



**Town of Gilbert
Third Year Annual Plan
2012 - 13**

Community Development Block Grant

Home Investment Partnership

May 15, 2012

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Gilbert Arizona Third Program Year Action Plan

The CPMP Third Year 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.

GENERAL

Executive Summary: Program Year 3 Action Plan

The Town of Gilbert became a Community Development Block Grant or CDBG entitlement community at the beginning of fiscal year (FY) 1997-1998. Gilbert has received HOME Investment Partnership funds as part of the Maricopa HOME Consortium since FY 1998-99. As a recipient of CDBG funds, the Town must describe the activities to be completed annually in relation to the goals established in Gilbert's 2010-2015 Consolidated Plan. The goals identified for FY 12/13 include high and medium priorities relating to housing, public facility improvements, infrastructure, removal of slum and blight, homelessness prevention, antipoverty programs and assistance to special needs populations.

Gilbert's Community Development Block Grant (CDBG) and HOME Investment Partnership activities for 2012/13 are summarized below. This includes all affordable housing, homeless, supportive housing and community development strategies. As a member of the Maricopa HOME Consortium, Gilbert participates in a regional approach to plan and report housing and homeless activities. The Consortium's Annual Plan includes a complete description of Gilbert's 2012/13 HOME and CDBG funded housing and homeless activities.

The key strategic objectives addressed in this Action Plan are:

- Increase the quality of owner-occupied and single family housing through housing rehabilitation assistance to low and moderate-income households
- Improve habitability of owner-occupied housing with emergency repair assistance and accommodations for physical disabilities
- Increase the supply of affordable rental housing through site acquisition and site improvements
- Increase neighborhood stability by reducing slum and blight
- Increase public safety through infrastructure and ADA improvements in eligible areas
- Through direct assistance from federal and local resources; continue financial support to:
 - Regional shelters for the homeless
 - Local emergency facilities for victims of domestic violence
 - Local providers of emergency and transitional housing for families
 - Continue homeless prevention and outreach services
- Provide a suitable living environment, particularly benefiting low and moderate-income people through public services to:
 - Seniors
 - Disabled
 - Victims of domestic violence

Housing

Maintaining homeownership and increasing the affordable housing stock within Gilbert remains a high priority in FY 12/13. The Town will support the following activities to further the goals of safe and habitable housing for Gilbert residents:

- The emergency home repair and rehabilitation program will continue in FY 12/13 and is anticipated to assist 100 Gilbert households. This program provides emergency repairs and minor home rehabilitation to income eligible Gilbert homeowners to assist in maintaining safe housing and to help ensure long term homeownership.
- It is anticipated that the continuation to increase Gilbert's permanent affordable rental housing stock will continue in FY 12/13. A total of ten (10) single family homes have been acquired, rehabilitated and rented to Gilbert families to assist them as they work towards self-sufficiency and to prevent homelessness. In addition, the program helps to sustain neighborhoods by reducing the number of vacant and/or foreclosed housing and maintain property values within affected neighborhoods. An addition of two single family homes is anticipated to be acquired and rented in FY 12/13.

Homeless Prevention

Gilbert participates in the Maricopa HOME Consortium and the Maricopa Association of Governments Continuum of Care to support regional solutions to homelessness.

In FY 12/13, the Town will utilize both general and federal funds to support non-profit organizations that provide emergency shelter and transitional housing to homeless individuals and families, provide supportive services such as basic needs, medical assistance, parenting skills, substance abuse counseling, job skills trainings and activities to transition individuals and families to obtain permanent housing solutions.

Community Development**Public Services**

The Town will allocate 15% of CDBG funds to eligible public service activities which include support to the Gilbert Senior Center. The Center provides congregate and home delivered meals as well as health, wellness, socialization and recreational activities for seniors and disabled persons.

Public Facility/Infrastructure Activities

In FY 12/13 the Town will focus CDBG funds towards community infrastructure and public facility improvements. The Town will support three regional homeless shelter facilities with small facility improvements and will participate in supporting their larger efforts of renovations and new construction.

Gilbert will also support energy efficiency improvements for the Town's LITHC senior housing apartment complex. The complex has 100 units built with Low Income Housing Tax Credits to provide stable and supportive housing for low income seniors. The complex is located within walking distance to Gilbert's Senior Center and to local transportation lines. The energy efficiency improvements will help the non-profit management company to reduce energy consumption costs thus allowing additional resources to provide supportive services to residents of the complex.

Finally, Gilbert will support infrastructure improvements in the Heritage district located in downtown Gilbert. Both surrounding neighborhoods of the Heritage district are eligible low

to moderate income Gilbert areas. Infrastructure improvements focus on public safety and increasing ADA accessibility and compliance for those utilizing and living in the area. The infrastructure project includes improving pedestrian safety by installing three (3) controlled crosswalks, installing ADA compliant sidewalks, replacing poor parking lot lighting and amenities and signage to ease pedestrian control and safety in the dense business and neighborhood district. It is estimated that approximately 578 persons residing in surrounding neighborhoods will benefit from these improvements.

Removal of Slum & Blight

In FY 12/13 the Town of Gilbert will begin addressing slum and blighted structures located in the low to moderate income areas of the Town. As the oldest housing stock in Gilbert continues to age, there are several privately owned dilapidated structures located in these areas that require assistance in mitigating and demolishing uninhabitable structures. These structures are anticipated to have lead based paint and asbestos contained within, and while currently boarded for security, the structures create opportunities for harm and crime related activities. The Town will implement a voluntary demolition program to assist property owners with the safe removal of these structures and to preserve neighborhoods by removing blighted and uninhabitable structures.

Antipoverty Strategy

Gilbert will support programs that provide services to families in crisis while educating and supporting their skill sets to obtain self-sufficiency and ultimately prevent them from entering poverty. Federal CDBG and HOME funds are leveraged with Gilbert General Funds and other resources to help achieve these objectives. Antipoverty strategies include supporting organizations that offer services such as:

- intake and case management
- food boxes
- utility assistance
- emergency rent assistance
- mentoring and educational opportunities
- transportation assistance
- home repair assistance
- employment search and workforce training

The Town approved FY 12/13 Funding Priorities for Gilbert General Funds which specifically support anti-poverty strategies. Priorities include: 1) Housing assistance; 2) Food/clothing; 3) Utility assistance; 4) Youth prevention and intervention services; and 5) Transportation. Gilbert will allocate general fund dollars through a weighted evaluation tool to address anti-poverty strategies for residents in need.

Non-Homeless Special Needs

The Town will support non-homeless special needs services in FY 12/13 to include the following activities:

- Substance abuse education and treatment
- Resource and referral
- Senior support services including transportation, education, meals, volunteer activities and health and wellness programs
- Emergency assistance and homeless prevention
- Support for domestic violence victims
- Youth prevention and intervention services

Summary of Funded Activities - Third Year Action Plan

CDBG and HOME Funds	<u>2012-13</u> <u>CDBG</u>	<u>2011-12</u> <u>2012-13</u> <u>HOME</u>	<u>General</u> <u>Funds</u>	<u>2011-12</u> <u>Carry</u> <u>Forward</u>	<u>Leverage</u>	<u>Total</u>
<i>Housing</i>						
Community Services of AZ: Emergency / Minor Repair	\$250,000				\$12,000	\$262,000
ARM of Save the Family: Affordable rentals		\$175,038		\$119,962		\$295,000
<i>Public Facility/Infrastructure Improvements</i>						
A New Leaf: EVMC Renovations	\$18,000				\$155,000	\$173,000
A New Leaf: La Mesita Family Shelter New Construction	\$25,000				\$1,767,170	\$1,792,170
Central Arizona Shelter Services Facility Improvements	\$30,512					\$30,512
Page Commons Energy Efficiency Improvements	43,010					\$43,010
Heritage District Pedestrian Safety Project	144,629			\$329,532		\$474,161
<i>Public Services: CDBG- max. of 15%, \$112,315</i>						
Boys & Girls Club: Gilbert Project Learn			\$125,000		\$587,106	\$712,106
Community Services of Arizona: Gilbert CAP			\$123,166		\$512,541	\$635,707
Community Services of AZ: Gilbert Senior Center	\$112,262		\$23,775		\$397,310	\$533,347
Other Activities: Homeless, youth, disabled, etc.			\$50,059		\$46,218,161	\$46,268,220
<i>Removal of Slum & Blight:</i>						
Gilbert Voluntary Demolition Program				\$25,000		\$25,000
<i>Administration and Planning:</i>						
Town of Gilbert: Administration and Planning	\$125,000					\$125,000
Total Allocation	\$748,413	\$175,038	\$322,000	\$474,494	\$49,649,288	\$51,369,233




Gilbert Arizona Third Program Year Action Plan

The CPMP First 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.

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.

Submitted		Applicant Identifier		Type of Submission	
Date Received by state		State Identifier		Application	Pre-application
Received by HUD: 06/24/11		B-10-MC-04-0511		<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
				<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information					
Town of Gilbert			AZ40180 Gilbert		
50 E. Civic Center Dr.			Duns #: 142672570		
			City: Gilbert, AZ		
Gilbert		AZ		Community Services	
85296		Country U.S.A.			
Employer Identification Number (EIN):			Maricopa County		
86-6000246			7/5		
Applicant Type:			Specify Other Type if necessary:		
Local Government: City			Specify Other Type		
Program Funding			U.S. Department of Housing and Urban Development		
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding					
Community Development Block Grant			14.218 Entitlement Grant		
CDBG Program - Entitlement			Description of Areas Affected by CDBG Project(s): Town of Gilbert		
\$748,413		\$Additional HUD Grant(s) Leveraged \$0		Describe	
Additional Federal Funds Leveraged			\$Additional State Funds Leveraged \$0		
Locally Leveraged Funds \$5,215,643 (incl. State and County funds)			\$Grantee Funds Leveraged \$322,000		
Anticipated Program Income \$0			Other (Describe)		
Total Funds Leveraged for CDBG-based Project(s) \$1,934,170					
Home Investment Partnerships Program			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)					
Housing Opportunities for People with AIDS				14.241 HOPWA	
HOPWA Project Titles			Description of Areas Affected by HOPWA Project(s)		
\$HOPWA Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for HOPWA-based Project(s)					
Emergency Shelter Grants Program				14.231 ESG	
ESG Project Titles			Description of Areas Affected by ESG Project(s)		
\$ESG Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for ESG-based Project(s)					
Congressional Districts of: Dist. 1				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 Not applicable- No State office <input checked="" type="checkbox"/> No Program is not covered by EO 12372 <input type="checkbox"/> N/A Program has not been selected by the state for review	
<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No			
Person to be contacted regarding this application					
Jessica		E.		Fierro	
Community Dev. Specialist		480-503-6893 Voice		480-503-6170 Fax	
Jessica.fierro@gilbertaz.gov		www.gilbertaz.gov			
Signature of Authorized Representative 				Date Signed	
Patrick Banger Town Manager 480-503-6864				May 15, 2011	

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.

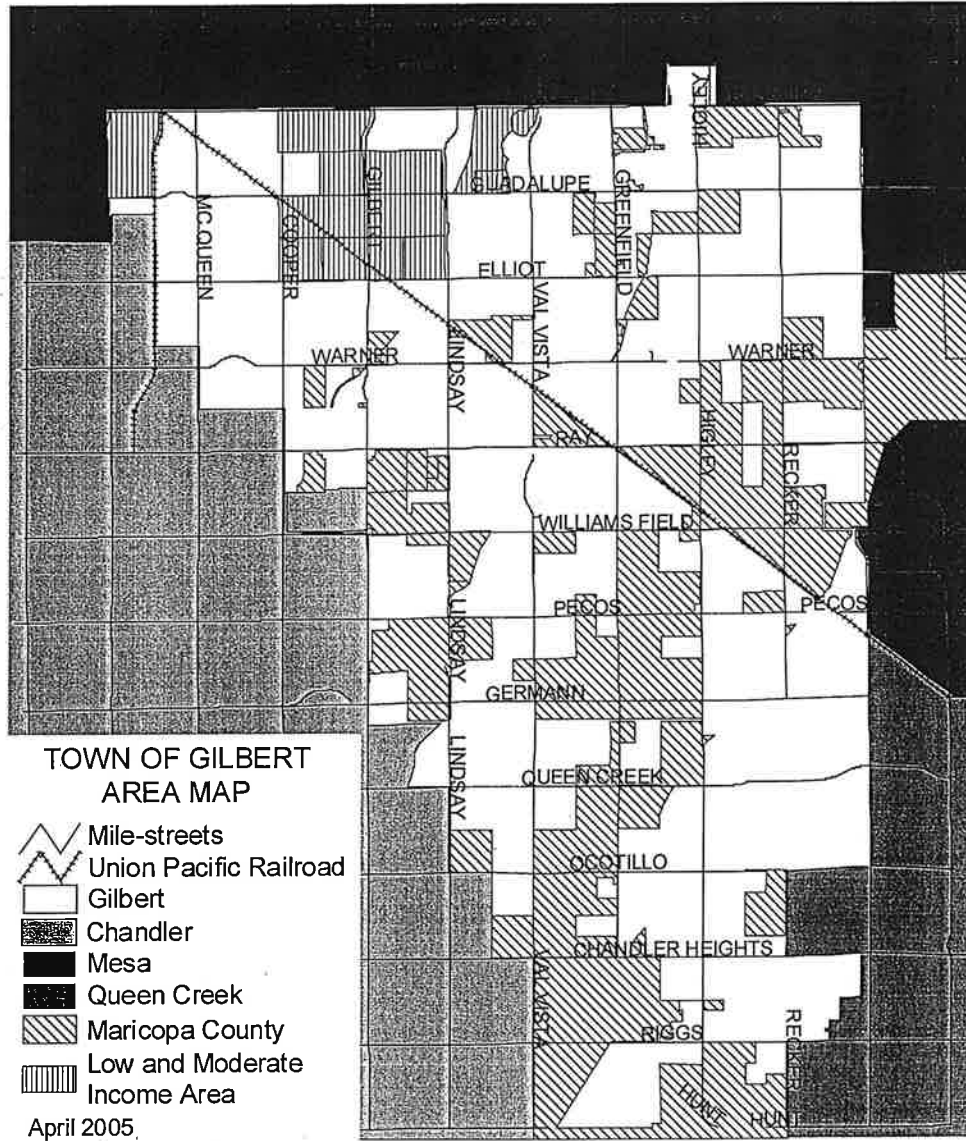
: Program Year 3 Action Plan General Questions response:

1. The Town of Gilbert is located in the southeast valley of the Phoenix metropolitan area. Gilbert's planning area encompasses 72.6 square miles. The Town shares boundaries with the City of Mesa, City of Chandler, City of Queen Creek, Gila River Indian Community and Pinal County. Gilbert's planning area is not fully developed with portions remaining as vacant and undeveloped land.

Gilbert's population has grown from 5,717 people in 1980 to approximately 225,000 people in 2011. This population surge earned Gilbert the title of the fourth fastest growing community in the nation from CNN Money Magazine and the U.S. Census Bureau in 2009. At build-out, Gilbert's population is estimated to be in excess of 300,000.

Gilbert has two low to moderate census block groups (i.e., where 51 percent or more of households earn less than 80 percent of the HUD-defined area median income). However, Gilbert qualifies for an exception of which eligible activities may take place in census blocks that meet 21.8% low to moderate income. Gilbert has 11 census block groups that meet the 21.8% edibility.

The action plan covers local and CDBG funded activities within these targeted areas and town-wide. The plan also discusses activities provided by regional service providers located outside of the Town's limits that provide services not available within the Town.



2. Gilbert will utilize CDBG funds, HOME funds and Gilbert general funds to assist persons who are low to moderate income throughout the Town. While some programs and services are available Town-wide to income eligible residents, other projects will be specifically targeted to low and moderate income areas within the Town.

The Town will target housing repairs and rehabilitation, infrastructure improvements and reduce slum and blight in the downtown areas of Gilbert, which is called the Heritage District. The Heritage District surrounding neighborhoods contain the oldest housing stock and have higher percentages of minorities and low-income residents. In addition, the Gilbert Senior Center and local Community Action Program are located within the Heritage District providing resources to surrounding neighborhoods.

3. Obstacles to meeting underserved needs are: 1) the growing population within the Town; 2) loss of jobs and income; 3) reduced property values; 4) few non-profit service providers located in Gilbert; and 5) decreases in State, Federal and local funding.

Gilbert continues to grow rapidly in comparison to other east valley cities. As the Town's population increases, the demand for government and human services increases. The Town has taken steps to begin planning for build out and address the growing needs of residents. With the reduction of jobs and income, non-profit service providers continue to see an increase in first time clients seeking assistance. The Town will continue to educate and refer residents seeking assistance for the first time to local and regional resources for assistance. Funding will be targeted to aging neighborhoods in the next year to help maintain property values, reduce slum and blight and to repair aging infrastructure. While Gilbert has many new master-planned housing developments, Gilbert is committed to assisting established neighborhoods.

While Gilbert is a fairly "new" Town in comparison to other east valley cities, there are very few non-profit service providers located within the Town limits. While some service providers have satellite offices in Gilbert, many Gilbert residents have to travel to other cities to receive assistance. In the next fiscal year, Gilbert will continue to discuss ways in which additional services can be provided within Gilbert town limits. Gilbert will create new partnerships with existing non-profits to ease the transportation burden of low and moderate income Gilbert residents.

Finally, the reductions of Federal, State and local funding continue to be an obstacle in meeting underserved needs. The Town receives a fairly small share of CDBG and HOME funding and has the lowest amount of general funds available for non-profit assistance in the east valley. However, the Gilbert Town Council is committed to finding alternative methods to increase volunteerism and neighborhood involvement to assist residents in need. In 2011, Gilbert began a "For Our City" model to create collaboration among non-profits and the faith community. Also, the Town's utility billing program "Neighbor 2 Neighbor" will be marketed and outreach conducted to increase resident donations.

4. The Town of Gilbert utilizes federal CDBG, HOME, and general funds to assist low-income persons. General funds are used to leverage federal funds to support regional shelter services, food assistance, educational activities, recreation activities, support services, mentoring, eviction prevention and other services for low income residents.

Resource	Dollar Amount
CDBG*	\$1,102,945
HOME**	\$295,000
Local General Funds	\$322,000
TOTAL	\$1,719,945

*Includes \$300,000 in reprogrammed CDBG funds and \$54,585 in FY 11/12 CDBG carry forward funds.

** Includes \$119,962 in FY 2011-12 HOME funds

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 3 Action Plan Managing the Process response:

1. The Town of Gilbert is the lead agency responsible for developing the Consolidated Plan and administering Community Development Block Grant funds. The Community Services Division houses the Community Development Specialist, a sole position, to oversee the administration of the Community Development Block Grant and HOME Investment Partnership Funds received through the Maricopa County HOME Consortium. This position also oversees the administration of Town General Funds to support human services. Jessica Fierro, the Community Development Specialist, can be reached at 480-503-6893 or jessica.fierro@gilbertaz.gov.

Gilbert receives HOME funds through an intergovernmental agreement with the Maricopa HOME Consortium of Entitlement Communities. Gilbert participates with the Maricopa HOME Consortium to identify and support affordable housing priorities on a regional basis. Staff participate in monthly planning and coordination activities as well as technical assistance and program oversight. The lead agency is Maricopa County Community Development. The staff liaison, Renee Ayers-Benavidez, Program Coordinator, is available at 602-372-1524.

The Housing Authority of Maricopa County provides public housing program assistance in Gilbert. The Housing Authority can be contacted at 602-744-4500 for information regarding Section 8 housing in Gilbert and other parts of the County including cities and towns that don't have their own Section 8 program.

2. The Community Services Committee is an ad-hoc volunteer resident advisory committee responsible for oversight and providing recommendations to Mayor and Town Council on human services issues within Gilbert. The Community Services Committee, along with a Town Council Liaison, review data and presentations made from social service agencies and other interested groups regarding the trends, gaps and needs within the Gilbert community.

The Town consulted with the Community Services Committee, Town Council, other Town departments and neighborhood groups such as Gilbert CAN and For Our City to solicit community input and development of the Annual Plan. In addition, the Town held public hearings to provide citizen involvement in the development of funding priorities and projects for FY 12/13.

3. To enhance coordination between public and private agencies, the Town of Gilbert will participate in a number of activities in the next fiscal year. First, the Gilbert CAN, a non-profit organization is in the process of conducting a needs assessment

and resource inventory within Gilbert. The Town has played an integral part in identifying existing resources and conducting outreach within the community to solicit response. The needs assessment results will be incorporated into the Town's planning and prioritization process to better meet the needs and fill the gaps in services as identified by the needs assessment.

During the next fiscal year, the Town will be issuing an Request for Qualifications to solicit responses from non-profit organizations interested in establishing the Gilbert Foundation. Town Council visualizes the Gilbert Foundation to be the catalyst for connecting Gilbert residents who want to give with Gilbert residents in need. The Foundation will serve as the lead agency to determine Gilbert's on-going human service needs, provide outreach and education to those seeking assistance and coordinating volunteer opportunities to link Gilbert residents with non-profits. In addition, the Gilbert Foundation will be the fundraising "arm" of the Town to increase resources available to non-profits that provide essential services to those in need of assistance.

Finally, the Town will continue to grow the new "For Our City" initiative which began in 2011, which connects the faith community with non-profit service providers. In the next fiscal year, For Our City – Gilbert will identify areas of focus and recruit both faith organizations and non-profits to participate.

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 3 Action Plan Citizen Participation response:

1. Gilbert's citizen participation process included the following:
 - A public meeting was held on January 12, 2012 to seek input on the FY 12/13 funding priorities and project categories.
 - A public hearing was held before Gilbert Town Council on February 9, 2012 to request approval of the FY 12/13 funding priorities and project categories.
 - Public presentations were made by applicants seeking funding on March 27-28, 2012.
 - A public hearing was held before the Community Services Committee on April 17, 2012 for recommendations of funding allocations.
 - A public notice on availability of the draft Third Annual Action Plan document and an opportunity for citizen comment was published in the Arizona Republic and posted on the Town of Gilbert website on March 27, 2012.

- A public hearing will be held before Town Council on May 3, 2012 to request approval of the FY 12/13 Year 3 Annual Action Plan.
2. To broaden public participation in the development of the consolidated plan, the Town requires information regarding public hearings, Community Services Committee meetings, and Town Council meetings and public comment periods to be posted on the city website year-round. Public meeting/hearing agendas are also posted according to public meeting laws.

To encourage involvement of the City's minorities, non-English speaking residents, low-income persons and persons with special needs (including persons with disabilities), the Town made a strong effort to involve organizations that assist these populations in the Consolidated Plan process by contacting service providers and reaching out to these communities.

3. Comments from Citizens – No comments received.
4. Comments not accepted – Not applicable.

Institutional Structure

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

: Program Year 3 Action Plan Institutional Structure response:

The Gilbert Town Council has legal authority and responsibility for determining goals and priorities and for contractual agreements related to CDBG funding for housing and community development. The Community Services Committee is appointed by the Council and recommends priorities and funding allocations for action by the Council. The CDBG program is administered by the Community Development Specialist, a sole position, housed within the Community Services Division. Public services, housing services and public facilities are provided under contract to local non-profit organizations on a reimbursement basis for costs incurred.

HOME funds are administered by Gilbert under the terms of an intergovernmental agreement with Maricopa County and suburban entitlement communities. Under this agreement, Maricopa County serves as the lead agency and contracts with HUD. The County Board of Supervisors has legal authority and responsibility and is assisted by staff of the County Community Development office as well as designated staff of participating municipalities. Gilbert manages its pro-rata allocation of HOME funds and assists in monitoring activities in cooperation with the Consortium.

The Section 8 Housing Program is administered by the Maricopa County Housing Authority and serves the Gilbert area.

In order to develop institutional structure, Gilbert staff maintains active involvement in the activities of local non-profit service providers, local advisory boards and commissions, other government agencies and professional associations especially through planning forums and community events. In FY 12/13, Gilbert will continue to seek new opportunities for coordination between public and private housing, health and social service agencies to strengthen the institutional structure within the Town of Gilbert.

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 3 Action Plan Monitoring response:

The Town of Gilbert funds program services and projects that meet the Town's Consolidated Plan, meet national CDBG objectives and comply with CDBG eligibility. A public process is used to determine funding priorities and funding recommendations for such program services and projects. Each funded activity must enter into a contractual obligation with the Town to ensure that contracted services and Scope of Work activities are carried out as funded and also to ensure compliance with federal regulations. The Town will use a number of methods for project implementation, including contracting with non-profit organizations for program and housing services. In some cases, the Town will implement its own projects such as infrastructure, public facility improvements and ADA compliance.

Each project is analyzed for eligibility, past performance, community impact and measurable outcomes that must ultimately benefit the Town of Gilbert. An environmental review is completed for each project and a Notice to Proceed is issued prior to any federal funds being expended.

Through the fiscal year, Gilbert requires subcontractors to submit activity reports on a quarterly basis as a periodic review of performance, status of measurable outcomes and to identify any barriers or challenges in carrying out the Scope of Work. In addition, Gilbert requires monthly financial billing to track expenditures and timeliness of projects to ensure budgets are maintained and projects steadily progress in a timely manner. Support and technical assistance are provided as necessary to ensure community needs and program requirements are met.

Gilbert staff performs on-site monitoring annually of all CDBG and HOME funded recipients. Monitoring consists of program evaluations, financial capacity, administrative procedures and policy review. Monitoring letters are issued after completion and organizations are notified of any suggestions, concerns or findings. The Town follows up with any organization that receives a concern or finding to ensure that corrective action has taken place.

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 3 Action Plan Lead-based Paint response:

Gilbert has a newer housing stock of which 41% were built between 1990 and 1999 and 31% were built between 2000 and 2004. Gilbert has a very small segment of the housing stock over 20 years old. Approximately 50 housing units are pre-1940 construction and approximately 250 additional units are pre-1960 construction. This older housing stock is often occupied by low and moderate income families. Significant CDBG and HOME

investment has been made over the years to rehabilitate much of this older housing. Emergency home repair and minor housing rehabilitation will continue in 2012-13. Each home assessed is given lead-based paint information pamphlets and clients must sign they have received and read the information. Any home identified as having potential lead-based paint or asbestos are tested and abated according to established standards and practices.

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 3 Action Plan Specific Objectives response:

The Town of Gilbert identified three objectives as high priority and two objectives as medium priority to foster and maintain affordable housing in Gilbert’s Consolidated Plan. The objectives are as follows:

High Priority:

- Single family housing emergency repair and minor home rehabilitation
- Single family housing major rehabilitation and reconstruction
- Acquisition and/or rehabilitation of rental housing

Medium Priority:

- Homebuyer assistance
- New rental housing

In FY 12/13, the Town will continue to fund two high priority objectives.

Activity	Specific Objectives	Outcome/ Objective	HOME \$	CDBG \$	Annual Expected Number
Rental Housing Objectives					Units
1.1 Acquisition & Rehab of rental units.	Acquisition & rehab of rental units	DH-2	\$295,000		2
1.2 Acquisition & Development Assistance of new rental housing	New rental housing	DH-2			0
Owner Housing Objectives					Units
2.1 Rehab of existing owner units.	Rehab of existing owner units	DH-1		\$100,000	40

2.2 Provide homebuyer down payment support.	Provide homebuyer down payment support	DH-2			0
2.3 Provide emergency repair program support.	Provide emergency repair program support	DH-1		\$150,000	60
HUD Outcome Code Key		Availability/Accessibility		Affordability	
Decent Housing		DH-1		DH-2	

Approximately 100 low- to moderate-income single family homeowners will receive emergency repair and minor home rehabilitation. This will assist in making their homes safe and habitable, sustaining neighborhood viability and help to maintain property values. The Town will also continue to fund the aquisition and rehabilitation of two to three single family units for permanent affordable rental housing. This will reduce the number of vacant housing units and provide safe and habitable homes for low income families renting in Gilbert.

In addition, it is anticipated that the Town will partner with For Our City and other non-profit providers to begin major rehabilitation and reconstruction of one to two homes in the Sonora Town neighborhood. While federal funds are not anticipated for this activity, the Town will assist in coordinating volunteers and faith organizations to assist in the reconstruction of up to two low-income owner-occupied single family homes in this neighborhood.

Finally, Gilbert residents have access to Low Income Housing Tax Credit properties funded by the Arizona Department of Housing and Section 8 rental assistance through the Maricopa County Public Housing Authority. Below is an inventory of tax credit properties available.

Affordable Housing Inventory

Name	Target Population	Number of Units	Low Income
Page Commons	Elderly	100	100
Vista Montana Apartments	Low Income/Market Rate	341	228
San Clemente Apartments	Low Income/Market Rate	336	303
	TOTAL	777	631

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 3 Action Plan Public Housing Strategy response:

The Town of Gilbert does not own public housing units. The Housing Authority of Maricopa County administers the Section 8 subsidized housing program for the Town of Gilbert. This rental assistance program provides controls to uniformly address safety issues and repairs to keep our affordable housing stock decent, safe and sanitary.

The Housing Authority Of Maricopa County reported 156 subsidized housing units were in Gilbert on March 15, 2012. They also reported 829 households on their county-wide waiting list.

Barriers to Affordable Housing

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

: Program Year 3 Action Plan Barriers to Affordable Housing response:

Barriers to affordable housing in Gilbert continue to include:

- Declining Property Values: Gilbert's single family median sales price in 2012 is \$171,000 with a range from \$152,000 to \$232,500. While this is an \$8,000 increase since 2011, it is a far cry from the peak in 2006 where the median sales price was \$331,000. As the housing market begins to slowly recover, Gilbert residents are still very apprehensive of the loss in property value of their home and are wary about maintaining home ownership at such a loss.
- Homebuyers: There has been a lot of interest from first time homebuyers to purchase a home in Gilbert as the housing market slowly recovers. However, there is significant competition among investors and regular homebuyers to purchase Gilbert's low inventory of homes. For a low-income first time homebuyer, the process is already daunting and a new level of frustration is occurring when they are outbid by multiple investor offers. Gilbert's non-profit partners have also found increased difficulty in purchasing homes that are in a suitable price range for low- to moderate income first time homebuyers.
- Affordable Housing Opportunities: Gilbert is a fairly new city and continues to grow towards build out. While new home building permits have increased dramatically within 2012, the majority are for new planned community developments, which are many times out of reach of first time low to moderate income homebuyers.
- Affordable Rentals: There are very few smaller (less than 25 units) multifamily rental developments in Gilbert. This makes it very difficult to acquire existing multifamily housing to convert to affordable and/or special needs housing. Some multifamily rental properties were converted to condos in recent years, providing more affordable homes for purchase but reducing the number of more affordably priced rental units. Gilbert continues to focus on the development of affordable rentals by partnering with non-profits to purchase single family units for rental properties

rather than multi-family rental units.

HOME Investment Partnership Funds

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 3 Action Plan HOME/ADDI response:

The Town of Gilbert participates in the Maricopa County HOME Consortium and receives an annual allocation of HOME Investment Partnership funds as a participating member. Gilbert's HOME funded activities are planned and reported regionally through the Maricopa Consortium. Participating jurisdictions of the County Consortium include: Avondale, Chandler, Gilbert, Glendale, Peoria, Tempe, Scottsdale and Surprise.

It is anticipated that the Town of Gilbert will receive approximately \$175,038 in HOME funds for FY 12/13. In addition, Gilbert will allocate \$119,962 in unallocated FY 11/12 HOME funds. The total HOME fund allocation will further the Town's priority of increasing the permanent affordable rental housing stock in Gilbert. At the end of FY 12/13, Gilbert will have increased its affordable rental housing stock to 12 single family housing units.

1. The Town of Gilbert does not use other forms of investments not described in §92.205(b). The Town uses HOME funds for acquisition and rehabilitation loans (non-interest bearing and deferred) secured by a Deed of Trust for permanent affordable rental housing.
2. The Town will not use any funds in FY 12/13 for homebuyers.
3. The Town of Gilbert will not use HOME funds to refinance existing debt secured by multi-family housing.
4. The Town has previously received a pro-rata share American Dream Down payment Initiative (ADDI) funds as member of the Maricopa County Consortium. The Town does not anticipate receiving additional ADDI funds for the 2012/2013 fiscal year.

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 3 Action Plan Special Needs response:

The Town of Gilbert will assist with specific homeless prevention services both locally and

regionally in FY 12/13. The Town will utilize general funds for operating support of regional homeless facilities and services. The Town will also utilize CDBG funds to assist in facility improvements of regional homeless service providers. Finally, the Town supports non-profit partners that provide homeless prevention services such as rent and utility assistance to prevent homelessness, and homeowner emergency repair and rehabilitation to help sustain residents in their current residences. By supporting a variety of service providers, the Town participates in addressing chronic homelessness, homelessness prevention and multiple populations experiencing homelessness. The following is a breakdown of Gilbert general fund and CDBG funding to address specific homeless prevention elements:

SOURCES OF FUNDS FOR HOMELESS PREVENTION					
Agency Name	Program Description	Funding Category	Funding Source	FY 12/13 Funding Allocation	Outcome/ People Served
A New Leaf	East Valley Men's Center	Emergency	General Funds	\$7,000	2
A New Leaf	East Valley Men's Center Facility Improvements	Emergency	CDBG Capital	\$18,000	10
A New Leaf	EMPOWER	Transitional	General Funds	\$8,000	5
A New Leaf	La Mesita Family Shelter	Transitional	General Funds	\$7,500	4
A New Leaf	La Mesita Family Shelter New Construction	Transitional	CDBG Capital	\$25,000	17
Catholic Charities Community Services	My Sister's Place	Emergency	General Funds	\$5,000	14
Central Arizona Shelter Services (CASS)	Regional Emergency Shelter	Emergency	General Funds	\$9,800	105
Central Arizona Shelter Services (CASS)	Regional Emergency Shelter Improvements	Emergency	CDBG Capital	\$30,512	140
Community Services of Arizona	Gilbert CAP	Prevention	General Funds	\$123,166	136
Save the Family	Homeless Intervention Program	Emergency	General Funds	\$7,750	4
The Salvation Army	Emergency Financial Assistance	Prevention	General Funds	\$3,000	17
			TOTAL	\$244,728	454

** Funds and people served will be determined on May 3, 2012

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 3 Action Plan ESG response:

Not applicable. Gilbert will not be receiving ESG funding.

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 3 Action Plan Community Development response:

The Town of Gilbert will address the non-housing community development priorities for FY 12/13 by supporting public facility improvements, infrastructure improvements, public services and through economic development efforts.

Town of Gilbert FY 12-13 Proposed Community Development Accomplishments			
Housing	Priority Need Level	Funds Allocated	Fund Source
Emergency & Minor Home Repair	High	\$250,000	CDBG
Creation of affordable rental housing	High	\$295,000	HOME
Public Facilities/Infrastructure	Priority Need Level	Funds Allocated	Fund Source
Heritage District Pedestrian Safety Project	Medium	\$474,161	CDBG
East Valley Men's Shelter Renovations	Medium	\$18,000	CDBG
La Mesita Shelter New Construction	Medium	\$25,000	CDBG
Central Arizona Shelter Services Renovations	Medium	\$30,512	CDBG
Mercy Housing Southwest Energy Efficiency Improvements	Medium	\$43,010	CDBG
Removal of Slum & Blight			
Gilbert Voluntary Demolition Program	Medium	\$25,000	CDBG
Public Services	Priority Need Level	Funds Allocated	Fund Source
Senior Services	High	\$112,315	CDBG
Economic Development	Priority Need Level	Funds Allocated	Fund Source
Entrepreneur & Job Creation Programs	High	\$0	CDBG

Emergency Home Repairs

The Emergency and Minor Home Repair program will continue to operate in FY 12/13 and has proven to be a successful program in maintaining older housing stock and providing neighborhood sustainability for qualifying low to moderate income homeowners. The program continues to see first time applicants requesting assistance and demand for assistance has proven to remain a high priority for Gilbert. The program proposes to assist 100 households in FY 12/13.

Public Facility/Infrastructure Activities

In FY 12/13 the Town will focus CDBG funds towards community infrastructure and public facility improvements. The Town will support two regional homeless shelter facilities with small facility improvements and will participate in supporting their larger efforts of renovations and new construction.

Gilbert will also support energy efficiency improvements for the Town's LITHC senior housing apartment complex. The complex has 100 units built with Low Income Housing Tax Credits to provide stable and supportive housing for low income seniors. The complex is located within walking distance to Gilbert's Senior Center and to local transportation lines. The energy efficiency improvements will help the non-profit management company to reduce energy consumption costs thus allowing additional resources to provide supportive services to residents of the complex.

Finally, Gilbert will support infrastructure improvements in the Heritage district located in downtown Gilbert. Both surrounding neighborhoods of the Heritage district are eligible low to moderate income Gilbert areas. Infrastructure improvements focus on public safety and increasing ADA accessibility and compliance for those utilizing and living in the area. The infrastructure project includes improving pedestrian safety by installing three (3) controlled crosswalks, installing ADA compliant sidewalks, replacing poor parking lot lighting and amenities and signage to ease pedestrian control and safety in the dense business and neighborhood district. It is estimated that approximately 578 persons residing in surrounding neighborhoods will benefit from these improvements.

Removal of Slum & Blight

In FY 12/13 the Town of Gilbert will begin addressing slum and blighted structures located in the low to moderate income areas of the Town. As the oldest housing stock in Gilbert continues to age, there are several privately owned dilapidated structures located in these areas that require assistance in mitigating and demolishing uninhabitable structures. These structures are anticipated to have lead based paint and asbestos contained within, and while currently boarded for security, the structure create opportunities for harm and crime related activities. The Town will implement a voluntary demolition program to assist property owners with the safe removal of these structures and to preserve neighborhoods by removing blighted and uninhabitable structures.

CDBG Public Services

In fiscal year 12/13 the Town will continue to utilize CDBG public service funds to assist in the Gilbert Senior Center Congregate / Home Delivered Meals Program. The Program provides nutritious meals in a congregate setting Monday through Friday and provides home delivered meals for elderly and disabled homebound residents. The program also provides health, wellness, and recreational programs for seniors to increase social opportunities and increase quality of independent life.

Job Creation / Retention

While the Town does not anticipate allocating FY 12/13 funding to Gilbert entrepreneur and job creation programs, these programs have been supported by CDBG for the past five years and will complete program accomplishments during FY 12/13. The programs have been successful in recruiting and obtaining new employment opportunities for low and moderate income persons, however, the Town's Economic Development Division will be assessing programs and will be seeking Town general funds for increased economic development opportunities and programming in FY 12/13.

Antipoverty Strategy

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

: Program Year 3 Action Plan Antipoverty Strategy response:

Gilbert will support programs that provide services to families in crisis while educating and supporting their skill sets to obtain self-sufficiency and ultimately prevent them from entering poverty. Federal CDBG and HOME funds are leveraged with Gilbert General Funds and other resources to help achieve these objectives. Antipoverty strategies include supporting organizations that offer services such as:

- intake and case management
- food boxes
- utility assistance
- emergency rent assistance
- mentoring and educational opportunities
- transportation assistance
- home repair assistance
- employment search and workforce training

The Town approved FY 12/13 Funding Priorities for Gilbert General Funds which specifically support anti-poverty strategies. Priorities include: 1) Housing assistance; 2) Food/clothing; 3) Utility assistance; 4) Youth prevention and intervention services; and 5) Transportation. Gilbert will allocate general fund dollars through a weighted evaluation tool to address anti-poverty strategies for residents in need.

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 3 Action Plan Specific Objectives response:

In the next fiscal year, the Town will continue to support programs that provide non-homeless special needs. The following table describes federal and local allocations of funding to address non-homeless goals for special needs populations.

Agency Name	Program Description	Funding Source	Allocation Amount	Outcome/ People Served
Elderly/Disabled				
Community Services of Arizona	Gilbert Senior Center – congregate and home delivered meals and senior activities	CDBG/ General Funds	\$136,037	275
About Care, Inc.	Volunteer support for Gilbert’s homebound and elderly	General Funds	\$7,500	35
TOTAL ELDERLY/DISABLED ASSISTANCE			\$143,537	310
Community Assistance				
Community Services of Arizona	Gilbert CAP Office – emergency financial assistance and referrals	General Funds	\$123,166	136
United Food Bank	Emergency and supplemental food	General Funds	\$1,500	1125
TOTAL COMMUNITY ASSISTANCE			\$124,666	1,261
Youth Services Prevention/Intervention				
A New Leaf	Mayfield Alternative Youth Center	General Funds	\$1,500	19
Gilbert Boys & Girls Club	After school activities and prevention services	General Funds	\$125,000	1,000
Community Bridges	Substance abuse education	General Funds	\$1,300	16
TOTAL YOUTH SERVICES:			\$127,800	1,035
TOTAL NON-HOMELESS SPECIAL NEEDS:			\$396,003	2,606

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.
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.
2. 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.
3. 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.
4. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.

5. 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.
6. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
7. 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.
8. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

: Program Year 3 Action Plan HOPWA response:

Not Applicable- Gilbert doesn't receive HOPWA funds.

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 3 Specific HOPWA Objectives response:

Not applicable - Gilbert doesn't receive HOPWA funds.

Other Narratives

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

Fair Housing

The Town of Gilbert completed its Analysis of Impediments to Fair Housing Choice in September 2010 for the five-year Consolidated Planning period of 2010-2015. The outline below identifies the goals, strategies and activities listed in Gilbert's Analysis of Impediments. Further clarification of measurements and proposed investment amounts for each activity has been added, as well as, the status of each activity to demonstrate Gilbert's progress towards reaching each goal.

Impediments and Actions

IMPEDIMENT: Town of Gilbert residents experience housing discrimination and do not realize they are being discriminated against and do not know the resources or processes to file complaints.

GOAL: Prevent Housing Discrimination

Strategy: Dedicate town staff and Council support to publicly acknowledge to the Town's residents efforts to prevent housing discrimination within the Town of Gilbert.

Activity 1: Maintain a Fair Housing Coordinator to facilitate fair housing activities in Gilbert

Implementation period: Ongoing through 5-year Consolidated Planning Period 2010-2015

Status: Completed (April 2011)

Rationale: Upon filling the staff vacancy of the Community Development Specialist, it was clarified in the job description that this position would coordinate all fair housing activities on behalf of the Town of Gilbert.

Proposed Investment: 5% staff time of the Community Development Specialist position, or approximately \$2,935 annually.

Activity 2: Adopt a Proclamation declaring April as Fair Housing Month

Implementation period: Ongoing through 5-year Consolidated Planning Period 2010-2015

Status: To be completed April 2012 and annually thereafter

Rationale: Due to the staff vacancy, a Proclamation was not completed in April 2011. The Town will complete this task annually in April of each year. The Proclamation will be conducted at a public Council meeting and the Proclamation will be clearly displayed in public view of the Community Services lobby.

Proposed Investment: There is no cost other than staff and Council time to complete a Proclamation.

Strategy: Implement specific and targeted activities to inform Town of Gilbert residents of signs of housing discrimination, how to file complaints, and provide resources and referrals to residents experiencing housing discrimination.

Activity 1: Publish notices about the right to fair housing through website, city publications, and other sources.

Implementation period: Ongoing throughout consolidated planning period of 2010-2015

Status: Website update completed August 2011. City publications (50% complete)

Rationale: A Fair Housing page was always maintained on Gilbert's website, however, the page was updated in August 2011 to provide direct links for complaint filing and updated with a more user friendly format and reduced reading level language to describe fair housing. The Town has developed two Fair Housing Brochures; 1) 10 Most Common Housing Mistakes developed for landlords, real estate agents, developers, etc. and; 2) Gilbert Fair Housing, developed for tenants, general public, and information/referral resources. It is anticipated that 10 Most Common Housing Mistakes brochure will be sent to every resident that registers their home as a rental with the Town of Gilbert to be implemented in April 2012. In addition, the Town has distributed the Gilbert Fair Housing brochure at new venues

including 1,200 flyers distributed during the Gilbert Day's Event and 1,000 flyers distributed at Gilbert's Fall Music & Halloween Festival.

Proposed Investment: Posting and formatting of Fair Housing webpage took two (2) staff hrs estimated to cost \$56.00. Brochure development took five (5) staff hrs estimated to cost \$140. A total of 1,500 brochures have been printed and distributed in various locations and events costing \$525.

It is anticipated that approximately 450 homes are registered annually as rentals – brochure copy and mailing costs is anticipated to be \$300.00.

Activity 2: Participate in The Fair Housing Partnership public awareness and activities

Implementation period: On-going throughout consolidated planning period of 2010-2015

Status: To be implemented in July 2012

Rationale: The Town of Gilbert participated in the Arizona Fair Housing Partnership until 2009. Town staff has tried to contact the Arizona Fair Housing Partnership to confirm Gilbert's partnership and begin attending regular meetings; however, the organization has not had a partnership meeting since March 2011. Gilbert staff will reach out to other fair housing organizations such as the Arizona Fair Housing Center and Southwest Fair Housing Center to begin participating in regional activities and meetings surrounding fair housing in Arizona.

Proposed Investment: It is anticipated that staff time, mileage, and training participation with an Arizona Fair Housing partner coalition will cost \$500 annually.

Activity 3: Maintain a call log for fair housing complaints and referrals

Implementation period: Implemented in September 2011 and will be maintained throughout the consolidated planning period from 2010-2015

Status: Completed (September 2011)

Rationale: A call log was created in September 2011 to track any calls received from residents to the Town of Gilbert regarding housing discrimination or any other fair housing issue. The call log records the date, caller information, nature of inquiry, referral/resource provided, and whether a complaint was made. From April 2011 through December 30, 2011, two calls have been received and recorded on the call log.

Proposed Investment: There was no cost to create the call log. Staff time to take calls, record and provide resources and referrals is reflected in the 5% times spent on Fair Housing activities as noted above.

Activity 4: Make fair housing referrals to the HUD Fair Housing hotline and/or Arizona Attorney General's Office

Implementation period: Implemented in August 2011 and on-going throughout the consolidated planning period of 2010-2015

Status: Complete and on-going

Rationale: With the creation of the call log and updates to the website, Town staff has and will make referrals to the HUD Fair Housing Hotline and/or the Arizona Attorney General's office. Of the two calls received from April 2011 through December 30, 2011, one call was referred to HUD and AZ Attorney General's office. The second call was referred to our local legal aid agency for assistance with a landlord/tenant issue, not a fair housing issue.

Proposed Investment: There is no cost to make referrals for fair housing issues.

IMPEDIMENT: Town of Gilbert residents are not familiar with Fair Housing issues and do not understand their rights to fair housing choice.

GOAL: Increase Public Awareness of Fair Housing Issues

Strategy: The Town of Gilbert will utilize various opportunities and mechanisms to provide Town residents with information and referral information regarding fair housing issues.

Activity 1: Annually distribute a flyer about Fair Housing Month through nonprofits, Gilbert offices, and other sources.

Implementation period: To be implemented March 2012 and in March annually throughout the consolidated planning period of 2010-2015.

Status: Not complete. Development of information will begin in February 2012 with information to be distributed in March 2012 to notify residents of activities and information during April's Fair Housing Month.

Rationale: While historically the Town has adopted April as Fair Housing Month, there have been little to no activities during the month of April to support Fair Housing. Town staff proposes to utilize April annually as the month to concentrate on the dissemination of fair housing information and to host fair housing activities within the jurisdiction. Anticipated activities include hosting informational seminars for both landlords and tenants (separately), disseminate brochures through the Town's utility bills, and include fair housing and referral information in Town employee publications.

Proposed Investment: Depending on the number of activities to be planned for each April, costs are anticipated to be \$4,500 annually.

Activity 2: Annually work with utility services to deliver a brief message on fair housing through the monthly utility bills.

Implementation period: April 2012 and annually in the month of April through the consolidated planning period of 2010-2015

Status: Not complete – to be completed in April 2012 and annually thereafter

Rationale: In order to reach the largest amount of Gilbert residents, Gilbert proposes one of the Fair Housing Month activities to include a short message in the April utility bills. The message will provide a brief statement regarding Fair Housing and will provide the Town's Fair Housing website address and contact information for the Town's Fair Housing Coordinator.

Proposed Investment: It is anticipated that inclusion of the message in the Town's utility bills with cost \$1,500 annually. This includes the printing and insertion of the Fair Housing information into the utility bills.

Activity 3: Annually work with other communities to sponsor or put on a fair housing training for area residents on a variety of fair housing issues.

Implementation period: Fall – spring of 2012 and every other year throughout the consolidated planning period 2010-2015.

Status: Not complete. Gilbert will begin discussions during summer of 2012.

Rationale: The Town of Gilbert plans on providing two informational seminars every other year. One seminar will be developed for housing professionals and landlords. The second seminar will be developed for general resident information and tenants. Gilbert has spoken with the City of Chandler to partner on these events in which Chandler expressed great interest. It is anticipated that concrete discussions will take place during the summer of 2012 with the first of the two seminars planned for fall of 2012.

Proposed Investment: It is anticipated that the Town of Gilbert will host one of the two proposed seminars at an approximate cost of \$1,500 every other year.

Activity 4: Display fair housing posters and make fair housing materials available in Gilbert's housing and other public resource offices.

Implementation period: Ongoing throughout the consolidated planning period of 2010-2015

Status: 75% complete. In October 2011, Town staff distributed 120 copies of the Gilbert Fair Housing brochure in various Town hall locations available to the public, the Town's local senior center, Community Action Program (CAP office), and two libraries. Staff will distribute an additional 200 copies of the brochures to the remaining three (3) Gilbert run recreation centers.

Rationale: Town staff proposes to disseminate fair housing materials in a variety of venues and formats to reach a broad range of residents. In addition to keeping fair housing materials stocked at all Gilbert run facilities, staff will be including an ad regarding fair housing and reference to Gilbert's fair housing webpage in the Town's four annual Recreation Guides. The Recreation Guides are available on-line only but receive on average 15,000 resident views per guide. Staff will be able to begin tracking the number of hits to the fair housing webpage beginning in July 2012. In addition, the Town has televisions located in all recreation facilities with rolling information which runs during facility business hours. The Town will be placing a screen shot of fair housing information and referral to the Town's fair housing webpage on the rolling information screens throughout the year. It is anticipated the rolling screen information will be implemented in March 2012 in preparation for April's Fair Housing month.

Proposed Investment: There is no cost to run an ad in the Recreation Guides or include information on the rolling screens as this will be provided in-kind by the Town's Community Services department.

Activity 5: Maintain a fair housing page on the Gilbert website with links to HUD Fair Housing, Arizona Attorney General Civil Rights Division, and other fair housing resources.

Implementation period: On-going throughout the consolidated planning period of 2010-2015.

Status: Completed August 2011 and on-going.

Rationale: A Fair Housing page was always maintained on Gilbert's website, however, the page was updated in August 2011 to provide direct links for complaint filing and updated with a more user friendly format and reduced reading level language to describe fair housing. Staff will be exploring the possibility of converting the webpage to Spanish to be more easily accessed by non-English speaking residents. Currently, Spanish fair housing information is only available in paper copies.

Proposed Investment: Posting and formatting of Fair Housing webpage took two (2) staff hrs estimated to cost \$56.00. Ongoing updates to the Fair Housing webpage have no costs other than staff time.

IMPEDIMENT: Town of Gilbert residents are unaware of predatory lending practices and do not know how to prevent foreclosure of their home or resources available to assist with preventing foreclosures.

GOAL: Prevent Foreclosures and Predatory Lending

Strategy: The Town of Gilbert will provide educational opportunities to residents to help identify predatory lending practices and to provide resources and referrals to local nonprofits and agencies that may assist in preventing foreclosures.

Activity 1: Make information and brochures available to the public with information on foreclosure prevention and loan mitigation opportunities.

Implementation period: To be implemented during the fall of 2012 and ongoing thereafter through the consolidated planning period of 2010-2012.

Status: Not complete

Rationale: Staff proposes to develop brochures and make available to the public information on foreclosure prevention and loan mitigation opportunities. This has not been completed to date and is scheduled for completion during the fall of 2012. Dissemination of information will be coordinated through the Town's various resident communication opportunities and will partner with the Town's Neighborhood Services Department through the Congress of Neighborhoods and registered HOA's in Gilbert. This provides the largest opportunity to disseminate information to current Gilbert homeowners.

Proposed Investment: Depending on the number of copies and direct mailings of brochures, proposed costs are anticipated to be \$1,000 - \$1,200 annually.

Activity 2: Work with Arizona Foreclosure Prevention Task Force and other organizations to encourage loan modifications and discourage predatory lending.

Implementation period: On-going through the consolidated planning period of 2010-2015

Status: Not complete

Rationale: During the previous consolidated planning period (2004-2009), the Town of Gilbert was heavily involved in the Arizona Foreclosure Prevention Task Force and participated in two east valley foreclosure prevention events. Current staff proposes to add links and resources from the Arizona Foreclosure Prevention Task Force webpage to Gilbert's webpage to offer a direct access to information and resources. In addition, staff proposes to explore future partnership opportunities between the Town of Gilbert and the Arizona Foreclosure Prevention Task Force.

Proposed Investment: There are currently no costs associated with referrals to the Arizona Foreclosure Prevention Task Force.

Activity 3: Encourage and refer residents to information and classes on homebuyer education and foreclosure prevention provided by nonprofit agencies.

Implementation period: On-going through the consolidated planning period of 2010-2015

Status: On-going

Rationale: In August 2011, Town staff updated the new homebuyer and homeowner resources webpage located on the Town's website. Staff receives approximately 5-10 calls per month requesting information about first-time home buying opportunities in Gilbert. While the Town does not currently offer a Down Payment Assistance Program or fund any nonprofits providing homebuyer counseling, staff refers callers to non-profit certified homebuyer counseling agencies and emphasizes to callers the importance of becoming fully knowledgeable about the home buying process to avoid predatory lending and reduce the risk of foreclosure in the future.

Proposed Investment: There are currently no costs associated with referrals for home buying education or foreclosure prevention.

IMPEDIMENT: Town of Gilbert residents are unaware affordable housing options with disability accessibility and the rights of tenants in need of accessibility modifications. Disabled residents are also not aware of their housing choice rights in regards to their disability.

GOAL: Increase Disability Accessibility

Strategy: The Town of Gilbert will provide opportunities for residents to become educated about their housing rights in relation to a disability and the Town will provide resources and referrals to residents in need of accessible affordable housing options within Gilbert.

Activity 1: Annually partner with other East Valley cities and nonprofits to sponsor a community event on fair housing and disability issues.

Implementation period: Activities under this goal will take place during the last two years of the consolidated planning period of 2013 and 2015.

Status: Not complete

Rationale: The Town will research activities performed by other East Valley cities and nonprofits relating to fair housing and disability issues. The Town will offer to partner and host community events related to this topic. If no such events exist, the Town will approach other east valley cities and non-profits to host an event in the east valley.

Proposed Investment: Depending on the size of the event and number of east valley city or non-profit partnerships, it is anticipated that a community event could cost \$1,000 - \$1,500.

Activity 2: Provide information and resources for Gilbert staff on accessibility and the need for accessible units

Implementation period: On-going throughout the consolidated planning period of 2010-2015.

Status: 25% completed. The anticipation completion date is May 2012 and on-going thereafter.

Rationale: Since April 2011 through February 29, 2012, the Town has received two (2) calls from disabled residents inquiring about accessible affordable housing options. The Town has and is still currently assisting these residents with obtaining a viable accessible affordable rental home(s). The Town has placed on its webpage, information pertaining to LIHTC multi-family affordable rental options, but has not obtained information about the number of accessible units available in each complex. Staff proposes to conduct a thorough inventory of accessible housing options to include on the Town's website and to more accurately make referrals for inquiring residents. It is anticipated this task to be completed by the end of March 2012.

Proposed Investment: The proposed investment includes staff time as stated on page 2 above and does not anticipate further costs.

Activity 3: Encourage development of accessible and adaptable housing units on all projects receiving federal funds

Implementation period: On-going throughout the consolidated planning period of 2010-2015.

Status: On-going

Rationale: The Town of Gilbert does not currently have any projects involving the development of accessible housing units. The Town has contracted with a non-profit utilizing HOME funds to purchase and rehabilitate single-family homes for permanent affordable rentals however, only two (2) of the five homes purchased to date can be fully adaptable for accessibility. The Town has had discussions with the Maricopa HOME Consortium to partner with other jurisdictions on multi-unit dwelling projects to increase the amount of affordable and accessible rental units. The discussions are preliminary but would assist the Town greatly in increasing affordable and accessible housing units by pooling multiple jurisdictions' federal resources. The Town will continue to explore ways to increase and encourage accessible affordable housing choices in Gilbert.

Proposed Investment: No costs are associated with this activity at this time.

IMPEDIMENT: Town of Gilbert residents are unaware affordable housing options with disability accessibility and the rights of tenants in need of accessibility modifications. Disabled residents are also not aware of their housing choice rights in regards to their disability.

GOAL: Improve Public Policies and Public Support for Fair Housing

Strategy: In order to improve public policies and engage public support for fair housing, Town of Gilbert staff must stay educated on fair housing topics to provide the best referrals and resources to residents and to develop or improve the planning and zoning codes consistent with fair housing and disability access requirements.

Activity 1: Provide information on fair housing training to interested Development Services and other Town of Gilbert staff.

Implementation period: on-going throughout the consolidated planning period of 2010-2015.

Status: Complete and on-going

Rationale: Town staff is committed to participating in fair housing training and notifying other interested Town staff of available training opportunities. The new Community Development Specialist attended a HUD sponsored Fair Housing Training on October 25-27, 2011 and will continue to attend available fair housing training opportunities.

Proposed Investment: The fair housing training in October cost \$910 in travel and staff time. It is anticipated that annual staff training on fair housing costs will be approximately \$1,200

Activity 2: Review Gilbert planning and zoning codes to ensure consistency with fair housing and disability access requirements in the Fair Housing Act.

Implementation period: Fall of 2012 and ongoing throughout the consolidated planning period of 2010-2014.

Status: Anticipated to begin fall of 2012

Rationale: After filling the vacancy of the Community Development Specialist, staff reviewed the Town of Gilbert’s current planning and zoning codes and did not identify specific barriers in regards to fair housing and disability access. However, staff proposes to complete a more in depth review of planning and zoning codes and meeting with applicable departments to determine whether additional measures should be taken to increase disability accessibility and further fair housing choice.

Proposed Investment: There is not cost for reviewing planning and zoning codes other than staff time previously described on page 2 above.

TOTAL ANNUAL PROPOSED INVESTMENT: \$15,856

**TOTAL CONSOLIDATED PLANNING PERIOD PROPOSED INVESTMENT: \$47,568
(FY 2011 through FY 2015)**