

FY 2023 Annual Action Plan City of Mentor, Ohio



8500 Civic Center Boulevard
Mentor, OH 44060

Executive Summary

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

1. Introduction

The City of Mentor has been awarded **\$164,676** in CDBG funds for the program year beginning on October 1, 2023 and ending September 30, 2023. As an entitlement community, the city of Mentor intends to use its allocation (B-23-MC-39-0033) on smaller public service, single family residential rehabilitation and public handicap accessibility projects, which are mostly exempt from environmental review.

The FY 2023 Action Plan is the second-year plan for the five-year Consolidated Plan cycle, which runs from FY 2022 to FY 2026. The city has undertaken a review of community needs, which has been accompanied by community input and guidance on the use of this CDBG allocation. Based on that review, the city of Mentor will be allocating grant funds to programming for supportive services, safe and decent housing, accessibility improvements for the disabled

The objective of this plan is two-fold - first, to reduce housing cost burdens and maintain the housing stock especially for the high number of aging homeowners in Mentor; and secondly, the city will continue to support public service agencies operating in Lake County, which provide services to Mentor residents and fulfill the goals of HUD.

Outcomes will be measured in the number of homeowners provided with housing rehabilitation and the number of individuals assisted through the various public service agencies, assistance to homeless and the special needs population.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

- 1) Lifeline (2-1-1 Call Line) / \$5,000 / Administration / schedule homeless into sheltered living
- 2) Project Hope (Homeless Shelter) / \$4,500 / Administration / Provide for 20 homeless stays
- 3) Forbes House (Domestic Shelter) / \$3,500 / Administration / Teen outreach

- 4) Mentor Senior Center (Special Elders) / \$6,226 / Operations / Provide aid to physically challenged
- 5) Lake County Free Clinic (Medical) / \$5,500 / Operations / 20 visits from Mentor residents
- 6) WR CDC (SFHR) / \$60,000 / Administration / Rehabilitation of four to five homes
- 7) Temple AM Shalom (ADA Stair Lift) / \$3,450 / ADA accessibility / Access improvements
- 8) Mentor City (ADA Sidewalks) / \$25,000 / ADA accessibility / Public access improvements
- 9) Mentor Senior Center (ADA Parking Lot) / \$26,500 / ADA accessibility / Accessible parking
10. Administration Cap (Max 20%) / \$25,000 / Administration / Advertising, administration salaries etc...

The city's projected outcomes will be essentially the same as previous years and include assisting low and moderate income individuals and senior citizens with challenges related to housing, medical care and accessibility.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

All projects from PY 2022 were successfully completed. If the previous subrecipients applied for 2023 assistance -- either with the same project or different -- they were approved, but with differing amounts of funding. Additional resources provided by HUD for the new year were designated to assist the only Jewish Temple in Mentor with the installation of a stair lift for physically handicap members.

The city of Mentor's past CDBG programming has been successful providing funding for a diverse group of local organizations, which provide single- family housing rehabilitation, shelter for victims of domestic violence, shelter for those experiencing homelessness, mental health services, medical and dental care and 2-1-1 services.

Mentor's largest contribution over the past few years has gone to housing rehabilitation for low- to moderate-income families, which includes mostly roof and plumbing repairs.

The Mentor Single-Family Housing Rehabilitation (SFHR) program is important to the city and its residents, as it provides a five-year forgivable loan if the homeowner does not sell the property. The

program gives the city's most disadvantaged population access to capital they are otherwise not qualified for and appreciates the value of the home. On average, the SFHR program provides funds to five households per year.

Grant funds provided to local service providers have positively impacted residents living in the city of Mentor. The awards have helped to provide shelter and education for those experiencing homelessness and victims of domestic violence. This programming over the years has provided hundreds of Mentor residents with stable housing and a foundation to prosper.

Annual awards to shelter agencies and important social service providers have previously included assistance to a mental health counseling facility and a free medical and dental healthcare facility. These agencies provide additional services often inaccessible to low- to moderate-income individuals who lack insurance coverage or necessary funds. Providing these services at no-cost is imperative, as mental health services can heal those with substance abuse and mental health ailments, prevent substance abuse, and stabilize challenging family dynamics; all of which can perpetuate poverty.

Access to free medical and dental care is also essential when serving the low- to moderate-income residents of Mentor, as it prevents health deterioration or alleviates chronic illnesses or injuries.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

City of Mentor

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

No comments were received from the public.

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

No comments were received from the public at the two public meetings. Applications were made available online and distributed to former subgrantees and other interested parties.

The rabbi from Temple AM Shalom inquired by phone on the eligibility of his proposed ADA handicap accessible project, which included the installation of a chair lift. Mentor's staff checked with HUD regarding eligibility and was told the project would be acceptable.

7. Summary

The City of Mentor has been consistent in its usage of CDBG funding, with nearly 100% of funding used to assist low- to moderate-income individuals and families, rehabilitate elements of their residence, remove architectural barriers for accessibility, have access to public services, and in the past to provide access to capital for small business growth.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Agency Role	Name	Department/Agency
CDBG Administrator	MENTOR	City Manager's Office

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Kevin Grippi, Grant Supervisor

City of Mentor

8500 Civic Center Boulevard

Mentor, Ohio 44060

440-974-5714

Grippi@cityofmentor.com

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Mentor is in contact with all essential public service organizations operating in the block grant arena within the city and Lake County. The number of public service agencies is small and relatively unchanging and, therefore, easily manageable.

All local public service agencies were personally requested to make FY2023 applications for funding assistance. The scope of activities funded in this Action Plan are nearly identical as in previous years. In some years, more building projects are undertaken; in others, funding for small business loan programs are given higher priority. The overall level of grant funding being received by the city dictates the determination of allocations.

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))

Mentor has no public housing units within its boundaries; however, city leadership is dedicated to promoting fair housing within its borders. The city will continue to work with Lake Metropolitan Housing Authority and further develop its in-house efforts to educate the public on the need for fair housing. Each year, the city does make it a priority to fund the county's only homeless shelter - Project Hope. The city also provides funding for the county's only domestic violence shelter - Forbes House. Through funding both agencies, the city has shown its dedication to ensuring a higher quality of life for its most vulnerable residents.

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.

Mentor has recently experienced turn-over with its CDBG staff. While the new staff is still in training, they will attend future Lake County Continuum of Care meetings where many of the city's subrecipients are participates. During these meetings, staff will get a good understanding of the current community needs for grant funding and other resources. Staff will also participate in webinars hosted by the Coalition on Homelessness and Housing in Ohio (COHHIO) to become more educated on the topic and ways in which the city can further support this population and organizations. Mentor also makes it a priority to assist the only homeless and domestic violence shelters in Lake County, both of which play an integral role in preventing homelessness among these vulnerable populations.

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

The city does not receive ESG funding.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Forbes House
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A site visit between the executive director and the grant supervisor for the city of Mentor.
2	Agency/Group/Organization	Lifeline, Inc.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An office visit between the executive director and the city of Mentor.

3	Agency/Group/Organization	Lake County Free Clinic
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Visited with the director and assistant director and discussed the transition to a new office and various needs of the community.
4	Agency/Group/Organization	Western Reserve Community Development Corporation
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff met with the program manager in her office as well as attended the annual board meeting to gather information on community needs. The City of Mentor worked with Fair Housing Resource Center on drafting its most recent Analysis of Impediments (AI). The completion of the AI revealed areas to focus. Mentor will continue to increase its role in educating the public on fair housing, while also developing a way to integrate this education into the programming it supports with CDBG funds.

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

The research done to complete the AI included input from multiple stakeholders. Therefore, the City is not aware of any other agencies to consult.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lake County Continuum of Care	Support of the unhoused.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

There was no participation at the public meeting, despite advertising the project twice in the local newspaper. However, the Rabbi from Temple AM Shalom, Andrew Kenen, contacted city hall by phone prior to the meeting advertisement to introduce himself to the grant supervisor and explain the synagogue’s access problem for the physically challenges. The impact of the conversations was negligible and did not influence final decisions. Due to transistion in staffing the 2023 Action Plan was not immediately posted on the City's website, but now can be found at www.cityofmentor.com.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-targeted/broad community	No attendance at either public meeting.	No comments received	None received	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The only anticipated or expected resources to be used in the accomplishment of this plan are those provided by the grant; the FY2023 allocation is **\$164,676**.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	164,676	0	0	164,676	0	Mentor's annual CDBG allocation from HUD for FY2023 will be \$164,676.
Other	public - federal	Admin and Planning	0	0	0	0	0	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Other	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

HUD funds were used to leverage Federal (NOAA) and state of Ohio (ODNR) funds for construction of a handicap accessible boardwalk at the Mentor Lagoons and Nature Preserve. The city’s new grant supervisor will focus on how best to use the CDBG funds to leverage addition new resources in the future.

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

There is no publicly owned land or property, which can be used to address the needs of the plan.

Discussion

All subrecipients from 2022 will be funded in 2023 at various levels for differing projects in addition to a small public access project (chair lift) at Temple AM Shalom.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Assisting Homeless and Special Needs Population	2022	2026	Homeless	City of Mentor	Housing Rehabilitation Support Services Infrastructure Improvements	CDBG: \$61,176 CDBG-CV: \$0 Program Income: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5200 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 125 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Facade treatment/business building rehabilitation: 0 Business Brownfield acres remediated: 0 Acre Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 0 Household Housing Unit Homeowner Housing Rehabilitated: 0 Household Housing Unit Direct Financial Assistance to Homebuyers: 0 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted Homeless Person Overnight Shelter: 0 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds

Annual Action Plan
2023

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Support Services	2022	2026	Social Services	City of Mentor	Support Services	CDBG: \$18,500 CDBG-CV: \$0 Program Income: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 22250 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Facade treatment/business building rehabilitation: 0 Business Brownfield acres remediated: 0 Acre Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 0 Household Housing Unit Homeowner Housing Rehabilitated: 0 Household Housing Unit Direct Financial Assistance to Homebuyers: 0 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted Homeless Person Overnight Shelter: 0 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds

Annual Action Plan
2023

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Suitable Living Environment	2022	2026	Public Facility Improvements	City of Mentor	Housing Rehabilitation Infrastructure Improvements	CDBG: \$60,000 CDBG-CV: \$0 Program Income: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Facade treatment/business building rehabilitation: 0 Business Brownfield acres remediated: 0 Acre Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 0 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit Direct Financial Assistance to Homebuyers: 0 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted Homeless Person Overnight Shelter: 0 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds

Annual Action Plan
2023

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Administration	2022	2026	Program Administration	City of Mentor	Housing Rehabilitation Support Services Infrastructure Improvements Administration	CDBG: \$25,000 CDBG-CV: \$0 Program Income: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 815 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 22000 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Facade treatment/business building rehabilitation: 0 Business Brownfield acres remediated: 0 Acre Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 0 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit Direct Financial Assistance to Homebuyers: 0 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted Homeless Person Overnight Shelter: 0 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds

Annual Action Plan
2023

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Assisting Homeless and Special Needs Population
	Goal Description	The city will provide CDBG financial assistance to install concrete sidewalks with ADA handicap ramps and handicap accessible parking slots, which will serve the Mentor Senior Center. It will also fund a chair lift at a house of worship and support the Mentor Senior Center Special Elders program, which provides personal assistance to physically challenged individuals who visit the senior center.
2	Goal Name	Support Services
	Goal Description	The city of Mentor will provide assistance to organizations including the Forbes House (domestic abuse shelter), Lifeline, Inc. (2-1-1 Call Helpline) and Lake County Free Clinic (medical services) who provide support services to residents of the city including those who are most vulnerable.
3	Goal Name	Suitable Living Environment
	Goal Description	The city will continue to partner with Western Reserve Community Development Corporation in order to improve low-income single-family residences in Mentor. We anticipate assisting with the rehabilitation of four to six single-family homes owned by low to moderate income individuals.
4	Goal Name	Administration
	Goal Description	The city of Mentor will provide the necessary administration of the PY 2023 HUD CDBG allocation.

Projects

AP-35 Projects – 91.220(d)

Introduction

The city of Mentor wishes to support nine organizations with accomplishing the following four categories: accessibility, support services, rehabilitation (housing) and administration.

Projects

#	Project Name
1	Accessibility
2	Support Services
3	Rehabilitation
4	Administration

Table 7 - Project Information

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

The single-family housing rehabilitation (SFHR) program is managed by the Western Reserve Community Development Corporation and is annually granted the city's largest CDBG allocation. This is due to the fact housing rehabilitation is identified in the city's consolidated plan as Mentor's greatest priority. Making the community handicapped accessible was also a significant priority, and the installation of handicapped sidewalk ramp meets this need. Public services are funded to the maximum allowed and are allocated to successful organizations who have previously participated in Mentor's CDBG Program.

AP-38 Project Summary
Project Summary Information

1	Project Name	Accessibility
	Target Area	City of Mentor
	Goals Supported	Suitable Living Environment
	Needs Addressed	Infrastructure Improvements
	Funding	CDBG: \$61,176
	Description	Financial assistance will be provided for 1) installation of ADA Sidewalk Ramps within the city of Mentor's Ward #1, US Census Tract #2023, 2) a chair lift at Temple AM Shalom, handicap accessible parking lots for Mentor's Senior Center, assistance for physically challenged visitors to the Mentor Senior Center.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	An approximate total of 5,355 individuals from households including those who are low and moderate income. <ol style="list-style-type: none"> 1. 1,200 residents living on some 800 parcels with moderate incomes will benefit from the ADA sidewalk project; 2. 125 families worship at Temple AM Shalom; 3. 4,000 seniors belong to the Mentor Senior Center; and 4. 20 individuals take advantage of the Special Elders Program
Location Description	<ol style="list-style-type: none"> 1. Mentor City ward #1, U.S. Census tract 2023 2. Temple AM Shalom, 7599 Center Street, Mentor, Ohio 3. Mentor Senior Center, 8484 Munson Road, Mentor, Ohio 4. Senior Center, 8484 Munson Road, Mentor, Ohio 	
Planned Activities	<ol style="list-style-type: none"> 1. ADA ramps in concrete sidewalks at street intersections; 2. Handicap accessible parking slots for the Mentor Senior Center; 3. Assist physically challenged seniors with participating in activities at the senior center; and 4. Chair-lift at a public place of worship. 	
2	Project Name	Support Services
	Target Area	City of Mentor
	Goals Supported	Support Services
	Needs Addressed	Support Services
	Funding	CDBG: \$18,500

	Description	Assistance will be provided to Lake County's only homeless shelter, domestic / sex abuse shelter, 2-1-1 call line and free medical clinic.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	<p>The support services provided by the four agencies are provided to very low to low and moderate income residents and former residents of Mentor.</p> <ul style="list-style-type: none"> • 22,000 calls a year are placed to the Lake County 2-1-1 call line; • 35 individuals on average are annually assisted by the domestic violence shelter; • 215 Mentor residents (or former residents) on average annually receive medical care from the free clinic; and • 82 former Mentor residents on average annually seek aid at Lake County's only homeless shelter.
	Location Description	<p>Project Hope, 25 Freedom Road, Painesville, Ohio 44077</p> <p>Forbes House, P.O. Box 702, Paineville, Ohio 44077</p> <p>Lake County Free Clinic, 462 Chardon Street, Painesville, Ohio 44077</p> <p>Lifeline, Inc. (2-1-1), 8 North State Street, Suite 300, Painesville, Ohio 44077</p>
	Planned Activities	To provide those who live or formally lived in Mentor with shelter for the homeless or victims of sexual / domestic abuse, free medical care and scheduling services for the above services.
3	Project Name	Rehabilitation
	Target Area	City of Mentor
	Goals Supported	Assisting Homeless and Special Needs Population
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$60,000
	Description	Funds will be distributed to the WR CDC to manage the city's single family housing rehabilitation program, which will involve making roofing and plumbing repairs to four or five low-income homes in Mentor.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Four to five low to moderate income families in the city of Mentor.

	Location Description	The exact locations of the individual projects has yet to be determined, but will be in low-moderate income U.S. Census Tract area known as the Headlands or "Indian Streets."
	Planned Activities	Construction activities will be limited to bathroom, roofing and plumbing repairs.
4	Project Name	Administration
	Target Area	City of Mentor
	Goals Supported	Administration
	Needs Addressed	Administration
	Funding	CDBG: \$25,000
	Description	To provide the city with funding to pay for administrative activities related to administering the HUD CDBG program.
	Target Date	9/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 27,878 individuals/families will be impacted by Mentor's administration of its FY2023 HUD CDBG allocation.
	Location Description	City of Mentor 8500 Civic Center Boulevard Mentor, Ohio 44060
	Planned Activities	Newspaper advertising, public meetings, website postings and city of Mentor staff salaries.

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

Project Hope for the Homeless is a 501(c)(3) organization providing emergency shelter, care and guidance to individuals and families experiencing homelessness in the city of Mentor and around Lake County since 1993. Project Hope directly benefits Mentor residents who not only need services to get back on their feet, but also the city as a whole. The organization provides tools for their guests to get off the streets and rebuild their lives in a self-sufficient way, which allows them to become productive citizens.

Geographic Distribution

Target Area	Percentage of Funds
City of Mentor	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Most of the projects supported will provide a direct benefit only to the residents of the city of Mentor. However, LifeLine, Inc (2-1-1 Helpline) serves the city of Mentor as well as all of Lake County. They provide the only means for scheduling a stay at the homeless and domestic abuse shelter. The same can be said for the Lake County Free Clinic who provides free health care for not only vulnerable residents from Mentor, but also all of Lake County.

Discussion

In 2022, 86% of the Project Hope guests had positive outcomes. Success is defined by those who end the cycle of homelessness through treatment and/or securing housing,

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Mentor allocates grant funds each year to the single-family housing rehabilitation program, which offers financial assistance to low and moderate income families for housing improvement projects (i.e., roof replacement, basic plumbing) with a five-year forgivable lien.

This assistance alleviates the financial burden for many of the city’s low-moderate income homeowners who cannot secure traditional loans due to poor credit or low income. The program helps to maintain housing stock, while meeting the needs of residents.

One Year Goals for the Number of Households to be Supported	
Homeless	50
Non-Homeless	100
Special-Needs	100
Total	250

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	5

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Mentor is dedicated to ensuring grant funds are used for housing. It accomplishes this mission by allocating annually to the county’s only homeless shelter and the county’s only domestic violence shelter. Lastly, the city contributes grant funds to the single-family housing rehabilitation program, which ensures low and moderate income homeowners will not be overburdened with housing rehabilitation costs. This program also has proven to direct working capital to individuals and families who do not qualify for traditional financing and have no options for completing rehabilitation projects without grant funds.

AP-60 Public Housing – 91.220(h)

Introduction

The city of Mentor does not have any public housing units within its boundaries. However, the city has been and continues to be dedicated to identifying opportunities to assist LMI families and provides resources annually to organizations within Mentor that promote and assist with affordable housing.

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

The City of Mentor will continue its efforts to support fair housing with a goal of increasing its own role in local efforts. To accomplish this, the city will identify new partnerships to further this mission.

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

Since there are no public housing facilities in Mentor, this question is not relevant.

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

N/A

Discussion

The city of Mentor does not have any public housing units within its boundaries. However, it will continue to support organizations who alleviate financial burdens for low and moderate income residents. The city is also dedicated to continuing its efforts to establish new relationships, which further fair housing education.

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

Introduction

The city of Mentor supports the only homeless and domestic violence shelters in Lake County. Both organizations use CDBG funds to help those who are unhoused and to aid in the prevention of homelessness.

The city strives to fund both agencies each year, as they provide valuable resources to the low-to moderate-income population of mentor. As such, the city will fund both organizations in FY2023.

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

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

The city will continue to assist the Lake County Continuum of Care consortium and Project Hope and the Forbes House, as requested.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency shelter is provided by Project Hope and the Forbes House; both entities have been funded with CDBG financial assistance for PY2023. A suitable partner has not yet been found for the transitional housing needs in the community.

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 city will continue to work with the Lake County Continuum of Care. And, when requested, provide funding within regulatory restrictions for organizations seeking financial assistance for appropriate activities to address issues related to being chronically unhoused.

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.

See above.

Discussion

CDBG funding for public services is always limited due to the 15% imposed spending cap. However, the city of Mentor always works to adequately allocate available funds to organizations who provide a variety of needed services and programming for low - to moderate - income families in Mentor.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Market forces driving suburban-style development in Mentor will continue to make housing affordability an issue for buyers at all levels of the market.

Development fees in Mentor remain affordable and are not a burden to development. However, Mentor is nearly built-out and most development has occurred where the expense of construction has put prices out-of-the-reach for first-time home buyers.

As Mentor's market forces continue to develop the remaining residential land with higher-end housing the unit prices for homes will move upward.

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

No actions are planned in PY2023.

Discussion:

No further discussion.

AP-85 Other Actions – 91.220(k)

Introduction:

See AP75

Actions planned to address obstacles to meeting underserved needs

See above.

Actions planned to foster and maintain affordable housing

See above.

Actions planned to reduce lead-based paint hazards

The city's single-family housing rehabilitation program is the primary vehicle for accessing and remediating lead-based hazards as specific projects are undertaken to expose and disturb those surfaces.

Actions planned to reduce the number of poverty-level families

The city will continue to work as requested with the Lake County Continuum of Care on addressing this issue with the limited funds available.

Actions planned to develop institutional structure

Institutional structure will continue to be enhanced as training opportunities become available.

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

The city is continually searching our viable partners to work with and assist in the housing sector.

Discussion:

Mentor works to fund multiple organizations each year, which reduces the amount of financial assistance each entity receives and the overall impact. Another issue has always been the availability of viable partners to undertake specific goals, such as transitional housing. Lastly, allocation of available funding in relation to addressing issues identified in our Consolidation Plan; namely, the ever-present burden of rising housing/repair costs means other issues may not be addressed each year.

Program Specific Requirements

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

Introduction:

Program income for PY2022 was \$32,852. This excess was due to carry over from the NSP (Neighborhood Stabilization Funds) and five returned liens dating back to 2019. The breakdown of funding is \$24,952 in returned liens and accrued interest and \$7,894 in remaining NSP funds. With technical assistance of HUD staff, these funds will be reprogrammed and spent down as soon as practicable. The city has no Section 108 loans, urban renewal settlements, Float or Urgent Needs activities. The percentage of CDBG funds to benefit LMI persons is nearly 100% of grant funds, less the funds retained for administration activities.

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	32,852
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:	32,852

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

This Action Plan is for PY 2023.

The \$32,852 in program revenue has accrued over years from five single-family housing rehabilitation returned liens (e.g., from homes prior to the expiration of a five-year lien) and unused Neighborhood Stabilization Funds; 100% of those funds will be reprogrammed.

Attachments

Citizen Participation Comments

CITY OF MENTOR FY 2023 ANNUAL ACTION PLAN CITIZEN PARTICIPATION COMMENT OVERVIEW

Per 24 CFR 91.320 guidance on developing the Annual Action Plan, as directed by the U.S. Department of Housing, the City of Mentor held two community meetings for its FY 2023 Annual Action Plan. The details of those meetings are outlined below:

Public Meeting #1

Publication Method: The News-Herald
Publication Date: March 18, 2023
Meeting Date & Time: Thursday, April 13, 2023 at 2:00 PM
Venue: Mentor City Council Chambers
Comments Received: No comments were received during this meeting.

Public Meeting #2

Publication Method: The News-Herald
Publication Date: July 12, 2023
Meeting Date & Time: Monday, July 17, 2023 at 3:00 pm
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AFFIDAVIT OF PUBLICATION

The News-Herald

7085 Mentor Avenue
Willoughby, Ohio 44094 • (440) 951-0000

City of Mentor
8500 CIVIC CENTER BLVD
MENTOR, OH 44060

STATE OF OHIO, LAKE COUNTY, ss:

James Little, being duly sworn, is the designated agent of the News-Herald, a newspaper printed and of general circulation in the Counties of Lake, Geauga, Ashtabula and other districts; and in compliance with sections 7.12 and 5721.1 of the revised code of the State of Ohio amended, effective September 24, 1957; that the attached notice was published.

City of Mentor

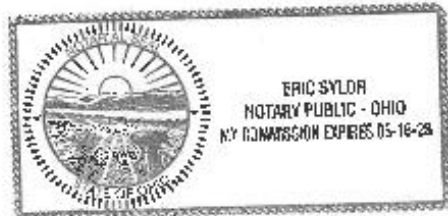
Published in the following edition(s):

The News-Herald Daily Of-	07/12/23
newsherald.com:	07/12/23

Sworn to the subscribed before me this 07/12/23.

Eric Sylor

Notary Public, State of Ohio
Acting in Lake County



Legal Notice
CITY OF MENTOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
PUBLIC MEETING NOTICE & REQUEST FOR COMMENT
PROGRAM YEAR (PY) 2023 PROPOSED PROJECTS

The City of Mentor City Council announces a public meeting will be held on **Monday, July 17, 2023 at 3:00 PM**, council chambers, 8500 Civic Center Boulevard, for the purpose of seeking community input on the proposed allocation of U.S. Department of Housing and Urban Development (HUD) CDBG program's \$169,676 budget for the PY 2023. Comments will be received until **Monday, July 31, 2023 at 5:00 PM**.

PY 2023 Action Plan
PUBLIC SERVICES: (15% of grant award) \$24,701.40
Lifeline 2-1-1, Painesville City, assist operation of a call center for persons in crises (\$5,000); Project Hope, Painesville City, assist with the operation of a homeless shelter (\$4,500); Special Elders, City of Mentor Senior Center, assist individuals with mobility issues (\$6,226); Forbes House, Lake County, assist with teen outreach (\$3,500); Lake County Free Clinic, Painesville City, assist providing free medical care to low-moderate income residents of Mentor.

PROJECTS: Western Reserve Community Development Corporation, Lake County, assist with funding a single-family residential rehabilitation program in Mentor (\$60,000); Temple AM Shalom, Mentor, assist with funding an ADA stairway lift to improve accessibility (\$3,450); City of Mentor, provided funding to construct sidewalk ramps for accessibility improvements (\$25,000); Mentor Senior Center, provide funding for ADA accessible parking lot improvements (\$25,500).

ADMINISTRATION (20% grant award) \$32,935.20
For program administration of the CDBG program.
Further information may be obtained by contacting Kevin Gripp, grant supervisor, at kgripp@cityofmentor.com or 440-974-5714 between the hours of 8:00 AM and 5:00 PM Monday through Friday. Written comments should be addressed to Kevin Gripp, City Manager's Office, City of Mentor, 8500 Civic Center Boulevard, Mentor, Ohio 44060.

By order of Kenneth J. Filipiak
City Manager
2494196/July 12, 2023

Advertisement Information

Client Id:	71182	Ad Id:	2494196
Class:	1201	PO:	
Total Units:	86	Cost:	\$202.96
Sort Description:	PUBLIC NOTICE PUBLIC HEARING MUNICIPAL		

Annual Action Plan
2023

40

AFFIDAVIT OF PUBLICATION

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Steph Kelle agent

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NOTICE OF PUBLIC MEETING

City of Mentor
Community Development Block Grant (CDBG)
Program Year (PY) 2023 Action Plan

The City of Mentor is invited by the U.S. Department of Housing and Urban Development (HUD) to prepare an Annual Action Plan to govern the use of the Federal Community Development Block Grant (CDBG) funds. These funds must primarily benefit low- and moderate-income persons. Per HUD regulation and the City of Mentor's Citizen Participation Plan, two public meetings will be held by the City of Mentor.

The first public meeting will be Thursday, April 13, 2023, at 2:00 pm, Mentor City Hall, 3rd Floor Council Chambers, 8500 Civic Center Boulevard. The facility is ADA compliant and additional accommodations can be provided upon request. During this development stage of the Annual Action Plan, the components of the Plan will be discussed and public comments will be solicited. Publicly held meetings regarding the community's needs, resources, and priorities for 2023 grant applications will also be available at this time. For the information may be obtained by contacting the City's grant contractor at 440-914-5714 between the hours of 8 a.m. and 5 p.m., Monday through Friday.

3440565/ March 18, 2023

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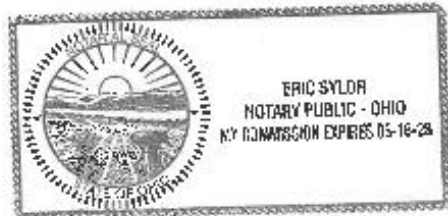
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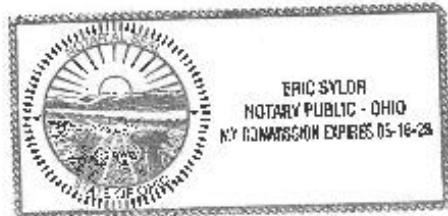
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By order of Kenneth J. Filipiak
City Manager
2494196/July 12, 2023

Annual Action Plan
2023

46

AFFIDAVIT OF PUBLICATION

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Eric Saylor

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Acting in Lake County



NOTICE OF PUBLIC MEETING
City of Mentor
Economic Development Block Grant (EDBG)
Program Year (PY) 2023 Action Plan

The City of Mentor is excited by the U.S. Department of Housing and Urban Development (HUD) to prepare an Annual Action Plan to govern the use of the Federal Community Development Block Grant (CDBG) funds. These funds must primarily benefit low- and moderate-income persons. Per HUD regulation and the City of Mentor's Citizen Participation Plan, two public meetings will be held by the City of Mentor.

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Class:	1201	PO:	
Total Units:	64	Cost:	\$127.75
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Grantee Unique Appendices

STATE OF OHIO)
)
COUNTY OF LAKE) ss. **AFFIDAVIT**

I, Kevin Grippi, being first duly sworn according to law, states:


1. At all times pertinent I have been the Grant Supervisor of the City of Mentor, Ohio and in said capacity have personal knowledge of the facts set forth herein.
2. The Council of the City of Mentor on July 5, 2023 enacted Ordinance No. 23-O-053 whereby it approved the program year 2023 CDBG budget, which was attached to said ordinance as Exhibit "A" and made an incorporated part thereof.
3. However, a typographical error in the legislation request was carried forward into the ordinance, specifically, it incorrectly stated year "2022" whereas the approved budget was for 2023.
4. Exhibit "A" of Ordinance No. 23-O-053 correctly sets forth the approved PY 2023 CDBG budget of the City of Mentor.

Further Affiant sayeth naught.



KEVIN GRIPPI

The above sworn to and subscribed in my presence this 10th day of August, 2023.



Notary Public

BARBARA K. YOUNG
Notary Public, State of Ohio
Commission No. 2018-RE-734205
My Commission Expires July 31, 2023

EXHIBIT "C-1"

COUNCIL CHAMBER
City of Mentor

City Manager
Grant Supervisor
07/05/2023

ORDINANCE NO. 23-O-053

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO APPROVE THE PROGRAM YEAR 2022 COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET, SUBMIT THE FISCAL YEAR 2022 CDBG ACTION PLAN AND ENTER INTO SUB-RECIPIENT AGREEMENTS TO UNDERTAKE THE ACTION PLAN, AND DECLARING AN EMERGENCY

WHEREAS, the City of Mentor has been designated as an "Entitlement City" and a "Participating Jurisdiction" by the United States Department of Housing and Urban Development and such designation makes the City of Mentor eligible for Community Development Block Grant (CDBG) funds;

WHEREAS, the City Manager and staff have reviewed applications submitted for CDBG assistance and determined program eligibility within applicable regulations;

WHEREAS, Entitlement Communities must develop a Consolidated Plan and subsequent Action Plans establishing program objectives and supporting activities; and

WHEREAS, the Council desires to approve and authorize all necessary actions in furtherance of the 2022 Community Development Block Grant Budget.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MENTOR, COUNTY OF LAKE, STATE OF OHIO:

SECTION 1. That the program year (PY) 2022 Community Development Block Grant Budget attached hereto as Exhibit "A" and incorporated herein by this reference as if fully re-written is hereby approved and the City Manager is authorized to execute such documents confirming same as may be required by HUD.

SECTION 2. That the City Manager is hereby authorized to submit the PY 2022 Consolidated Plan for the Community Development Block Grant (CDBG) Program to HUD; and that a copy of the FY 2022 Action Plan shall be submitted therewith.

SECTION 3. Subject to the execution by the Finance Director of a Fiscal Officer's Certificate as depicted in the form attached hereto, that the City Manager be and he is hereby authorized to enter into and expend funds in the amounts as indicated in the Action Plan Budget for sub-recipient agreements in the PY 2022 Action Plan and any subsequent activities required by the City and approved by HUD within established regulations or found in subsequent amendments made pursuant to applicable federal regulations.

SECTION 4. That the funds necessary to pay the amount hereby authorized for the contract are available in the City treasury and are hereby appropriated in the current fiscal year.

COUNCIL CHAMBER
City of Mentor

City Manager
Grant Supervisor
07/05/2023

ORDINANCE NO. 23-O-053
Pg. 2 of 4


SECTION 5. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that, except as otherwise provided by Section 121.22 of the Ohio Revised Code, all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, welfare and safety of the inhabitants of this city, and for the further reason to meet the PY 2022 CDBG Action Plan submittal application deadline of August 15, 2023, wherefore, this Ordinance shall take effect and be in force from and immediately upon its passage upon the affirmative vote of five members of Council pursuant to the Charter and Code of Ordinances.



President of Council

PASSED: 07/05/2023

ATTEST: 
Clerk of Council

I, Julie A. Schiavoni, Clerk of Council of the City of Mentor, do hereby certify that the foregoing is a true and exact copy of Ordinance Resolution No. 23-O-053, passed and adopted by the Council of the City of Mentor on the 5th day of July, 2023.


Julie A. Schiavoni
Clerk of Council



COUNCIL CHAMBER
City of Mentor

City Manager
Grant Supervisor
07/05/2023

ORDINANCE NO. 23-0-003
Pg. 3 of 4

FISCAL OFFICER'S CERTIFICATE

The undersigned fiscal officer of the City of Mentor, Ohio, hereby certifies that the money required to meet the obligations, if any, of the City during the year 2023 under the foregoing Contract/Agreement have been lawfully appropriated by the Council of the City for such purpose and are in the treasury of the City or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This Certificate is given in compliance with Sections 5705.41 of the Ohio Revised Code.



David W. Malinowski, Finance Director
City of Mentor, Ohio

July 5, 2023

COUNCIL CHAMBER

City of Mentor

City Manager
Grant Supervisor
07/05/2023

ORDINANCE NO. 23-O-053
Pg. 4 Of 4
EXHIBIT "A"
Pg. 1 of 1

PY 2023 COSIG SUBRECIPIENT BUDGET & PRIOR REQUESTS

MENTOR ALLOCATION = \$46,676
ADMINISTRATIVE CAP (20%) = \$9,335.20
PUBLIC SERVICES CAP (15%) = \$6,999.40

Project/Program	PY 22 Request	PY 22 Award	PY 22 Request	PY 22 Award	PY 23 Request	PY 23 Suggested Award	PY 23 Loan Match	PY 23 County COSIG Request
GRAND ADMINISTRATION (\$25,000)	No Specific Request	\$24,698	\$0	\$18,217	\$0	\$25,000	n/a	n/a

PUBLIC SERVICES (30% Total)

Libraries - 211	\$5,098	\$5,000	\$0	\$4,900	\$0,000	\$5,000	\$7,000	\$0
Project Hope - Complete Shelter	\$7,105	\$4,500	\$0	\$4,500	\$5,000	\$4,500	\$25,500	\$0
Family House - Year Outreach	\$7,000	\$9,800	\$0	\$2,500	\$13,700	\$3,000	\$7,200	\$0
Special Events	\$22,187	\$0,140	\$0	\$0,140	\$0	\$0,200	n/a	n/a
Low-Cost Day Care - Dental	\$2,000	\$2,000	\$0	\$2,000	\$0	\$0	n/a	n/a
Low-Cost Day Care - Medical	\$4,000	\$4,000	\$0	\$4,000	\$5,000	\$5,000	\$0	\$27,000

PROBLEMS (\$14,650)

Western Reserve CDC	\$12,894	\$6,000	\$5,000	\$6,000	\$6,000	\$6,000	n/a	\$30,000
Lake County Free Clinic - Facility Acquisition & Renovation	\$1,756	\$0	\$0	\$0	\$0	\$0	n/a	n/a
Triangle AM Shelter - 978111	No Specific Request	\$25,000	\$0	\$25,000	\$15,000	\$3,400	\$11,500	\$0
ADA Signposts	No Specific Request	\$0	\$0	\$25,000	\$0	\$2,000	n/a	n/a
Mentor Senior Center ADA Handicap Accessible Parking Lot	No Specific Request	\$0	\$0	\$25,500	\$0	\$4,500	n/a	n/a
				\$18,667		\$18,667		

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

PRINCIPAL DEPUTY ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

February 27, 2023

The Honorable Matthew E. Donovan
President of Council of Mentor
8500 Civic Center Boulevard
City Hall
Mentor, OH 44060-2418

Dear Matthew E. Donovan:

Congratulations! I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2023 allocations for the Office of Community Planning and Development's (CPD) formula programs. Your jurisdiction's FY 2023 available amounts are as follows:

CPD Programs:	Amount
Community Development Block Grant (CDBG)	\$164,676
Emergency Solutions Grant (ESG)	\$0
HOMs Investment Partnerships (HOMI)	\$0
Housing Opportunities for Persons With AIDS (HOPWA)	\$0
CDBG Recovery Housing Program (RHP)	\$0

These grant funds provide the financial tools to support individuals, families, and communities to address homelessness, affordable housing challenges, aging infrastructure, and economic hardships. CPD is committed to being your partner throughout the process of using these funds. Our local office will assist in finalizing grant agreements, offer technical assistance and training when needed, and monitor and implement grant funds for eligible projects in a timely manner. We will work with you to ensure proper reporting in the Integrated Disbursement and Information System (IDIS) so we can together improve performance data on how these programs are benefitting and touching people's lives, build trust with stakeholder groups and Congress, and amplify the success stories that you and your jurisdiction are able to accomplish with these vital resources.

Based on your jurisdiction's CDBG allocation for this year and outstanding Section 108 balances as of February 27, 2023, you also have \$523,380 in available Section 108 borrowing authority. Since Section 108 loans are federally guaranteed, this program can leverage your jurisdiction's existing CDBG funding to access low-interest, long-term financing to invest in your jurisdiction.

www.hud.gov cpdportal.hud.gov

Thank you for your continued interest in CPD programs. I greatly appreciate your leadership in using these funds to address your most urgent housing and community development needs, including preventing and reducing homelessness. If you or any member of your staff have questions, please contact your local CPD Field Director.

Sincerely,



Maxine Mollegen McFadden
Principal Deputy Assistant Secretary
for Community Planning and Development

Grantee SF-424's and Certification(s)

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4340-0038
Expiration Date: 02/29/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this 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 (0345-0042), Washington, DC 20503.

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

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

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


1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4729-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 300, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 86-352) 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 1686-1688), 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. §§55101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Control 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. 91-615), 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 or any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 424C (Rev. 7-87)
Prescribed by OMB Circular A-102

11. Will comply or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a-1 to 276a-7), the Copeland Act (40 U.S.C. § 270c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11989; (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 1966, as amended (42 U.S.C. §§ 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in ensuring compliance with Section 108 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11595 (Identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 460a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1986 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 108(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT NAME	DATE SUBMITTED
Kenneth J. Kline	06/04/2023

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

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 (0642-C040), 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. §§4728-4753) 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. §§1681-1663, and 1886-1886); 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 280 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 employer's activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11590; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1960, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from: (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect; (2) Procuring a commercial sex act during the period of time that the award is in effect; or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Lucy Sabado
APPLICANT NAME Luzerne County, PA	DATE SUBMITTED 08/04/2023

Standard Form 424B (Rev. 7/81) 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;

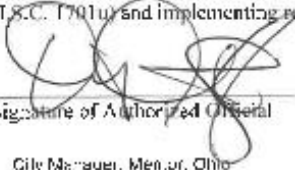
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-L.L.L. "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 (42 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.



Signature of Authorized Official

8/9/23

Date

City Manager, Mentor, Ohio

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) FY 2023 [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.

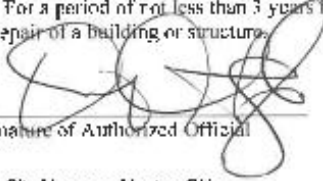
Housing Opportunities for Persons With AIDS Certifications

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.



Signature of Authorized Official


Date

City Manager, Mentor, Ohio

Title

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 those persons.



Signature of Authorized Official

8/9/23

Date


City Manager, Mentor, Ohio

Title

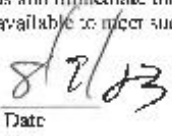
OPTIONAL Community Development Block Grant Certification

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 of Authorized Official



Date

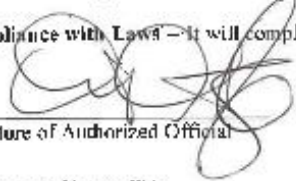
City Manager, Mentor, Ohio

Title

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



Date

City Manager, Mentor, Ohio

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 of Authorized Official


Date

City Manager, Mentor, Ohio
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.

APPENDIX TO CERTIFICATIONS

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.