Bexar County 2022 Annual Action Plan
August 2022
2021-2025 FIVE-YEAR CONSOLIDATED PLAN
For October 1, 2021 through September 30, 2026

2022 YEAR TWO ACTION PLAN
For October 1, 2022 through September 30, 2023

BEXAR COUNTY, TEXAS
Economic and Community Development Department
Community Development Division

August 2022

Prepared for the Bexar County by
Mosaic Community Planning, LLC
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EXECUTIVE SUMMARY

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

1. Introduction

The 2022 Annual Action Plan serves as Bexar County’s application for grant funding from the United States Department of Housing and Urban Development (HUD). Grant funds received from HUD covered in this Plan include:

- Community Development Block Grant (CDBG) Program
- Home Investment Partnerships (HOME) Program
- Emergency Solutions Grant (ESG) Program

This Annual Action Plan covers the 2022 program year that extends from October 1, 2022 through September 30, 2023. It outlines anticipated uses of grant funding for that time frame. During the 2022 program year, the County expects to receive $2,379,662 in CDBG funding, $737,531 in HOME funding, and $199,629 in ESG funding. Additionally, the County has $235,545 in prior year CDBG funds and $334,704 in prior year HOME funds that will be reprogrammed for use in 2022.

Under HUD’s grant program regulations, Bexar County may use its CDBG, HOME and ESG grant funds in unincorporated areas of the county, as well as the following participating jurisdictions: Alamo Heights, Balcones Heights, Elmendorf, Grey Forest, Helotes, Kirby, Leon Valley, Live Oak, Sandy Oaks, Schertz, Somerset, Universal City, and Von Ormy.

The 2022 Annual Action Plan builds on research and strategies contained in Bexar County’s 2021-2025 Five-Year Consolidated Plan approved by the Commissioners Court on July 13, 2021. It is the second Action Plan covered under that document.

2. Summarize the objectives and outcomes identified in the plan

Bexar County’s 2021-2025 Five-Year Consolidated Plan’s priority needs were developed based on input from public meetings and a survey, consultation with housing and community development stakeholders, and analysis of the county’s top housing, homeless, special needs populations, and non-housing community development needs.

PRIORITY OBJECTIVES

Priorities identified during the development of Bexar County’s 2021-2025 Five-Year Plan include:

- Improve housing opportunities by creating and preserving decent, safe, affordable rental and homeownership housing.
- Reduce homelessness by assisting individuals and families to stabilize in permanent housing.
- Create and sustain a suitable living environment through infrastructure and public facility improvements.
• Provide public services to expand economic opportunity, improve safety, enhance food access, and provide other assistance for low- and moderate-income households, seniors, people with disabilities, and other eligible groups.
• Expand fair access to housing through education and enforcement activities.

3. Evaluation of past performance

Each year, Bexar County reports its progress in meeting its five-year and annual goals by preparing a Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is submitted to HUD within 90 days of the start of a new program year. Bexar County’s most recent CAPER, for the 2020 program year, was submitted to HUD in December 2021 and covered the fifth year of the County’s 2016-2020 Consolidated Plan cycle.

Bexar County outlined five key priorities in its 2016-2021 Five-Year Consolidated Plan, including: (1) Construct and preserve quality affordable housing; (2) Provide non-housing community development supportive services; (3) Improve public facilities and infrastructure; (4) Provide short- and long-term homeless facilities, housing, and services; and (5) Conduct economic development activities for job creation and business development.

During the 2020 program year, Bexar County made progress in each of these priority areas. Regarding the County’s first goal – affordable housing – the County expanded affordable renter opportunities through the rehabilitation of rental units with HOME and CDBG funds, including completion of ADA accessibility upgrades at Casitas de Merced. The County also used HOME funds to support construction of 5 Habitat for Humanity homes, due to be completed by 2024. Homeowner rehabilitation was completed for 9 households through Merced Housing Texas Owner Occupied Repair Program.

The County also completed non-housing community development projects in PY 2020, including public service activities to improve food access and transportation for seniors, to expand adult literacy programs, and to provide employment skills training. The County completed infrastructure and facility improvements in the cities of Balcones Heights (Vivian Lane), Somerset (K Street), and Universal City (West Byrd), along with beginning water and sewer main improvements along Settlers Ridge in Leon Valley.

To address homelessness, the County used ESG funds to provide Rapid Rehousing and Homelessness Prevention programs through the Society of St. Vincent de Paul and Emergency Shelter through The Salvation Army. Additionally, the County used substantial portions of its ESG-CV funds to provide temporary emergency shelter and services for 1,871 homeless persons through Haven for Hope. ESG-CV funds were also used to provide homeless prevention through SAMMinistries and The Salvation Army, emergency shelter through The Salvation Army, and HMIS data collection through Haven for Hope.

One area where the County has not made significant progress is related to the Economic Development goal of assisting 10 businesses. Since adoption of its 2016-2020 Five-Year Consolidated Plan, the County has opted to focus on Economic Development through its Economic Development Division initiatives rather than through the use of CDBG funds. CDBG funds have instead been put toward the high-priority areas of affordable housing, public services, and public facility and infrastructure improvements.
4. Summary of citizen participation process and consultation process

In developing its 2021-2025 Five-Year Consolidated Plan, the County used a variety of public engagement approaches, including public meetings, focus groups, stakeholder interviews and a community survey.

**CONSOLIDATED PLAN PUBLIC ENGAGEMENT ACTIVITIES**

- **Virtual public meetings** were held for each Bexar County precinct, giving residents an opportunity to identify the specific needs of their community. Meetings began with an overview of the Consolidated Plan and related grant programs, followed by an interactive discussion of housing and community development needs. Over 120 members of the public participated in one or more virtual meetings.

- **Five virtual stakeholder forums** offered professionals from the fields of affordable housing, homelessness, public services, and mental health, as well as city and county staff, opportunities to provide input for the Plan, including a discussion on their area of professional specialization. About 100 professionals participated in the stakeholder forums.

- **One-on-one stakeholder interviews** were conducted by phone with executive staff from the South Alamo Regional Alliance for the Homeless (SARAH), the Housing Authority of Bexar County (HABC), and Bibliotech.

- **A community survey** available to the public asked participants to identify high needs in categories of housing, homelessness, public service, infrastructure, and economic development. Fifty-three (53) people completed the survey.

**ANNUAL ACTION PLAN PUBLIC ENGAGEMENT ACTIVITIES**

The County conducted additional engagement efforts while preparing the 2022 Annual Action Plan. The County offered a series of virtual public meetings – one for each precinct – during February 2022. Together the four virtual meetings had over 200 participants. During the meetings, participants completed in-meeting Zoom polls regarding priority community development needs, housing needs, and underserved populations. The County also offered a survey regarding provision of public services, housing and community development needs, and neighborhood issues experienced by residents.

During preparation of the 2022 Annual Action Plan, Bexar County made use of available HUD waivers related to COVID-19. Specifically, the County held virtual hearings in lieu of in-person meetings to meet public meeting requirements. Bexar County took appropriate action to encourage participation of all residents and held hearings at times convenient to beneficiaries and with accommodations available for persons with disabilities.

5. Summary of public comments

The draft 2022 Annual Action Plan was available for public review and comment for 30 days beginning Wednesday, June 22 through Monday, July 25, 2022. The County held a public hearing to receive comments prior to approval of the Annual Action Plan by the Commissioners Court on Tuesday, August 9, 2022. No public comments were received during the comment period or public hearing.
6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments were received.

7. Summary

During the development of the Consolidated Plan, a set of priority needs were identified. These priorities include affordable housing, homeless needs, facilities and infrastructure, public services, fair housing, COVID-19 preparedness, and program administration. The Consolidated Plan also contains goals, measurable objectives, and implementation actions for each of the plan’s elements.

During the 2022 program year, Bexar County will fund a variety of projects and activities including:

- Food and nutrition assistance services
- Senior activities and support services
- Child welfare and afterschool programs (youth counseling)
- Adult literacy programs
- Street reconstruction and drainage improvements
- Public park improvements
- Owner-occupied housing rehabilitation
- Single-family affordable housing development
- Multifamily affordable housing rehabilitation/reconstruction
- Homelessness prevention
- Homeless Management Information System (HMIS) management
**PR-05 Lead & Responsible Agencies – 91.200(b)**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

The following are the agencies/entities responsible for preparing the Consolidated Plan and Annual Action Plan and those responsible for administration of each grant program and funding source.

**Table 1. Responsible Agencies**

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Agency</td>
<td>Bexar County</td>
<td>Community Development and Housing Division</td>
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<tr>
<td>CDBG Administrator</td>
<td>Bexar County</td>
<td>Community Development and Housing Division</td>
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<tr>
<td>HOME Administrator</td>
<td>Bexar County</td>
<td>Community Development and Housing Division</td>
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<tr>
<td>ESG Administrator</td>
<td>Bexar County</td>
<td>Community Development and Housing Division</td>
</tr>
</tbody>
</table>

**Narrative**

Bexar County is an entitlement community under the U.S. Department of Housing and Urban Development’s CDBG, HOME and ESG programs. The County’s most recent Consolidated Plan covers the period from October 1, 2021 through September 30, 2026. The plan identifies priority community development and housing needs in Bexar County and provides a strategy to address them. This Annual Action Plan discusses specific projects to be funded during the 2022 program year, which begins October 1, 2022 and ends September 30, 2023.

**Consolidated Plan Public Contact Information**

Economic & Community Development Department  
Community Development Division  
233 N. Pecos La Trinidad, Suite 320  
San Antonio, TX 78207  
(210) 335-6648  
Robert H. Reyna, Program Director, rhreyna@bexar.org  
Teresa Soriano, Community Development Manager, Teresa.soriano@bexar.org

**AP-10 Consultation – 91.100, 91.200(b), and 91.215(l)**

**Introduction**

Bexar County conducted a series of virtual public meetings to inform the Annual Action Plan during February 2022. Together the four virtual meetings had over 200 participants. Participants completed in-meeting Zoom polls regarding priority community development needs, housing needs, and underserved populations during the meetings. The County also
offered a survey regarding the provision of public services, housing, community development needs, and neighborhood issues experienced by residents, which was made available on the department’s website.

Bexar County held a 30-day public comment period and a public hearing to receive input from residents and stakeholders on the draft Annual Action Plan prior to approval by the Commissioners Court and submission to HUD. The comment period began on Wednesday, June 22, and ran through Monday, July 25, 2022.

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

Bexar County Economic and Community Development maintains a communicative relationship with the Housing Authority of Bexar County, providing advertisements of available services and upcoming activities for distribution to residents. County staff regularly host and attend meetings with community stakeholders. The county also serves on the board of the South Alamo Regional Alliance for the Homeless and helps coordinate services between homeless individuals, homeless providers, and health and mental health organizations. Representatives from the Housing Authority of Bexar County, homeless housing and service providers (Corazon Ministries Inc. San Antonio, Haven for Hope of Bexar County, The Salvation Army, SAMMinistries, and Society of St. Vincent de Paul Southwest Texas Council), health and mental health organizations (Center for Healthcare Services, Project MEND, Pay it Forward Ministries San Antonio, National Alliance on Mental Illness (NAMI) San Antonio, and Beat AIDS) participated in public meetings as part of development of this Annual Action Plan.

In March 2022, Bexar County and University Health System announced plans to establish a Public Health Division within University Health System to better promote comprehensive population health objectives that support health equity, acute care, preventive health care, and public health emergency response.

Bexar County Economic and Community Development also participates in a variety of committees and working groups to enhance coordination between the department, affordable and assisted housing providers, and other health and service agencies. These groups include:

- **Community Collaboration Bi-weekly Calls** - provides comprehensive updates on resources, initiatives, events, and programs available in the community
- **Homelessness Prevention Subcommittee** - focused on how to integrate, build, and triage community strategies on prevention services for those at-risk of homelessness.
- **Housing Identification and Strategies Work Group** - helps to identify housing units that are available for clients with common barriers
- **Federal Grant Recipient Monthly Calls** - provides updates on Federal funding requirements, notices, waivers, and other key information.
Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Bexar County serves on the board of the South Alamo Regional Alliance for the Homeless (SARAH) board, which is the Continuum of Care lead agency for San Antonio and Bexar County. Due to the demands of the COVID-19 pandemic, Bexar County currently participates in monthly coordination calls with the City of San Antonio and SARAH to provide coordinated services to the county’s homeless population. The collaboration between SARAH, Bexar County, and San Antonio has produced a homeless resource hotline and offers a space for the three entities to discuss challenges with the coordinated entry system.

Efforts were made to consult a wide variety of community stakeholders throughout Bexar County. Invitations to participate were extended to stakeholders including housing developers (Habitat for Humanity of San Antonio, Prospera Housing Community Services, NRP Group, Alamo Community Group, and Merced Housing Texas), housing authority staff (Housing Authority of Bexar County), homeless services (Corazon Ministries Inc, SAMMinistries, Haven for Hope of Bexar County, The Salvation Army, Society of St. Vincent de Paul Southwest Texas Council), domestic violence services (Family Violence Prevention Services), school districts (Alamo Colleges, Texas A&M of San Antonio), non-profit organizations (San Antonio Food Bank, Each One Teach One, Catholic Charities) health service providers, workforce development organizations (Project QUEST), fair housing advocates (My City is my Home), mental health providers (Center for Healthcare Services, Project MEND, Pay it Forward Ministries San Antonio, National Alliance on Mental Illness (NAMI) San Antonio, and Beat AIDS), senior services (Meals on Wheels, GRASP, Somerset Senior Center), transit authorities (VIA Metropolitan Transit), elected officials (Local, State, and Federal Officials), county staff, participating and suburban city staff, and others.

Bexar County Economic and Community Development also participates in a variety of SARAH committees and working groups to ensure coordination in addressing the needs of homeless persons (particularly those chronically homeless, families with children, veterans, and unaccompanied youth). These groups include:

- Coordinated Entry & Outreach Advisory Committee - focused on managing the strategic direction, implementation, and administration of San Antonio and Bexar County’s local Coordinated Entry System, HomeLink, and Street Outreach services in the community.
- Community Collaboration Bi-weekly Calls - provides comprehensive updates on resources, initiatives, events, and programs available in the community.
- Homelessness Prevention Subcommittee - focused on how to integrate, build, and triage community strategies on prevention services for those at-risk of homelessness.
- Housing Identification and Strategies Work Group - helps to identify housing units that are available for clients with common barriers.
- Federal Grant Recipient Monthly Calls - provides updates on Federal funding requirements, notices, waivers, and other key information.
Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.

SARAH determines its allocation of ESG funds based on its current Housing Inventory Count and Point in Time Count. By comparing the number of homeless individuals with the number of emergency units, SARAH identifies areas of sheltering and housing need. SARAH also relies on several data sources to help develop performance standards, evaluate outcomes, and develop funding, policies, and procedures for the administration of HMIS. These data sources include its HUD System Performance Measures report, its longitudinal systems analysis, and its coordinated entry system, Homelink. ESG priorities are then selected by the SARAH board (of which Bexar County is a member) based on staff review of applicable data. SARAH also participates in Bexar County’s Scoring Committee to evaluate ESG grant applications.

Bexar County Economic and Community Development also participates in a variety of SARAH committees and working groups to ensure consultation in determining how to allocate Bexar county’s ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies, and procedures for the operation and administration of HMIS. These groups include:

- HMIS Advisory Committee - responsible for reviewing and recommending policies, procedures, customization, and plans for the local HMIS.
- Coordinated Entry & Outreach Advisory Committee - focused on managing the strategic direction, implementation, and administration of San Antonio and Bexar County’s local Coordinated Entry System, Homelink, and Street Outreach services in the community.
- Point-In-Time Count Committee - oversees planning and implementation of the annual PIT Count.
- Funders/ICF Consultants Meeting - provide ESG funding recommendations, develop/refine a system-wide metrics/performance framework, set performance objectives for the collaborated response and monitor progress, address barriers, identify system changes and gaps; establish a comprehensive Technical Assistance Plan that supports agencies in meeting local standards/targets.
Describe agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

**Table 2. Agencies, Groups, Organizations who Participated**

<table>
<thead>
<tr>
<th>Agency/GROUPS/Organization</th>
<th>Type</th>
<th>Section of Plan Addressed</th>
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</thead>
<tbody>
<tr>
<td>Alamo Area Metropolitan Planning Organization</td>
<td>Services - Housing</td>
<td>Housing Need Assessment</td>
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<tr>
<td>Regional Organization</td>
<td>Non-Housing Community Development Needs</td>
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<tr>
<td>Planning Organization</td>
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<tr>
<td>Transportation Planning</td>
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</table>

Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with the Alamo Area Metro Planning Organization on regional efforts around community development, land use, and housing planning.

| Alamo Community Group                                          | Housing                                                               | Housing Need Assessment                                         |
| H. Services - Housing                                           |                                                                      |                                                                |

Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County Economic and Community Development will continue outreach to Alamo Community Group to make them aware of the department’s activities and gather information about affordable housing and community development needs.

| Arvango Therapy Center                                         | Services - Children, Victims                                          | Non-Housing Community Development Needs                         |
| Child Welfare Agency                                           |                                                                      |                                                                |
| Foster Care Children                                           |                                                                      |                                                                |

Method of Consultation and Anticipated Outcome: An Agency representative participated in a public meeting. Arvango provided input about the need for art-based therapy programs. Bexar County will continue to consult with Arvango, including providing information about public meetings and funding availability and receiving input about local public service needs.

| BEAT AIDS Coalition Trust                                      | Services - Persons with HIV/AIDS, Homeless, Health                   | Housing Need Assessment                                         |
| H. HOPWA Strategy                                              |                                                                      |                                                                |
| Public Health Strategy                                         |                                                                      |                                                                |

Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with BEAT AIDS, including providing information about public meetings and funding availability and receiving input about local public service, health, and housing needs.

<p>| Bexar County Economic Development Department                    | Housing                                                               | Housing Need Assessment                                         |
| Services - Housing, Children, Elderly Persons, Persons with     |                                                                      |                                                                |
| Disabilities, Homeless, Education, Employment                   |                                                                      |                                                                |
| Child Welfare Agency                                            |                                                                      |                                                                |
| Other Government - County, Local Planning Organization           |                                                                      |                                                                |
| Utility Assistance                                              |                                                                      |                                                                |
| Grantee Department                                              |                                                                      |                                                                |</p>
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<tr>
<th>Agency/Groups/Organization</th>
<th>Type</th>
<th>Plan Section Addressed</th>
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<td>Bibliotech</td>
<td>Services - Education, Narrowing</td>
<td>Market Analysis</td>
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<td>the Digital Divide</td>
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<tr>
<td>Brentfield Homeowners Association</td>
<td>Services - Employment Planning</td>
<td>Housing Need Assessment Non-Housing Community Development Needs</td>
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<td>Organization Neighborhood</td>
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<tr>
<td>Building Brighter Communities</td>
<td>Services - Housing Utility</td>
<td>Housing Need Assessment Non-Housing Community Development Needs</td>
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<td>Assistance</td>
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<td>Catholic Charities of San Antonio</td>
<td>Housing Services - Housing,</td>
<td>Housing Need Assessment Homeless Needs - Families with Children, Unaccompanied Youth,</td>
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<td>Children, Elderly Persons,</td>
<td>Homelessness Strategy Non-Homeless Special Needs</td>
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<td>Persons with Disabilities,</td>
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<td></td>
<td>Victims of Domestic Violence,</td>
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<td>Homeless, Education, Employment,</td>
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<td></td>
<td>Victims Child Welfare Agency</td>
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<td>Regional Organization</td>
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<td>Immigration Services Assistance</td>
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<tr>
<td>City of Balcones Heights</td>
<td>Agency - Managing Flood Prone</td>
<td>Housing Need Assessment Market Analysis Anti-Poverty Strategy</td>
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<td>Areas, Management of Public Land</td>
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<td></td>
<td>or Water Resources</td>
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<td>Agency - Emergency Management</td>
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<td></td>
<td>Other Government - Local Planning</td>
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<td>10</td>
<td>Organization</td>
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<tr>
<td>Agency/Groups/Organization</td>
<td>Type</td>
<td>Plan Section Addressed</td>
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<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. As a participating jurisdiction, the County coordinates regularly with Balcones Heights regarding local needs, particularly related to public infrastructure and facility improvements. During PY 2022, the City of Balcones Heights will receive CDBG funding for street reconstruction. The County will coordinate with City staff as the project progresses and complete all required monitoring.</td>
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<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. As a participating jurisdiction, the County regularly coordinates with Live Oak regarding local needs, particularly related to public infrastructure and facility improvements.</td>
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<tr>
<td>City of Somerset</td>
<td>Services – Elderly Persons Other Government – Local Planning Organization</td>
<td>Market Analysis Economic Development</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. As a participating jurisdiction, the County regularly coordinates with Somerset regarding local needs, particularly related to public infrastructure and facility improvements. The City of Somerset has received CDBG funds for public infrastructure and facility improvements in past years.</td>
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<tr>
<td>Corazon Ministries, Inc.</td>
<td>Services – Homeless, Health</td>
<td>Housing Need Assessment Homeless Needs – Chronically Homeless, Families with Children</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with Corazon Ministries, including providing information about public meetings and funding availability and receiving input about local housing, homelessness, and public service needs.</td>
<td></td>
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<tr>
<td>Diversified Youth Services</td>
<td>Services – Children</td>
<td>Housing Need Assessment Non-Homeless Special Needs</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with Diversified Youth Services, including providing information about public meetings and funding availability and receiving input about local public service needs.</td>
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<tr>
<td>Each One Teach One</td>
<td>Services – Education, Employment, Narrowing the Digital Divide Immigration Services</td>
<td>Housing Need Assessment Non-Homeless Special Needs</td>
</tr>
<tr>
<td>Agency/Groups/Organization</td>
<td>Type</td>
<td>Section of Plan Addressed</td>
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<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, Each One Teach One will be a subrecipient of CDBG funding for an adult literacy program. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td>Services – Homeless, Education, Employment, Planning Organization, Advocacy Organization</td>
<td>Housing Need Assessment Homelessness Strategy Market Analysis Re-Entry Services</td>
</tr>
<tr>
<td>16 FREED Texas</td>
<td>Housing</td>
<td>Homeless Needs – Families with Children Non-Homeless Special Needs Food Pantry</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. FREED Texas provided information regarding the needs of formerly incarcerated persons in Bexar County. The County will consider these needs in future community development planning efforts, including community surveys.</td>
<td></td>
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</tr>
<tr>
<td>17 Greater Randolph Area Services Program (GRASP)</td>
<td>Housing</td>
<td>Housing Need Assessment Market Analysis</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, GRASP will be a subrecipient of CDBG funding to support its senior nutrition and activity programs. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td>Housing Services – Elderly Persons, Homeless Utility Assistance</td>
<td></td>
</tr>
<tr>
<td>18 Habitat for Humanity of Guadalupe Valley</td>
<td>Housing</td>
<td>Housing Need Assessment Market Analysis</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Habitat for Humanity of Guadalupe Valley has consolidated operations with Habitat for Humanity of San Antonio, which will be a PY 2022 subrecipient of HOME grant funds.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19 Habitat for Humanity of San Antonio</td>
<td>Housing</td>
<td>Housing Need Assessment Market Analysis</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, Habitat for Humanity will be a subrecipient of HOME funding for the construction of affordable homeownership units. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 Haven for Hope</td>
<td>Housing</td>
<td>Housing Need Assessment Homelessness Strategy</td>
</tr>
<tr>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, Haven for Hope is a subrecipient of ESG funding to support the use of HMIS. The County will coordinate with agency staff around the use of HMIS and complete all required monitoring.</td>
<td>Services – Housing, Children, Elderly Persons, Persons with Disabilities, Victims of Domestic Violence, Homeless, Health, Employment, Victims</td>
<td></td>
</tr>
<tr>
<td>Table 2. Agencies, Groups, Organizations who Participated (continued)</td>
<td></td>
<td></td>
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<tr>
<td>---------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Agency/Groups/Organization</strong></td>
<td><strong>Type</strong></td>
<td><strong>Section of Plan Addressed</strong></td>
</tr>
<tr>
<td>21 Housing Authority of Bexar County</td>
<td>PHA Services – Fair Housing Energy Assistance</td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. The County works closely with the Housing Authority of Bexar County on an ongoing basis to coordinate planning around affordable housing and community development programs in Bexar County.</td>
<td></td>
</tr>
<tr>
<td>22 Meals on Wheels San Antonio</td>
<td>Services – Elderly Persons, Persons with Disabilities</td>
<td>Non-Homeless Special Needs</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with Meals on Wheels, including providing information about public meetings and funding availability and receiving input about local public service needs.</td>
<td></td>
</tr>
<tr>
<td>23 Merced Housing Texas</td>
<td>Housing Services – Housing, Elderly Persons, Health</td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, Merced Housing Texas will be a subrecipient of CDBG funding for a homeownership repair program. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td></td>
</tr>
<tr>
<td>24 Miller’s Point Neighborhood Association</td>
<td>Neighborhood Organization</td>
<td>Housing Need Assessment Non-Housing Community Development Needs</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County Economic and Community Development will continue outreach to Miller’s Point Neighborhood Association to make them aware of the department’s activities and gather information about housing and community development needs.</td>
<td></td>
</tr>
<tr>
<td>25 NAACP</td>
<td>Advocacy</td>
<td>Non-Housing Community Development Needs</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with the NAACP, including providing information about public meetings and funding availability and receiving input about local housing, fair housing, and community development needs.</td>
<td></td>
</tr>
<tr>
<td>26 National Alliance Mental Illness (NAMI) San Antonio</td>
<td>Services – Health</td>
<td>Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with NAMI, including providing information about public meetings and funding availability and receiving input about local health, housing, service, and other community development needs.</td>
<td></td>
</tr>
<tr>
<td>Agency/Groups/Organization</td>
<td>Type</td>
<td>Section of Plan Addressed</td>
</tr>
<tr>
<td>----------------------------</td>
<td>-------------------------------</td>
<td>----------------------------------------------------------------</td>
</tr>
<tr>
<td>27 Office of Representative Liz Campos</td>
<td>Other Government – State</td>
<td>Housing Need Assessment Non-Housing Community Development Needs</td>
</tr>
<tr>
<td>28 Parent/Child Incorporated of San Antonio</td>
<td>Services – Children, Education, Employment</td>
<td>Housing Need Assessment Non-Homeless Special Needs</td>
</tr>
<tr>
<td>29 Pay it Forward San Antonio</td>
<td>Services – Housing, Homeless, Addiction Treatment</td>
<td>Non-Homeless Special Needs</td>
</tr>
<tr>
<td>30 Bexar County Commissioners Court, Precinct 1</td>
<td>Other Government – County</td>
<td>Market Analysis Non-Housing Community Development Needs</td>
</tr>
<tr>
<td>31 Bexar County Commissioners Court, Precinct 4</td>
<td>Other Government – County</td>
<td>Market Analysis Non-Housing Community Development Needs</td>
</tr>
<tr>
<td>32 Project MEND</td>
<td>Services – Persons with Disabilities, Health</td>
<td>Non-Housing Community Development Needs</td>
</tr>
<tr>
<td>Agency/Groups/Organization</td>
<td>Type</td>
<td>Section of Plan Addressed</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>------------------------------------</td>
<td>---------------------------------------------------------------</td>
</tr>
<tr>
<td>33 Project QUEST</td>
<td>Services – Education, Employment</td>
<td>Market Analysis</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with Project QUEST, including providing information about public meetings and funding availability and receiving input about local workforce development needs. Project QUEST is a past subrecipient of CDBG funds to support workforce development programs.</td>
<td></td>
</tr>
<tr>
<td>34 Prospera Housing Community Services</td>
<td>Services – Housing</td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, Prospera Housing Community Services will be a subrecipient of HOME funding for rehabilitation of affordable multifamily housing. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td></td>
</tr>
<tr>
<td>35 Roseville Housing Trust</td>
<td>Housing</td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with Roseville Housing Trust, including providing information about public meetings and funding availability and receiving input about local housing needs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. Bexar County will continue to consult with the Salvation Army, including providing information about public meetings and funding availability and receiving input about local homeless housing and service needs.</td>
<td></td>
</tr>
<tr>
<td>37 SAMMinistries</td>
<td>Services – Housing, Homeless</td>
<td>Homeless Needs – Families with Children Homelessness Strategy</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, SAMMinistries will be a subrecipient of CDBG funding for a homelessness prevention program. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td></td>
</tr>
<tr>
<td>38 San Antonio Food Bank</td>
<td>Services – Elderly Persons, Health, Employment Food Assistance</td>
<td>Housing Need Assessment Non-Homeless Special Needs</td>
</tr>
<tr>
<td></td>
<td>Method of Consultation and Anticipated Outcome: An agency representative participated in a public meeting. During PY 2022, the San Antonio Food Bank will be a subrecipient of CDBG funding for a senior nutrition program. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td></td>
</tr>
<tr>
<td>39 Society of St. Vincent de Paul</td>
<td>Services – Housing, Homeless Food Assistance</td>
<td>Homeless Needs – Families with Children Homelessness Strategy</td>
</tr>
</tbody>
</table>
Table 2. Agencies, Groups, Organizations who Participated (continued)

<table>
<thead>
<tr>
<th>Agency/Groups/Organization</th>
<th>Type</th>
<th>Section of Plan Addressed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Method of Consultation and Anticipated Outcome:</strong> An agency representative participated in a public meeting. Bexar County will continue to consult with the Society of St. Vincent de Paul, including providing information about public meetings and funding availability and receiving input about local housing and homeless needs. The Society of St. Vincent de Paul is a past subrecipient of ESG funds to support homelessness prevention and rapid rehousing programs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>40</strong> Somerset Independent School District</td>
<td>Services – Education</td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td><strong>Method of Consultation and Anticipated Outcome:</strong> An agency representative participated in a public meeting. Bexar County will continue to consult with the Somerset ISD, including providing information about public meetings and funding availability and receiving input about local community development needs. The City of Somerset is a participating jurisdiction and has received CDBG funding in past program years.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>41</strong> Somerset Senior Citizens Center</td>
<td>Services – Elderly Persons, Health</td>
<td>Non-Homeless Special Needs</td>
</tr>
<tr>
<td><strong>Method of Consultation and Anticipated Outcome:</strong> An agency representative participated in a public meeting. During PY 2022, the Somerset Senior Center will be a subrecipient of CDBG funding to support their senior programs. The County will coordinate with agency staff as the project progresses and complete all required monitoring.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>42</strong> Texas A&amp;M</td>
<td>Services – Education Civic Leaders</td>
<td>Housing Need Assessment Market Analysis</td>
</tr>
<tr>
<td><strong>Method of Consultation and Anticipated Outcome:</strong> An agency representative participated in a public meeting. Bexar County will continue to consult with Texas A&amp;M University’s San Antonio campus, including providing information about public meetings and funding availability and receiving input about local housing, community development, and workforce development needs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>43</strong> Bexar Regional Watershed Management (BRWM)</td>
<td>Agency – Managing Flood Prone Areas, Management of Public Land or Water Resources</td>
<td>Flood Management</td>
</tr>
<tr>
<td><strong>Method of Consultation and Anticipated Outcome:</strong> As an effort to provide improved flood control, stormwater management, and stormwater quality, Bexar County, the City of San Antonio, and the San Antonio River Authority established the Bexar Regional Watershed Management (BRWM) partnership. Twenty suburban cities within Bexar County later joined them.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>BRWM has collaborated to manage and reduce flood risks throughout Bexar County by coordinating planning and capital improvement programs. The partnership has dramatically reduced wasteful duplicated efforts and empowered the effective and efficient allocation of manpower and resources among its member agencies. Updated, integrated technology has aided in analyzing flood and stormwater data to enhance flood warning, water quality, and land use planning. The creation of BRWM also bolsters the region’s capacity to comply with state and federal requirements and to seek state and federal funding to address local flood risks.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>BRWM provides the public with information and education opportunities to raise awareness about flood risks, illegal dumping, and water quality projects and programs through its partners and various committees. The County-wide Digital Flood Insurance Rate Maps (DFIRM) have been created, watershed master-planning efforts are underway, and focus groups in areas of project development, policy, water quality, operations and maintenance (O&amp;M) and geographic information system (GIS) databases are functioning and creating a common goal among the regional partners. The BRWM is an ideal structure to introduce a Natural Channel Design (NCD) program into the area of Bexar County and eventually the entire San Antonio River Watershed.</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Office of Emergency Management (OEM)/Fire Marshalls coordinates the Bexar County emergency management program to prepare, prevent, plan, respond and recover from all-hazard events. The OEM develops, maintains, and implements the ability to direct, control, manage and coordinate emergency operations in cooperation with local, State, and Federal governmental and private sector agencies.

The Bexar County Office of Emergency Management (OEM) recently conducted an online survey and wants residents to answer questions about their experiences during recent storms and natural disasters. OEM established an Emergency Operating Center (EOC) in which staff works in preparing, preventing, planning, responding, and, if needed, deploying recovery efforts from hazardous events. Fire officials say there were a lot of lessons learned after Winter Storm Uri that swept the region last year. The EOC said the day is an excellent opportunity to ensure they actively respond to the community’s needs in several ways. Part of their effort is ensuring that warming centers are open and available to those needing shelter. From inside the EOC, emergency personnel can dispatch and respond to emergencies or disasters within Bexar County and the region. They also coordinate relief and recovery operations.

<table>
<thead>
<tr>
<th>Agency/Groups/Organization</th>
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<th>Section of Plan Addressed</th>
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</thead>
</table>

Method of Consultation and Anticipated Outcome: The Office of Emergency Management (OEM)/Fire Marshalls coordinates the Bexar County emergency management program to prepare, prevent, plan, respond and recover from all-hazard events. The OEM develops, maintains, and implements the ability to direct, control, manage and coordinate emergency operations in cooperation with local, State, and Federal governmental and private sector agencies.

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<table>
<thead>
<tr>
<th>Agency/Groups/Organization</th>
<th>Type</th>
<th>Section of Plan Addressed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bexar County Child Welfare Board</td>
<td>Services – Children, Victims</td>
<td>Non-Homeless Special Needs Child Abuse and Neglect</td>
</tr>
<tr>
<td>Child Welfare Agency</td>
<td>Other Government – County Planning Organization Grantee Department</td>
<td></td>
</tr>
</tbody>
</table>

Method of Consultation and Anticipated Outcome: Bexar County Economic and Community Department has representation on the Child Welfare Board of Bexar County (CWB), a statutorily-created board tasked with advocating on behalf of all abused and neglected children in Bexar County. They work directly with the local Bexar County CPS department and serve, on average, 5,000 children in their care. Various initiatives and development programs were presented and discussed to combat child maltreatment and abuse.
Identify any agency types not consulted and provide the rationale for not consulting them.

No agency types were excluded from outreach efforts.

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

**Table 3. Other Local / Regional / Federal Planning Efforts**

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022 Point in Time Count Report: San Antonio and Bexar County</td>
<td>South Alamo Regional Alliance for the Homeless</td>
<td>The 2022 Point in Time Count identifies the changing demographics of the county’s homeless population and indicates areas for improved or increased service provision, in line with the strategic plan.</td>
</tr>
<tr>
<td>2020 Annual Plan</td>
<td>Housing Authority of Bexar County</td>
<td>Goals of the 2020 Annual Plan overlap with the Strategic Plan in their aim to expand the availability of housing supply for very low income and low-income households in the county through the provision of housing choice voucher and project-based vouchers.</td>
</tr>
</tbody>
</table>
Table 3. Other Local / Regional / Federal Planning Efforts (continued)

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bexar County Parks and Open Space Master Plan</td>
<td>Bexar County Parks and Recreation Department</td>
<td>Priorities of the Bexar County Parks and Open Space Master Plan include creating additional recreational amenities and trails in the county, which supports public facility and transportation goals in the Strategic Plan.</td>
</tr>
<tr>
<td>Feasibility Study on Supportive Housing and Wraparound Services</td>
<td>NAMI San Antonio</td>
<td>NAMI’s Feasibility Study describes the supportive housing supply for persons with severe and persistent mental illness (SPMI) and advocates a continuum of housing services for this population.</td>
</tr>
<tr>
<td>Strategic Plan to Respond to Homelessness in San Antonio and Bexar County</td>
<td>City of San Antonio Department of Human Services</td>
<td>Outcome measures of the Strategic Plan to Respond to Homelessness include decreasing unsheltered homelessness and first-time homelessness and increasing overall housing stock, which coincides with strategic plan goals and the goals of COVID-19-related funding.</td>
</tr>
<tr>
<td>TX-500 San Antonio/Bexar County Coordinated Assessment and Centralized Intake System Recommendations</td>
<td>South Alamo Regional Alliance for the Homeless (SARAH)</td>
<td>Recommendations included in this 2015 SARAH report stressed the long-term benefits of a centralized intake system such as screening, homelessness diversion, and agency coordination. Ongoing performance assessment for SARAH’s coordinated intake system overlaps with strategic plan goals.</td>
</tr>
</tbody>
</table>

Broadband Internet Access

Google Fiber, AT&T, and Spectrum provided input regarding digital inclusion and broadband availability for the San Antonio and Bexar County Community Digital Equity Plan and Roadmap, with the goal of expanding digital access and equity. This input provided information around broadband availability for use in the Consolidated Plan and this AAP.

SA DIGITAL CONNECTS AND THE SAN ANTONIO AND BEXAR COUNTY COMMUNICATIONS DIGITAL EQUITY PLAN AND ROADMAP
https://www.sadigitalconnects.com/

SA Digital Connects is a public/private/community investment in a San Antonio and Bexar County Community Digital Equity Plan and Roadmap that will lead to future action steps; including timelines, milestones, key stakeholder roles, and required investment for execution. At the end of the effort, SA and Bexar County will be prepared to make effective use of Texas and Federal funding for key digital access and equity initiatives impacting households, students, older adults, veterans, people living with disabilities, workforce, telemedicine and justice system.

The SA Digital Connects team has had hundreds of community discussions with over 140 organizations, sent surveys, worked with school districts and gathered and enormous amount of data for the Community LAUNCH of the plan on 9/22/2021. The following ISPs have been contacted and are engaged in the project. All of these ISPs will be involved in the collaborative
procurement to be set up with the City of San Antonio, Bexar County and Bexar Counties surrounding cities. Below are the main contacts for the KEY ISPs in Bexar Count, Bexar County and SA Digital Connects with COSA will be working with the ISP Government Affairs, Sales Procurement, Engineering and a ISP consultant from Boston Consulting group to spend the local, state and federal funding wisely in the next years.

**UPLIFT PROGRAM**
The San Antonio Water System (SAWS) and Bexar County Community Development collaborated to identify the needs of low- and moderate-income households related to water access. SAWS provided input regarding possible utility/water bill assistance needs in the County due to COVID-19 impacts.

SAWS’ Uplift program provides Bexar County residents with assistance to cover utility costs for those who qualify, ensuring all residents have access to life-sustaining water and sewer services. To participate, residents must be SAWS account holders, meet income requirements, and fill out an application.

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

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

Bexar County residents were invited to provide input for the 2022 Annual Action Plan by attending virtual public meetings or taking a community-wide survey. Each virtual meeting also included in-meeting polls to understand what attendees view as priority community development and housing needs in Bexar County.

The county held four virtual public meetings in February 2022, one for each precinct. Public meetings were held at 6:30pm CST on Tuesday, February 15 (Precinct 1); Thursday, February 17 (Precinct 2); Tuesday, February 22 (Precinct 3); and, Thursday, February 24 (Precinct 4). Due to the COVID-19 pandemic, all input sessions were held online using the Zoom platform. Residents and stakeholders could join online or by phone. About 211 people participated in the public meetings.
Advertisement for the public meetings and survey targeted the general public, as well as non-profits, service providers, housing providers, and other working with low- and moderate-income households and special needs populations. Notice was given to residents through bilingual advertisements placed on the Bexar County’s Facebook page, notices on the Bexar County website, and notices in the San Antonio Express-News. Additionally, flyers were distributed amongst the elderly through Meals on Wheels and to low-income communities through the San Antonio Food Bank.

Bexar County held a 30-day public comment period and a public hearing to receive input from residents and stakeholders on the draft Annual Action Plan prior to approval by the Commissioner’s Court and submission to HUD. The comment period began on Wednesday, June 22 and ended on Monday, July 25, 2022. The Plan was approved by the Bexar County Commissioners Court following a public hearing on August 9, 2022. No comments were received on the draft Annual Action Plan.

During preparation of the 2022 Annual Action Plan, Bexar County made use of available HUD waivers related to COVID-19. Specifically, the County held virtual hearings in lieu of in-person meetings to meet public meeting requirements. Bexar County took appropriate action to encourage participation of all residents and held hearings at times convenient to beneficiaries and with accommodations available for persons with disabilities.
## Citizen Participation Outreach

<table>
<thead>
<tr>
<th>#</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Response/Attendance</th>
<th>Summary of Comments Received</th>
<th>Unaccepted Comments</th>
</tr>
</thead>
</table>
| 1 | Public Meetings  | Non-Targeted/ Broad Community Minorities  
Non-English Speakers: Spanish  
Persons with Disabilities  
Residents of Public and Assisted Housing | 211 participants | Needs identified by participants in the virtual public meetings and in-meeting polls include:  
- Affordable housing development (single- and multi-family)  
- Emergency shelter for people who are homeless  
- Food and nutrition programs  
- Permanent supportive housing  
- Senior services  
- Water/sewer improvement projects  
- Street reconstruction/infrastructure  
- Public parks/greenspaces  
- Mental health services  
- Street outreach  
- Improvements to housing condition  
- Streetlights  
- Owner-occupied housing rehabilitation  
- Childcare  
- Employment training/workforce development  
- Rental assistance  
- Resources for formerly incarcerated  
- Adult literacy  
- Assistance for people with disabilities  
- Programs for youth in foster care | None |
| 2 | Community Survey | Non-Targeted/ Broad Community Minorities  
Non-English Speakers: Spanish  
Persons with Disabilities  
Residents of Public and Assisted Housing | 84 participants | The top needs identified by survey participants were:  
**Housing Needs**  
- Permanent supportive housing  
- Single-family housing development  
- Senior housing  
**Community Development Needs**  
- Housing and shelter  
- Counseling/mentoring  
- Sidewalk improvements  
- Parks and recreational spaces | None |
<table>
<thead>
<tr>
<th>#</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Response/Attendance</th>
<th>Summary of Comments Received</th>
<th>Unaccepted Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Public Comment Period</td>
<td>Non-Targeted/Broad Community Minorities Non-English Speakers: Spanish Persons with Disabilities Residents of Public and Assisted Housing</td>
<td>No comments received</td>
<td>No comments were received on the draft Annual Action Plan.</td>
<td>None</td>
</tr>
<tr>
<td>4</td>
<td>Public Hearing</td>
<td>Non-Targeted/Broad Community Minorities Non-English Speakers: Spanish Persons with Disabilities Residents of Public and Assisted Housing</td>
<td>No comments received</td>
<td>No comments were received on the draft Annual Action Plan.</td>
<td>None</td>
</tr>
</tbody>
</table>
EXPECTED RESOURCES

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

Introduction

Bexar County is eligible to receive funding from three CPD formula grants (CDBG, HOME, and ESG). Combined, the County will receive an anticipated $3,136,822 in HUD grant funds for the 2022 program year. Additionally, the County has $235,545 in prior year CDBG funds and $334,704 in prior year HOME funds that will be reprogrammed for use in 2022. The table below outlines anticipated funding levels by program.

Anticipated Resources

Table 5. Expected Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
<td>Prior Year Resources: $</td>
</tr>
<tr>
<td>CDBG</td>
<td>Public – Federal</td>
<td>Acquisition Admin and planning Economic development Housing Public improvements Public services</td>
<td>$2,379,662</td>
<td>$0</td>
<td>$235,545</td>
</tr>
<tr>
<td>Program</td>
<td>Source of Funds</td>
<td>Uses of Funds</td>
<td>Expected Amount Available Year 1</td>
<td>Expected Amount Available Remainder of ConPlan $</td>
<td>Narrative Description</td>
</tr>
<tr>
<td>---------</td>
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<td>-----------------------------------------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>HOME</td>
<td>Public – Federal</td>
<td>Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA</td>
<td>$737,531 $0 $334,704</td>
<td>$1,072,235 $2,106,198</td>
<td>The expected amount available for the remainder of the Con Plan is three times the 2021 annual allocation.</td>
</tr>
<tr>
<td>ESG</td>
<td>Public – Federal</td>
<td>Conversion and rehab for transitional housing Financial assistance Overnight shelter Rapid re-housing Rental assistance Services Transitional housing</td>
<td>$199,629 $0 $0</td>
<td>$199,629 $612,321</td>
<td>The expected amount available for the remainder of the Con Plan is three times the 2021 annual allocation.</td>
</tr>
</tbody>
</table>
Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied

Bexar County strategically uses its CDBG, HOME, and ESG funds to maximize leverage for affordable housing, infrastructure, public facility improvements, and public service activities. The County pursues partnerships with agencies and participating cities that leverage local funds and private resources for affordable housing development, other construction activities, public services programs, and community development activities directed toward safe, decent, affordable housing, neighborhood revitalization, and economic development.

Each year, County staff track local matches contributed to HOME at 25% and ESG at 100% for the planned activities to ensure requirements are satisfied. Typical match sources include cash from non-federal sources, foregone fees or other charges, and site preparation, construction materials, or donated labor.

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

The County does not anticipate using any publicly owned land or property to address needs identified in the plan.
# ANNUAL GOALS AND OBJECTIVES

## AP-20 Annual Goals and Objectives

### Goals Summary Information

#### Table 6. Goals Summary

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Provide Public Services</td>
<td>2021</td>
<td>2025</td>
<td>Non-Homeless Special Needs</td>
<td>Countywide</td>
<td>Public Services</td>
<td>CDBG: $302,142</td>
<td>Public service activity other than low/moderate income housing benefit: 2,077 persons assisted</td>
</tr>
<tr>
<td>2</td>
<td>Improve Public Facilities and Infrastructure</td>
<td>2021</td>
<td>2025</td>
<td>Non-Housing Community Development</td>
<td>Countywide</td>
<td>Infrastructure and Public Facility Improvements</td>
<td>CDBG: $1,597,281</td>
<td>Public facility or infrastructure activity other than low/moderate income housing benefit: 7,330 persons assisted</td>
</tr>
<tr>
<td>3</td>
<td>Improve Housing Access and Quality</td>
<td>2021</td>
<td>2025</td>
<td>Affordable Housing</td>
<td>Countywide</td>
<td>Housing Affordability and Condition</td>
<td>CDBG: $239,852 HOME: $998,482</td>
<td>Homeowner housing rehabilitated: 10 units Homeowner housing added: 18 units Rental units rehabilitated: 84 units</td>
</tr>
<tr>
<td>4</td>
<td>Provide Housing and Services for People who are Homeless</td>
<td>2021</td>
<td>2025</td>
<td>Homeless</td>
<td>Countywide</td>
<td>Homeless Needs</td>
<td>ESG: $184,657</td>
<td>Homelessness prevention: 50 families assisted Public service activity other than low/moderate income housing benefit: 3,500 persons assisted</td>
</tr>
</tbody>
</table>
Table 6. Goals Summary (continued)

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Planning and Administration</td>
<td>2021</td>
<td>2025</td>
<td>Non-Homeless Special Needs Non-Housing Community Development Affordable Housing Homeless</td>
<td>Countywide</td>
<td>Program Administration Fair Housing</td>
<td>CDBG: $475,932 HOME: $73,753 ESG: $14,972</td>
<td>Other/Not Applicable</td>
</tr>
</tbody>
</table>
### Goal Descriptions

Table 7. Goal Descriptions

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Provide Public Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>Activities to possibly be funded under this goal include but are not limited to:</td>
</tr>
<tr>
<td></td>
<td>• Domestic violence services</td>
</tr>
<tr>
<td></td>
<td>• Abused and neglected children services</td>
</tr>
<tr>
<td></td>
<td>• Senior programs, including transportation assistance and support programs</td>
</tr>
<tr>
<td></td>
<td>• Food access assistance</td>
</tr>
<tr>
<td></td>
<td>• Mental health services</td>
</tr>
<tr>
<td></td>
<td>• Youth activities/afterschool activities</td>
</tr>
<tr>
<td></td>
<td>• Childcare centers</td>
</tr>
<tr>
<td></td>
<td>• Children/family services</td>
</tr>
<tr>
<td></td>
<td>• Literacy programs for adults</td>
</tr>
<tr>
<td></td>
<td>• Financial literacy and first-time homebuyer classes</td>
</tr>
<tr>
<td></td>
<td>• Fair housing education and enforcement</td>
</tr>
<tr>
<td></td>
<td>• Public transportation/transportation assistance</td>
</tr>
<tr>
<td></td>
<td>• Small business support</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Improve Public Facilities and Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>Activities to possibly be funded under this goal include but are not limited to:</td>
</tr>
<tr>
<td></td>
<td>• Infrastructure to support affordable and/or small-lot housing</td>
</tr>
<tr>
<td></td>
<td>• Sewer improvements</td>
</tr>
<tr>
<td></td>
<td>• Street improvements and better streetlighting</td>
</tr>
<tr>
<td></td>
<td>• High speed internet access</td>
</tr>
<tr>
<td></td>
<td>• Parks</td>
</tr>
<tr>
<td></td>
<td>• Libraries</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Improve Housing Access and Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal Description</td>
<td>Activities to possibly be funded under this goal include but are not limited to:</td>
</tr>
<tr>
<td></td>
<td>• Affordable rental housing, including housing with services, for under 50-60% AMI.</td>
</tr>
<tr>
<td></td>
<td>• Affordable homeownership opportunities.</td>
</tr>
<tr>
<td></td>
<td>• Home repair assistance, especially for senior homeowners.</td>
</tr>
<tr>
<td></td>
<td>• Energy efficiency improvements.</td>
</tr>
<tr>
<td></td>
<td>• Rental rehabilitation or programs to prevent displacement due to redevelopment.</td>
</tr>
<tr>
<td></td>
<td>• Senior housing, including assistance for seniors at-risk of homelessness.</td>
</tr>
<tr>
<td></td>
<td>• Housing options with supportive services/case management for people with mental health needs.</td>
</tr>
<tr>
<td></td>
<td>• Affordable housing in areas with access to transportation, jobs, and other community resources.</td>
</tr>
<tr>
<td></td>
<td>• Assistance with accessing housing (application fees, background checks, issues with past evictions, Housing Choice Voucher acceptance).</td>
</tr>
<tr>
<td>4</td>
<td>Goal Name</td>
</tr>
<tr>
<td></td>
<td>Goal Description</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

| 5 | Goal Name | Planning and Administration |
|   | Goal Description | • Support general administration, planning, and staff costs for Bexar County’s CDBG, HOME and ESG programs. |
|   |   | • Provide fair housing education and enforcement activities for residents, community organizations, and housing providers. |
AP-35 Projects – 91.220(d)

Introduction

The projects listed below represent the activities Bexar County plans to undertake during the 2022 program year to address the goals of providing decent affordable housing, promoting a suitable living environment, and encouraging economic opportunity.

Projects

Table 8. Project Information

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>San Antonio Food Bank – Project HOPE Senior Meal Distribution</td>
</tr>
<tr>
<td>2</td>
<td>Greater Randolph Area Services Program (GRASP) – NE Bexar Senior Nutrition &amp; Activity Program</td>
</tr>
<tr>
<td>3</td>
<td>Juvenile Outreach and Vocational Educational Network (JOVEN) – Counseling Services</td>
</tr>
<tr>
<td>4</td>
<td>Communities in Schools – Pecan Valley Stay-in-School Program</td>
</tr>
<tr>
<td>5</td>
<td>Somerset Senior Center – Senior Center Program Support</td>
</tr>
<tr>
<td>6</td>
<td>Each One Teach One – Hybrid Learning Program</td>
</tr>
<tr>
<td>7</td>
<td>City of Balcones Heights – Crestview Drive Reconstruction</td>
</tr>
<tr>
<td>8</td>
<td>City of Leon Valley – Hidden Meadow Sewer Main Replacement</td>
</tr>
<tr>
<td>9</td>
<td>City of Universal City – Ivy Lane Street Improvements</td>
</tr>
<tr>
<td>10</td>
<td>City of Kirby – Foxcross Drive Reconstruction</td>
</tr>
<tr>
<td>11</td>
<td>City of Von Ormy – City Park Improvements</td>
</tr>
<tr>
<td>12</td>
<td>Bexar County Public Works – Street Reconstruction</td>
</tr>
<tr>
<td>13</td>
<td>Merced Housing Texas – Owner-Occupied Repair Program (OORP)</td>
</tr>
<tr>
<td>14</td>
<td>CDBG Program Administration</td>
</tr>
<tr>
<td>15</td>
<td>Habitat for Humanity of San Antonio – Watson Road Single-Family Development</td>
</tr>
<tr>
<td>16</td>
<td>Prospera Housing Community Services – Arbors at West Ave Multifamily Rental Housing Rehab</td>
</tr>
<tr>
<td>17</td>
<td>HOME Program Administration</td>
</tr>
<tr>
<td>18</td>
<td>ESG Activities</td>
</tr>
</tbody>
</table>
Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

Each year, the County strives to fund projects that serve areas with the greatest need as determined by factors such as percentage of low- and moderate-income population, substandard housing stock, and need for other improvements. Additionally, the County funds projects that address priority needs of income-eligible households and special needs populations living throughout the county.
# AP-38 Project Summary

## Project Summary Information

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td><strong>Project Name</strong></td>
<td>San Antonio Food Bank - Project HOPE Senior Meal Distribution</td>
</tr>
<tr>
<td></td>
<td><strong>Target Area</strong></td>
<td>Countywide</td>
</tr>
<tr>
<td></td>
<td><strong>Goals Supported</strong></td>
<td>Provide Public Services</td>
</tr>
<tr>
<td></td>
<td><strong>Needs Addressed</strong></td>
<td>Public Services</td>
</tr>
<tr>
<td></td>
<td><strong>Funding</strong></td>
<td>CDBG: $100,000</td>
</tr>
<tr>
<td></td>
<td><strong>Description</strong></td>
<td>The Healthy Options Program for the Elderly (HOPE) provides senior citizens living on a fixed income with supplemental staple groceries each month. The project will provide boxes of fresh perishable and non-perishable groceries to seniors residing in Bexar County.</td>
</tr>
<tr>
<td></td>
<td><strong>Target Date</strong></td>
<td>09/30/2023</td>
</tr>
<tr>
<td></td>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>Approximately 1,850 seniors</td>
</tr>
<tr>
<td></td>
<td><strong>Location Description</strong></td>
<td>San Antonio Food Bank, 5200 Enrique M. Barrera Parkway, San Antonio, TX 78227</td>
</tr>
<tr>
<td></td>
<td><strong>Planned Activities</strong></td>
<td>Monthly supplemental staple grocery distribution to seniors residing in Bexar County.</td>
</tr>
</tbody>
</table>

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>2</strong></td>
<td><strong>Project Name</strong></td>
<td>Greater Randolph Area Services Program (GRASP) - NE Bexar Senior Nutrition &amp; Activity Project</td>
</tr>
<tr>
<td></td>
<td><strong>Target Area</strong></td>
<td>Countywide</td>
</tr>
<tr>
<td></td>
<td><strong>Goals Supported</strong></td>
<td>Provide Public Services</td>
</tr>
<tr>
<td></td>
<td><strong>Needs Addressed</strong></td>
<td>Public Services</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $20,000</td>
<td></td>
</tr>
<tr>
<td>---</td>
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<td></td>
</tr>
<tr>
<td>Description</td>
<td>GRASP will provide hot noon meals, a light breakfast, activities and classes, and a program that targets individuals who are at risk or victims of elder abuse. For homebound elderly, frozen and shelf stable meals will be provided.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 40 low- or moderate-income seniors</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>GRASP Senior Center, 250 Donalan Drive, Converse, TX 78109</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Provision of daily hot lunches to eligible seniors age 62 and over.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Juvenile Outreach and Vocational Educational Network (JOVEN) – Counseling Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide Public Services</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Public Services</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $25,000</td>
</tr>
<tr>
<td>Description</td>
<td>JOVEN will provide mental health counseling to low- and moderate-income youth in grades K through 12 using a school-based approach. Student assistance may include counseling, home visits, referrals to external providers, life skills classes, or other approaches to meet individual needs.</td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 25 low- and moderate-income youth</td>
</tr>
<tr>
<td>Location Description</td>
<td>JOVEN, 507 East Mayfield Boulevard, San Antonio, TX 78214</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Mental health counseling for low- and moderate-income youth in grades K through 12.</td>
</tr>
<tr>
<td>4</td>
<td><strong>Project Name</strong></td>
</tr>
<tr>
<td>---</td>
<td>-----------------</td>
</tr>
<tr>
<td>4</td>
<td><strong>Target Area</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Goals Supported</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Needs Addressed</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Funding</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Description</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Target Date</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Location Description</strong></td>
</tr>
<tr>
<td>4</td>
<td><strong>Planned Activities</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5</th>
<th><strong>Project Name</strong></th>
<th>Somerset Senior Center – Senior Center Program Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td><strong>Target Area</strong></td>
<td>Countywide</td>
</tr>
<tr>
<td>5</td>
<td><strong>Goals Supported</strong></td>
<td>Provide Public Services</td>
</tr>
<tr>
<td>5</td>
<td><strong>Needs Addressed</strong></td>
<td>Public Services</td>
</tr>
<tr>
<td>5</td>
<td><strong>Funding</strong></td>
<td>CDBG: $40,000</td>
</tr>
<tr>
<td>5</td>
<td><strong>Description</strong></td>
<td>Somerset Senior Center will provide meals, transportation, utility assistance, and social opportunities to low- and moderate-income senior citizens age 62 and older who reside in the unincorporated areas of southern Bexar County or the Cities of Somerset and Von Ormy.</td>
</tr>
<tr>
<td>5</td>
<td><strong>Target Date</strong></td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 52 low- and moderate-income seniors</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>Somerset Senior Center, 19375 K Street, Somerset, TX 78069</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Meals, activities, and transportation services for eligible seniors in the unincorporated areas of southern Bexar County or the Cities of Somerset and Von Ormy.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Project Name</td>
<td>Each One Teach One – Hybrid Learning Program</td>
</tr>
<tr>
<td>Target Area</td>
<td>Countywide</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide Public Services</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Public Services</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $82,142</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Each One Teach One (EOTO) will improve literacy levels of Bexar County’s adult population through individualized curricula and one-on-one or small group tutoring. This project will fund Literacy Instructor positions for in-person and/or remote tutoring and support the purchase of educational materials.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 37 clients receiving literacy instruction</td>
<td></td>
</tr>
</tbody>
</table>
| Location Description | EOTO Community Learning Center, 815 El Monte Boulevard, San Antonio, TX 78201 
EOTO Eastside Education and Training Center, 4551 Deitrich Road, San Antonio, TX 78219 |
<p>| Planned Activities | Remote and/or in-person adult literacy education. |
| 7 | Project Name | City of Balcones Heights – Crestview Drive Reconstruction |
| Target Area | Countywide |</p>
<table>
<thead>
<tr>
<th><strong>Goals Supported</strong></th>
<th>Improve Public Facilities and Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Infrastructure and Public Facility Improvements</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $425,000</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>This project involves complete reconstruction of the 300 block of Crestview Drive consisting of approximately 700 feet of roadway from Hillcrest Drive to Leisure Drive. It will include replacement of roadway, curbs, driveway approaches, sewer mains, and utilities and installation of ADA compliant sidewalks.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>09/30/2023</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>Approximately 1,255 people</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>Crestview Drive (from Hillcrest Drive to Leisure Drive), Balcones Heights, TX</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Roadway reconstruction along Crestview Drive from Hillcrest Drive to Leisure Drive in Balcones Heights.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Project Name</strong></th>
<th>City of Leon Valley - Hidden Meadow Sewer Main Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Countywide</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Improve Public Facilities and Infrastructure</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Infrastructure and Public Facility Improvements</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $250,311</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>This project involves replacement of 800 linear feet of sewer main across Wurzbach Road in Leon Valley, which serves the Castle Estates subdivision and Hidden Meadows apartments. The sewer main was originally constructed in the 1970s and experiences numerous backups. The scope of work will include but not be limited to sewer line replacement, replacing three manhole covers, new sewer laterals, bypass pumping, and asphalt repairs.</td>
</tr>
<tr>
<td>Project Name</td>
<td>City of Universal City – Ivy Lane Street Improvements</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------------------------------------------------</td>
</tr>
<tr>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve Public Facilities and Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Infrastructure and Public Facility Improvements</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $378,394</td>
</tr>
<tr>
<td>Description</td>
<td>This project involves reconstruction of approximately 4,100 square yards of asphalt pavement, including curbs and driveway aprons, on Ivy Lane from Parkview Drive to Hillview Drive.</td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 1,355 people</td>
</tr>
<tr>
<td>Location Description</td>
<td>Ivy Lane in Universal City, TX</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Roadway reconstruction along Ivy Drive from Parkview Drive to Hillview Drive in Universal City.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>City of Kirby – Foxcross Drive Reconstruction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve Public Facilities and Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Infrastructure and Public Facility Improvements</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $258,031</td>
</tr>
<tr>
<td>Description</td>
<td>This project involves reconstruction of Foxcross Drive from Threadway Drive to Shamrock Street in the City of Kirby. Improvements will include street rehabilitation and sanitary sewer repairs.</td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 1,890 people</td>
</tr>
<tr>
<td>Location Description</td>
<td>Foxcross Drive in Kirby, TX</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Roadway reconstruction and sewer repair along Foxcross Drive from Threadway Drive to Shamrock Street in Kirby.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>City of Von Ormy – City Park Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve Public Facilities and Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Infrastructure and Public Facility Improvements</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $50,000</td>
</tr>
<tr>
<td>Description</td>
<td>This project involves improvements to the City Park in Von Ormy, including but not limited to lighting, shade coverings, restrooms, skating area, and possible additional tables and benches.</td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 2,160 people</td>
</tr>
<tr>
<td>Location Description</td>
<td>City Park, 14729 Quarter Horse, Von Ormy, TX 78073</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Improvements to the City Park in Von Ormy.</td>
</tr>
<tr>
<td></td>
<td>Project Name</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>12</td>
<td>Project Name</td>
</tr>
<tr>
<td></td>
<td>Target Area</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
</tr>
<tr>
<td></td>
<td>Description</td>
</tr>
<tr>
<td></td>
<td>Target Date</td>
</tr>
<tr>
<td></td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
</tr>
<tr>
<td></td>
<td>Location Description</td>
</tr>
<tr>
<td></td>
<td>Planned Activities</td>
</tr>
<tr>
<td>13</td>
<td>Project Name</td>
</tr>
<tr>
<td></td>
<td>Target Area</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
</tr>
<tr>
<td></td>
<td>Description</td>
</tr>
<tr>
<td>Project Name</td>
<td>CDBG Program Administration</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Planning and Administration</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Program Administration</td>
</tr>
<tr>
<td></td>
<td>Fair Housing</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $475,932</td>
</tr>
<tr>
<td>Description</td>
<td>Administration, planning, and oversight of the CDBG program.</td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type</td>
<td>Not applicable</td>
</tr>
<tr>
<td>of families that will benefit from the proposed activities</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>Bexar County Community Development, 233 N Pecos, Suite 320, San Antonio, TX 78207</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Administration, planning, and oversight of the CDBG program.</td>
</tr>
</tbody>
</table>

**15** | Project Name                  | Habitat for Humanity of San Antonio – Watson Road Single-Family Development                      |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve Housing Access and Quality</td>
<td></td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------------------------------</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing Affordability and Condition</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $510,992</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>This project involves funding for infrastructure and other improvements to create buildable lots for development of new, affordable single-family homes for first time homebuyers. Habitat for Humanity plans to build infrastructure for 18 homes with this funding.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>12/31/2024</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 18 low-income households</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>Rancho Carlota Subdivision, Watson Road, San Antonio, TX 78073</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Infrastructure and other improvements to create buildable lots for development of new, affordable single-family homes for first time homebuyers.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Prospera Housing Community Services - Arbors at West Ave Multifamily Rental Housing Rehab</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Countywide</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve Housing Access and Quality</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing Affordability and Condition</td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $487,490</td>
</tr>
<tr>
<td>Description</td>
<td>The Arbors at West Avenue will combine two apartment communities that are located contiguous to each other. The two properties are: (1) West Avenue Apartments, which comprises 150 apartments that will be rehabilitated and (2) Arbor Place Apartments, which comprises of 84 apartment units that will be demolished and reconstructed. PY 2022 HOME funds will only be used for work done on the 84 units at Arbor Place.</td>
</tr>
<tr>
<td>Target Date</td>
<td>02/28/2024</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 84 low-income households</td>
</tr>
<tr>
<td>Location Description</td>
<td>3815 &amp; 3747 West Avenue, San Antonio, TX 78213</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Development of Arbors at West Avenue affordable multifamily rental housing, including 234 one-, two-, three-, and four-bedroom apartments</td>
</tr>
</tbody>
</table>

| 17 | Project Name | HOME Program Administration |
| Target Area | Countywide |
| Goals Supported | Planning and Administration |
| Needs Addressed | Program Administration |
| Funding | HOME: $73,753 |
| Description | Administration, planning, and oversight of the HOME program. |
| Target Date | 09/30/2023 |
| Location Description | Bexar County Community Development, 233 N Pecos, Suite 320, San Antonio, TX 78207 |
| Planned Activities | Administration, planning, and oversee of the HOME program. |

<p>| 18 | Project Name | ESG Activities |
| Target Area | Countywide |
| Goals Supported | Provide Housing and Services for People who are Homeless Planning and Administration |</p>
<table>
<thead>
<tr>
<th>Needs Addressed</th>
<th>Homeless Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Program Administration</td>
</tr>
<tr>
<td>Funding</td>
<td>ESG: $199,629</td>
</tr>
<tr>
<td>Description</td>
<td>Bexar County will fund four ESG activities including:</td>
</tr>
<tr>
<td></td>
<td>(1) Homelessness prevention through SAMMinistries ($134,657)</td>
</tr>
<tr>
<td></td>
<td>(2) HMIS management through Haven for Hope of Bexar County ($50,000)</td>
</tr>
<tr>
<td></td>
<td>(3) Planning and administration of the ESG program ($14,972)</td>
</tr>
<tr>
<td>Target Date</td>
<td>09/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 3,500 individuals and families assisted through HMIS management and 50 families assisted with homelessness prevention</td>
</tr>
<tr>
<td>Location Description</td>
<td>Multiple locations:</td>
</tr>
<tr>
<td></td>
<td>(1) SAMMinistries, 906 Oblate Drive, San Antonio, TX 78216</td>
</tr>
<tr>
<td></td>
<td>(2) Haven for Hope of Bexar County, 1 Haven for Hope Way, San Antonio, TX 78207</td>
</tr>
<tr>
<td></td>
<td>(3) Bexar County Community Development, 233 N Pecos, Suite 320, San Antonio, TX 78207</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Homelessness prevention, HMIS management, and planning and administration of the ESG program.</td>
</tr>
</tbody>
</table>
AP-50 Geographic Distribution – 91.220(f)

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

The figure below identifies low and moderate income block groups (51% or more low and moderate income population) in Bexar County, showing that the majority of the county’s LMI areas outside of the city of San Antonio are in the southern or eastern parts of the county.

Figure 1. Low and Moderate Income Block Groups in Bexar County

Source: American Community Survey Low/Moderate Income Summary Data 2011-2015

- Bexar County
- City of San Antonio

Percent Low- and Moderate-Income Residents by Block Group
- 0% - 50.9%
- 51% - 100%
Geographic Distribution

Table 9. Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Countywide</td>
<td>100%</td>
</tr>
</tbody>
</table>

Rationale for the priorities for allocating investments geographically

Each year, Bexar County requests applications from potential CDBG, HOME, and ESG subrecipients for capital and public service projects. Following a review of applications, the County allocates investments that best meet priority needs based on project eligibility, availability of funds, and readiness to proceed (as detailed and supported by information contained in the application). The County does not identify target areas for the use of HUD grant funds.
AFFORDABLE HOUSING

AP-55 Affordable Housing – 91.220(g)

Introduction

Over the next program year, Bexar County anticipates assisting 50 households at risk of homelessness through rental assistance/homelessness prevention. The County anticipates assisting 10 homeowners with home repairs, 12 first time homebuyers through the production of affordable for-sale units, and 84 households through the rehabilitation of affordable multifamily rental units.

Table 10. One Year Goals for Affordable Housing by Support Requirement

<table>
<thead>
<tr>
<th></th>
<th>One Year Goals for the Number of Households to be Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
<td>50</td>
</tr>
<tr>
<td>Non-Homeless</td>
<td>106</td>
</tr>
<tr>
<td>Special-Needs</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>156</strong></td>
</tr>
</tbody>
</table>

Table 11. One Year Goals for Affordable Housing by Support Type

<table>
<thead>
<tr>
<th></th>
<th>One Year Goals for the Number of Households Supported Through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
<td>50</td>
</tr>
<tr>
<td>The Production of New Units</td>
<td>12</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
<td>94</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>156</strong></td>
</tr>
</tbody>
</table>

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of Bexar County (HABC) serves residents of Bexar County with publicly supported housing through its housing choice voucher (HCV) program. According to the HABC’s 2020 Annual PHA Plan, the housing authority has 1,743 vouchers in use. Housing choice vouchers make up approximately 1.3% of all households in Bexar County. The HABC’s HCV
program primarily serves very low-income residents (households with an annual median income of $13,346) and minority households (64% of households are Hispanic, 30% are non-Hispanic Black). Nearly one-quarter (24%) of all vouchers serve a household where at least one member has a disability. One-tenth of the vouchers serve elderly households. The HABC plays a significant role in providing affordable housing for very low-income and minority households in Bexar County.

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

During the next program year, the HABC plans to continue constructing, acquiring, and rehabilitating properties to create affordable housing units for its voucher-holding families. The HABC will also continue to expand its voucher programs, to include additional HUD VASH and Mainstream vouchers.

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

The HABC offers a Family Self Sufficiency (FSS) Program to help families set aside a savings and develop financial management skills for self-sufficiency. The program requires courses in homeownership and credit counseling and offers referrals for training in household management skills. The 5-year voluntary program may also grant participants a 2-year extension if they are working on credit repair to become homeownership ready.¹ However, homeownership is not a mandated outcome of the program, nor are participants required to surrender their voucher at the end of the program. HABC also encourages residents to participate in program management by serving on the Resident Advisory Board.

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

The HABC is a standard performer as of its most recent SEMAP score and is not designated as troubled.

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

**Introduction**

Bexar County is a partner in the San Antonio/ Bexar County Continuum of Care, led by the South Alamo Regional Alliance for the Homeless (SARAH). The Continuum of Care secures and distributes funding for direct service providers in the housing and homeless community and provides guidance to strengthen policies and programs. Bexar County will continue to partner

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with SARAH and local homelessness service providers to achieve the County's homelessness goals.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The County’s 10-year plan to reduce homelessness, the Strategic Plan to Respond to Homelessness in San Antonio and Bexar County (2020), proposes multiple strategies to increase outreach to people experiencing homelessness. The plan’s recommendations to increase outreach include:

- Improve definition and operationalization of outreach in San Antonio, including development of standard operating procedures for all outreach efforts, defining local outreach and engagement priorities and desire outcomes, and establishing cross-agency policies for client transport and referral processes.

- Identify causes for inefficiencies in connecting clients to permanent housing through street outreach through feedback sessions with consumers and outreach staff.

- Establish an outreach coordinator role to work across and independently of current outreach teams to coordinate and disseminate real-time information and resources.

- Expand the homeless outreach clinician pilot to cover all ten districts of San Antonio.

- Develop a lead homeless outreach clinician who can serve as a coordinator and provide oversight to homeless outreach clinicians in the field.

- Create distinct protocols for warm hand-offs from street outreach workers to Haven for Hope staff based on the client’s destination—Transformational Campus, Courtyard, or Homelink (housing).

- Develop shared standards of practice and definitions regarding outreach in San Antonio, including the desired outcomes from different outreach approaches (i.e. general, clinical, housing-focused).

- Develop a curriculum of trainings to be provided for all outreach workers regardless of organization to include: Crisis Intervention Training (CIT), self-defense, stress response, trauma-informed care, motivational interviewing, problem solving, person-centered approaches to outreach, crisis intervention, and navigating the health and hospital system.

Bexar County participates in the San Antonio/Bexar County Continuum of Care and its Point-in-Time Homeless Count, which includes outreach to people experiencing homelessness and evaluation of needs. Bexar County also collaborates with SARAH in refining the Coordinated Entry assessment tool and referral process.
During the 2022 program year, Bexar County will allocate $50,000 in ESG funding toward HMIS administration/management. Use of HMIS will allow providers to better assess individual needs and direct provide them with appropriate resources. About 7,000 new user profiles are created in HMIS by community agencies using the platform each year.

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

To address the emergency shelter and transitional housing needs of people experiencing homelessness, the Strategic Plan to Respond to Homelessness in San Antonio and Bexar County (2020) recommends 1) increased investment in community-based housing and service options and 2) the development of detailed prioritization policies and targeted interventions to most effectively connect persons experiencing unsheltered homelessness to stable housing. Strategies related to increase transitional housing opportunities and plan for the number and type of units needed include:

- Establish a pilot program to offer low-barrier temporary living options to individuals currently experiencing unsheltered homelessness with a goal of moving them through to housing in 90 days. This could be similar to a Navigation Center model or sanctioned encampment model being utilized by other communities.

- Create a Homeless Strategic Plan Housing Implementation Executive Team to be accountable for the following responsibilities:
  - Quantitatively examining housing unit need
  - Exploring categories/typologies of housing models such as co-housing, tiny homes, Community First, single room occupancy and micro-units, traditional permanent and affordable supportive housing
  - Determining population served and service integration need for each housing project

- Create a pre-development loan or lending fund (e.g. a housing trust fund) to create additional affordable housing building opportunities.

- Conduct system modeling to develop an estimate of needed units for different populations experiencing homelessness, including families and older adults with significant health needs.

In past years, the County has used ESG funds for facility improvements in emergency shelters, such as the Salvation Army Emergency Women’s & Family Shelter. While the County will use about $135,000 in PY 2022 ESG funding to provide homelessness prevention for an anticipated 50 households/families, no ESG funding will be specifically dedicated to emergency or transitional housing during the 2022 program year. However, existing providers in the county, including SAMMinistries, Haven for Hope of Bexar County, the Salvation Army, and others will continue to provide emergency and transitional housing for people experiencing homelessness.

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

The Strategic Plan to Respond to Homelessness in San Antonio and Bexar County (2020) contains multiple goals related to supporting individuals and families experiencing homelessness make the transition to permanent housing, including 1) increasing investment in community-based housing and service options and 2) conducting a Frequent User System Engagement (FUSE) analysis to identify high utilizers of public resources among persons experiencing homelessness and connect them to appropriate housing and resources. Strategies to address these goals include:

- Create a Homeless Strategic Plan Housing Implementation Executive Team to be accountable for the following responsibilities:
  - Quantitatively estimating housing unit need
  - Exploring categories/typologies of housing models such as co-housing, tiny homes, Community First, single room occupancy and micro-units, traditional permanent and affordable supportive housing
  - Determining population served and service integration need for each housing project
- Create a pre-development loan or lending fund (e.g. a housing trust fund) to create additional affordable housing building opportunities.
- Conduct system modeling to develop an estimate of needed units for different populations experiencing homelessness, including families and older adults with significant health needs.
- Invest in site-based affordable and permanent supportive housing with intensive onsite wraparound services and supports for highly vulnerable persons experiencing homelessness, including those who have experienced extended periods chronic and unsheltered homelessness and those with significant behavioral health needs.
- Use the results of a FUSE analysis to develop a plan for targeted housing and service interventions designed for the clients identified as the highest utilizers of public resources.
- Explore the opportunity to establish a homeless court to address the needs of persons experiencing homelessness who touch the criminal justice system. A homeless court helps divert persons experiencing homelessness from both the criminal justice and homeless response system through multidisciplinary coordination and service delivery by the homeless, criminal justice, health, behavioral health, social service, and other systems to help the individual end their experience of homeless and achieve stability.

During the 2022 program year, the County will allocate $134,657 in ESG funding toward homelessness prevention to assist about 50 families through SAMMinistries. Their Homelessness Prevention Program provides rent and/or utility assistance and case management to ensure
households remain stably housed, avoid cycles of homelessness, and shorten periods of time that families experience homelessness.

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

The Strategic Plan to Respond to Homelessness in San Antonio and Bexar County (2020) details recommendations focused on prevention and diversion, including:

- Utilize SACRD.org with low acuity clients who would not be prioritized for resources in the homeless response system.

- Build diversion into HMIS and Coordinated Entry to allow tracking of utilization and outcomes (ex: additional touches with the homeless response system after diversion efforts).

During the 2022 program year, the County will allocate $134,657 in ESG funding toward homelessness prevention to assist about 50 families through SAMMinistries. Their Homelessness Prevention Program provides rent and/or utility assistance and case management to ensure housing stability. In addition to assistance provided through SAMMinistries, program participants are also connected to mainstream resources related to other public benefits, community resources, and financial literacy. The process includes several targeted interventions such as budget review, financial management instruction, and connection to additional resources based on specific household needs.

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**AP-75 Barriers to Affordable Housing – 91.220(j)**

**Introduction**

Bexar County has a significant need for income-limited rental housing and affordable housing for purchase. To its credit, sources indicate that Bexar County has both increased the pace of housing construction and builders have focused on building homes under $250,000. However, the demand for housing continues to outweigh supply. The county has a pressing need to focus on a range of rental and for-sale housing options for families earning less than 80% AMI.

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Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

A review of recent Commissioner’s Court minutes and local news articles indicates that Bexar County does not have any immediate plans to expand or alter its local tax incentives. Current incentives are primarily offered through the county’s use of HUD funding. In 2022, Bexar County will provide support to Prospera Housing Community Service’s Arbors at West Avenue multifamily rehabilitation project, which will rehabilitate 84 affordable units.

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**AP-85 Other Actions – 91.220(k)**

**Introduction**

This section details Bexar County’s plans to ensure safe and affordable housing for its residents, meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

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

Residents and stakeholders who participated in this planning process noted that underserved needs in Bexar County include housing affordable to residents with low or moderate incomes; housing and services for people experiencing or at risk of homelessness; and a range of public services and facilities to meet specific community needs, including domestic violence services, health and mental health services, and youth and children’s services. Obstacles to meeting underserved needs include:

- Loss of existing affordable housing due to factors such as increasing rents and home values and aging housing stock in need of rehabilitation,
- High costs of new development and associated need for subsidies for development of new affordable housing,
- Increasing homelessness due to high housing costs and need for services to connect residents with permanent housing and services, and
- Limited funding to provide needed public services and facilities.

To develop additional resources to address affordable housing, homelessness, and public services and facilities needs, Bexar County will fund a variety of projects to meet underserved needs such as affordable housing, homelessness, public facilities and infrastructure, and public services, specifically including:

- Food and nutrition assistance services;
- Senior activities and support services;
• Child welfare and afterschool programs;
• Adult literacy programs;
• Street reconstruction and drainage improvements;
• Public park improvements;
• Owner-occupied housing rehabilitation;
• Single-family affordable housing development;
• Multifamily affordable housing rehabilitation/reconstruction; and
• Homelessness prevention.

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

To maintain and expand the current affordable housing stock, Bexar County will work to identify and develop partnerships with nonprofit housing organizations and private agencies with the goal of increasing the supply of affordable housing. These may include LIHTC or other developers considering housing projects in the county.

Specifically, the County will use $487,490 in HOME funds to support the redevelopment of two apartment communities into the Arbors at West Avenue, which will provide a total of 84 affordable apartment units.

Additionally, the County will use $510,992 in HOME funds to provide infrastructure support for affordable single-family housing development by Habitat for Humanity at Watson Road. This funding will assist in the development of 12 affordable units for first-time homebuyers.

The County will also support homeownership by providing $239,852 in CDBG funding to support the Bexar County Owner-Occupied Repair Program run by Merced Housing Texas. This funding is anticipated to assist about 10 low- and moderate-income homeowners make needed safety improvements to their homes.

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

An important initiative emanating from HUD in the last decade is the reduction of lead-based paint hazards, and many jurisdictions around the country have focused on reaching this goal. The federal Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992) amends the Lead-Based Paint Poisoning Prevention Act of 1971, which is the law covering lead-based paint in federally funded housing. These laws and subsequent regulations issued by the U.S. Department of Housing and Urban Development (24 CFR part 35) protect young children from lead-based paint hazards in housing that is financially assisted or being sold by the federal government.

As Bexar County undertakes property rehabilitation projects, the County will assess whether lead-based paint might be present and, if so, follow the guidelines set forth in the Residential Lead-Based Paint Hazard Reduction Act of 1992. Bexar County is committed to testing and abating lead in all pre-1978 housing units assisted with federal grant funds in any of the housing programs it implements.
Actions planned to reduce the number of poverty-level families

Bexar County’s anti-poverty strategy focuses on helping all low-income households improve their economic status and remain above the poverty level. Programs for reducing poverty and supporting economic and workforce development in Bexar County include:

- Project QUEST, which provides college-based studies, most of which are directed toward associate degrees from one of the area community colleges or professional training institutes, and some of which are based on certificate programs approved by the State of Texas and various licensing boards.

- The Bexar County Skills Development Program, which provides grants of up to $1,000 to companies per position created in targeted industries, up to $250,000. Companies must create at least 20 positions in targeted industries and pay new positions no less than the national median hourly wage.

- The Bexar County Strong Workforce Program which provides residents of unincorporated Bexar County with workforce training assistance, connections to jobs, and workforce experience opportunities.

- SA Works, a program of the San Antonio Economic Development Foundation, which provides job training, internships, externships, mentorships, apprenticeships, job shadowing opportunities, and resources to connect residents with local employers and skill-building opportunities.

Additionally, the County will use CDBG funding during the 2022 program year to support activities aimed at reducing poverty. The County anticipates allocating $82,142 in CDBG funds to Each One Teach One’s adult literacy program to assist about 40 adults. Additionally, the County will support Communities in Schools’ Pecan Valley Stay-in-School Program, which provides at-risk students with wrap around case management and dropout prevention initiatives, addressing barriers to school success and improving eventual employment opportunities.

Actions planned to develop institutional structure

The unmet needs of rental housing affordable to low-income residents and social services for individuals and families experiencing or at risk of homelessness present an opportunity for the County to further connect with and support organizations, affordable housing developers, and agencies working to address these needs in Bexar County. The County will also continue to work within existing partnerships and coalitions, such as the San Antonio/Bexar County Continuum of Care to work toward meeting local housing and service needs. Bexar County will continue to work closely with state and local agencies and governments, nonprofit organizations, and other service providers to coordinate delivery of services to county residents. The Department of Economic and Community Development will continue to consult with various housing, homelessness, social service, elderly, and disability resource agencies to gather data and identify service gaps.
Actions planned to enhance coordination between public and private housing and social service agencies

Bexar County will continue to be an active participant in the San Antonio/Bexar County Continuum of Care, which secures and distributes funding for direct service providers in the housing and homeless community and provides guidance to strengthen policies and programs. This work includes street outreach, emergency shelter, transitional housing, rapid rehousing, prevention and diversion, and permanent supportive housing. The County will also continue to partner with regional organizations, such as the Alamo Area Council of Governments, to enhance coordination between public and private housing and social service agencies.
PROGRAM SPECIFIC REQUIREMENTS

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

Bexar County continuously works to comply with all program specific requirements for CDBG, HOME and ESG Programs. In addition, the Economic & Community Development Department will continue to offer technical assistance to subrecipient organizations in order to ensure a better understanding of program specific CDBG, ESG, and HOME rules.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed 0

2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee’s strategic plan 0

3. The amount of surplus funds from urban renewal settlements 0

4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan. 0

5. The amount of income from float-funded activities 0

Total Program Income 0

Other CDBG Requirements

1. The amount of urgent need activities 0

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. 70%
HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(I)(2)

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

   Bexar County does not plan to use HOME funds for other forms of investment beyond those identified in Section 92.205.

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

   Bexar County imposes a recapture provision in its contracts that comply with the HOME Final Rule, 24 CFR 92.254. If a property that is assisted with HOME funds is no longer owner-occupied, is refinanced, or is sold during the period of affordability, the County shall recapture funds based on shared net proceeds.

   For HOME-assisted homebuyer projects, the County shall require its CHDOs and subrecipients, through written CHDO or Subrecipient agreements, to perform ongoing monitoring of the principal residency requirement during the period of affordability. Confirmation that the buyer is using the property as his or her principal residence may be accomplished by verifying that the buyer’s name appears on utility company records or insurance company records for the home. In addition, postcard or letters mailed with “do not forward” instructions may demonstrate whether the buyer is receiving mail at the home.

   Failure to comply with the resale or recapture requirements means that:

   A) the original HOME-assisted homebuyer no longer occupies the unit as his or her principal residence (i.e., unit is rented or vacant), or

   B) the home was sold during the period of affordability and the applicable resale or recapture provisions were not enforced.

   In cases of noncompliance under either resale or recapture provisions, the County must repay to its HOME Investment Trust Fund in accordance with §92.503(b), any outstanding HOME funds invested in the housing. The amount subject to repayment is the total amount of HOME funds invested in the housing (i.e., any HOME development subsidy to the developer plus any HOME down payment or other assistance (e.g., closing costs) provided to the homebuyer) minus any HOME funds already repaid (i.e., payment of principal on a HOME loan). Any interest paid on the loan is considered program income and cannot be counted against the outstanding HOME investment amount.

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

   Bexar County imposes a recapture provision in its contracts that comply with the HOME Final Rule, 24 CFR 92.254. The County shall require the Resale provision to be used in the event that only a Development Subsidy is used to make the home affordable.
A clear, detailed written agreement, executed before or at the time of sale, ensures that all parties are aware of the specific HOME requirements applicable to the unit (i.e., period or affordability, principal residency requirement, terms and conditions of either the resale or recapture requirement). The HOME written agreement must be a separate legal document from any loan instrument and must, at a minimum, comply with the requirements at §92.504(c)(5) of the HOME rule. If the County provides HOME funds to a subrecipient or CHDO to develop and sell affordable housing, the County must prepare and execute the agreement with the buyer, or be a party to the agreement along with the entity it funded.

The written agreement between the homebuyer and the County, as well as mortgage and lien documents are all used to impose the Recapture Provisions in HOME-assisted homebuyer projects under the recapture option. The purpose of these enforcement mechanisms is to ensure that the County recaptures the Direct Subsidy to the HOME-assisted homebuyer if the HOME-assisted property is transferred. Unlike the resale option, deed restrictions, covenants running with the land, or other similar mechanisms are not required by the HOME rule to be used in homebuyer projects under the recapture option.

While mortgage and lien documents are used to secure repayment of the HOME subsidy, these documents are not sufficient to enforce the Resale Provisions. Separately recorded deed restrictions will be used to impose the Resale Provisions (§92.254(a)(5)(i)(A)) in HOME-assisted homebuyer projects under the resale option. The purpose of these enforcement mechanisms is to secure and retain the affordable re-use of the property, while providing a fair return to the seller.

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

Bexar County does not intend to refinance any existing debt secured by multifamily housing that is or has been rehabilitated with HOME funds (reference 24 CFR 92.206(b)).

**Emergency Solutions Grant (ESG) Reference 91.220(i)(4)**

1. Include written standards for providing ESG assistance (may include as attachment).

Bexar County’s has adopted the Coc/ESG Written Standards which are included as an attachment.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Continuum of Care coordinated assessment system was developed and adopted in March 2017 in accordance with HUD’s requirements (24 CFR Part 578) all providers within the Continuum of Care’s area, except for victim service providers, shall use that assessment system. Homelink is San Antonio and Bexar County’s local Coordinated Entry System – a uniform, community-wide approach to connect persons who are literally and at-risk of homelessness to housing resources. Bexar County and City of San Antonio are currently
working with the South Alamo Regional Alliance for the Homeless to review the Written Standards again to ensure that the currently Written Standards and ESG Performance Metrics are up to date and do not require any revisions. This review will ensure that the localities are consistent with required HUD rules and regulations.

A victim service provider may choose not to use the Continuum of Care’s assessment system. However, all victim service providers are required to use a centralized or coordinated assessment system that meets HUD’s minimum requirements.

This shall include the use of a standardized assessment tool by all providers to determine the appropriate intervention to address the episode of homelessness and the prioritization of individuals and families for assistance based on the severity of their service needs and the length of time homeless.

The CoC has determined that the VISPDAT (Vulnerability Index Service Priority Decision Assessment Tool) will be the standardized assessment tool used for Bexar County and the City of San Antonio. The VISPDAT is required to be conducted upon intake into: Emergency Shelter, Transitional Housing, Rapid Rehousing and Permanent Supportive Housing. Outreach workers should conduct a VISPDAT on homeless persons engaged. Providers conducting the VISPDAT assessment are required to enter that information into HMIS.

As Bexar County CoC moves forward in implementing coordinated entry, it will be implemented in stages commencing with Permanent Supportive Housing, then including Rapid Rehousing and Transitional Housing. Referral and admission to Permanent Supportive Housing will be prioritized consistent with

Notice CPD 14 012: “Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status”

All referrals through San Antonio/Bexar County coordinated entry to permanent supportive housing will be prioritized consistent with Notice CPD14-012.

CoC funded providers of permanent supportive housing must accept referrals from the Coordinated Entry System and most follow procedures and time frames for responding to referrals as specified in the CoC Coordinated Entry Policies and Procedures.

Ongoing training and support will be provided to all CoC and ESG funded providers in the assessment, prioritization, referral and placement process.

All ESG and CoC funded providers must comply with requirements for coordinated entry established by the CoC. These requirements will be documented in the Coordinated Entry System Policies and Procedures.

This includes but is not limited to: Only admitting persons and families and accepting referrals from the coordinated entry system; designate a staff member and alternate as the agency’s point of contact for coordinated entry and; Participate in trainings established by the CoC.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Bexar County releases a Notice of Funding Availability to solicit projects for available ESG funding. Applicants are notified of available funding via e-mail, web postings, public notices, and applicant conferences. Interested parties submit applications via ZoomGrants – an online portal. All submissions are evaluated by an impartial scoring committee. Other considerations for making ESG sub-awards are outlined below:

- Applicant agency meets all state and federal requirements, as threshold criteria, for an award.
- Demonstration of need within the proposed project area for the type of services proposed for the population to be served.
- Evidence of ability to develop the proposed project, expend all funds within the required timeframes, and to operate the project over the required contract period.
- Evidence of ability to provide, either directly or through referral, the appropriate support services.
- The appropriateness of plans for participant selection and the consistency of these plans within the intent of the ESG program.
- The reasonableness of the total project cost and the ESG program amount requested, and the eligibility of proposed expenditures.
- Evidence that matching funds are firmly committed and available for obligation and expenditure.
- Evidence that focus of the project is on enabling participants to achieve the highest level of self-sufficiency possible.
- Evidence of financial feasibility of the project over the required operating period.
- Appropriateness of qualifications and backgrounds of personnel and staff assigned to the project.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

24 CFR 576.405(a) requires the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policy making entity of the recipient. CoC Board of Directors currently fulfills this requirement.

5. Describe performance standards for evaluating ESG.

ESG performance standards will be followed per 24 CFR Part 576, including measures to evaluate the effectiveness of the program and measures to assess how well the program serves the targeted population. This includes reductions in the number of homeless persons living on the streets and in shelters, the number of persons who do not reenter the shelter or supportive housing system within one year, and the number of persons exiting with permanent housing. Bexar County will continue to consult with the CoC on performance
standards for evaluating ESG. Per HUD regulations, SAGE will be used to report aggregated data on persons assisted with ESG.

Discussion

Bexar County adheres to the regulations for the restriction on subsequent HOME spending pursuant to 24 CF 92.214(a)(6). Additional HOME funds may be committed to a project for up to one year after project completion (see 92.502), but the amount of HOME funds in the project may not exceed the maximum per-unit subsidy amount established under 92.250.
“Growing our Economy. Strengthening our Community.”

SF-424s and Certifications
Application for Federal Assistance SF-424

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<th>* 2. Type of Application:</th>
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| 489029     | 070487020 |

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<td>* First Name:</td>
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<td>Teresa</td>
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<tr>
<td><a href="mailto:teresa.soriano@bexar.org">teresa.soriano@bexar.org</a></td>
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Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

CDBG-14.218

CFDA Title:

Community Development Block Grant - 14.218

12. Funding Opportunity Number:

N/A

Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

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

Add Attachment  Delete Attachment  View Attachment

15. Descriptive Title of Applicant's Project:

Bexar County 2022 Annual Action Plan - CDBG Activities

Attach supporting documents as specified in agency instructions.

Add Attachments  Delete Attachments  View Attachments
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant 21.23
   * b. Program/Project CDBG

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

17. Proposed Project:
   * a. Start Date: 10/01/2022
   * b. End Date: 09/30/2023

18. Estimated Funding ($):
   * a. Federal
   * b. Applicant
   * c. State
   * d. Local
   * e. Other
   * f. Program Income
   * g. TOTAL 2,379,662.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   - a. This application was made available to the State under the Executive Order 12372 Process for review on 8/15/2022.
   - b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   - c. Program is not covered by E.O. 12372.

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

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

** I AGREE

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

Authorized Representative:

Prefix: Mr.
Middle Name: H.
* Last Name: Reyna
Suffix: 
* Title: Community Development Director
* Telephone Number: 210-335-1098
* Email: rhreyna@bexar.org

* Signature of Authorized Representative: [Signature]
* Date Signed: 8/15/2022

* First Name: Robert

[Add Attachment] [Delete Attachment] [View Attachment]
ASSURANCES - NON-CONSTRUCTION PROGRAMS

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

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

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

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

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C.§§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CDBG

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

[Signature]

TITLE
Community Development Director

APPLICANT ORGANIZATION
Bexar County

DATE SUBMITTED
8/15/2022
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

APPLICANT ORGANIZATION
Bexar County

DATE SUBMITTED
8/15/2022
Application for Federal Assistance SF-424

* 1. Type of Submission: [ ] Preapplication [x] Application [ ] Changed/Corrected Application

* 2. Type of Application: [x] New [ ] Continuation [ ] Revision

* If Revision, select appropriate letter(s):

* 3. Date Received: 08/15/2022

4. Applicant Identifier: M-22-UC-48-0500

5a. Federal Entity Identifier: 489029

5b. Federal Award Identifier: 070487020

State Use Only:

6. Date Received by State: 

7. State Application Identifier: 

8. APPLICANT INFORMATION:

* a. Legal Name: Bexar County

* b. Employer/Taxpayer Identification Number (EIN/TIN): 76-6002039

* c. UEI: WGCSBPYDLS78

d. Address:

* Street1: 233 N. Pecos, Suite 320

Street2: 

* City: San Antonio

County/Parish: 

* State: TX: Texas

Province: 

* Country: USA: UNITED STATES

* Zip / Postal Code: 78207-3178

e. Organizational Unit:

Department Name: Economic & Community Develop

Division Name: Community Development

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

Prefix: Ms. [ ] First Name: Teresa

Middle Name: 

* Last Name: Soriano

Suffix: 

Title: Manager

Organizational Affiliation: 

* Telephone Number: 210-335-6539 Fax Number: 210-335-6755

* Email: teresa.soriano@bexar.org
**Application for Federal Assistance SF-424**

* 9. Type of Applicant 1: Select Applicant Type:  
   - B: County Government

* 10. Name of Federal Agency:  
   - U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:  
   - HOME-14.239

   **CFDA Title:**  
   - HOME Investment Partnerships Program - 14.239

* 12. Funding Opportunity Number:  
   - N/A

* 13. Competition Identification Number:  
   - N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):  
   - Bexar County 2022 Annual Action Plan - HOME Activities

* 15. Descriptive Title of Applicant's Project:  
   - Bexar County 2022 Annual Action Plan - HOME Activities

Attach supporting documents as specified in agency instructions.

[Add Attachments]  [Delete Attachments]  [View Attachments]
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant: 21.23
   * b. Program/Project: HOME

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

17. Proposed Project:
   * a. Start Date: 10/01/2022
   * b. End Date: 09/30/2023

18. Estimated Funding ($):
   * a. Federal: 
   * b. Applicant: 
   * c. State: 
   * d. Local: 
   * e. Other: 
   * f. Program Income: 
   * g. TOTAL: 737,531.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   - [ ] a. This application was made available to the State under the Executive Order 12372 Process for review on ________.
   - [ ] b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   - [x] c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   - [ ] Yes
   - [x] No
   If "Yes", provide explanation and attach 

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

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

Authorized Representative:

Prefix: Mr.  * First Name: Robert
Middle Name: H.  
* Last Name: Reyna
Suffix:  
* Title: Community Development Director

* Telephone Number: 210-335-1098  Fax Number: 
* Email: rhreyna@bexar.org

* Signature of Authorized Representative:  
* Date Signed: 8/15/2022
ASSURANCES - NON-CONSTRUCTION PROGRAMS

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**SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL**

**APPLICANT ORGANIZATION**

**DATE SUBMITTED**

Bexar County

8/15/2022
### Application for Federal Assistance SF-424

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<th><strong>2. Type of Application:</strong></th>
<th><strong>3. Date Received:</strong></th>
<th><strong>4. Applicant Identifier:</strong></th>
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#### 8. APPLICANT INFORMATION:

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<tr>
<th><strong>b. Employer/Taxpayer Identification Number (EIN/TIN):</strong></th>
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<td>76-6002039</td>
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<tr>
<th><strong>d. Address:</strong></th>
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<table>
<thead>
<tr>
<th><strong>Street1:</strong></th>
<th>233 N. Pecos, Suite 320</th>
</tr>
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<tbody>
<tr>
<td><strong>Street2:</strong></td>
<td></td>
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<tr>
<td><strong>City:</strong></td>
<td>San Antonio</td>
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<td><strong>County/Parish:</strong></td>
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<td><strong>State:</strong></td>
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<th><strong>e. Organizational Unit:</strong></th>
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<tr>
<th><strong>Department Name:</strong></th>
<th><strong>Division Name:</strong></th>
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<tbody>
<tr>
<td>Economic &amp; Community Develop</td>
<td>Community Development</td>
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<tr>
<th><strong>f. Name and contact information of person to be contacted on matters involving this application:</strong></th>
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<tr>
<th><strong>Prefix:</strong></th>
<th><strong>First Name:</strong></th>
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<tbody>
<tr>
<td>Ms.</td>
<td>Teresa</td>
</tr>
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<tr>
<th><strong>Middle Name:</strong></th>
<th><strong>Last Name:</strong></th>
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<tbody>
<tr>
<td></td>
<td>Soriano</td>
</tr>
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<tr>
<th><strong>Suffix:</strong></th>
<th><strong>Title:</strong></th>
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<tbody>
<tr>
<td></td>
<td>Manager</td>
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<tr>
<th><strong>Organizational Affiliation:</strong></th>
<th><strong>Telephone Number:</strong></th>
<th><strong>Fax Number:</strong></th>
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<tr>
<td></td>
<td>210-335-6539</td>
<td>210-335-6755</td>
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<tr>
<th><strong>Email:</strong></th>
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<tbody>
<tr>
<td><a href="mailto:teresa.soriano@bexar.org">teresa.soriano@bexar.org</a></td>
</tr>
</tbody>
</table>
**Application for Federal Assistance SF-424**

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

- [ ] B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

**10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

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

- ESG-14.231

CFDA Title:

Emergency Solutions Grant Program - 14.231

**12. Funding Opportunity Number:**

N/A

* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Attach supporting documents as specified in agency instructions.

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

Bexar County 2022 Annual Action Plan - ESG Activities
## Application for Federal Assistance SF-424

### 16. Congressional Districts Of:

* a. **Federal**
* b. **Program/Project** ESG

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

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<th>Add Attachment</th>
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<th>View Attachment</th>
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### 17. Proposed Project:

* a. **Start Date**: 10/01/2022
* b. **End Date**: 09/30/2023

### 18. Estimated Funding ($):

<table>
<thead>
<tr>
<th>(a) Federal</th>
<th>199,629.00</th>
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<tr>
<td>(b) Applicant</td>
<td></td>
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<tr>
<td>(c) State</td>
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<td>(d) Local</td>
<td></td>
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<tr>
<td>(e) Other</td>
<td></td>
</tr>
<tr>
<td>(f) Program Income</td>
<td></td>
</tr>
<tr>
<td>(g) TOTAL</td>
<td>199,629.00</td>
</tr>
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</table>

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

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

### 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

- [ ] Yes
- [x] No

If "Yes", provide explanation and attach

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

- [x] ** I AGREE

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

**

### Authorized Representative:

Prefix: Mr.  
Middle Name: H.  
* Last Name: Reyna

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* Title: Community Development Director

<table>
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<tr>
<th>Telephone Number: 210-335-1098</th>
<th>Fax Number:</th>
</tr>
</thead>
</table>

* Email: hreyna@bexar.org

* Signature of Authorized Representative: [Signature]

| Date Signed: 8/15/2022 |
Assurances - Non-Construction Programs

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

Please do not return your completed form to the Office of Management and Budget. Send it to the address provided by the sponsoring agency.

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

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

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C.§§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

APPLICANT ORGANIZATION

DATE SUBMITTED

Community Development Director

Bexar County

8/15/2022
Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

APPLICANT ORGANIZATION
Bexar County

DATE SUBMITTED
8/9/2022

SF-424D (Rev. 7-97) Back
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.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

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

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

Consistency with plan -- The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction’s consolidated plan.

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

Signature of Authorized Official: ___________________________ Date: 8/15/2022

Community Development Director
Title
Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. **Overall Benefit.** The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) _______2022______ [a period specified by the grantee 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.

3. **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.

   In addition, 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:

1. 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

2. 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

[Signature of Authorized Official] 8/15/2022
Signature of Authorized Official Date

Community Development Director
Title
OPTIONAL Community Development Block Grant Certification

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

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

[Signature]

Signature of Authorized Official

8/15/2022

Date

Community Development Director

Title
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

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

[Signature]

8/15/2022

Signature of Authorized Official	Date

Community Development Director
Title
Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.
**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

[Signature]

8/15/2022

Signature of Authorized Official

Date

Community Development Director

Title
Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

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

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

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Not Applicable

Signature of Authorized Official ____________________________ Date ____________

Title ____________________________
INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.
“Growing our Economy. Strengthening our Community.”

Public Notices
STATE OF TEXAS:
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Geena Garza, who after being duly sworn, says that she is the Bookkeeper of HEARST NEWSPAPERS, LLC - d/b/a: SAN ANTONIO EXPRESS - NEWS, a newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

<table>
<thead>
<tr>
<th>Customer ID</th>
<th>Customer</th>
<th>Order ID</th>
<th>Publication</th>
<th>Pub Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>20000011</td>
<td>BEXAR CO. ECONOMIC &amp; COMM.</td>
<td>34178354</td>
<td>SAE Express-News</td>
<td>01/26/22</td>
</tr>
</tbody>
</table>

Geena Garza
Bookkeeper

Sworn and subscribed to before me, this 27th day of Jan., A.D. 2022

Notary public in and for the State of Texas

MARK RAYMOND PORTER
Notary Public, State of Texas
Comm. Expires 10-27-2025
Notary ID 133418684
SAN ANTONIO EXPRESS - NEWS
AFFIDAVIT OF PUBLICATION

STATE OF TEXAS:
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Geena Garza, who after being duly sworn, says that she is the Bookkeeper of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS - NEWS, a newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

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<tr>
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<td>34178358</td>
<td>SAE Express-News</td>
<td>01/26/22</td>
</tr>
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</table>

Geena Garza
Bookkeeper

Sworn and subscribed to before me, this 27th day of Jan A.D. 2022

Notary public in and for the State of Texas

MARK RAYMOND PORTER
Notary Public, State of Texas
Comm. Expires 10-27-2025
Notary ID 133416864
STATE OF TEXAS:
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Geena Garza, who after being duly sworn, says that she is the Bookkeeper of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS - NEWS, a newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

Customer ID  Customer Order ID  Publication  Pub Date
20000011 BEXAR CO. ECONOMIC & COMM. 34209201 SAE Express-News 06/22/22

Sworn and subscribed to before me, this 22nd day of June A.D. 2022

Geena Garza
Bookkeeper

Notary public in and for the State of Texas
Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Geena Garza, who after being duly sworn, says that she is the Bookkeeper of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS - NEWS, a newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

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<tbody>
<tr>
<td>20000011</td>
<td>BEXAR CO. ECONOMIC &amp; COMM.</td>
<td>34209183</td>
<td>SAE Express-News</td>
<td>06/22/22</td>
</tr>
</tbody>
</table>

Sworn and subscribed to before me, this 22nd day of June, A.D. 2022. Notary public in and for the State of Texas.

MARK RAYMOND PORTER
Notary Public, State of Texas
Comm. Expires 10-27-2025
Notary ID 133410964

Geena Garza
Bookkeeper
Growing our Economy. Strengthening our Community.

Public Meeting Screenshots and Poll Results
Community Development Needs

1. In order to better understand the needs within your precinct, please select the top three (3) community development issues in your area. (Multiple Choice)

- Affordable Housing: 72%
- Americans with Disabilities Act (ADA) accessibility: 21%
- Community Centers: 45%
- Demolition of Dilapidated Structures: 14%
- Flood and drainage infrastructure: 7%
- Homeless Services: 45%
- Street Reconstruction: 28%
Housing Needs

1. What are the top housing needs in Bexar County? (Multiple Choice)

   Emergency Shelter (i.e., “homeless shelters”)  48%
   Manufactured housing (i.e., mobile homes)  7%
   Multi-family housing (i.e., apartment complexes)  38%
   Senior Housing  59%
   Single-family home development  66%
   Transitional Housing (i.e., “temporary housing”)  45%

Your answer: Senior Housing, Single-family home development, Transitional Housing (i.e., “temporary housing”)
Underserved Populations

1. Please select the top three (3) underserved populations within your community: (Multiple Choice)

- Elderly (62+): 62%
- Homeowners: 31%
- Illiterate Adults: 7%
- Individuals with Disabilities: 41%
- People who are Homeless: 52%
- Renters: 28%
- Unemployed / Underemployed: 34%
- Victims of Domestic Abuse: 24%
Precinct 2 Public Meeting
<table>
<thead>
<tr>
<th>#</th>
<th>Poll Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>In order to better understand the needs within your precinct, please select the top three (3) community development issues in your area.</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Americans with Disabilities Act (ADA) accessibility; Homeless Services</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Americans with Disabilities Act (ADA) accessibility; Homeless Services</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Street Reconstruction; Water / Sewer Infrastructure</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Americans with Disabilities Act (ADA) accessibility; Water / Sewer Infrastructure</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Community Centers; Homeless Services</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Flood and drainage infrastructure; Street Reconstruction</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Demolition of Dilapidated Structures; Homeless Services</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Flood and drainage infrastructure; Homeless Services</td>
</tr>
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<td>Affordable Housing</td>
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<td></td>
<td>Affordable Housing; Community Centers</td>
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<td>Affordable Housing; Community Centers; Public Services</td>
</tr>
<tr>
<td></td>
<td>Affordable Housing; Americans with Disabilities Act (ADA) accessibility; Homeless Services</td>
</tr>
</tbody>
</table>
Housing Needs

1. What are the top housing needs in Bexar County? (Multiple Choice)

- Emergency Shelter (e.g., homeless shelters) 34%
- Manufactured housing (e.g., mobile homes) 0%
- Multi-family housing (e.g., apartment complexes) 38%
- Permanent Supportive Housing (i.e., long-term housing with s...) 66%
- Senior Housing 34%
- Single-family home development 48%
- Transitional Housing (i.e., temporary housing) 41%

Your answer: Multi-family housing (e.g., apartment complexes), Senior Housing, Single-family home development
Underserved Populations

1. Please select the top three (3) underserved populations within your community: (Multiple Choice)

- Elderly (62+): 66%
- Homeowners: 17%
- Illiterate Adults: 17%
- Individuals with Disabilities: 28%
- People who are Homeless: 48%
- Renters: 34%
- Unemployed / Underemployed: 38%
- Victims of Domestic Abuse: 28%
Community Development Needs

Poll | 1 question | 31 of 35 (88%) participated

1. In order to better understand the needs within your precinct, please select the top three (3) community development issues in your area. (Multiple Choice)
31/31 (100%) answered

<table>
<thead>
<tr>
<th>Issue</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Affordable Housing</td>
<td>(29/31) 94%</td>
</tr>
<tr>
<td>Americans with Disabilities Act (ADA) accessibility</td>
<td>(1/31) 3%</td>
</tr>
<tr>
<td>Community Centers</td>
<td>(6/31) 19%</td>
</tr>
<tr>
<td>Demolition of Dilapidated Structures</td>
<td>(5/31) 16%</td>
</tr>
<tr>
<td>Flood and drainage infrastructure</td>
<td>(2/31) 6%</td>
</tr>
<tr>
<td>Homeless Services</td>
<td>(13/31) 42%</td>
</tr>
<tr>
<td>Street Reconstruction</td>
<td>(4/31) 13%</td>
</tr>
</tbody>
</table>

Stop Sharing
**Housing Needs**

Poll: 1 question | 29 of 34 (85%) participated

1. What are the top housing needs in Bexar County? (Multiple Choice)
29/29 (100%) answered

<table>
<thead>
<tr>
<th>Housing Type</th>
<th>Count</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (e.g., homeless shelters)</td>
<td>14/29</td>
<td>48%</td>
</tr>
<tr>
<td>Manufactured housing (e.g., mobile homes)</td>
<td>0/29</td>
<td>0%</td>
</tr>
<tr>
<td>Multi-family housing (e.g., apartment complexes)</td>
<td>6/29</td>
<td>21%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (i.e., long-term housing)</td>
<td>13/29</td>
<td>45%</td>
</tr>
<tr>
<td>Senior Housing</td>
<td>7/29</td>
<td>24%</td>
</tr>
<tr>
<td>Single-family home development</td>
<td>18/29</td>
<td>62%</td>
</tr>
<tr>
<td>Transitional Housing (i.e., temporary housing)</td>
<td>9/29</td>
<td>31%</td>
</tr>
</tbody>
</table>

Stop Sharing
Underserved Populations

Poll | 1 question | 30 of 35 (85%) participated

1. Please select the top three (3) underserved populations within your community: (Multiple Choice)

30/30 (100%) answered

- Elderly (62+): 12/30 (40%)
- Homeowners: 14/30 (47%)
- Illiterate Adults: 1/30 (3%)
- Individuals with Disabilities: 7/30 (23%)
- People who are Homeless: 14/30 (47%)
- Renters: 7/30 (23%)
- Unemployed / Underemployed: 10/30 (33%)
Community Development Needs

1. In order to better understand the needs within your precinct, please select the top three (3) community development issues in your area. (Multiple Choice)

- Affordable Housing: 78%
- Americans with Disabilities Act (ADA) accessibility: 8%
- Community Centers: 34%
- Demolition of Dilapidated Structures: 8%
- Flood and drainage infrastructure: 6%
- Homeless Services: 54%
- Street Reconstruction: 20%
## Housing Needs

1. What are the top housing needs in Bexar County? (Multiple Choice)

<table>
<thead>
<tr>
<th>Option</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (e.g., homeless shelters)</td>
<td>36%</td>
</tr>
<tr>
<td>Manufactured housing (e.g., mobile homes)</td>
<td>4%</td>
</tr>
<tr>
<td>Multi-family housing (e.g., apartment complexes)</td>
<td>23%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (i.e., long-term housing with...</td>
<td>61%</td>
</tr>
<tr>
<td>Senior Housing</td>
<td>45%</td>
</tr>
<tr>
<td>Single-family home development</td>
<td>46%</td>
</tr>
<tr>
<td>Transitional Housing (i.e., temporary housing)</td>
<td>30%</td>
</tr>
</tbody>
</table>

Your answer: Multi-family housing (e.g., apartment complexes),
Permanent Supportive Housing (i.e., long-term housing with...
Underserved Populations

1. Please select the top three (3) underserved populations within your community. (Multiple Choice)

- Elderly (62+)
  - 43%
- Homeowners
  - 45%
- Illiterate Adults
  - 7%
- Individuals with Disabilities
  - 32%
- People who are Homeless
  - 50%
- Renters
  - 34%
- Unemployed / Underemployed
  - 25%
- Victims of Domestic Abuse
  - 16%
“Growing our Economy. Strengthening our Community.”

Commissioners Court Agendas for
June 21 and August 9, 2022
BEXAR COUNTY, TEXAS
COMMISSIONERS COURT

NOTICE OF PUBLIC MEETING

The Bexar County Commissioners Court will meet on Tuesday, June 21, 2022 at 9:00 a.m. in the Double-Height Courtroom on the Second Floor of the Bexar County Courthouse, 100 Dolorosa, Suite 2.01, San Antonio, Texas 78205.

NOTE: The Commissioners Court may recess at 12:00 p.m. and may reconvene at 1:30 p.m.

NELSON W. WOLFF
COUNTY JUDGE

REBECA CLAY-FLORES
COMMISSIONER, PRECINCT 1

MARIALYN BARNARD
COMMISSIONER, PRECINCT 3

JUSTIN RODRIGUEZ
COMMISSIONER, PRECINCT 2

TOMMY CALVERT
COMMISSIONER, PRECINCT 4

LUCY ADAME-CLARK
CLERK OF THE COURT

Questions regarding this agenda should be directed to the Bexar County Commissioners Court Support & Special Projects Administrator at (210) 335-0326. The agenda is available on the County’s website (http://www.bexar.org). Click on “Government/Commissioners Court.”

BEXAR COUNTY COURTHOUSE ACCESSIBILITY STATEMENT
This meeting site is accessible. The Accessible Entrance to the Bexar County Courthouse is located at the west side of the Courthouse on S. Main Avenue between Dolorosa and E. Nueva Streets. To access the second floor, individuals must utilize the accessible ramp located at the west side of the County Courthouse and take the elevator to the second floor.
COMMISSIONERS COURT CEREMONIAL AGENDA

1. Opening Prayer: Dan Curry (Nelson Wolff)

2. Pledge of Allegiance: (Nelson Wolff)

COMMISSIONERS COURT REGULAR AGENDA

3. CEREMONIAL ITEM(S):
   a. Presentation of service pins recognizing employees for 25+ years of service:

<table>
<thead>
<tr>
<th>Name</th>
<th>Years</th>
<th>Date Employed</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arnold Menchaca</td>
<td>25</td>
<td>4/3/1997</td>
<td>Sheriff’s Office</td>
</tr>
<tr>
<td>Eusebia Price</td>
<td>30</td>
<td>4/13/1992</td>
<td>Commissioners Pct. 4</td>
</tr>
<tr>
<td>Roxanna Pena</td>
<td>30</td>
<td>4/27/1992</td>
<td>Criminal District Courts</td>
</tr>
</tbody>
</table>

(Presentation Time: 15 minutes) (Court)

   b. Presentation of a Proclamation on behalf of Commissioners Court recognizing June 8th in celebration of Somerset’s 50th anniversary.
(Presentation Time: 10 minutes) (Rebeca Clay-Flores)

   c. Presentation of a Proclamation on behalf of Commissioners Court recognizing Jesse "Bam" Rodriguez for his accomplishments as an American professional boxer.
(Presentation Time: 10 minutes) (Court/Justin Rodriguez)

4. SPECIAL PRESENTATIONS ITEM(S):
   a. Presentation and update regarding the 2022 Generation NEXT Bexar County ArtsFund Internship Program.
(Presentation Time: 15 minutes) (Melissa Shannon)
5. **TIME CERTAIN ITEM(S):**
   a. **9:30 a.m.** – Presentation, discussion and appropriate action regarding the following matters:
      i. Approval of the proposed reprogramming action utilizing Program Year 2018-2021 Community Development Block Grant (CDBG) funds from various projects to a Public Works infrastructure project in Precinct 4.
      iii. Discussion and appropriate action regarding the preliminary selection of projects to be funded with Community Development Block Grant ($2,379,662), HOME Investment Partnerships ($737,531), Emergency Solutions Grant ($199,629), Program funds for the 2022-2023 Program Year, HOME repayment funds ($334,704), and Community Development Block Grant reprogramming funds ($235,544.70).

   (Presentation Time: 10 minutes) (Robert Reyna)

6. Request of Commissioners Court to identify items from the Consent Agenda for additional discussion and to approve remaining Consent Agenda items.

7. Filing for record the following legal and administrative documents and directing the Criminal District Attorney’s Office to take action, if necessary:
   b. Bexar County Constable Precinct 1 FY 2021 - 2022 Budget for Federal Asset Forfeiture Fund, State Asset Forfeiture Fund, and Law Enforcement Officers Special Education (LEOSE).
   d. Tri-Party Funding Agreement between Bexar County, City of San Antonio and Zemona Black, approved August 24, 2021.

8. Commissioners Court minutes for Tuesday, June 7, 2022.

9. Communications from citizens who signed the register to speak.
CONSENT AGENDA ITEMS:

All items under the Consent Agenda are heard and acted upon collectively unless opposition is presented, in which case the contested item will be considered, discussion, and appropriate action taken separately.

Items(s) Brought by County Auditor:

10. Approval of bills to include claims registers for Wednesday, June 8, 2022 and Friday, June 10, 2022; Wednesday, June 15, 2022 and Friday, June 17, 2022.

11. Acceptance of an FLSA summary report regarding non-exempt County personnel that have accrued FLSA hours in excess of 199 but less than 240, and law enforcement personnel FLSA hours in excess of 439 but less than 480 as of the month ending May 2022. Notification of payment to those employees who have accumulated hours in excess of the FLSA maximum level for an estimated amount of $392,016 and approval of the appropriate budget transfers.

12. Request approval according to Section 31.11 for $309,981.15 in refunds for payments received by the Tax Assessor-Collector’s Office in the form of tax overpayments made on 33 tax account(s) to various taxing jurisdictions by individuals, businesses, corporations, etc. which have been reviewed by the Auditor’s Office and found to be valid.

13. Authorization and approval for the County Auditor to pay routine bills from Monday, June 20, 2022 through Friday, July 8, 2022.

14. Authorization to distribute upcoming payroll, including overtime, uniform allowances, and auto allowances to be paid on Thursday, June 30, 2022.

15. Approval of an order canceling 5,398 previously issued Jury checks totaling $46,074 and crediting the monies to the General Fund.

16. Approval of an order canceling two previously issued Juvenile Probation Restitution checks totaling $7,52 and crediting the monies to the Unclaimed Juvenile Restitution Fund.

17. Approval of an order canceling previously issued Central Disbursement, Elections, Payroll, Fee Office Refund, Sheriff Inmate Trust, CSCD Restitution refund, District Attorney Check Fee Restitution checks, Sheriff Inmate Inactive accounts and District Attorney undeliverable payments totaling $49,034.24 and crediting the monies to the General Fund.

18. Approval of an order canceling previously issued Central Disbursement, Elections, Payroll, Fee Office Refund, and Sheriff Inmate Trust checks; Sheriff Inmate Inactive accounts, and DA undeliverable payments totaling $38,997.74 to be escheated to the state in accordance with Texas Property Code, Title 6. Unclaimed Property, Chapters 72-76.

19. Approval of an order canceling previously issued Central Disbursement, Election, Fee Office Refund, Sheriff Inmate Trust, and CSCD Restitution refund checks, Sheriff Inmate Inactive accounts and District Attorney undeliverable payments totaling $5,323.38 to be credited to the Unclaimed Money Fund that are subject to public notification in accordance with Texas Property Code, Title 6. Unclaimed Property, Chapter 76.
Item(s) Brought by Tax Assessor-Collector’s Office:  

(Albert Uresti)

20. Approval and execution of the Vehicle Transaction and Processing/Fee Collection Agreement between BEXAR COUNTY and EAN HOLDINGS, L.L.C. d/b/a ENTERPRISE CAR SALES, ENTERPRISE RENT-A-CAR, (EAN HOLDINGS, L.L.C.) granting authority to EAN HOLDINGS, L.L.C, a motor vehicle dealer, to act as a deputy of the Bexar County Tax Assessor-Collector in the processing of motor vehicle title transfers and initial vehicle registrations specific to the EAN HOLDINGS, L.L.C’s own retail sales only, in accordance with Transportation Code Chapter 502 and Texas Administrative Code 217.166.

21. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $199.34 (penalty $155.04; interest $44.30; 33.07 penalty $0.00) on account #04712-336-0450, Jennifer Lauzon, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

22. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $120.70 (penalty $93.88; interest $26.82; 33.07 penalty $0.00) on account #19150-001-0440, Peter K. Colket Family Trust, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

23. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $215.91 (penalty $167.93; interest $47.98; 33.07 penalty $0.00) on account #04707-807-1180, Cosmina Spatacean, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

24. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $65.86 (penalty $51.23; interest $14.63; 33.07 penalty $0.00) on account #07645-001-0040, Shamim Kanchwala representative for Sheroz Properties LLC, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

25. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $197.03 (penalty $153.25; interest $43.78; 33.07 penalty $0.00) on account #16334-055-0310, John & Lorie Hillabiddle, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

26. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $72.19 (penalty $61.88; interest $10.31; 33.07 penalty $0.00) on account #00985-101-1201, Michael & Pamela A C Blanchette, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.
27. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $31.11 (penalty $24.20; interest $6.91; 33.07 penalty $0.00) on account #06829-000-0480, Gilbert M & Gloria C Hinojosa, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

28. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $36.36 (penalty $31.17; interest $5.19; 33.07 penalty $0.00) on account #16209-100-6010, Melinda Oosten, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

29. Approval of a request for the waiver of penalty and interest for Bexar County (Includes Road & Flood, Hospital) in the amount of $32.52 (penalty $23.65; interest $8.87; 33.07 penalty $0.00) on account #04390- 357-0250, Nandial Gangwani, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

30. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $7,519.86 (penalty $5,848.78; interest $1,671.08; 33.07 penalty $0.00) on account #04782-021-1812, Pondhill Office SATX LLC, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

31. Approval of a request for the waiver of penalty and interest for Bexar County (Includes Road & Flood, Hospital) in the amount of $180.19 (penalty $131.05; interest $49.14; 33.07 penalty $0.00) on account #18350-001-0640, Mary L. Balderas, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

32. Approval of a request for the waiver of penalty and interest for Bexar County (Includes Road & Flood, Hospital) in the amount of $446.06 (penalty $344.69; interest $101.37; 33.07 penalty $0.00) on account #14049-002-0020, Craig Sellman, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

33. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $18.25 (penalty $14.20; interest $4.05; 33.07 penalty $0.00) on account #04451-225-0500, Ashlee Le, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

34. Approval of a request for the waiver of penalty and interest for Bexar County (Includes Road & Flood, Hospital) in the amount of $37.35 (penalty $27.18; interest $10.17; 33.07 penalty $0.00) on account #01649-048-0340, Gregory Burch, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error with the mailing address not updated accordingly.
35. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $160.77 (penalty $125.04; interest $35.73; 33.07 penalty $0.00) on account #04451-180-0350, Christopher Seger, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

36. Approval of a request for the waiver of penalty and interest, for the Bexar County tax jurisdictions (which includes Road, Flood & Hospital District) in the amount of $165.63 (penalty $120.46; interest $45.17; 33.07 penalty $0.00) on account #04392-401-0200, Ginger Chezem, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error with the mailing address not updated accordingly.

37. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $133.16 (penalty $103.57; interest $29.59; 33.07 penalty $0.00) on account #13230-004-0280, Joanne DeBarro, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

38. Approval of a request for the waiver of penalty and interest for Bexar County (Includes Road & Flood, Hospital) in the amount of $141.42 (penalty $102.86; interest $38.56; 33.07 penalty $0.00) on account #19215-005-0320, Yvonne Lents, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

39. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $232.84 (penalty $64.29; interest $18.38; 33.07 penalty $150.17.) on account #01373-001-0140, Selina Weaver, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

40. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $119.94 (penalty $93.29; interest $26.65; 33.07 penalty $0.00) on account #34732-604-0060, Robert Dennis Carroll, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

41. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $148.11 (penalty $115.20; interest $32.91; 33.07 penalty $0.00) on account #01938-026-0010, Riley Rivera representative for Lifepoint Property Solutions LLC, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.

42. Approval of a request for the waiver of penalty and interest for Bexar County in the amount of $80.84 (penalty $62.87; interest $17.97; 33.07 penalty $0.00) on account #17192-052-0980, John & Diane Wilcox, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred timely.
43. Approval of a request for the waiver of penalty and interest for Bexar County (Includes Road & Flood, Hospital) in the amount of $170.43 (penalty $123.95; interest $46.48; 33.07 penalty $0.00) on account #17825-007-0060, Carlos Martinez, tax year(s) 2021 in accordance with Section 33.011 of the Texas Property Tax Code. Bexar Appraisal District has acknowledged there was an error regarding ownership and the property was not transferred correctly.

44. Approval of an order canceling previously issued refund checks for adjustments to the roll from the Bexar County Tax Office for 167 checks totaling $281,250.10 to be escheated to the state in accordance with Texas Property Code, Title 6. Unclaimed Property, Chapter 76 and the monies from these accounts to be transferred and then be paid to the County General Fund and Texas Comptroller of Public Accounts.

45. Approval of an order canceling previously issued refund checks for overpayment or adjustment refunds from $50.01 to $100 from the Bexar County Tax Office for 68 checks totaling $5,104.36 to be credited to the Unclaimed Money Fund and subject to publication notification in accordance with Texas Property Code, Title 6. Unclaimed Property, Chapter 76.

46. Approval of an order canceling previously issued refund checks for overpayment or adjustment refunds for $50 and under from the Bexar County Tax Office for 387 checks totaling $4,951.97 and crediting the monies to the Unclaimed Money Fund.

47. Approval of an order canceling previously issued refund checks for overpayment, adjustment and erroneous payment of taxes from the Bexar County Tax Office for 287 checks totaling $380,837.12 in accordance with Tax Code Chapter 31.11, Refunds of Overpayment or Erroneous Payments and the monies from these accounts to be transferred and then be paid to the County General Fund.

**Item(s) Brought by Purchasing:**

(Patricia Torres)

48. Authorizing the first amendment of the Restoration and Preservation Services of Historical and Archived Records Agreement with Koffler Software Intermediate Holdings, L.P. for the purpose of correcting a transposition error and adding framing and duplication services with no changes in the original contract value as requested by the County Clerk’s Office; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

49. Ratification of five (5) delivery orders to Redwood Toxicology Laboratory for the purchase of supplies related to drug testing in the combined amount of $58,159.05; allowing for future purchase orders in FY22, as requested by Countywide Offices and Departments through the use of Sourcewell Contract #011222-RTL; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

50. Awarding a requirements contract to Witt O'Briens, LLC to provide for the purchase of Disaster Recovery Contracting services beginning upon award and ending July 31, 2025; and providing for four (4) one-year renewal options, as requested by the Office of Emergency Management; and authorizing the Purchasing Agent to execute a contract renewal in accordance with the terms of the original contract if provided for in each fiscal year appropriated budget; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.
51. Awarding a delivery order to Compu-Data International, LLC for the archival imaging and capture of index of four-hundred (400) boxes of criminal case files in the estimated amount of $208,850 through Texas DIR Contract DIR-CPO-4827; as requested by the County Clerk’s Office; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

52. Awarding a contract to Mel Davis Auction & Storage to provide for secured storage services for seized property for an initial term beginning June 7, 2022 and ending June 30, 2023 in the not to exceed annual amount of $304,000 and providing for four (4) one-year renewal options as requested by the Sheriff’s Office; and authorizing the Purchasing Agent to execute a contract renewal in accordance with the terms of the original contract if provided for in each fiscal year appropriated budget; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record and the associated budget transfer.

53. Authorizing the removal and sale of one (1) surplus firearm to retired Deputy Dan Rocha, in the amount of $414 each, in accordance with the Surplus Firearm Equipment List, as requested by the Sheriff’s Office; and authorizing the Purchasing Agent to update the Bexar County Inventory Records as well as file the appropriate documents for record.

Item(s) Brought by Public Works:  

(Renee Green)


55. Approval of a Resolution and Agreement to Contribute Right of Way Funds (Fixed Price – $4,511.20) between Bexar County and the TxDOT for the FM 1516 Project from FM 78 to IH 10. Precinct 4.

56. Approval of Amendment #1 to Task Order #4 between Bexar County and San Antonio River Authority requesting an increase in the amount of $105,075 for a total not to exceed $1,975,471 in connection with San Pedro Confluence East Bank Project located on the San Antonio River, Purchase Order No. 11623275, Precinct Numbers 1 and 4 and approval of associated budgetary transfer.

57. Authorizing the County Judge to execute a Release of Lien for the property located in; Lot 2, Block 4, Kings Point Subdivision, C.B.4194B. Owner(s): Federico Rodriguez, Precinct No.1.

58. Approval of two Agreements for McConnell Road at an Unnamed Tributary to Elm Creek LWC, Precinct Number 1:

a. Approval of the Novation Agreement from Jones & Carter, Inc. to Quiddity Engineering LLC for the McConnell Road at an Unnamed Tributary to Elm Creek LWC project (PO 11615246).
b. Approval of the First Amendment to the Engineering Services Agreement between Bexar County and Quiddity Engineering LLC increasing the contract amount by $428,704.62 for Detail Design Services for a total contract amount not to exceed $728,225.55 for professional engineering services in connection with Detailed Design Phase and Construction Phase for the McConnell Road at an Unnamed Tributary to Elm Creek LWC project.

59. Authorizing the purchase of a 0.110 acre tract of land, being a portion of a called 2.999 acre tract of land, out of the S. Tyler Survey No. 367, Abstract No. 744, County Block 4401 of Bexar County, Texas, from Terry R. Justice, Owner of Record in the amount of $31,102. total appraised value, plus administrative settlement and applicable closing costs. This property is needed for the Talley Road Phase II Metropolitan Planning Organization Transportation Improvement Project (MPO). Precinct Number 1.

60. Authorizing the purchase of a 0.337 acre tract of land, being a portion of a called 5.992 acre tract of land, out of the George Fellows Survey No. 206, Abstract No. 234, County Block 4389, of Bexar County, Texas, from Tomalis Properties, LP, Owners of Record in the amount of $31,637.18 total appraised value, plus administrative settlement and applicable closing costs. This property is needed for the Talley Road Phase II Metropolitan Planning Organization Transportation Improvement Project (MPO). Precinct Number 1.

61. Authorizing the purchase of a 0.215 acre tract of land, being a portion of a called 10.00 acre tract of land, situated in the S. Tyler Survey No. 367, Abstract No. 744, County Block 4401, of Bexar County, Texas, from Melvin G. Kruger and Andrea M. Kruger, Owners of Record in the amount of $30,549. total appraised value, plus administrative settlement and applicable closing costs. This property is needed for the Talley Road Phase II Metropolitan Planning Organization Transportation Improvement Project (MPO). Precinct Number 1.

62. Approval of a variance request to Article 4 Section D(4) and Article 4, Section D(5)(d), of the Bexar County Flood Damage Prevention Court Order for the Subdivision Plat Establishing Westlakes Collector Phase 5 Plat #210316. Precinct Number 1.

63. Approval of a variance request to Article 4 Section D(4) and Article 4, Section D(5)(d), of the Bexar County Flood Damage Prevention Court Order for the Subdivision Plat Establishing Stillwater Ranch Unit 33 Plat #210431. Precinct Number 2.

64. Approval of a variance request to Article 4 Section D(4) and Article 4, Section D(5)(d), of the Bexar County Flood Damage Prevention Court Order for the Subdivision Plat Establishing Echtle Tract Unit 1 Plat #210579. Precinct Number 1.

65. Approval of subdivision plat# 21-11800166 within the Extra Territorial Jurisdiction of the City of San Antonio: Abbott Place Phase 2 Unit 2A, owner: Meritage Homes of Texas, L.P., located east of Emerson Way and Jayden Pass, not within the Edwards Aquifer Recharge Zone. Precinct Number 4.

66. Approval of subdivision plat# 21-11800135 within the Extra Territorial Jurisdiction of the City of San Antonio: Preserve at Medina Unit 8, owner: Continental Homes of Texas, L.P., located north of Lemon Pepper Creek and Common Sage, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.
67. Approval of subdivision plat# 21-11800133 within the Extra Territorial Jurisdiction of the City of San Antonio: Preserve at Medina Unit 7, owner: Continental Homes of Texas, L.P., located west of Common Sage and Cardamom Cove, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

68. Approval of subdivision plat# 21-11800026 within the Extra Territorial Jurisdiction of the City of San Antonio: Kinder Ranch AGI Unit 1B, owner: AGI Kinder Ranch, LTD, located south of Kinder Run and Rusty Roost, not within the Edwards Aquifer Recharge Zone. Precinct Number 3.

69. Approval of subdivision plat# 21-11800088 within the Extra Territorial Jurisdiction of the City of San Antonio: Bella Vista PUD, owner: SR Holdings, L.P., located east of Potranco Road – F.M. 1957 and Bella Vista Place, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

70. Approval of subdivision plat# 20-11800433 within the Extra Territorial Jurisdiction of the City of San Antonio: Kinder Ranch AGI Unit 4, owner: AGI Kinder Ranch, LTD, located west of Kinder Parkway and Clovercrest, not within the Edwards Aquifer Recharge Zone. Precinct Number 3.

71. Approval of subdivision plat# 20-11800491 within the Extra Territorial Jurisdiction of the City of San Antonio: Clearwater Creek Phase 1A, owner: SA Kosta, Browne, LTD, located north of F.M. 2538 and Blacksmith Way, not within the Edwards Aquifer Recharge Zone. Precinct Number 4.

72. Approval of subdivision plat# 21-11800477 within the Extra Territorial Jurisdiction of the City of San Antonio: BRE Phase 5 Unit 1, owner: Pulte Homes of Texas, L.P., located south of Mansions Bluff and SHI 211, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

73. Approval of subdivision plat# 21-11800246 within the Extra Territorial Jurisdiction of the City of San Antonio: Cantera Hills Unit 3 Enclave, owner: Cantera Hills Development, LTD, located west of Lenox Hill and Midsomer Place, not within the Edwards Aquifer Recharge Zone. Precinct Number 3.

74. Approval of subdivision plat#CP202105 outside of the Extra Territorial Jurisdiction of the City of San Antonio: Redbird Ranch Phase 2 Unit 1M-4, owner: Continental Homes of Texas, L.P., located east of Goodenough Lane and Reeves Loop, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

75. Approval of subdivision plat# 21-11800481 within the Extra Territorial Jurisdiction of the City of San Antonio: BRE Phase 5 Collector Phase 1, owner: Pulte Homes of Texas, L.P., located north of State Hwy 211 and US Hwy 90, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

76. Order accepting the following streets and drains in the identified subdivisions for County maintenance to begin June 21, 2022:

<table>
<thead>
<tr>
<th>SUBDIVISION</th>
<th>STREET/DRAIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westlakes Collector Phase 01 &amp; 02</td>
<td>Balmorhea 153.17 lf</td>
</tr>
<tr>
<td>Plat No. 180238</td>
<td>Asphalt Width: 40'</td>
</tr>
<tr>
<td>Precinct #1</td>
<td>Champion Crk 169.16 lf</td>
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<tr>
<td></td>
<td>Asphalt Width: 40'</td>
</tr>
<tr>
<td></td>
<td>Stillhouse Hollow 1,626.95 lf</td>
</tr>
<tr>
<td></td>
<td>Asphalt Width: 44'</td>
</tr>
<tr>
<td></td>
<td>Drain “A” 70.00 lf</td>
</tr>
</tbody>
</table>
Westlakes Unit 01
Plat No. 180239
Precinct #1

Drain “B” 70.00 lf
Drain “C” 60.35 lf

Balmorhea 829.19 lf
Asphalt Width: 40’
Champion Crk 615.92 lf
Asphalt Width: 40’
Dunlap 998.74 lf
Asphalt Width: 28’
McQueueCY 938.07 lf
Asphalt Width: 28’
Drain “B” 173.92 lf
Drain “C” 11.00 lf

77. Approval to establish Traffic Control devices as No Parking Zones and Stop Zones at specified locations in Precinct Number 1.

NO PARKING ZONES TO BE ESTABLISHED:

Precinct Number 1

No Parking Anytime (tow away zone)
Parking shall be prohibited on Ranchland Fox (north side of street only) from Bayhill Den to Gray Fox Creek.
Parking shall be prohibited on Bearwolf Bay (south side of street only) from Buffalo Wolf to Barking Wolf.
Parking shall be prohibited on Bearwolf Bay (south side of street only) from Goldgap Fox to Possum Wolf.
Parking shall be prohibited on Gray Fox Creek (east side of street only) from Blue Wolf Pier to Gentle Fox Bay.
Parking shall be prohibited on Firefox Den (north side of street only) from Buffalo Wolf to Barking Wolf.
Parking shall be prohibited on Firefox Den (north side of street only) from Goldgap Fox to Ranchland Fox.
Parking shall be prohibited on Desert Wolf (both sides of street) from Loop 1604 West access road to Buffalo Wolf.

STOP ZONES TO BE ESTABLISHED:

Precinct Number 1

Riverstone Unit E1 Plat #20-11800284
The Stop Sign shall be on Trinity Cove at its intersection with Frio River Run. (1 stop)
The Stop Sign shall be on Pyrolite Flats at its intersection with Trinity Cove. (1 stop)
The Stop Sign shall be on Theralite Trail at its intersection with Trinity Cove. (1 stop)
The Stop Sign shall be on Unakite Way at its intersection with Trinity Cove. (1 stop)
The Stop Sign shall be on Paluxy Trail at its intersection with Trinity Cove. (1 stop)
The Stop Sign shall be on Shonkinite Row at its intersection with Unakite Way. (1 stop)
The Stop Sign shall be on Paluxy Trail at its intersection with Shonkinite Row. (1 stop)
The Stop Sign shall be on Shonkinite Row at its intersection with Sulphur Trace. (1 stop)
Riverstone Units E2 & E3 Plat #20-11800409
The Stop Sign shall be on Sulphur Trace at its intersection with Wichita Pike. (1 stop)
The Stop Sign shall be on Pyrite Canyon at its intersection with Sulphur Trace. (1 stop)
The Stop Sign shall be on Theralite Trail at its intersection with Sulphur Trace. (1 stop)
The Stop Sign shall be on Paluxy Trail at its intersection with Theralite Trail. (1 stop)
The Stop Sign shall be on Paluxy Trail at its intersection with Shonkinite Row. (1 stop)
The Stop Signs shall be on Pyrolite Flats at its intersection with Pyrite Canyon. (2 stops)
The Stop Sign shall be on Pyrite Canyon at its intersection with Frio River Run. (1 stop)
Preserve at Medina Collector Road Plat #20-11800469
The Stop Sign shall be on Cinnamon Springs at its intersection with State Hwy 16 S. (1 stop)

**Item(s) Brought by Civil District Courts:**

78. Approval of: (1) an amendment to agreement between the Bexar County and the Department of Family and Protective Services to include reimbursable expenses for ad item expenses; and (2) an amended Title IV-E budget for FY2020-FY2025 (October 1, 2019 through September 30, 2025).

**Item(s) Brought by Sheriff’s Office:**

79. Authorizing the County Auditor to pay Fiscal Year 22 invoice(s) for Bexar County Sheriff Office for services from VCA (Vet services) for $905.30 and for Quadient Leasing (equipment rental mailroom) for $2,364.

**Item(s) Brought by Managed Assigned Counsel:**

80. Approval to rehire Pat Garza, a former Bexar County employee and retiree. He has met the break in service requirements.

**Item(s) Brought by Office of Criminal Justice:**

81. Approval and execution of Amendment to Interlocal Cooperation Agreement (ILA) between Bexar County and Southwest Texas Regional Advisory Council and annual review and continued funding for the Southwest Texas Crisis Collaboration (STCC) administered by Southwest Texas Regional Advisory Council for the purpose of continued collaboration in addressing the excessive use of emergency rooms, the jail and facilities within Bexar County due to homelessness, mental health and chronic illness. The term of the agreement is for the period October 1, 2021 through September 30, 2022, for an amount not to exceed $450,000.
**Item(s) Brought by Facilities Management:**

82. Approval of the third amendment to the professional services agreement for Architectural Services between Bexar County and Sol Studio Architects, LLC (AAE, MBE, SBE) increasing the total compensation by $28,875 in relation to the Firing Range Enhancements FY 2016-17 project.

83. Authority to Negotiate with DHR Architects (certified as DBE, ESBE, HABE, MBE and SBE), the highest ranked respondent to the Request for Qualifications (RFQ) for design of the Juvenile Probation Facility Improvements.

84. Authority to Negotiate with Slay Architecture (certified as SBE, WBE, HUB, & DBE), the highest ranked respondent to the Request for Qualifications (RFQ) for design of the Krier Center Improvements.

**Item(s) Brought by Parks and Recreation:**

85. Authorization and approval for the Parks and Recreation Department to order an appraisal on Lot 103, CB5875A, 6712 Joe Louis Drive; Lot 67, CB 5875A, 6817 Joe Louis Drive and Lot 15, CB 5875A, 6750 FM 1346; all in San Antonio Texas, 78220. The selected appraiser is Lowery Property Advisers by competitive bid process.

**Item(s) Brought by Information Technology:**

86. Authorization and approval for the Auditor’s Office to pay invoice from Beyond Feedback in the amount of $6,900.

**Item(s) Brought by Small Business Enterprise Department (SBED):**

87. Approval of a request from the Small Business & Entrepreneurship Department for the County Auditor to pay the county sponsorship payment for the Dr. Martin Luther King Jr. Photo Display by Mr. Allee Wallace and related events at the Bexar County Courthouse and Archives from February 25, 2022 – May 1, 2022 invoice in the amount of $2,500.

**Item(s) Brought by Economic and Community Development:**

88. Ratification for approval of a request from Economic & Community Development Department (ECD) for the County Auditor to pay Glen Oaks Healthcare Services for personal care home obligations from January 2022 (prorated) through March 2022 and partial payment for April 2022, in the amount of $4,600.

89. Approval and execution of the First Amendment to the Emergency Rental Assistance 2 (ERA2) Interlocal Agreement between Bexar County and the City of San Antonio to add $364,102 with no administrative reimbursement to the ERA2 Agreement, for a total funding amount of $4,164,102 to continue to assist qualified persons living in Bexar County with rental, utility and housing stability assistance.
Item(s) Brought by Resource Management: (Tina Smith-Dean)

90. Approval of a request to pay overtime for employees required to work overtime to support emergency operations during Winter Storm Uri from February 13, 2021 to March 12, 2021 for a total cost of $94,580.

91. Approval of a budget transfer in the amount of $847,631 moving funds within Undesignated Funds to the Non-Departmental Risk Management budget to address an overage due to an approved contract for liability insurance with SWBC/Intact that went over budget in FY 2021-22.

92. Approval to renew property insurance with Affiliated FM Insurance Company through Frost Insurance Agency to provide Bexar County with the purchase of Property Insurance Coverage for a one-year period beginning July 1, 2022 and ending June 30, 2023 with a premium amount of $1,008,002 and authorizing staff to renew the policy and execute necessary renewal transactions.

93. Approval of a budget transfer in the amount of $684,000 regarding a transfer moving funds within Undesignated Funds to the Sheriff’s Office – Adult Detention to provide sufficient funding for various supplies required to maintain operations at the Adult Detention Center.

Item(s) Brought by Office of the County Manager: (David Smith)

94. Approval and Execution of the Management Agreements between Bexar County and the following outside agencies for a one-year period beginning October 1, 2021, and ending on September 30, 2022, in the amounts listed below from the General Fund:

   a. Prosper West SA, $200,000

   b. University of Texas Health Science Center at San Antonio, $100,000

Item(s) Brought by Commissioners Court: (Court)

95. Approval to amend Wellness Center Policy to restrict use of the wellness center to eligible users only.

96. Approval of request from Commissioner Tommy Calvert, Precinct 4, to reappoint Robert Brown, John True, and Earline Williams for a term to expire December 31, 2022 and reappoint John Barry Stevens and Rudy Herrera Jr. for a term to expire December 31, 2023 to the Emergency Services District No. 11 Board of Commissioners.

97. Consideration and appropriate action regarding altering speed limits in certain residential neighborhoods within Precinct 4 in unincorporated Bexar County in accordance with Texas Transportation.
INDIVIDUAL AGENDA ITEMS:
The following Individual Agenda Item may be considered at any time during this meeting:

**Item(s) Brought by Sheriff's Office:**

98. Discussion and appropriate action to request approval for 140,000 hours of paid overtime for unformed officers required to work mandatory overtime hours in the Adult Detention Center between April 30, 2022 and September 30, 2022.
   (Estimated Presentation Time: 10 minutes) 

**Item(s) Brought by Emergency Management/Fire Marshal:**

99. Discussion and/or appropriate action regarding a ratification of an Order prohibiting the sale or use of restricted fireworks effective June 15, 2022.
   (Estimated Presentation Time: 5 minutes) 

**Item(s) Brought by Economic and Community Development:**

100. Presentation of all social service programs administered by Community Impact, a Division of Economic and Community Development (ECD), with emphasis on a newly awarded program, Low Income Housing Water Assistance Program (LIHWAP), to assist qualified families with water and waste water assistance.

   a. Emergency Rental Assistance Program 1 (ERA1)
   b. Emergency Rental Assistance Program 2 (ERA2)
   c. Residential Energy Assistance Program (REAP)
   d. Comprehensive Energy Assistance Program FY 22 (CEAP)
   e. Comprehensive Energy Assistance Program – ARPA (CEAP-ARPA)
   f. Low Income Housing Water Assistance Program (LIHWAP)
      (Estimated Presentation Time: 15 minutes) 

**Item(s) Brought by Resource Management:**

101. Discussion and appropriate action regarding a 5 percent adjustment to the Non-Exempt, Exempt, Executive and IT pay tables and the Detention and Law Enforcement Step Pay Plans to be effective after the first pay period in July.
   (Estimated Presentation Time: 10 minutes) 

(Tina Smith-Dean)
Item(s) Brought by Purchasing: (Patricia Torres)

102. Awarding a contract to the lowest and most responsive bid submitted by J3 Company, LLC to provide for the purchase of roadway construction services of the WT Montgomery Rd Extension Project, in Precinct 1, in the total base bid amount of $6,099,930.84, as requested by the Public Works Department; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.
(Estimated Presentation Time: 5 minutes) (Patricia Torres)

Item(s) Brought by Office of Criminal District Attorney: (Joe Gonzales)

103. Discussion and appropriate action regarding pending or contemplated litigation in the matter of:
Nathan Hidalgo v. Bexar County
(Estimated Presentation Time: 5 minutes) (Larry Roberson)

EXECUTIVE SESSION (DISCUSSION ONLY: CLOSED TO PUBLIC)
(Pursuant to Chapter 551, Texas Government Code)

EXECUTIVE SESSION ITEMS MAY BE DISCUSSED AND ACTED UPON, IF APPROPRIATE, IN OPEN SESSION.

104. §551.071 Consultation with Attorney for advice regarding:

a. Pending or contemplated litigation or settlement offers in the following matter:

   i. Nathan Hidalgo v. Bexar County

Posted: Friday, June 17, 2022 at 2:30 p.m.

FILE INFORMATION
Document Number: 28425
Date/Time: 6/17/2022 2:34:48 PM
Total Pages: 17
FILED IN THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY
LUCY ADAME-CLARK
BEXAR COUNTY CLERK
Total Fees: $0.00
BEXAR COUNTY, TEXAS
COMMISSIONERS COURT

NOTICE OF PUBLIC MEETING

The Bexar County Commissioners Court will meet on Tuesday, August 9, 2022 at 9:00 a.m. in the Double-Height Courtroom on the Second Floor of the Bexar County Courthouse, 100 Dolorosa, Suite 2.01, San Antonio, Texas 78205.

NOTE: The Commissioners Court may recess at 12:00 p.m. and may reconvene at 1:30 p.m.

NELSON W. WOLFF
COUNTY JUDGE

REBECA CLAY-FLORES
COMMISSIONER, PRECINCT 1

MARIALYN BARNARD
COMMISSIONER, PRECINCT 3

JUSTIN RODRIGUEZ
COMMISSIONER, PRECINCT 2

TOMMY CALVERT
COMMISSIONER, PRECINCT 4

LUCY ADAME-CLARK
CLERK OF THE COURT

Questions regarding this agenda should be directed to the Bexar County Commissioners Court Support & Special Projects Administrator at (210) 335-0326. The agenda is available on the County’s website (http://www.bexar.org). Click on “Government/Commissioners Court.”

BEXAR COUNTY COURTHOUSE ACCESSIBILITY STATEMENT
This meeting site is accessible. The Accessible Entrance to the Bexar County Courthouse is located at the west side of the Courthouse on S. Main Avenue between Dolorosa and E. Nueva Streets. To access the second floor, individuals must utilize the accessible ramp located at the west side of the County Courthouse and take the elevator to the second floor.
COMMISSIONERS COURT CEREMONIAL AGENDA

1. Opening Prayer: Pastor Mario Nava, Living Faith Church (Justin Rodriguez)

2. Pledge of Allegiance: (Justin Rodriguez)

COMMISSIONERS COURT REGULAR AGENDA

3. CEREMONIAL ITEM(S):
   a. Presentation of a proclamation on behalf of Commissioners Court recognizing and celebrating the 40th anniversary of the partnership between the San Antonio AFL-CIO and the United Way of San Antonio and Bexar County. (Presentation Time: 5 minutes) (Nelson Wolff)
   b. Presentation of a Proclamation on behalf of Commissioners Court recognizing Harini Logan for winning the 2022 Scripps National Spelling Bee. (Presentation Time: 10 minutes) (Rebeca Clay-Flores)
   c. Presentation of the 2022 Juneteenth Dream Big Scholarship Fund awards. (Presentation Time: 10 minutes) (Rebeca Clay-Flores)
   d. Presentation of certificates for 11 Junior Chefs that participated in the 7th Annual Community Junior Chef Competition: Iron Edition on July 23, 2022. (Presentation Time: 5 minutes) (Tommy Calvert)

4. SPECIAL PRESENTATIONS ITEM(S):
   a. Approval to accept a donation from the Hidalgo Foundation of Bexar County, Inc. to the Early Intervention Program of the Bexar County Children's Court in the amount of $50,000 for the Early Intervention Program and to BiblioTech in the amount of $165,000 for equipment and supplies for CAST BiblioTech. (Presentation Time: 20 minutes) (Tracy Wolff)
   b. Authorization for the Bexar Sheriff's Office (BCSO) to memorialize the University Oaks Law Enforcement Annex and change the sign to the following language: Bexar County Sheriff's Office Floyd M. Cardenas Law Enforcement Annex. (Presentation Time: 10 minutes) (Javier Salazar)

5. TIME CERTAIN ITEM(S):
   a. 9:30 a.m.: Presentation to announce Bexar County citizens receiving over $11.6 million of the $842 million in federal assistance grants (does not require repayment) allocated to the State of Texas for delinquent property taxes and delinquent mortgages. (Presentation Time: 5 minutes) (Albert Uresti)
b. **Immediately following item 5a:** Submission of 2022 calculated No-New Revenue, Voter-Approval, Unused Increment and De-Minimis Tax Rates for Bexar County as calculated by the Office of the Bexar County Tax Assessor-Collector per Section 26.04 of the Texas Property Tax Code.

   (Estimated Presentation Time: 10 minutes)  
   (Albert Uresti)

c. **10:00 a.m.:** Discussion and appropriate action regarding the final selection of projects to be funded with Community Development Block Grant ($2,379,662), Community Development Block Grant Reprogramming funds ($235,544.70), HOME Investment Partnerships Program ($737,531), HOME Investment Partnership Program Repayment funds ($334,704), and Emergency Solutions Grant ($199,629), funds for Program Year 2022-2023.

   (Presentation Time: 10 minutes)  
   (Robert H. Reyna)

**Recess Commissioners Court**

d. **10:30 a.m.:** Convene as Board of Directors, **Bexar County Public Facility Corporation**.

   (Presentation Time: 15 minutes)  
   (Board)

**Reconvene Commissioners Court**

6. Request of Commissioners Court to identify items from the Consent Agenda for additional discussion and to approve remaining Consent Agenda items.

7. Filing for record the following legal and administrative documents and directing the Criminal District Attorney’s Office to take action, if necessary:


   b. Citation directed to Bexar County Heritage and Parks Department, County Judge Nelson W Wolff, Plaintiff’s Second Amended Petition and Suit for Declaratory Judgement, Re: D&D Contractors Inc. vs. Davila Construction Inc, et al, Case No. 2019CI07513.

   c. Bexar County Sheriff’s Office FY 2022 Budget for State Asset Forfeiture Fund – 312 (July 12, 2022).


   f. Summons in a Civil Action directed to Bexar County, and Complaint and Demand for Jury Trial, Re: Jess S. Lopez III vs. Sheriff Salazar, et al, Case No. 5:22-CV-00601-FB.

   g. Summons in a Civil Action directed to Nelson Wolff Bexar County Judge, and Complaint, Re: Kyle Strongin, et al vs. Nelson Wolff, Case No. 4-22CV-576-P.

i. Bexar County Sheriff’s Office FY 2022 Budget for State Asset Forfeiture Fund – 312 (July 20, 2022).


k. Bexar County Auditor’s Year End Monthly Financial Reports (Unaudited and Unadjusted) for March 31, 2022.


m. Summons in a Civil Action directed to County Judge Nelson W. Wolff, and Federal Complaint with Jury Demand, Re: Thomas H.B. Stewart vs. Bexar County, et al, Case No. 5:22-CV-00664-FB.

n. Notice of Suit, Plaintiff’s Original Petition, Jury Demand and Rule 193.7 Notice to Defendant Bexar County, Re: ChristieAnn Smith vs. Bexar County, Texas, Cause No. 2022CI13997 and Citation directed to County Judge Nelson W. Wolff, Notice of Suit, Plaintiff’s Original Petition, Jury Demand and Rule 193.7 Notice to Defendant Bexar County, Re: ChristieAnn Smith vs. Bexar County, Texas, Cause No. 2022CI13997.

o. First Amended Complaint, Re: Kyle Strongin, et al vs. Nelson Wolff, Case No. 4:22-cv-00576-P-BJ.


q. Interlocal Agreement between Bexar County and the City of San Antonio for the Bulverde Road Drainage and Roadway Project, approved March 8, 2022.

8. Commissioners Court minutes for Tuesday, July 12, 2022.

9. Communications from citizens who signed the register to speak.

CONSENT AGENDA ITEMS:
All items under the Consent Agenda are heard and acted upon collectively unless opposition is presented, in which case the contested item will be considered, discussion, and appropriate action taken separately.

Items(s) Brought by County Auditor: (Leo Caldera)

10. Approval of bills to include claims registers for Wednesday, July 13, 2022 and Friday, July 15, 2022; Wednesday, July 20, 2022 and Friday, July 22, 2022; Wednesday, July 27, 2022 and Friday, July 29, 2022; Wednesday, August 3, 2022 and Friday, August 5, 2022.

11. Approval of Tax Assessor-Collector’s Report of Taxes collected in July 2022 and approval of the order transferring tax collections for the month of July 2022 from unallocated receipts.
12. Request approval according to Section 31.11 for $231,626.98 in refunds for payments received by the Tax Assessor-Collector’s Office in the form of tax overpayments made on 45 tax account(s) to various taxing jurisdictions by individuals, businesses, corporations, etc. which have been reviewed by the Auditor’s Office and found to be valid.

13. Authorization and approval for the County Auditor to pay routine bills from Monday, August 8, 2022 through Friday, August 19, 2022.

14. Authorization to distribute upcoming payroll, including overtime, uniform allowances, and auto allowances to be paid on Monday, August 15, 2022.

15. Acceptance of the certification by the County Auditor, pursuant to Local Government Code §111.07075, of additional revenue available for the Bexar County Sheriff’s Federal Asset Forfeiture Fund 313 in the amount of $31. The Commissioners Court is not hereby adopting a special budget.

16. Acceptance of the certification by the County Auditor, pursuant to Local Government Code §111.07075, of additional revenue available for the Bexar County Sheriff’s State Asset Forfeiture Fund 312 in the amount of $31,735. The Commissioners Court is not hereby adopting a special budget.

**Item(s) Brought by Tax Assessor-Collector’s Office:**

(Albert Uresti)

17. Approval of the Cost Per Account fee structure in the amount of $1.89 per account for the collection of Ad Valorem taxes for Bexar County and serviced taxing units for the FY 2023 (Tax Roll Year 2022).

18. Approval of a request(s) for the following waiver of penalty and interest for the Bexar County taxing jurisdictions (which includes Road & Flood, Hospital) in the amount of $3,367.23 (penalty $2,542.17; interest $730.96; 33.07 penalty $94.20) on multiple accounts for tax year(s) 2021 in accordance with Section 33.011 of Texas Property Tax Code. Bexar Appraisal District has acknowledged their error regarding ownership and the property was not transferred timely.

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**Item(s) Brought by Purchasing:**

19. Granting a discretionary exemption to the competitive bidding requirements set forth in the Texas County Purchasing Act for the purpose of awarding a purchase order to Mercedes-Benz of Boerne for the purchase of one (1) 2022 Mercedes Benz Sprinter MXCAE6 35000 Van to be utilized as a base of operations for Unmanned Aerial Support Vehicles in the amount of $79,202.16, as requested by the Bexar County Sheriff’s Office; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

20. Awarding a delivery order to Kofile Technologies, Inc. to provide preservation and indexing of 1800 Civil and Criminal case files, in the amount of $469,071.31, through TxSmartBuy contract TXMAS-18-3602, as requested by the District Clerk’s Office; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

21. Awarding a contract to the lowest, most responsive bid submitted by All Pro General Construction, Inc. (DBE, ESBE, HABE, MBE, SBE) to provide services for the Bexar County Vista Verde Masonry Project, in the base bid amount of $62,000 as requested by the Facilities Management Department; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

22. Awarding purchase orders to the responsive bids submitted by Caldwell Country Chevrolet, Caldwell Country Ford; to provide for the purchase of eighteen (18) various vehicles approved for sixteen (16) Electric vehicles for the EV fleet and two (2) vehicle replacements for Public Works Department, in the combined total amount of $695,255; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

23. Awarding a requirements contract to the lowest, most responsive bid submitted by Waste Management of Texas, Inc. to provide Bexar County residents with a Door-to-Door Household Hazardous Waste Collection and Management Program for an initial term beginning August 9, 2022 and ending May 31, 2025, in the estimated annual amount of $35,050 and providing for two (2) one-year renewal options, as requested by the Public Works Department; and authorizing the Purchasing Agent to execute a contract renewal in accordance with the terms of the original contract if provided for in each fiscal year appropriated budget, and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.
24. Awarding a delivery order to Tellus Equipment Solutions for the purchase of two (2) 2022 John Deere 5090E tractors and two (2) Rotary cutters, in the amount of $94,650.40 that includes a trade-in allowance in the combined amount of $30,000 through BuyBoard Cooperative Contract #611-20; and authorizing the trade-in and removal of two (2) surplus Unit #1508 and 1510 both 2007 John Deere 5425’s from the fixed asset inventory record, as requested by the Public Works Department; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

25. Ratification of five (5) delivery orders to CivicPlus, LLC for the purchase of annual software maintenance, hosting, and support services to the Bexar.org, Sidekick, and the Parks Reservations system, on a sole source basis, in the combined amount of $50,562.46; allowing for future purchase orders in FY22, as requested by the Information Technology Department; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

26. Ratification of a delivery order for cloud hosting services, maintenance and support for the Infor Cloud environment from Infor (US), Inc., on a sole source basis, in the amount of $500,246.05, and providing for an automatic one-year option to renew, as requested by the Information Technology Department; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

27. Granting a discretionary exemption to the competitive bidding requirements set forth in the Texas County Purchasing Act for the purpose of awarding a purchase order to Andale Construction, Inc. for the purchase of 150 tons of Super Slurry Cement for repairs and maintenance of roadways involved in the Beech Trail Street and FM 78 project in the amount of $80,236.50, as requested by the Public Works Department; and authorizing the Purchasing Agent to execute and file the appropriate award documents for record.

28. Authorizing the Purchasing Agent to reject all bids submitted in response to Event #938 for the Adult Detention Center Crawl Space Project and authorizing the Purchasing Agent to re-bid the project as requested by the Facilities Management Department.

**Item(s) Brought by Public Works:**

29. Approval of the First Amendment to the Professional Engineering Services Agreement between Bexar County and Pape-Dawson Consulting Engineers, Inc., in additional amount of $120,570 for professional engineering services for the Capital Improvements Project, Boerne Stage Road Phase II, Precinct 3.

30. Approval of three Field Alteration Requests between Bexar County and Capital Excavation Co., in connection with the SH 211 Pass Through Project, Precinct Number 1.

   a. Approval of Roadway Field Alteration Request Number 2 between Bexar County and Capital Excavation Co., requesting to increase contract amount by $28,827.57 for disposal of two abandoned water wells discovered in connection with the SH 211 Pass Through Project, to be paid by Bexar County.

   b. Approval of Roadway Field Alteration Request Number 3 between Bexar County and Capital Excavation Co., requesting to increase contract amount by $6,976.91 for several karst features discovered in connection with the SH 211 Pass Through Project, to be paid by Bexar County.
c. Approval of Roadway Field Alteration Request Number 4 between Bexar County and Capital Excavation Co., requesting to increase contract amount by $49,885.95 for bonus payment for asphalt production in connection with the SH 211 Pass Through Project, to be paid by Bexar County.

31. Approval of CPS Field Alteration Request Number 1 between Bexar County and Capital Excavation Co., requesting to increase contract amount by $1,245,058.49 in connection with the Galm Road Phase III Project, to be paid by CPS Energy at no cost to the County. Precinct Number 2.

32. Approval of a variance request to Article 4 Section D(4) and Article 4, Section D(5)(d), of the Bexar County Flood Damage Prevention Court Order for the Subdivision Plat Establishing Ranch Creek Apartments Plat #CP202201. Precinct Number 3.

33. Approval of subdivision plat # CP202110 outside of the Extra Territorial Jurisdiction of the City of San Antonio: Cresline Crossing, owner: Cresline Manufactured Home Community, LLC, Nearest Intersection: Old Briggs Road and S. Mcconnell Road: northwest, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

34. Approval of subdivision plat# 21-11800614 within the Extra Territorial Jurisdiction of the City of San Antonio: Blue Skies Unit 5, owner: CW-BSLB, LLC, Nearest intersection: Serpens and Tucana: 145’ South, not within the Edwards Aquifer Recharge Zone. Precinct Number 1.

35. Approval of subdivision plat# CP202203 within the Extra Territorial Jurisdiction of the City of Helotes: Shaenfield Road, owner: Donald Kurykendall, Nearest Intersection: Shaenfield Road and Loop 1604: 2,318’ east, not within the Edwards Aquifer Recharge Zone. Precinct Number 2.

36. Approval of subdivision plat# 21-11800216 within the Extra Territorial Jurisdiction of the City of San Antonio: ROW at Dietz Elkhorn, owner: CCE Group, LLC, Nearest Intersection: Dietz Elkhorn Road and Old Dietz Elkhorn Road: 120’ east, not within the Edwards Aquifer Recharge Zone. Precinct Number 3.

37. Approval of subdivision plat# CP202113 within the Extra Territorial Jurisdiction of the City of St. Hedwig: Spring Grove Unit 2 and 3, owner: Lennar Homes of Texas, LTD, Nearest Intersection: Abbott Road and Kusmierz Road: 3,336’ north, not within the Edwards Aquifer Recharge Zone. Precinct Number 4.

38. Approval of subdivision plat# 20-11800344 within the Extra Territorial Jurisdiction of the City of San Antonio: Sage Meadows West Unit 1, owner: Lennar Homes of Texas, LTD, Nearest Intersection: Thyme Way and Savory Place: 341’ east, not within the Edwards Aquifer Recharge Zone. Precinct Number 4.

40. Order accepting the following streets and drains in the identified subdivisions for County maintenance to begin August 9, 2022:

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**Item(s) Brought by Criminal District Courts:**

(Ron Rangel)

41. Ratification of approval for the submission of an electronic grant application to the Texas Judiciary-Office of Court Administration (OCA) for the solicitation *Court Backlog Action Plan* for $366,994 with no match required and acceptance of funding upon award. The term of the grant will be from June 01, 2022, through August 31, 2024. Grant funding will cover four full time employee positions (Court Coordinator (E-05); Court Reporter (T-99); Criminal Court Clerk (NE-04); and Bailiff (LE-3).
Item(s) Brought by Sheriff’s Office:  
(Javier Salazar)

42. Ratification of approval for the submission of an electronic grant application to the US Department of Justice - Office of Justice Programs for the solicitation 2022 Invited to Apply—Byrne Discretionary Community Project Funding/Byrne Discretionary for $82,000 with no match required and acceptance of funding upon award. The term of the grant will be from March 15, 2022, through September 30, 2023.

43. Approval of a request from the Bexar County Sheriff’s Office to rehire Maria Blanco as a Civilian Inmate Booking Clerk effective August 13, 2022. This hiring conforms to Bexar County’s Post Retirement Employment Policy.

44. Authorizing the County Auditor to pay Fiscal Year 22 invoice(s) for Bexar County Sheriff Office for services from NEC (Repair & Maint.) for $25,479.97 and Lopez Newman Associate (medical service) in the amount of $4,800.

Item(s) Brought by Office of Criminal Justice:  
(Mike Lozito)

45. Approval and execution of a renewal agreement between University Health System (UHS) and Bexar County Medical Examiner’s Office for pathology services for a term of 2/1/2022 to 1/1/2023 not to exceed $10,000 from county general funds.

46. Request approval for payment to Big Star Branding (Bexar County Vendor) in the amount of $455.43 for marketing items that will be used to promote the Reentry Center at community events and resource fairs.

Item(s) Brought by Juvenile Probation:  
(Jill Mata)

47. Approval of request from the Bexar County Juvenile Probation Department to re-hire Mr. Ruben Borrego, a former BCJPD employee, as a Senior Probation Officer.

Item(s) Brought by Probate Court:  
(Veronica Vasquez)

48. Request approval authorizing the County Auditor to pay invoices (No.0844764784, 0845258205, 0845425617, 0845614081, 0845776043, 0845939145, 0846102076, 0846277215) from FY2021-2022 for Probate Court No. 1 & Probate Court No. 2 for software subscriptions provided by Thompson Reuters for a total amount of $3,353.28.

Item(s) Brought by Facilities Management:  
(Dan Curry)

49. Approval and execution of an Interlocal Agreement between Bexar County and the City of San Antonio to provide Perimeter Fencing at Old Spanish Walking Trails and Sports Fields, for an amount not to exceed $170,000.

50. Approval of the seventh amendment to the professional services agreement for Architectural Services between Bexar County and Huitt-Zollars, Inc. increasing the total compensation by $67,141 in relation to the Precinct 4 Satellite building project.
51. Authorizing the execution of the first amendment to the service agreement(s) KDHK Inc., Kenneth Demerson and Ernestina Luna, United Service Associates, to provide Bexar County with custodial services for the period beginning December 1, 2021 and ending November 30, 2022 in the estimated annual amount of $473,117.64 as requested by the Bexar County Facilities Department.
   a. Kenneth Demerson, KDHK Inc., in the amount of $119,223
   b. Ernestina Luna, United Service Associates LLC, in the amount of $353,894.64

52. Approval to modify the Professional Services Agreement between Bexar County and Johnston, LLC. Increasing the total compensation by $29,000 in relation to the Adult Detention Center Crawl Space Project.

53. Request approval authorizing the County Auditor to pay invoice(s) for Facilities Management for custodial supplies and equipment provided by Ferguson Facilities Supply for a total amount of $3,430.62.

54. Request approval authorizing the County Auditor to pay invoice(s) for Facilities Management for additional work to provide support and stabilization to the previously installed HR security glass done by Maverick Turnkey Construction for a total amount of $3,658.

**Item(s) Brought by Parks and Recreation:**

55. Approval for the Parks and Recreation Department to contribute $1,000 to the Joy of the Journey documentary video. The vendor creating the video is MMM Media Inc. 

**Item(s) Brought by Emergency Management/Fire Marshal:**

56. Approval to adopt an Order restricting outdoor burning effective August 9, 2022 for a period of 90 days unless terminated earlier by Commissioners Court.

**Item(s) Brought by Economic and Community Development:**

57. Authorization and approval for the County Judge to execute a Mutual Termination Agreement with United Services Automobile Association, 1 Riverwalk, LLC and 300 Convent, LLC.

58. Approval and execution of a General Fund Public Services Agreement in the amount of $100,000 between Bexar County and Boys & Girls Clubs of San Antonio.

59. Ratification of County Judge’s signature on letter from Ernst & Young LLP and Farinon Building Two, LLC, related to 12707 Silicon Drive, San Antonio, TX 78249, approving the Pledge Transaction between landlord and Life Insurance Company of the Southwest.

60. Approval of payment to the San Antonio Economic Development Foundation (d/b/a greater: SATX) in an amount not to exceed $65,000.

61. Approval of a request from Economic & Community Development Department (ECD) for the County Auditor to pay the County sponsorship payment for “City Vision with The Honorable Mayor Ron Nirenberg” invoice in the amount of $1,800.
Item(s) Brought by Resource Management: (Tina Smith-Dean)

62. Approval of a contract with Baker Tilly for a classification and total compensation study to be conducted and implemented in FY 2022-23 at a cost not to exceed $361,700.

63. Approval of a budget transfer in the amount of $625,826. This budget transfer will provide sufficient funding for estimated overages in the Vehicle Fuel & Oils for various offices and departments due to the increase in fuel prices being greater than initially anticipated during the FY 2021-22 budget process.

Item(s) Brought by Office of the County Manager: (David Smith)

64. Approval of a request for the Bexar County Auditor to pay an invoice from Total Media Solutions in the amount of $8,910 for production services in support of the San Antonio 90 Second Newbery Film Festival.

65. Approval and Execution of the American Rescue Plan Act Grant Agreement between Bexar County and the Southwest Texas Regional Advisory Council (STRAC) for a five-year period beginning October 1, 2021, and ending on September 30, 2026, in the amount of $16,973,090.

Item(s) Brought by Commissioners Court: (Court)

66. Approval of authorized outside agency funding for expenses incurred beginning October 1, 2021 and ending on September 30, 2022, in the amount listed below from the General Fund:

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>AWARD</th>
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<tbody>
<tr>
<td>Urban Soccer Leadership Academy</td>
<td>$50,000</td>
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<tr>
<td>Any Baby Can of San Antonio</td>
<td>$50,000</td>
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<tr>
<td>SATX Inner City Development Inc.</td>
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<tr>
<td>Johnny Hernandez Foundation</td>
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<tr>
<td>Advocates Boxing</td>
<td>$20,000</td>
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<tr>
<td>League of Women Voters</td>
<td>$20,000</td>
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<tr>
<td>Centro Cultural Azlan</td>
<td>$15,000</td>
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<tr>
<td>Big State Produce</td>
<td>$5,000</td>
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</tbody>
</table>

67. Approval of a request from Commissioner Tommy Calvert, Precinct 4, to appoint Jennifer G. Hoag Wydler to the Child Welfare Board to complete the unexpired term of Michelle Daniels to begin upon appointment and expire on June 30, 2023.

68. Approval of a request from Commissioner Tommy Calvert, Precinct 4, to reappoint Donnie Whited to the Center for Health Care Services Board of Trustees for a two year term to begin upon appointment and expire on August 31, 2024.
INDIVIDUAL AGENDA ITEMS:

The following Individual Agenda Item may be considered at any time during this meeting:

**Item(s) Brought by Economic and Community Development:**

69. Presentation, discussion and appropriate action regarding an Incentive Application submitted by Broadway SA Investors GP, LLC.
   (Estimated Presentation Time: 10 minutes)
   (David Marquez)

70. Presentation, discussion and appropriate action regarding an Economic Development Innovation Grant in the amount of $143,321 to Tech Bloc in support of the 2022 Tech Fuel talent development competition.
   (Estimated Presentation Time: 5 minutes)
   (David Marquez)

71. Presentation, discussion and appropriate action regarding permission to negotiate a two-year Economic Development Grant Agreement not to exceed $740,000 with the San Antonio Economic Development Foundation (d/b/a greater: SATX).
   (Estimated Presentation Time: 15 minutes)
   (David Marquez)

**Item(s) Brought by Elections:**

72. Discussion and appropriate action for the orders necessary for the conduct of the Tuesday, November 8, 2022 Joint General, Special, Charter and Bond Election to include:
   a. An Order to Conduct the Joint General, Special, Charter and Bond Election;
   b. An Order setting compensation for the deputy early voting clerks for early voting;
   c. An Order adopting a resolution designating the rate of pay for up to three temporary employees at the Auditors;
   d. An Order adopting a voting system to be used;
   e. An Order adopting the resolution designating the number of clerks authorized;
   f. An Order adopting a resolution for the rate of pay for Election Day judges and clerks;
   g. An Order setting voting times for Saturdays and Sundays for the November 8, 2022 Election;
   h. An Order creating an Early Ballot Board and appointing Presiding Judge;
   i. An Order establishing the Central Counting Station.
   (Estimated Presentation Time: 15 minutes)
   (Jacque Callanen)

**Item(s) Brought by Parks and Recreation:**

73. Presentation, discussion and appropriate action regarding a request for Parks and Recreation Department to negotiate with and reallocate funding on the New Generations Sports Academy grant.
   (Estimated Presentation Time: 10 minutes)
   (Ken McGlamery)
Item(s) Brought by Office of the County Manager:
(David Smith)

74. Discussion and appropriate action regarding broadband infrastructure using American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) to respond to the COVID-19 public health pandemic, including establishing a $25 million budget. (Estimated Presentation Time: 20 minutes) (Thomas Guevara & Melissa Shannon)

75. Presentation, discussion, and approval of Bexar County’s American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) affordable housing investment framework. (Estimated Presentation Time: 15 minutes) (Thomas Guevara & David Marquez)

Item(s) Brought by Office of Criminal District Attorney:
(Joe Gonzales)

76. Discussion and appropriate action related to pending or contemplated litigation or a settlement offer in the matter of: Natalie Larenas v. Bexar County. (Estimated Presentation Time: 5 minutes) (Larry Roberson)

77. Discussion and appropriate action related to pending or contemplated litigation or a settlement offer in the matter of: Nicole Herrera Mendez, et.al. v. Bexar County and Bexar County Sheriff’s Deputy Brandin John Moran. (Estimated Presentation Time: 5 minutes) (Larry Roberson)

EXECUTIVE SESSION (DISCUSSION ONLY: CLOSED TO PUBLIC)

(Pursuant to Chapter 551, Texas Government Code)

EXECUTIVE SESSION ITEMS MAY BE DISCUSSED AND ACTED UPON, IF APPROPRIATE, IN OPEN SESSION.

78. §551.071 Consultation with Attorney for advice regarding:

   a. Pending or contemplated litigation or settlement offers in the following matter:

      i. Natalie Larenas v. Bexar County
      ii. Nicole Herrera Mendez, et.al. v. Bexar County and Bexar County Sheriff’s Deputy Brandin John Moran
      iii. Chanda Esparza v. Bexar County, Texas
      v. Macias v. Bexar County

FILE INFORMATION

Document Number: 29512
Date/Time: 8/5/2022 4:03:52 PM
Total Pages: 14
FILED IN THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY LUCY ADAME – CLARK BEXAR COUNTY CLERK Total Fees: $0.00

Posted: Friday, August 5, 2022 at 4:00 p.m.
“Growing our Economy. Strengthening our Community.”

Citizen Participation Plan
BEXAR COUNTY
2020 CITIZEN PARTICIPATION PLAN AMENDMENT

Amended in compliance with HUD the U.S. Housing and Urban Development (HUD) Coronavirus Aid, Relief and Economic Security Act (CARES Act) (Public Law 116-136) Supplemental Funding, Flexibilities, and Waivers in Response to COVID-19

The Economic and Community Development Department (ECD) is amending its 2016-2020 Citizen Participation Plan, to promote and support “social distancing” while continuing to offer the public an opportunity to provide valuable input and insight into the policies and procedures, particularly as it relates to the administration and implementation of the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) programs. This notice serves as an addendum to the existing 2016-2020 Citizen Participation Plan; all other requirements for citizen participation efforts as they relate to the CPD programs are still in effect.

HUD issued a memo on March 31, 2020 regarding “Availability of Waivers of Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of Covid-19 and Mitigate Economic Impacts Caused by COVID-19”. These waivers include the ability to establish new process requirements to the Citizen Participation Plan in order to draft, propose, or amend the Consolidated Plan and Annual Action Plan expeditiously due to the Coronavirus (COVID-19) pandemic.

Public Hearing Requirements:

Under expedited procedures, and in the interest of public health and safety, in-person public hearings would not be held; however to meet HUD’s public hearing requirements, Bexar County can hold virtual public hearings if:

1. National/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and
2. Virtual hearings provide reasonable notification and access for citizens in accordance with the grantee’s certifications, timely responses to all citizen questions and comments, and public access to all questions and responses.
Notice(s) for Public Comment:

Under expedited procedures, a notice of public hearing(s) on the Consolidated Plan and Annual Action Plan still must be advertised in the San Antonio Express News in English and Spanish for no less than 5 days, instead of 15 days, prior to the date of the public hearing.

Substantial amendments to the Consolidated Plan and Annual Action Plan will be publicly advertised for a public comment period of no less than 5 days, instead of 30 days, prior to consideration of the amendments by the Commissioners Court.

Any proposed changes to the Citizen Participation Plan must be publicly advertised no less than 5 days, instead of 15 days, prior to the adoption or amendment of the Citizen Participation Plan by the Bexar County Commissioners Court.

During this expedited process, amendments to the Action Plan and amendments to the Citizen Participation Plan may run concurrently for public comment. A public comment notice must still also include sufficient information about the purpose of the public hearing to permit informed comments from the citizen. However, due to social distancing and limits on public gatherings for public health requirements, Bexar County ECD staff must make reasonable efforts to advertise to all sectors of the community digitally, whether through the County website, and/or social media platforms. Under expedited procedures, the County will still prepare a summary of the comments or views received from citizens. Written comments may be submitted to Bexar County Judge Nelson W. Wolff C/O Economic and Community Development Department, 233 N. Pecos Suite 320, San Antonio, TX 78207 or via email to rhreyna@bexar.org

Applicability of Expedited Procedures:

The expedited procedures described above only apply to the planned use of supplemental Community Development Block Grant (CDBG- CV) and Emergency Solutions Grants (ESG- CV) coronavirus funding administered to Bexar County through the CARES Act during County FY 2020, as well as the County’s CDBG and ESG entitlement grants for Federal FYs 2019 and 2020 (or County FYs 2020 and 2021, respectively).
BEXAR COUNTY
AMENDED CITIZEN PARTICIPATION
PLAN RELATING TO THE
ADMINISTRATION OF
THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS
OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
(HUD)

Display for Public Review and Comment: June 13 – July 12,
2016 Present to Commissioners Court for Action: July 12, 2016
Submit to HUD for Review: August 15, 2016
Effective Date: October 1, 2016

Version 06.08.16
# BEXAR COUNTY
AMENDED CITIZEN PARTICIPATION PLAN
RELATING TO THE ADMINISTRATION OF THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

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H. Complaints
A. Introduction

Purpose
Pursuant to the citizen participation requirements of 24 CFR Section 91.105 and 24 CFR Part 5, Bexar County sets forth the following amended Citizen Participation Plan as it relates to the administration of the Community Planning and Development (CPD) programs funded by the U.S. Department of Housing and Urban Development (HUD). The Citizen Participation Plan presents the County’s plan for providing for and encouraging all citizens to participate in the development, revision, amendment, adoption, and implementation of:

1) The Citizen Participation Plan
2) The Assessment of Fair Housing (AFH)
3) The Consolidated Plan (CP)
4) The Annual Action Plan (AAP)
5) The Consolidated Annual Performance and Evaluation Report (CAPER), and
6) The Section 108 Loan Guarantee Program

Lead Agency
The Division of Community Development and Housing is the lead agency responsible for the administration of the Community Development Block Grant Program (CDBG), the HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grant (ESG) Program.

Effective Date
Subsequent to approval of this Citizen Participation Plan by the County, the Plan shall be effective until it is amended or otherwise replaced.

B. Encouragement of Citizen Participation

General
The County provides for and encourages citizens to participate in the development, revision, amendment, adoption and implementation of the Citizen Participation Plan, the Assessment of Fair Housing, the Consolidated Plan, the Annual Action Plan, and the CAPER. The County encourages participation by low- and moderate-income persons, particularly those living in areas designated as revitalization areas or in slum and blighted areas and in areas where HUD funds are proposed to be used, and by residents of predominantly low- and moderate-income neighborhoods. With respect to the public participation initiatives included in this Plan, the County will take appropriate actions to
encourage the participation of all its citizens, including minorities, non-English speaking persons, and persons with disabilities, as described below.

**Non-English Speakers**
The County has determined that non-English Spanish speakers who speak English less than very well comprise 28.5% of its population age 5 years and older based on 2010-2014 American Community Survey data. Copies of the Plan, as well as summaries of basic information about the CDBG and HOME programs and the documents covered by this Plan, are available in Spanish. Residents needing materials in Spanish should contact the County contact, or the designee.

When community meetings, focus groups or stakeholder interviews are conducted in accordance with this Plan, the County will provide Spanish translation services at locations where it is anticipated that non-English Spanish speakers will attend. In addition, the County will provide a Spanish version of all handouts, agendas, surveys and other materials at meetings where it is anticipated that non-English Spanish speakers will attend.

**Persons with Disabilities**
The County will conduct all public meetings in locations that are handicapped-accessible. Provisions will be made to accommodate individuals who require interpreter services for the deaf, auxiliary aides or services when requests are made at least five calendar days prior to the public meeting.

**Low- and Moderate-Income Persons**
The County will conduct at least one public meeting in a community that contains 51% or more low- and moderate-income residents based on current HUD data.

**Organizations and Agencies**
The County encourages the participation of local and regional institutions, the Continuum of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations in the process of developing, revising, amending, adopting and implementing all documents covered by this Plan. This will be achieved through stakeholder interviews, focus groups and/or public meetings held during the development, revision, amendment, adoption and implementation processes for all documents covered by this Plan.

**Local Public Housing Authorities**
The County encourages, in consultation with local public housing agencies, the participation of residents of any public housing developments located within the County, in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan. The County will provide information to the executive directors of the San Antonio Housing Authority, Bexar County Housing Authority, and the Schertz Housing Authority about the Assessment of Fair Housing, its affirmatively furthering fair housing strategy, and Consolidated Plan activities related to the public housing developments and communities so that the housing authorities can make this information available at the annual public hearings required for their respective Public Housing Authority Plans. The County encourages participation by resident advisory
boards and resident councils of local public housing authorities. This will be carried out by providing to the local housing authorities information on public meetings, surveys and other outreach initiatives related to the documents covered by this Plan.

**Online Access**
The County will post draft copies and final copies of all documents covered by this Plan on its website accessible at [https://www.bexar.org/493/Community-Resources](https://www.bexar.org/493/Community-Resources).

**Other Engagement Techniques**
The Citizen Participation Plan has been and will continue to be amended as the County continues to gain access to technology that improves the avenues of participation by its residents.

**Technical Assistance**
Bexar County Department of Community Development & Housing staff are available to assist Urban County Participating Cities, organizations and other eligible individuals that are interested in submitting a proposal to obtain funding through the programs covered by this Plan. All potential applicants are strongly encouraged to contact the Department of Community Development & Housing for technical assistance before initiating a funding request application.

**Public Notices**
All public notices will be published in the *San Antonio Express-News* no less than two weeks before a public hearing or document review period, and will include a summary of the information to be presented at the public hearing. The notices shall also be posted on the Bexar County website accessible at [https://www.bexar.org/493/Community-Resources](https://www.bexar.org/493/Community-Resources).

**County Contact Person**
All communication regarding the Citizen Participation Plan, the Assessment of Fair Housing, the Consolidated Plan, the Annual Action Plan, the CAPER, comments, complaints, reasonable accommodation for disabled persons, translation services, or other elements shall be directed to:

Alma R. Perez, Manager  
Division of Community Development and Housing  
Bexar County Department of Community Resources  
233 N. Pecos, Suite 590, San Antonio, Texas 78207  
Phone: (210) 335-6567  
alma.perez@bexar.org
C. The Citizen Participation Plan

Amendments to the Approved Citizen Participation Plan
The County shall follow the following procedure to amend its approved Citizen Participation Plan, as needed.

a. Amendment Considerations
The County will amend the Citizen Participation Plan, as necessary, to ensure adequate engagement and involvement of the public in making decisions related to its HUD programs. Substantial amendments to the Citizen Participation Plan may be required should a provision of the Plan be found by the County to conflict with HUD regulations, or when changes in HUD regulations occur. Edits to the Plan that only include updated contact information or editorial changes for clarity will not be released for public review and comment.

b. Draft Plan Review
The draft Amended Citizen Participation Plan will be made available for public review for a 15-day period prior to County consideration and adoption, and may be done concurrently with the public review and comment process for the Consolidated Plan.

c. Comments Received on Draft Amended Citizen Participation Plan
Written comments will be accepted by the County Contact Person, or a designee, during the public review period. A summary of all written comments and those received orally during the public hearing, as well as the County’s responses to all written comments, will be attached to the Amended Citizen Participation Plan prior to submission to HUD.

d. Public Hearing
The County will conduct a public hearing to review and accept public comments on the draft Amended Citizen Participation Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

e. Submission to HUD
A copy of the Amended Citizen Participation Plan, including a summary of all written comments and those received during the public hearing will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

D. The Assessment of Fair Housing (AFH)

Plan Development
The County will follow the process and procedures described below in the development of its Assessment of Fair Housing (AFH).
a.  **HUD-approved Data for Public Review**
The County will make available to the general public the HUD-approved data and other supplemental information that the County plans to incorporate into its AFH. The County will make this data available no later than 60 days after the initiation of the AFH document.

b.  **Stakeholder Consultation and Citizen Outreach**
In the development of the AFH, the County will consult with other public and private agencies including, but not limited to, the following:

- Local public housing authorities
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities

A variety of mechanisms may be utilized to solicit input from these entities. These include telephone or personal interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

c.  **Public Hearing**
To obtain the views of the general public on AFH-related data and affirmatively furthering fair housing in the County’s housing and community development programs, the County will conduct at least one public hearing before the draft AFH is published for comment.

d.  **Public Display and Comment Period**
The draft AFH will be placed on display for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the content and purpose of the draft AFH, the dates of the public display and comment period, the locations where copies of the proposed document can be examined, how comments will be accepted, when the document will be considered for action by the Commissioners Court, and the anticipated submission date to HUD. In addition, the County will make available a reasonable number of free copies of the proposed document to residents and groups that request them.

e.  **Comments Received on the Draft Assessment of Fair Housing**
Written comments will be accepted by the County Contact Person, or a designee, during the 30-day public display and comment period. The County will consider any comments or views of County residents received in writing, or orally at the public hearings, in preparing the final
AFH. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AFH for submission to HUD.

f. Submission to HUD
The Assessment of Fair Housing will be submitted to HUD on or before January 1, 2021.

Revisions to the Assessment of Fair Housing
The County shall follow the following procedure to revise its AFH, as needed.

a. Revision Considerations
The County will revise its AFH previously accepted by HUD under the following circumstances:

• A material change occurs. A material change is a change in circumstances in the County that affects the information on which the AFH is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the Assessment no longer reflect actual circumstances. Examples include, but are not limited to:
  o Presidential declared disasters, under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.), in the County that are of such a nature as to significantly impact the steps the County may need to take to affirmatively further fair housing
  o Significant demographic changes
  o New significant contributing factors in the County, and
  o Civil rights findings, determinations, settlements (including voluntary compliance agreements), or court orders

• Upon HUD's written notification specifying a material change that requires the revision.

b. Public Display and Comment Period
The draft Revised AFH will be placed on display for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised plan can be examined, how comments will be accepted, when the document will be considered for action by the Commissioners Court, and the anticipated submission date to HUD.

In addition, the County will make available a reasonable number of free copies of the proposed revised document to residents and groups that request it.

c. Comments Received on the Draft Revised Assessment of Fair Housing
Written comments will be accepted by the County Contact Person, or a designee, during the 30-day public display and comment period. The County will consider any comments or views of County residents received in writing, or orally at public hearings, in preparing the final
Revised AFH. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised AFH for submission to HUD.

d. Submission to HUD
The Revised Assessment of Fair Housing will be submitted to HUD within 30 calendar days following the end of the public display and comment period.

E. The Consolidated Plan (CP)

Plan Development
The County will follow the process and procedures described below in the development of its Consolidated Plan (CP).

a. Stakeholder Consultation and Citizen Outreach
In the development of the CP, the County will consult with other public and private agencies including, but not limited to, the following:

- Local public housing authorities
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities

A variety of mechanisms may be utilized to solicit input from these persons/service providers/agencies/entities. These include written letters, telephone or personal interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

b. Public Hearings
The County will conduct at least two public hearings annually to obtain residents’ views and to respond to proposals and questions. The first public hearing will be conducted before the CP draft is published for public comment, during which the County will address housing and community development needs, development of proposed activities, the amount of assistance the County expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.
The second public hearing will be conducted during or after the 30-day public comment period during which the County will address identified housing and community development needs, proposed eligible activities, and proposed strategies and actions for affirmatively furthering fair housing consistent with the Assessment of Fair Housing.

c. **Potential Displacement of Persons**
   Although the County does not anticipate any residential displacement to occur in the foreseeable future, it is required to describe its plans to minimize the displacement of persons and to assist any persons displaced. Should displacement of residents be necessary as a result of the use of funds covered by this Plan, the County shall compensate residents who are actually displaced in accordance with *HUD Handbook No. 1378, Tenant Assistance, Relocation and Real Property Acquisition*. This resource is accessible online at [http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/cpd/13780](http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/cpd/13780).

d. **Public Display and Comment Period**
   The draft CP will be placed on display for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary and purpose of the CP, the anticipated amounts of funding (including program income, if any), the dates of the public display and comment period, the locations where copies of the draft CP can be examined, how comments will be accepted, when the document will be considered for action by the Commissioners Court, and the anticipated submission date to HUD. The County will make available a reasonable number of free copies of the draft document to residents and groups that request them.

e. **Comments Received on the Draft Consolidated Plan**
   Written comments will be accepted by the County Contact Person, or a designee, during the 30-day public display and comment period. The County will consider any comments or views of County residents received in writing, or orally at the public hearings, in preparing the final CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CP for submission to HUD.

f. **Submission to HUD**
   The CP will be submitted to HUD on or before August 15 before the County’s five-year program cycle begins on October 1.

**Revisions to the Consolidated Plan**
The County shall follow the following procedure to revise its CP, as needed.

a. **Revision Considerations**
   There are two types of amendments that may occur with the CP: minor amendments and substantial amendments. An amendment to the approved CP is considered substantial under the following circumstances:
- When an eligible activity is added
- When there is change in the priorities identified in the CP

All other changes to the method of distribution or investment strategy that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by Community Development and Housing staff and will not be subject to public comments.

b. Public Display and Comment Period
The draft Revised CP will be placed on display for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised CP can be examined, how comments will be accepted, when the document will be considered for action by the Commissioners Court, and the anticipated submission date to HUD. In addition, the County will make available a reasonable number of free copies to residents and groups that request them.

c. Comments Received on the Draft Revised Consolidated Plan
Written comments will be accepted by the County Contact Person, or a designee, during the 30-day public display and comment period. The County will consider any comments or views of County residents received in writing, or orally at public hearings, in preparing the final Revised CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised CP for submission to HUD.

d. Submission to HUD
The Revised CP will be submitted to HUD within 30 calendar days following the end of the public display and comment period.

F. The Annual Action Plan (AAP)

The Annual Action Plan (AAP) is a component of the CP, and it describes the County’s proposed use of available federal and other resources to address the priority needs and specific objectives in the CP for each program year; the County’s method for distributing funds to local non-profit organizations; and, the geographic areas of the County to which it will direct assistance.

Plan Development
The County will follow the process and procedures described below in the development of its AAP.

a. Public Hearings
The County will conduct at least two public hearings annually to obtain residents’ views and to respond to proposals and questions. The first public hearing will be conducted before the AAP draft is published for public comment, during which the County will address housing and
community development needs, development of proposed activities, the amount of assistance the County expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the County will address identified housing and community development needs, proposed eligible activities, and proposed strategies and actions for affirmatively furthering fair housing consistent with the Assessment of Fair Housing.

b. **Public Display and Comment Period**
The draft AAP will be placed on display for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the AAP, the anticipated amounts of funding (including program income, if any), the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by the Commissioners Court, and the anticipated submission date to HUD. In addition, the County will make available a reasonable number of free copies to residents and groups that request them.

c. **Comments Received on the Draft Annual Action Plan**
Written comments will be accepted by the County Contact Person, or a designee, during the 30-day public display and comment period. The County will consider any comments or views of County residents received in writing, or orally at the public hearings, in preparing the final AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AAP for submission to HUD.

d. **Submission to HUD**
The AAP will be submitted annually to HUD on or before August 15 before the start of the County’s program year on October 1.

**Revisions to the Annual Action Plan**
The County shall follow the following procedure to revise its AAP, as needed.

a. **Revision Considerations**
There are two types of amendments that may occur with the AAP: minor amendments and substantial amendments. An amendment to the approved AAP is considered substantial under the following circumstances:

- When an eligible activity is added or deleted
- When a change occurs in the purpose, scope, location, or beneficiaries of an activity previously approved
- When a 50 percent change in federal funding occurs where the project is $25,000 or less
• When a 25 percent change in federal funding occurs where the project is more than $25,000.

All other changes to the method of distribution or investment strategy that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by Community Development and Housing staff, and will not be subject to public comments.

b. Public Display and Comment Period
The draft Revised AAP will be placed on display for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by the Commissioners Court, and the anticipated submission date to HUD. In addition, the County will make available a reasonable number of free copies to residents and groups that request them.

c. Comments Received on the Draft Revised Annual Action Plan
Written comments will be accepted by the County Contact Person, or a designee, during the 30-day public display and comment period. The County will consider any comments or views of County residents received in writing, or orally at public hearings, in preparing the final Revised AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised AAP for submission to HUD.

d. Submission to HUD
The Revised CP will be submitted to HUD within 30 calendar days following the end of the public display and comment period.

G. Consolidated Annual Performance and Evaluation Report (CAPER)

Report Development
The County shall follow the following procedure in the drafting and adoption of its Consolidated Annual Performance and Evaluation Report (CAPER).

a. Report Considerations
The Community Development & Housing staff will evaluate and report the accomplishments and expenditures of the previous program year for CDBG, HOME, and ESG and draft the CAPER in accordance with HUD requirements.

b. Public Display and Comment Period
The draft CAPER will be placed on display for a period of no less than 15 calendar days to encourage public review and comment. The public notice shall include a brief summary and
purpose of the CAPER, a summary of program expenditures, a summary of program performance, the dates of the public display and comment period, the locations where copies of the draft CAPER can be examined, how comments will be accepted, and the anticipated submission date to HUD.

d. Comments Received on the Draft CAPER
Written comments will be accepted by the County Contact Person, or a designee, during the 15-day public display and comment period. The County will consider any comments or views of County residents received in writing in preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CAPER for submission to HUD.

e. Submission to HUD
The CAPER will be submitted annually to HUD no later than December 30.

H. Complaints

Residents may register complaints regarding any aspect of the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), or Emergency Solutions Grant (ESG) programs by contacting the County Contact Person, or a designee. All written complaints received will be addressed in writing within fifteen calendar days.

Residents wishing to object to HUD approval of the final CP may send written objections to the HUD Area Office located at Hipolito Garcia Federal Building, 615 East Houston Street, Suite 347 San Antonio, TX 78205-2001. Objections should be made within thirty calendar days after the County has submitted the plan to HUD. Any objections made must be based on the following reasons:

1) The applicant’s description of needs and objectives is plainly inconsistent with available facts and data
2) The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant
3) The application does not comply with the requirements of the Community Development Block Grant, HOME, or Emergency Solutions Grant programs or other applicable laws
4) The application proposed activities which are otherwise ineligible under the program regulations.

Objections shall include both an identification of requirements not met and available facts and data.
HOME Recapture/Resale Policy
BEXAR COUNTY
RESALE/RECAPTURE PROVISIONS

I. BACKGROUND

Section 215 of the HOME statute establishes specific requirements that all HOME-assisted homebuyer housing must meet in order to qualify as affordable housing. Specifically, all HOME-assisted homebuyer housing must have an initial purchase price that does not exceed 95 percent of the median purchase price for the area, be the principal residence of an owner whose family qualifies as low-income at the time of purchase, and be subject to either resale or recapture provisions. The HOME statute states that resale provisions must limit subsequent purchase of the property to income-eligible families, provide the owner with a fair return on investment, including any improvements, and ensure that the housing will remain affordable to a reasonable range of low-income homebuyers. The HOME statute also specifies that recapture provisions must recapture the HOME investment from available net proceeds in order to assist other HOME-eligible families. The Bexar County HOME Program utilizes the resale/recapture methods for HOME homebuyer programs in accordance with 24 CFR 92.254(a)(5).

The HOME rule at §92.254(a)(5) establishes the resale and recapture requirements HOME PJs must use for all homebuyer activities. These provisions are imposed for the duration of the period of affordability on all HOME-assisted homebuyer projects through a written agreement with the homebuyer, and enforced via lien, deed restrictions, or covenants running with the land. The resale or recapture provisions are triggered by any transfer of title, either voluntary or involuntary, during the established HOME period of affordability.

When undertaking HOME-assisted homebuyer activities, including projects funded with HOME program income, the Bexar County HOME Program must establish resale or recapture provisions that comply with HOME statutory and regulatory requirements and set forth the provisions in its Consolidated Plan. HUD must determine that the provisions are appropriate. The written resale/recapture provisions that the County submits in its Annual Action Plan must clearly describe the terms of the resale/recapture provisions, the specific circumstances under which these provisions will be used, and how the County will enforce the provisions.
II. DEFINITIONS

*Development Subsidy* – a development subsidy is defined as financial assistance provided by the County to offset the difference between the total cost of producing a housing unit and the fair market value of the unit. When provided independently and absent any additional subsidy that could be classified a direct subsidy, development subsidy triggers resale.

*Direct Subsidy* – a direct subsidy is defined as financial assistance provided by the County that reduces the purchase price for a homebuyer below market value or otherwise subsidizes the homebuyer [i.e. down-payment loan, purchase financing, assistance to CHDO to develop and sell unit below market, or closing cost assistance]. A direct subsidy triggers recapture.

*Net Proceeds* – the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

III. PERIOD OF AFFORDABILITY

The HOME rule at §92.254(a)(4) establishes the period of affordability for all homebuyer housing. How the County calculates the amount of HOME assistance in each unit and therefore the applicable period of affordability varies depending on whether the unit is under resale or recapture provisions.

a. *Period of Affordability under Resale Provisions*

Under resale, §92.254(a)(5)(i) of the HOME rule states that the period of affordability is based on the total amount of HOME funds invested in the housing. In other words, the total HOME funds expended for the unit determines the applicable affordability period. Any HOME program income used to assist the project is included when determining the period of affordability under a resale provision.

b. *Period of Affordability under Recapture Provisions*

For HOME-assisted homebuyer units under the recapture option, the period of affordability is based upon the HOME-funded *Direct Subsidy* provided to the homebuyer that enabled the homebuyer to purchase the unit. Any HOME program income used to provide direct assistance to the homebuyer is included when determining the period of affordability.
The following table outlines the required minimum affordability periods.

<table>
<thead>
<tr>
<th>If the total HOME investment (resale) or Direct Subsidy (recapture) in the unit is:</th>
<th>The Period of Affordability is:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $15,000</td>
<td>5 Years</td>
</tr>
<tr>
<td>Between $15,000 and $40,000</td>
<td>10 Years</td>
</tr>
<tr>
<td>Over $40,000</td>
<td>15 Years</td>
</tr>
</tbody>
</table>

IV. RESALE PROVISIONS

The County’s Resale Provisions shall ensure that, when a HOME-assisted homebuyer sells or otherwise transfers his or her property, either voluntarily or involuntarily, during the affordability period:

1) The property is sold to another low-income homebuyer who will use the property as his or her principal residence;
2) The original homebuyer receives a fair return on investment, (i.e., the homebuyer’s down payment plus capital improvements made to the house); and
3) The property is sold at a price that is “affordable for a reasonable range of low-income buyers.”

a. Applicability

When provided independently and absent any additional subsidy that could be classified a direct subsidy, development subsidy triggers Resale Provisions. The County shall apply the Resale Provisions to projects receiving development subsidies only, with no direct subsidy to the homebuyer. In the event the County provides a development subsidy (i.e. the difference between the total cost of producing the unit and the fair market value of the property) to CHDOs or Subrecipients and a direct subsidy is subsequently provided to the homebuyer, only the direct subsidy shall be considered and the Recapture (not Resale) Provisions shall be applied.

b. Effect

The HOME rule at §92.254(a)(3) requires that all HOME-assisted homebuyer housing be acquired by an eligible low-income family, and the housing must be the principal residence of the family throughout the Period of Affordability. Under Resale Provisions, if the housing is transferred, voluntarily or otherwise, during the Period of Affordability, it must be made available for
subsequent purchase only to a buyer whose household qualifies as low-income, and will use the property as its principal residence.

c. Fair Return on Investment

The County’s Resale Provisions shall ensure that, if the property is sold during the period of affordability, the price at resale provides the original HOME-assisted homebuyer a fair return on investment (including the original homebuyer’s initial investment and any capital improvement). The value of capital improvements is defined by the County as the actual, documented costs of permanent structural improvements or the restoration of some aspect of a property that either will enhance the property value or will increase the useful life of the property. Capital improvements are generally non-recurring expenses, such as the cost of an addition, a remodel, or a new roof. Repairs and regular maintenance are not capital improvements. To be considered by the County in determining fair return on investment, the actual costs of the capital improvements must be documented with receipts, cancelled checks, or other documents acceptable to the County. The County shall consider a fair return on investment achieved when the original homebuyer (now the seller) receives from the sale a percentage return on investment based on the change in the Median Sale Price for the San Antonio/Bexar County Metropolitan Area, as published periodically by HUD with the FHA Mortgage Limits (also known as the “203(b) limits”).

\[
Fair\ Return = \frac{(\text{initial investment} + \text{value of improvements}) \times \text{Median Sale Price}}{\text{Median Sale Price}}
\]

Where \(\text{Median Sale Price}_c\) is the current area median sale price at the time of resale and \(\text{Median Sale Price}_i\) is the initial area median sale price at the time of the homeowner’s original purchase transaction.

For example, in 2010 an eligible homebuyer purchases a house that has received a HOME development subsidy and is subject to Resale Provisions. The homebuyer provides \$5,000 for a down payment and in 2011 spends \$10,000 to remodel and upgrade the kitchen. In 2012 the homeowner sells the home. In 2010 the median sale price for the area was \$250,000 and in 2012 the figure is \$268,000. In this example, the fair return on investment is \$16,080.

\[
Fair\ Return = \frac{($5,000 +$10,000) \times \$268,000}{\$250,000}
\]

d. Continued Affordability

In addition to ensuring that the HOME-assisted homebuyer receives a fair return on his or her investment, the County’s Resale Provisions shall ensure that the housing under a Resale Provision will remain affordable to a reasonable range of low-income homebuyers. Accordingly, the County shall ensure that the sales price of a home resold under Resale Provisions is within the maximum mortgage capacity of a target population of potential buyers with incomes ranging from 50% to 80% of the Area Median Income (AMI). More specifically, the County defines “affordable to a reasonable range of low-income homebuyers” as a price at which a family at 50 to 80 percent of area median
income pays no more than 30 percent of their income for principal, interest, property taxes, and insurance.

In the event the resale price necessary to provide fair return is not affordable to the subsequent low-income homebuyer, the County will provide additional HOME assistance to the new low-income buyer in order to ensure that the price to the buyer is affordable, and the original owner gets a fair return on investment.

e. Presumption of Affordability

In certain neighborhoods, housing can be presumed to provide a fair return to an original homebuyer upon sale, to be available and affordable to a reasonable range of low-income homebuyers, and to serve as the primary residence of a low-income family during the period of affordability. In such cases, the County must complete a market analysis of the neighborhood in which the housing is located, and submit the analysis for HUD review and approval. The County makes no Presumption of Affordability regarding neighborhoods in its jurisdiction.

f. Imposing Resale Provisions

A clear, detailed written agreement, executed before or at the time of sale, ensures that all parties are aware of the specific HOME requirements applicable to the unit (i.e., period or affordability, principal residency requirement, terms and conditions of either the resale or recapture requirement). The HOME written agreement must be a separate legal document from any loan instrument and must, at a minimum, comply with the requirements at §92.504(c)(5) of the HOME rule. If the County provides HOME funds to a subrecipient or CHDO to develop and sell affordable housing, the County must prepare and execute the agreement with the buyer, or be a party to the agreement along with the entity it funded.

While mortgage and lien documents are used to secure repayment of the HOME subsidy, these documents are not sufficient to enforce the Resale Provisions. Separately recorded deed restrictions will be used to impose the Resale Provisions (§92.254(a)(5)(i)(A)) in HOME-assisted homebuyer projects under the resale option. The purpose of these enforcement mechanisms is to secure and retain the affordable re-use of the property, while providing a fair return to the seller.

g. Foreclosure

In HOME-assisted homebuyer projects, the affordability restrictions imposed by deed restrictions, covenants running with the land, or other similar mechanisms may terminate upon foreclosure, transfer in lieu of foreclosure or assignment of an FHA insured mortgage to HUD. In such cases, the termination of the affordability restrictions does not satisfy the requirement that the property remains qualified as affordable housing under §92.254 for the period of affordability.

Consequently, for HOME-assisted homebuyer housing under a Resale Provision, if the affordability is not preserved by a subsequent purchase at a reasonable price by a low-income homebuyer who
will use the property as its principal residence, and who agrees to assume the remainder of the original affordability period, the County shall repay the full amount of the HOME investment.

**h. Enforcement**

In the event of non-compliance by the homebuyer which includes failure: to maintain property as principal residence, pay taxes, assessments or insurance premiums, failure to comply with any of the enforcement terms, the County will consider this as a breach of covenant and the County may, at its option and without notice, declare the entire indebtedness due.

**V. RECAPTURE PROVISIONS**

Unlike the resale approach, the County’s Recapture Provisions permit the original homebuyer to sell the property to any willing buyer, at any price the market will bear, during the period of affordability while the County is able to recapture all or a portion of the HOME-assistance provided to the original homebuyer.

**a. Applicability**

Recapture Provisions are the County’s preferred mechanism for securing HOME Program investments and are generally applicable to all County homebuyer activities, unless circumstances otherwise require Resale Provisions be used. Specifically, Recapture Provisions are always used in cases involving a Direct Subsidy to a homebuyer. Recapture provisions cannot be used when a project receives only a Development Subsidy and is sold at fair market value, because there is no direct HOME subsidy to recapture from the homebuyer. Instead, Resale Provisions must be used in this case.

**b. Effect**

If a homeowner chooses to sell during the Period of Affordability, the full amount of the HOME Program Direct Subsidy (specifically excluding the amount of any Development Subsidy) shall be recaptured and repaid to the County provided that net proceeds are sufficient. Recaptured funds shall be returned to the County HOME Trust Fund to be reinvested in other affordable housing for low to moderate income persons. If net proceeds are insufficient to repay the total HOME investment due, only a pro-rata share of the net proceeds, as set forth in the formulas below, will be recaptured. In the event that net proceeds are zero (as is usually the case with foreclosure), the recapture provision still applies, but there are no funds to recapture.

**c. Imposing Recapture Provisions**

A clear, detailed written agreement, executed before or at the time of sale, ensures that all parties are aware of the specific HOME requirements applicable to the unit (i.e., period or affordability, principal residency requirement, terms and conditions of either the resale or recapture requirement). The HOME written agreement must be a separate legal document from any loan
instrument and must, at a minimum, comply with the requirements at §92.504(c)(5) of the HOME rule. If the County provides HOME funds to a subrecipient or CHDO to develop and sell affordable housing, the County must prepare and execute the agreement with the buyer, or be a party to the agreement along with the entity it funded.

The written agreement between the homebuyer and the County, as well as mortgage and lien documents are all used to impose the Recapture Provisions in HOME-assisted homebuyer projects under the recapture option. The purpose of these enforcement mechanisms is to ensure that the County recaptures the Direct Subsidy to the HOME-assisted homebuyer if the HOME-assisted property is transferred. Unlike the resale option, deed restrictions, covenants running with the land, or other similar mechanisms are not required by the HOME rule to be used in homebuyer projects under the recapture option.

As provided in §92.254 (a)(5)(ii)(A), there are several options that the County may use that are acceptable to HUD to recapture funds and no option may capture more than the net proceeds, if any. The option that Cobb County has elected to use, in the event that the net proceeds are not sufficient to recapture the entire Direct HOME Subsidy amount, is the *Shared net proceeds option*:

*Shared net proceeds*. If the net proceeds are insufficient to recapture the full HOME investment, only a pro-rata share of the net proceeds, as set forth in the formulas below, will be recaptured. Formula will include the sales price minus loan repayment (other than HOME funds) and closing costs. The net proceeds may be divided proportionally as set forth in the following mathematical formulas:

\[
\frac{\text{HOME Investment}}{(\text{HOME Investment} + \text{homeowner investment})} \times \text{Net Proceeds} = \text{HOME Amount to be recaptured}
\]

\[
\frac{\text{Homeowner Investment}}{(\text{HOME Investment} + \text{homeowner investment})} \times \text{Net Proceeds} = \text{Amount to homeowner}
\]

d. Foreclosure

Homebuyer housing with a Recapture Provision is not subject to the affordability requirements after the County has recaptured the HOME funds in accordance with its written agreement. If the ownership of the housing is conveyed pursuant to a foreclosure or other involuntary sale, the County shall attempt to recoup any net proceeds that may be available through the foreclosure sale. The County is subject to the limitation that when there are no net proceeds or net proceeds are insufficient to repay the HOME investment due, the COUNTY may only recapture the actual net proceeds, if any. Upon distribution of proceeds, all obligations for continued affordability are satisfied.
E. ENFORCEMENT

In the event of non-compliance by the homebuyer which includes failure: to maintain property as principal residence, pay taxes, assessments or insurance premiums, the County will consider this as a breach of covenant and the County may, at its option and without notice, declare the entire indebtedness due.

VI. REFINANCING POLICY

The County shall carefully review all requests for subordination on a case-by-case basis in order to protect its interests and the interests of the homebuyer. The conditions under which the County will agree to subordinate to new debt are as follows:
1) The refinancing must be necessary to reduce the owner’s overall housing costs, or
2) The refinancing must otherwise make the housing more affordable, AND
3) Refinancing for the purpose of taking out equity is not permitted.

Upon receipt of a subordination request from a lender or homebuyer, the County will review the terms of the refinancing to determine whether the above criteria are met. The County may require additional documentation from the homeowner or lender in order to make its determination. Once complete information is received, a subordination decision is made within 15 business days.

VII. MONITORING RESALE & RECAPTURE PROVISIONS

For HOME-assisted homebuyer projects, the County shall require its CHDOs and subrecipients, through written CHDO or Subrecipient agreements, to perform ongoing monitoring of the principal residency requirement during the period of affordability. Confirmation that the buyer is using the property as his or her principal residence may be accomplished by verifying that the buyer’s name appears on utility company records or insurance company records for the home. In addition, postcard or letters mailed with “do not forward” instructions may demonstrate whether the buyer is receiving mail at the home.

Failure to comply with the resale or recapture requirements means that:
1) the original HOME-assisted homebuyer no longer occupies the unit as his or her principal residence (i.e., unit is rented or vacant), or
2) the home was sold during the period of affordability and the applicable resale or recapture provisions were not enforced.

In cases of noncompliance under either resale or recapture provisions, the County must repay to its HOME Investment Trust Fund in accordance with §92.503(b), any outstanding HOME funds invested in the housing. The amount subject to repayment is the total amount of HOME funds invested in the housing (i.e., any HOME development subsidy to the developer plus any HOME down payment or other assistance (e.g., closing costs) provided to the homebuyer) minus any HOME funds already repaid (i.e., payment of principal on a HOME loan). Any interest paid on the loan is considered program income and cannot be counted against the outstanding HOME investment amount.
San Antonio and Bexar County Continuum of Care (CoC) and Emergency Solutions Grant (ESG) Written Standards of Care
TX-500 San Antonio and Bexar County Continuum of Care Policies and Procedures

CONTINUUM OF CARE (COC) AND EMERGENCY SOLUTIONS GRANT (ESG) WRITTEN STANDARDS OF CARE
SOUTH ALAMO REGIONAL ALLIANCE FOR THE HOMELESS
Important Notice Regarding COVID-19

In response to COVID-19, HUD released a Mega Waiver on March 31, 2020 containing a series of waivers and regulatory requirements for CPD programs including the Continuum of Care (CoC), Youth Homelessness Demonstration Program (YHDP), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). Extensions and additional flexibilities were granted through subsequent memos found on the HUD Exchange. The most recent update occurred in December 2021 and waivers expired on March 31, 2022. On June 15, 2022, HUD released Notice CPD-22-09, which allows for CoC, YHDP, ESG, and HOPWA recipients to apply for certain regulatory waivers through an expedited process to help prevent the spread of COVID-19 and facilitate assistance to eligible communities and households economically impacted by COVID-19. This waiver expires July 31, 2022.

On July 19, 2021, HUD released an updated ESG-CV Notice (CPD-21-08) that supercedes CPD-20-08, applying to all ESG-CV funds and all annual ESG funds used to prevent, prepare for, and respond to coronavirus. The Notice outlines a number of additional flexibilities and extensions of existing waivers. ESG-CV funding must be spent by September 31, 2023.

It is the responsibility of each subrecipient of federal funds to ensure program compliance with federal regulations. SARAH encourages CoC and ESG grantees to implement these waivers as needed.

Versions of document:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 30, 2022</td>
<td>Inclusion of HUD Notice CPD-22-09; CFR references and expanded explanations in Emergency Shelter documentation section and Permanent Supportive Housing prioritization</td>
</tr>
<tr>
<td>February 24, 2022</td>
<td>Added training toolkit and policy and procedures resources to appendix; updated COVID-19 waiver information; roles and responsibilities in introduction; updated formatting to align with appendices</td>
</tr>
<tr>
<td>December 16, 2021</td>
<td>Inclusion of updated Street Outreach, Rapid Rehousing, and Homeless Prevention standards</td>
</tr>
<tr>
<td>October 28, 2021</td>
<td>Updated ESG-CV language; addition of second ESG-CV waiver</td>
</tr>
<tr>
<td>September 10, 2021</td>
<td>Inclusion of Emergency Transfer Plan; reformatting</td>
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<tr>
<td>February 26, 2021</td>
<td>Inclusion of duplication of benefits, addition of street outreach expense related to transportation, and addition of hygiene expenses with ESG-CV funding</td>
</tr>
<tr>
<td>December 17, 2020</td>
<td>Addition of ESG-CV Standards</td>
</tr>
</tbody>
</table>
Continuum of Care (CoC) and Emergency Solutions Grant (ESG) Written Standards of Care

Introduction ........................................................................................................................................ 4
  Definition and Purpose of Written Standards .............................................................................. 4
  Local Roles and Processes ........................................................................................................... 5
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Introduction

Definition and Purpose of Written Standards

Written standards are community-wide policies and procedures that agencies funded through the federal department of Housing and Urban Development (HUD) for Continuum of Care (CoC) Program funding and Emergency Solutions Grant (ESG) Program funding are required to operationalize in their programs. Written standards include both requirements outlined by HUD in 24 CFR 578 (CoC) and 24 CFR 576 (ESG) as well as local standards implemented by the community of San Antonio and Bexar County.

The purpose of the written standards is to:

- Establish community-wide expectations on the operations of projects within the community;
- Ensure that the system is transparent to users and operators;
- Establish a minimum set of standards to manage the quality of CoC and ESG-funded projects’ functioning in the community;
- Make local priorities transparent to CoC and ESG recipients and subrecipients; and
- Create consistency and coordination between CoC and ESG-funded projects within the San Antonio and Bexar County Continuum of Care.

The CoC Program Interim Rule and 24 CFR 578.37 outline the types of housing projects funded through the CoC Program that must comply with these standards, which includes: Permanent Supportive Housing (PSH); Rapid Rehousing (RRH); Transitional Housing (TH); and Transitional Housing-Rapid Rehousing (TH-RRH). Youth Homelessness Demonstration Program (YHDP) projects are required to follow the CoC Program Interim Rule. Locally designated CoCs are responsible for enforcing that CoC-funded programs operate within these standards. In the San Antonio/Bexar County Community, or TX-500, the CoC is the CoC Board of Directors, which governs the 501(c)3 nonprofit organization the South Alamo Regional Alliance for the Homeless (SARAH).

The CoC Program Interim Rule also requires CoCs to establish written standards in consultation with recipients of the ESG Program, consistent with the ESG Program Interim Rule, which includes the City of San Antonio (COSA) and Bexar County. The ESG Program funds the following projects: Emergency Shelter (ES); Rapid Rehousing (RRH); Homeless Prevention (HP); and Street Outreach (SO), which are further described in 24 CFR Subpart B.

For each project type, the standards outline the purpose of the project type, eligibility criteria, prioritization, minimum standards of assistance, client access, and performance standards. At a minimum, CoC and ESG written standards must include:

- Policies and procedures for evaluating individuals’ and families’ eligibility for assistance in the CoC and ESG Programs;
- Policies and procedures for determining and prioritizing which eligible individuals and families will receive assistance for PSH, RRH, TH, HP, ES, and SO.
- Standards for determining what percentage of rent a program participant must contribute while enrolled in a RRH or HP project.

Local Roles and Processes

CoC Lead

As previously mentioned, the CoC Lead for the San Antonio/Bexar County geographical region is the CoC Board of Directors, which governs SARAH. The CoC Board of Directors is the final decision making body for the written standards and SARAH is the agency that coordinates with ESG-funded entities, enforces the standards locally, manages this document on the CoC website, and communicates changes to CoC and ESG programs.

City of San Antonio and Bexar County

COSA and Bexar County are entitlement jurisdictions of ESG funds and may allocate funding to subrecipients to operate these projects in our community. COSA and Bexar County are responsible for ensuring their subrecipients operate within these written standards, along with their duties to report performance and grant spending to HUD. COSA and Bexar County coordinate closely with SARAH to ensure subrecipients are following written standards, utilizing the Homeless Management Information System (HMIS) to collect and report data, and accepting all referrals through the local Coordinated Entry System (CES).

Texas Department of Housing and Community Affairs (TDHCA)
TDHCA is an entitlement jurisdiction of ESG funding on behalf of the State of Texas and may allocate funding to subrecipients across the state to operate these projects. If selected annually by TDHCA, the CoC in San Antonio and Bexar County can act as the local coordinator of these funds by holding the funding competition and recommending funding to the TDHCA Board. This allows the CoC to make recommendations based on local priorities. The CoC does not oversee these funds, however, as TDHCA retains its authority as monitoring contracts and collecting performance data. The CoC will coordinate with subrecipients to ensure they are operating within local written standards, utilizing the HMIS to collect and report data, and accepting all referrals through the local CES.

Recipient and Subrecipient

Recipients and subrecipients of CoC and/or ESG funding are required to align their policies and procedures with the written standards and to stay closely coordinated with the CoC to make updates as approved by the CoC Board of Directors. CoC and ESG recipients and subrecipients may develop additional standards for administering program assistance so long as these additional standards do not conflict with those established in this document or those established by HUD. The CoC strongly encourages projects that do not receive CoC or ESG funds to utilize these written standards.

Process for Changes to Written Standards

Changes to the written standards are made in coordination with the CoC Board of Directors, COSA, and Bexar County and are in alignment with HUD guidance. Because these standards are community-driven, there is a process for agencies to submit public comment and recommend edits to this document. This form can be found at www.sarahomeless.org. There will be a 7-day public comment period for any edits being proposed that will be shared with the Board of Directors to assist in their vote. Requested edits will also go before a committee of community providers for recommendation to the Board of Directors. Changes will be communicated via email to CoC and ESG-funded agencies and updated to the CoC’s website.

General Standards for All CoC and ESG Project Types

CoC and ESG recipients and subrecipients must follow requirements specified in 24 CFR 578 (CoC) and 24 CFR 576 (ESG) along with the following local standards. This section includes standards that are applicable to all project types that receive CoC and/or ESG program funding. The sections that follow are specific to certain project types. Please be sure to note all standards applicable to a specific project type upon implementation of a program.

Coordinated Entry System (CES) Participation (PSH, RRH, TH, TH-RRH Only)

Under the requirements of the CoC and ESG Program Interim Rules and HUD CPD-17-01 Notice Establishing Additional Requirements for a CoC Centralized or Coordinated Assessment System, the San Antonio and Bexar County CoC has established a Coordinated Entry System (CES) that aims to increase the efficiency of the local crisis response system and improve fairness and ease
of access to resources. Providers funded through the CoC and ESG are required by law to accept housing referrals through CES, known locally as Homelink.

By utilizing a centralized referral system, Homelink:

- Reduces the burden on households experiencing a housing crisis
- Identifies the most appropriate housing resource to facilitate a rapid and permanent exit from homelessness
- Prioritizes the most vulnerable households with the longest time homeless for housing resources
- Collects system-wide data to inform necessary shifts in resources, identify gaps, and enable data-driven decision making at the CoC, organizational and project levels.

Agency staff must be trained in Homelink prior to accepting housing referrals. Agencies that wish to operate as Homelink Network Partners or Homelink Hubs must sign a Memorandum of Understanding (MoU) with SARAH and comply with all training requirements.

_Homelink Policies and Procedures can be found on the CoC’s website here._

**Homeless Management Information System (HMIS) Participation**

Reference: [24 CFR 578.57](#) (CoC) and [24 CFR 576.107](#) (ESG)

Under the requirements of the CoC and ESG Program Interim Rules and further defined by the Homeless Management Information System (HMIS) Proposed Rule, an HMIS is a locally administered, electronic data collection system that stores longitudinal person-level information about persons who access the homeless service system. The CoC Board of Directors designates the HMIS Lead, which currently is Haven for Hope.

Recipients and subrecipients of CoC and/or ESG Program funds are required to enter and maintain their project data in the local HMIS, which requires becoming a Contributory HMIS Organization (CHO) and signing into an agreement with Haven for Hope. The agency will be expected to adhere to data quality and confidentiality standards. Data from HMIS will be exported for annual reports due to HUD.

Certain agencies are restricted by law from entering data into the HMIS. These agencies must establish a comparable database that meets HUD standards as outlined in [24 CFR 578.57 (CoC)](#) and [24 CFR 576.107](#) (ESG). Furthermore, these agencies must comply with data reporting as required by the HMIS and CoC. HMIS participation exceptions include: agencies that are defined as [Victim Service Providers](#) (VSPs); staff funded through or clients assisted through the Violence Against Women Act (VAWA), Victims of Crime Act (VOCA), or the Family Violence Prevention and Services Act (FVPSA).

Regardless of an agency’s status as a VSP under the HEARTH Act, VSPs cannot use HMIS for if their agency receives funding from the Office of Violence Against Women (OVW), the Office for Victims of Crime (OVS), or Family-Violence Prevention and Services Act (FVPSA). This is an agency-specific restriction, not project-specific. For more resources related to this topic, visit the [HUD Exchange](#).
HMIS Policies and Procedures can be found on Haven for Hope’s website here.

Homeless Participation

Reference: 24 CFR 578.75(g) (CoC) and 24 CFR 576.405 (ESG)

Homeless participation ensures persons with lived experience in homelessness are included as part of the organization’s decision-making structure and are authentically included in the operations of the project. Minimum standards for homeless participation are outlined in 24 CFR 578.75 (g) (CoC) and 24 CFR 576.405 (ESG) and include the following:

- The provider must have at least one homeless individual or formerly homeless individual on the Board of Directors or equivalent policymaking entity of the provider.
- To the maximum extent possible, the provider shall involve homeless individuals and families in paid or volunteer work for the program.

Housing First

Housing First is an approach to connect individuals and families experiencing homelessness quickly and successfully to permanent housing without preconditions and barriers to entry, such as sobriety, treatment, or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry. Housing First is premised on the following principles:

- Homelessness is first, and foremost, a housing crisis and can be addressed through the provision of safe and affordable housing.
- All people experiencing homelessness, regardless of their housing history and duration of homelessness, can achieve housing stability in permanent housing. Some may need very little support for a brief period, while others may need more intensive and long-term supports.
- Everyone is “housing ready.” Sobriety, compliance in treatment, or clean criminal records are not necessary to succeed in housing. Rather, homelessness programs and housing providers must be “consumer ready”.
- Many people experience improvements in quality of life, in the areas of health, mental health, substance use, and employment, as a result of achieving housing.
- People experiencing homelessness have the right to self-determination and should be treated with dignity and respect.
- The exact configuration of housing and services depends upon the needs and preferences of the population.

Visit the HUD Exchange to learn the core principles of Housing First and to download a checklist to ensure your project is operating according to these principles.
Fair Housing and Equal Access

Reference: 24 CFR 578.93 (CoC) and 24 CFR 576.403 (ESG)

HUD is committed to enforcing the federal Fair Housing Act and codified commitment in the Equal Access Rule to the fair administration of its projects to serve participants regardless of sexual orientation, gender identity, family composition, or marital status. CoC and ESG recipients and subrecipients must abide by the following:

- Comply with all federal statutes and rules including the Fair Housing Act, the Americans with Disabilities Act, Equal Access to Housing Final Rule, and Equal Access in Accordance with an Individual’s Gender Identity Rule.
- Include non-discrimination policies in their program policies and procedures and assertively outreach to people least likely to engage in the homeless system. This includes, but not limited to, chronically homeless, homeless veterans, youth, families with children, LGBTQ+, and victims of domestic violence.
- Recognize that individuals who present together for assistance, regardless of age or relationship, are considered a household and are eligible for assistance as a household.
- If a project serves families with children, serve all types of families with children; if a project targets a specific population (e.g., women with children), serve all families with children that are otherwise eligible for assistance, including families with children that are headed by a single adult or consist of multiple adults that reside together.
- Cannot deny a family’s admission to a project based on the age and gender of a child in the household under 18.
- Incorporate participant choice and provide case management in a person-centered approach.

Termination and Appeals Procedures

Reference: 24 CFR 578.91 (CoC) and 24 CFR 576.402 (ESG)

Termination shall only occur in the most severe cases after other remedies have been attempted. Termination of individuals and families in projects funded through the CoC program must be consistent with 578.91 and 576.402 for those projects funded through the ESG program. Participants who are to be terminated must be provided written notice containing a clear statement of the reasons for termination.

Minimum Requirements

- Participants may request an appeal verbally, in writing, or both. If verbally, it must be documented in case notes.
- The provider will respond in writing to the appeal request as soon as possible but no later than thirty (30) calendar days following the request.
- As part of the appeal, the participant may present written, oral objections, or both before a person other than the person (or a subordinate of that person) who made the decision that is subject to appeal.
• The participant may be represented in the appeal but neither the CoC, ESG recipient, nor the provider is responsible for providing or funding someone to represent the participant.
• The participant may be represented but the CoC Board is not responsible for providing representation.
• The CoC Board may designate a subcommittee to hear appeals.
  o If the appeal has been designated to a subcommittee, the participant shall have the right to appeal to the CoC Board.
• Appeals shall be addressed within sixty (days) calendar of receipt of the appeal by the Board.
• Participants will receive prompt written notification of the outcome of the appeal.

**Appeals Process**

All CoC and ESG funded providers must provide a written copy of their program’s rules and the termination process, and the right to appeal, before the participant begins to receive assistance. The initial appeal of any decision shall be made to the ESG or CoC funded provider pursuant to the process described below. Should the participant not be satisfied with the appeal decision, they have the right to appeal that decision to the CoC Board. The CoC Board shall follow the process for appeals specified below.

**Reasons for Appeal**

• The decision whether to admit the participant into the program
• The determination of the household’s income or the household’s calculated rent
• Payment/occupancy charge
• Denial of a request to add a member to the assisted household
• Whether to terminate the participation of any participant

**Minimum Appeal Requirements**

• Participants may request an appeal verbally, in writing, or both.
• The provider will respond in writing to the appeal request as soon as practicable but no later than thirty (30) calendar days following the request.
• As part of the appeal, the participant may present written or oral objections before a person other than the person (or a subordinate of that person) who made the decision that is subject to appeal.
• The participant may be represented in the appeal but neither the CoC, ESG recipient nor the provider is responsible for providing or funding someone to represent the participant.

A **Appeals of Decisions to Terminate**


**Appeals of Decisions Other Than to Terminate the Participant from the Program**

• These appeals are initiated by the participant. The participant must notify the CoC or ESG funded provider that he/she wishes to appeal a decision or determination of the provider.
 Appeals to the CoC Board

If the participant is not satisfied with the response to his/her appeal from the CoC or ESG funded provider, the appeal may be made to the Board. Minimum requirements include:

- The appeal may be in writing, orally or both.
- The participant may be represented but the CoC Board is not responsible for providing representation.
- The CoC Board may designate a subcommittee to hear appeals.
  - If the appeal has been designated to a subcommittee, the participant shall have the right to appeal to the CoC Board.
- Appeals shall be addressed within sixty (60) calendar days of receipt of the appeal by the Board.
- Participants will receive prompt written notification of the outcome of the appeal.

Emergency Transfer Plan

Reference: 24 CFR 578.99(j8) (CoC) and 24 CFR 576.409(d) (ESG)

Survivors of domestic violence, dating violence, stalking and human trafficking living in federally assisted housing may need to move to another subsidized unit to protect their safety and maintain affordable housing. In accordance with the HUD Final Rule Regarding the Implementation of Housing Protections Authorized in the Violence Against Women Reauthorization Act of 2013 (VAWA), the San Antonio and Bexar County CoC coordinates emergency transfers when survivors need to move to another safe and available subsidized unit.

The San Antonio and Bexar County CoC has adopted an emergency transfer plan that identifies those who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance on safety and security. That plan is included in Appendix C.

Recipients and subrecipients of federal, county, or state funds for Permanent Supportive Housing, Rapid Rehousing, and Transitional Housing projects must:

- Follow the CoC’s Emergency Transfer Plan;
- Make the transfer plan publicly available whenever feasible;
- Make the plan available to participants and community partners upon request
- Ensure that refusal of a transfer unit is not a basis for terminating a tenant from assistance.

Recipients and subrecipients are encouraged, but not required, to bear moving costs related to emergency transfers. As necessary, providers are encouraged to work with survivors to identify ways to pay for moves associated with emergency transfers.

Access to Mainstream Resources

Reference: 24 CFR 578.1(b3) (CoC) and 24 CFR 576.400(c) (ESG)
Recipients and subrecipients should assess and assist participants with obtaining any mainstream resource for which they may be eligible for including: Temporary Assistance for Needy Families (TANF), Veteran Health Care, Food Stamps, Medicaid, Children’s Health Insurance Program (CHIP), Social Security Income (SSI)/Social Security Disability Income (SSDI), Texas Workforce Commission (TWC), etc. Where possible, recipients should streamline processes for participants to apply for mainstream benefits such as the use of a singular form to apply for benefits or collecting necessary information in one step.

Displacement

Reference: 24 CFR 578.83 (CoC) and 24 CFR 576.408 (ESG)

A “displaced person” is defined as any participant that moves from a permanent home because of CoC- or ESG-funded acquisition, rehabilitation, or demolition of a project. The acquisition of real property for an ESG/CoC funded project is subject to the Uniform Act (URA) and Federal government wide regulations.

Displaced participants shall be provided relocation assistance and advised of their Fair Housing Rights. No temporary relocation shall be required for a CoC- or ESG--funded project. When a participant must move for a CoC- or ESG---funded project, the participant shall be treated as permanently displaced and offered relocation assistance and payments.

A participant who disagrees with the recipient’s determination concerning whether the person qualifies as a displaced person or the amount of relocation assistance may file a written appeal with SARAH. If it is determined that the appeal has merit, the appeal will be heard by the CoC Membership Council. The CoC Board will make a final determination.

Minimum standards for reducing the displacement of persons (families, individuals, businesses, nonprofit organizations, and farms) because of a project assisted under CoC and ESG shall comply with §576.408 and 578.83, respectfully. No provider may implement any project or activity funded with either CoC or ESG funds without specific approval of the CoC Board of Directors. Homeless assistance funding is limited and projects involving displacement will only be approved if there is a significant disproportionate benefit provided.

Exceptions to displacement include a participant who:

- Was evicted based on a violation of the lease or occupancy agreement or violation of the law and the recipient determines that the eviction was not undertaken to evade the obligation to provide relocation assistance.
- Moved into the property after the application was submitted but was provided with written notice that he or she would not qualify as a “displaced person.”
- Is ineligible under 49 CFR 24.2.
- Was not displaced as a result of the project by determination from HUD.

Involuntary Family Separation

Reference: 24 CFR 576.102(b) (CoC) and 24 CFR 578.93(e) (ESG)
The age and gender of a child under age 18 must not be used as a basis for denying a family’s admission to a housing or shelter project. All recipients and subrecipients of CoC and ESG program funds are required to comply with program admission and prohibition against involuntary family separation standards (24 CFR 576.102(b) and 578.93(e)).

Program Coordination

Recipients and subrecipients of CoC and ESG program funds are expected to maintain the minimum standards for on-going system and program coordination and integration of CoC- and ESG-funded activities to the maximum extent practicable. This includes coordination with the following:

- Street Outreach (SO) providers
- Emergency Shelter (ES) providers
- Homelessness Prevention (HP) providers
- Transitional Housing (TH) providers
- Permanent Supportive Housing (PSH) providers
- Rapid Rehousing (RRH) assistance providers

Other Homeless Assistance Programs

- HUD-Veterans Affairs Supportive Housing (HUD-VASH);
- Education for Homeless Children and Youth Grants for State and Local Activities (McKinney-Vento Homeless Assistance Act);
- Grants for the Benefit of Homeless Individuals;
- Healthcare for the Homeless;
- Programs for Runaway and Homeless Youth;
- Projects for the Assistance in the Transition from Homelessness;
- Services in Supportive Housing Grants;
- Emergency Food and Shelter Program;

Mainstream Services & Housing Programs

- Public housing programs assisted under section 9 of the U.S. Housing Act of 1937;
- Housing programs receiving Section 8 tenant based or project-based assistance;
- Supportive Housing for Persons with Disabilities;
- HOME Investment Partnerships Program;
- Temporary Assistance for Needy Families
- Other essential services providers
- Transitional Housing Assistance Grants for Victims of Sexual Abuse, Domestic Violence, and Stalking Program;
- Homeless Veterans Reintegration Program;
- Domiciliary Care for Homeless Veterans Program;
- VA Homeless Providers Grant and Per Diem Program;
- Health Care for Homeless Veterans Program;
• Homeless Veterans Dental Program;
• Supportive Services for Veterans Families Program; and
• Veterans Justice Outreach Initiative
• Health Center Program;
• State Children’s Health Insurance Program;
• Head Start;
• Mental Health and Substance Abuse Block Grants;
• Services funded under the Workforce Investment Act; and
• State Housing Related Assistance Program for Adults with Serious Mental Illness

Connections with Other Resources

Reference: 24 CFR 578.53 (CoC) and 24 CFR 576.105 (ESG)

Recipients and subrecipients of CoC and ESG program funds are expected to follow the minimum standards for assisting each participant in connecting with other supportive and stabilization resources (as applicable). Appropriate supportive services and stabilization resources include the following:

**Supportive Services**

- Permanent housing;
- Medical health treatment;
- Behavioral health services;
- Counseling;

**Stabilization Services**

- Medicaid;
- Medicare;
- Supplemental Nutrition Assistance Program;
- Women, Infants, and Children (WIC);
- Federal-State Unemployment Insurance Program;
- Supervision; and

**Other services Needed for Independent Living**

- Supplemental Security Income (SSI);
- Social Security Disability Insurance (SSDI);
- Child and Adult Care Food Program; and
- Other available assistance

**Income Determination**

Reference: 24 CFR 5.609 (CoC & ESG)
Recipients and subrecipients of CoC and ESG program funds are expected to comply with the minimum standards for determining participants’ annual income. This includes calculating income in compliance with 24 CFR 5.609. Annual income is defined as all amounts, monetary or not, which:

- Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
- Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
- Which are not specifically excluded in paragraph (c) of 24 CFR 5.609.

Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

There are no income limits for CoC assistance but in instances when participants are charged rent or occupancy charges, the amount charged must be based on participants’ verified annual income for all sources.

In verifying income, CoC and ESG funded recipients are required to obtain source documents whenever possible. Self-certification or verification is to be accepted only when all efforts to obtain source documents or third-party verification have not produced results.

**Records and Recordkeeping**

Reference: 24 CFR 578.103 (CoC) and 24 CFR 576.500 (ESG)

Recipients and subrecipients of CoC and ESG program funds must follow sufficient written records are established and maintained to enable the recipient, the CoC Lead Agency, and HUD to determine whether CoC and ESG requirements are being met and comply with 24 CFR 576.500 and 24 CFR 578.103.

**Duplication of Benefits**

Reference: 44 CFR 206.191 (CoC & ESG)

“Duplication of benefits” occurs when federal financial assistance is provided to a person or entity through a program to address losses resulting from a federally-declared emergency or disaster, and the person or entity receives or would receive financial assistance for the same costs from any other source, and the total amount received exceeds the total need for those costs. Recipients and subrecipients of CoC and ESG program funds must establish and maintain adequate procedures to prevent any duplication of benefits with emergency disaster funds.

**Lead-Based Paint Standards**

Reference: 24 CFR 578.99(f) (CoC) and 24 CFR 576.403 (ESG)

Recipients and subrecipients of CoC and ESG program funds must follow minimum standards for compliance with the lead-based paint remediation and disclosure requirements identified in 24

Recovered Materials

Reference: 24 CFR 578.99(b) (CoC) and 24 CFR 576.407(f) (ESG)

All recipients and subrecipients of CoC and ESG program funds must follow minimum standards for the procurement of recovered materials and shall comply with the requirements identified in 24 CFR 576.407(f) and 24 CFR 578.99(b), including that the recipient and its contractors must comply with Section 6002 of the Solid Waste Disposal Act 29, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired by the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Faith-Based Activities

Reference: 24 CFR 578.87 (CoC) and 24 CFR 576.406 (ESG)

All recipients and subrecipients of CoC and ESG program funds must follow minimum standards for faith-based activities outlined in 24 CFR 576.406 and 578.87.

Program Income

Reference: 24 CFR 578.97 (CoC) and 24 CFR 576.201(f)

Recipients and subrecipients of CoC and ESG program funds must follow minimum standards for private non-profit organizations regarding the program’s income during the project period. Income shall be retained and used to finance the non-federal share of the project or program. Records of the receipt and use of program income shall be retained. Under the ESG Program, program income is to be used as match, and ESG match funds must be used in accordance with 24 CFR 576.201(f). This includes a requirement that matching funds must be contributed to the ESG program and expended for the recipient or subrecipient’s allowable ESG costs.

Organizational Conflicts of Interest

Reference: 24 CFR 578.95 (CoC) and 24 CFR 576.404 (ESG)

An organizational conflict of interest arises when activities or relationships with other persons or organizations (the recipient or subrecipient) is unable or potentially unable to render impartial assistance in the provision of any type or amount of assistance. Such an organizational conflict
would arise when a board member of an applicant participates in a decision concerning the award of a grant, or provision of other financial benefits to the organization that member represents. It would also arise when an employee of a recipient or subrecipient participates in making rent reasonableness determinations under 24 CFR 578.49(b)(2) and 578.51(g) and housing quality inspections of property under 24 CFR 578.75(b) that the recipient, subrecipient, or related entity owns.

CoC and ESG assistance will not be contingent on the individual's or family's acceptance or occupancy of emergency shelter or housing owned by the provider or a provider's subsidiary or parent. No recipient or subrecipient, with respect to individuals or families occupying housing owned by the recipient or a recipient's subsidiary or parent, will carry out the initial evaluation under 24 CFR 576.401 or 578.75(b) or administer homelessness prevention assistance under 24 CFR 576.103.

**Individual Conflicts of Interest**

Reference: 24 CFR 84.42 (private, non-profit) or 24 CFR 85.36 (government)

When procuring goods and services, the provider will comply with codes of conduct and conflict of interest requirements under 24 CFR 84.42 (private non-profit) or 24 CFR 85.36 (government). No CoC Board of Directors member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents.

**Prohibited Conflicts**

No person involved with the CoC or ESG programs or who is in a position to participate in a decision-making process or gain inside information regarding the program’s activities, shall obtain a financial interest or benefit from an assisted activity; have a financial interest in any related contract, subcontract, or assisted activity; or have a financial interest in the activity’s proceeds (either personally or those with whom they have family or business ties) during their tenure or for one year following tenure.

**Persons Covered**

These conflict of interest provisions apply to any employee, agent, consultant, officer or elected or appointed official of the recipient or subrecipient’s agency. The key issues to consider are the individual's role in the organization, influence over CoC and ESG funding decisions, and access to inside information.

**Exceptions**

A recipient may request an exception to the individual conflicts of interest provision from HUD, only if he or she meets the threshold requirements identified in 24 CFR 576.404 or 578.95(d)(2).
Rapid Rehousing (RRH) and Homeless Prevention (HP) Programs – CoC (RRH) and ESG (RRH and HP)

Reference: 24 CFR 578.37(1)ii (CoC) and 24 CFR 576.103 & 576.104 (ESG)

Rapid Rehousing (RRH) and Homelessness Prevention (HP) programs provide housing relocation and stabilization services and short or medium-term rental assistance to help a family or individual retain permanent housing or move as quickly as possible to permanent housing and achieve stability in that housing.

RRH and HP projects are required to operate in compliance with the local RRH-HP Program Standards, included as an addendum to these written standards.

Participant Eligibility

Rapid Rehousing (RRH)

There are no income limits for CoC assistance but in all instances in which participants are charged rent or occupancy charges, the amount charged must be based on participants verified annual income for all sources. All participants must lack sufficient resources or support networks to retain housing without ESG or CoC assistance. Individuals & families assisted under ESG are required to have annual incomes at or below 30% of the area median at annual assessment.

RRH can pay short-term (up to 3 months) and medium-term (between 4-24 months) rental assistance, up to 24 months total during a 3-year period in tenant-based or project-based housing. Project-based rental assistance for RRH is allowable for ESG funded programs only.

- The 24 months may include a one-time payment for up to 6 months of rent arrears on the tenant’s portion of the rent (arrears covered under ESG only).
- Rent amount must not exceed HUD’s published Fair Market Rent (ESG-funded RRH only) and the HUD standard for rent reasonableness (ESG- and CoC- funded RRH) (24 CFR 982.507).
- There must be a rental assistance agreement between the landlord and agency and a legally binding, written lease between tenant and landlord.
- Eligibility and income shall be reviewed no less frequently than annually.
- Participants in rapid rehousing are required to meet with case managers no less frequently than monthly.

Homelessness Prevention (HP)

To be eligible for HP relocation and stabilization services and short-term and medium-term rental assistance, people must qualify as “at risk of homelessness” based on categories 2 or 4 of the HUD “homeless” definition, or based on the “at risk of homelessness” definition found at 24 CFR 576.2, require HP services to prevent moving into an emergency shelter or another place described in category (1) of the “homeless” definition in 24 CFR 576.2, have an annual income below 30% of the median income for the area and be a resident of Bexar County for at least 30
days prior to requesting assistance. (24 CFR 576.103, 576.105, 576.106). Households should be identified and prioritized for assistance using the targeted screening tool in alignment with the RRH-HP Standards.

**Rental Assistance Duration and Adjustment**

For ESG, payment shall not exceed 24 months total during a 3-year period in tenant- or project-based housing.

For CoC, rental payments shall not exceed 24 months.

**Re-Evaluations**

**Rapid Rehousing (RRH)**

- Participants shall be re-evaluated not less than once annually. Eligibility:
  - The participant shall have an annual income that does not exceed 30 percent of median family income for the area or less, as determined by HUD at the time of annual re-evaluation [ESG only]; and
  - The participant shall lack sufficient resources and support networks necessary to retain housing without ESG/CoC assistance.

**Homeless Prevention (HP)**

- Participants shall be re-evaluated not less than once every three months.

**Permanent Supportive Housing (PSH) Programs – CoC Only**


Permanent Supportive Housing (PSH) for persons with disabilities is permanent housing with indefinite leasing or rental assistance paired with supportive services to assist homeless persons with a disability or families with an adult or child member with a disability achieve housing stability.

**Minimum Standards**

Minimum standards for shelters and program participant-occupied housing consist of compliance with the safety, sanitation & privacy requirements identified in 24 CFR 576.403 and 578.75. Providers shall not use ESG or CoC funding to help someone remain or move into housing if the housing does not meet the following minimum habitability standards:

- Structure and Materials: The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
- Space and security: Each resident must have adequate space and security for themselves and their belongings and an acceptable place to sleep.
- Interior air quality: Each room or space must have proper ventilation and be pollutant free.
- Water supply: Must be free of contamination.
Sanitary facilities: Residents must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.

Thermal environment: The housing must have the necessary, properly operating heating/cooling facilities.

Illumination and electricity: The structure must have adequate and appropriate lighting and safe electrical sources.

Food preparation: All food preparation areas contain suitable space and equipment to store, prepare, and serve safe and sanitary food.

Sanitary conditions: The housing must be in sanitary condition.

Fire safety:
- There must be a second means of exiting the building in the event of an emergency.
- Each unit must include at least one properly working smoke detector on each occupied level of the unit, located when possible in a hallway adjacent to a bedroom.
- If the unit is occupied by a hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom he or she occupies.
- The public areas of the housing must be equipped with enough detectors, but not less than one for each area.

**Participant Eligibility**

Individuals and families who meet the federal criteria under category (1) or (4) of the “homeless” definition in 24 CFR 576.2.

- All referrals must come from the local Coordinated Entry System and utilize the HUD recommended Order of Priority (HUD Notice CPD-16-11):
  - **Priority 1**
    - Households (HH) experiencing homelessness based on the length of time the individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter, and
    - There is a household member with a disability, and
    - The household has been identified as having severe service needs.
  - **Priority 2**
    - Households (HH) experiencing chronic homelessness based on the length of time the individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter, and
    - There is a household member with a disability and,
    - The household has not been identified as having severe service needs, and
    - There are no eligible households that meet the criteria under Priority 1.
  - **Priority 3**
- Households (HH) experiencing homelessness based on the length of time the individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter. HH has experienced less than 12 months cumulative across four episodes in three years, and
- There is a household member with a disability, and
- The household has been identified as having severe service needs, and
- There are no eligible households that meet the criteria above priorities.

  o Priority 4
    - Households (HH) experiencing homelessness based on the length of time the individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter. HH has experienced less than 12 months cumulative across four episodes in three years, and
    - There is a household member with a disability, and
    - The household has not been identified as having severe service needs, and
    - There are no eligible households that meet the criteria above priorities.

- Must follow any additional eligibility criteria set forth in the NOFO through which a project was funded and the grant agreement (e.g. Projects originally funded under the Samaritan Housing Initiative must continue to serve chronically homeless individuals and families; projects funded under the Permanent Supportive Housing Bonus must continue to serve the homeless population outlined in the NOFO under which the project was originally awarded).
- Programs may not establish additional eligibility requirements beyond those specified here and those required by funders.

**Additional Requirements for PSH Projects w/ Rental Assistance**

- Calculation of the rental payment amount shall only include monthly rent for the unit, any occupancy fees under the lease (except for pet and late fees) and if the participant pays separately for utilities, the monthly utility allowance established by the public housing authority for the area in which the housing is located.
- Payment for rental assistance shall only be made when there is a rental assistance agreement between the provider and the owner, which sets forth the terms under which rental assistance will be provided, including the prior requirements; a requirement that the owner provide the subrecipient with a copy of any notice to vacate given to the participant or any complaint used to commence an eviction action; and the same payment due date, grace period and late payment penalty requirement as the participant’s lease.
- Payment of any late payment penalties incurred by the agency shall not be claimed for reimbursement.
- Payment shall only be made when there is a legally binding, written lease for the rental unit between the participant and the owner.

**Participant Contribution**

Rent charges may not exceed those specified in CFR 578.7734.
Transitional Housing (TH) Programs – CoC Only

Reference: 24 CFR 578.37(2) (CoC)

Transitional Housing (TH) is designed to provide homeless individuals and families with interim stability and support to successfully move to and maintain permanent housing. ESG funds may not be provided to help individuals to remain in or move to transitional housing.

Minimum Standards

Transitional housing facilitates the movement of homeless individuals and families to permanent housing within 24 months of entering the program. Eligible persons for transitional housing meet the homeless definition based on categories 1 and 4. Providers of transitional housing services shall arrange for or make available services to participants to assist them in securing permanent housing within specified time periods. Transitional housing may be provided in scattered site or single site locations. Individuals and families assisted in transitional housing shall be provided housing accommodations as well as a services program intended to address issues that may hinder the household from obtaining or maintaining stable, long-term housing.

Safety, Sanitation, and Privacy

Providers shall not use ESG or CoC funding to help someone remain or move into transitional housing that does not meet the following minimum habitability standards:

- **Structure and Materials:** The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
- **Space and security:** Each resident must have adequate space and security for themselves and their belongings and an acceptable place to sleep.
- **Interior air quality:** Each room or space must have proper ventilation and be pollutant free.
- **Water supply:** Must be free of contamination.
- **Sanitary facilities:** Residents must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
- **Thermal environment:** The housing must have the necessary, properly operating heating/cooling facilities.
- **Illumination and electricity:** The structure must have adequate and appropriate lighting and safe electrical sources.
- **Food preparation:** All food preparation areas contain suitable space and equipment to store, prepare, and serve safe and sanitary food.
- **Sanitary conditions:** The housing must be in sanitary condition.
- **Fire safety:**
  - There must be a second means of exiting the building in the event of an emergency.
  - Each unit must include at least one properly working smoke detector on each occupied level of the unit, located when possible in a hallway adjacent to a bedroom.
If the unit is occupied by a hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom he or she occupies.

The public areas of the housing must be equipped with enough detectors, but not less than one for each area.

**Participant Eligibility**

Transitional Housing (TH) programs will receive referrals based on the prioritization established in the local Coordinated Entry Policies and Procedures. This prioritization will be updated periodically through the Coordinated Entry Committee based on subpopulation data and community input. The following target populations are HUD's preferred focus for Transitional Housing:

- Youth,
- Persons seeking to continue recovery in recovery-focused housing,
- Institutional re-entry (may not be eligible for CoC funding but needed for people leaving criminal justice and mental health facilities),
- Persons fleeing domestic abuse or violence where it is not possible to find units for rapid rehousing

**Limitations on Occupancy**

No individual or family may be assisted in transitional housing for a period of more than 24 months. No person shall be discharged from transitional housing into homelessness because of this limitation. Transitional housing programs are expected to place individuals and families into permanent housing as quickly as possible.

**Participant Contribution**

Individuals and families residing in transitional housing are not required to pay rent. Providers of transitional housing may impose occupancy charges. If the provider elects to charge rent or occupancy charges, the charges may not exceed those specified in 24 CFR 578.77.

**Program Fees**

No fees other than rent or occupancy charges may be charged to program participants. This includes meals, copayments for services, transportation and all other services that may be provided to program participants.

**Occupancy Agreements**

All individuals and families served in transitional housing must be provided an occupancy agreement for a minimum of a monthly term and which can be renewed provided that the household does not remain in transitional housing for longer than 24 months. The agreement must specify the expectations for safety in housing and program expectations. Residents in transitional housing may not be discharged for failure to participate in services. No person may
be terminated from transitional housing without first being provided the right to appeal that decision in accordance with the due process provisions at 24 CFR 578.91(b).

**Emergency Shelter (ES) Programs – ESG Only**

Reference: [24 CFR 576.102](#) (ESG)

An effective crisis response system provides immediate and low-barrier access to safe and decent shelter to anyone that needs it and aims to house people as quickly as possible. Emergency shelters, and other types of crisis housing, play a critical role in the community’s system response and strategy to end homelessness.

**Participant Eligibility**

People are eligible for these services if they qualify as “homeless” based on categories (1, 2, or 4) of the “homeless” definition found at [24 CFR 576.232](#). Eligible activities, in compliance with federal ESG rules in addition to the provision of decent, safe, and sanitary emergency shelter accommodations include:

- Case management;
- Child Care;
- Education,
- Employment and Life Skills Services;
- Legal Services;
- Health,
- Mental Health and Substance Abuse Services;
- Transportation

**Minimum Standards**

*Safety, Sanitation, & Privacy*

- Any building for which ESG funds were used for conversion, major rehabilitation, or other renovation or that receives ESG assistance for shelter operations shall meet state/local government safety and sanitation standards, as well as the following:
- Structure and materials: The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
- Products and appliances: Any ESG funded renovation, including major rehabilitation and conversion, must use Energy Star and WaterSense products/appliances.
- Access: The shelter must comply with the applicable Rehabilitation, Fair Housing and Americans with Disabilities Acts and implement regulations.
- Space and security: Unless it is a day shelter, it must provide appropriate places to sleep, adequate space, and security for residents and their belongings.
- Interior air quality: Each shelter room/space must have proper ventilation and be pollutant free.
- Water supply: Must be free of contamination.
Sanitary facilities: Each participant must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.

Thermal environment: The shelter must have the necessary, properly operating heating/cooling facilities.

Illumination and electricity: The shelter must have adequate and appropriate lighting and safe electrical sources.

Food preparation: Any food preparation areas must be able to store, prepare, and serve safe and sanitary food.

Sanitary conditions: The shelter must be in sanitary condition.

Fire safety: Each occupied unit of the shelter must have at least one working smoke detector and when possible, they should be near sleeping areas. The fire alarm system must be designed for hearing-impaired residents. All public areas must have at least one working detector and there must be a second means of exiting the building in the event of an emergency.

Shelter Diversion

Shelter Diversion is a strategy that prevents homelessness at the front door by helping to identify immediate alternate housing arrangements and, if necessary, connecting people experiencing homelessness with services and financial assistance to help them return to permanent housing. Diversion should be attempted with all households seeking homeless services assistance.

Eligibility Documentation

Providers of Emergency Shelter services shall admit individuals and families who meet the HUD definition of “homeless,” as specified in 24 CFR 576.2 (1, 2, & 4) and agencies’ eligibility criteria. No provider funded under ESG or the CoC program may serve homeless persons in Category 3 until it has been notified by SARAH that a request has been made to serve this population and the request has been approved by HUD.

Recipients and subrecipients are required to document eligibility at program entry, even for emergency shelters. Given that third-party documentation at the emergency shelter level is not feasible in most cases, subrecipients operating emergency shelters can document homeless status through a certification by the individual or head of household as the primary method of establishing homeless eligibility. In these instances, one method of meeting this standard would be to require households to complete a sign-in sheet, with a statement at the top informing the individual or head of household that by signing, they certify that they are homeless.

Under no circumstances must the lack of third-party documentation prevent an individual or family from being immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider.

Assessment

- Individuals and families shall be assessed for Coordinated Entry using the CoC-Approved Coordinated Entry assessment, and that assessment must be recorded into HMIS.
• Families and individuals remaining in shelter for longer than thirty (30) days shall be reassessed by a Case Manager for housing every 30-45 days.

**Intake**

When appropriate, based on the individual’s needs and wishes, the provision of or referral to Homelessness Prevention (HP) or Rapid Rehousing (RRH) services that can quickly assist individuals to maintain or obtain safe, permanent housing shall be prioritized over the provision of Emergency Shelter (ES) or Transitional Housing (TH) services. Emergency shelters will prioritize shelter services for those:

- Individuals and families lacking other resources in the community even if limited assistance could be provided to end their homelessness.
- Are literally homeless and in the absence of shelter are likely to be living in an unsheltered setting.
- Individuals and families vulnerable to injury or illness if not sheltered.

Transgender placement will be based on gender self-identification.

**Discharge and Length of Stay**

Program participants shall be discharged from Emergency Shelter services when they choose to leave or when they have successfully obtained safe, permanent housing. Any Length of Stay limitations shall be determined by the individual service provider’s policies and clearly communicated to program participants. Providers of shelter services are strongly encouraged not to discharge individuals and families who have not secured permanent housing and maintain those households in shelter until they can be placed in appropriate permanent housing.

**Safety and Shelter Safeguards for Special Populations**

Safety and Shelter Safeguards shall be determined by the individual Special Population service provider’s policies and clearly communicated to program participants.

**Street Outreach (SO) – ESG Only**

Reference: [24 CFR 576.101](#) (ESG)

The San Antonio and Bexar County community has developed Street Outreach Written Standards of Care, which can be found in Addendum II (TBD).
Addendum I – Rapid Rehousing and Homeless Prevention Written Standards

The standards below are based on nationally recognized best practices\(^1\) and developed through a series of community sessions focusing on developing local best practice in rapid rehousing and homelessness prevention implementation. The intent of developing local Rapid Rehousing (RRH) and Homelessness Prevention (HP) program standards is to ensure equal access and services are provided to all households enrolled in RRH and HP and to establish consistency in implementation at every agency.

The San Antonio and Bexar County Rapid Rehousing and Homelessness Prevention (including all ESG/ESG-CV funded Prevention) agencies are expected to adhere to these standards for delivering assistance in addition to all federal requirements\(^2\) applicable to the funding source, unless otherwise indicated.

<table>
<thead>
<tr>
<th>Program Philosophy &amp; Design</th>
<th>Additional Clarifications, as needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1. Program uses the standards included in this document (or other similar standards that meet the same intent) as the basis for training and supervising staff.</td>
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<tr>
<td>P2. Program <strong>accepts all referrals through Homelink</strong>, as the local coordinated entry process.</td>
<td>This may not apply to non-federally funded or victim service provider projects. If not applicable, the program should have clearly defined written criteria and procedures to prioritize applicants.</td>
</tr>
<tr>
<td>P2a. Programs adhere to Homelink Referral Partner Expectations</td>
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</tr>
<tr>
<td>P2b. Homelessness Prevention Programs coordinate referrals through the CoC Prevention Subcommittee and local Targeted Prevention Framework</td>
<td>Homelink Policies and Procedures are available on the SARAH website</td>
</tr>
</tbody>
</table>

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\(^1\) Adapted from the standards published by the National Alliance to End Homelessness (NAEH) in 2016 to guide implementation of rapid rehousing best practices.

\(^2\) Depending on the funding source, federal requirements may include the Continuum of Care Program Interim Rule, the Emergency Solutions Grant Interim Rule, the ESG-CV Notice CPD-21-08, and other applicable regulations as issued by HUD CPD.
<table>
<thead>
<tr>
<th>P3. Program staff are trained on the principles of Supportive Housing and oriented to the basic program philosophy of prevention, rapid rehousing, and Housing First.</th>
<th>Housing First is defined as a homeless assistance approach that prioritizes providing permanent housing to someone experiencing homelessness, thus ending their homelessness and serving as a platform from which they can pursue personal goals and improve their quality of life.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program has a routine way of onboarding new staff that includes training on Housing First and the prevention and rapid rehousing principles including trauma-informed care, motivational interviewing, and a strengths-based approach.</td>
<td>Housing First implementation includes offering a robust package of services &amp; case management to support individual needs and to address housing barriers</td>
</tr>
<tr>
<td>P4. Eligibility and screening criteria for the program does not create additional barriers to housing and does not include preconditions to enrollment, services, or housing placement, such as a period of sobriety, a commitment to participation in treatment, or any other criteria designed to “predict” long-term housing stability other than willingness to engage the program and work on a self-directed housing plan. Programs will limit eligibility and screening criteria to that required by funders.</td>
<td>Projects are allowed to identify specific target populations but must comply with fair housing laws.</td>
</tr>
<tr>
<td>Households are not required to have any specific identification documents to be enrolled in HP or RRH. Programs understand that project enrollment encompasses the housing search process (when necessary, for HP) to assist a household in obtaining documents needed to enter a lease for their housing unit.</td>
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</tr>
<tr>
<td>P5. Disabilities are assessed only to the extent critical to providing needed and relevant services and when related to the participant’s ability to obtain a disability-specific benefit, service, or accessible unit</td>
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</tr>
<tr>
<td>P6. <strong>Leases for program participants are legally binding</strong>, written or verbal leases between the program participant and property owner. Leases are subject to local and state residential landlord-tenant laws and additional requirements, such as drug testing or program participation, are not allowed.</td>
<td>While written leases often supersede any other written or verbal correspondence between a tenant and property owner in Texas, programs are encouraged to keep record of all written documentation between a program participant and property owner.</td>
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<tr>
<td><strong>P7. Program participates in the local community’s Homeless Management Information System (HMIS)</strong> meaning they collect all required data standards (as determined by HUD and local HMIS policies), adhere to privacy standards, take steps to ensure timely and quality data entry, and participate in all required reporting.</td>
<td>Victim service providers should follow the same standard for tracking data in a comparable database.</td>
</tr>
<tr>
<td><strong>P8. Program has an ongoing performance improvement process that includes evaluation of participant outcomes and participant feedback.</strong> The performance benchmarks and standards in this document provide a framework for performance evaluation and performance improvement efforts.</td>
<td>Programs should include project scorecard metrics from their funder in their ongoing performance improvement process. Additionally, the NAEH benchmarks can be used as a guide.</td>
</tr>
<tr>
<td><strong>P9. Program and case management staff fully embrace and operationalize a strengths-based approach in working with each participant.</strong> Because Permanent Supportive Housing is a very limited resource, AND because of the trauma of experiencing homelessness and the scarcity of all homeless interventions, RRH and HP programs operate with a belief that all households will thrive in housing, regardless of income and acuity, and if additional resources, beyond rental assistance and case management are needed, the program will work to identify additional supports.</td>
<td>Program can follow local procedures for making referrals to SAHA or Permanent Supportive Housing.</td>
</tr>
<tr>
<td><strong>P10. Program has established practices of authentic youth collaboration</strong> in project design and implementation.</td>
<td>Fully meet standard for YHDP-funded RRH projects.</td>
</tr>
<tr>
<td>P11. <strong>Program adheres to all applicable funding requirements without setting additional restrictive policies or procedures.</strong></td>
<td>Projects are required to have processes in place to determine how much and how long someone needs assistance. Refer to Case Management and Rent &amp; Move-In Assistance standards to better understand local standards.</td>
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<tr>
<td>P11a. Offer assistance as long as a participant is identified to need it and for a maximum period of time as determined by the funding source.</td>
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<tr>
<td>P11b. Program does not require a minimum level of assistance.</td>
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<tr>
<td>P11c. Some funding sources allow for services to continue after rental assistance ends. Programs will document in writing how it is determined if a participant is eligible for aftercare services and what level of engagement will be provided</td>
<td></td>
</tr>
<tr>
<td>P12. Termination of HP and RRH participants will only be used in extenuating circumstances and should only be considered after other remedies have been attempted.</td>
<td>Evictions and efforts to meet program targets/metrics are not grounds for terminating a participant from a RRH or HP program.</td>
</tr>
<tr>
<td><strong>Housing Identification</strong></td>
<td><strong>Additional Clarifications, as needed</strong></td>
</tr>
<tr>
<td>H1. Program has <strong>designated staff whose responsibility is to identify and recruit landlords and encourage them to rent to households served by the program</strong>. Staff have the knowledge, skills, and agency resources to understand landlords’ perspectives, understand landlord and tenant rights and responsibilities, and negotiate landlord supports. If a program does not have a dedicated staff person(s) who solely performs this function, case manager job descriptions must include responsibilities including landlord recruitment and negotiation and at least some of the program’s case managers must be trained in this specialized skill set to perform the recruitment function effectively.</td>
<td>Not all HP households will present a need for housing relocation, though all programs are required to meet this standard in order to meet the needs of households who are in need of identifying new housing in order to obtain housing stability.</td>
</tr>
<tr>
<td>H2. <strong>Staff are trained on housing identification, landlord tenant rights and responsibilities, and other core competencies as well as the wider array of housing assistance available within a community.</strong></td>
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<tr>
<td>Program has routine ways to onboard new staff and to keep staff regularly updated on new strategies, policies, and housing assistance options in the community.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>H3. <strong>Program has written policies and procedures for landlord recruitment activities</strong>, including screening out potential landlord partners who have a history of poor compliance with their legal responsibilities and fair housing practices.</th>
</tr>
</thead>
<tbody>
<tr>
<td>At a minimum, agencies need to be able to describe landlord recruitment but move towards written policy and procedures for RRH and HP.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>H4. <strong>Program offers a standard, basic level of support to all landlords who lease to program participants and this support is detailed in a written policy distributed to landlords.</strong> Program can negotiate additional supports, as needed, on a case-by-case basis.</th>
</tr>
</thead>
</table>
| At a minimum, this policy specifies that program staff:  
H4a. Respond quickly (within one business day) to landlord calls about tenancy problems.  
H4b. Seek to resolve conflicts around lease requirements, complaints by other tenants, and timely rent payments; and  
H4c. Whenever possible, negotiate move-out terms and assist the person/household to quickly locate and move into another unit without an eviction (see Case Management & Services Standard C15.) |

<table>
<thead>
<tr>
<th>H5. <strong>Program has a detailed policy for the type of assistance provided to help households find and secure housing.</strong> Staff explain and distribute this policy to households at entry to the program.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policies provided to households should be easily accessible and easy to read/understand.</td>
</tr>
</tbody>
</table>

Some households may decline assistance in finding housing, but the program checks on their progress and offers advice and/or direct assistance if they encounter obstacles they cannot resolve independently.
<table>
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<tr>
<th>H6. Program has a written policy requiring staff to explain to participants basic landlord-tenant rights and responsibilities and the requirements of their specific lease.</th>
</tr>
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<tbody>
<tr>
<td>H7. Program continually engages in the recruitment and retention of landlord partners and has methods of tracking landlord partners and unit vacancies, unit locations, characteristics, and costs.</td>
</tr>
<tr>
<td>H8. Program provides participants with multiple housing choices within financial constraints. The onus is on the program to provide these housing choices, but this does not preclude program participants from conducting their own search and choosing housing they identify independently.</td>
</tr>
</tbody>
</table>
| H9. Program assists participants in making an informed housing choice with the goal that the participant will be able to maintain after program exit, even when the household will experience high housing cost burden. While participants ultimately choose their housing unit, a program uses housing and budgeting plans that help a participant understand the likelihood of being able to pay rent and meet the requirements of the lease by the end of assistance. 

This should not preclude the program from assisting households with little or no income from moving into housing. 

For extremely low income households, there should be reasonable projections and expectations and due diligence on the program’s part to help participants secure income (through employment, public benefits, and/or on-going rental assistance) at program exit (see Case Management & Services Standards). |
| H10. Program trains staff to collaborate with outreach and shelter case managers (or other providers, when available, in the case of HP assistance) to assist households with obtaining necessary documentation needed to sign a lease and move into housing. |
H11. When closing a case, the program provides information to landlords about how they can contact the program again if needed and what kind of follow-up assistance may be available.

<table>
<thead>
<tr>
<th>RENT &amp; MOVE-IN ASSISTANCE</th>
<th>Additional Clarifications, as needed</th>
</tr>
</thead>
</table>
| R1. Program staff are trained on regulatory requirements of all applicable rapid rehousing and homelessness prevention funding streams and on the ethical use and application of a program’s financial assistance policies. This includes but is not limited to initial and ongoing eligibility criteria, program requirements, and assistance maximums. | CoC Program  
ESG Program  
ESG-CV Notice CPD-21-08  
*Other regulations and flexibilities as issued by CPD |

Program has a routine way to onboard new staff and to keep staff regularly updated on changing regulations, program policies, and required data collection and documentation.

R2. A progressive approach is used to determine the duration and amount of rent assistance. Financial assistance is not a standard “package” (i.e. all households receive $500/mo., or all households receive 6 months of assistance) and is flexible enough to adjust to households’ unique needs and resources, especially as participants’ financial circumstances or housing costs change.

Policies and procedures also detail when and how rapid rehousing assistance is used as a bridge to a permanent subsidy or permanent supportive housing placement.

R3. Program has written policies & procedures that detail the progressive approach that include clear and fair decision guidelines and internal processes and procedures for reassessment for the continuation and amount of financial assistance.

Monthly rental assistance determinations must be documented and maintained as part of the participant file.

R3a. Guidelines should include an understanding that participants are not required to pay a portion of their rent, but programs are required to assess and determine the need and amount of rental assistance monthly.

Re-evaluations for continued assistance should follow relevant funding requirements.

R3b. Guidelines are flexible enough to respond to the varied and changing needs of program participants, including participants with zero income.
<table>
<thead>
<tr>
<th>R3c.</th>
<th>Staff is trained on how to effectively have budgeting conversations and to complete a budgeting worksheet and these skills are used in monthly rental determination conversations with participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>R4. Programs should expect to pay 100% of move-in expenses + 100% of the first month of rent for all participants. Eligible expenses are dependent specific to each funding source and each program is responsible for ensuring that only eligible costs are provided.</td>
<td></td>
</tr>
<tr>
<td>If a project does not pay this amount, justification should be documented as to why payment was reduced.</td>
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</tr>
<tr>
<td>In HP programs, only applicable to households needing relocation services.</td>
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</tr>
<tr>
<td>R5. Program issues checks quickly and on time and has the capacity to track payments to landlords and other vendors, and the type of assistance provided.</td>
<td></td>
</tr>
<tr>
<td>R6. Program has the capacity to pay reasonable back rent and utility arrears that directly prevent a participant from maintaining their housing or being able to sign a lease.</td>
<td></td>
</tr>
<tr>
<td>Required for ESG and ESG-CV funded programs.</td>
<td></td>
</tr>
<tr>
<td>When these costs are not eligible through the federal funding source, programs should do their best to help meet the need through other resources/referrals.</td>
<td></td>
</tr>
<tr>
<td>Refer to PLACE Program whenever possible</td>
<td></td>
</tr>
<tr>
<td>R7. Program has the capacity to offer landlord incentives as reasonable and necessary to quickly obtain housing.</td>
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</tr>
<tr>
<td>Landlord Incentives allowable under the ESG-CV Notice are limited to 3x the rent charged for each unit and include:</td>
<td></td>
</tr>
<tr>
<td>● Signing bonuses equal to up to 2 months of rent;</td>
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<tr>
<td>● Security deposits equal to up to 3 months of rent;</td>
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<tr>
<td>Paying the cost to repair damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit; and,</td>
<td></td>
</tr>
<tr>
<td>● Paying the costs of extra cleaning or maintenance of a program participant’s unit or appliances.</td>
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<tr>
<td>Required for ESG-CV funded programs.</td>
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<td>When these costs are not eligible through the federal funding source, programs should do their best to help meet the need through other resources/referrals.</td>
<td></td>
</tr>
<tr>
<td>Refer to PLACE Program whenever possible</td>
<td></td>
</tr>
<tr>
<td>R8. Program helps participants meet basic needs at enrollment and move-in, such as securing basic furnishings for an apartment, including mattresses and basic kitchen items such as a pot for cooking and utensils. The purchase of furniture and household furnishings are allowable under the ESG-CV Notice; however, the items may only be provided for use while the participant is receiving assistance. These purchases are subject to the requirements for equipment at 2 CFR 200.313, including the disposition requirements included in paragraph (e) of that section.</td>
<td>Programs should follow Eligible Expenses guidelines when using federal funding to pay for household goods. In the event other funding streams are not available to cover costs, rehousing agencies should develop and maintain partnerships with other community organizations to meet household needs.</td>
</tr>
<tr>
<td>R9. Program has written procedures that detail how participants are made aware of how much rent they are responsible for paying each month.</td>
<td>Notification to participants is still required even if their rental contribution is $0.</td>
</tr>
<tr>
<td>R10. The transition off of financial assistance is coordinated with case management efforts to assist program participants to assume and sustain their housing costs.</td>
<td></td>
</tr>
</tbody>
</table>

### Case Management & Services

| C1. Case managers’ job descriptions direct case managers to focus on housing and to use strengths-based practices focused on participant engagement and meeting the unique needs of each household. |
| C2. In programs that have specialized staff that conduct housing location (see Housing Identification Program Standard H1.), case managers work closely with housing locator staff to match the client to an appropriate unit as quickly as possible. When housing location is not a specialized role, case manager job descriptions shall include the role and requirements of housing location. |

### Additional Clarifications, as needed

<p>| | |
| | |</p>
<table>
<thead>
<tr>
<th>C3. Case managers are trained on homelessness prevention and rapid rehousing case management strategies and related evidence-based practices as well as program policies and community resources.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Positive Youth Development training and practices are applicable for all RRH and HP projects serving any youth under the age of 25 and required in all YHDP funded projects.</td>
</tr>
<tr>
<td>Case managers are trained on homelessness prevention and rapid rehousing case management strategies and related evidence-based practices as well as program policies and community resources.</td>
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</tr>
<tr>
<td>C3a. Strategies include but are not limited to: Trauma Informed Care, Positive Youth Development, Motivational Interviewing, Harm Reduction, and using a Strengths Based Approach.</td>
</tr>
<tr>
<td>Additionally, a program has a regular process for onboarding new staff and regularly updating the training of current staff.</td>
</tr>
<tr>
<td>C4. Except where dictated by the funder, program participants direct when, where, and how often case management meetings occur. Meetings occur in a participant’s home and/or in a location of the participant’s choosing whenever possible.</td>
</tr>
<tr>
<td>Program should follow CDC and agency guidance before engaging in in-person meetings with participants during a pandemic.</td>
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<tr>
<td>C5. Case managers respect a program participant’s home as their own, scheduling appointments ahead of time, only entering when invited in, and respecting the program participant’s personal property and wishes while in their home.</td>
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<td>Case managers respect a program participant’s home as their own, scheduling appointments ahead of time, only entering when invited in, and respecting the program participant’s personal property and wishes while in their home.</td>
</tr>
<tr>
<td>C6. Case management and services are offered regularly and at least monthly. Services are designed to meet the needs and wants of each participant and participation is voluntary.</td>
</tr>
<tr>
<td>Case management and services will often be more frequent at the beginning of enrollment in the program. Especially while a participant is looking for housing and newly moved into a unit.</td>
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</tr>
<tr>
<td>C6a. If a participant is unable to be reached, the case manager should continue attempts to engage with them and document their attempts. A household should not be terminated from the project if they are unreachable for a period of time.</td>
</tr>
<tr>
<td>C6b. If a program participant refuses services, they should not be terminated from the program. Case managers should try to engage the participant in respectful and creative ways, offering a service package that is inviting to the participants. Programs and case management staff should understand and respect that it could take time to develop trust with participants.</td>
</tr>
<tr>
<td>C6b. If a program participant refuses services, they should not be terminated from the program. Case managers should try to engage the participant in respectful and creative ways, offering a service package that is inviting to the participants. Programs and case management staff should understand and respect that it could take time to develop trust with participants.</td>
</tr>
<tr>
<td>C7. <strong>Program has clear safety procedures for home visits</strong> that staff are trained on and that are posted clearly visible in office space and shared with program participants at intake and shared with participants and staff whenever changes are made.</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>C8. <strong>Program has clearly defined relationships with employment and income programs</strong> that it can connect program participants to when appropriate.</td>
</tr>
</tbody>
</table>
| C9. **Program has clearly defined policies and objective standards for when case management should continue and end.**

C9a. These guidelines are flexible enough to respond to the varied and changing needs of program participants.

C9b. These guidelines include review of the household file and situation from a program director or other staff member who is not directly connected to the household. | --- |
| C10. **At enrollment or within 72 hours of enrollment, program conducts a tenancy barriers assessment**— not for the purpose of screening out a participant, but to quickly address any such barriers, help direct and navigate the housing search and contribute to landlord negotiation efforts.

Any other assessments completed prior to housing are limited and focus on those things necessary to support health and safety and resolve the housing crisis as quickly as possible. | Specific timeframes for establishing a housing plan may vary depending on capacity and processes. All programs should be striving to begin developing a housing plan with households as soon as possible following enrollment. |
| C11. **Program has resources and/or ability to connect participants to community resources** that help participants: resolve or navigate tenant problems (like rental and utility arrears or multiple evictions) that landlords may screen for on rental applications; obtain necessary documentation such as identification; prepare participants for successful tenancy by reviewing lease provisions, understanding their rights and responsibilities; and support other move-in activities such as providing furniture. | San Antonio and Bexar County rehousing agencies should utilize SACRD for a full directory of community resources. |
| C11a. Program, at a minimum, **maintains a list of community resources (and their eligibility requirements) to which participants can be referred.** Preferably, the program has relationships with these agencies. The list is regularly updated and includes other low-income housing assistance programs. | --- |
C12. **Program offers basic tenancy skills and learning opportunities** which can include instruction or guidance on basic landlord-tenant rights and responsibilities, requirements and prohibitions of a lease, and meeting minimum expectations for care of the housing unit, such as not causing damage (See Housing Identification Program Standard H5).

C12a. When appropriate, **case managers work with participants to build their communication skills to better respond to or negotiate with a landlord**. This might relate to repairs; an extension on a rent payment; or complaints against the tenant concerning noise, odors, trash, or the behavior of children or guests, for example.

C13. **Program staff work directly with the participant and landlord to resolve tenancy issues without threatening the participant’s tenancy**. The issue might be failure to pay rent, not properly maintaining the unit, or disturbing the quiet enjoyment of others. It also may include landlords not meeting their obligations.

Program works quickly to identify a corrective course of action, and, without breaking a participant’s confidentiality, keep the landlord and participant informed about the program’s action to mitigate the situation.

C14. When necessary, **case managers help participants avoid evictions before they happen, and maintain a positive relationship with the landlord**. This can be done by moving a household into a different unit prior to eviction and possibly identifying a new tenant household for the unit (See Housing Identification Program Standard H4c).

C14a. If a household is evicted while in a RRH or HP project, the household may **not** be terminated from the program. The program is responsible for rehousing the household in a new permanent housing location.
<table>
<thead>
<tr>
<th><strong>C15. Housing plans, sometimes known as case plans or goal plans, focus on how program participants can maintain a lease and address barriers to housing retention</strong>, including maximizing their ability to pay rent; improving understanding of landlord/tenant rights and responsibilities; and addressing other issues that have, in the past, resulted in housing crisis or housing loss.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plans account for participant preferences/choices, and include only goals created with and agreed to by the participant.</td>
</tr>
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</table>

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<thead>
<tr>
<th><strong>C16. Case managers make referrals to appropriate community and mainstream resources</strong>, including, but not limited to income supplements/benefits (TANF, Food Stamps/SNAP, etc.), non-cash supports (healthcare, food supports, etc.), legal assistance, credit counseling, and subsidized child care.</th>
</tr>
</thead>
<tbody>
<tr>
<td>When making these referrals, it is the case manager’s responsibility to follow-up on receipt of assistance. However, a participant may choose not to follow up on or participate in any referred services or programs without fear of being terminated from the program.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th><strong>C17. As rapid rehousing and homelessness prevention assistance is short- or medium-term, case managers pay attention to participants’ incomes</strong> moving forward. Case managers help participants review their budgets, including income and spending, to make decisions about reducing expenses and increasing income.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case managers are knowledgeable about options to increase income including benefit enrollment, gaining employment, and increasing employment.</td>
</tr>
</tbody>
</table>

<p>| <strong>C18. Case managers actively work with participants to identify pathways for increasing earned income</strong>, including participating in mainstream and community employment support programs as well as using a program’s own employer connections. |</p>
<table>
<thead>
<tr>
<th>C19. If necessary, <strong>case managers assist participants in identifying existing familial and personal connections</strong> that can help them maintain housing by providing supports such as childcare, transportation, etc. Participants may choose not to engage in this process without fear of being terminated from the program.</th>
</tr>
</thead>
<tbody>
<tr>
<td>C20. When getting close to closing a case, <strong>case managers should begin talking to participants about what things will be like when the RRH and HP assistance ends</strong>. This should be implemented as a brainstorm around what they want to accomplish while they still have the assistance and how the case manager can make sure they are ready for exit. Case management services may be provided beyond the point of financial assistance and should only continue to the extent necessary to ensure housing stability at the time of program exit.</td>
</tr>
<tr>
<td>C21. <strong>When closing a case</strong>, case managers are responsible for ensuring that all appropriate referrals have been made and information on available community assistance has been shared with a participant. When closing a case, <strong>case managers provide information to participants about how they can access assistance from the program again if needed and what kind of follow-up assistance may be available</strong>. In instances when a participant is at imminent risk of returning to homelessness, program has the capacity to either directly intervene or provide referral to another resource.</td>
</tr>
<tr>
<td>C22. When a referral to on-going supports is made while a case is open or in the process of closing, <strong>case managers provide a “warm handoff” and follow up</strong>, to assure that assistance is satisfactory.</td>
</tr>
</tbody>
</table>
Addendum II – Street Outreach Written Standards

TBD
Addendum III – Emergency Solutions Grant (ESG) - CV Funds

These community written standards are in accordance with requirements outlined in 24 CFR 576.400.

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) provided an additional $3.96 billion for the Emergency Solutions Grant (ESG) program. These funds were allocated to states, counties, and cities using a formula. Recipients and subrecipients must use these funds, known as ESG-CV funds, to prevent, prepare for, and respond to coronavirus among individuals and families who are homeless or receiving homeless assistance. Recipients and subrecipients can also use them to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus.

ESG-CV mostly aligns with the ESG federal regulations. However, HUD Notice CPD-21-08, superceding the prior Notice CPD-20-08, outlines additional requirements, limitations, and flexibilities. In turn, COCs must update local written standards to align with ESG-CV regulations. These ESG-CV specific written standards are an addendum to the existing written standards and are applicable to all agencies operating ESG-CV funded projects in San Antonio/Bexar County. They should be reviewed in conjunction with the local written standards; however, for ESG-CV projects, this addendum supersedes all other community standards.

The local ESG-CV recipients are the City of San Antonio and Bexar County. Additionally, SARAH helps coordinate State TDHCA ESG-CV funding. Any organization receiving ESG-CV funds from one or more of these sources is considered a subrecipient of ESG-CV funds and must abide by the following standards.

Coordinated Entry

Updated Policies and Procedures

In coordination with the local health department, the COC has updated Homelink assessment and prioritization policies to include COVID-19 vulnerabilities. The COC will use these policies for housing placement during the pandemic. The policies are available here and the Coordinated Entry (CE) Advisory committee will review them regularly. Community partners are invited to attend CE Advisory Committee meetings to provide specific feedback on Homelink processes.

SARAH staff will communicate updates that the Coordinated Entry and Outreach Advisory Committee recommends and the CoC Board of Directors approves.

Homelessness Prevention Referrals

SARAH, City of San Antonio Neighborhood Housing and Stabilization Dept. (NHSD), COSA DHS, and current prevention providers established a targeted prevention framework to ensure households most at risk of experiencing homelessness can access ESG-CV resources.

1. Housing Problem Solving & Diversion

ESG-CV prevention providers must be trained on Housing Problem Solving strategies through SARAH's Diversion Program. This training equips triage staff and intake workers to have deep problem-solving conversations that keep people from entering homelessness.
SARAH also manages a pool of funding that can cover expenses ineligible under federal funding.

Providers should contact EboniJett@sarahomeless.org for more information on Housing Problem Solving and Diversion.

2. Targeted Screening Tool

The community is utilizing a local screening tool and process that ensures households are matched to the appropriate service in the community and that services reach the most vulnerable populations.

Rapid Rehousing Referrals

SARAH staff operating Homelink will make RRH referrals in accordance with policies and procedures linked above.

Emergency Shelter

Emergency Shelters play a key role in our local response to COVID-19. Shelters must follow CDC and local health department guidance, including social distancing requirements, to keep clients and staff safe.

If any ESG-funded shelter is considering closing or suspending intake they must notify SARAH, the City of San Antonio Dept. of Human Services, Bexar County, and emergency management officials before acting.

Intake Procedures

If emergency shelters need to adjust their intake procedures, they must ensure that the changes are consistent with need to prevent, prepare for, and respond to COVID-19. Since virus rates are in constant flux, shelters can shift their intake procedures without approval from any CoC committee but must make the City of San Antonio Department of Human Services (COSA DHS), Bexar County, SARAH and CentroMed aware of changes as quickly as possible.

Any changes to intake procedures or major shelter operations must be shared on the weekly community COVID-19 call facilitated by SARAH. SARAH will ensure the full community is aware of shelter changes.

Anyone who presents at an ESG-funded shelter with respiratory symptoms (e.g., cough) must not be turned away solely because of their health symptoms. Shelters funded by ESG-CV must establish referral pathways to isolation and quarantine.

Non-Congregate Shelter

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3 The Targeted Prevention Screening Tool is was adopted in May 2021.
Haven for Hope is managing the community’s non-congregate shelter (NCS) in the form of hotel stays and maintains procedural documents for this operation. The City of San Antonio funds this operation.

**Capacity**

Shelters funded by ESG-CV must minimize the number of people who are turned away when seeking shelter.

The City of San Antonio’s Homeless Hotline will assist in coordinating referrals to emergency shelter. If a shelter is at maximum capacity, they must establish referral pathways to other housing or shelter services.

**Lengths of Stay**

While congregate facilities can pose higher risk for contracting COVID-19, shelters funded by ESG-CV must not implement a maximum length of stay when a discharge will result in participants returning to unsheltered settings or situations putting them at even higher risk of COVID-19 infection. Shelters must help clients think about their health risks while staying in shelter and when exiting to another situation.

**Street Outreach**

HUD has approved the following as eligible costs under Street Outreach for ESG-CV funded projects:

- Engagement: Hand sanitizer, soap, tissue packets, masks, disposable gloves, other personal protective equipment
- Case Management: Coordinating medical care
- Transportation: Train or bus tokens, taxi or rideshare for program participant travel to and from medical care
- Expanded Staffing: Hiring additional staff to support infectious disease preparedness, providing hazard pay to staff with direct participant contact

Projects administering ESG CARES funding are also expected to:

- Provide support to the City of San Antonio's Homeless Connections Hotline
- Participate in bi-weekly Street Outreach Case Conferencing
- Provide support at COSA Homeless Resource Hubs as needed

Providers must maintain social distancing requirements during engagements. Street outreach services, and services that outreach workers refer clients to, should be low-barrier.

**Rapid Rehousing and Homelessness Prevention**
Rapid Rehousing Eligibility

Agencies may use ESG-CV funds to provide housing relocation and stabilization services and rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve housing stability. This assistance, referred to as rapid rehousing, may be provided to program participants who meet the criteria under paragraph (1) of the “homeless” definition in 24 CFR 576.2 or who meet the criteria under paragraph (4) of the “homeless” definition and live in an emergency shelter or other place described in paragraph (1) of the “homeless” definition. The rapid rehousing assistance must be provided in accordance with the RRH-HP Program Standards, housing relocation and stabilization services requirements in §576.105, and the short- and medium-term rental assistance requirements in 24 CFR 576.106.

Homelessness Prevention Eligibility & Re-Evaluation Schedule

Sub-recipients may use ESG-CV funds to provide housing relocation and stabilization services and rental assistance to prevent an individual or family from moving into an emergency shelter or another place described in paragraph (1) of the “homeless” definition in 24 CFR 576.2. Sub-recipients may provide this assistance, referred to as homelessness prevention, to individuals and families who meet the criteria under the “at risk of homelessness” definition, or who meet the criteria in the “homeless” definition at 24 CFR 576.2 and have an annual income below 50 percent of median family income for the area, as determined by HUD. The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in the program participant’s current permanent housing or move into other permanent housing and achieve stability in that housing. Homelessness prevention must be provided in accordance with the RRH-HP Program Standards, housing relocation and stabilization services requirements in 24 CFR 576.105, and the short- and medium-term rental assistance requirements in 24 CFR 576.106.

Providers must re-evaluate clients’ level of rental assistance at least every 6 months.5

Housing Relocation & Stabilization Services (24 CFR 576.105)

ESG-CV funded projects are required to offer services that meet the needs of people enrolled in the project. Projects must offer a variety of services that are tailored to meet the needs of each individual client. Services must address housing and income barriers of the client and be designed to support the client in maintaining housing stability once their stay in the project has ended.

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4 This is a change from the annual allocation of ESG funds which determined eligibility at 30% AMI. Subrecipients operating both ESG-CV and annual ESG funded projects must be diligent in their internal processes, to ensure compliance between the two funding sources.

5 This is a change from the annual allocation of ESG funds which requires re-evaluation every 3 months. Subrecipients operating both ESG-CV and annual ESG funded projects must be diligent in their internal processes, to ensure compliance between the two funding sources.
1. Participation Requirements
While projects are required to offer services, the ESG-CV notice prohibits projects from requiring clients to participate in case management services, receive treatment, or perform other activities.

If a project enrols a client who is refusing services, the service team must try to engage the client in a variety of ways. Reaching out in different ways, including by text, phone, in person (if it can be done safely and by following social distancing requirements), or other ways can help to create a connection that could lead to service participation. The service team should regularly try to connect and not assume that a client will never want services just because they refused at the last attempt.

Participants may not be terminated from a project for non-participation in services. ESG-CV projects must document their due-diligence in offering services to a client who refuses participation.

**Rental Assistance (24 CFR 576.106)**

Clients assisted with rental assistance may receive:

- Short-term rental assistance, which is assistance for up to 3 months of rent.
- Medium-term rental assistance, which is assistance for more than 3 months but not more than 12 months of rent.\(^6\)

Due to the COVID-19 pandemic, many individuals and families are facing unemployment and loss of income/benefits. Case managers and service teams must look at every individual situation with a client and determine what level of assistance will support them in moving towards housing self-sufficiency.

1. **FMR & Rent Reasonableness**
The ESG-CV notices waive the requirement that unit rent must not exceed Fair Market Rent (FMR) \([24 \text{ CFR 576.106}(d)(1)]\). ESG-CV projects are not required to document FMR, but projects must document that each rental unit meets rent reasonableness standards in accordance with 24 CFR 982.507.

2. **Homelessness Prevention - Participant Payment of Rent**
ESG-CV Homelessness Prevention projects are expected to serve eligible participants with zero income. Therefore, there is no rental payment requirement for households receiving financial assistance. While participants are not required to pay a portion of the rent, subrecipients must approach every client situation with an individualized response.

3. **Rapid Rehousing – Participant Payment of Rent**
ESG-CV Rapid Rehousing projects are expected to serve eligible participants with zero income and because of that, there is no rental payment requirement for households receiving

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\(^6\) The initial ESG-CV Notice limited medium-term rental assistance to 12 months. The limitation was removed in the ESG-CV Notice CPD-21-08.
financial assistance. While participants are not required to pay a portion of the rent, subrecipients must approach every client situation with an individualized response.

**ESG-CV Additional Eligible Expenses**

The ESG-CV notice allows for additional eligible expenses as outlined below.

**Hazard Pay**

ESG-CV funds may be used to pay hazard pay for project staff working directly to prevent, prepare, and respond to COVID-19 within the homeless response system. Examples of staff who would fall into this category are: emergency shelter intake staff, street outreach staff, emergency shelter maintenance staff, emergency shelter security staff, staff providing essential services directly to people experiencing homelessness, and other staff in proximity to persons with COVID-19 or working in a location with high likelihood of contracting COVID-19.

**Volunteer Incentives**

ESG-CV funds can be used under 24 CFR 576.101(a), 24 CFR 576.102(a)(1), and 24 CFR 105(b) for the cost of providing reasonable incentives to volunteers (e.g. cash or gift cards) who have been or are currently helping to provide necessary street outreach, emergency shelter, essential services, and housing relocation and stabilization services during the COVID-19 outbreak.

Projects are responsible for determining and documenting reasonable incentives for volunteer services provided.

**Training**

ESG-CV funds may be used for training on infectious disease prevention and mitigation for staff working directly to prevent, prepare for, and respond to COVID-19 in the homeless response system.

**Landlord Incentives**

ESG-CV funds may be used under 24 CFR 576.105 to pay for landlord incentives that are reasonable and necessary to obtain housing for individuals and families experiencing homelessness and at risk of homelessness. Landlord incentives may not exceed three times the rent charged for the unit. Eligible landlord incentives include:

- Signing bonuses equal to 2 months of rent
- Security deposits equal to up to three months of rent, or the state statute

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7 Training costs are considered a standalone activity and are not to be charged to an activity under 24 CFR 576.101 – 24 CFR 576.109.
- Costs to repair damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit
- Paying the costs of extra cleaning or maintenance of a program participant’s unit or appliances

**Homeless Management Information System (HMIS) Lead Activities**

ESG-CV recipients may pay for HMIS Lead activities as specified in 24 CFR 576.07(a)(2) even when the activities are not completed by the CoC’s designated HMIS Lead. This flexibility allows for recipients to pay for HMIS costs beyond where they are related to collecting data on ESG program participants and ESG program activities to the extent they are necessary to help the geographic area prevent, prepare for, and respond to coronavirus.

**Supporting Hygiene in Outdoor locations for People Experiencing Homelessness**

To help prevent the spread of coronavirus, ESG-CV funds can be used for Street Outreach under 24 CFR 576.101(a) and for Emergency Shelter Operations under 24 CFR 576.102 for installing and maintaining the following:

- Port-o-lets or restrooms with hand-washing capabilities
- Hand washing stations with soap and water
- Clean drinking water spigots for filling containers
- Shower trucks with soap and shampoo

**Sponsor-Based Rental Assistance**

Sponsor-based Rental Assistance may be funded as an alternative to tenant-based rental assistance to re-house participants quickly in permanent housing where landlords might not otherwise be willing to rent to them. The recipient or subrecipient must execute a sponsor-based rental assistance agreement with a separate government agency, instrumentality, or nonprofit organization (“sponsor”) to subsidize the rent of program participants who are referred to be housed in units owned or leased by the sponsor. See complete list of requirements for Sponsor-Based Rental Assistance in the ESG-CV Notice CPD-21-08 pages 23-24.

**Renter’s Insurance**

Funding for renter’s insurance for RRH and HP program participants is allowable as long as it is necessary to obtain/maintain housing. Payment must be made directly to the insurance company on behalf of the program participant.

**Laundry Services**

Outreach funds may be used to provide laundry services.

**Furniture and Household Furnishings**
RRH and HP funds may be used to buy furniture and household furnishings for participant use while they are receiving assistance. If funds are used to purchase household furnishings, they will be subject to the requirements for equipment at 2 CFR 200.313, including the disposition requirements included in paragraph (e) of that section.

**Essential Services**

Services available to those receiving RRH or HP assistance are expanded to include all listed at 24 CFR 576.102(a)(1).

**Personal Protective Equipment (PPE)**

Purchase of PPE (e.g. masks, hand sanitizer, etc.) for program participants as an essential service under ES and SO and for program participants receiving RRH and HP.

**Centralized/Coordinated Assessment**

Additional costs to update/enhance/operate a coordinated entry system under 24 CFR 576.400(d). Documentation must show the use of funds is limited to an increase in system costs due to coronavirus. Recipient use of funds must be coordinated with the CoC.

**Expanded Use of Cell Phones and Internet**

Costs to provide temporary cell phones and service plans for participants of RRH (CoC, YHDP, ESG), HP (ESG), or residing in PSH (CoC or YHDP). Cell phones must be owned by the recipient/subrecipient and loaned to participants. Wireless service plans must be the recipient's/subrecipient's.

**Duplication of Benefits**

“Duplication of benefits” occurs when federal financial assistance is provided to a person or entity through a program to address losses resulting from a federally-declared emergency or disaster, and the person or entity receives or would receive financial assistance for the same costs from any other source, and the total amount received exceeds the total need for those costs. Recipients must establish and maintain adequate procedures to prevent any duplication of benefits with ESG-CV funds.

**Resources**

All subrecipients must be familiar with the following ESG, ESG-CV, and COVID-19 Documents:

- ESG Federal Regulations
- ESG-CV HUD Notice CPD-21-08
- HUD Exchange - Disease Risk and Homelessness
Appendix A: Policy and Procedures Checklist

Note: Please refer to Rapid Rehousing and Homeless Prevention Standards in the addendum for more information specific to these project types.

Shelter and Housing Projects

- Conflict of interest
- Homeless participation
- Faith-based activity
- Nondiscrimination, equal opportunity, and affirmative outreach
- Uniform administrative rules
- Program participant records are kept secure and confidential
- Participation in HMIS or comparable database
- Homeless status
- At risk of homelessness status
- Determination of ineligibility
- Annual income
- Program participant records
- Centralized or coordinated assessment systems and procedures
- Rental assistance agreements and payments
- Environmental review
- Lobbying and disclosure
- Displacement, relocation, and acquisition
- Procurement
- Utility allowance
- Emergency shelter facilities
- Services and assistance provided
- Coordination with CoCs and other programs
- Matching
- Financial records
- Subrecipients and contractors
- Period of record retention
- Access to records
- Reports

ESG Program Participation Records

- Evidence of homeless status or at risk of homelessness status, as applicable
- The services and assistance provided to the program participant including, as applicable, the security deposit, rental assistance, and utility payments
- Compliance with applicable requirements for providing services to that program participant under the program components and eligible activities
Compliance with applicable requirements for providing services to that program participant under the provision on determining eligibility and the amount and type of assistance.

Compliance with applicable requirements for providing services to that program participant under the provision on using appropriate assistance and services.

**Case Management**

- Notes verifying case management services were provided at least monthly, unless exempt from this requirement
- Notes verifying program participant’s eligibility was re-evaluated at least every 3 months for homelessness prevention services or at least annually for rapid rehousing services
- Notes verifying program participant was assisted to obtain necessary mainstream and other resources
- Notes documenting reported changes in the program participant

**Eligibility Requirements**

- A copy of the CoC-approved coordinated assessment of the program participant and recording that information in HMIS
- Determination and verification/certification that the program participant was eligible for the services and/or financial assistance
- Determination and verification/certification of the program participant’s homeless or at risk of homelessness status
- Determination and verification/certification that the program participant lacked sufficient resources and support networks to obtain the assistance from other sources.
- Determination and verification/certification that the program participant met income requirements, as applicable, and that an effort was made to obtain source documents or written third-party verification, when possible and applicable. This includes annual documentation of income for each program participant who receives housing assistance where rent or an occupancy charge is paid by the program participant.
- When applicable, determination that individual or family was ineligible for ESG assistance, which should include the reason for that determination in sufficient detail that the logic behind determination is clear.
- For CoC funded projects, acceptable evidence of homeless status.

**Financial Assistance Information Requirements**

- Identification of the specific services and financial assistance amounts that were provided to the program participant
- Copies of written leases and rental agreements, documentation of payments made, including dates of occupancy, and compliance with fair market rent, rent reasonableness and utility allowance requirements
- Determination and verification that the housing unit met HUD’s habitability and lead-based paint standards

**Housing Relocation & Stabilization Requirements**
When applicable, verification that the services were terminated.
- Copy of individualized housing stability plan
- For CoC funded projects, acceptable evidence of homeless status.

**Permanent Supportive Housing (PSH) Only Requirements**
- Determination and verification/certification that the only households served through permanent supportive housing dedicated for chronically homeless individuals and families meet the definition of chronic homelessness
- Units that are prioritized for the chronically homeless must maintain documentation that: the participant met the definition of chronic homeless on program entry or that there were not eligible chronically homeless participants at the time of project vacancy and this can be documented by the Coordinated Entry System
- Determination and verification/certification that the only households served through permanent supportive housing meet HUD’s requirements of having a family member be a person with disabilities

**Homelessness Prevention (HP) Only Requirements**
- Determination and verification/certification that the program participant met the criteria for being Homeless or At-Risk of Homelessness and that an effort was made to obtain written third-party verification, when possible and applicable

**Rapid Rehousing (RRH) Only Requirements**
- Determination and verification/certification that the program participant met the criteria for being Category 1 or Category 4 Homeless (as long as the individuals/families fleeing or attempting to flee DV are also literally homeless) and that an effort was made to obtain written third-party verification, when possible and applicable

**Financial Records Requirements**
- Supporting documentation for all costs charged to ESG or CoC grant
- Documentation showing ESG or CoC funds were spent on allowable costs in accordance with the requirements for eligible activities and costs principles
- Time sheets and time allocation for all personnel paid for with CoC and/or ESG funding
- Documentation of the receipt and use of program income
- Documentation of the receipt and use of matching funds
- Copies of procurement contracts
Appendix B: Training and Resource Tool

This tool is for CoC and ESG funders and recipients to provide resources and assist with monitoring. This tool will be updated as new resources become available.

Training and Resource List for All CoC and ESG Programs

If CoC funded:

- CoC Program Interim Rule
- 24 CFR 578

If ESG funded:

- ESG Program Interim Rule
- 24 CFR 576

Both CoC and ESG funded:

- HUD Virtual Binders
- Homeless Management Information System (HMIS) Policies and Procedures
- Coordinated Entry System (Homelink) Policies and Procedures
- Authentic Homeless Participation
- Housing First Principles and Checklist
- Equal Access Agency Assessment Tool
- Equal Access Expectations: Training Scenarios for Use with Project Staff
Appendix C: Emergency Transfer Plan

Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

EMERGENCY TRANSFERS:
[Insert name of covered housing provider (acronym HP for purposes of this model plan)] is concerned about the safety of its tenants, and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA), HP allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant’s current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation. The ability of HP to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether HP has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy. This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that oversees that [insert name of program or rental assistance here] is in compliance with VAWA.

ELIGIBILITY FOR EMERGENCY TRANSFERS:
A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD’s regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if: the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same unit. If the tenant is a victim of sexual assault, the tenant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer. A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan. Tenants who are not in good

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8 Despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.
9 Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.
standing may still request an emergency transfer if they meet the eligibility requirements in this section.

**EMERGENCY TRANSFER REQUEST DOCUMENTATION:**
To request an emergency transfer, the tenant shall notify HP’s management office and submit a written request for a transfer to [HP to insert location]. HP will provide reasonable accommodations to this policy for individuals with disabilities. The tenant’s written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under HP’s program; OR
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant’s request for an emergency transfer.

**CONFIDENTIALITY:**
HP will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives HP written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act For All Tenants for more information about HP’s responsibility to maintain the confidentiality of information related to incidents of domestic violence, dataing violence, sexual assault, or stalking.

**EMERGENCY TRANSFER TIMING AND AVAILABILITY:**
HP cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. HP will, however, act as quickly as possible to move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit. If a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. HP may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

If HP has no safe and available units for which a tenant who needs an emergency is eligible, HP will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move. At the tenant’s request, HP will also assist
tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.

**SAFETY AND SECURITY OF TENANTS:**
Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe. Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1-800-787-3224 (TTY). Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network’s National Sexual Assault Hotline at 800-656-HOPE or visit the online hotline at https://ohl.rainn.org/online/.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime’s Stalking Resource Center at https://www.victimsofcrime.org/our-programs/stalking-resource-center.
“Growing our Economy. Strengthening our Community.”

Bexar County Low and Moderate Income Block Group Map
Figure 1. Low and Moderate Income Block Groups in Bexar County

Source: American Community Survey Low/Moderate Income Summary Data 2011-2015

- **Bexar County**
- **City of San Antonio**
- **Percent Low- and Moderate-Income Residents by Block Group**
  - **0% - 50.9%**
  - **51% - 100%**