability				
Project-level Accomplishments	04 Households	Proposed 10	Accompl. Type:	Proposed
		Underway 5		Underway
		Complete 15		Complete
	04 Households	Proposed 10	Accompl. Type:	Proposed
		Underway 2		Underway
		Complete 12		Complete
	04 Households	Proposed 8	Accompl. Type:	Proposed
		Underway		Underway
		Complete		Complete
Proposed Outcome	Performance Measure	Actual Outcome		
8	Home Rehabs and mobile home ramps installed			
14H Rehabilitation Administration 570.202	Matrix Codes			
14A Rehab; Single-Unit Residential 570.202	Matrix Codes			
16A Residential Historic Preservation 570.202(d)	Matrix Codes			
Program Year 1	CDBG	Proposed Amt. 318977	Fund Source:	Proposed Amt.
		Actual Amount 318977		Actual Amount
	HOME	Proposed Amt.	Fund Source:	Proposed Amt.
		Actual Amount		Actual Amount
	04 Households	Proposed Units 15	Accompl. Type:	Proposed Units
		Actual Units		Actual Units
	Accompl. Type:	Proposed Units	Accompl. Type:	Proposed Units
		Actual Units		Actual Units

Program Year 2	Fund Source: ▼	Proposed Amt.	500819	Fund Source: ▼	Proposed Amt.	
		Actual Amount	500819		Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
Program Year 2	Accompl. Type: ▼	Proposed Units	12	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	CDBG ▼	Proposed Amt.	516750	Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
Program Year 3	04 Households ▼	Proposed Units	8	Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
Program Year 4	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source: ▼	Proposed Amt.		Fund Source: ▼	Proposed Amt.	
		Actual Amount			Actual Amount	
Program Year 5	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type: ▼	Proposed Units		Accompl. Type: ▼	Proposed Units	
		Actual Units			Actual Units	

Grantee Name: **Las Cruces**

CPMP Version 2.0

Project Name: Public Services					
Description:	IDIS Project #: 3 UOG Code: NM350336 LAS CRUCES				
Implementation of various public service projects through local non-profits in Las Cruces, NM. Activities include funding to homeless services provider, homeless day care center, homeless medical clinic, domestic violence shelter, and local soup kitchent					
Location:	Priority Need Category				
Varies by local non-profits	Select one: Public Services				
Expected Completion Date:	Explanation:				
6/30/2014	Operational funds to local non-profits that provide services to special needs clients.				
Objective Category					
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
Outcome Categories	Specific Objectives				
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	1 Increase range of housing options & related services for persons w/ special needs 2 Improve the services for low/mod income persons 3				
Project-level Accomplishments	01 People	Proposed	1250	Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
01 People	Proposed	1000	Accompl. Type:	Proposed	
	Underway			Underway	
	Complete			Complete	
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome	Performance Measure	Actual Outcome			
1000	People Served				
05 Public Services (General) 570.201(e)		05M Health Services 570.201(e)			
05G Battered and Abused Spouses 570.201(e)		05N Abused and Neglected Children 570.201(e)			
05L Child Care Services 570.201(e)		Matrix Codes			
Program Year 1	CDBG	Proposed Amt.	136650	Fund Source:	Proposed Amt.
		Actual Amount	136650		Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	01 People	Proposed Units	1250	Accompl. Type:	Proposed Units
		Actual Units			Actual Units
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

Program Year 2	CDBG	Proposed Amt.	122802	Fund Source:	Proposed Amt.	
		Actual Amount	122802		Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People	Proposed Units	1250	Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	CDBG	Proposed Amt.	95400	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	01 People	Proposed Units	1000	Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Grantee Name: **Las Cruces**

CPMP Version 2.0

Project Name: MV Habitat for Humanity - Property Acquisition & SF home construction						
Description:	IDIS Project #: 5 UOG Code: NM350336 LAS CRUCES					
Property acquisition and new construction expenses for scattered site lots by Mesilla Valley Habitat for Humanity in Las Cruces, NM for the development of affordable housing units. HOME funds will be used for other property acquisition, soft costs, and hard construction costs as allowed, including use of CHDO set-aside funds						
Location:	Priority Need Category					
Mesilla Valley Habitat for Humanity, 720 N. Santa Fe Dr., Las Cruces, NM 88001 at scattered sites to be determined	Select one: Owner Occupied Housing					
Expected Completion Date: 6/30/2016	Explanation: Property acquisition and new construction of scattered site lots by Mesilla Valley Habitat for Humanity in Las Cruces, NM for the development of affordable, owner-occupied housing units. HOME funds will be used for other acquisition, soft costs, and hard construction costs.					
Objective Category	Specific Objectives					
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 Increase the availability of affordable owner housing					
Outcome Categories	2					
<input checked="" type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3					
Project-level Accomplishments	10 Housing Units	Proposed	9	10 Housing Units	Proposed	
		Underway			Underway	
		Complete			Complete	
	10 Housing Units	Proposed	8	10 Housing Units	Proposed	
		Underway			Underway	
		Complete			Complete	
	10 Housing Units	Proposed		Accompl. Type:	Proposed	
		Underway			Underway	
		Complete			Complete	
Proposed Outcome	Performance Measure	Actual Outcome				
8	Housing Units Created					
01 Acquisition of Real Property 570.201(a)			Matrix Codes			
12 Construction of Housing 570.201(m)			Matrix Codes			
Matrix Codes			Matrix Codes			
Program Year 1	CDBG	Proposed Amt.	89446	HOME	Proposed Amt.	40100
		Actual Amount	89446		Actual Amount	40100
	HOME	Proposed Amt.	84633	Fund Source:	Proposed Amt.	
		Actual Amount	248633		Actual Amount	
	10 Housing Units	Proposed Units	8	Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Program Year 2	CDBG	Proposed Amt.	0	HOME	Proposed Amt.	36500
		Actual Amount	0		Actual Amount	36500
	HOME	Proposed Amt.	34507	Fund Source:	Proposed Amt.	
		Actual Amount	34507		Actual Amount	
	10 Housing Units	Proposed Units	8	Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	HOME	Proposed Amt.	265900	HOME	Proposed Amt.	50,000
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	10 Housing Units	Proposed Units	6	10 Housing Units	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Grantee Name: **Las Cruces**

CPMP Version 2.0

Project Name: CHDO Operating Assistance					
Description:	IDIS Project #: 7 UOG Code: NM350336 LAS CRUCES				
Community Housing Development Organization (CHDO) Operating Assistance, as allowed under the HOME Program, to Tierra del Sol and MV Habitat for Humanity, excluding Tierra Del Sol Housing for program year 2013					
Location:	Priority Need Category				
MVHfH - 720 N. Santa Fe St., Las Cruces, NM 88001	Select one: Other				
Expected Completion Date:	Explanation:				
6/30/2014	CHDO Operating Assistance each year to the eligible CHDO's in Las Cruces, NM (generally, Mesilla Valley Habitat for Humanity & Tierra del Sol Housing Corporation), excluding Tierra Del Sol for program year 2013				
Objective Category	Specific Objectives				
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	1 Improve access to affordable owner housing				
Outcome Categories	2				
<input checked="" type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	3				
Project-level Accomplishments	09 Organizations	Proposed	2	Accompl. Type:	Proposed
		Underway			Underway
		Complete	2		Complete
	09 Organizations	Proposed	2	Accompl. Type:	Proposed
		Underway	2		Underway
		Complete			Complete
	09 Organizations	Proposed	1	Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
Proposed Outcome	Performance Measure	Actual Outcome			
2	Organizations assisted				
19B HOME CHDO Operating Costs (not part of 5% Admin ca		Matrix Codes			
Matrix Codes		Matrix Codes			
Matrix Codes		Matrix Codes			
Program Year 1	HOME	Proposed Amt.	16000	Fund Source:	Proposed Amt.
		Actual Amount	16000		Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	09 Organizations	Proposed Units	2	Accompl. Type:	Proposed Units
		Actual Units	2		Actual Units
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

Program Year 2	HOME	Proposed Amt.	18000	Fund Source:	Proposed Amt.	
		Actual Amount	18000		Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	09 Organizations	Proposed Units	2	Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	HOME	Proposed Amt.	9000	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	09 Organizations	Proposed Units	1	Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

Appendix "B"

HOME Resale and Recapture Requirements for Homebuyer Activities

C. Resale Provisions. During the affordability period, the Lender provided the Owner consent to sell the property to a another qualified low income buyer as outlined in Section D, Transfer of Property, of this Agreement, the Lender and Owner agree to the resale provisions as follows:

1. Ensuring Affordability to Subsequent Buyers: If during the affordability period the property is sold to a subsequent buyer, the price at resale must ensure the original HOME-assisted Owner a fair return on investment (ie., the homebuyer's downpayment plus capital improvements made to the house), while also ensuring that the property is sold at a price that is affordable to a reasonable range of low-income buyers. The Fair Return on Investment will be measured by the Consumer Price Index (CPI) for shelter over the period of ownership, for similarly sized cities, not seasonally adjusted. For purposes of calculating the fair return on investment, the types of capital improvements that the City will include in its basis for calculating fair return are limited to value added improvements such as kitchen remodel, bath remodel, new windows, new siding and the addition of living space. The homeowner must document the improvements with receipts for the improvement. The purchase price at subsequent sale during the Affordability Period is required to be at a price that is affordable to a family earning between 45-80% AMI that will not pay more than 30% of their gross income for principal, interest, taxes and insurance and that shall not exceed 95% of median purchase price limits as established by the Department of Housing and Urban Development (HUD). The percentage of AMI is based on income levels adjusted for family size established by the HUD, for the Las Cruces Metropolitan Statistical Area at the time of the proposed sale.

It is important to note that in certain circumstances, such as a declining housing market where home values are depreciating, the original homebuyer may not receive a return on his or her investment because the home sold for less or the same price as the original purchase price.

2. Resale Provisions related to Net Proceeds- Provided that #1 immediately above is complied with, Net Proceeds due to the seller and HOME Funds prorations credited to the new buyer are applicable in the following scenarios:
 - i. Net Proceeds of new Sales Price in excess of 10% of the Original Sales Prices: If during the affordability period the property is sold to a subsequent buyer at a sales price that is an increase of more than 10% of the original HOME-assisted Owner's sales price, the Owner/Seller shall provide a credit to the new buyer for the full amount of the HOME funds grant provided and must also provide a credit to the new buyer on the net proceeds in excess of 10% based on a prorated amount of the net proceeds due less the homeowner's investment and any capital improvements. Net proceeds defined is the amount of money received by the seller

from the sales transaction after deducting the costs involved in making the transaction.

- ii. Net Proceeds of new Sales Price between 1% and 10% above the Original Sales Price: If during the affordability period the property is sold to a subsequent buyer at a sales price that is an increase of 10% or less than the original HOME-assisted Owners sales price, the Owner/Seller shall provide a credit to the new Homeowner for the full amount of the HOME funds grant provided and Owner/Seller may retain all other net proceeds from the sale.
- iii. New Sales Price that is equal to Original Sales Price: If during the affordability period the property is sold to a subsequent buyer at a sales price that is equal to the Owner's original sales price, the Owner/Seller shall provide a credit to the new buyer in an amount equal to the prorated amount of HOME funds provided over the affordability period and must also provide a credit to the new buyer based on a prorated amount of the net proceeds due.
- iv. New Sales Price that is less than the Original Sales Price: If during the affordability period the property is sold to a subsequent buyer at a sales price that is less than the Owner's original sales price, the Owner/Seller shall provide a credit to the new buyer in an amount equal to the prorated amount of HOME funds provided over the affordability period that is based upon the percentage of decrease between the original sales price and the sales price to the subsequent owner. The original owner is entitled to any remaining net proceeds.
- v. Net Proceeds – Pro-rata Calculations Defined: Net Proceeds and HOME Funds credits will be prorated to the subsequent buyer based on the term of the affordability period and the year during the affordability period that the property is being sold. For example, if the affordability period is five years, the proration is based on 20% per year. Likewise, if the affordability period is 10 years, the proration is based on 10% per year, and if the affordability period is 15 years, the proration is 6.67% per year. The time period for prorated amounts is calculated on the earliest whole year period from the sales date. For example, if the home is sold at 4 years and 6 months, year 4 will be considered the sale year. The chart below is provided to outline the seller/buyer proration percentages for net proceeds and HOME funds due to seller and the subsequent buyer during the term of the affordability period:

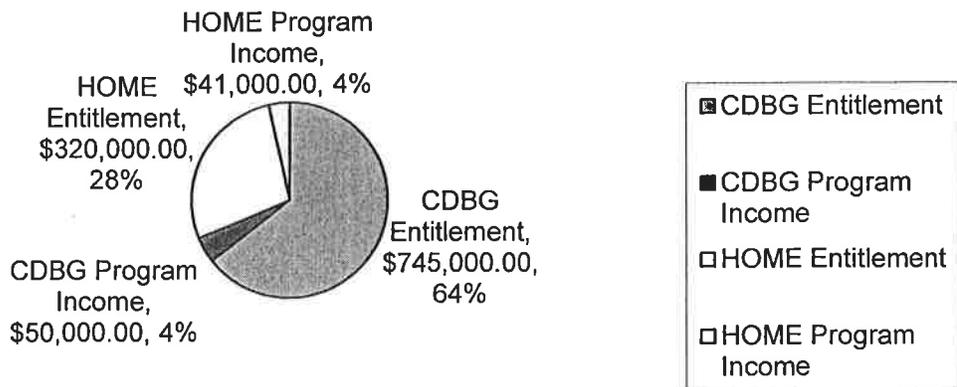
Subsequent Sale Year	Affordability Period (years)		
	5	10	15
	Owner/Subsequent Buyer Proration (%)		
1	20/80	10/90	7/93
2	40/60	20/80	13/87
3	60/40	30/70	20/80
4	80/20	40/60	27/73
5	100/0	50/50	34/66
6		60/40	40/60
7		70/30	47/53
8		80/20	54/46
9		90/10	60/40
10		100/0	67/33
11			74/26
12			80/20
13			87/13
14			94/6
15			100/0

- D. Transfer of the Property. Owner agrees that the Property may not be sold, transferred or title to the Property conveyed without Lender's prior written consent, and Lender is under no obligation to provide such consent. Lenders consent shall be granted only if new/subsequent owner meets the obligations specified within Section B above.

- E. Exception to Transfer Restriction. Notwithstanding any other provision of this Agreement, the Grant will not be due on transfer of the Property if (1) a transfer of the Property is the result of the death of Owner and the transfer is by devise or operation of law, (2) the transfer is to a member of Owner's immediate family ("Heir") and for purposes of this Agreement the term "immediate family" means parents, siblings or children only, (3) the Heir qualifies for assistance under the federal regulations governing income eligibility for the Grant, and (4) the Heir covenants and agrees in writing to maintain the Property as the Heir's principal residence for the remainder of the term of the Grant and to otherwise comply with all the terms and conditions of this Agreement.

- F. Default. Owner agrees that any default under the terms of the Grant, as those terms are set forth in this Agreement and executed contemporaneously herewith, or under the terms of any other mortgage or encumbrance on the Property, whether superior to or junior to this Agreement, will constitute a default under this Agreement and shall cause the full amount or pro-rata share of the Grant to become transferred/sold to another qualified owner as specified within Section B above.

PY2013 - Source of Funds



**2013 Action Plan
Projects - By Category and by Funding Source**

Category:	Project Description:	HOME	CDBG	2011 - 2015 Consolidated Plan	
				Goals	Objectives
Housing	Maintaining Housing Stock - Home Rehab	\$0.00	\$540,600.00	3	DH-3.1
	Acq and New Construction	\$315,900.00		1	DH-2.1
Public Services	Homeless (MVCH, Jardin, St. Lukes, NMLA)	\$0.00	\$67,675.00	4	SL-3.1
	Domestic Violence (La Casa)	\$0.00	\$17,225.00	4	SL-3.1
	Other Public services (Amistad Family Svcs)	\$0.00	\$10,500.00	4	SL-3.1
				4	SL-3.1
Infrastructure & Facilities		\$0.00	\$0.00	6	SL-1.5
Other/Administration	City of Las Cruces	\$36,100.00	\$159,000.00	1,3,5,6	N/A
	CHDO Operating (MVCH)	\$9,000.00	\$0.00	1	DH-2.3
GRAND TOTALS		\$361,000.00	\$795,000.00		

Source: City of Las Cruces

2013 Action Plan
 Percentages - By Category and by Funding Source

Category:	Project Description	HOME Funding	HOME %	CDBG Funding	CDBG %	Combined Funding	%
Other	City of Las Cruces - Admin.	\$36,100.00	10.00%	\$159,000.00	20.00%	\$195,100.00	16.88%
Administration	CHDO - Operating Assistance	\$9,000.00	2.49%	\$0.00	0.00%	\$9,000.00	0.78%
	SUBTOTAL	\$45,100.00	12.49%	\$159,000.00	20.00%	\$204,100.00	17.66%
Public Services	All	\$0.00	0.00%	\$95,400.00	12.00%	\$95,400.00	8.25%
	SUBTOTAL	\$0.00	0.00%	\$95,400.00	12.00%	\$95,400.00	8.25%
Infrastructure & Facility Improvements		\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
	SUBTOTAL	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Affordable Housing	Maintaining Housing Stock	\$0.00	0.00%	\$540,600.00	68.00%	\$540,600.00	46.76%
	New Creation - Own-Occ Hsg	\$315,900.00	87.51%	\$0.00	0.00%	\$315,900.00	27.33%
	SUBTOTAL	\$315,900.00	87.51%	\$540,600.00	68.00%	\$856,500.00	74.09%
TOTAL		\$361,000.00	100%	\$795,000.00	100.00%	\$1,156,000.00	100.00%

Source: City of Las Cruces

2013 INITIAL ACTION PLAN PUBLIC HEARING
December 12, 2012

Following are the summary minutes of the 2013 Initial Action Plan Public Hearing held on December 12, 2012, at 5:30 p.m., at Sunrise Elementary School, 5300 Holman Rd., Las Cruces, New Mexico.

Present: Natalie Green (Community Development)
 Ray Sartin (Community Development)
 Diana Garcia-Parra (Community Development)

No Public Present

Note: Staff waited for 20 minutes to ensure ample opportunity for members of the public to attend.

2013 INITIAL ACTION PLAN PUBLIC HEARING
December 13, 2012

Following are the summary minutes of the 2013 Initial Action Plan Public Hearing held on December 13, 2012, at 5:30 p.m., at the Henry Benavidez Center, 1045 McClure Rd., Las Cruces, New Mexico.

Present: Jan Lauterbach (Community Development)
 Raymond Burchfield (Community Development)
 Diana Garcia-Parra (Community Development)

No Public Present

Note: Staff waited for 20 minutes to ensure ample opportunity for members of the public to attend.

2013 ACTION PLAN PUBLIC COMMENT

April 9, 2013

Following are the summary minutes of the 2013 Action Plan Public Comment meeting held on April 9, 2013, at 5:30 p.m., at Cesar Chavez Elementary, 5250 Holman Rd., Las Cruces, New Mexico.

Present: Vera Zamora (Community Development)
Raymond Burchfield (Community Development)
Natalie Green (Community Development)
Diana Garcia-Parra (Community Development)

No Public Present

Note: Staff waited for 20 minutes to ensure ample opportunity for members of the public to attend.

2013 ACTION PLAN PUBLIC COMMENT

April 11, 2013

Following are the summary minutes of the 2013 Action Plan Public Comment meeting held on April 11, 2013, at 5:30 p.m., at Munson Senior Center, 975 S. Mesquite, Las Cruces, New Mexico.

Present: Jan Lauterbach (Community Development)
 Ray Sartin (Community Development)
 Kevin Wilson (Community Development)
 Diana Garcia-Parra (Community Development)

No Public Present

Note: Staff waited for 20 minutes to ensure ample opportunity for members of the public to attend.

HEALTH AND HUMAN SERVICES ADVISORY COMMITTEE
March 19, 2013

Following are the summary minutes from the Health and Human Services Advisory Committee meeting held on Tuesday, March 19, 2013, at 6:00 p.m., in Conference Room 2007B&C of City Hall, 700 N. Main, Las Cruces, New Mexico.

MEMBERS PRESENT: Earl Nissen, Chair
 Ardyth Norem
 Ellen Weiss
 Doug Boberg
 Nancy Cano
 Kenneth Wake

MEMBERS ABSENT: Tina Hancock

STAFF PRESENT: Natalie Green
 Diana Garcia-Parra (Recording Secretary)

AGENCIES PRESENT: Nicole Fuchs (FYI)
 Shirley Jaquez (Jardin de los Ninos)
 Theresa Armendariz (La Casa)
 Gretchen Michaud (MV Casa)
 Nicole Martinez (MVCH)
 Pamela Angell (St. Luke's)

OTHER'S PRESENT: Joel Weiss

I. CALL TO ORDER

Meeting was called to order by Chairperson Earl Nissen at 6:02 p.m.

II. ROLL CALL

Natalie Green called roll (see above). Quorum present.

III. CONFLICT OF INTEREST

No conflicts of interest by any member.

IV. FINAL RANKING OF COMPOSITE SCORES FOR CDBG PUBLIC SERVICES APPLICATIONS

Ms. Green advised there were 9 applications and presentations. The high and low scores were removed to give the following composite scores:

<u>Applicant</u>	<u>Total Points</u>
1. St. Luke's Health Care Clinic	384
2. Jardin de los Ninos	364
3. La Casa, Inc.	359
4. Mesilla Valley Community of Hope	354
5. Amistad Family Services, Inc.	347
6. New Mexico Legal Aid	340
7. Mesilla Valley CASA, Inc.	323
8. Families and Youth, Inc.	322
9. CAA	300

Ms. Green also advised that in calculating all points, the top 5 stayed the same and just the bottom 4 shifted.

V. FINAL RECOMMENDATION FOR APPROPRIATION OF FUNDING

Ms. Green advised she was quoted \$126,000; however, she just received an email that they are looking at a 5% decrease. Therefore, the possible amount to be funded could be around \$120,000.

Ms. Green then showed them an excel sheet with calculations at 100% and 90% for the top 5 applicants.

Earl Nissen suggested funding all 9 applicants (#4) with \$20,000 to the first 4, \$10,000 to the 5th, and \$7,500 to the rest.

Ms. Green commented that to fund all 9 would make more work for staff, especially when it comes to monitoring.

Doug Boberg suggested funding top 6 applicants at 80%, due to the total points all in the 500's.

Committee then had further discussion on the amount of funding possibilities.

Doug Boberg motioned to fund the top 6 applicants at 85%.

Ardyth Norem seconded.

Earl Nissen took roll on the vote.

Nancy Cano voted yes.

Ellen Weiss voted no.

Ardyth Norem voted yes.

1
2 Doug Boberg voted yes.

3
4 Ken Wake voted yes.

5
6 Earl Nissen voted yes.

7
8 Motion carried with vote of 5-1.

9
10 Agencies to be recommended for funding, as follows:

	<u>Applicant</u>	<u>Amount</u>
13	1. St. Luke's Health Care Clinic	\$21,250
14	2. Jardin de los Ninos	\$21,250
15	3. La Casa, Inc.	\$21,250
16	4. MV Community of Hope	\$21,250
17	5. Amistad Family Services, Inc.	\$12,914
18	6. NM Legal Aid	\$21,014

19
20 **VI. NOMINATION AND APPOINTMENT OF A VICE CHAIR**

21
22 Mr. Nissen asked for nominations for Vice-Chair.

23
24 Ellen Weiss nominated Doug Boberg.

25
26 Mr. Boberg thanked her, but declined as he travels and is out-of-town a lot and
27 may not make some meetings.

28
29 Ardyth Norem nominated Nancy Cano.

30
31 Ms. Cano declined as she has too much going on.

32
33 Mr. Boberg nominated Ardyth Norem.

34
35 Nancy Cano seconded.

36
37 All in favor. Motion carried. Ardyth Norem voted for Vice-Chair by acclamation.

38
39 **VII. OTHER DISCUSSION**

40
41 Mr. Nissen asked if Ms. Green had heard anything else on the Health-related
42 funds.

43
44 Ms. Green stated she was waiting for the April calendar, as she was told there
45 was going to be a work session in April. When she knows for sure, she will
46 advise the committee.

1
2 Mr. Nissen suggested writing a summary letter of what the committee went
3 through this year now that both CDBG and Health-related cycles are done. He
4 would like Council to receive the letter before the work session.

5
6 Ms. Green also stated she had letters from most of the public service agencies
7 which stated how health-related helped their organization, how did it leverage
8 other money, what were you able to do, what couldn't you do, what's the
9 increased need, etc. Ms. Green suggested attaching these letters to the
10 cover/summary letter and say it's a Board report.

11
12 Mr. Nissen, Ms. Norem and Ms. Green scheduled a time to meet to put the report
13 together for Council.

14
15 **VIII. ADJOURNMENT**

16
17 Earl Nissen motioned to adjourn.

18
19 Nancy Cano seconded.

20
21 Meeting adjourned at 7:15 p.m.

22
23
24
25 _____
26 Chairperson Date

Public Comments

No public comments have been received.