

City of Hanford

Fiscal Year 2004-2005 Action Plan

July 2004

**For Submission to U.S. Department of Housing and Urban
Development**



**City of Hanford
Community Development Department
317 N. Douty Street
Hanford, CA 93230
(559) 585-2580**

City of Hanford Fiscal Year 2004-2005 Action Plan

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ACTION PLAN

The annual Action Plan outlines the programs and individual objectives for each year. The Action Plan serves as the implementing document for the strategies and goals identified in the Consolidated Plan. This Action Plan covers the period from July 1, 2004 to June 30, 2005 (Fiscal Year 2004-2005).

1. Community Outreach and Citizen Participation

The City has developed the Citizen Participation Plan that details the specifics for citizen participation. In summary, the Citizen Participation Plan states, with regards to the adoption of the Consolidated Plan and Annual Action Plan, advanced public notice shall occur once a Consolidated Plan document is available for comment and review. There shall be advanced public notice of all public hearings and all public meetings such as the City Council, and other City committee and commission meetings relating to the funds or planning process covered by this Citizen Participation Plan. It also states as follows:

City of Hanford staff will ensure adequate advance notice of all public hearings and meetings. Adequate noticing will include:

- Public display advertised notices in English and Spanish in the *Hanford Sentinel* at least ten (10) days prior to the public meetings for all Consolidated Plan documents. Notices will indicate that there is a thirty (30) day review period on the Consolidated Plan or Amendment, or a fifteen (15) day review period for the CAPER, in which to receive comments from citizens before submission of the plan or report to the City Council for approval.
- Posted notices at the City Offices, 317 N. Douty Street.
- Posted notices on Hanford's website (www.ci.hanford.ca.us.)

Public hearings and meetings are necessary in order to obtain public input and to provide the public with the City's responses to public questions and proposals. The law requires a minimum of two (2) public hearings, one regarding community needs, and proposed uses of funds, and the second to assess how funds were spent during the previous program year.

Public hearings and meetings will be held at the City Council chambers, 400 N. Douty Street. The City complies with the Americans with Disabilities Act, and will make accommodations for persons with special needs. Public hearings and the review of Consolidated Plan documents will be held at the City Council chambers, which is accessible to people with disabilities. Provisions will be made for people with disabilities when requests are made at least five (5) working days prior to a hearing. Translators will also be provided for Spanish speaking residents. Public hearings have usually been held in the evening at a time convenient to most residents, especially those who might benefit from the use of funds. The City Council chambers are accessible by public transportation.

Copies of Consolidated Plan documents will be provided to the public free of charge. These materials will be available in a form accessible to persons with disabilities, upon request. Consolidated Plan documents will be available at the City of Hanford Community Development Department, 317 N. Douty Street, Hanford, Telephone (559) 585-2582.

The City conducted one public workshop on March 16, 2004 to solicit input from residents on the needs in Hanford. No public input was received. The meeting was noticed in the *Hanford Sentinel* newspaper in English and Spanish. A second workshop was held on April 20, 2004, to prioritize projects for the current year, and for the Consolidated Planning period. No general public input was received, however, city staff and council members provided input. The meetings were held at 7:30 p.m. for maximum participation. A third workshop was held on May 4, 2004, to prioritize projects for the current year, and for the Consolidated Planning period. No general public input was received, however, city staff and council members provided input. The meetings were held at 4:00 p.m.

On April 16, 2004, a notice in English and Spanish was placed in the *Hanford Sentinel* newspaper, notifying people of the 30-day comment period for the Consolidated Plan, which extends from May 1 to May 30.

The City will also hold a public hearing before City Council prior to adoption of the Consolidated Plan.

Hanford will continue to seek to broaden public participation through articles in newspapers and discussion at other forums.

2. Resources

The City of Hanford will use a number of funding sources to leverage and augment Community Development Block Grant (CDBG) funds to address the needs identified in our community and the goals in the Strategic Plan of the 2005-1010 Consolidated Plan.

- City General Fund
- Redevelopment Agency 20% Set Aside Fund
- HOME funds (when available)
- HCD funds (when available)
- CalHome funds (when available)
- Redevelopment Agency
- Downtown 2010 Revitalization Fund
- Transportation Fund
- Cigarette Tax

3. Target Areas

Projects are generally located within census block group areas that are at or below 80% of the Kings County median household income level. Housing activities, especially are located within this target area. Economic Development Business Loans are located throughout the City, but those not in the target area will have job-creation requirements as per HUD regulations. Infrastructure projects are also located in the target area to assist low to moderate-income persons and neighborhoods.

Figure 1
Low to Moderate Income Area Map

Map under development.

4. Activities to be Undertaken

The following provides a description of the activities to be undertaken during FY 2004-2005. The one-year objective and the amount of CDBG funds allocation to each activity are identified. These are summarized in Table 1.

Table 1
FY 2004-2005 Proposed Projects

Program Name	Description	Objectives	Project Cost
Housing			
Infill Lot Purchase	Purchase lots for HOME funded infill housing program	4 sites	\$ 100,000
Infill Infrastructure	Fund infrastructure for infill program	4 sites	\$ 100,000
Housing Rehabilitation	Provide emergency repairs to low-income homeowners.	10 sites	\$ 198,053
Subtotal			\$ 398,053
Economic Development, Public Facilities and Infrastructure			
City Wide Business Loan Program	Provide business loans	1 loan	\$ 119,928
Coe Park Expansion	Public Facilities and Improvements	Park improvements including parking lot expansion, walking trails, and playground	\$ 215,200
Courthouse Improvements	Health and Safety Improvements on Historic Building	Improvements to bring up to Fire Building Code Standards, i.e. restrooms on every floor, upper floor egress.	\$ 100,000
Subtotal			\$ 435,128
Subtotal			
Planning and Administration (20% limit)			
Planning and Administration	Administration of CDBG Program	Administration	\$ 128,800
Subtotal			\$ 128,800
CDBG Allocation		\$ 644,000	
Program Income – Housing Preservation		\$ 198,053	
Program Income – City Wide Business Loan Program		\$ 119,928	
TOTAL CDBG			\$ 961,981

Housing Strategy

Provide housing opportunities for Hanford's very low to moderate-income families, as well, as preserve and improve the City's existing housing stock.

Residential Infill Construction Program

This program provides construction financing for single-family homes on infill lots throughout Hanford's infill area for very-low and low-income families. The City purchases the lots and provides the infrastructure. Homebuyers select private contractors who construct the homes for them. We provide constructing financing. The permanent financing obtained by the homebuyer pay off this loan. At this time, the funds return back to the City in a revolving account.

2004-05 Objective: Purchase four (4) infill lots on which target income households will construct homes

Funding: \$100,000 CDBG

2004-05 Objective: Improve infrastructure at four (4) sites for infill construction on which target income households will construct homes

Funding: \$100,000 CDBG

Housing Preservation Program

This program provides for emergency rehabilitation throughout Hanford for very-low and low-income homeowners.

2004-05 Objective: Provide emergency rehabilitation for ten (10) homeowners.

Funding: \$198,053 CDBG Program Income

Community Development Strategy

Community Development Goals

The Community Development goals of the Consolidated Plan are as follows:

- Facilitate a successful business environment to retain the existing business base and attract new businesses and industries.
- Improve the infrastructure and physical environment of Hanford's target areas.
- Improve the public facilities of the City of Hanford.

Economic Development

City Wide Business Loan Program

Stimulate economic development throughout the City by providing loans and other incentives to assist businesses with their expansion or relocation costs that meet the programs guidelines.

2004-05 Objective: Assist 1 business to allow them to expand and create jobs for very low to moderate-income persons.

Funding: \$119,928 CDBG Program Income

Public Facilities and Improvements

Improve the public facilities, infrastructure and physical environment of Hanford's target area.

2004-05 Objective: 1 park improvement project in CDBG target area

Funding: \$215,200 CDBG

Public Facilities Rehabilitation

Rehabilitate the public facilities of the City of Hanford.

2004-05 Objective: 1 public facilities project in CDBG target area, such as the Courthouse

Funding: \$100,000 CDBG

Planning and Administration

Provide efficient administration and oversight of the CDBG program and undertake planning efforts to address the needs of target income residents.

CDBG Administration

Provide funding for administration for CDBG programs, IDIS training, program set-up and monitoring of subrecipient activities as well as other Consolidate Plan administrative activities.

2004-05 Objective: Conduct administrative services

Funding: \$128,800 CDBG

5. Other Actions

Removing Barriers to Affordable Housing

The City is committed to removing or reducing barriers to affordable housing. A variety of actions are contained in the Housing Element to address these issues. The City will strive to meet these during the five year term of the Housing Element. Such actions include:

- Code enforcement
- Paint programs
- Housing rehabilitation program
- Preservation of at-risk affordable housing
- Provide sites adequately zoned and sized for affordable housing
- Develop density bonus program
- Continue with Planned Unit Developments process to encourage unique housing developments
- First time homebuyer programs
- Support Kings County Housing Authority's Section 8 Housing Choice Voucher program
- Residential infill construction program
- Affordable housing assistance
- Increase farm worker and employee housing
- Support efforts to develop emergency and transitional shelters
- Housing for disabled persons
- Promote equal housing opportunities

Homeless Strategy

The City of Hanford will continue to support the efforts of the Kings Community Action Organization, Salvation Army, and Kings/Tulare County Continuum of Care Group and others in their efforts to serve the homeless and in homeless prevention. The Kings/Tulare County Continuum of Care Group has developed a comprehensive Five Year Homeless Continuum of Care Plan (2002-2006) that details objectives, strategies and action steps for reducing homelessness. These agencies have an established support system in Kings County to serve the homeless.

Special Populations Strategy

The City of Hanford will continue to support the efforts of local agencies that serve special populations, i.e. elderly, frail elderly, persons with disabilities, persons with drug/alcohol additions, farm workers and persons with HIV/AIDS. These agencies have an established support system in Kings County to serve these populations.

Lead-Based Paint Reduction Strategy

The City will continue to work with Kings County in accordance with state law. The City will continue to test for lead-based paint with all federally funded housing programs.

Anti-Poverty Strategy

The City will continue to support the efforts of the existing agencies to prevent poverty, such as the Kings County Workforce Development Board's One-Stop Job Center, and the various Kings County departments. The City of Hanford will continue its economic development efforts to improve the business environment and stimulate business expansion and job growth for very low to moderate-income persons.

Obstacles to Meeting Underserved Needs

Despite City and County efforts, there remain a number of significant obstacles to meeting the underserved needs. The following are obstacles to meeting these needs in Hanford:

- Rising cost of housing
- Tight rental housing market
- Low wage service and retail sector growth
- National recession
- Chronic double-digit unemployment due to agriculturally-based economy

Institutional Structure and Coordination

Effective implementation of the Consolidated Plan involves a variety of agencies both in the community and in the County. Coordination and collaboration between the agencies is important to ensuring that the needs in the community are addressed. The key agencies that are involved in the implementation of the Plan as well as additional resources that may be available are described below:

Public Sector

City of Hanford Community Development Department

The City's Community Development Department includes the Housing Division and Economic Development Division. It is responsible for the administration of the City's community development programs.

City of Hanford Public Works Department

The City's Public Works Department includes the Utilities, Streets, Engineering, and Parks Maintenance Divisions. It is responsible for managing infrastructure improvement programs.

Kings County Health Department

The County provides lead-based paint testing, education and support for persons with HIV/AIDS.

Kings County Housing Authority

The Housing Authority provides low-income families with affordable rental housing that is decent, safe, and sanitary. The Housing Authority provides rental assistance to approximately 1,090 individuals and families in its Section 8 Housing Choice Voucher and affordable housing programs.

- 688 Section 8 Housing Choice Vouchers (varies according to funding)
- 268 Public Housing Units
- 32 State Housing Apartments
- 12 Foster Youth Transitional Housing Program Spaces
- 45 Farm Labor Housing Residences
- 44 Senior Citizen Apartments
- 1 Market Rate Single Family Home

Kings County Department of Human Services

The goals of this department are as follows:

- Protect the children and adults of Kings County who are at risk
- Promote safety and well being of the families of Kings County to achieve family permanence, stability and self-reliance.
- Provide temporary economic assistance for those in need.
- Provide comprehensive employment and training services that promote personal responsibility, insure self-sufficiency, job retention and self-esteem.

Non-Profit Agencies

There are several non-profit agencies that serve the area such as Kings Community Action Organization who provides services related to child development, adolescent services, domestic violence, Head Start and homeless person services. The Kings/Tulare Continuum of Care provides services for homeless people. The Kings County Commission on Aging and Kings/Tulare Area Agency on Aging provide assistance to seniors in Kings County and Tulare County. The Central Valley Regional Center provides help to individuals with developmental disabilities, and children at risk. The Kings County Rehabilitation Center provides substance abuse education and treatment. Kings View Mental Health Services provides mental health services.

Coordination

The City is committed to continuing its participation and coordination with federal, state, County and local agencies, as well as with the private and non-profit sector to serve the needs of target individuals and families in the community.

Strengths/Gaps in the Delivery System

The primary strength in the delivery of the Consolidated Plan is the system that is in place for social services. The primary gaps relate to the lack of infrastructure throughout the City, specifically in the lower income neighborhoods, which are typically the older neighborhoods. In addition, funding is always a gap in the delivery system. As the City continues to grow, and state and federal funding diminish, there will be more and more funding deficits.

Monitoring

It is the responsibility of the City of Hanford Community Development Department Director to monitor all HUD funded activities to ensure that statutory and regulatory requirements including those enumerated in the Consolidated Plan certifications are being met and that performance reports and all other information submitted to HUD is correct and complete. The standard established by the City is to have no significant monitoring comments and to have no audit findings. Appropriate mechanisms have been established to ensure compliance with specific long-term monitoring requirements of the Community Development Block Grant program.

Specific monitoring functions of the Community Development Department Director include: review of potential activities to ensure compliance with eligibility, national objectives and overall benefit; review of projects, prior to, during and at completing of their implementation to ensure compliance with all statutory and regulatory requirement; review of financial documentation prior to request for funds through IDIS or other funding mechanism; supervise and train employees with emphasis on HUD statutory and regulatory requirements; prepare for and cooperate with city auditors conducting the annual Single Audit of federal funds received by the City; and review all report and other documentation submitted to HUD to ensure correctness and completeness.

The Community Development Department Director also reviews subrecipients through financial and compliance monitoring to determine that all financial and regulatory requirements are met. Heavy reliance is placed on having subrecipient agreements, which require submission of documentation as funds are drawn down by the subrecipient, thereby enabling monitoring to occur throughout the course of the subrecipient contract.

Appendix A

FY 2004-2005 Projects

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources	
	Program Administration Costs	21A	CDBG	\$ 128,800.00
	Provide efficient administration and oversight of the CDBG program and undertake planning efforts to address the needs of target income residents.	General Program Administration 570.206	Redev. Housing HOME General Fund Other: _____	\$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00
	High Priority	N/A	Total:	\$ 128,800.00
	Funds will be used for efficient administration and oversight of CDBG program.		Prior Funding CDBG Total Prior Funding	\$ 0.00 \$ 0.00 \$ 0.00

Help the Homeless?	No	Start Date: <u>July 1, 2004</u>	
Help those with HIV or AIDS?	No	Completion Date: <u>June 30, 2005</u>	
Eligibility:			
Subrecipient:	Local Government		
Location(s):	319 N. Douty Street, Hanford, CA 93230		

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources	
	Acquisition of Infill Lots	01	CDBG	\$ 100,000.00
	Purchase lots in target area for construction for very-low to low-income households.	Acquisition of Real Property 570.201 (a)	Redev. Housing HOME General Fund Other:_____	\$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00
	High Priority	4 lots purchased	Total:	\$ 100,000.00
	Purchases four additional lots for Residential Infill Construction Program.		Prior Funding CDBG Total Prior Funding	\$ 0.00 \$ 0.00 \$ 0.00
	Help the Homeless?	No	Start Date: <u>July 1, 2004</u>	
	Help those with HIV or AIDS?	No	Completion Date: <u>June 30, 2005</u>	
	Eligibility:	507.201 (a)		
	Subrecipient:	Local Government		
	Location:	Target Area		

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources
	Housing Rehabilitation	14A	CDBG \$ 0.00 Redev. Housing \$ 0.00
	Provide emergency repairs for low-income households.	Rehab: Single-Unit Residential 570.202	HOME \$ 0.00 General Fund \$ 0.00 Other: <u>Program Income</u> \$ 198,053.00
	High Priority	10 homes assisted.	Total: \$ 0.00
	Provides emergency repairs for low-income households.		Prior Funding \$ 198,053.00 CDBG \$ 0.00 Total Prior Funding \$ 0.00
	Help the Homeless?	No Start Date: <u>July 1, 2004</u>	
	Help those with HIV or AIDS?	No Completion Date: <u>June 30, 2005</u>	
	Eligibility:	507.202	
	Subrecipient:	Local Government	
	Location:	City Wide	

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources
	City Wide Business Loan Program	18A	CDBG \$ 0.00 Redev. Housing \$ 0.00 HOME \$ 0.00 General Fund \$ 0.00 Other: <u>Program Income</u> \$ 119,928.00
	Support economic development and employment opportunities in the City's target area.	Economic Development Direct Financial Assistance to For-Profits	
	High Priority	570.203 (b)	Total: \$ 0.00
	Funds will be used to provide business loans to businesses that meet the job creation requirement.	1 Business Loan	Prior Funding \$ 119,928.00 CDBG \$ 0.00 Total Prior Funding \$ 119,928.00
	Help the Homeless?	No Start Date: <u>July 1, 2004</u>	
	Help those with HIV or AIDS?	No Completion Date: <u>June 30, 2005</u>	
	Eligibility:	570.203 (b)	
	Subrecipient:	Local Government	
	Location:	N/A	

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources	
	Coe Park Expansion	03F	CDBG	\$ 215,200.00
	Improve physical environment of this low income neighborhood (Census Tract 11, Block Group 2) with an Income of 51% of the county median income.	Parks, Recreational Facilities 507.201 (c)	Redev. Housing HOME General Fund Other: <u>Gas Tax</u>	\$ 0.00 \$ 0.00 \$ 0.00 \$ 0.00
	High Priority	1 park improvements	Total:	\$ 215,200.00
	Park will be expanded to include parking lot expansion, walking trails, and playground area.		Prior Funding CDBG Total Prior Funding	\$ 0.00 \$ 0.00 \$ 0.00
	Help the Homeless?	No	Start Date: <u>December 1, 2004</u>	
	Help those with HIV or AIDS?	No	Completion Date: <u>June 30, 2005</u>	
	Eligibility:	570.201 (c) – Low / Mod Area		
	Subrecipient:	Local Government		
	Location:	Southeast corner of Douty Street and Ball Park Alley.		

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources	
	Courthouse Rehabilitation	14A	CDBG	\$ 100,000.00
	Rehabilitate City-owned Courthouse to bring this maintenance-deferred building up to current standards.	Commercial/Industrial Building Eligible Rehabilitation and Preservation Activities 570.202	Redev. Housing	\$ 0.00
	High Priority	1 Public Facility	HOME	\$ 0.00
	Funds will be used to make improvements to bring this historic building up to Fire Building Safety Code Standards, i.e. restroom on every floor, upper floor egress.		General Fund	\$ 0.00
			Other: _____	\$ 0.00
			Total:	\$ 100,000.00
			Prior Funding	\$ 0.00
			CDBG	\$ 0.00
			Total Prior Funding	\$ 0.00
	Help the Homeless?	No	Start Date: <u>July 1, 2004</u>	
	Help those with HIV or AIDS?	No	Completion Date: <u>June 30, 2005</u>	
	Eligibility:	570.202		
	Subrecipient:	Local Government		
	Location:	113 Court Street, Hanford		

City of Hanford
FY 2004-2005 Action Plan
2005-2009 Consolidated Plan

U.S. Department of Housing and Urban Development
Consolidated Plan
Listing of Proposed Projects

Project ID/ Local ID	Project Title / Objective / Priority / Description	HUD Matrix Code / Title / Citation / Accomplishments	Funding Sources	
	Provide Infrastructure for Infill Lots	05R	CDBG	\$ 100,000.00
	Provide infrastructure for lots in target area for construction of homes by private contractors that will be sold very-low to low-income households.	Homeowner Assistance (Not Direct)	Redev. Housing	\$ 0.00
		570.204	HOME	\$ 0.00
	High Priority	Provide infrastructure at 4 lots	General Fund	\$ 0.00
	Provide infrastructure for four additional lots for Residential Infill Construction Program.		Other: _____	\$ 0.00
			Total:	\$ 100,000.00
			Prior Funding	\$ 0.00
			CDBG	\$ 0.00
			Total Prior Funding	\$ 0.00

Help the Homeless?	No	Start Date: <u>July 1, 2004</u>	
Help those with HIV or AIDS?	No	Completion Date: <u>June 30, 2005</u>	
Eligibility:	LMA – 507.204		
Subrecipient:	Local Government		
Location:	Target Area		

Appendix B

Public Comments

Public Comments

Appendix A includes the comments provided at the two Consolidated Plan community workshops held on March 16, 2004 and April 20, 2004. This section also includes the comments submitted during the 30-day public review period and those made at the City Council hearing on June 1, 2004 and August 3, 2004.

Public Meeting Number 1:

The first community meeting, a public hearing on the Consolidated Plan was held on March 16, 2004 at 7:30 p.m. There were no comments received from the public at this meeting.

Public Meeting Number 2:

The second community meeting, a workshop was held on April 20, 2004 at 4:00 p.m. at the City of Hanford Council Chambers. There were no comments received from the public at this meeting. The council members and staff commented.

Public Meeting Number 3:

The third community meeting, a workshop was held on May 4, 2004 at 4:00 p.m. at the City of Hanford Council Chambers. There were no comments received from the public at this meeting. The council members and staff commented.

Public Meeting Number 4:

The fourth community meeting, a public hearing approving the final Consolidated Plan and annual Action Plan was held on August 3, 2004 at 7:00 p.m. There were no comments received from the public at this meeting.

Priorities

Projects were discussed and priorities were made for the Action Plan and Consolidated Plan. These fall into four categories:

- Housing rehabilitation
- Economic development business assistance
- Infrastructure improvements
- Building rehabilitation

The top priorities were infrastructure improvements and building rehabilitation. The medium priorities were economic development business assistance and housing rehabilitation.

Public Review Period

No comments were received during the 30-day review period.

Council Hearing

Minutes will be added after the public hearing.

Appendix C

Certifications

In accordance with the applicable statutes and the regulations governing the Consolidated Plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace - It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will-
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with Plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with Section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature of Authorized Agent

Title City Manager

7/1/04

Date

Specific CDBG Certificates

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan - It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including Section 108 guaranteed loans during program years 2004, 2005, 2006 (3 years), shall principally benefit persons of low and moderate-income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it

lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

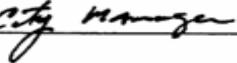
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance with Anti-Discrimination Laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

Compliance with Laws -- It complies with applicable laws.


Signature of Authorized Agent


Title


Date

Appendix to Certifications

Instructions Concerning Lobbying And Drug-Free Workplace Requirements

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., dl vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplace in question (see paragraph 3).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

319 N. Douty Street, Hanford, Kings County, California 93230

Check if there are workplaces on file that are not identified here; the certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Appendix D

Standard Form 424

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

		2. DATE SUBMITTED September 27, 2004	Applicant Identifier 149 340 676
1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	N/A
		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: City of Hanford		Organizational Unit: Community Development Department	
Address (give city, county, State, and zip code): 319 N. Douty Street Hanford, CA 93230		Name and telephone number of person to be contacted on matters involving this application (give area code) Barbara McCurdy Marty (559) 585-2582	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 9 4 — 6 0 0 0 3 4 5		7. TYPE OF APPLICANT: (enter appropriate letter in box)	
8. TYPE OF APPLICATION: N/A <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		A. State H. Independent School Dist. B. County I. State Controlled Institution of Higher Learning C. Municipal J. Private University D. Township K. Indian Tribe E. Interstate L. Individual F. Intermunicipal M. Profit Organization G. Special District N. Other (Specify) _____	
If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/>			
A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other(specify): _____			
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 1 4 — 2 1 8 TITLE: Community Development Block Grant		9. NAME OF FEDERAL AGENCY: U.S. Department of Housing and Urban Development	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Hanford		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Community Development Block Grant Program. Program is designed to address local housing needs, upgrade the physical environment and provide for a viable community.	
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICTS OF:	
Start Date 7/04	Ending Date 6/05	a. Applicant 20	b. Project 20
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 644,000	a. <input checked="" type="checkbox"/> YES THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE September 22, 2004	
b. Applicant	\$.00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
c. State	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
d. Local	\$.00	<input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No	
e. Other	\$.00		
f. Program Income	\$ 317,981		
g. TOTAL	\$ 961,981		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Type Name of Authorized Representative Jan E. Reynolds	b. Title City Manager	c. Telephone Number (559) 585-2516	
d. Signature of Authorized Representative <i>Jan E. Reynolds</i>		e. Date Signed 9/27/04	

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Standard Form 424 (Rev. 7-97)
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