

Executive Summary

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

1. Introduction

The City of Round Rock (the City) is a federal entitlement community under the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program. As a HUD entitlement community, the City is required to prepare an Annual Action Plan in order to implement the CDBG program that funds housing, community development and economic development within the community. The City of Round Rock Annual Action Plan covers the period from October 1, 2017 to September 30, 2018. The City of Round Rock anticipates to receive an estimated \$572,999 in CDBG funds for the 2017-2018 program year. Should the actual allocation amount increase or decrease from the anticipated funding level then the City will ensure to adjust funding allocation to fund activities in the 2017-2018 Annual Action Plan. This is the fourth year to implement the high priority needs that are identified in the City of Round Rock Five Year Consolidated Plan (2014-2018). In this fourth year, Community Development Block Grant funds are allocated to Public Services, Public Facilities and Improvements and Program Administration. (see projects in Section AP 35)

During the development of this plan, the City held two public hearings to solicit input from residents and social service providers in Round Rock. Comments regarding the need for mental health counseling were received at the first public hearing.

The City may obligate up to 20% of the current year's allocation (\$114,600 estimated) for eligible and reasonable planning administrative costs. [25 CFR 570.200 (g)]

The City may obligate up to 15% of the current year's allocation (\$85,950 estimated) for public services. [24 CFR 570.201 (e)]

In addition to funding caps, other federal requirements will be considered to determine if a project is eligible for CDBG funding. Any project or activity must meet one of the three (3) National Objectives to be eligible [24 CFR 570.200 (a)]: 1) Benefit low to moderate income persons, or 2) Prevent slum or blight; or 3) Meet an urgent need (per HUD's definition).

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.

The City of Round Rock is using the three (3) main components of the HUD Outcome Performance Measurement System: Objectives, Outcomes and Indicators.

The HUD Outcome Performance Measurement System offers three (3) possible objectives for each activity: Decent housing, a suitable living environment and expanded economic opportunities.

The second component of HUD's Performance Measurement System is closely related to the objectives. The program outcome helps further refine the grantee's objective and is designed to capture the nature of the change or the expected result of the objective that a grantee seeks to achieve. The three outcomes are: Availability, Affordability and Sustainability.

There are some common indicators that will be reported for nearly all program activities. The four common indicators are:

1. Amount of money leveraged from other Federal, State, local, and private sources, per activity.
2. Number of persons, households, businesses, units or beds assisted as appropriate.
3. Income levels of persons or households by 30 percent, 50 percent, 60 percent, or 80 percent of area median income.
4. Race, ethnicity, and disability rate for activities that currently report these data elements.

The City anticipates an estimated award of CDBG funds in the amount of \$572,999 for the 2017-2018 program year. The City has an additional \$150,000 from the general fund to fully fund social services projects that exceed the 15% cap for public services. In accordance with the priorities identified and outlined in the City's Consolidation Plan, two infrastructure projects and four public facility projects were identified for PY17 allocations. The projects will serve low to moderate income areas and households within the City. The Action Plan covers the period of October 1, 2017 through September 30, 2018. The projects meet national goals and supports ongoing efforts in the community to address the growing population.

The City has developed these performance measures in accordance with the Final Rule for 24 CFR Parts 91.220 and 91 as well as utilizing IDIS to track the outputs and outcomes of each project and activity.

3. Evaluation of past performance

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

The City of Round Rock has a history of successful programs funded through the Community Development Block Grant Program. Of particular importance to the health of the City have been

programs that address the condition of the housing stock. The City has successfully funded CDBG projects which have improved the overall quality of life and the community serving low- and moderate-income persons. The City has successfully funded housing rehabilitation activities targeting lower income and elderly households unable to properly maintain their homes. The City also funds social service agencies that provide services aimed at helping low to moderate income persons with housing/mortgage assistance and access to a food pantry.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Round Rock's goal for citizen participation is to ensure a broad participation of City residents, housing, economic and service providers in the planning and implementation of community development and housing programs. Citizen Participation takes the form of advertised public hearings.

For the development of the 2017-2018 Annual Action Plan, a public notice was published in the Round Rock Leader on February 22, 2017.

Notice of this "Needs Assessment" public hearing was also posted on the bulletin outside city hall on February 20, 2017 and posted in the "City News" section of the City of Round Rock's website (www.roundrocktexas.gov).

Residents were notified of the draft plan comment period (May 9, 2017 to June 7, 2018) in the Round Rock Leader on May 6, 2017 and notice was posted on the bulletin outside City Hall and on the City website as well.

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.

At the Annual Action Plan Needs Assessment public hearing, no comments were received.

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

See above for details on commentary.

7. Summary

The 2017 Draft Annual Action Plan was placed in the Central Library, the offices of the Housing and Community Development, the Alan R. Baca Senior Center, the Round Rock Housing Authority and online for public review and comment during the period May 9, 2017 to June 7, 2017 at 5pm.

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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		ROUND ROCK	Office of Community Development/Finance Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Round Rock Office of Community Development is the lead agency for the preparation of the Annual Action Plan and the administration of the CDBG program. Annual funding requests open in February with applications due in March. Funding decisions are approved by City Council in April with the decision-making process beginning in March and continuing through final approval in May.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Round Rock CDBG Office is the lead agency in implementing the Consolidated Plan and Annual Plan. The CDBG Administrator works closely with local social service agencies and other City agencies and committees to meet the needs of LMI residents. These efforts will continue in the 2017-2018 plan year.

The City works with a wide variety of agencies, organizations and service providers in an effort to identify local housing and service needs. On-going relationships, focused on specific needs designed to bring public input into the Annual Action Plan, are another way the City utilizes outside organizations in the consultation and development process.

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(l))

The City of Round Rock attends the Williamson County Monthly Networking Meetings held the first Tuesday of every month. At these networking meetings, non-profits, social service providers, public housing agencies, and health and human service providers discuss the needs of their clients as well as resources and services that their agency provides for the community. The City also works closely with the Housing Authority of Round Rock who organizes resources from the federal government to address the housing needs of City's lowest income households.

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.

The City of Round Rock Office of Community Development works closely with local homeless providers, including Hope Alliance and the Round Rock Area Serving Center to address the needs of the homeless persons.

In the past, the City of Round Rock has funded the Round Rock Area Serving Center. Funding was used for the purchase of food for the food pantry. The Round Rock Area Serving Center assisted over 950 households with food during program year 2016. In an effort to prevent homelessness, the Round Rock Area Serving Center also provides mortgage assistance to the residents of Round Rock.

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 of Round Rock does not receive ESG funds. The City works closely with the Williamson Burnet Counties Opportunities (WBCO) organization, the recipient of ESG funds for the area that includes the City of Round Rock. The City of Round Rock is also a member of the Texas Homeless Network, the lead agency for Continuum of Care in Williamson County.

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

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	ROUND ROCK AREA SERVING CENTER
	Agency/Group/Organization Type	Services - Housing Services-homeless 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?	The City of Round Rock has an on-going relationship with the Round Rock Area Serving Center. During the year, the Office of Community Development often receives calls from residents asking for information on resources for homeless or homeless prevention. The City works throughout the year with the Serving Center to meet the needs of these residents.
2	Agency/Group/Organization	ROUND ROCK HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Round Rock Housing Authority has three (3) locations in Round Rock that provide housing to 93 families. The Round Rock Housing Authority issues approximately 94 housing vouchers a year. In addition to receiving CDBG funds for their Neighborhood Outreach Center, they also receive a yearly Capital Fund Grant from the U.S. Department of Housing and Urban Development that allows them to maintain and rehab existing units. This funding also allows for the training of staff.

3	Agency/Group/Organization	HOPE ALLIANCE
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	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?	The City of Round Rock works closely with Hope Alliance throughout the year. In addition to awarding CDBG funds for shelter rehabilitation, the City also awards Hope Alliance with social service funds to pay the salary for a counselor.
4	Agency/Group/Organization	BLUEBONNET TRAILS COMMUNITY MENTAL HEALTH AND MENTAL RETARDATION
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Transitional Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG staff networks with providers of different programs at Blue Bonnet Trails Mental Health and Mental Retardation (BBTMHR). CDBG staff anticipates utilizing resources from BBTMHR to collaborate and leverage resources among other CDBG funded subrecipients. The resources from various programs at BBTMHR will directly benefit subrecipient clients as well as build a network of non-profits to share ideas and resources to service those located in the City of Round Rock.
5	Agency/Group/Organization	Habitat for Humanity of Williamson County
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Actions to foster/maintain affordable housing

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City of Round Rock is currently funding Habitat for Humanity for their Affordable Home Repair Program. CDBG staff refers clients needing home repair and housing to Habitat for Humanity.
6	Agency/Group/Organization	ABUSED & NEGLECTED CHILDREN-CASA
	Agency/Group/Organization Type	Services-Children Services-homeless Services - Victims
	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?	CDBG staff works with CASA during the program year to support the child abuse initiative by providing grant funding that employs a part-time Volunteer Coordinator. Through the Abused and Neglected Children program the CDBG staff anticipates a number of children who are abused to be placed in safe homes or entered into therapy programs which allow for personal expression and release of past abuse. These outcomes will be accomplished through the funded Volunteer Coordinator which advocates on behalf of children in court who are affect by child abuse.
7	Agency/Group/Organization	City of Round Rock
	Agency/Group/Organization Type	Housing Other government - Local Planning organization Grantee Department Neighborhood Organization
	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?	CDBG staff consults during the program year and during the development of the action plan with the City of Round Rock Code Enforcement, Planning, Development Services, Inspection, and Neighborhood Services departments through phone calls, emails, and meetings.
8	Agency/Group/Organization	AUSTIN TENANTS COUNCIL
	Agency/Group/Organization Type	Service-Fair Housing
	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?	CDBG staff consults with the Austin Tenants Council during the program year. Residents needing assistance with tenant/landlord issues or wanting to file a fair housing complaint are referred to the Austin Tenants Council.
9	Agency/Group/Organization	WILLIAMSON COUNTY HEALTH DISTRICT
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with HIV/AIDS Services-Health Health Agency Other government - County
	What section of the Plan was addressed by Consultation?	health care needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG staff networks during the program year with the Williamson County Health District. Coordination, client needs, and resource information is exchanged at the Williamson County monthly networking meeting.

10	Agency/Group/Organization	WILLIAMSON BURNET COUNTIES OPPORTUNITIES (WBCO)
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons
	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?	CDBG staff works with Williamson Burnet Counties Opportunities (WBCO) during the program year. The CDBG staff anticipates the outcome will be to provide resources to WBCO which will benefit homeless families in need of available beds and resources to become self-sufficient. The partnership between with WBCO will decrease the number of homeless families and unemployment among the population. The decrease in both homeless families and unemployment among the population will be accomplished through job training readiness classes, computer skills classes and local affordable housing partnerships.
11	Agency/Group/Organization	Williamson County Commissioners Court
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Networking
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CDBG staff networks and consulted with the Williamson County CDBG Coordinator during the program year. CDBG staff collaborates with Williams County CDBG Coordinator to provide grant funding to rehab a shelter for abused women (Hope Alliance). The anticipated outcome will be to make the structure compliant with local codes, handicap accessible and a decent and safe living environment.

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

A wide array of agencies were invited to consult in the development of the Annual Action Plan. No individual agency was intentionally omitted.

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	Texas Homeless Network	Coordinating homelessness services with Continuum of Care priorities.

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

Citizen participation was obtained through public hearings on March 9, 2017 at City Council meetings and public notices in the local newspaper. The City of Round Rock Citizen Participation Plan details procedures to follow for public hearings, plan amendments, reporting information and public accountability.

The Action Plan will be available on the City website, at the public library, at the Alan R. Baca Senior Center, at City Hall, and the Round Rock Housing Authority, and all public notices listed these places along with the address to each location.

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	Public Hearing	Persons with disabilities Residents of Public and Assisted Housing Seniors	No response		N/A	

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)
2	Newspaper Ad	Persons with disabilities Residents of Public and Assisted Housing Seniors	No response	No comments received	N/A	
3	Internet Outreach	Persons with disabilities Residents of Public and Assisted Housing Seniors	No response	No comments received	N/A	www.roundrocktexas.gov
4	posting of public notice on city bulletin outside City Hall	Persons with disabilities Residents of Public and Assisted Housing Seniors	No response	No comments received	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

It is anticipated that the City of Round Rock will receive an estimated CDBG funds totaling \$572,999 for FY 2017-2018. The Action Plan lists proposed activities in priority order and are activities that will be funded only if sufficient CDBG funding is allocation. In the event the funding increase or decreasing the City will allocated funds appropriately to each activity. The funding amounts are estimated.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	572,999	0	0	572,999	572,999	CDBG funds will be used to address housing and non-housing community development needs.

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

In an effort to leverage funds, the City has combined the CDBG Annual Allocation and General Funds to assist the social service funding process. By combining these two processes, the City assures the funding of social service programs providing high priority needs with General Funds that could not be funded with CDBG funds due to the 15% funding cap. This also eliminates the duplication of services. The process for selecting projects for funding social services is as follows: the scoring team, consisting of Council members, an Assistant City Manager, City Finance staff and CDBG staff, review agency applications using set criteria and performance measurement. Funding recommendations are presented to the City Council through the budget process. Awarded agencies are contracted to deliver the specific services to residents of Round Rock.

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

Sidewalk improvements in the Chilsom Subdivision will address the need in the community for improved public facilities.

Discussion

The City of Round Rock developed Program Income Policies and Procedures. These policies and procedures are included with every CDBG agreement as an attachment. The policy details the following:

- definition and examples of program income
- disposition of income and reports
- income more than \$25,000 or income less than \$25,000

Should an agency or activity generate program income, the City will use this policy to determine how these funds will be spent.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility and Infrastructure Improvements	2014	2018	Non-Housing Community Development		Non-housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 819 Persons Assisted
2	Public Services: Housing Assistance	2014	2018	Affordable Housing		Affordable Housing		Public service activities for Low/Moderate Income Housing Benefit: 250 Households Assisted
3	Public Services: Food Banks	2014	2018	Public Services		Affordable Housing		Public service activities for Low/Moderate Income Housing Benefit: 850 Households Assisted
4	Public Services: CASA Child Advocacy	2014	2018	Public Services		Non-housing Community Development		Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
5	Public Services: After School Tutoring	2014	2018	Public Services		Non-housing Community Development		Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Facility and Infrastructure Improvements
	Goal Description	Public Facility and Infrastructure Improvements will be used for sidewalks and park improvements.
2	Goal Name	Public Services: Housing Assistance
	Goal Description	Housing and emergency shelter needs, help the elderly maintain independence, help families avoid eviction and homelessness.
3	Goal Name	Public Services: Food Banks
	Goal Description	Purchase food from the Capital Area Food Bank for \$0.13 a pound to provide food to indigent, low income, homelessness and transient people.
4	Goal Name	Public Services: CASA Child Advocacy
	Goal Description	Court appointed volunteers who advocate for the abused or neglected children in court.
5	Goal Name	Public Services: After School Tutoring
	Goal Description	Personnel and supplies for the Neighborhood Outreach Center

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City of Round Rock does not receive HOME funds.Â

AP-35 Projects – 91.220(d)

Introduction

The Annual Action Plan reflects the City's funding priorities and identifies the projects that the City proposed to implement with funds from the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program. The funding is allocated according to the community's highest priority needs.

#	Project Name
1	Public Services
2	Public Facilities and Improvements
3	City of Round Rock Program Administration

Table 8 – Project Information

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

Allocation priorities were based upon the Needs Assessment undertaken as part of the planning process and demand for projects and services in the past. The City identified two low-to-moderate income neighborhoods where pedestrian transportation is minimal. The City has a number of areas of town that are without sidewalks. Unfortunately, the need for infrastructure far exceeds the amount of CDBG funding available. The primary obstacle to addressing underserved needs is the limited resources available to address such needs throughout the City. The Social Services fund of 15% is also oversubscribed at far beyond what is available. The City encourages CDBG applicants to seek other resources from other public and private entities in an effort to leverage the limited amount of CDBG funds available.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Public Services
	Target Area	
	Goals Supported	Public Services: Housing Assistance Public Services: Food Banks Public Services: After School Tutoring Public Services: CASA Child Advocacy
	Needs Addressed	Non-housing Community Development Affordable Housing
	Funding	CDBG: \$85,949
	Description	Funding will pay for public service activities that were approved in the 2016-2017 Annual Action Plan. Matrix codes: 05N, 05W, 05Q, 05
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of low-income families who will benefit from these services are 1300.
	Location Description	

	Planned Activities	<p>The proposed planned activities for applicants selected for CDBG funding, when actual funding allocation is released, are as follows:</p> <ul style="list-style-type: none"> • Round Rock Housing Authority - Neighborhood Outreach Center: Funding will provide after school tutoring for the kids at the Round Rock Housing Authority. • Round Rock Area Serving Center - Food Pantry: Funding will assist with feeding residents with food from their food pantry. • Round Rock Area Serving Center - Housing Assistance: Funding will provide rent or mortgage payments for up to \$100 per client. • CASA of Williamson County, Texas - Court Advocacy for Abused or Neglected Children: Funding will pay for the partial salary for the Volunteer Recruiter/Trainer Coordinator position that will recruit and train volunteers that will advocate for abused and neglected children in court.
2	Project Name	Public Facilities and Improvements
	Target Area	
	Goals Supported	Public Facility and Infrastructure Improvements
	Needs Addressed	Non-housing Community Development
	Funding	CDBG: \$372,450
	Description	Funds will be used to pay for public facilities and improvements that will be approved in the 2017-2018 Annual Action Plan.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	<p>Planned activities for projects selected for CDBG funding are as follows:</p> <ul style="list-style-type: none"> • Round Rock Transportation Department - The proposed 2017 CDBG Sidewalks Project will primarily consist of constructing approximately 37,680 square feet of 4 foot wide sidewalk along sections of the Chisholm Valley subdivision. The project will provide for a 4 foot sidewalk to be extended throughout the Chisholm Valley Neighborhood; specifically, the north side of Chisholm Valley Drive, the south side of Buffalo Pass and the east side of Wagon Gap Drive. • Parks Department- The proposed 2017 Frontier Park Improvement Project is comprised of both replacing existing amenities and new construction of park elements. Items to be replaced include existing trail, park pavilion, tennis court fencing and lighting system, and concrete sidewalks. Amenities to be constructed include a new walking trail and improvements to both pedestrian bridges. All park benches, picnic tables, drinking fountains, bike racks, and trash receptacles will be replaced or added as needed. •
3	Project Name	City of Round Rock Program Administration
	Target Area	
	Goals Supported	
	Needs Addressed	Non-housing Community Development Affordable Housing
	Funding	CDBG: \$114,600
	Description	Funds will be used for the oversight and administration of the CDBG program for the City of Round Rock.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	
	Planned Activities	Administration and management of the CDBG program

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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

Priority CDBG funding areas in the City of Round Rock include those areas where there is a high rate of low to moderate income (LMI) persons.

The following are the LMI block groups within the City of Round Rock:

Census tract:18.51/Block group:3/Persons:1165/50% LMI

Census tract:18.51/Block group:4/Persons:1000/66.45% LMI

Census tract:205.04/Block group:1/Persons:1055/66.14% LMI

Census tract:205.04/Block group:2/Persons:920/49.33% LMI

Census tract:205.04/Block group:4/Persons:1655/75.74% LMI

Census tract:206.02/Block group:2/Persons:265/47.75% LMI

Census tract:207.01/Block group:1/Persons:710/57.96% LMI

Census tract:207.03/Block group:2/Persons:2025/54.22% LMI

Census tract:207.04/Block group:2/Persons:1045/53.18% LMI

Census tract:207.04/Block group:3/Persons:750/70.42% LMI

Census tract:207.07/Block group:2/Persons:1095/71.34% LMI

Census tract:208.03/Block group:1/Persons:1250/53.19% LMI

Census tract:215.02/Block group:1/Persons:2425/62.02% LMI

Census tract:215.02/Block group:2/Persons:850/79.44% LMI

Census tract:215.03/Block group:1/Persons:1205/59.21% LMI

Census tract:215.05/Block group:1/Persons:795/54.27% LMI

Percentage of Funds: 100%

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Round Rock estimates that 100% of the funds will be dedicated to projects in the target areas and that these funds assist a large number of low to moderate income residents.

Target Area: Low to Moderate Income (LMI) Areas

Percentage of Funds: 100%

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Round Rock proposed to support one program in FY 2017 (2017-2018) that supports affordable housing to low-mod clients. The programs will assist with the need of affordable housing within the City of Round Rock. The program that will be supported will ensure that low-mod clients are provided resources that will alleviate cost burdens within their respective households.

Habitat for Humanity of Williamson County will be supported by FY 2013 CDBG funds. This program provides minor home repair of low income residents of Round Rock up to \$10,000 per unit. Funds will be spent on the purchase of materials; volunteers will do the actual home repairs.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - 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 12 - One Year Goals for Affordable Housing by Support Type

Discussion

The Habitat for Humanity will be funded with prior 2013 funds. They propose to rehab a minimum of 5 existing units.

AP-60 Public Housing – 91.220(h)

Introduction

The Round Rock Housing Authority (RRHA) was established in 1966, with the first development built in 1972. Today, the Housing Authority owns 100 units and administers 209 Section 8 Housing Choice Vouchers. The City of Round Rock (CORR) plans encourage more partnerships with RRHA through public events/activities for low-mod families who are public housing residents. CORR will act as resource for the RRHA to assist the public housing authority with capacity building as well as programming that is associated with CDBG funds.

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

The Round Rock Housing Authority receives approximately \$97,040 annually in Capital Fund Grant from HUD to provide for the maintenance and renovation needs of its public housing stock, which it considers to be in good condition. CORR plans to support the RRHA by providing administrative services that will allow for environmental assessments to the RRHA capital improvement projects. The CORR plans to increase their visibility at round tables that discuss public housing issues while offering resources/grant announcements to assist with the need of public housing.

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

The RRHA is a five member board, including a resident board member, oversees the Round Rock Housing Authority. The board is appointed by the CORR Mayor and City Council. The CORR employ their affordable housing knowledge in selecting new board members when a position becomes available. The CORR is invested in ensuring that selections made are in the best interest of the RRHA. Each board member appointed by CORR Mayor and City Council possess management qualities that will ensure that best business practices are deployed.

The CDBG staff will meet with RRHA to have brainstorm sessions in regards to the RRHA administered Family Self Sufficiency Program and how to leverage programs and funds for homeownership. Staff will provide affordable housing expertise, homeownership grant resources and programming initiatives to promote self-sufficiency to the program participants. The FSS program serves families in the Housing Choice Voucher (HCV) and Public Housing (PH) Programs. Present participants have completed the following goals:

- obtaining or maintaining employment
- continuing to pursue higher education
- continue to maintain first time businesses with supportive mentorship and education

The unique value of the FSS program is that clients are able to receive supportive case management to

reach their individual goals towards self-sufficiency.

Currently there are no public housing homeownership initiatives in place either under the public housing program or the Section 8 program. The CORR plans to encourage Affordable Housing Roundtables that are conducted by the RRHA and include affordable housing builders, Housing Counseling non-profits and banking institutions.

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

N/A - the Round Rock Housing Authority is no longer in "troubled status." Rather, they are now considered a "high performer" as their overall REAC Score is 90 and their REAC Inspection score is 96.

Discussion

The housing authority continues to partner with several local agencies, faith-based organizations, the City, and the school district in order to bring resources to residents.

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

Introduction

The City of Round Rock and Williamson County are part of the Texas Balance of State Continuum of Care (BoS CoC). The BoS CoC is part of the Texas Homeless Network (THN), a non-profit membership-based organization helping Texas communities to prevent and end homelessness. THN is a 501(c)(3) organization that is partially funded through the Texas Department of Housing and Community Affairs and Texas Department of State Health Services.

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 of Round Rock funds the Round Rock Area Serving Center with CDBG funds to assist residents in jeopardy of becoming homeless with housing and mortgage assistance. Sometimes the loss of a job or an illness can cause a family to fall behind on rent or mortgage which can lead to eviction. Funding the housing/mortgage assistance program is an action and goal that will assist with reducing homelessness.

The following agencies reach out to homeless persons and assess their individual needs such as the need for temporary shelter, transitional housing and other services:

- The Williamson County Crisis Center (Hope Alliance) offers two housing programs to assist its clients. They offer a short-term, transitional housing program that helps families who are transitioning out of the shelter and a long term, supporting housing program.
- STARRY Emergency Shelter serves children who need immediate protection, typically after being removed from their home by court order due to life-threatening abuse or neglect.
- Lifeworks provides emergency shelter and transitional housing as well as counseling, education/workforce and youth development to youth and their families.
- Round Rock Area Serving Center provides emergency shelter, food and clothing vouchers, as well as mortgage and utility assistance, in an effort to prevent homelessness.
- CASA provides trained, court-appointed volunteers to advocate in the best interest of abused and neglected children on their journey to a safe, permanent home.

Addressing the emergency shelter and transitional housing needs of homeless persons

Hope Alliance and Williamson Burnet Counties Opportunities (WBCO) were both awarded Emergency Food and Shelter Program (EFSP) Grants from FEMA. Hope Alliance is using these funds to provide emergency shelter, purchase food and aid toward the purchase of bedding and cleaning supplies and other like items for the domestic violence shelter. WBCO is using the EFSP funds to purchase food for

the Senior Nutrition Program.

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 of Round Rock anticipates to continue funding the Round Rock Area Serving Center for program year 2017-2018. Funding will be used to purchase food for the food pantry at the Round Rock Area Serving Center. The Round Rock Area Serving Center assists over 1,000 households with food every program year. In an effort to prevent homelessness, CDBG funding anticipates allocating funding to the Round Rock Area Serving Center to provide mortgage and rent assistance to the residents of Round Rock.

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.

Homelessness is a regional issue and is best addressed countywide through the efforts of both Williamson and Travis Counties and local jurisdictions. Since Round Rock's emergency shelter only provides temporary facilities for displaced women and children, the City will work with area providers such as Bluebonnet Trails MHMR to address its share of the homeless need through facilities and services provided at the regional level.

Discussion

Though Round Rock has a very small visible homeless population, the loss of a job, an increase in rent, an eviction or domestic violence situation can easily lead to homelessness for many low income individuals and families. Round Rock will continue to fund high priority activities that are concentrated on homeless prevention and non-homeless special needs such as the Round Rock Area Serving Center

Food Pantry and Housing Assistance Program.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

In 2000, consultants from the University of Texas prepared a report titled "Analysis of Impediments to Fair Housing, Round Rock, Texas" (AI). This document provided a comprehensive review of the City's administrative and judicial policies. This study's assessment of the location, availability, and accessibility of housing will assist in planning to address impediments to fair and affordable housing. This analysis profiled the housing market in Round Rock, addressed housing affordability, physical condition of housing stock, and public housing. Barriers to affordable housing identified through the City's citizen participation process were:

- Lack of options
- Lack of transitional support, assistance needed for move-in costs/deposits
- Land prices
- Lack of community involvement and creativity in problem solving
- Negative neighborhood perception regarding low income housing
- Lack of public transportation

Identified policies impacting the development of affordable housing included the following:

- Inflexible development standards
- Lack of incentives for developers to construct affordable housing
- High development fees

The City of Round Rock CDBG staff refers anyone needing to file a housing discrimination complaint or needing information on fair housing to the Austin Tenants Council. The Austin Tenants Council Fair Housing Program helps any person who has been discriminated against in the rental, sale, financing or appraisal of housing. The state and federal Fair Housing Act prohibits discrimination because of a person's race, color, national origin, religion, sex, disability (mental or physical) or familial status. The Fair Housing Program documents and investigates complaints; provides advice about remedies under fair housing laws, and coordinates legal services to assist victims of housing discrimination. The Fair Housing Program provides fair housing seminars and presentations to interested parties.

The City of Round Rock CDBG Program is currently working with other local entitlements and participating jurisdictions to develop the AFFH due January 2019. CDBG staff will potentially enter into a interlocal agreement with other cities and prepare a scope of work for a bid process. The largest

entitlement/participating jurisdiction will undertake the procurement process.

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

The CDBG staff will strategize with internal departments to develop strategies that will assist in the removal of barriers to affordable housing. The CDBG staff will enlist industry and subject matter experts to brainstorm ideas in developing a comprehensive plan for affordable housing.

Discussion

The City of Round Rock Mayor, Alan McGraw and City Council proclaimed April 2017 as Fair Housing Month. A proclamation was signed for the CDBG office to display.

AP-85 Other Actions – 91.220(k)

Introduction

The City of Round Rock will continue to work with partners in the region to improve the housing and employment opportunities for low and moderate income persons and other special populations.

Actions planned to address obstacles to meeting underserved needs

Despite ongoing efforts, there still remains a number of significant obstacles to meeting underserved needs. The following obstacles to meeting these needs in Round Rock include:

- Population growth
- Cut backs in state and federal funding for basic needs and services
- High cost of housing
- Need for transportation to existing services and childcare available services

To address these needs, the City of Round Rock dedicated CDBG funds to the following:

- Round Rock Area Serving Center for the purchase and distribution of food and to provide rent and mortgage assistance
- Round Rock Housing Authority to pay for partial salaries for the resident services coordinator/facilitator and teachers at the Neighborhood Outreach Center (NOC) at the Round Rock Housing Authority.

Actions planned to foster and maintain affordable housing

The City of Round Rock anticipates to support two programs in FY 17 (2017-2018) that support affordable housing. These include the housing assistance program through the Round Rock Area Serving Center (RRASC) to assist residents with rent or mortgage at \$100 a household, and a program through Habitat for Humanity for the minor home repair of low income residents of Round Rock up to \$10,000 per unit. Funds will be spent on the purchase of materials and volunteers will do the actual home repairs. A plumber or electrician will be hired if needed.

Habitat for Humanity will be funded by FY13 CDBG funds.

Actions planned to reduce lead-based paint hazards

The CDBG program has procedures in place to comply with the Residential Lead Based Paint Hazard

Reduction Act of 1992 (Title X) and subsequent changes in September 1999. These procedures include notification, identification, and treatment (if necessary).

Most of the development in Round Rock occurred after the use of the lead based paint was banned. HUD estimates that as many as 540 housing units in Round Rock built prior to 1978 and occupied by extremely low, low and moderate income households could contain lead-based paint.

Actions planned to reduce the number of poverty-level families

The City's anti-poverty strategy is based on attracting a range of businesses and providing workforce development including job training services for low income residents.

Planned economic development and anti-poverty programs include:

- Friendly Rock Program to assist residents with utility bills
- Food Pantry Program provides residents access to food
- Foundation Communities Tax Center provides free tax preparation
- YMCA provides after school and summer scholarship dollars to low and moderate income families in Round Rock

Actions planned to develop institutional structure

The City relies on a network of public sector, private sector, and non-profit organizations to implement the Strategic Plan, particularly to address homelessness and special needs.

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

In an effort to enhance coordination between public and private housing and social service agencies, the City of Round Rock CDBG staff will continue to attend the Williamson County Monthly Networking Meetings. These meetings are held the first Tuesday of every month at the Alan R. Baca Senior Center. Collaboration and coordination between agencies is important to ensure that the needs in the community are being addressed.

Discussion

The City of Round Rock, Office of Community Development is responsible for the administration of the City's programs funded with CDBG funds. This office has the primary responsibility for managing and implementing the City's affordable housing and infrastructure program, the Consolidated and Annual Plans and related documents.

The City of Round Rock has developed a monitoring system to ensure that the activities carried out in

the Plan are done so in a timely manner in accordance with the federal monitoring requirements of [24 CFR 570.501 (v)] and [24 CFR 85.40] and all other applicable laws, regulations, policies and sound management and accounting practices.

Sub-recipients are monitored to ensure that they have implemented and administered their CDBG funded activities according to applicable federal requirements. Particular attention is paid to compliance with management systems, procurement practices and compliance with civil rights requirements.

When applicable, sub-recipients are required to submit copies of paid receipts, timesheets, income documentation, client data and self-certification forms with their monthly requests. This information is used to determine the number of unduplicated beneficiaries. Monthly reports are submitted by each sub-recipient enabling staff to monitor the progress of each activity, provide technical assistance or consultation when needed and to ensure that all objectives are met.

The City of Round Rock conducts monitoring of sub-recipients every program year during the summer. Particular attention is paid to compliance with eligibility and national objective requirements. The HUD monitoring checklist is used during these on-site monitoring visits. The monitoring visits are conducted by the CDBG Program Coordinator. Technical assistance is provided for sub-recipients at the beginning of the program year and anytime during the program year upon request.

Throughout the year, staff conducts mini desk reviews of all sub-recipients. Sub-recipients are required to submit monthly progress reports and reimbursement requests by the 15th of every month. This allows the City to monitor the sub-recipient's progress and spending on a monthly basis.

The City of Round Rock Office of Community Development maintains an open door policy for all agencies and frequent unofficial visits are made at participating agencies throughout the year.

Program Specific Requirements

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

Introduction

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.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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	6,663
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:	6,663

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%

Discussion