



WEST PALM BEACH

# HOME-ARP Substantial Amendment to FY 2021-22 Annual Action Plan



City of West Palm Beach  
HOME-ARP Substantial Amendment  
Resolution 26-23  
Resolution 35-23(F)



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## City of West Palm Beach HOME-ARP Allocation Plan

### Introduction

The City of West Palm Beach is an entitlement recipient of federal funds from the U.S. Department of Housing and Urban Development (HUD). The American Rescue Plan Act of 2021 (ARP) appropriated supplemental HOME Investment Partnerships Program (HOME) funds to address the impact of the COVID-19 pandemic on individuals experiencing homelessness and other vulnerable populations through the provision of housing, services, and shelter. HOME-ARP funds can be used for rental assistance, provision of supportive services, development or rehabilitation of affordable rental housing, and acquisition and development of non-congregate shelter units to serve four (4) qualifying populations:

1. Homeless individuals and families
2. Persons at risk of Homelessness
3. Individuals fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
4. Other populations who do not qualify under any of the populations above but meet one of the following criteria:
  - a. Other families requiring support services or housing assistance to prevent homelessness
  - b. Those at greater risk for housing instability

The City of West Palm Beach was awarded \$1,734,257 under the HOME-ARP program. In accordance with 24 CFR Part 91, the City of West Palm Beach is submitting a substantial amendment proposing to allocate the HOME-ARP grant funds in the FY 2021-2022 Annual Action Plan to eligible activities.

Substantial Amendment	
Substantial Amendment to Action Plan	Program Years Affected
HOME-ARP Award	2021

HOME-ARP funding in the amount of **\$1,734,257** will be allocated to the activities stated below in accordance with the proposed budget:

**Development of Affordable Rental Housing** **\$1,474,119**

The City will utilize these funds to acquire, construct, or rehabilitate affordable rental housing to increase the current rental housing stock available to low- and moderate-income individuals.

**Administration and Planning (15%)****\$260,138**

The City will utilize these funds for reasonable administrative and planning costs to provide program management, coordination, oversight, and monitoring of the HOME-ARP program.

**Public Comment Period**

Federal regulations require that the City provide the public with reasonable notice of, and an opportunity to comment on any substantial amendments in accordance with 24 CFR 91.105. HOME-ARP requires that the comment period must be open for no less than 15 days. In accordance with the City's Citizen Participation Plan, the usual 30-day public comment period for substantial amendments may be shortened to follow applicable HUD waivers. The comment period on the HOME-ARP Allocation Plan will commence on February 19, 2023 and end on March 6, 2023.

The public is encouraged to comment via mail or email to:

Kimberly Spence, HCD Programs Manager  
City of West Palm Beach  
Department of Housing and Community Development  
401 Clematis Street, 3rd Floor, West Palm Beach, FL 33401  
[KSSpence@wpb.org](mailto:KSSpence@wpb.org)

The City of West Palm Beach will consider any comments or views of residents, agencies, or other interested parties received in writing, in preparation of the final amendment. A summary of these comments will be included in the final documents.

**HOME-ARP Allocation Plan**

The HOME-ARP Allocation Plan is the road map for spending and implementation of the HOME-ARP program. The Allocation Plan must be submitted to HUD by March 31, 2023 for the City to receive the grant funds.

## Consultation

### ***Describe the consultation process including methods used and dates of consultation:***

The City of West Palm Beach Housing and Community Development Department (HCD) hosted a virtual HOME-ARP Informational Session via Zoom on May 19, 2022. The purpose of the webinar was to bring together community stakeholders to discuss the HOME-ARP program, gather information about the needs and challenges of members of the qualifying populations, identify gaps in existing resources for the qualifying populations, and identify opportunities for collaboration.

During the webinar, HCD staff provided an overview of the HOME-ARP program, defined the qualifying populations and eligible activities, discussed the city's allocation amount, reviewed the requirements of the HOME-ARP Allocation Plan, and solicited input from attendees on key topics including the priority needs of the qualifying populations, unmet needs that are not addressed with current funding, and characteristics and barriers to affordable housing in the community. To increase participation, the webinar was recorded and posted to the HCD webpage at <http://wpb.org/housing>.

The City utilized various outreach methods to inform community members of the opportunity to provide input on the use of the HOME-ARP funds including direct email outreach to a stakeholder list comprised of the Continuum of Care, Palm Beach County, housing providers, housing counseling agencies, fair housing organizations, neighborhood organizations, agencies and organizations that serve persons experiencing homelessness, persons with disabilities, and other vulnerable populations. Other outreach methods included postings to the City's website and social media outlets as well as a notice in the Mayor's weekly newsletter, the Insider Newsletter. As a follow up to the webinar, the City utilized a survey tool to collect additional input to inform how the HOME-ARP funds would be distributed for eligible activities.

Approximately 30 individuals attended the webinar and nine completed surveys were received. Any agencies or organizations that the City was required to consult with that did not participate in the meeting, the City attempted to or contacted directly.

***List the organizations consulted:***

<b>Agency/Org Consulted</b>	<b>Type of Agency/Org</b>	<b>Qualifying Population Served</b>	<b>Method of Consultation</b>	<b>Feedback</b>
<b>Homeless and Housing Alliance of Palm Beach County</b>	Continuum of Care	Homeless At-Risk of Homelessness	Public Meeting	Expressed interest in partnering with West Palm Beach.
<b>Vita Nova Inc.</b>	Homeless Service Provider	Homeless At-Risk of Homelessness	Public Meeting	No feedback received.
<b>Palm Beach County Housing Authority</b>	PHA	At-Risk of Homelessness Other Populations	Public Meeting	No feedback received.
<b>The Lord's Place</b>	Homeless Service Provider Social Services Provider/Employment/Victims of Domestic Violence	Homeless At-Risk of Homelessness Other Populations	Public Meeting Internet Outreach: Web-based survey	The agency identified a gap in the system as housing that is truly affordable for those whose primary or sole source of income is Social Security benefits, particularly those who are age 55 and older who are homeless but have not been homeless for a year or more or otherwise don't qualify as "chronically homeless." Older adults are the fastest growing portion of the homeless population and more housing options are needed for them to be placed quickly as they are particularly vulnerable when experiencing homelessness. Older adults experiencing homelessness

Agency/Org Consulted	Type of Agency/Org	Qualifying Population Served	Method of Consultation	Feedback
				<p>have health vulnerabilities that make it untenable for them to live on the streets for extended periods of time, they require shelter and sufficient support to address acute and chronic health conditions. Another gap is that many individuals exiting longer term stays in institutions who do not have a place to live upon exit cannot qualify for many forms of homeless assistance, even though there is a shortage of supportive housing options in our community for this population. The priority needs for the qualifying populations include access to long term housing that is safe and affordable, as well as livable incomes, access to healthcare and health insurance, and access to improved means of transportation. Current funding does not address the extent of the anticipated need for affordable and Assisted Living options for extremely low-income older adults who have experienced homelessness. There is also a need for more affordable Assisted Living options for</p>



Agency/Org Consulted	Type of Agency/Org	Qualifying Population Served	Method of Consultation	Feedback
				older adults who are low income including those who are currently residing in supportive housing but would benefit from a higher level of care. Those who are exiting institutions and returning to West Palm Beach benefit from the supportive services, structure, and accountability that supportive housing provides.
<b>Gulfstream Goodwill Industries</b>	Homeless Service Providers Persons with Disabilities	Homeless At-Risk of Homelessness	Public Meeting	No feedback received.
<b>West Palm Beach Housing Authority</b>	PHA	At-Risk of Homelessness Other Populations Domestic Violence/Sexual Assault Veterans	Public Meeting Internet Outreach: Web-based survey	Housing resources should be used to develop or rehabilitate rental housing to increase the affordable housing stock and for the provision of supportive services. There is a limited stock of affordable housing. Priority needs includes security deposit assistance as individuals are unable to lease because landlords require first, last and security deposit.
<b>Community Partners of South Florida</b>	Housing Provider Social Services Provider	Homeless At-Risk of Homelessness	Public Meeting	No feedback received.



Agency/Org Consulted	Type of Agency/Org	Qualifying Population Served	Method of Consultation	Feedback
		Other Populations		
<b>Northend RISE</b>	Housing Provider Social Services Provider	Homeless At-Risk of Homelessness Other Populations	Public Meeting Internet Outreach: Web-based survey	The agency identified the need for additional rental units and more financial assistance and a preference for seniors.
<b>Florida Housing Coalition</b>	Statewide Non-Profit/TA Provider	Homeless At-Risk of Homelessness Other Populations Domestic Violence/Sexual Assault	Public Meeting	No feedback received.
<b>Neighborhood Renaissance</b>	Housing Provider	Homeless At-Risk of Homelessness Other Populations Domestic Violence/Sexual Assault	Public Meeting Internet Outreach: Web-based survey	The agency identified the lack of affordable inventory across the board as a gap in the shelter and housing system for the qualifying populations and the priority need as permanent affordable rentals. Neighborhood Renaissance owns rental housing and has zero vacancies and does not have the capacity to keep a waiting list. The agency advocated for the Allocation Plan to include the preservation and rehab of existing

Agency/Org Consulted	Type of Agency/Org	Qualifying Population Served	Method of Consultation	Feedback
				properties because tenants are at-risk for homelessness. Additionally, construction costs have risen exponentially in the last two years and there are existing projects in the pipeline that now are at the beginning stages and require gap financing due to the construction increases.
<b>Palm Beach County Department of Human Services</b>	Public Agency – addressing the needs of all QPs	Homeless At-Risk of Homelessness Other Populations Domestic Violence/Sexual Assault	Public Meeting	Expressed interest in partnering with West Palm Beach and jointly working on the Needs and Gap analysis.
<b>Housing Leadership Council of Palm Beach County</b>	Nonprofit/ Housing coalition	Homeless At-Risk of Homelessness Other Populations Domestic Violence/Sexual Assault	Public Meeting	No feedback received.

<b>Agency/Org Consulted</b>	<b>Type of Agency/Org</b>	<b>Qualifying Population Served</b>	<b>Method of Consultation</b>	<b>Feedback</b>
<b>The Arc of Palm Beach County</b>	Social Services Provider/Persons with Disabilities	Homeless At-Risk of Homelessness Other Populations	Public Meeting	No feedback received.
<b>Ruth and Norman Rales Jewish Family Services, Inc.</b>	Social Services Provider/Victims	At-Risk of Homelessness Domestic Violence/Sexual Assault	Internet Outreach: Web-based survey	Gaps identified include the lack of affordable or attainable housing options for older adults, adults with special needs, or families facing homelessness. Persons of low- to moderate-income and those who have an income too high to qualify for Section 8 should be considered for a preference.
<b>Urban League of Palm Beach County</b>	Social Services Provider HUD Housing Counseling Agency	Homeless At-Risk of Homelessness Other Populations Veterans	Internet Outreach: Web-based survey	Available funds should be made available to provide Home Counseling (First Time Home Buyers, Foreclosure prevention & Intervention), Financial Literacy Classes for young adults, families, and senior citizens. Funds should also be used to develop and help non-profits create single family homes for sale and or rental with a focus on those at 50% AMI or below.
<b>Fair Housing Center of the Greater Palm Beaches</b>	Fair Housing Legal Services	At-Risk of Homelessness	Internet Outreach:	HOME-ARP funds should be used for rental assistance for renters currently experiencing high rental increases and

Agency/Org Consulted	Type of Agency/Org	Qualifying Population Served	Method of Consultation	Feedback
		Other Populations	Web-based survey	non-profit operating and capacity building. With the current crisis of skyrocketing rental increases in WPB there needs to be a plan for more emergency housing for those who are currently or about become homeless. Preference should be considered for families with children and persons with disabilities. Priority needs and unmet needs include equal access to fair and affordable housing and fair housing education and outreach.
<b>Legal Aid Society of Palm Beach County</b>	Fair Housing Legal Services	Homeless At-Risk of Homelessness Other Populations Domestic Violence/Sexual Assault Veterans	Internet Outreach: Web-based survey	There is a great need for rental assistance now that the COVID era programs are mostly gone. There is a lack of affordable housing for low and very low-income residents. More navigators are needed to help find affordable housing beyond apartment complexes and mobile home parks. Priority needs include rental assistance and help finding rental units that clients can afford (especially clients receiving disability benefits). Preference should be considered for seniors with fixed income who are no longer able to work.

Agency/Org Consulted	Type of Agency/Org	Qualifying Population Served	Method of Consultation	Feedback
<b>Palm Beach County Victim Services</b>	Public Agency – addressing the need of a qualifying population	Domestic Violence/Sexual Assault	Direct Outreach: Email	No response received.
<b>YWCA of Palm Beach County</b>	Social Services Provider	Homeless Domestic Violence/Sexual Assault	Direct Outreach: Email	Provided data for the Needs Assessment and Gap analysis.
<b>Not identified</b>	Social Services Provider	Homeless At-Risk of Homelessness Other Populations	Internet Outreach: Web-based survey	Gaps in the shelter and housing system include deposit and application fees for those with a housing voucher and temporary shelter until the next unit is available. A priority need is fair housing assistance for homeowners who will become homeless without help to save those homes. Individuals who are considered to be the working poor should be considered for a preference. Unmet needs include legal assistance for foreclosure prevention for current homeowners.

***Summarize feedback received and results of upfront consultation with these entities:***

The feedback from the agencies/organizations consulted prior to the development of the HOME-ARP Allocation Plan overwhelmingly identified the need for more affordable rental housing in the City of West Palm Beach.

The most common gaps in housing and supportive services was housing for seniors or persons with disabilities that rely on a fixed income from Social Security benefits or Social Security Disability Insurance (SSDI). Families at -risk of homelessness were also identified as a qualifying population with a high level of need due to the limited supply of affordable housing. Participants in the City's informational session/public meeting and survey respondents identified the following housing and services as priority needs: access to permanent and affordable housing, supportive housing, living wages, access to healthcare and health insurance, improved transportation options, security deposit assistance, rental assistance, and housing navigators to assist residents with finding available rental units.

Some of the barriers to accessing affordable housing include high move-in costs and increasing rent prices. The West Palm Beach Housing Authority (WPBHA), identified the main challenges voucher holders encounter in locating units as poor credit history and landlords requesting rents that are higher than the HUD-approved small area FMR, even at the PHA's higher rent standard (120% of FMR). These factors contribute to severely constricted housing options for voucher holders. The WPBHA is currently operating at an 87.5% voucher utilization rate and has a Section 8 Housing Choice Voucher waiting list of 3,000 applicants.

Based on the feedback received during the consultation, the City is allocating 85% of the HOME-ARP funds to the development of affordable rental housing. The remaining 15% of the grant funds will be used for administration and planning costs.

## Public Participation

***Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:***

- ***Date(s) of public notice: 2/19/2023***
- ***Public comment period: start date - 2/19/2023 end date - 3/6/2023***
- ***Date(s) of public hearing: 3/6/2023***

***Describe the public participation process:***

The City of West Palm Beach followed its process for citizen comment on substantial amendments as described in the City's Citizen Participation Plan. The proposed HOME-ARP Allocation Plan was made available for public review and comment between Sunday, February 19, 2023 and Monday, March 6, 2023. The City published a combined notice of public hearing and public comment period in the Palm Beach Post (newspaper of general circulation) on February 19, 2023 informing the public of the availability of the plan for review and comment. In accordance with the Citizen Participation Plan, the usual thirty (30) day public comment period was shortened based on applicable HUD waivers for the HOME-ARP Allocation Plan which required a minimum 15-day comment period.

The draft Allocation Plan was made available for viewing on the City's website at <https://www.wpb.org/government/housing-community-development/reports> and at the City of West Palm Beach Department of Housing and Community Development, 401 Clematis Street, West Palm Beach, FL 33401. All interested parties were invited to submit written comments to be considered before going to the City Commission for approval. Written comments could be mailed or submitted via email. The City held a City Commission public hearing on March 6, 2023 for approval of the substantial amendment to the FY 2021-2022 Annual Action Plan and authorization to submit the Allocation Plan to HUD.

***Describe efforts to broaden public participation:***

To broaden public participation, the public hearing was held in the evening to encourage maximum attendance and participation. Additionally, the public hearing was held in-person and virtually. The meeting was also televised on WPB-TV, the City's office television station. The City worked with service providers to advertise the availability of the draft plan for review and comment. A recording of the HOME-ARP Information Session, a webinar the City held on May 19, 2022, was posted to the City's website to make more information available on the purpose of the program, eligible activities, and the City's HOME-ARP allocation amount.



***Summarize the comments and recommendations received through the public participation process either in writing, or orally at a public hearing:***

No public comments were received.

***Summarize any comments or recommendations not accepted and state the reasons why:***

No public comments were received.

## Needs Assessment and Gaps Analysis

**Homeless Needs Inventory and Gap Analysis Table**

Homeless													
	Current Inventory					Homeless Population				Gap Analysis			
	Family		Adults Only		Vets	Family HH (at least 1 child)	Adult HH (w/o child)	Vets	Victims of DV	Family		Adults Only	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds					# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	127	25	79	0	0								
Transitional Housing	0	0	53	0	0								
Permanent Supportive Housing	0	0	72	56	0								
Other Permanent Housing	0	0	0	0	0								
Sheltered Homeless						106	75	0	42				
Unsheltered Homeless						1	227	16	0				
<b>Current Gap</b>										-	-	(98)	-

**Data Sources:** 1. Point in Time Count (PIT); 2. Continuum of Care Housing Inventory Count (HIC)

**Housing Needs Inventory and Gap Analysis Table**

Non-Homeless			
	Current Inventory	Level of Need	Gap Analysis
	# of Units	# of Households	# of Households
Total Rental Units	21,235		
Rental Units Affordable to HH at 30% AMI (At-Risk of Homelessness)	1,030		
Rental Units Affordable to HH at 50% AMI (Other Populations)	620		
0%-30% AMI Renter HH w/ 1 or more severe housing problems (At-Risk of Homelessness)		3,080	
30%-50% AMI Renter HH w/ 1 or more severe housing problems (Other Populations)		2,210	
<b>Current Gaps</b>			(3,640)

**Data Source:** 2015-2019 Comprehensive Housing Affordability Strategy (CHAS)

***Describe the size and demographic composition of qualifying populations within the PJ's boundaries:***

HOME-ARP funds are required to primarily benefit individuals and families from four qualifying populations. This section of the Allocation Plan evaluates the size and demographic composition of all four of the qualifying populations and assesses the unmet needs of each of those populations.

***1) Individuals and families experiencing homelessness***

Individuals and families experiencing homelessness is defined by 24 CFR 91.5 as persons lacking a fixed, regular, and adequate nighttime residence. The definition also includes persons who will imminently lose their primary nighttime residence, and families with children or unaccompanied youth who may meet the definition of homeless under other federal statutes as identified in 24 CFR 91.5.

To estimate the number of persons experiencing homeless in West Palm Beach, the City consulted with the Homeless and Housing Alliance of Palm Beach County (HHA), the lead agency for the Continuum of Care (CoC). The City also consulted with the YWCA of Palm Beach County, operator of Harmony House, a 74-bed, year-round, 24-hour shelter for women and their children who are victims of domestic abuse.

According to data from the CoC and the YWCA, for FY 2020-2021, a total of 1,183 individuals were sheltered in three emergency shelters that serve City residents – Gulfstream Goodwill Industries' Lewis Center, Adopt-A-Family of the Palm Beaches Program REACH, and YWCA of Palm Beach County's Harmony House. Note that these three shelters are not limited to City residents and serve individuals throughout the County. The sheltered homeless population count included 23 veterans, 454 victims of domestic violence (including 187 children), and 169 youth (18-24) households. The table below provides a breakdown of sheltered clients by race and ethnicity.

<b>Race/Ethnicity</b>	<b>Number</b>	<b>%</b>
White	335	28.3%
Black or African American	800	67.6%
Asian	10	0.8%
American Indian or American Native	4	0.3%
Native Hawaiian or Other Pacific Islander	5	0.4%
Multi-Racial	27	2.3%
Data not collected	2	0.2%
<b>Total</b>	<b>1,183</b>	<b>100%</b>

<b>Race/Ethnicity</b>	<b>Number</b>	<b>%</b>
Hispanic	171	14.5%
Not Hispanic	985	83.3%
Other/Data not collected	27	2.2%
<b>Total</b>	<b>1,183</b>	<b>100%</b>

**Data Sources:** 1. Palm Beach County Community Services Dept. - Clients served in Emergency Shelter at The Senator Philip D. Lewis Center and Program REACH (10/1/2020-9/30/2021); 2. YWCA of Palm Beach County - Clients served in Emergency Shelter at Harmony House (7/1/2020-6/30/2021).

Annually, the CoC coordinates the point-in-time (PIT) count to determine the number of sheltered and unsheltered people experiencing homelessness on a single night in January, within a 24-hour period. The 2022 PIT count identified 230 unsheltered individuals or 218 households experiencing homelessness within the West Palm Beach city limits. This count included 82 homeless individuals or 77 households that demonstrate chronic patterns of homelessness. That is, people that have experienced homelessness for at least a year – or repeatedly – while struggling with a disabling condition. Most of the City’s unsheltered homeless persons are male (75%) and between the ages of 18- 24 (93%). Other demographic information collected indicate that unsheltered homeless persons are primarily Black/African American individuals (59%) followed by white individuals (36%). Over 92% of unsheltered homeless persons are of non-Hispanic origin. As shown in the Homeless Needs Inventory and Gap Analysis Table, based on data from HUD’s 2021 Housing Inventory Count and the 2022 PIT Count, there is an unmet need in the current housing and shelter inventory of approximately 98 adult beds and a gap in family beds in non-shelter housing.

## ***2) Individuals and families at-risk of homelessness***

At risk of homelessness is defined at 24 CFR 91.5 as a household with an annual income under 30% of area median income (AMI), without sufficient resources or support networks such as family or friends to prevent them from becoming homeless, and experiencing conditions such as housing instability, living in a hotel or motel not paid for by any programs, or sharing a home with someone due to economic hardship, among other conditions.

The City’s Consolidated Plan defines individuals and families at -risk of homelessness as households experiencing cost burden caused by the gap between housing costs and income. The Consolidated Plan further defines persons at imminent risk of homelessness as those with high rent burden, especially when rent is above 50% of monthly income.

Based on these definitions, for purposes of describing the size of the population at risk-of homelessness, the City considers renter households with income below 30% AMI and with one or more severe housing problems as eligible to receive assistance under HOME-ARP. The four

severe housing problems are incomplete kitchen facilities, incomplete plumbing facilities, overcrowding, and cost burden greater than 50%.

According to data from the Comprehensive Housing Affordability Strategy (CHAS) for the 2015-2019 period, the most recent CHAS data available, there were 4,585 renter households with an annual income below 30% AMI. The data show that approximately two-thirds or 3,080 of these renter households, had at least one of the four severe housing problems and met the definition of at-risk of homelessness. In West Palm Beach, there were 1,030 rental units affordable to households at 30% AMI, resulting in a gap of 2,050 rental units for households at 30% AMI.

Of the four severe housing problems, the greatest housing problem impacting renter households at 30% AMI is severe cost burden: 2,490 (54%) of the 4,585 households pay rent and utilities that is more than 50% of their gross income. This is followed by 510 households living in overcrowded conditions (more than one person per room) and 85 households living in substandard housing.

Black or African American renter households at or below 30% AMI are at a greater risk of becoming homeless compared to other racial and ethnic groups as shown in the table below.

Race/Ethnicity	Household has 1 or more of the 4 severe housing problems and income is less than or equal to 30% AMI	%
White	875	28.4%
Black or African American	1,380	44.8%
Asian	55	1.8%
American Indian or Alaska Native	0	0.0%
Pacific Islander	0	0.0%
Hispanic, any race	720	23.4%
<b>Total</b>	<b>3,080</b>	<b>100%</b>

**Data Source:** 2015-2019 Comprehensive Housing Affordability Strategy (CHAS)

***3) Individuals and families fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking***

Based on the 2022 PIT count, there were 42 individuals fleeing, or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.

The City also consulted with the YWCA of Palm Beach County for data for this qualifying population. During fiscal year 2020-2021, the Harmony House domestic violence shelter provided shelter for 170 female adults and 187 children for a total of 357 women and children. 84 victims

suffered both domestic violence and sexual violence. For the same period, Harmony House was unable to provide shelter for 45 callers.

**4) Other populations for whom supportive services or assistance would prevent homelessness or serve those with the greatest risk of housing instability**

There is a two-part definition of individuals and families that are classified as Other populations:

1. Households who were formerly homeless but are currently housed due to temporary or emergency assistance, and who may need additional housing assistance or supportive services to avoid a return to homelessness.
2. Households at greatest risk for instability defined by HUD as (i) households with an annual household income at or below 30% of the AMI and is experiencing severe cost burden or (ii) a household with an annual income that is less than or equal to 50% of the AMI and that is also at risk of homeless as defined at 24 CFR 91.5.

To avoid a duplicative count of eligible households for this qualifying population, the City is excluding extremely low-income ( $\leq 30\%$  AMI) and severely rent burdened households as part of the Other population group since this segment of the population was included under the “individuals and families at-risk of homelessness” qualifying population.

To quantify the size of this qualifying population, the City is considering households with income between 30-50% AMI with one or more severe housing problems as eligible to apply for assistance under this qualifying population. According to the CHAS, there were 3,865 renter households with an annual income between 30-50% AMI. The data show 2,210 of these renter households, has at least one of the four severe housing problems and may be experiencing housing instability or require housing assistance. In West Palm Beach, there were 620 rental units affordable to households at 30-50% AMI, resulting in a gap of 1,590 rental units for households at 30-50% AMI.

Race/Ethnicity	Household has 1 or more of the 4 severe housing problems and income is less than or equal to 30-50% AMI	%
White	840	38.6%
Black or African American	680	31.3%
Asian	15	0.7%
American Indian or Alaska Native	0	0.0%
Pacific Islander	0	0.0%
Hispanic, any race	640	29.4%
<b>Total</b>	<b>2,210</b>	<b>100%</b>

**Data Source:** 2015-2019 Comprehensive Housing Affordability Strategy (CHAS)

***Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing***

The Department of Housing and Community Development, particularly the Community Resources/Vickers House Division, provides funding, direct services, and programs for persons experiencing homelessness including permanent housing, supportive housing, rapid rehousing, food assistance, relocation assistance, assessments, referral services, and job placement assistance.

The City works closely with the Homeless and Housing Alliance (HHA) of Palm Beach County (the Continuum of Care lead agency) whose main function is to deliver a comprehensive and coordinated continuum of services for homeless individuals, families with children, veterans, and unaccompanied youth. This system's fundamental components include homeless prevention, outreach and assessment, emergency shelter, supportive services, permanent housing, and supportive housing.

The City also facilitates a monthly meeting where homeless agencies and City staff share information, explore resources for clients in need, and discuss ways to streamline the point of entry for potential clients. This has helped to target the use of the limited resources that are offered to people who are experiencing homelessness. It has also assisted in prioritizing assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner.

The City leverages its resources with nonprofit and private sector organizations. Annually, the following resources are made available for various homeless assistance programs and activities that are supported or delivered by the City:

- Engagement Team & Peer Outreach Program funded with approximately \$145,000 in CDBG public services funding and \$150,000 from the WPB Downtown Development Authority;
- Homeward Bound bus pass and relocation services funded with approximately \$10,000 in local funding;
- Tenant-based rental assistance (TBRA) and supportive housing funded with an allocation of approximately \$3.2M annually in Housing Opportunities for Persons with AIDS; and
- Rental Deposit Assistance/Housing Stabilization Program funded with \$50,000 in State Housing Initiative Partnership funding from the state of Florida; and
- Serving Our Seniors Program funded with \$5,000 annually to provide temporary financial assistance to seniors over age 62 in the event of an emergency or financial hardship with utility assistance.



The Senator Philip D. Lewis Center, a 66-bed emergency facility, serves as the main point of access for homeless services in Palm Beach County including access to emergency shelter, rapid rehousing, and permanent supportive housing services. Homeless individuals and families are referred to the Lewis Center from both the Community Resources/Vickers House staff and the West Palm Beach Police Department. Vickers House staff also assists the Lewis Center with conducting initial screenings over the telephone. The City of West Palm Beach will continue to support efforts to provide additional shelter and transitional housing beds as funding permits.

In addition to the Lewis Center and the HHA, other City partners include faith-based organizations, substance abuse treatment centers, the Homeless Coalition of Palm Beach County; the Palm Beach County Division of Human Services, the Health Care District of Palm Beach County, Continuum of Care and Ryan White Service Providers, The Lord's Place, Catholic Charities, West Palm Beach VA Medical Center, Gulfstream Goodwill, St. Ann Place, Vita Nova, South County Mental Health; Family Promise; and Center of Hope.

#### Current shelter and housing inventory

- The Senator Philip D. Lewis Center serves as Palm Beach County's homeless resource center and acts as the central point of access for individuals and families seeking to end their homelessness. Clients of the Lewis Center are connected to supportive services and housing. There are 60 adult-only beds: 20 beds in the women's dorm and 40 beds for men.
- Program REACH is the largest emergency shelter for families with children experiencing homelessness in Palm Beach County. The program has 19 apartments and a total of 74 family beds.
- Harmony House is a 72-bed emergency shelter for victims of domestic abuse and their children providing 24-hour hotline, 24-hour shelter, children's services, food and other basic needs, referrals, and case management.
- Vita Nova focuses on eliminating homelessness for youth ages 18 to 25 years old by providing housing services to youth who identify as LGBTQ+ through the RHY Transitional living program (10 beds). Vita Nova Village provides housing for young adults at-risk of homelessness and has capacity for up to 28 individuals.
- The Salvation Army Center of Hope transitional housing program serves Veterans in a 2-year program that offers housing and supportive services including comprehensive substance abuse treatment, case management, mental health screening, adult basic educations, and reintegration services. The GPD facility is a 15-bed facility.
- The Dr. Alice Moore Apartments is a 36-unit supportive housing project. All units are set-aside for residents making less than 60% AMI with 26 units reserved for adults living with severe mental illness.

- Home at Tamarind, developed by Gulfstream Goodwill, provides six units of affordable housing for individuals with a documented developmental disability who are homeless or at risk of homelessness.
- The Village Phase I is a collaboration between Community Partners of South Florida and the Southeast Behavioral Health Network to provide a 20-unit supportive housing complex for individuals who are at-risk of homelessness.

Note that while these emergency shelters, transitional housing facilities, and permanent supportive housing developments are located in the City of West Palm Beach, they do not serve City residents exclusively.

### Affordable Housing Inventory

According to data from the Florida Housing Data Clearinghouse (Shimberg Center), there are approximately 3,400 affordable rental units in the City. CHAS data indicates that 1,650 rental units are affordable to households at or below 50% AMI while there is a need for 5,290 rental units for residents at this income level, resulting in a gap of 3,640 units. Recognizing the need for additional affordable rental units, the City currently has under construction or in pre-development, over 300 rental units expected to be added to the inventory within the next two years.

### Rental Assistance Programs

There are several rental assistance programs available in Palm Beach County that residents of the City may access. Many of these programs came online during the last two years due to the economic hardship caused by the COVID-19 pandemic. These programs include the Emergency Rental Assistance (ERA) program, Emergency Solutions Grant – CARES Act (ESG-CV), and the Emergency Housing Voucher Program. The ERA and ESG-CV programs are administered by the Palm Beach County Department of Community Services and has prevented homelessness for over 30,000 households in the past two years. During fiscal year 2021 (October 1, 2020 - September 30, 2021), 298 households were assisted with ESG-CV funding in Palm Beach County.

In addition to these COVID relief funds, a primary source of rental assistance is the Housing Choice Voucher (HCV) program that is administered by the West Palm Beach Housing Authority (WPBHA) and Palm Beach County Housing Authority (PBCHA).

As of January 2023, there were 3,115 families utilizing HCVs managed by the WPBHA. The WPBHA in partnership with the CoC administers the Emergency Housing Voucher Program available through the American Rescue Plan Act (ARPA). Emergency Housing Vouchers (EHVs) are targeted to individuals and families who are homeless, at-risk of homelessness, fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or were recently homeless or have a high risk of housing instability. According to information available

on the EHV Data Dashboard, the WPBHA administers 107 emergency housing vouchers. As of February 2023, 72 households have been served by the EHV program and another 28 households are searching for a unit.

***Describe the unmet housing and service needs of qualifying populations:***

***Homeless as defined in 24 CFR 91.5***

The immediate need of individuals who are experiencing homelessness is access to affordable rental housing. According to the 2022 PIT count, 230 homeless individuals were unsheltered in the City, including 82 individuals who were chronically homeless. Chronically homeless persons need access to permanent supportive housing where they can benefit from long term housing stability and supportive services. Permanent supportive housing reduces the demand on hospitals, jails, and other crisis intervention services that may be needed to address health conditions, mental illness, and/or substance abuse disorders that are not being properly managed by individuals that are living on the street or in a shelter.

In addition to affordable rental housing and permanent supportive housing, persons who are homeless also require supportive services including financial assistance to cover move-in costs, rent assistance, reliable transportation options, childcare, job training programs, and healthcare.

***At Risk of Homelessness as defined in 24 CFR 91.5***

The needs of individuals and families at-risk of homelessness include immediate needs and long-term needs to maintain self-sufficiency. In the short-term, persons at-risk of homelessness need to maintain the housing that they currently occupy. For renters at 30% AMI, this could mean rent subsidies and utility assistance. COVID relief funding including the Emergency Rental Assistance (ERA) program, Emergency Solutions Grant – CARES Act (ESG-CV), and Emergency Housing Vouchers (EHV) has enabled people already experiencing homelessness and persons behind on rent to eliminate past housing debt and maintain housing. However, these funding sources are time-limited and agencies and organizations that were consulted for preparation of this Allocation Plan have expressed a need for rental subsidies to continue assistance for those who are still vulnerable to losing housing.

According to the 2022 Rental Market Study prepared by the Shimberg Center for Housing Studies, Palm Beach County has a deficit of 24,340 affordable and available rental units for households at 0-30% AMI, with only 16 affordable and available units per 100 renter households at the 30% AMI income level. Palm Beach County is also one of the counties with the most units at risk of being lost from the affordable housing inventory due to expiring subsidies. As mentioned above, the CHAS data for the City of West Palm Beach also showed a gap in the number of rental units

affordable to households at 30% AMI of 2,050 units. One way to address this deficit is through the development of affordable rental housing.

While the City utilizes federal, state, and local resources to produce affordable housing units in partnership with for-profit and non-profit developers, it requires a significant amount of subsidy and leveraging of resources to develop units that are affordable to households at 30% AMI. A main source of rental housing for this qualifying population (individuals and families at risk of homelessness) is public housing units and housing vouchers. Data from the WPBHA indicated that of 3,115 voucher holders, 2,487 or 80% were extremely low-income households. Waiting list data from the WPBHA demonstrates the unmet need for this qualifying population. As of January 2023, there were 141 households on the waiting list for the Emergency Housing Voucher program and 3,000 households on the waiting list for Housing Choice Vouchers. Over 72% and 67% of applicants on these two waiting lists were extremely low-income, respectively.

Generally, extremely low-income households spend most of their income on housing costs and do not have sufficient funds to cover other basic expenses such as food, medication, or transportation. Therefore, emergency financial assistance, transportation, and affordable health insurance are other unmet needs that this qualifying population often have. Long-term needs include employment training, educational programs, and access to jobs paying a living wage. For those families with children that are not yet school-aged, affordable childcare and early childhood programs are needed.

***Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice***

According to the Florida Department of Law Enforcement Uniform Crime Report for 2020, the West Palm Beach Police Department reported 552 domestic violence related offenses. However, the number of families or individuals in need of housing who have experienced domestic violence is difficult to determine as many incidents go unreported to law enforcement agencies, assistance groups, or emergency shelters. The 2022 PIT Count found that, of the sheltered homeless individuals, 42 were experiencing or fleeing a domestic violence situation.

The needs for victims of domestic violence center around finding adequate shelter and access to supportive services to return to financial and emotional stability. The Department of Children and Families (DCF) 2021-2022 Annual Report identified the main services sought by victims of domestic violence as emergency shelter and critical services including legal services related to child custody issues, divorce, and parenting rights; temporary economic assistance to escape a violent partner; economic empowerment services to help survivors gain financial independence; counseling and case management; employment training program; and referral services.

For victims exiting shelter, there is a need for transitional housing. Market rate units are not affordable for low-income families and there is often a waiting list for subsidized units. The Florida Coalition Against Domestic Violence in its 2019-2020 Capital Needs Assessment, stated that survivors take longer to secure housing due to the shortage of safe, affordable, and permanent housing, forcing them to stay in shelter longer than intended, live in substandard conditions, or return to their batterers.

***Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability as defined by HUD in the Notice***

This qualifying population has a need for affordable rental housing as well as homeless prevention assistance. In addition to the challenges presented by being extremely low to very-low income, living on a fixed income, physical health issues, mental health problems, substance abuse issues, involvement with the criminal system, and limited social assistance programs can all increase the risk of homelessness. Therefore, persons at risk of greater housing instability also have a need for employment, transportation, financial assistance to meet basic needs, utility assistance, and childcare.

***Identify any gaps within the current shelter and housing inventory as well as the service delivery system:***

The most recent data from the 2021 Housing Inventory Count (HIC) report and the 2022 PIT count show that the only housing available to homeless families with children is limited to emergency shelter beds or units. There are very few, if any, transitional housing, or permanent supportive housing for families in West Palm Beach. The data also showed that there is a gap in shelter and housing beds for adult households without children.

Regarding the non-homeless housing inventory, there is a significant gap in the number of affordable rental units available to renter households below 30% AMI and renter households at 30-50% AMI. Based on CHAS data, there is a need for an additional 3,640 rental units: 2,050 units at 30% AMI and 1,590 units at 30-50% AMI.

Gaps also exist in the availability of services. Based on the feedback from the agencies that were consulted for this Allocation Plan, there is a need for the following supportive services: housing search/navigation services; legal services; transportation; financial assistance to help with rental application fees, first and last monthly rent, and security deposits; rent assistance; credit repair; housing counseling; and substance abuse treatment services and mental health services for persons exiting institutions or mental health facilities.

***Under Section IV.4.2.ii.G of the HOME-ARP Notice, a PJ may provide additional characteristics associated with instability and increased risk of homelessness in their HOME-ARP allocation***

***plan. These characteristics will further refine the definition of “other populations” that are “At Greatest Risk of Housing Instability,” as established in the HOME-ARP Notice. If including these characteristics, identify them here:***

The City is not including any other conditions or additional housing characteristics linked with instability and increased risk of homelessness to describe “households at the greatest risk of instability”. The City will utilize the definition of “Other Populations” in the HOME-ARP Notice.

***Identify priority needs for qualifying populations:***

Data from the needs assessment and the consultation process identified the development of affordable rental housing and permanent supportive housing as the priority needs for all four qualifying populations. Palm Beach County residents have been fortunate to benefit from the influx of COVID-19 funding for homeless prevention and rapid rehousing. HOME-ARP funding presents an opportunity to create new permanent affordable housing for persons experiencing homeless and those at risk of homelessness.

***Explain how the PJ determined the level of need and gaps in the PJ’s shelter and housing inventory and service delivery systems based on the data presented in the plan:***

The level of need and gaps in the housing and shelter inventory was determined through shelter and housing data from the Housing Inventory Count and data from the 2022 Point-In-Time Count. Non-homeless needs were determined by data from the Comprehensive Housing Affordability Strategy (CHAS). Feedback gathered through the consultation process through an informational session attended by service providers and stakeholders, an online survey, and direct outreach to key agencies and organizations, reinforced the quantitative data and provided insight into the need for supportive services.

## **HOME-ARP Activities**

***Describe the method(s) that will be used for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors:***

The City has an open submission process for accepting project proposals to fund the new construction or acquisition and rehabilitation of rental developments. All developers will be required to apply for funding through a formal application. Eligible applicants may include non-profit and for-profit developers, and public housing authorities.

The City may also exercise other options when soliciting applications for HOME-ARP funding. These options include soliciting applications through a Request for Proposals or Notice of Funding Availability process or utilizing a non-competitive process to select a developer based on the following selection criteria.

Selection criteria to determine the developer may include, but not be limited to:

- Capacity and capability to carry-out the project;
- Experience in completing similar projects;
- Leveraging or ability to pair HOME-ARP funding with other resources, such as housing vouchers, services, or project funding;
- Neighborhood compatibility;
- Ability to provide or partner with another agency/organization to provide wrap-around supportive services; and
- Demonstration of site control.

***Describe whether the PJ will administer eligible activities directly:***

The City of West Palm Beach, the participating jurisdiction (PJ), will not administer eligible activities directly. Housing development activities and/or services will be implemented by developers, service providers, contractors, or subrecipients. The City is responsible for program administration, general oversight, and monitoring of HOME-ARP funds.

***If any portion of the PJ's HOME-ARP administrative funds are provided to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:***

The City did not provide any HOME-ARP administrative funds to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP Allocation Plan.

***In accordance with Section V.C.2. of the Notice (page 4), PJs must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits.***

**Use of HOME-ARP Funding**

	Funding Amount	Percent of the Grant	Statutory Limit
Supportive Services	\$ 0		
Acquisition and Development of Non-Congregate Shelters	\$ 0		
Tenant Based Rental Assistance (TBRA)	\$ 0		
Development of Affordable Rental Housing	\$ 1,474,119		
Non-Profit Operating	\$ 0	0 %	5%



Non-Profit Capacity Building	\$ 0	0 %	5%
Administration and Planning	\$ 260,138	15 %	15%
<b>Total HOME ARP Allocation</b>	<b>\$ 1,734,257</b>		

***Describe how the PJ will distribute HOME-ARP funds in accordance with its priority needs identified in its needs assessment and gap analysis:***

HOME-ARP funds will be distributed for the development of affordable rental housing, including permanent supportive housing. The lack of affordable housing was the highest priority need identified in the needs assessment and gap analysis, based on the Homeless and Housing Needs Inventory and Gaps Analysis Table, as well as feedback from non-profit providers, housing providers, and the public agencies consulted.

Affordable rental housing projects may include new construction or acquisition and rehabilitation and must comply with all the requirements for HOME-ARP rental housing included in the HOME-ARP Notice. The HOME-ARP funds will be used as gap funding and will be leveraged with other funding sources to create a financially feasible and viable project.

***Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:***

The needs assessment and gap analysis identified a lack of transitional and permanent supportive housing beds for homeless individuals and families. This, coupled with the shortage of affordable and available rental units at or below 50% AMI, along with feedback received from numerous service providers and stakeholders, provided justification for utilizing the HOME-ARP funds for the development of affordable rental housing.

## **HOME-ARP Production Housing Goals**

***Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:***

The City of West Palm Beach estimates that it will produce or support the development of approximately 5-10 affordable rental housing units for qualifying populations.

***Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how the production goal will address the PJ's priority needs:***

The City based its HOME-ARP housing production goal on the amount of HOME-ARP funds allocated for rental housing and the average per unit development cost for rental housing. The City will address the priority needs by funding the acquisition, rehabilitation, or construction of

affordable rental housing. The HOME-ARP funding will leverage other resources to increase the affordable rental housing available and accessible to qualifying populations.

## Preferences

***Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:***

The City intends to select a project(s) that will give all four qualifying populations access to the HOME-ARP activity. The City will not exclude any eligible individuals from applying for HOME-ARP assistance. However, the City will target the assistance by adopting the following preferences for HOME-ARP activities:

City-adopted preference: (i) Families experiencing homelessness  
(ii) Individuals and Families at risk of homelessness

Establishing this preference means that priority will be given in the selection and admission of applicants to HOME-ARP projects before another eligible qualifying population applicant that does not qualify for preference.

***If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or subpopulation of qualifying population, consistent with the PJ's needs assessment and gap analysis:***

The needs assessment identified an unmet need for transitional and permanent supportive housing for families as well as a gap in the number of rental units affordable to households at or below 50% AMI. By establishing a preference for families experiencing homelessness and for those at risk of homelessness, persons with the greatest priority need will have improved access to available rental units. Applicants will be maintained in chronological order based on the established preferences described in this plan.

## Referral Methods

***Identify the referral methods that the PJ intends to use for its HOME-ARP projects and activities. PJ's may use multiple referral methods in its HOME-ARP program. (Optional):***

The City intends to use project or activity specific waiting lists as the referral method for HOME-ARP project and activities.

***If the PJ intends to use the coordinated entry (CE) process established by the CoC, describe whether all qualifying populations eligible for a project or activity will be included in the CE process, or the method by which all qualifying populations eligible for the project or activity will be covered. (Optional):***

The City does not intend to use the coordinated entry process established by the CoC.

***If the PJ intends to use the CE process established by the CoC, describe the method of prioritization to be used by the CE. (Optional):***

Not applicable.

***If the PJ intends to use both a CE process established by the CoC and another referral method for a project or activity, describe any method of prioritization between the two referral methods, if any. (Optional):***

Not applicable.

#### **Limitations in a HOME-ARP rental housing or NCS project**

***Describe whether the PJ intends to limit eligibility for a HOME-ARP rental housing or NCS project to a particular qualifying population or specific subpopulation of a qualifying population identified in section IV.A of the Notice:***

The City is not establishing a limitation in its HOME-ARP projects or activities to any particular qualifying population. The City's HOME-ARP program will not exclude any eligible qualifying applicant from applying for or receiving assistance.

***If a PJ intends to implement a limitation, explain why the use of a limitation is necessary to address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or subpopulation of qualifying population, consistent with the PJ's needs assessment and gap analysis:***

Not applicable.

***If a limitation was identified, describe how the PJ will address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the limitation through the use of HOME-ARP funds (i.e., through another of the PJ's HOME-ARP projects or activities):***

Not applicable.

## HOME-ARP Refinancing Guidelines

If the PJ intends to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing that is being rehabilitated with HOME-ARP funds, the PJ must state its HOME-ARP refinancing guidelines in accordance with [24 CFR 92.206\(b\)](#). The guidelines must describe the conditions under which the PJ will refinance existing debt for a HOME-ARP rental project, including:

- ***Establish a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing to demonstrate that rehabilitation of HOME-ARP rental housing is the primary eligible activity***  
Not applicable, the City will not use HOME-ARP funds to refinance existing debt.
- ***Require a review of management practices to demonstrate that disinvestment in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving qualified populations for the minimum compliance period can be demonstrated.***  
Not applicable.
- ***State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.***  
Not applicable.
- ***Specify the required compliance period, whether it is the minimum 15 years or longer.***  
Not applicable.
- ***State that HOME-ARP funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.***  
Not applicable.
- ***Other requirements in the PJ's guidelines, if applicable:***  
Not applicable.

**Attachment A – Public Notice Ad – Palm Beach Post**

# LOCALiQ

The Gainesville Sun | The Ledger  
Daily Commercial | Ocala StarBanner  
News Chief | Herald-Tribune  
News Herald | The Palm Beach Post  
Northwest Florida Daily News

PO Box 631244 Cincinnati, OH 45263-1244

## **PROOF OF PUBLICATION**

West Palm Beach, City Of  
ATTN: BLDG & DEV SERVICES  
West Palm Beach, City Of  
401 Clematis St

WEST PALM BEACH FL 334015319

STATE OF FLORIDA, COUNTY OF PALM BEACH

The Palm Beach Post, a daily newspaper printed and published in the city of West Palm Beach and of general circulation in Palm Beach, Martin, Okeechobee and St Lucie Counties, Florida; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

02/19/2023

and that the fees charged are legal.  
Sworn to and subscribed before on 02/19/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$571.65

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Customer No: 730343

1

PO #:

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

NICOLE JACOBS  
Notary Public  
State of Wisconsin

PUBLIC NOTICE  
Fiscal Year 2021-2022 Action Plan  
Substantial Amendment  
HOME-ARP

February 19, 2023

The City of West Palm Beach is an entitlement recipient of federal funds from the U.S. Department of Housing and Urban Development (HUD) for the HOME Investment Partnerships Program (HOME). The City was allocated \$1,734,257 in supplemental HOME funding under the American Rescue Plan Act of 2021 to address the impact of COVID-19 on individuals experiencing homelessness and other vulnerable populations. To receive the HOME-ARP funds, the City must submit a HOME-ARP Allocation Plan to HUD describing the use of the funds, including how the funds will address the needs of qualifying populations. The deadline to submit the HOME-ARP Allocation Plan is March 31, 2023.

In accordance with 24 CFR 91.505, the City of West Palm Beach is proposing the following substantial amendment to the FY 2021-2022 Action Plan:

□ Allocate HOME-ARP program funds in the amount of \$1,734,257 in the 2021 Annual Action Plan to eligible activities.

HOME-ARP Budget \$1,734,257  
Development of Affordable Rental Housing \$1,474,119

The City will utilize these funds to acquire, construct, or rehabilitate affordable rental housing to increase the current rental housing stock available to low- and moderate-income individuals.

Administration and Planning (15%) \$260,138

The City will utilize these funds for reasonable administrative and planning costs to provide program management, coordination, oversight, and monitoring of the HOME-ARP program.

Federal regulations require that the City provide the public with reasonable notice of and an opportunity to comment on any substantial amendments in accordance with 24 CFR 91.105. HOME-ARP requires that the comment period must be open for no less than 15 days. In accordance with the City's Citizen Participation Plan, the usual 30-day public comment period may be shortened in accordance with applicable HUD waivers. The comment period on the HOME-ARP Allocation Plan will commence on February 19, 2023 and end on March 6, 2023.

Public Comment & Public Hearings

Citizens, agencies, and all interested parties are encouraged to review the substantial amendment and draft HOME-ARP Allocation Plan. The full document can be viewed on the City's website at <https://www.wpb.org/government/housing-and-community-development/reports> and at the following location: City of West Palm Beach Department of Housing and Community Development, 401 Clematis Street, West Palm Beach, FL 33401. All interested parties are invited to submit written comments by mail or via email to:

Kimberly Spence, HCD Programs Manager  
City of West Palm Beach  
Department of Housing and Community Development  
401 Clematis Street, 3rd Floor, West Palm Beach, FL 33401  
KSSpence@wpb.org

The City of West Palm Beach will consider any comments or views of residents, agencies, or other interested parties received in writing, in preparation of the final amendment. A summary of these comments will be included in the final document.

In addition, the City of West Palm Beach will hold the following public hearing:

City Commission Public Hearing  
Purpose: To receive public comments on the draft Allocation Plan, approve the substantial amendment to the FY 2021-2022 Action Plan, and authorize submission of the HOME-ARP Allocation Plan.

Date: Monday, March 6, 2023  
(Commission Meeting begins at 5:00 PM)

Place: City Commission Chambers, 1st Floor, City Hall, 401 Clematis Street, West Palm Beach, FL 33401

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), OF 1990, ALL PERSONS REQUIRING A SPECIAL ACCOMMODATION AT THIS MEETING BECAUSE OF A DISABILITY, PHYSICAL IMPAIRMENT, OR ENGLISH LANGUAGE DEFICIENCY, TO PARTICIPATE IN THESE MEETINGS, SHOULD CONTACT THE DEPARTMENT OF HOUSING AND COMMUNITY



DEVELOPMENT OR THE OFFICE OF THE CITY CLERK, AT THE CITY OF WEST PALM BEACH LOCATED AT 401 CLEMATIS STREET, WEST PALM BEACH, FL 33401 OR VIA TELEPHONE AT 561-822-1250 OR 561-822-1210 AT LEAST FIVE CALENDAR DAYS PRIOR TO THE MEETING, SO THAT ASSISTANCE CAN BE PROVIDED. THIS DOCUMENT MAY BE REQUESTED IN AN ALTERNATE FORMAT BY CONTACTING THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AT 561-822-1250.

DE ACUERDO CON LA LEY DE ESTADOUNIDENSES CON DISCAPACIDADES (ADA), DE 1990, TODAS LAS PERSONAS QUE REQUIERAN ALOJAMIENTO ESPECIAL EN ESTAS REUNIONES PÚBLICAS DEBIDO A UNA DISCAPACIDAD, IMPEDIMENTO FÍSICO O DEFICIENCIA EN EL IDIOMA INGLÉS, PARA PARTICIPAR EN ESTAS REUNIONES, DEBEN COMUNICARSE CON EL DEPARTAMENTO DE VIVIENDA Y DEPARTAMENTO DE DESARROLLO COMUNITARIO O LA OFICINA DEL SECRETARIO MUNICIPAL, EN LA CIUDAD DE WEST PALM BEACH UBICADA EN 401 CLEMATIS STREET, WEST PALM BEACH, FLORIDA 33401 O POR TELÉFONO AL 561-822-1250 O AL 561-822-1210 AL MENOS CINCO DÍAS DE CALENDARIO ANTES DE LA REUNIÓN, PARA QUE SE PUEDA PRESTAR ASISTENCIA. ESTE DOCUMENTO SE PUEDE SOLICITAR EN UN FORMATO ALTERNO CONTACTANDO AL DEPARTAMENTO DE VIVIENDA Y DESARROLLO COMUNITARIO AL 561-822-1250.

Publish: The Palm Beach Post,  
Sunday, February 19, 2023.  
2/19/23 8454515

**Attachment B – Housing and Community Development Webpage**  
<https://www.wpb.org/government/housing-community-development/reports>

**HOMES & COMMUNITY DEVELOPMENT**  
 Programs & Services  
 Homeless Utility Support  
 HOPE & Mobile Counseling  
 Closing The Gap  
 CDDC-HI  
 Department Initiatives  
 Case Reviews  
 Success Stories

## Reports and Notices

PUBLIC NOTICE

### Public Notice - February 19, 2023

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#### PUBLIC NOTICE

##### Fiscal Year 2021–2022 Action Plan Substantial Amendment

##### HOMIC-ARP

##### February 19, 2023

The City of West Palm Beach is an entitlement recipient of federal funds from the U.S. Department of Housing and Urban Development (HUD) for the HOME Investment Partnership Program (HOME). The City was allocated \$1,734,257 in supplemental HOME funding under the American Rescue Plan Act of 2021 to address the impact of COVID-19 on individuals experiencing homelessness and other vulnerable populations. To receive the HOMIC-ARP funds, the City must submit a HOMIC-ARP Allocation Plan to HUD describing the use of the funds, including how the funds will address the needs of qualifying populations. The deadline to submit the HOMIC-ARP Allocation Plan is March 31, 2023.

In accordance with 24 CFR §1.585, the City of West Palm Beach is proposing the following substantial amendment to the FY 2021–2022 Action Plan:

- Allocate HOMIC-ARP program funds in the amount of \$1,734,257 in the 2021 Annual Action Plan to eligible activities.

<u>HOMIC-ARP Budget</u>	<u>\$1,734,257</u>
<b>Development of Affordable Rental Housing</b>	<b>\$1,474,119</b>
The City will utilize these funds to acquire, construct, or rehabilitate affordable rental housing to increase the current rental housing stock available to low- and moderate-income individuals.	
<b>Administration and Planning (10%)</b>	<b>\$260,138</b>
The City will utilize these funds for reasonable administrative and planning costs to provide program management, coordination, oversight, and monitoring of the HOMIC-ARP program.	

Federal regulations require that the City provide the public with accessible notice of and an opportunity to comment on any substantial amendments in accordance with 24 CFR §1.105. HOMIC-ARP requires that the comment period must be open for no less than 15 days. In accordance with the City's Citizen Participation Plan, the usual 30-day public comment period may be shortened in accordance with applicable HUD waivers. The comment period on the HOMIC-ARP Allocation Plan will commence on February 19, 2023 and end on March 6, 2023.

**Public Comment & Public Hearing**

Citizen, agencies, and all interested parties are encouraged to review the substantial amendment and draft HOMIC-ARP Allocation Plan. The full document can be viewed on the City's website at <https://www.wcpa.org/government/housing-community-development/report> and at the following location: City of West Palm Beach Department of Housing and Community Development, 401 Clematis Street, West Palm Beach, FL 33401. All interested parties are invited to submit written comments by mail or via email to:

Kimberly Spence, HCD Programs Manager  
City of West Palm Beach  
Department of Housing and Community Development  
401 Clematis Street, 3rd Floor, West Palm Beach, FL 33401  
[kspence@wcpa.org](mailto:kspence@wcpa.org)

The City of West Palm Beach will consider any comments or views of residents, agencies, or other interested parties received in writing, in preparation of the final amendment. A summary of these comments will be included in the final document.

In addition, the City of West Palm Beach will hold the following public hearing:

**City Commission Public Hearing**

Purpose: To receive public comments on the draft Allocation Plan, approve the substantial amendment to the FY 2021–2022 Action Plan, and authorize submission of the HOMIC-ARP Allocation Plan.

Date: Monday, March 6, 2023 (Commission Meeting begins at 5:00 PM)

Place: City Commission Chambers, 1<sup>st</sup> Floor, City Hall, 401 Clematis Street, West Palm Beach, FL 33401

**IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), OF 1990, ALL PERSONS REQUIRING A SPECIAL ACCOMMODATION AT THIS MEETING BECAUSE OF A DISABILITY PHYSICAL, IMPAIRMENT OR SPEECH LANGUAGE DIFFICULTY TO PARTICIPATE IN THIS MEETING, SHOULD CONTACT THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT OR THE OFFICE OF THE CITY CLERK, AT THE CITY OF WEST PALM BEACH LOCATED AT 401 CLEMATIS STREET, WEST PALM BEACH, FL 33401 OR VIA TELEPHONE AT 561-433-1320 OR 561-433-1310 AT LEAST FIVE BUSINESS DAYS PRIOR TO THE MEETING. IF THAT ASSISTANCE CAN BE PROVIDED, THE DOCUMENT MAY BE REQUESTED BY AN ALTERNATE FORMAT BY CONTACTING THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AT 561-433-1320.**

**DE ACUERDO CON LA LEY DE ESTADOUNIDENSES CON DISCAPACIDADES (ADA), DE 1990, TODAS LAS PERSONAS QUE REQUIERAN UN ACCOMODAMIENTO ESPECIAL EN ESTAS REUNIONES PÚBLICAS DUEO A UNA DISCAPACIDAD, IMPEDIMIENTO FISICO O DEFICIENCIA EN EL LENGUAJE, DEBE SOLICITAR EN ESTAS REUNIONES, DESDE CINCO DIAS ANTES DEL EVENTO, ASISTIR POR MEDIO DE VIVENDOS Y/O DESARROLLO COMUNITARIO O LOS OFICIOS DEL SECRETARIO MUNICIPAL EN LA CIUDAD DE WEST PALM BEACH UBICADOS EN 401 CLEMATIS STREET, WEST PALM BEACH, FLORIDA 33401 O POR TELÉFONO AL 561-433-1320 O AL 561-433-1310 AL MENOS CINCO DIAS DE CALIFICACIÓN ANTES DEL EVENTO. SI SE PUEDE PROPORCIONAR TAL AYUDA, EL DOCUMENTO SE PODRÁ SOLICITAR EN UN FORMATO ALTERNATIVO CONTACTANDO AL DEPARTAMENTO DE VIVIENDA Y DESARROLLO COMUNITARIO AL 561-433-1320.**

**Publish:** The Palm Beach Post, Sunday, February 19, 2023.

Draft HOMIC-ARP Substantial Amendment to FY 2021–22 Annual Action Plan

## **Attachment C – Public Comments Received**

No public comments were received.

## **Attachment D – City Commission Approval**

**RESOLUTION NO. 26-23**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING A SUBSTANTIAL AMENDMENT TO THE CITY'S ANNUAL ONE-YEAR ACTION PLAN FOR FISCAL YEAR 2021/22 FOR THE HOME INVESTMENT PARTNERSHIPS – AMERICAN RESCUE PLAN (HOME-ARP) PROGRAM TO INCORPORATE THE CITY'S HOME-ARP ALLOCATION PLAN; AUTHORIZING AND DIRECTING THE CITY'S DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT TO SUBMIT THE AMENDMENT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR REVIEW; AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SUBMISSION OF THE AMENDMENT AND THE USE OF SUCH FUNDS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

\*\*\*\*\*

WHEREAS, the City of West Palm Beach is an entitlement recipient of federal funds from the U.S. Department of Housing and Urban Development (HUD) under the American Rescue Plan Act of 2021, to address the impact of the COVID-19 pandemic on individuals experiencing homelessness and other vulnerable populations, through a program known as HOME-ARP; and

WHEREAS, by Resolution No. 92-22 and Resolution No. 110-22(F), both approved at the May 2, 2022 City Commission meeting, the Commission authorized acceptance of \$1,734,257 in HOME-ARP funding to be used in accordance with the provisions of a HOME-ARP Allocation Plan to be prepared by the City; and

WHEREAS, the Department Housing and Community Development (HCD) has completed preparation of the City's HOME-ARP Allocation Plan and the City is required to amend the Fiscal Year 2021 Action Plan to incorporate the Allocation Plan and submit the amendment to HUD by March 31, 2023; and

WHEREAS, Federal regulations at 24 CFR 91.105 require the City to provide the public with reasonable notice of, and an opportunity to comment, on any substantial amendments. A detailed description of the substantial amendment was published in the Palm Beach Post on February 19, 2023 and was posted on the City's website and the public will have an opportunity to speak at the public hearing to be held on March 6, 2023. The substantial amendment was available for inspection for the required 15-day comment period prior to the public hearing to be held on March 6, 2023; and

WHEREAS, the City has followed procedures consistent with 24 CFR 91.505 to amend the Fiscal Year 2021 Action Plan; and

WHEREAS, the City Commission deems it in the best public interest to amend the plan to incorporate the HOME-ARP funds and to authorize use of the funds in accordance with the Plan.

**RESOLUTION NO. 26-23**

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA that:**

**SECTION 1:** The City Commission hereby authorizes an amendment to the Fiscal Year 2021 Action Plan to incorporate the HOME-ARP Allocation Plan, a copy of which is attached hereto as **Exhibit A.**

**SECTION 2:** The City's Department of Housing and Community Development is authorized and directed to submit the amendment to the U.S. Department of Housing and Urban Development for its review.

**SECTION 3:** The Mayor is hereby authorized to execute all documents necessary for submission of the Amendment to the U.S. Department of Housing and Urban Development and for the subsequent award of HOME-ARP funds to eligible recipients. The Mayor is further authorized to execute all additional documents necessary to achieve the purposes and intent of this Resolution including, but not limited to, amendments.

**SECTION 4:** After execution of this Resolution by the Mayor, the City Clerk is hereby directed to furnish one copy of the executed Resolution to the Director of the Department of Housing and Community Development for further handling. The original Resolution shall be retained by the City Clerk as a public record of the City of West Palm Beach, Florida.

**SECTION 5:** This Resolution shall take effect according to law.

[SIGNATURES ON FOLLOWING PAGE]

PASSED AND ADOPTED THIS 6TH DAY OF MARCH, 2023.




**ATTEST:**

X *Jacqueline H. Mobley*

---

CITY CLERK  
Signed by: Jacqueline Helena Mobley

**CITY OF WEST PALM BEACH BY  
ITS CITY COMMISSION:**

 Recoverable Signature

X *Keith A. James*

---

PRESIDING OFFICER  
Signed by: Keith A. James

**APPROVED AS TO FORM AND  
LEGALITY:**

3/3/2023

X *Samuel A. Thomas*

---

CITY ATTORNEY  
Signed by: Samuel A Thomas

**RESOLUTION NO. 35-23(F)**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, AUTHORIZING THE APPROPRIATION OR TRANSFER OF CITY FUNDS IN FISCAL YEAR 2021/2022 IN ACCORDANCE WITH SECTION 4.03 OF THE CITY CHARTER OF THE CITY OF WEST PALM BEACH, FLORIDA, FOR THE PURPOSE OF AMENDING THE HOME PROGRAM GRANT AND GENERAL FUND BUDGETS TO RECLASSIFY FUNDING FOR THE AMERICAN RESCUE PLAN ACT OF 2021 PROCEEDS TO PROVIDE APPROPRIATIONS FOR ACTIVITIES RELATED TO COVID-19 RESPONSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COMMISSION OF THE CITY OF WEST PALM BEACH, FLORIDA, that:**

**SECTION 1:** Funds are hereby appropriated the General Fund as follows:

**FUND 001 – GENERAL FUND**

**REVENUES**

Carryforward- Approved Resolutions	001-014100-000-389003-00000000	(\$260,138)
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**EXPENDITURES**

Reclass Salary/Benefit Costs	001-029125-554-500160-00000000	(\$260,138)
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**FUND 113 – HOME PROGRAM GRANT FUND**

**EXPENDITURES**

Professional Services-Fy21/22 En Grant	113-029169-554-500310-21271000	(\$260,138)
Grants-Fy21/22 En Grant	113-029169-554-500816-21271000	(1,474,119)
Reclass Salary/Benefit Costs-Fy21/22 En Grant	113-029169-554-500160-21271000	260,138
Multifamily Rental Housing-Fy21/22 En Grant	113-029169-554-500884-21271000	1,474,119

<b>Total Expenditures</b>	<b>\$0</b>
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**SECTION 2:** The City Clerk is hereby directed to furnish one (1) copy of this Resolution to the Chief Financial Officer, one (1) copy to the Budget Office after passage.

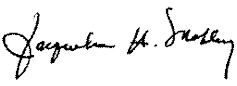
**SECTION 3:** This Resolution shall take effect as provided by law.



PASSED AND ADOPTED THIS 6TH DAY OF MARCH, 2023.




**ATTEST:**


X 

---

CITY CLERK  
Signed by: Jacqueline Helena Mobley

**CITY OF WEST PALM BEACH BY  
ITS CITY COMMISSION:**

 Recoverable Signature


X 

---

PRESIDING OFFICER  
Signed by: Keith A. James

**APPROVED AS TO FORM AND  
LEGALITY:**

3/6/2023

X 

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CITY ATTORNEY  
Signed by: Nancy DeSimone Urcheck

## **Attachment E – SF-424 and Assurances**

### Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

03/10/2023

**4. Applicant Identifier:**

M-21-MP-12-0224

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

City of West Palm Beach

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-60000448

**\* c. UEI:**

KLVRHVTA447

**d. Address:**

**\* Street1:**

401 Clematis Street

**Street2:**

**\* City:**

West Palm Beach

**County/Parish:**

**\* State:**

FL: Florida

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

33401-5319

**e. Organizational Unit:**

**Department Name:**

**Division Name:**

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Ms.

**\* First Name:**

Jennifer

**Middle Name:**

**\* Last Name:**

Ferriol

**Suffix:**

**Title:**

**Organizational Affiliation:**

**\* Telephone Number:**

(561) 822-1250

**Fax Number:**

**\* Email:**

JFerriol@wpb.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program (HOME)

### \* 12. Funding Opportunity Number:

14.239

\* Title:

HOME Investment Partnerships Program (HOME)

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

HOME-ARP eligible activities including the development of affordable rental housing and program administration.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

   **17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,734,257.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,734,257.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative: \* Date Signed: 

CITY ATTORNEY'S OFFICE

Approved as to form and legality

By: Samuel Amores

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of West Palm Beach	DATE SUBMITTED 3/9/2023

Standard Form 424B (Rev. 7-97) Back

BY ATTORNEY'S OFFICE

proved as to form and leg.

By: Samuel A. Norner

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**


**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of West Palm Beach	3/9/2023

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ONLY ATTORNEY

Approved as to form and content

By: 

## **Attachment F – Certifications**

## HOME-ARP CERTIFICATIONS

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

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing pursuant to 24 CFR 5.151 and 5.152.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It will comply with the acquisition and relocation requirements contained in the HOME-ARP Notice, including the revised one-for-one replacement requirements. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42, which incorporates the requirements of the HOME-ARP Notice. It will follow its residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the HOME-ARP program.

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

1. 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;
2. 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
3. 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 and program requirements.

**Section 3** --It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

**HOME-ARP Certification** --It will use HOME-ARP funds consistent with Section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) and the CPD Notice: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*, as may be amended by HUD, for eligible activities and costs, including the HOME-ARP Notice requirements that activities are consistent with its accepted HOME-ARP allocation plan and that HOME-ARP funds will not be used for prohibited activities or costs, as described in the HOME-ARP Notice.

  
\_\_\_\_\_  
Signature of Authorized Official

3/9/2023  
\_\_\_\_\_  
Date

Mayor, Keith A. James

\_\_\_\_\_  
Title

CITY ATTORNEY'S OFFICE

Approved as to form and legality

By: Samuel A. Ramos