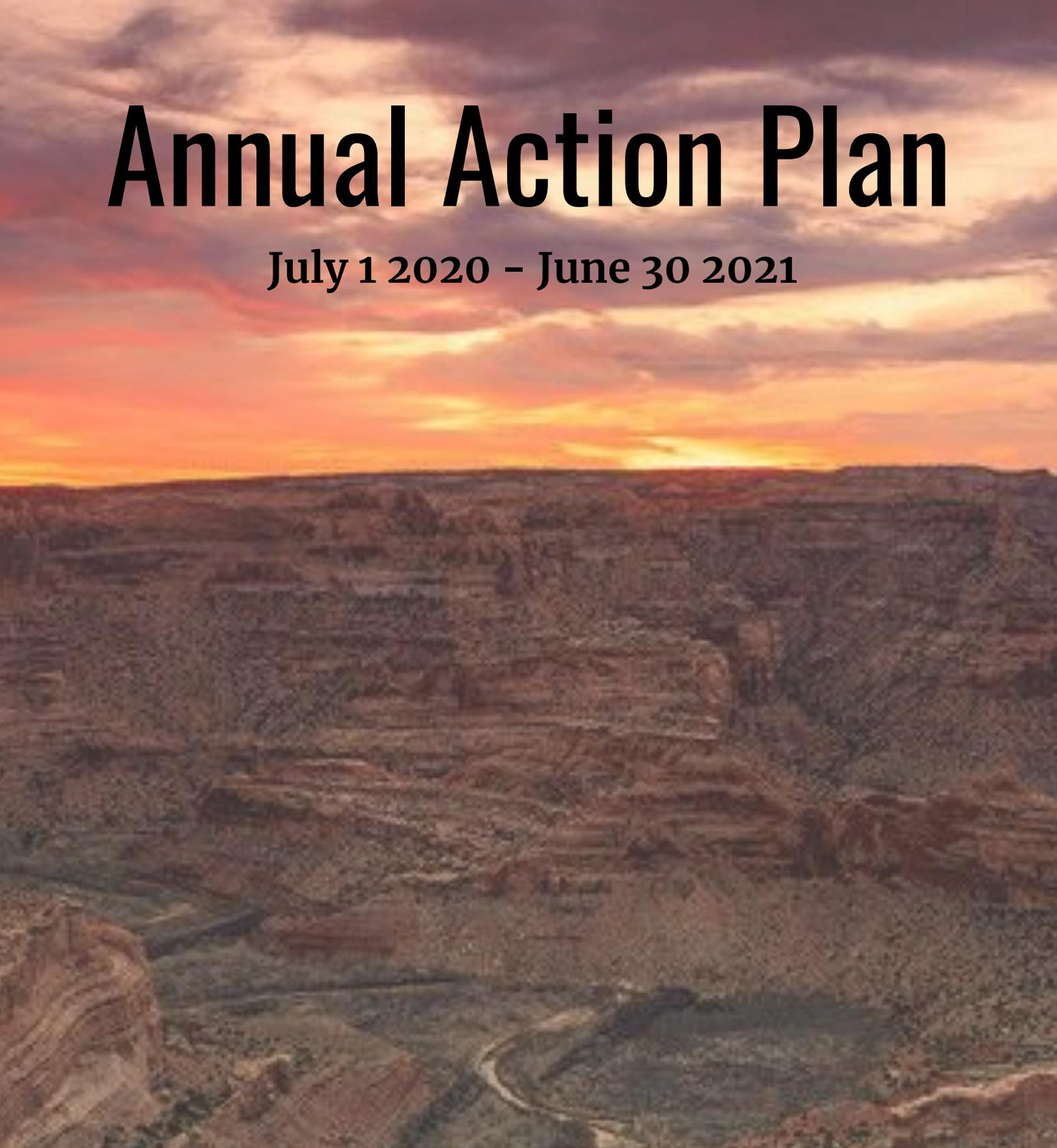


# Annual Action Plan

July 1 2020 - June 30 2021



**SEUALG**

Southeastern Utah Association of Local Governments



**SEUEDD**

Southeastern Utah Economic Development District

Providing Services in Carbon, Emery, Grand, and San Juan Counties

**2020 Annual Action Plan Prepared by: Jade Powell**

**Address:** 375 South Carbon Ave  
P.O. Box 1106  
Price, UT 84501

**Phone:** 435-613-0022

**Email:** [jpowell@seualg.utah.gov](mailto:jpowell@seualg.utah.gov)

# Contents

<b>Executive Summary</b>	<b>3</b>
<b>Outreach</b>	<b>6</b>
Consultation	6
Citizen Participation	7
<b>Expected Resources</b>	<b>8</b>
<b>Goals &amp; Objectives</b>	<b>9</b>
<b>Affordable Housing</b>	<b>9</b>
<b>Allocation Priorities</b>	<b>10</b>
<b>Public Housing</b>	<b>11</b>
<b>Barriers to Affordable Housing</b>	<b>12</b>
<b>Other Actions</b>	<b>13</b>
<b>Appendix A</b>	<b>14</b>
<b>Appendix B</b>	<b>23</b>
<b>Appendix C</b>	<b>30</b>

# Executive Summary

Economic, community development, and housing conditions in Southeastern Utah changed very little during the last year. Three of the Region's counties continue to lose jobs in the resource extraction industries (mining, utilities, trade and transportation). While Grand County does have a more positive economy, most of the new jobs are in the lower paying tourism/hospitality/services sectors. The kind of growth Grand County has been experiencing continues to put stress on community facilities and affordable housing.

## **Rating and Ranking Criteria**

There has been a change in priorities for the Community Development Block Grant (CDBG) funds. Prior to this year, there has always been an emphasis on affordable housing for Southeastern Utah Association of Local Governments (SEUALG) Rating and Ranking criteria. Although there hasn't been a shift in which infrastructure would receive more points, there is a point reduction for housing projects. This makes the rating and ranking of projects more equitable for all projects.

## **SEUALG Allocation**

In the CDBG 2020 program year, SEUALG is expected to receive an increase in their allocation. In prior years, SEUALG has been allocated roughly \$498,000 per year. For the 2020 program year, there was a change in the State of Utah's Small Cities Program allocation methodology. The change in methodology resulted in more emphasis on percentage of statewide low- to moderate-income population (40% of funding), average poverty rate (35% of funding), pre-1980 housing (15% of funding), and pre-approved CDBG applicants (10% of funding). The result of the change in methodology is an increase of \$210,000 in the expected SEUALG allocation bringing the SEUALG total allocation to \$708,000.

## **SEUALG Single-Family Housing Rehabilitation Program**

In the CDBG 2018 program year, SEUALG's Single-Family Housing Rehabilitation program has received \$103,000 in addition to the set-aside of \$174,000 (total: \$277,000; \$213,000 Construction Funds; \$64,000 Administration). SEUALG Single-Family Housing Rehabilitation has completed 23 homes with this funding. With SEUALG Single-Family Housing Rehabilitation set-aside, the Agency typically funds a minimum of 14 homes per program year. With this increase, SEUALG was able to complete an additional 9 homes, bringing the total to 23 homes rehabilitated.

## **Housing**

While developing this action plan, SEUALG staff met regularly with the region's housing and service provider agencies and city/county planning officials. Housing needs and priorities in Carbon, Emery, and San Juan Counties have not changed over the last several years. Affordable housing in Grand County continues to be a very high priority as the low wages paid in the tourism/hospitality sectors along with the pressure of being a resort destination means there is a severe shortage of workforce and affordable housing. While housing costs in the other three counties is less of a problem, the quality of much of the market affordable housing is less than acceptable. In an effort to directly address these needs the SEUALG owner-occupied rehabilitation program renovates between 25 and 30 homes per year, throughout the region.

The identified housing needs across the entire Region continues to be:

1. Increase the number of affordable housing units for low to moderate income residents

2. Preserve existing affordable housing by rehabilitating owner occupied and rental units with an emphasis on energy efficiency
3. Develop “Workforce Housing,” both rental and owner-occupied, especially in Grand County
4. Renovate or replace existing pre-1976 and dilapidated mobile/manufactured housing units, both rental and owner-occupied
5. Develop housing for people with disabilities and other special needs, including supportive housing services and programs

### **General Community Development**

As part of the process to develop the Region’s capital improvements prioritization lists, SEUALG staff regularly meets with city and county entities to gather needs assessment information. While projects will be completed as funding becomes available, the overall community development needs and priorities are:

1. Culinary water projects
2. Sewer projects
3. Housing for low- to moderate-income and housing for area workforce
4. ADA and accessibility projects (i.e. special purpose sidewalk or scooter trails and public facilities access)
5. Public safety (fire protection), emergency, and general medical care
6. Road improvements curb & gutter, sidewalks, etc.
7. Recreation projects (parks, playground equipment, skate-parks, sports facilities, ball fields/courts, bike & hiking trails, etc.)
8. Construction or rehabilitation of facilities that provide services to “limited clientele” populations

### **Community Development Project**

For the funding year of 2019, Community Development Block Grant (CDBG) funds were awarded to applicants to perform the following types of projects; water study for the Town of Bluff, ADA improvements to Moab City’s recreation center and art center, ADA improvements to Price City’s library, acquire fire department equipment for Wellington City, recreation facility improvements for Castle Dale City, ADA improvements to Huntington City’s park and rodeo grounds, and improvements to LMI housing for Carbon County Housing Authority.

#### **2020 CDBG Projects**

SEUALG: Rehabilitate a minimum of 14 owner occupied homes

SEUALG: Manage the CDBG program for Region and update the Consolidated Plan

East Carbon City (Carbon Medical Service Association): Medical Facilities Improvements

Emery Town: Fire Department Equipment

Wellington City: Master Water Meters

Ferron City: Recreation Facilities Improvements

SEUALG (Southeastern Utah Community Development Corporation): Housing Land Acquisition

**2019 CDBG Projects**

SEUALG: Rehabilitate a minimum of 14 owner occupied homes

SEUALG: Manage the CDBG program for Region and update the Consolidated Plan

Bluff Town: 50-year Water Study

Moab City: ADA Improvements

Price City: ADA Improvements

Wellington City: Fire Department Equipment

Castle Dale City: Recreation Facilities

Huntington City: ADA Improvements

Wellington City (Carbon Housing Authority): LMI Housing Improvements

# Outreach

## Consultation

While gathering information, SEUALG consulted with all 19 cities and towns and four counties that are located within the SEUALG Region throughout the year. They are as follows:

Carbon County	Elmo Town	Grand County
Price City	Huntington City	Castle Valley Town
Wellington City	Castle Dale City	Moab City
East Carbon City	Orangeville City	San Juan County
Helper City	Ferron City	Monticello City
Scofield Town	Clawson Town	Blanding City
Emery County	Emery Town	Bluff Town
Cleveland Town	Green River City	

In addition to meeting with the cities/towns and counties, SEUALG also consulted with non-profits and other agencies in the Region throughout the year. They are as follows:

The Area Agency on Aging	SEUALG Community Services Programs	County Economic Development Offices
The Housing Authority of Carbon County	The Grand County Homeless Coordinating Committee (and Continuum of Care Committee)	Tripartite (CSBG) Advisory Board
Regional Planning Office (SEUALG)		Public safety agencies in all four counties
The Emery County Housing Authority	The Carbon/Emery Homeless Coordinating Committee (and Continuum of Care Committee)	The local offices of the Department of Workforce Services
The Housing Authority of Southeastern Utah		Carbon Addiction Reduction and Elimination (CARE) Coalition
Four Corners Community Behavioral Health	Balance of State Homeless Coordinating Committee	Faith Based Coalition
San Juan County Behavioral Health Region	The Southeastern Utah Economic Development Region	Future In Design (FIND)

The result of these consulting visits can be found in Appendix A. There is only one Consultation Form per county.

## Citizen Participation

The Southeastern Utah Association of Local Governments (SEUALG) held a public hearing on December 5, 2019 to solicit comments for the Community Development Block Grant Program. No one from the public attended the hearing. SEUALG will hold a 30-day comment period from January 27, 2020 to February 27, 2020. A public hearing will be held on February 27, 2020 to solicit comments from the public. The following notice was published on the Utah Public Notice Website:

*SOUTHEASTERN UTAH ASSOCIATION OF LOCAL GOVERNMENTS  
PUBLIC HEARING NOTICE*

*Southeastern Utah Association of Local Governments will hold a Public Hearing on February 27, 2020, 1:00 pm in the Grand County Council Chambers located at 125 East Center Street, Moab, UT 84532, to take comments on the 2020 Annual Action Plan which can be reviewed at [seualg.utah.gov/index.php/administration/reports-forms/](http://seualg.utah.gov/index.php/administration/reports-forms/). Written public comments will also be accepted from January 27, 2020 to February 27, 2020. To comment, please contact Jade Powell: PO Box 1106, Price, UT 84501 or by email at [jpowell@seualg.utah.gov](mailto:jpowell@seualg.utah.gov).*

*In compliance with the Disability Act, individuals wishing to attend this meeting and who require special accommodations should contact Jade Powell at 435 613-0022 least five (5) working days prior to the meeting.*

There is rarely any attendance from the public at formal public hearings held during the consolidated planning/CDBG application process. In order to obtain as much public input as possible, SEUALG staff attended many of the public meetings and hearings held by the SEUALG's partner entities. These meetings include; local planning and zoning board meetings, housing authority and community housing development organization board meetings, tripartite board meetings (Community Services Block Grant), interagency coordinating council meetings, homeless and continuum of care meetings, economic development councils, as well as special programs such as the Regional Transportation Coordinating Council, etc. SEUALG staff presented information about the Consolidated Plan, CDBG Program, housing rehabilitation program, etc., and solicited input about the issues, needs, goals, and priorities to be identified in the Consolidated Plan.

## Expected Resources

Resources	Annual
CDBG Allocation	\$789,937
Program Income	\$0
Prior Years Resources	\$0
COVID-19 Recovery Funding	\$465,299
Total	\$1,255,236

The SEUALG applies annually for funds for the administration and planning of the CDBG program and Consolidated Plan totaling \$50,000. In addition to the administration and planning funds, SEUALG applies for, and has written in policy for a set-aside, funds for the Single-Family Housing Rehabilitation for a total of \$174,000 (\$134,000-Construction Funds, \$40,000-Administration). The remaining expected \$484,228 is open for the southeastern Region to apply for projects that are CDBG eligible.

In SEUALG's Rating and Ranking Criteria 9 a-d states that if a project is funded by other funding other than CDBG, then that project would receive more points. The criteria is determined based on the population size of the community. The higher the percentage of non-CDBG funds invested into a project, then the higher points the project will receive.

COVID-19 Recovery Funding will come to the SEUALG. The SEUALG Executive Board will determine how the recovery funding will be allocated throughout the region in the areas that were affected by COVID-19.

## Goals & Objectives

For the 2020 Program Year, SEUALG plans to fund medical facility improvements, fire department equipment, water projects, recreation facilities and land acquisition for LMI housing. The quantities below are LMI beneficiaries.

Goal Outcome Indicator	Quantity (1-Year)	Unit of Measurement
Public Facility or Infrastructure Activities <u>other than</u> Low/Moderate Income Housing Benefit	4,636	Persons Assisted
Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	4	Households Assisted
Homeowner Housing Rehabilitation*	30	Households Housing Unit
Homeowner Housing Added*	4	Households Housing Unit
Homeless Person Overnight Shelter**	23	Persons Assisted
Homelessness Prevention**	28	Persons Assisted

\*CDBG funds leveraged with USDA and Olene Walker funding

\*\*Emergency Solutions Grant (ESG) Funding

## Affordable Housing

One-Year Goals	# of Households
Rental Assistance	0
Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	20

# Allocation Priorities

The SEUALG Rating and Ranking Committee is composed of two persons from each county. This person has been nominated to be on the committee from advisory of the SEUALG Governing Board. Of the two representations from the counties, one should be county-level and the other from city-level. This is to ensure the city and counties are represented.

Annually, the Rating and Ranking Committee updates the SEUALG CDBG Rating and Ranking Policies and scoring criteria (Appendix B) for the next program year. The Rating and Ranking Committee set the priority of the criteria for the next program year. This is done based on the results from the Community Assessment results (Appendix C). The SEUALG CDBG Rating and Ranking Policies and scoring criteria are always approved by the SEUALG Governing Board. The SEUALG CDBG Rating and Ranking Policies and scoring criteria can be found in the Utah Community Development Block Grant Application Policies and Procedures manual and on the SEUALG website ([seualg.utah.gov](http://seualg.utah.gov)).

The process for awarding CDBG funds to applicants after submission are as follows:

1. Applications are preliminarily rated and ranked by SEUALG Staff and State of Utah Staff.
2. Applications are rated and ranked by SEUALG Rating and Ranking Committee.
3. Final approval and awarding are made by the SEUALG Governing Board from the recommendations from the SEUALG and State of Utah Staff and SEUALG Rating and Ranking Committee.

## **Public Housing**

There are two Public Housing agencies located in the SEUALG Region. They are Carbon County Housing Authority and Emery County Housing Authority.

Carbon County has 121 units that are available for rental for low income persons and families. They are multi-family units that are in Wellington, Utah and two locations in Price, Utah. On average, they are at 95-98% capacity with the units and only have about 2-5% vacancy rate. For the CDBG program year 2019, Carbon County Housing Authority was awarded CDBG funds for the renovation and energy efficient upgrades to 80 units in Wellington, Utah.

Emery County has been making the transition from public housing to the Housing Choice Voucher programs. Emery County has been selling their multi-family housing units and concentrating their efforts in voucher programs.

## **Barriers to Affordable Housing**

The southeastern Utah region is so sparsely populated (3.23 people per square mile) that extraordinary land use, zoning, and construction requirements sometimes prohibit the development of affordable housing. Communities in southeastern Utah have historically used a “pay as you go” system of financing infrastructure expansion (sewer, water, electric lines, natural gas lines, streets, and sidewalks/curb/gutter). In order to mitigate the costs of infrastructure development, new housing and commercial development is usually kept close to existing cities and towns. Because there is limited public transportation available, it’s vital that affordable housing be developed close to jobs, services, and schools. The result is that affordable housing projects must compete against well financed, private development for the same scarce land and public infrastructure access or be built several miles outside of town on large lot sizes because of zoning restrictions. These basic realities have the effect of increasing costs for development in general and affordable housing in particular.

Because of growth/development pressures associated with the tourism industry, some communities in southeastern Utah have high infrastructure impact fees. Because of the scarce availability of land in the areas where growth is/has occurred, land costs also often present a barrier to affordable housing. Several communities in southeastern Utah are trying to address some of these issues by adopting zoning ordinances that encourage the development of affordable housing (i.e. allowing for accessory dwellings, offering high-density bonuses for affordable housing, and relaxing some development requirements [sidewalk parkways, open areas, and landscaping regulations]).

Because of stagnant population growth, developers have not found it profitable to invest in the Region. Except for multi-family type housing units developed as second homes or as investment properties which are rented for tourist room sales and vacation housing, almost all the housing built in the last ten years has been single family units, constructed one unit at a time by the owner/occupant. A significant portion of those single-family units were manufactured homes which do not retain their value, are difficult to finance in the current market, and usually have higher maintenance and energy costs.

Finally, because much of the single-family housing in the region (including units available for rent) is well over 40 years old, poor housing conditions contribute to the lack of acceptable, affordable housing. Housing authorities in southeastern Utah report that often voucher clients end up turning their vouchers in because they cannot find a housing unit that meets the minimum habitability standards at the fair market rate.

## **Other Actions**

Southeastern Utah Association of Local Governments Single-Family Housing Rehabilitation Program rehabs a minimum of 14 homes in Southeastern Utah. In the past, the program has had a policy in place that limits a project to getting a \$10,000 grant of CDBG funds. In Program Year 2019, SEUALG Single-Family Housing Rehabilitation has increased the threshold of the \$10,000 grant to \$15,000 grant. This was needed because of inflation in construction cost and the restrictions and limits on other funding sources, such as Olene Walker funding and USDA funding. With this increase, gaps of funding for projects to be completed should be closed.

**Appendix A**

**Consultation Forms**

# Consultation Form

**CDBG Annual Action Plan**

1. AOG: Southeastern ALG Employee: Jade Powell

2. Name of Agency Consulted: Carbon County Date of Consultation: Ongoing

3. Agency/Group/Organization Type **(Check all that apply)**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Housing                                     | <input type="checkbox"/> Services-Children              | <input type="checkbox"/> Services-Education                    |
| <input type="checkbox"/> PHA   | <input type="checkbox"/> Services-Elderly Persons       | <input type="checkbox"/> Services-Employment                   |
| <input type="checkbox"/> Services-Persons with Disabilities          | <input type="checkbox"/> Services-Persons with HIV/AIDS | <input type="checkbox"/> Services-Victims of Domestic Violence |
| <input type="checkbox"/> Services-Homeless                           | <input type="checkbox"/> Services-Health                | <input type="checkbox"/> Services-Fair Housing                 |
| <input type="checkbox"/> Health Agency                               | <input type="checkbox"/> Child Welfare Agency           | <input type="checkbox"/> Civil Leaders                         |
| <input type="checkbox"/> Publicly funded institution/System of Care* | <input type="checkbox"/> Other government-Federal       | <input type="checkbox"/> Other government-State                |
| <input checked="" type="checkbox"/> Other government-County          | <input type="checkbox"/> Other government-Local         | <input type="checkbox"/> Grantee Department                    |
| <input type="checkbox"/> Regional Organization                       | <input type="checkbox"/> Planning organization          | <input type="checkbox"/> Business leaders                      |
| <input type="checkbox"/> Community Development                       | <input type="checkbox"/> Private Sector                 | <input type="checkbox"/> Neighborhood Organization             |
| <input type="checkbox"/> Financial Institution                       | <input type="checkbox"/> Banking/Financing              | <input type="checkbox"/> Other:                                |
| <input type="checkbox"/> Major Employer                              | <input type="checkbox"/> Foundation                     |  |

\*Organizations which may discharge persons into homelessness, such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions.

4. What section of the Plan was addressed by Consultation? **(Check all that apply)**

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Housing Needs Assessment    | <input checked="" type="checkbox"/> Public Housing Needs       | <input type="checkbox"/> Market Analysis                  |
| <input type="checkbox"/> Homeless Needs-Chronically homeless    | <input type="checkbox"/> Homeless Needs-Families with Children | <input type="checkbox"/> Homelessness Needs-Veterans      |
| <input type="checkbox"/> Homelessness Needs-Unaccompanied Youth | <input type="checkbox"/> Homelessness Strategy                 | <input type="checkbox"/> Non-Homeless Special Needs       |
| <input type="checkbox"/> HOPWA Strategy                         | <input checked="" type="checkbox"/> Economic Development       | <input checked="" type="checkbox"/> Anti-Poverty-Strategy |
| <input type="checkbox"/> Lead-based Paint Strategy              | <input type="checkbox"/> Other:                                |   |

5. Briefly describe how the Agency/Group/Organization was consulted?

Throughout PY2019, SEUALG consulted with Carbon County on various occasions. Many of the consulting meetings were informal or in a meeting setting.

6. What are the anticipated outcomes of the consultation of areas for improved coordination?

Carbon County is partnering with SEUALG to provide support and authorizations of SEUALG programs to be implemented in the County, namely CDBG Single-Family Housing Rehabilitation. Other consulting meetings were to discuss possible CDBG projects located within the County. Some of those project ideas are; medical service facility improvements, housing development and water systems.

In addition to consulting with Carbon County, the cities located within Carbon County were consulted. These consulting visits are very similar to the County's visits in regards to programs SEUALG offers and discussing possible CDBG projects. SEUALG staff assisted with the CDBG application for East Carbon City medical facilities improvements and Wellington City water system improvements.

**CDBG Annual Action Plan**

1. AOG: Southeastern ALG Employee: Jade Powell

2. Name of Agency Consulted: Emery County Date of Consultation: Ongoing

3. Agency/Group/Organization Type (**Check all that apply**)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Housing                                     | <input type="checkbox"/> Services-Children              | <input type="checkbox"/> Services-Education                    |
| <input type="checkbox"/> PHA   | <input type="checkbox"/> Services-Elderly Persons       | <input type="checkbox"/> Services-Employment                   |
| <input type="checkbox"/> Services-Persons with Disabilities          | <input type="checkbox"/> Services-Persons with HIV/AIDS | <input type="checkbox"/> Services-Victims of Domestic Violence |
| <input type="checkbox"/> Services-Homeless                           | <input type="checkbox"/> Services-Health                | <input type="checkbox"/> Services-Fair Housing                 |
| <input type="checkbox"/> Health Agency                               | <input type="checkbox"/> Child Welfare Agency           | <input type="checkbox"/> Civil Leaders                         |
| <input type="checkbox"/> Publicly funded institution/System of Care* | <input type="checkbox"/> Other government-Federal       | <input type="checkbox"/> Other government-State                |
| <input checked="" type="checkbox"/> Other government-County          | <input type="checkbox"/> Other government-Local         | <input type="checkbox"/> Grantee Department                    |
| <input type="checkbox"/> Regional Organization                       | <input type="checkbox"/> Planning organization          | <input type="checkbox"/> Business leaders                      |
| <input type="checkbox"/> Community Development                       | <input type="checkbox"/> Private Sector                 | <input type="checkbox"/> Neighborhood Organization             |
| <input type="checkbox"/> Financial Institution                       | <input type="checkbox"/> Banking/Financing              | <input type="checkbox"/> Other:                                |
| <input type="checkbox"/> Major Employer                              | <input type="checkbox"/> Foundation                     |  |

\*Organizations which may discharge persons into homelessness, such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions.

4. What section of the Plan was addressed by Consultation? (**Check all that apply**)

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Housing Needs Assessment  | <input checked="" type="checkbox"/> Public Housing Needs       | <input type="checkbox"/> Market Analysis                  |
| <input type="checkbox"/> Homeless Needs-Chronically homeless  | <input type="checkbox"/> Homeless Needs-Families with Children | <input type="checkbox"/> Homelessness Needs-Veterans      |
| <input type="checkbox"/> Homelessness                         | <input type="checkbox"/> Homelessness Strategy                 | <input type="checkbox"/> Non-Homeless Special Needs       |
| <input type="checkbox"/> Needs-Unaccompanied Youth            | <input checked="" type="checkbox"/> Economic Development       | <input checked="" type="checkbox"/> Anti-Poverty-Strategy |
| <input type="checkbox"/> HOPWA Strategy                       | <input type="checkbox"/> Other:                                |   |
| <input checked="" type="checkbox"/> Lead-based Paint Strategy |  |   |

5. Briefly describe how the Agency/Group/Organization was consulted?

Throughout PY2019, SEUALG consulted with Emery County and the cities and towns located within the county on various occasions. Many of the consulting meetings were informal or in a meeting setting.

6. What are the anticipated outcomes of the consultation of areas for improved coordination?

Emery County is partnering with SEUALG to provide support and authorizations of SEUALG programs to be implemented in the County, namely CDBG Single-Family Housing Rehabilitation. Other consulting meetings were to discuss possible CDBG projects located within the County.

In addition to consulting with Emery County, the cities located within Emery County were consulted. These consulting visits are very similar to the County's visits in regards to programs SEUALG offers and discussing possible CDBG projects. SEUALG Staff visited primarily with the Green River City housing project, Ferron City recreational facilities project and Emery Town fire department equipment acquisition.

**CDBG Annual Action Plan**

1. AOG: Southeastern ALG Employee: Jade Powell

2. Name of Agency Consulted: Grand County Date of Consultation: Ongoing

3. Agency/Group/Organization Type **(Check all that apply)**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Housing                                     | <input type="checkbox"/> Services-Children              | <input type="checkbox"/> Services-Education                    |
| <input type="checkbox"/> PHA   | <input type="checkbox"/> Services-Elderly Persons       | <input type="checkbox"/> Services-Employment                   |
| <input type="checkbox"/> Services-Persons with Disabilities          | <input type="checkbox"/> Services-Persons with HIV/AIDS | <input type="checkbox"/> Services-Victims of Domestic Violence |
| <input type="checkbox"/> Services-Homeless                           | <input type="checkbox"/> Services-Health                | <input type="checkbox"/> Services-Fair Housing                 |
| <input type="checkbox"/> Health Agency                               | <input type="checkbox"/> Child Welfare Agency           | <input type="checkbox"/> Civil Leaders                         |
| <input type="checkbox"/> Publicly funded institution/System of Care* | <input type="checkbox"/> Other government-Federal       | <input type="checkbox"/> Other government-State                |
| <input checked="" type="checkbox"/> Other government-County          | <input type="checkbox"/> Other government-Local         | <input type="checkbox"/> Grantee Department                    |
| <input type="checkbox"/> Regional Organization                       | <input type="checkbox"/> Planning organization          | <input type="checkbox"/> Business leaders                      |
| <input type="checkbox"/> Community Development                       | <input type="checkbox"/> Private Sector                 | <input type="checkbox"/> Neighborhood Organization             |
| <input type="checkbox"/> Financial Institution                       | <input type="checkbox"/> Banking/Financing              | <input type="checkbox"/> Other:                                |
| <input type="checkbox"/> Major Employer                              | <input type="checkbox"/> Foundation                     |  |

\*Organizations which may discharge persons into homelessness, such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions.

4. What section of the Plan was addressed by Consultation? **(Check all that apply)**

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Housing Needs Assessment    | <input checked="" type="checkbox"/> Public Housing Needs       | <input type="checkbox"/> Market Analysis                  |
| <input type="checkbox"/> Homeless Needs-Chronically homeless    | <input type="checkbox"/> Homeless Needs-Families with Children | <input type="checkbox"/> Homelessness Needs-Veterans      |
| <input type="checkbox"/> Homelessness Needs-Unaccompanied Youth | <input type="checkbox"/> Homelessness Strategy                 | <input type="checkbox"/> Non-Homeless Special Needs       |
| <input type="checkbox"/> HOPWA Strategy                         | <input checked="" type="checkbox"/> Economic Development       | <input checked="" type="checkbox"/> Anti-Poverty-Strategy |
| <input checked="" type="checkbox"/> Lead-based Paint Strategy   | <input type="checkbox"/> Other:                                |   |

5. Briefly describe how the Agency/Group/Organization was consulted?

Throughout PY2019, SEUALG consulted with Grand County and the cities and towns located within the county on various occasions. Many of the consulting meetings were informal or in a meeting setting.

6. What are the anticipated outcomes of the consultation of areas for improved coordination?

Grand County is partnering with SEUALG to provide support and authorizations of SEUALG programs to be implemented in the County, namely CDBG Single-Family Housing Rehabilitation. Other consulting meetings were to discuss possible CDBG projects located within the County. In PY2018, Grand County was awarded \$354,625 for the construction of infrastructure for LMI single-family housing located within Grand County.

In addition to consulting with Grand County, the cities located within Grand County were consulted. These consulting visits are very similar to the County's visits in regard to programs SEUALG offers and discussing possible CDBG projects.

**CDBG Annual Action Plan**

1. AOG: Southeastern ALG Employee: Jade Powell

2. Name of Agency Consulted: San Juan County Date of Consultation: Ongoing

3. Agency/Group/Organization Type (**Check all that apply**)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Housing                                     | <input type="checkbox"/> Services-Children              | <input type="checkbox"/> Services-Education                    |
| <input type="checkbox"/> PHA   | <input type="checkbox"/> Services-Elderly Persons       | <input type="checkbox"/> Services-Employment                   |
| <input type="checkbox"/> Services-Persons with Disabilities          | <input type="checkbox"/> Services-Persons with HIV/AIDS | <input type="checkbox"/> Services-Victims of Domestic Violence |
| <input type="checkbox"/> Services-Homeless                           | <input type="checkbox"/> Services-Health                | <input type="checkbox"/> Services-Fair Housing                 |
| <input type="checkbox"/> Health Agency                               | <input type="checkbox"/> Child Welfare Agency           | <input type="checkbox"/> Civil Leaders                         |
| <input type="checkbox"/> Publicly funded institution/System of Care* | <input type="checkbox"/> Other government-Federal       | <input type="checkbox"/> Other government-State                |
| <input checked="" type="checkbox"/> Other government-County          | <input type="checkbox"/> Other government-Local         | <input type="checkbox"/> Grantee Department                    |
| <input type="checkbox"/> Regional Organization                       | <input type="checkbox"/> Planning organization          | <input type="checkbox"/> Business leaders                      |
| <input type="checkbox"/> Community Development                       | <input type="checkbox"/> Private Sector                 | <input type="checkbox"/> Neighborhood Organization             |
| <input type="checkbox"/> Financial Institution                       | <input type="checkbox"/> Banking/Financing              | <input type="checkbox"/> Other:                                |
| <input type="checkbox"/> Major Employer                              | <input type="checkbox"/> Foundation                     |  |

\*Organizations which may discharge persons into homelessness, such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions.

4. What section of the Plan was addressed by Consultation? (**Check all that apply**)

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Housing Needs Assessment  | <input checked="" type="checkbox"/> Public Housing Needs       | <input type="checkbox"/> Market Analysis                  |
| <input type="checkbox"/> Homeless Needs-Chronically homeless  | <input type="checkbox"/> Homeless Needs-Families with Children | <input type="checkbox"/> Homelessness Needs-Veterans      |
| <input type="checkbox"/> Homelessness                         | <input type="checkbox"/> Homelessness Strategy                 | <input type="checkbox"/> Non-Homeless Special Needs       |
| <input type="checkbox"/> Needs-Unaccompanied Youth            | <input checked="" type="checkbox"/> Economic Development       | <input checked="" type="checkbox"/> Anti-Poverty-Strategy |
| <input type="checkbox"/> HOPWA Strategy                       | <input type="checkbox"/> Other:                                |   |
| <input checked="" type="checkbox"/> Lead-based Paint Strategy |  |   |

5. Briefly describe how the Agency/Group/Organization was consulted?

Throughout PY2019, SEUALG consulted with San Juan County and the cities and towns located within the county on various occasions. Many of the consulting meetings were informal or in a meeting setting. Most meetings were held via telephone because of travel constraints.

6. What are the anticipated outcomes of the consultation of areas for improved coordination?

San Juan County is partnering with SEUALG to provide support and authorizations of SEUALG programs to be implemented in the County, namely CDBG Single-Family Housing Rehabilitation. Other consulting meetings were to discuss possible CDBG projects located within the County.

In addition to consulting with San Juan County, the cities located within San Juan County were consulted. These consulting visits are very similar to the County's visits regarding programs SEUALG offers and discussing possible CDBG projects.

# **Appendix B**

## **Allocation Policies and Procedures**



## **CDBG RATING AND RANKING POLICIES**

### **PROGRAM YEAR 2020**

**ALLOCATIONS POLICIES**—the following set-asides are established for the 2020 funding year:

1. \$174,000 will be set-aside to fund the following Region-wide single-family housing rehabilitation programs operated by the Southeastern Utah Association of Local Governments: 1) \$134,000 to provide repairs to the homes of residents throughout the Region, either as a stand-alone project or in coordination with funds from the Olene Walker Loan Fund, Rural Development, or other sources. 2) \$40,000 for the operation of the Region's housing rehabilitation programs funded by CDBG, by providing loan underwriting services, development of scopes of work, contractor supervision, and housing rehabilitation-repair technical assistance directly to clients and to other entities or agencies providing services to low income persons. 3) Operate the lead-based paint evaluation program for the Region's housing rehabilitation activities, and other agencies that serve low-income clients with housing and rehabilitation services
2. \$50,000 will be set-aside to fund the Region-wide CDBG administration and consolidated planning activities operated by the Southeastern Utah Association of Local Governments: 1) Update of the Region's required Consolidated Plan. 2) Coordinate Consolidated Planning activities and efforts with the Region's economic development practitioners, chambers of commerce, travel councils, and the Southeastern Utah Economic Development Region Board and CEDS (Comprehensive Economic Development Strategy) Committee; 3) Coordinate Consolidated Planning activities and efforts with the Region's homeless coordinating committees, agencies providing services to person with disabilities, region housing authorities, and other non-profit and special service agencies that serve low-income clients. 4) Coordinate Consolidated Planning activities with the Region's Rural Transportation Planning Organization for the development and implementation of a mobility management system to provide access and mobility services to senior citizens, persons with disabilities, and low-income workers. 5) Provide technical assistance to the Region's CDBG applicants to ensure the successful completion of their applications. 6) Provide technical assistance to the Region's homeless and affordable housing committees, and other agencies that serve low-income residents, for program development and funding opportunities.
3. In compliance with the policies of the State of Utah CDBG Program, and to be eligible for funding, all applicants must have drawn down 50% of any prior year's CDBG funding prior to the Regional Review Committee's (RRC) rating and ranking meeting in March.
4. State of Utah has established the minimum amount of funding of \$30,000 per project and the maximum amount is limited by the annual allocation amount.
5. Applicants must provide written documentation of the availability and status of all other proposed funding at the time the application is submitted, including all sources of funding which are considered local contributions toward the project and its administration.
6. The Southeastern Utah Association of Local Governments (SEUALG) will aid with the completion of the application. All applications for CDBG funds will be made and processed in accordance with the State of Utah and Federal regulations.

7. Official representatives of potential applicants **MUST ATTEND ONE** of the “How to Apply Workshops.” Applicants that do not attend will not be considered for funding. Official representatives can be elected officials of the applicant entity or management level employees of the entity such as city/county managers or administrators, city/county recorders or clerks, or management staff from the entities’ planning or community development department. Third party representation (engineers, architects, lower level entity staff, etc.) will be accepted only if written designation from the entity is provided at the start of the “How to Apply Workshop”.
8. All applications will be scored by the Rating and Ranking Committee (RRC) based on the rating and ranking criteria approved by the SEUALG Governing Board. SEUALG staff will make recommendations to the RRC on each application and then present the applications to the SEUALG Governing Board for final approval.
9. The SEUALG Governing Board has the final approval for projects. The SEUALG Board consists of one county commissioner/councilperson and one municipal elected official from each county. Membership on the SEUALG Board is determined by county level councils of governments at meetings held shortly after new elected officials take office.
10. The Rating and Ranking Committee will be composed of two recommended individuals from each county to represent the county and municipalities and will be on the Committee for two-year terms. These recommendations will be from the SEUALG Governing Board. The Rating and Ranking Committee creates the Rating and Ranking Policies and Criteria to be approved by the SEUALG Governing Board.
11. Projects must be consistent with the Region’s Consolidated Plan.
12. Public service providers, traditionally non-profit organizations, are allowed to apply for CDBG funds for capital improvements, and major equipment purchases. Examples are delivery trucks, construction, remodeling, and facility expansion. State of Utah policy prohibits the use of CDBG funds for operating and maintenance expenses. This includes paying administrative costs, salaries, etc. No more than 15% of the state’s yearly allocation of funds may be expended for public service activities.
13. Applications on behalf of sub recipients (i.e. special service districts, non-profit organizations, etc.) are allowed. The applicant city or county must understand that even if they name the sub recipient as project manager the city or county is still responsible for the project’s viability and program compliance. A subcontractor’s agreement between the applicant entity and the sub recipient must accompany the application. A letter from the governing board of the sub recipient requesting the sponsorship of the project must accompany the application. The letter must be signed by the board person. To utilize CDBG funds for a public service, the service must be either a new service or a quantifiable increase in the level of existing services which has been provided by the applicant in the previous 12 months.
14. To qualify for ADA points a project must be an adaptation to an existing facility or structure. New construction must be ADA compliant by law, so while these projects may meet a National Objective and qualify for CDBG funding, they will be rated and ranked as community development projects.
15. Project Maturity: Funding should be prioritized to those projects which are the most “mature”. Maturity is defined as those situations where: 1) the applicant has assigned a qualified project manager; 2) has selected an engineer and/or architect; 3) proposed solution to problem is identified in the Scope of Work and ready to proceed immediately; 4) has completed architectural/engineering design (blueprints); and 5) identifies all funding sources and funding maturity status. Projects that are determined to not be sufficiently mature to be ready to proceed in a timely manner, may not be rated and ranked.
16. When an applicant submits more than one application, only the highest ranked application will be considered for funding unless all other applicants’ projects have been funded.
17. Emergency projects may be considered by the RRC at any time during the year. Projects that are considered for emergency CDBG funding must still meet a national objective and regional goals set by the RRC. Projects may be considered an emergency if the following apply:

- ❖ Funding through a normal CDBG funding cycle would create an unreasonable health and or safety risk to people or property.

If an applicant deems it necessary to apply for emergency funding, they must contact the Southeastern Utah Association of Local Governments promptly to discuss the details of the project and the state required application procedure and the RRC criteria. Emergency funds are limited on a statewide basis and will need approval from the State CDBG Policy Board. The amount of emergency funds awarded will be subtracted from the top of Region's next yearly allocation.

18. In the event of a tie the following policies will be followed in order from 1 to 5:

1. The project that has the highest percentage of LMI persons benefiting.
2. The project with the most local leveraged funds.
3. The project with the most other leveraged funds.
4. The largest geographical area benefitted.
5. The project with the largest number of LMI beneficiaries.

19. In the event there is not enough money to fully fund the final ranked project the money will be awarded as follows:

1. The final ranked applicant will be given the opportunity to amend their project description to reflect the reduced funding. The project must still be viable, complete and earn the required points.
2. If the final ranked project cannot be awarded partial funding, the highest ranked project will be given the opportunity to expand its project. This process will be followed until all the funded projects have received the opportunity to expand their projects and all the available CDBG funding has been awarded.
3. If none of the applied-for projects can be awarded additional funding, the un-awarded funding will be allocated to the Region-wide single-family rehabilitation program.

20. To ensure all requirements and time constraints for the CDBG application deadline of January 31 are met, applicants must have a project consultation meeting with SEUALG CDBG staff prior to December 15. Those applicants that do not consult with SEUALG CDBG staff prior to December 15 will not be eligible to apply for CDBG funding.

#### **Definitions by Criteria Number:**

1. Capacity to Carry Out Grant (5 points possible): Grantee's history in administering CDBG grants. In the case that this is a grantee's first CDBG grant, 2.5 points will be given. The State of Utah CDBG Staff determines this score by the following:
  - a. Applicant's capacity to administer grant: project manager consistency (1 point)
  - b. Documentation/communication (1 point)
  - c. Project completed in contract period (1 point)
  - d. Compliance with regulations/laws (2 points)
2. Project Maturity (12 points possible): A qualified project manager has been selected, meaning the project manager is an employee or elected official that will be with the applicant or sub-recipient entity to oversee the grant until closeout; an architect or engineer has been selected and is working with applicant; applicant has a well-defined scope of work illustrating the problem and solution of the project including demographics, data, address of project, work to be performed, etc.; completed architectural/engineering design (blueprints) are completed and submitted; funding in place meaning all other forms of funding is secured/committed and supporting documents are attached with the application.

3. A. Public Facility Development/Improvements (7 points possible): Development and improvements of water/sewer or other community infrastructure such as ADA improvements, fire stations/medical service facilities and equipment, parks, community centers, streets and sidewalks, storm water drainage, etc. All activities must be eligible HUD matrix codes.

**-OR-**

- B. Improvement of LMI Housing (5 points possible): Improvement of existing housing stock with rehabilitation. This includes but is not limited to; energy-efficiency improvements, infrastructure, ADA accessibility, rehabilitating an existing building to become LMI housing.

**-OR-**

- C. Development of LMI Housing (7 points possible): Development of new housing that is to benefit low- to moderate-income families and individuals. This includes but is not limited to; infrastructure, property acquisition for housing project, construction.
  4. Affordable Housing Plan (2 points possible): City or county has adopted an affordable housing plan and the project implements items addressed in the plan. Those projects that do not implement items in plan will receive 0 points.
  5. Extent of Poverty (5 points possible): Extent of extremely low- to very low- income (0-50% AMI) households or beneficiaries in a project area divided by total households or population of a project area.
  6. CDBG Funds Requested per Capita (5 points possible): Total CDBG funding divided by total project beneficiaries.
  7. LMI Project Beneficiaries (4 points possible): Percentage of project beneficiaries that are low- to moderate-income (LMI).
  8. Project Overall Impact (10 points possible): The area in which the beneficiaries are located. Those projects impacting the community/county as a whole will receive more points than those projects that are site specific or targeting a population.
  9. Percentage of Non-CDBG Funds Invested in Total Project Cost (5 points possible): Total non-CDBG funds divided by the total project cost. Points will then be given in relation to the jurisdiction's population size (9 a-d).
  10. Applicant Last Funded (5 points possible): Points are given to those applicants based on when they last received CDBG funding.
  11. Jurisdiction Property Tax Rate (5 points possible): The communities/counties that maintain an already high tax burden, as compared to the tax ceiling set by set law (municipalities .007 per dollar [Utah Code 10.6.133]; counties .0032 or .0036 per dollar [Utah Code 59.2.908]), will be given higher points in this category.
  12. Capital Improvement Plan (1 point possible): To promote proactive planning, points will be given to those applicants that have the project listed on a local capital improvement plan with an associated budget. A copy of the capital improvement plan must be submitted with the application in order to receive the points.
- Civil Rights Compliance (2 points possible): Applicant is in compliance with federal laws and regulations related to civil rights. One point will be awarded if the applicant has completed the "ADA Checklist for Readily Achievable Barrier Removal" form. One point will be awarded is the applicant has adopted all the following policies: Grievance Procedure under the Americans with Disabilities Act, Section 504 and ADA Effective Communication Policy, Language Access Plan, and Section 504 and ADA Reasonable Accommodation Policy (Forms available from SEUALG).

2020 CDBG Application Scoring Criteria							Score
1	Capacity to Carry Out Grant	Excellent 5 points	Very Good 4 points	Good 3 points	Average 2 points	Below Average 1 point	
2	Project Maturity	Project Manager 1 point	Architect or Engineer 1 point	Scope of Work 3 points	Completed Architectural or Engineering Design 4 points	Funding in Place 3 points	
3 a	Public Facility Development/Improvements	Water & Sewer 7 points	ADA Compliance 6 points	Fire, Medical Service Facilities and/or Equipment 5 points	Other Public Facilities 4 points	Streets & Sidewalks 3 points	Recreation Facilities or Planning 2 points
		OR					
3 b	Improvement of LMI Housing	>15 units 5 points	10-14 units 4 points	5-9 units 3 points			
		OR					
3 c	Development of LMI Housing	>15 units 7 points	10-14 units 6 points	5-9 units 5 points			
4	Affordable Housing Plan	Yes 2 points	No 0 points				
5	Extent of Poverty in Project Area	>20% 5 points	15%-19% 4 points	10%-14% 3 points			
6	CDBG Funds Requested per Capita	\$1-100 5 points	\$101-200 4 points	\$201-400 3 points	\$401-800 2 points	≥ \$801 1 point	
7	LMI Project Beneficiaries	>76% 4 points	66%-75% 3 points	56%-65% 2 points	51%-55% 1 point		
8	Project's Overall Impact	County/Community Wide 10 points		Site Specific or Targeted Population 5 points			

9	Percentage of Non-CDBG Funds Invested in Total Project Cost										
9a	Jurisdictions with a population of less than 500	>10% 5 points	7.1-10% 4 points	4.1-7% 3 points	1-4% 2 points	<1% 1 point					
9b	Jurisdictions with a population of 501-1,000	>20% 5 points	15.1-20% 4 points	10.1-15% 3 points	5.1-10% 2 points	1-5% 1 point					
9c	Jurisdictions with a population of 1,001-5,000	>30% 5 points	25.1-30% 4 points	20.1-25% 3 points	15.1-20% 2 points	1-15% 1 point					
9d	Jurisdictions with a population of greater than 5,000	>40% 5 points	35.1-40% 4 points	30.1-35% 3 points	25.1-30% 2 points	1-25% 1 point					
10	Applicant Last Funded	Last Funded PY2014 or earlier 5 points	Last Funded PY2016 4 points	Last Funded PY2017 3 points	Last Funded PY2018 2 points	Last Funded PY2019 0 points					
11	Jurisdiction Property Tax Rate	>50% 5 points	40-49% 4 points	30-39% 3 points	20-29% 2 points	10-19% 1 point	<10% 0 points				
12	Capital Improvement Plan	Yes 1 point	No 0 points								
13	Civil Rights Compliance	Fully Compliant 1 point	Completed ADA Checklist 1 point								
<b>Total Points</b>											
											/66

# **Appendix C**

## **Community Assessment Survey**

**Infrastructure/Services Current Need Survey**

The following questions are to discover what the needs of your community are currently. Please select a number 1 - 5 with 1 being a low priority for the county/community (i.e. good condition) and 5 being a high priority for the county/community (i.e. needs repair/replacement).

**Sewer System**

Mark only one oval.

<input type="radio"/>				
1	2	3	4	5
Low				High

**Culinary Water Storage**

Mark only one oval.

<input type="radio"/>				
1	2	3	4	5
Low				High

**Culinary Water Source**

Mark only one oval.

<input type="radio"/>				
1	2	3	4	5
Low				High

**Culinary Water Distribution System**

Mark only one oval.

<input type="radio"/>				
1	2	3	4	5
Low				High

**Health Care**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**Roads and Road Maintenance**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**Recreation Facilities**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**Fire Department Facilities and Equipment**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**Public Safety Facilities (i.e. police, sheriff, EMS)**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**Services to Assist Homeless Individuals**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**Housing for Low to Moderate Income (persons below 80% area median income)**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**What are the barriers for AFFORDABLE HOUSING in your community?**

*(short answer)*

**Housing for Area Workforce (persons above 80% area median income)**

*Mark only one oval.*

<input type="radio"/>				
1	2	3	4	5
Low				High

**What are the barriers for WORKFORCE HOUSING in your community?**

*(short answer)*

**Infrastructure/Services Current Need Survey RESULTS**

Score	Sewer System	Culinary Water Storage	Culinary Water Source	Culinary Water Distribution System	Health Care	Roads and Road Maintenance	Recreation Facilities	Fire Dept Facilities and Equip	Public Safety Facilities	Services to Assist Homeless	Housing for LMI	Housing for Area Workforce
1	6	3	2	5	5	0	2	2	4	3	3	1
2	2	2	2	2	2	2	4	4	4	4	4	3
3	5	5	7	5	3	4	6	6	4	4	2	6
4	2	4	1	2	4	3	2	2	3	3	3	3
5	2	3	5	3	3	8	3	3	2	3	5	4
Avg. Score	2.5	3.1	3.3	2.8	2.9	4	3	3	2.7	2.9	3.2	3.4

**What are the barriers for AFFORDABLE HOUSING in your community?**

- Cost of Development (i.e. land, utilities, building costs) for Developers
- High priced real estate and low seasonal, non-benefited jobs due to tourism economy
- Limited supply and no current programs for cities/developers
- Available housing being used for AirBnB units
- Development resources and funding incentives
- Actual available stable housing stock
- Low inventory

**What are the barriers for WORKFORCE HOUSING in your community?**

- Low housing stock
- Most smaller homes are short-term rentals or rentals
- Homes to purchase are not available or dilapidated. New homes need to be built
- Actual available stock of housing that is workforce affordable
- Limited supply due to labor forces and AirBnB
- Developers are hesitant to invest
- Lack of new development