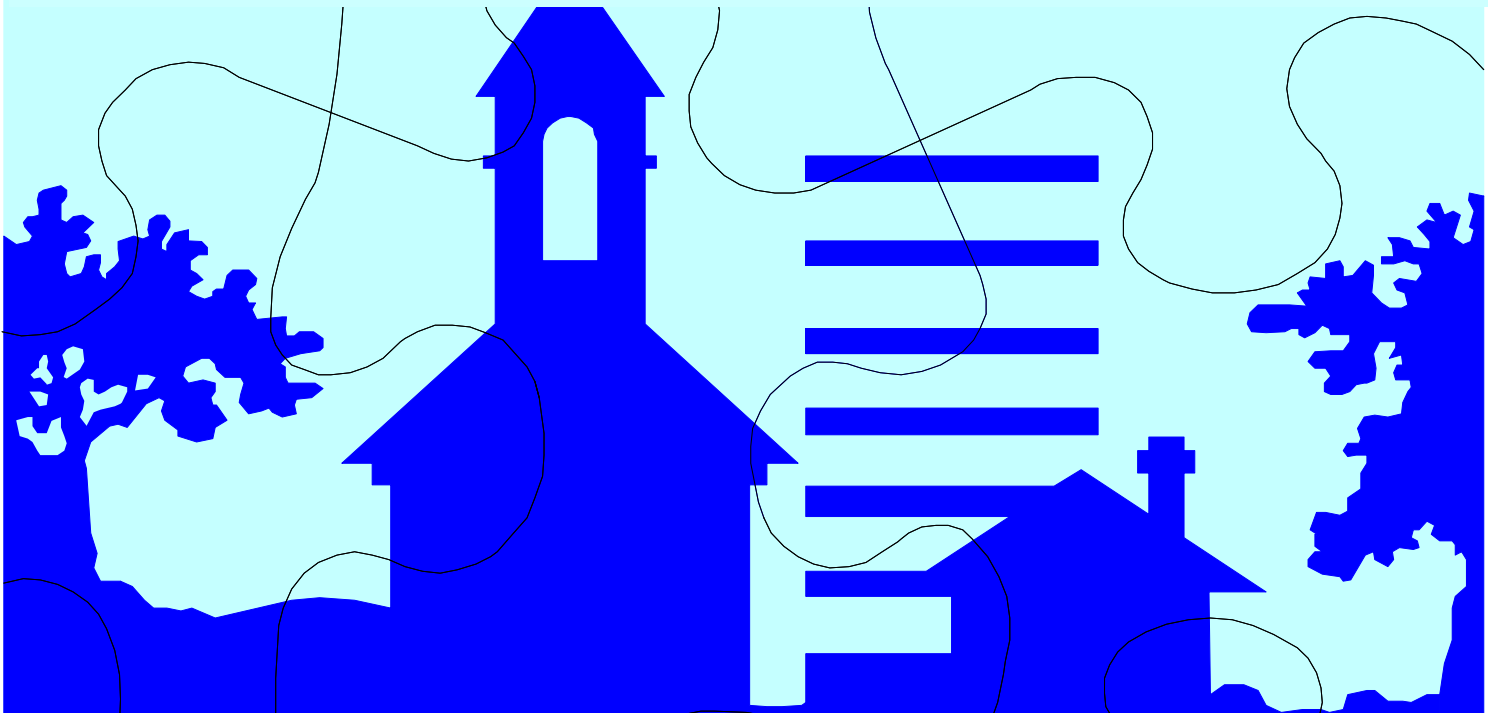


Lake County Department of Community Services  
Housing & Community Development Division

# **FY 2008-09 ONE YEAR ACTION PLAN**

**Community Development Block Grant  
Program Year 5**



**Prepared for the Lake County Board of County Commissioners**

Welton G. Cadwell, Chairman, District 5  
Jennifer Hill, District 1  
Elaine Renick, District 2  
Jimmy Conner, District 3,  
Linda Stewart, District 4

**Approved, August 5, 2008  
Amended, June 2, 2009**

Lake County Department of Community Services  
Housing & Community Development Division

**FY 2008-09**

# **ONE YEAR ACTION PLAN**

**Community Development Block Grant  
Program Year 5**

Lake County Board of County Commissioners  
Welton G. Cadwell, District 5, Chairman

Lake County Department of Community Services  
Fletcher D. Smith, Director

William Gearing, Community Enhancement Coordinator  
Barbara Schamel, Community Development Specialist

# **SF-424 APPLICATION FOR FEDERAL ASSISTANCE**





# SF 424

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

## SF 424

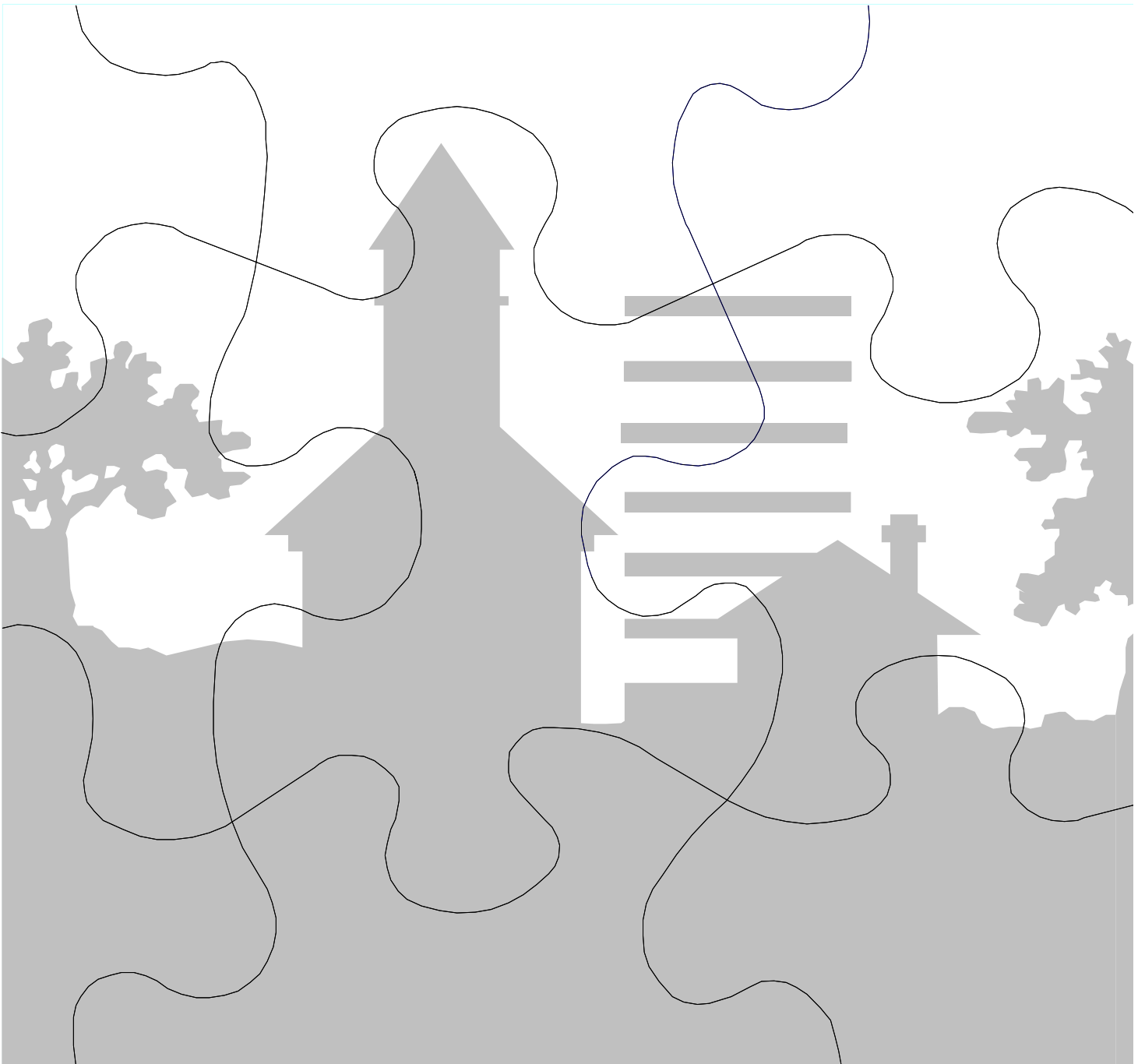
Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted <del>8/15/08</del> 6/05/09	Applicant Identifier	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input checked="" type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
Lake County		12069	
P.O. Box 7800		07921436	
		Board of County Commissioners	
Tavares	Florida	Community Services	
32778		Housing & Community Development	
<b>Employer Identification Number (EIN):</b>		Lake	
59-000695			
<b>Applicant Type: County</b>		<b>Specify Other Type if necessary:</b>	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles Program Year 2008 One Year Action Plan		Description of Areas Affected by CDBG Project(s) Countywide including City of Tavares, Town of Montverde, Town of Astatula, Town of Lady Lake	
\$CDBG Grant Amount <del>\$968,639</del> 284,412	\$Add'l HUD Grant	Section 8 Housing Choice Vouchers \$3,031,670	
\$Add'l Federal Funds Leveraged \$372,420		\$Add'l State Funds \$2,538,863	
\$Locally Leveraged Funds \$		\$Add'l State Funds Leveraged \$	
\$Anticipated Program Income \$0		\$Other \$0	
\$Total Funds Leveraged for CDBG Based Projects \$			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

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

Person to be contacted regarding this application		
William Gearing	Community Enhancement Coordinator	
Signature of Authorized Representative		Date Signed

# ADOPTION RESOLUTION



**ADOPTION RESOLUTION**

A Resolution of the Board of County Commissioners adopting the **an amendment to the** FY 2008-09 One Year Action Plan **and the CDBG-R amendment to the FY 2008-09 One Year Action Plan**, and authorizing the Chairman to execute the Application for Federal Assistance and Grantee Certifications for Community Development Block Grant Program Year 5; and directing the Department of Community Services to transmit the Action Plan to the U.S. Department of Housing and Urban Development.

**WHEREAS**, the United States Congress passed and the President signed into law the National Housing Act of 1974 establishing the Community Development Block Grant (CDBG); and

**WHEREAS**, Lake County attained sufficient population together with the Town of Montverde and the City of Tavares to become an entitlement community in 1999; and

**WHEREAS**, the County entered into Cooperation Agreements with the Town of Montverde and the City of Tavares in 1999 initiating an Urban County Partnership; and

**WHEREAS**, the Town of Astatula joined the Urban County Partnership in FY 2004-05, and the Town of Lady Lake joined in FY 2005-06; and

**WHEREAS**, the CDBG program empowers the County to contract with nonprofit community groups or cooperating municipalities to implement projects meeting the objectives of the CDBG program; and

**WHEREAS**, in accordance with the Citizen Participation Plan which is a section of the FFY 2004-10 Consolidated Plan, **a** public hearings to obtain public input and review the **amendment to the regular CDBG Action Plan and the CDBG-R amendment to the Action Plan** were **was** held by the Board on **June 2, 2009** ~~March 18, 2008 prior to publication, and on August 5, 2008, after publication of the Plan;~~ and

**WHEREAS**, in accordance with the Citizen Participation Plan and with federal regulations, the ~~Consolidated Plan~~ **amendment to the regular CDBG Action Plan** was available for public inspection for thirty (30) days between ~~July 3, 2008 and August 4, 2008~~ **May 3 and June 2, 2009 and the CDBG-R amendment was available for at least seven days between May 25 and June 2, 2009.**

**NOW, BE IT RESOLVED** by the Board of County Commissioners of Lake County, Florida that:

Section 1: The **amendment to the regular CDBG** PY 2008 One Year Action Plan **and the CDBG-R amendment to the Action Plan are** is adopted.

Section 2: The Chairman is authorized to execute the Application for Federal Assistance (Form SF- 424) and Grantee Certifications for Community Development Block Grant Program Year 5.

Section 3: The Department of Community Services is directed to transmit the **amendments to the** PY 2008 Action Plan to the U.S. Department of Housing and Urban Development for approval.



**PASSED AND ADOPTED** this 5<sup>th</sup> **2<sup>nd</sup>** day of ~~August~~ **June**, 200**8****9**.

BOARD OF COUNTY COMMISSIONERS  
LAKE COUNTY, FLORIDA

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Welton G. Cadwell, Chairman

ATTEST:

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Neil Kelly, Clerk of Courts,  
Board of County Commissioners of  
Lake County, Florida

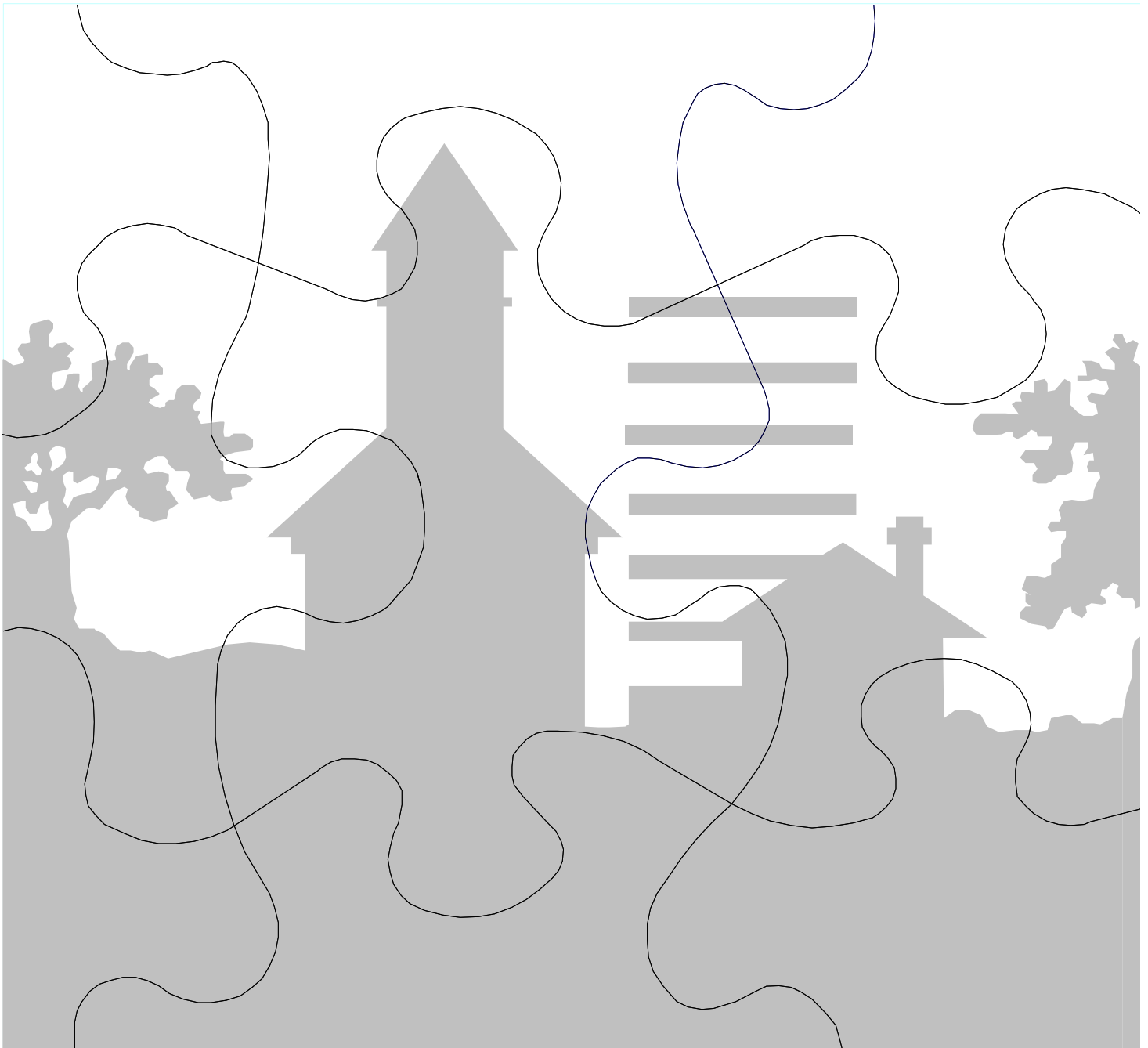
Approved as to Form and Legality

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Sanford A. Minkoff  
County Attorney

# SECTIONS

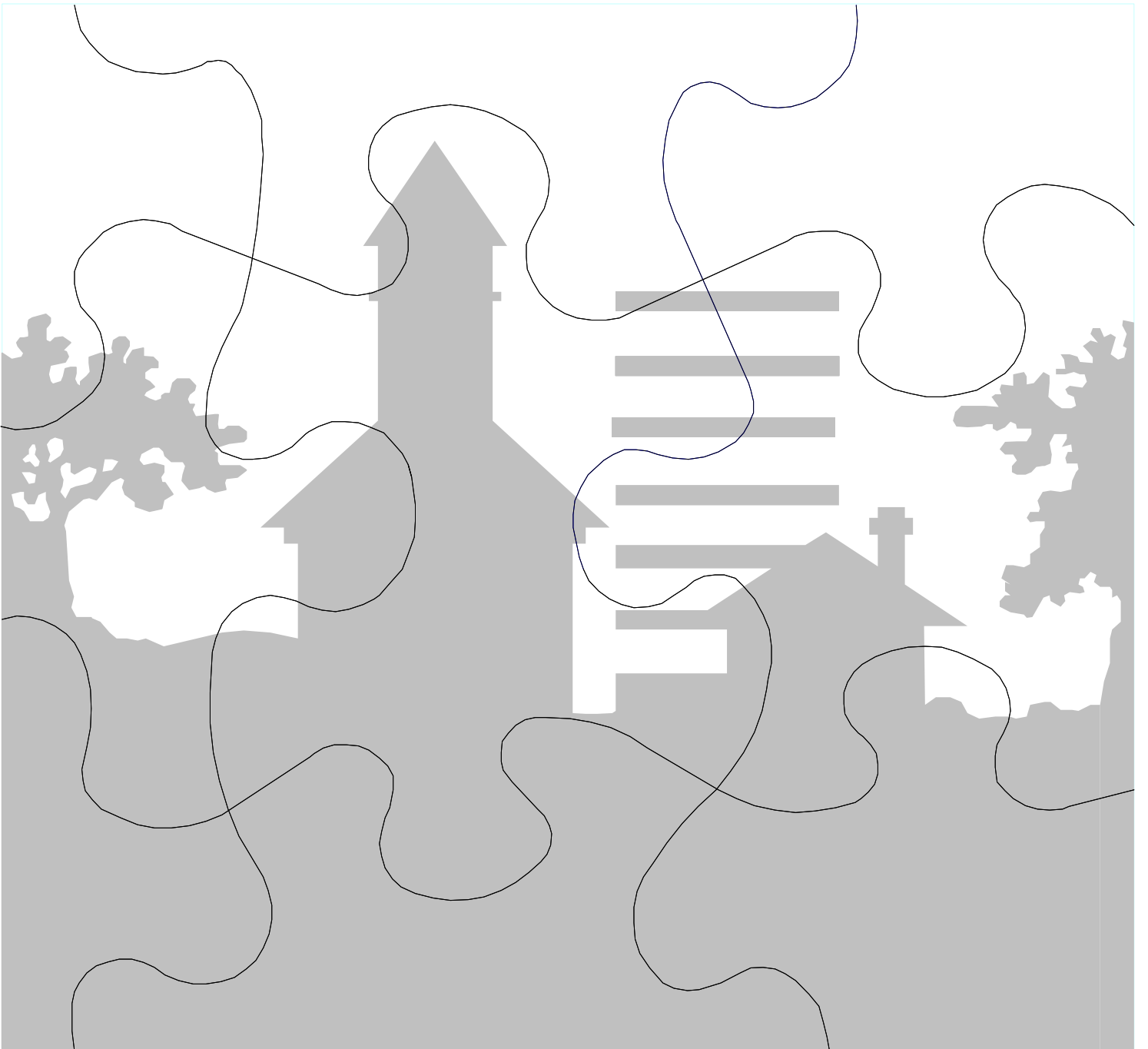
- SF-424
- Adoption Resolution
- Narrative Responses
  - Projects
  - Certifications



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# NARRATIVE RESPONSES





# Fifth Program Year Action Plan

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

## Narrative Responses

### GENERAL

#### Executive Summary

**The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.**

**Program Year 5 Action Plan Executive Summary:**

#### **Objectives and Outcomes**

The table on the next page outlines the activities that Lake County intends to implement in PY 2008 along with the applicable objectives and outcomes. Line items for staff costs and administration are not included.

One hundred percent (100%) of the activities funded from FY 2008-09 CDBG funds will benefit low and moderate income persons.

The amendment to the regular PY 2008 Annual Action Plan is noted in red in the appropriate places in this CPMP document. The amendment for the CDBG-R funding follows the CPMP document and begins on the page entitled "CDBG-R SUBMISSION TEMPLATE & CHECKLIST". The SF 424, the hard copy of the Activity Data Spreadsheet and the Certifications for the CDBG-R amendment can be found there as well.

Activity	Objective	Time Frame (Years)	Outcome Category	Specific Outcome Indicator	Measure
<b>PUBLIC FACILITIES</b>					
Community Enhancement Areas	Suitable Living Environment	5+	Sustainability: Promoting Livable or Viable Communities	Number of persons assisted with improved access to a facility or infrastructure benefit.	1496, (now includes Altoona population)
Tavares Hibiscus Court Resurfacing	Suitable Living Environment	5+	Sustainability: Promoting Livable or Viable Communities	Number of persons assisted with improved access to a facility or infrastructure benefit.	215
Montverde Truskett Park	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	225
Astatula Joe Swaffar Park	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	671
Lady Lake Road Resurfacing	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	718
Women's Wellness Center	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	1,200
<b>PUBLIC SERVICES</b>					
Prescription Assistance	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	350
Community Health Care Coordinator	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	2,500
<b>HOUSING</b>					
Mobile Home Repair/Replacement	Decent Housing	5+	Sustainability: Promoting Livable or Viable Communities	Number of units brought from substandard to standard condition (HQS or local code)	9

**Evaluation of Past Performance**

The table below reports upon the progress of Lake County's FY 2007-08 activities as of June 1, 2008.

<b>Activity</b>	<b>Progress</b>
Lake Kathryn Road Paving	Phase VI construction is completed. Punchlist is being worked.
Community Enhancement Areas	Yalaha Community Center master site plan completed and old building demolished. Bid for construction of Ferndale restrooms received. Well and new fence installed at Ponceannah Cemetery. Roof repairs made to Altoona Charter School and architect chosen to complete plans for fire sprinkler system.
Tavares Summerall Park Improvements	Permits for dock being obtained and playground equipment is being ordered.
Montverde Kirk Park Improvements	Project is progressing as planned.
Astatula Joe Swaffar Park Improvements	Playground is being improved with more new equipment.
Lady Lake Road Resurfacing	Resurfacing of streets in the April Hills Subdivision is progressing as planned.
Prescription Assistance	1,544 prescriptions have been filled for 223 low income individuals.
Tornado Assistance	Fourteen households have been assisted.
Housing Rehabilitation	One repair complete and two others underway. Compiling list of mobile homes for repair next year.

All activities are progressing satisfactorily.

**Summary of Citizen Participation and Consultation Process**

The table below outlines the milestones in Lake County's citizen participation process.

**Consolidated Planning Process Milestones**

<b><u>Start</u></b>	<b><u>End</u></b>	<b><u>Task</u></b>
1/1	2/15	Community needs surveys*
1/1	1/15	Pre-publication hearing notification and public hearing
1/15	4/1	Needs assessments update*
2/15	4/1	Urban County Partner proposal development and public hearings
4/1	4/15	Final budget development
4/15	4/30	Final budget incorporated into County budget
5/1	5/15	Action plans updated
5/ 1	5/15	Environmental reviews
5/15	6/15	Public inspection period
5/15	6/1	Post-publication notification and public hearing
6/14	7/1	Consolidated Plan*/Action Plan approval



7/1 7/15 Consolidated Plan\*/Action Plan submitted to HUD  
7/15 9/1 HUD Review of Consolidated Plan\*/Action Plan  
10/1 10/15 Release of funds

\*Only done every five years.

Throughout the history of Lake County's CDBG program, the County has attempted to maximize citizen participation by posting hearing notices and planning and reporting documents on the County's website as well as publishing display advertisements in newspapers. Implementation of the Community Enhancement Area (CEA) Partnerships program has also greatly increased the County's presence in many low income neighborhoods. In October 2007, the CEA program also hosted its first Community Leaders Seminar to further the County relationship with its rural communities.

### **Summary of Comments Received and Responses**

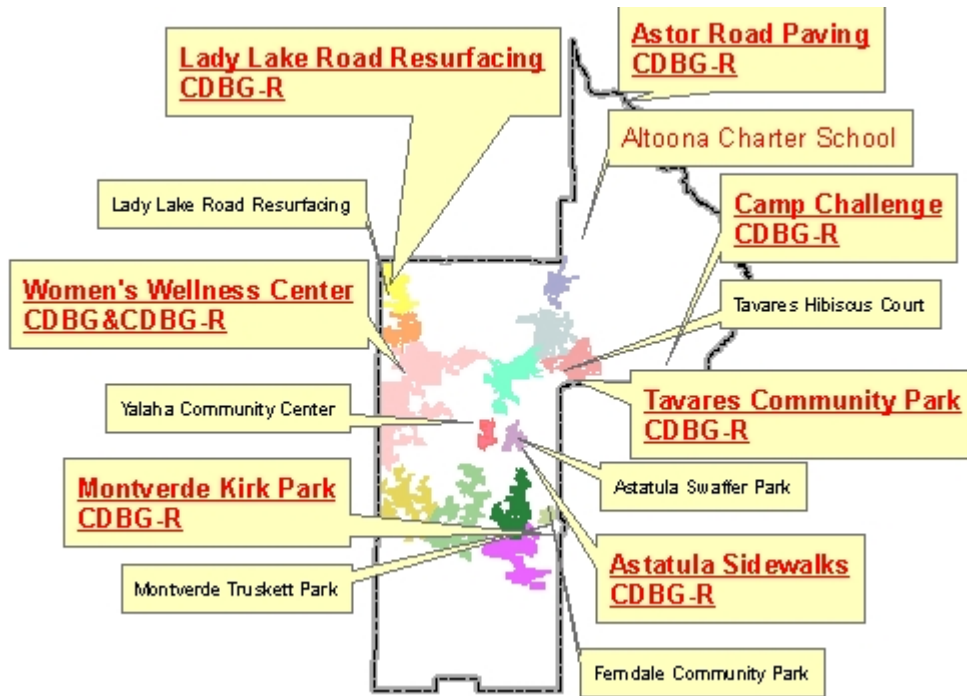
No comments were received during preparation of this Action Plan, nor at the public hearings held.

### **General Questions**

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

### **Program Year 5 Action Plan General Question's response:**

1. ~~Six~~ **Fourteen** of Lake County's proposed FY 2008-09 projects have single geographic locations. The map on the next page shows the distribution.



All of the service areas are more than 51% low/moderate income. The Tavares and Yalaha projects are located in an area of minority concentration. The six remaining activities are all countywide. Approximately 25% of the total FY 2008-09 budget is directed toward continuation of the County's Community Enhancement Area (CEA) Partnership Program. Additional funding for the Yalaha Community Center is to be allocated. A new project in Ferndale will be added to the CEA program.

2. The table below describes the basis for the geographic allocation of FY 2008-09 CDBG funds and the rationale for assigning the priorities.

**Basis for Geographic Allocation of Investment**

Project	Rationale for Assigning Priorities
Community Enhancement Area	These are the activities of choice for the Community Enhancement Areas. <b>The Altoona Charter School project is such an activity.</b>
Tavares Ingraham Hibiscus Court Resurfacing	This project is will improve a road that is disintegrated and is located in the City's low and moderate income area.
Montverde Truskett Park Improvements	This project is the continuation of a revitalization effort for the older part of the Town.
Astatula Joe Swaffar Park Improvements	This project is a continuation of public facility improvements on the west side of C.R. 561 within Astatula's low and moderate income block groups.

Project	Rationale for Assigning Priorities
Lady Lake Road Paving	This project is a continuation of infrastructure improvements on the south side of C.R. 466 within Lady Lake's low and moderate income areas.
Women's Wellness Center	This project will improve access for women on Medicaid and without health insurance to maternity, family planning and STD programs.

3. Page 7 of the Community Development Needs Analysis section of the FY 2004-10 Consolidated Plan lists nine areas of community development needs that were identified as a result of public input. The table below lists the needs and the actions that Lake County will undertake during FY 2008-09 to address these needs.

**Actions to Address Underserved Community Development Needs**

Underserved Need	Actions to be Undertaken
Poverty	Direct actions to address causes of poverty are beyond the control of the County. The prescription and Community Health Care Coordinator programs will increase access to services for those who otherwise could not afford them or were unaware of existing resources.
Infrastructure and public facilities deficiencies	Implementation of the Tavares, Astatula, Montverde and Lady Lake activities will all address infrastructure and public facilities deficiencies. The CEA program will continue the community facility project in Yalaha and add a facility improvements in Ferndale and Altoona. The Women's Wellness Center activity will address a public facility deficiency.
Code enforcement issues	The Community Enhancement Area program will address code enforcement issues within the selected area if this is determined to be a quality of life issue by the residents.
Crime	The Community Enhancement Area program will address crime within the selected area if this is determined to be a quality of life issue by the residents.
Traffic congestion	The Community Enhancement Area program will address traffic congestion in the selected area if this is determined to be a quality of life issue by the residents.
Lack of transportation	The County Transportation Office and the Lake-Sumter Metropolitan Planning Office are addressing transportation issues. A fixed bus route has been established through the middle part of the County. The Community Enhancement Area Program assists those agencies by distributing information to community associations.
Unemployment	No actions planned.
Human services delivery gaps	The prescription assistance and community health care worker programs will provide services to those who otherwise could not afford them. Although a public facility activity, the renovation and expansion of facility for a Women's Wellness Center will provide much

	needed ability to provide maternity, family planning and STD services for the growing number of uninsured women in the County.
--	--

Page 16 of the Housing Market/Needs Analysis section of the FY 2004-10 Consolidated Plan lists eleven types of housing needs that were identified as a result of public input. The table on the next page lists the needs and the actions that Lake County will undertake during FY 2008-09 to address these needs. Please note that some of the needs areas have been consolidated.

The table on the next page also identifies the resources that can be expected to be available for use in conjunction with CDBG funds in FY 2008-09. Section 8 Housing Choice Voucher funds, McKinney-Vento funds and Low Income Housing Tax Credits are included. No proceeds are expected from Section 8 loan proceeds, urban renewal settlements, returned grant funds or float-funded activity income.

Activity	CDBG Funds	Other Resources	Dollar Amount of Other Resources
Community Enhancement Areas	<del>\$245,000</del> 339,820	Volunteers/Community contributions	\$75,000.00
CEA Staff Costs	\$50,802		
Urban County Partners Staff Costs	\$31,568		
Tavares Activity	\$90,900	City staff time	\$7,500.00
Montverde Activity	\$36,360	Town general revenue fund/Town staff time	\$5,000.00
Astatula Activity	\$36,360	Town staff time	\$5,000.00
Lady Lake Activity	\$90,900	Town staff time	\$7,500.00
Prescription Assistance	\$83,038	County general revenue fund/LCHD staff time	\$25,000.00
Community Health Care Coordinator	\$62,258	Other Health Grants	\$ 15,000.00
Housing Rehabilitation	\$75,682	S.H.I.P.	\$756,000.00
Administration	\$165,771		
Home Purchase Assistance		S.H.I.P.	\$864,000.00
Rental Assistance		Section 8 Housing Choice Vouchers	\$3,031,669.80
Homeless Assistance		McKinney-Vento SPC funds	\$372,420.00
Women's Wellness Center	\$189,592		
<b>Total</b>	<del>\$968,639</del> <b>1,253,051</b>		<b>\$5,164,089.80</b>

## Managing the Process

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

### Program Year 5 Action Plan Managing the Process response:

1. The table below lists the agencies responsible for administering programs covered by the consolidated plan.

Program/Project	Responsible Entity
Lead agency	Housing and Community Development Division of the Lake County Department of Community Services
Community Enhancement Area (CEA) Program	Housing and Community Development Division of the Lake County Department of Community Services/Department of Facilities Development & Management/Department of Public Works/Department of Public Safety
Prescription Assistance	Lake County Health Department
Community Health Care Coordinator	Lake County Department of Community Services
Tavares Ingraham Park Parking	Community Services Department of the City of Tavares
Montverde Activity	Town of Montverde
Astatula Activity	Town of Astatula
Lady Lake Activity	Town of Lady Lake Public Works Department
Women's Wellness Center	Housing and Community Development Division of the Lake County Department of Community Services/Department of Facilities Development & Management/Department of Public Works

2. The consolidated planning process consists of the series of milestones outlined on the next page.

### Consolidated Planning Process Milestones

<u>Start</u>	<u>End</u>	<u>Task</u>
1/1	2/15	Community needs surveys*
1/1	1/15	Pre-publication hearing notification and public hearing
1/15	4/1	Needs assessments update*
2/15	4/1	Urban County Partner proposal development/ public hearings
4/1	4/15	Final budget development
4/15	4/30	Final budget incorporated into County budget
5/1	5/15	Action plans updated
5/ 1	5/15	Environmental reviews
5/15	6/15	Public inspection period
5/15	6/1	Post-publication notification and public hearing
6/14	7/1	Consolidated Plan*/Action Plan approval
7/1	7/15	Consolidated Plan*/Action Plan submitted to HUD
7/15	9/1	HUD Review of Consolidated Plan*/Action Plan
10/1	10/15	Release of funds

\*Only done every five years.

Opportunities for informal participation occur at every step of the process, as Housing and Community Development Division staff is always available to answer public inquiries and to meet with concerned citizens.

The Housing and Community Development Division also consults with other agencies to ensure that all actions proposed in the Action Plan are consistent with the Lake County Comprehensive Plan, the Five Year Capital Improvements Program, and other County ordinances and regulations. We exchange information with and submit the draft document to the Lake County Public Works Department, the Growth Management Department and the County Attorney's Office for review and comment prior to publication. The organizational structure of the Lake County Department of Community Services also helps intradepartmental coordination and consultation. Providers of affordable housing, transportation disadvantaged services, children's advocacy and services, library services, and services to veterans are part of Community Services. Community Services also has in-house grant writing capabilities.

3. The Housing and Community Development Division will take the following actions during the next year to enhance coordination between housing, health and social services agencies:

- Continue to take a leadership role in and provide staff support to the Community Enhancement Working Group, a County interdepartmental "steering committee" for the Community Enhancement Area program.
- Continue to use CDBG funds to employ a Community Enhancement Coordinator whose function is to act as a liaison between the County, its low income neighborhoods and providers of services to low income persons.
- Continue to participate in the Mid-Florida Homeless Coalition to develop a seamless homeless Continuum of Care serving Lake County and apply for federal and state funds.

- Continue to provide funds to the Lake County Health Department to provide prescriptions to medically indigent persons.
- Continue to provide funds for a Community Health Coordinator position whose function is to increase awareness of and access to health care options in minority/low income neighborhoods.
- Continue to increase communication and coordination between Lake County's housing and community development programs.

## Citizen Participation

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

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

### Program Year 5 Action Plan Citizen Participation response:

1. Formalized public participation is built into every aspect of the action plan planning process through the pre-and post-publication public hearings, and the public inspection period.
  - **Public Hearings:** Program regulations require at least two public hearings at differing stages of the program year to provide opportunities for citizens to comment on housing and community development needs, and to review development of proposed activities and program performance. A public hearing is also required prior to approval of a substantial amendment to the program.

<u>Program Stage</u>	<u>Number of Public Hearings</u>
Prior to publication of Consolidated Plan/Action Plan	One Hearing
During the public inspection period	One Hearing
Substantial Amendment to CDBG Program	One Hearing

The pre-publication public hearing is held as early as possible in the program year. The Board and the public are then given opportunities to comment on and ask questions about program goals, objectives and priorities outlined in a proposed program budget. The second public hearing is customarily held during the Action Plan public inspection period. Finalized line item budgets are presented, and the Board is asked for direction as to any further changes to be included in the final document.

All public hearings are announced at least once in the non-legal section of the Lake Sentinel or another widely-circulated newspaper a minimum of fifteen



(15) days prior to the scheduled hearing. Notices are also posted on the County's website. To ensure accessibility, hearings will be held at the Lake County Administration Building and/or in a designated neighborhood facility within or near any designated target area(s). If feasible, hearings will be held outside of business hours to allow working persons to attend. Translation service and accommodations for those with special needs will be made available upon advance notice.

- **Public Inspection Period:** Grantees are also required to make the draft Action Plan available for public inspection for thirty (30) days prior to adoption. The public notice announcing the public inspection period is combined with that for the post-publication hearing. The notice: 1) lists the range of activities to be undertaken; 2) displays the total amount of funds to be made available, including program income; and 3) states how much of the available funding will benefit low and moderate income persons.

The document is available for public inspection and comment during this period at city halls and libraries around the County and is posted on the County's website. Moreover, copies are mailed to municipalities and public housing authorities within the County, and to adjacent jurisdictions. The County will make every feasible effort to publish the Plan in a format accessible to persons with disabilities with advance notice. All public comments received are summarized and incorporated into the document submitted to HUD, except for those which clearly have no relevance to the federal formula grant programs for the subject fiscal year(s).

3. The pre-publication hearing was held on March 18, 2008. Staff presented a concept budget for use of FY 2008-09 CDBG funds, based upon the findings and five year budget in the PY 2004-10 Consolidated Plan. No comments were received and the Board approved the concept budget as presented.

The public inspection period ran from July 3, 2008 through August 4, 2008. No comments were received from the public. The post-publication hearing was held on August 5, 2008. Staff presented an updated summary of the Action Plan. No comments were received from the public.

The public inspection period for this amendment to the regular PY 2008 CDBG Annual Action Plan ran from May 3 to June 2, 2009. No comments were received from the public. The public hearing was held on June 2, 2009. Staff presented a summary of the new activities to be funded. No comments were received from the public.

3. Lake County attempts to broaden public participation in development of consolidated plans and action plans by enlisting the aid of public housing agencies and of its Urban County Partners.

- **Public Housing Residents:** In addition to countywide citizen participation efforts, grantees are required to make special efforts to encourage participation by public housing residents in the consolidated planning process, as well as other activities. The County notifies public housing authorities of public hearings and any other relevant community meetings, and invites them to participate. It is the responsibility of the public housing agency to make this information available to the residents.

- **Urban County Partners:** According to the terms of the Cooperation Agreements with Lake County's Urban County Partners, these entities are charged with the responsibility for ensuring that their citizens have access to and are able to influence the decision making process. They are encouraged to hold one or more public hearings prior to submitting funding proposals to provide their citizens opportunities to comment on proposed uses of funds. Two more municipalities are expected to join the program next year.
4. No written comments were received.

## Institutional Structure

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

#### Program Year 5 Action Plan Institutional Structure response:

The Housing and Community Development Division (H&CD) of the Lake County Department of Community Services is the lead agency in administering the County's CDBG funds. H&CD in turn contracts with other County agencies and non-profit organizations to deliver services. Scopes of services and specific responsibilities of each party are spelled out in memoranda of understanding or in subrecipient agreements, whichever is applicable. More specifically:

- **Community Enhancement Area Projects:** Community Enhancement Area (CEA) projects are overseen by the CDBG section of H&CD in partnership with the residents of the subject CEA submitting the successful application(s). The Community Enhancement Working Group functions as an advisory body. After selection of the project(s) to be funded, the CDBG section ensures feasibility and eligibility, and determines the best way to implement the project. CDBG then contracts with or develops partnerships with the entities best suited to carry out the project, administers any contracts or agreements and acts as fiscal agent for the project. CDBG also procures any materials needed for volunteers.
- **Urban County Partners' Projects:** Lake County's Urban County Partners are responsible for overseeing their own projects (infrastructure and public facility improvements) after executing a subrecipient agreement with the County. They handle procurement and construction management and are responsible for submitting progress reports and invoices to H&CD. H&CD in turn approves all invoices and authorizes reimbursement upon satisfactory completion of work
- **Public Service Projects:** The Community Health Care Coordinator will report to the Administration of the Lake County Department of Community Services. Financial management of the program will be handled by Housing and Community Development. The Lake County Health Department will administer the prescription program after executing a subrecipient agreement with H&CD. They are likewise responsible for submitting progress reports and invoices to Community Services. Community Services in turn approves all invoices and authorizes reimbursement upon satisfactory completion of work and compliance with reporting requirements.

## Monitoring

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

### Program Year 5 Action Plan Monitoring response:

1. Monitoring of subrecipients is carried out in-house, and with the intent of providing technical assistance in program administration. Housing and Community Development (H&CD) staff work with subrecipients to identify program deficiencies, but at the same time to identify remedies. A risk factor is assigned to each project, and staff conducts monitoring visits one to four times during the course of the contract, depending upon the degree of risk assigned. During these visits, staff looks at program records to ensure that all necessary documentation is on file. They discuss how the project is proceeding with managers and line personnel, and problem solve the difficulties encountered. After the visit, the subrecipient is provided with a monitoring report containing findings and concerns and suggested changes to resolve the findings and concerns. The aim in monitoring is to ensure that activities are being carried out in compliance with federal regulations, and that the anticipated outcomes are being achieved. The focus is upon solutions to problems, not upon the problems themselves.

H&CD consults with other agencies to ensure that all actions proposed by the Action Plan are consistent with the Lake County Comprehensive Plan, the Five Year Capital Improvements Program, and other County ordinances and regulations.

## Lead-based Paint

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

### Program Year 5 Action Plan Lead-based Paint response:

The housing activities Lake County has chosen to implement with federal funds do not trigger lead-based paint abatement standards. The remaining activities are funded from the SHIP program and, as such, are exempt from federal lead based paint abatement standards

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## HOUSING

### Specific Housing Objectives

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

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

**Program Year 5 Action Plan Specific Objectives response:**

1. Lake County will use its CDBG funds to make repairs that do not trigger lead-based paint abatement requirements to nine mobile/manufactured homes owned and occupied by extremely low and very low income households by September 30, 2009.
2. A total of \$75,682 has been set aside for the CDBG home repair program. The estimated FY 2008-09 State Housing Initiatives Partnership (SHIP) program distribution is \$2,538,863. These funds will be used for home repair, housing rehabilitation, demolition and replacement, and home purchase assistance. In addition, Lake County received \$5,000,000 in SHIP disaster funds in 2007 to assist eligible victims of February 2, 2007 tornados that hit the County. The funds are being used to repair and replace owner-occupied structures damaged during those tornados. The County has another year to obligate the funds. Repairs and replacements have begun.

**Needs of Public Housing**

- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.**
- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.**

**Program Year 5 Action Plan Public Housing Strategy response:**

1. Lake County does not own nor operate any public housing; and, therefore, has no direct control over that operated by the Housing Authority of Eustis. Consequently, we cannot take direct actions relevant to planned improvements, annual revisions of Comprehensive Grant Action Plans, nor to enhance resident initiatives. The County notifies public housing authorities of public hearings and any other relevant community meetings, and invites them to participate. It is the responsibility of the public housing agency to make this information available to the residents. We are considering establishing a Family Self-Sufficiency program leading to homeownership for Section 8 Housing Choice Voucher program participants in FY 2008-09.
2. The Lake County Housing Agency is not designated as "troubled."

## **Barriers to Affordable Housing**

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

### **Program Year 5 Action Plan Barriers to Affordable Housing response:**

Most of Lake County's affordable housing activities are funded by the State Housing Initiatives Program (SHIP). As in previous years, these funds will be used to provide down payment assistance to low and moderate income households, and to repair, rehabilitate/and or replace homes owned by low income households. We will to supplement the SHIP funds with CDBG funds to be used to repair mobile and manufactured homes. In the coming year, a BridgeLoan strategy to provide gap financing for owner-occupied or rental development and a Foreclosure Prevention strategy will be added.

The County will also continue to address regulatory barriers to development of affordable housing through granting of impact fee waivers for development of affordable housing. We will continue to encourage developers to take advantage of density bonuses offered in the Land Development Regulations and will continue to expedite approval of permits for development of affordable housing.

## **HOME/ American Dream Down payment Initiative (ADDI)**

- 1. Describe other forms of investment not described in § 92.205(b).**
- 2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.**
- 3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:**
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.**
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.**
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.**
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.**

- e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
- a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

**Program Year 5 Action Plan HOME/ADDI response:**

- 1. Not applicable.
- 2. Not applicable.
- 2. Not applicable.
- 4. Not applicable.

## HOMELESS

### Specific Homeless Prevention Elements

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

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

3. **Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.**
4. **Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.**
5. **Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.**

**Program Year 5 Action Plan Special Needs response:**

1. No County funds will be expended to address homeless needs or prevention of homelessness. The County belongs to and plays a leadership role in the Mid-Florida Homeless Coalition. Lake County was awarded \$372,420 in McKinney-Vento Shelter Plus Care funds and has partnered with Lifestream Behavioral Centers to provide tenant-based rental vouchers for 8-10 persons exiting residential mental health treatment.

2. The Lake County FFY 2004-10 Consolidated Plan does not propose any specific objectives to address homelessness. No County funds will be expended to address homeless needs. The County takes the position that there are other human services needs of higher priority to be addressed with the limited County resources available. Lake County was awarded \$372,420 in McKinney-Vento Shelter Plus Care funds and has partnered with Lifestream Behavioral Center to provide tenant-based rental vouchers for 8-10 persons exiting residential mental health treatment.

3. No County funds will be expended to eliminate chronic homelessness. The County takes the position that there are other human services needs of higher priority to be addressed with the limited resources available. Quite possibly, some of the people to be helped with the Shelter Plus Care funds were formerly chronically homeless.

4. No County funds will be expended to address prevention of homelessness. The County takes the position that there are other human services needs of higher priority to be addressed with the limited resources available.

4. A coordinated discharge policy was developed for the Homeless Continuum of Care Exhibit 1 that was submitted during FY 2006-07. This policy is stated in the Strategic Plan section of the FY 2004-10 Consolidated Plan.

### **Emergency Shelter Grants (ESG)**

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

**Program Year 5 Action Plan ESG response:**

Not applicable

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## COMMUNITY DEVELOPMENT

### Community Development

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

- 1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.**
- 2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.**  
**\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.**

#### **Program Year 5 Action Plan Community Development response:**

1.-2. The table on the next page lists the specific community development objectives that Lake County will address during FY 2008-09, and the associated time frames and performance measures. These objectives were developed in accordance with two of the three National Objectives of the CDBG program. No urgent needs activities were undertaken.



Performance Measures Table

Activity	Objective	Time Frame (Years)	Outcome Category	Specific Outcome Indicator	Measure
<b>PUBLIC FACILITIES</b>					
Community Enhancement Areas	Suitable Living Environment	5+	Sustainability: Promoting Livable or Viable Communities	Number of persons assisted with improved access to a facility or infrastructure benefit.	1496, (now includes Altoona population)
Tavares Hibiscus Court Resurfacing	Suitable Living Environment	5+	Sustainability: Promoting Livable or Viable Communities	Number of persons assisted with improved access to a facility or infrastructure benefit.	215
Montverde Truskett Park	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	225
Astatula Joe Swaffer Park	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	671
Lady Lake Road Resurfacing	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	718
Women's Wellness Center	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	1,200
<b>PUBLIC SERVICES</b>					
Prescription Assistance	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	350
Community Health Care Coordinator	Suitable Living Environment	5+	Availability/Accessibility	Number of persons assisted with improved access to a facility or infrastructure benefit.	2,500
<b>HOUSING</b>					
Mobile Home Repair/Replacement	Decent Housing	5+	Sustainability: Promoting Livable or Viable Communities	Number of units brought from substandard to standard condition (HQS or local code)	9

## **Antipoverty Strategy**

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

### **Program Year 5 Action Plan Antipoverty Strategy response:**

Lake County's anti-poverty strategy focuses upon improving quality of life for low and moderate income persons. The table on the next two pages outlines what Lake County will do during FY 2008-09 to make this happen.

Priority Need	#	Specific Objective	Quality of Life Improvement Strategy/Anticipated Outcome
Public Facilities and Improvements (General)	1	Allocate \$170,000 in CDBG funds for construction of community center in Yalaha.	Continuation of project began in 2005. Whole property is to have master site planning accomplished so that space for future improvements will also be planned. New building, parking and water retention are first improvements to be made. The anticipated outcome is increased quality of life for community residents.
	2	Allocate \$75,000 in CDBG funds for acquisition of property for a community park and construction of a small gazebo in Ferndale.	The acquisition of land and building of a pavilion is part of the continuing effort by the community to increase the quality of life for community residents.
	3	Provide \$36,360 in CDBG funds to the Town of Montverde to improve Truskett Park.	The planned improvements are part of an ongoing effort to improve quality of life in the older part of town.
	4	Provide \$36,360 in CDBG funds to the Town of Astatula to improve Joe Swaffar Park.	The planned improvements are part of an ongoing effort to improve quality of life in the areas west of C.R. 561.
	5	Provide \$94,820 to renovate the Altoona Charter School.	The planned renovation will not only enable the building to be used as a school but also as a community center.
	6	Provide \$189,592 to renovate and expand an empty building that will become the new Women's Wellness Center.	The new Women's Wellness Center will enable the Health Department to serve the increasing number of Medicaid and uninsured women who need maternity, family planning, and STD services.
Street Improvements	56	Provide \$90,990 in CDBG funds to the Town of Lady Lake to enable them to resurface roads in the April Hills Subdivision.	Resurfacing of roadways will improve traffic and pedestrian safety for residents of neighborhoods south of C.R. 466.
	67	Allocate \$90,900 in CDBG funds to resurface Hibiscus Court in Tavares by the end of FY 2008-09.	The improvements planned for Hibiscus Court will improve traffic and pedestrian safety in this low income neighborhood. The anticipated outcome is increased quality of life for neighborhood residents.
Health Services	78	Provide \$83,038 to the Lake County Health Department to enable them to supply prescription medications to 350 medically indigent persons per year during FY 2008-09.	The prescription program will continue to lower indigent health care costs by providing prescription medications to low income people who otherwise could not afford to pay for them.

Priority Need	#	Specific Objective	Quality of Life Improvement Strategy/Anticipated Outcome
	89	Utilize \$62,258 in CDBG funds to pay for a Community Health Coordinator to implement an outreach program in minority neighborhood during FY 2008-09.	The Community Health Care program will improve access to and information about available health care resources in minority neighborhoods.
Housing Rehabilitation	910	Utilize \$75,682 in CDBG funds to repair mobile/manufactured homes occupied by low-income households during FY 2008-09.	The CDBG home repair program takes up where the SHIP program leaves off by providing assistance with repairs or replacement to owners of mobile and manufactured homes that are not eligible for SHIP assistance.

## NON-HOMELESS SPECIAL NEEDS HOUSING

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

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

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

#### Program Year 5 Action Plan Specific Objectives response:

1. Lake County does not plan to use CDBG funds to provide housing or supportive services for non-homeless persons with special needs in FY 2008-09.
2. Lake County has been awarded \$372,420 in McKinney-Vento funds over 5 years to provide tenant-based rental assistance to 8-10 persons emerging from mental health treatment at Lifestream Behavioral Centers. Lifestream will provide a dollar for dollar match in supportive services for these persons.

### Housing Opportunities for People with AIDS

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

1. Provide a brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.

6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 5 Action Plan HOPWA response:

1.-9. Not applicable.

### **Specific HOPWA Objectives**

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

Program Year 5 Specific HOPWA Objectives response:

Not applicable.

### **Other Narrative**

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

No other narrative needed.

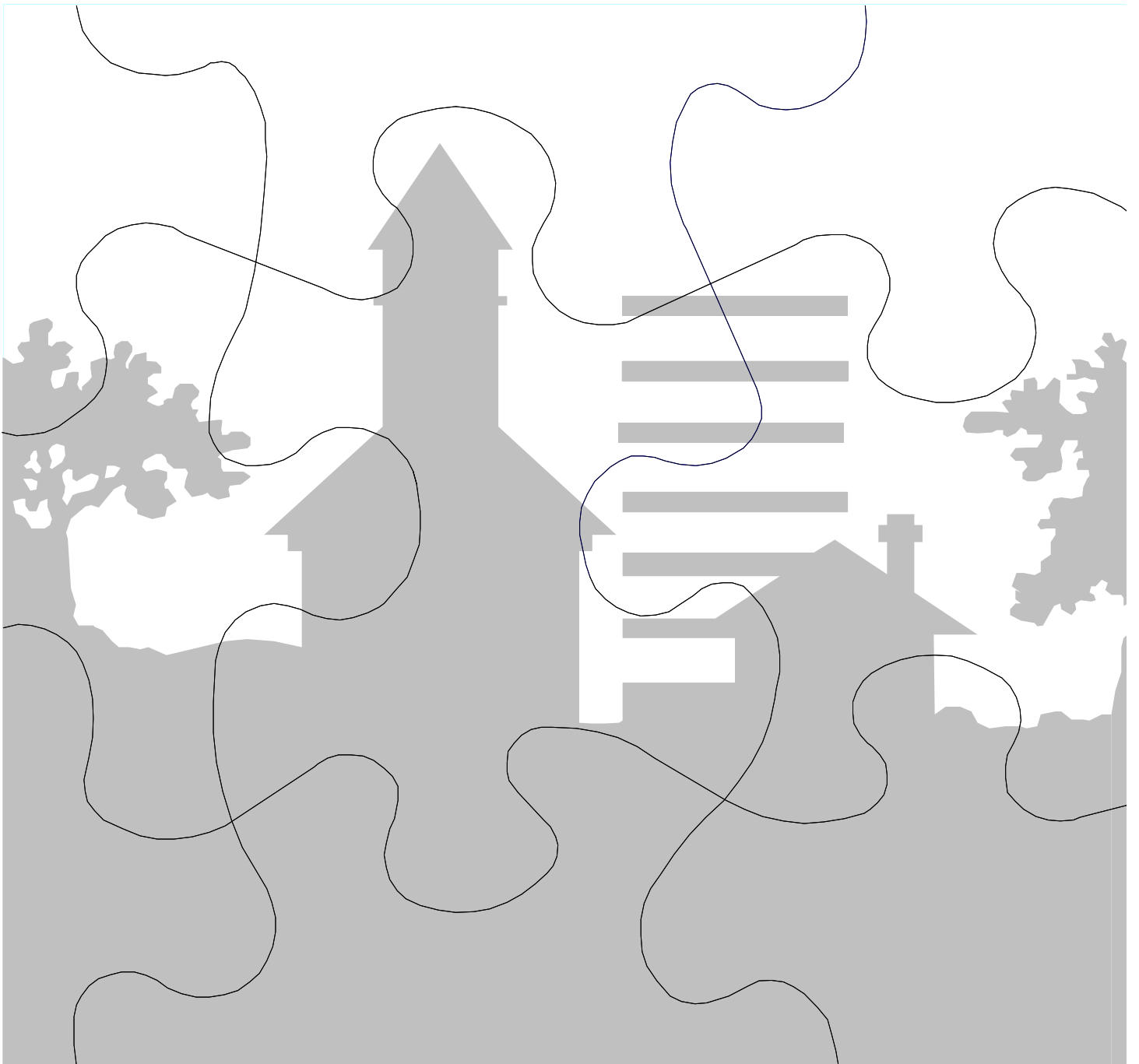
# PROJECTS







# CERTIFICATIONS





# CPMP Local Grantee Certifications

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

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

## LOCAL GOVERNMENT CERTIFICATIONS

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

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

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

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

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

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

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;

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

It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

\_\_\_\_\_  
Signature/Authorized Official [ ]  
Date

[ ]

Name

Welton G. Cadwell

Title

Chairman, Board of County Commissioners

Address

P.O. Box 7800, 315 West Main Street

City/State/Zip

Tavares, FL 32778

Telephone Number

(352) 343-9850

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

### Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2\_\_\_\_, 2\_\_\_\_, 2\_\_\_\_, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

**Excessive Force --** It has adopted and is enforcing:

A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

Signature/Authorized Official	Date
Name	
Welton G. Cadwell	
Title	
Chairman, Board of County Commissioners	
Address	
P.O. Box 7800, 315 West Main Street	
City/State/Zip	
Tavares, FL 32778	
Telephone Number	
(352) 343-9850	

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

**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

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

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).

If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).

2. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code)  
 Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
Lake County	315 West Main St.	Tavares	Lake	FL	32778
City of Tavares	201 E. Main St	Tavares	Lake	FL	32778
Town of Montverde	17404 Sixth St.	Montverde	Lake	FL	34756
Town of Astatula	25019 C.R. 561	Astatula	Lake	FL	34705
Town of Lady Lake	409 Fennell Blvd.	Lady Lake	Lake	FL	32159
Lake County Health Department	14 Eustis St., Rm. 18	Eustis	Lake	FL	32726

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

- a. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

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

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

Signature/Authorized Official	Date
Name	
Welton G. Cadwell	
Title	
Chairman, Board of County Commissioners	
Address	
P.O. Box 7800, 315 W. Main Street	
City/State/Zip	
Tavares, FL 32778	
Telephone Number	
(352) 343-9850	