

Town of Hilton Head Island

**Fiscal Year 2016 – 2017
(Program Year 2016)**

Annual Action Plan

For the
U.S. Department of Housing and Urban Development
Community Development Block Grant Program



~DRAFT~

Executive Summary

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

1. Introduction

The Fiscal Year 2016 – 2017 (Program Year 2016) Annual Action Plan (Action Plan) represents the second year of the Town of Hilton Head Island’s Consolidated Plan for the Fiscal Years 2015-2019 (Con Plan) as approved by Town Council and accepted by the U.S. Department of Housing and Urban Development (HUD). The Action Plan is the Town of Hilton Head Island’s application for the HUD Community Development Block Grant (CDBG) entitlement program and identifies the proposed project to be funded during the Town’s 2016 – 2017 fiscal year.

The purpose of the Town of Hilton Head Island Action Plan is to preserve and revitalize primarily low and moderate income neighborhoods to enhance the quality of life for Hilton Head Island residents and address priority community public services, community development, economic development, and redevelopment needs within applicable local, state and federal statutes and regulations. The Action Plan outlines the priorities by which the Town of Hilton Head Island’s CDBG program funds will be invested over fiscal year 2016-2017 (program year 2016) to achieve specific HUD objectives.

It is important to note the Con Plan listed the highest priority need as public improvements and consequently goals and strategies to be achieved over the fiscal year 2015 – 2019 period were identified as paving dirt roads in low and moderate income neighborhoods.

2. Summarize the objectives and outcomes identified in the Plan

The Town’s goals for the fiscal year 2016-2017 (program year 2016) period focus on neighborhood revitalization efforts by providing upgrades to an existing dirt road. The plan provides a guide for the Town of Hilton Head Island’s allocation of CDBG Program funding for the program year 2016 planning period. The goals focus on priority needs and targets available resources designed to meet those needs. The needs include public improvements and facilities for low and moderate-income persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of low and moderate-income residents. The project selected for CDBG funding in this Action Plan will be managed efficiently and in compliance with program requirements.

3. Evaluation of past performance

Fiscal year 2015-2016 was the first year the Town of Hilton Head Island participated in the CDBG Entitlement Program and the Town continues to monitor and evaluate the performance of the program while ensuring regulatory compliance. The Town of Hilton Head Island recognizes that evaluation of past performance is critical to ensuring CDBG funded activities are implemented in an effective manner and align with established strategies and goals.

4. Summary of Citizen Participation Process and consultation process

The Town of Hilton Head Island conducted a public meeting on January 12, 2016 to solicit input from citizens on community development needs. A public meeting notice was published in the local newspaper, The Island Packet, eight days preceding the public meeting in addition to being posted at the Town of Hilton Head Island Town Hall and on the Town of Hilton Head Island website. A presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, estimated funding amount and discussion of community needs, was provided.

A draft Action Plan was released to the public on February 15, 2016 for a 30 day public comment period. Following this public comment period the draft Action Plan was presented at the Town of Hilton Head Island Public Facilities committee meeting on March 28, 2016 to accept additional public comments on the draft plan.

5. Summary of public comments

During the January 12, 2016 public meeting to solicit input for the Fiscal Year 2016 – 2017 (Program Year 2016) Action Plan Town staff provided a presentation describing the Community Development Block Grant Entitlement Program, the estimated amount of funding available for program year 2016 and the types of eligible projects. The purpose of the Annual Action Plan and the projects listed in the 2015 – 2019 Consolidated Plan were discussed. Comments were taken from the public on community needs. The following needs were identified:

- Affordable housing
- Water and sewer infrastructure
- Paving of local neighborhood dirt roads

A copy of the January 12, 2016 public meeting minutes and attendance sign-sheet are attached to this Action Plan.

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

All comments were taken into consideration in preparing the Action Plan. The Town of Hilton Head Island reviewed all comments for common and recurring themes.

7. Summary

The Town of Hilton Head Island Action Plan outlines priorities by which the Town of Hilton Head Island's CDBG program funds will be invested over fiscal year 2016-2017 (program year 2016) to achieve specific HUD objectives. The Town will use CDBG program funds to leverage other

public investment to address the Town's priority need to provide public improvements for primarily low and moderate income neighborhoods.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	HILTON HEAD ISLAND	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The Town of Hilton Head Island incorporated as municipality in 1983 and has a Council – Manager form of government. The Town of Hilton Head Island is comprised of an administrative/legal division, administrative services, community development, executive, finance, fire rescue, human resources, municipal court, and public projects & facilities departments.

The Town of Hilton Head Island Community Development Department will be the lead department for the administration of the CDBG program. Town staff has been an integral part of development of the Action Plan by assessing the CDBG program, reviewing materials, regulations, and documentation on the Action Plan process. The Town Manager, Town Director of Community Development, and Town Director of Public Projects and Facilities will oversee the preparation and administration of the Action Plan.

Consolidated Plan Public Contact Information

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

1. Introduction

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

The Beaufort Housing Authority services all of Beaufort County, South Carolina, including the Town of Hilton Head Island. Within the jurisdiction of the Town of Hilton Head Island the Beaufort Housing Authority operates one public housing facility containing 80 units which provide housing to 189 family members.

The Town of Hilton Head Island participates in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Lowcountry Homeless Coalition, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Town of Hilton Head Island Fiscal Year 2016-2017 Action Plan intends to use U.S. Department of Housing and Urban Development (HUD) resources to fund only Community Development Block Grant (CDBG) program projects and will not fund Emergency Solutions Grants (ESG) program projects; therefore no consultation related to the allocation of ESG funds was conducted.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BEAUFORT HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Beaufort Housing Authority was consulted on housing needs via email correspondence.
2	Agency/Group/Organization	Lowcountry Homeless Coalition
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Lowcountry Homeless Coalition was consulted on homeless needs via email correspondence.

3	Agency/Group/Organization	Beaufort County Human Services Alliance
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - County Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Beaufort County Human Services Alliance was consulted on homeless needs via email correspondence.
4	Agency/Group/Organization	Lowcountry Council of Governments
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Economic Development Non-housing Community Development Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Lowcountry Council of Governments was consulted on housing, homeless and non-housing community development needs via email correspondence.
5	Agency/Group/Organization	FAMILY PROMISE OF BEAUFORT COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless Services-Education Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Family Promise of Beaufort County was consulted on homeless needs via telephone and email correspondence.

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

Efforts were made to consult as broadly as possible with community stakeholders. No particular agency types were excluded from participation. Those that did not participate did so of their own volition.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Lowcountry Homeless Coalition	The Lowcountry Homeless Coalition, based in Charleston, South Carolina, is the Continuum of Care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town.
Town of Hilton Head Island Comprehensive Plan	Town of Hilton Head Island	Developed Action Plan in conjunction with elements of the Town of Hilton Head Island Comprehensive Plan.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

When necessary the Town of Hilton Head Island will establish collaborative efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments and various State of South Carolina offices to ensure complete implementation of the Action Plan.

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AP-12 Participation – 91.105, 91.200(c)

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

The Town of Hilton Head Island conducted a public meeting on January 12, 2016 to solicit input from citizens on community development needs. A public meeting notice was published in the local newspaper, The Island Packet, eight days preceding the public meeting in addition to being posted at the Town of Hilton Head Island Town Hall and on the Town of Hilton Head Island website. A presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, estimated funding amount and discussion of community needs, was provided.

A draft Action Plan was released to the public on February 15, 2016 for a 30 day public comment period. Following this public comment period the draft Action Plan was presented at the Town of Hilton Head Island Public Facilities committee meeting on March 28, 2016 to accept additional public comments on the draft plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL- If applicable
1	Public Meeting	Non-targeted/ broad community	At the January 12, 2016 public meeting there was 1 attendee.	Community needs identified were: * Affordable housing * Water & sewer infrastructure * Paving local neighborhood roads	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL- If applicable
2	Internet Outreach	Non-targeted/ broad community	Draft Action Plan posted on Town of Hilton Head Island website from February 15, 2016 through March 16, 2016. A dedicated public comment link was posted on the front page of the Town's website where the public could directly submit comments. Notification of Action Plan 30 day public comment period was sent via email blast to all email addresses listed on the Town's general notification list.	Public comment period has not closed	All comments will be accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL- If applicable
3	Public Meeting	Non-targeted/ broad community	Draft Action Plan and resolution to approve plan and authorize submittal to HUD is scheduled to appear on the agenda of the regular Town of Hilton Head Island Public Facilities Committee Meeting on March 28, 2016.	Meeting has not yet been conducted	All comments will be accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The following table outlines the anticipated resources from the HUD Community Development Block Grant (CDBG) program the Town of Hilton Head Island anticipates having available during the 2016 – 2017 fiscal year (2016 program year) covered by this Action Plan.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	202,347	0	0	202,347	607,041	The HUD/CDBG funding amount authorized in the 2015 program year was used to estimate the allocation amount for the remaining years 3-5 of the Con Plan.

Table 5 - Expected Resources – Priority Table

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

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Action Plan and Consolidated Plan. While the Community Development Block Grant (CDBG) program does not require leveraging, other Town of Hilton Head Island resources will be used in combination with these funds to complete the project listed in this Action Plan.

Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds may be considered leveraged if financial commitments to the cost of a project from a source other than Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities such as other federal, state, and local resources.

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

The Town of Hilton Head Island currently owns nine dirt roads located in Census Tracts 105, 108 and 110. Each of these census tracts has a low and moderate income household percentage above 51%. One of the community needs identified was paving of dirt roads. In an effort to meet this community need, Town-owned dirt roads may be paved in these areas.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Rhiner Drive Paving	2016	2017	Non-Housing Community Development	Census Tract 105	Public Improvements	CDBG: \$202,347	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Rhiner Drive Paving
	Goal Description	Provide funding for improvements to low and moderate-income neighborhoods.

Table 7 – Goal Descriptions

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

At this time the Town of Hilton Head Island does not have the capacity to provide affordable housing units, to extremely low income, low income and moderate income households. However, public improvements in census tracts with 51% or higher low to moderate income households may be accomplished with Community Development Block Grant (CDBG) funds.

AP-35 Projects – 91.220(d)

Introduction

The following table outlines the projects to be carried out by the Town of Hilton Head Island during the 2016 – 2017 fiscal year (2016 program year) covered by this Action Plan.

#	Project Name
1	Rhiner Drive Paving
2	Development of Annual Action Plan & Program Administration

Table 8 – Project Information

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

The primary objective of Community Development Block Grant (CDBG) funds received by the Town of Hilton Head Island is to preserve and revitalize neighborhoods, enhance quality of life for residents and address priority community public services, community development, economic development, and redevelopment needs within applicable local, state, and federal statutes and regulations. For the 2016 – 2017 fiscal year (2016 program year), CDBG funds were allocated based on project readiness in census tracts with low and moderate income households comprising 51% or more of the population.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Rhiner Drive Paving
	Target Area	Census Tract 105
	Goals Supported	Rhiner Drive Paving
	Needs Addressed	Public Improvements
	Funding	CDBG: \$197,347
	Description	Provide funding for improvements to low and moderate income neighborhoods.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated seven households, approximately 20 persons will benefit from the proposed activities.
	Location Description	Rhiner Drive, Hilton Head Island, SC
	Planned Activities	Paving dirt road.
2	Project Name	Program Administration
	Target Area	Town-Wide
	Goals Supported	Rhiner Drive Paving
	Needs Addressed	Administrative and Planning
	Funding	CDBG: \$5,000
	Description	Program Administration
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Drafting and submitting the Annual Action, related reports and program administration.

AP-50 Geographic Distribution – 91.220(f)

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

The geographic area within the Town of Hilton Head Island where assistance will be directed is Census Tract 105. Community development activities may include infrastructure improvements, new or improved public facilities, economic development or enhanced public services.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 105	98
Census Tract 108	
Town-Wide	2

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Community Development Block Grant (CDBG) funds will be used to address the needs of low and moderate income areas. These areas are determined using Census Tracts which have a low and moderate income population of at least 51%. CDBG funds will be designated for use on a project located in the low and moderate income Census Tract 105 within the boundaries of the Town of Hilton Head Island.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Housing Choice Voucher Program, commonly referred to as Section 8 Housing is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently twelve units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

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

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

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

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

AP-60 Public Housing – 91.220(h)

Introduction

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

The Town of Hilton Head Island does not own or operate any public housing developments or units and there is no future plan to own or operate public housing units. The Beaufort Housing Authority is the agency providing public housing to approximately 723 residents in Beaufort County, South Carolina and there are 293 units of housing located throughout the county. In the Town of Hilton Head Island the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

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

The Beaufort Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program which is a five year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, community garden clubs, and guest speaker sessions on health, nutrition, community living and library use.

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

Not Applicable.

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

Introduction

The Lowcountry Homeless Coalition, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point-in-time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town.

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

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

In the January 2015 point –in – time count there were 37 persons experiencing homelessness interviewed in Beaufort County. Eight of these persons were living unsheltered. Twenty-nine of these persons were living in shelters and of those, 24 were members of families living with children. It must be noted, these figures do not reflect any homeless specifically in the Town of Hilton Head Island; these figures are for Beaufort County as a whole. The next point – in – time count was conducted on January 27, 2016, and results are being tabulated.

Addressing the emergency shelter and transitional housing needs of homeless persons

Currently there are no emergency shelter and transitional housing shelters operating in the Town of Hilton Head Island. At this time there is no future plan to own or operate emergency shelters or transitional housing in the Town of Hilton Head Island.

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

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Homeless Coalition, the regional Continuum of Care servicing the Town. There is the non-profit organization, Family Promise of Beaufort County located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families through a 60 – 90 day program. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

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

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus of assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	0
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	0

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

Introduction

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues, however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs which continue to increase are a factor in development of affordable housing.
- Much of the housing located in the Town of Hilton Head Island and land available for housing is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing within the Town of Hilton Head Island.

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

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted.

AP-85 Other Actions – 91.220(k)

Introduction

The Town of Hilton Head Island anticipates taking the following actions throughout the fiscal year 2016 – 2017 fiscal year (2016 program year) to address the challenges listed below.

Actions planned to address obstacles to meeting underserved needs

As part of the 2016 – 2017 fiscal year (2016 program year), the Town of Hilton Head Island will determine where underserved populations are located through results from the Analysis of Impediments to Fair Housing Choice. To reduce the number of obstacles in meeting the needs of the underserved populations Town staff may assist with facilitating collaborations with area service organizations which spearhead community-wide solutions to local needs.

Actions planned to foster and maintain affordable housing

The Town of Hilton Head Island will continue to participate Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

Actions planned to reduce lead-based paint hazards

Data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. At this time actions to address lead-based paint hazards have not been identified.

Actions planned to reduce the number of poverty-level families

The Beaufort Housing Authority operates a Family Self-Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives.

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and

private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs addressed in the areas of economy, education, poverty, and health/environmental issues.

Actions planned to develop institutional structure

The 2016 – 2017 fiscal year (2016 program year) is the second year the Town of Hilton Head Island will participate in the HUD Community Development Block Grant (CDBG) program. The Town of Hilton Head Island will report the 2015 – 2016 fiscal year (2015 program year) progress in meeting annual goals in the Consolidated Annual Performance Evaluation Report (CAPER) due in September 2016. The CAPER will be submitted in compliance with program requirements.

Strategies for overcoming gaps in capacity issues in the service delivery system may require more findings or changes in public policy. The Town of Hilton Head Island will continue to coordinate efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments, and various State of South Carolina offices when necessary to carry out the priority needs listed in this Annual Action Plan.

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

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs area addressed in the areas of economy, education, poverty, and health/environmental issues.

Program Specific Requirements

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

Introduction

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

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

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|-----|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 98% |

Attachments

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Grantee Unique Appendices

NOTICE OF PUBLIC MEETING COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2016-17 ANNUAL ACTION PLAN

Notice is hereby given that on Tuesday, January 12, 2016 at 6:00 p.m., at the Benjamin M. Racusin Council Chambers of the Town Hall, at 1 Town Center Court, the Town of Hilton Head Island will hold a public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2016-2017 Annual Action Plan. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2016-2017. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds in order to address those needs.

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**NOTICE OF PUBLIC MEETING
COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM
FISCAL YEAR 2016-17 ANNUAL ACTION PLAN**

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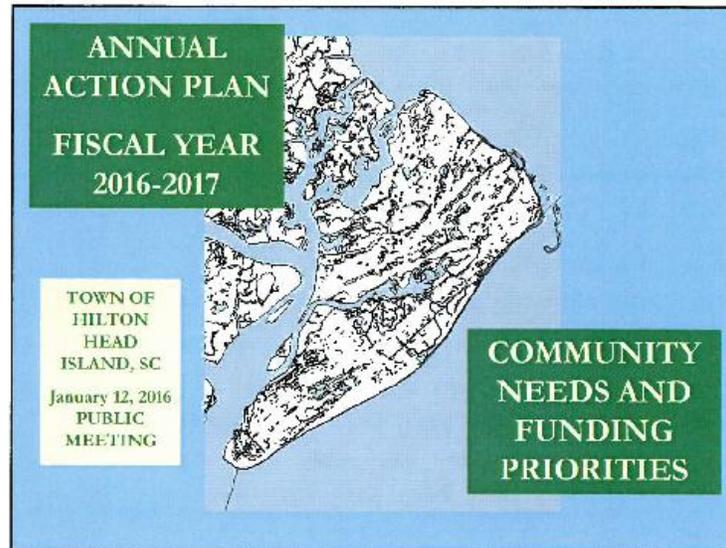
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TOWN OF HILTON HEAD ISLAND
ANNUAL ACTION PLAN FISCAL YEAR 2016-2017
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ENTITLEMENT PROGRAM

JANUARY 12, 2016 6:00PM

AGENDA

- Welcome and Sign-in
- CDBG Entitlement Program Overview/Estimated Funding Amount
- Purpose of Annual Action Plan
- Projects Listed in 2015-2019 Consolidated Plan
- Public Discussion of Community Needs
- Next Steps in Annual Action Plan Process



Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by the U.S Department of Housing & Urban Development (HUD).
- Provides annual grants on a formula basis to entitled cities and counties based on population data from the U.S. Census Bureau.
- In fiscal year 2016-17 the Town of Hilton Head Island *anticipates* the CDBG funding amount to be **\$202,347**.
- The annual amount of CDBG Entitlement funding fluctuates each year of program participation and the 2016-17 amount is projected based on the 2015-2016 funding amount.
- Funds are to be used to benefit low-and-moderate income persons, based on HUD guidelines and U.S. Census data.

Low-and-Moderate Income (LMI)

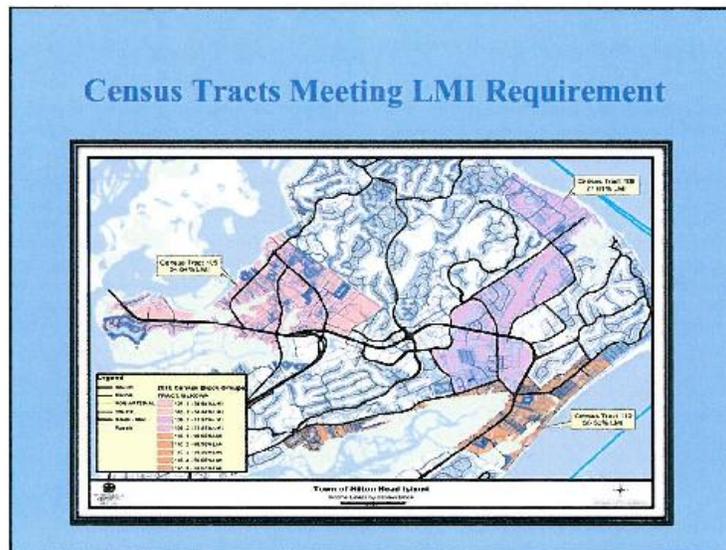
- HUD defines low-and-moderate income households/families as earning annual income less than 80% of the area median income
- The number of people in the household/family is also considered in the calculation.
- Low-Income households/families earn equal to or less than 50% of the area median income.
- Moderate-Income households/families earn equal to or less than 80% of area median income.

LMI Example

- Beaufort County FY 2015 Median Income = \$68,900.
- A low-income family of 4 must have a combined annual income of \$33,700 or less.
- A moderate-income family of 4 must have a combined annual income of \$53,900 or less.
- If a household/family has fewer people the income limit is lower.
- If a household/family has more people the income limit is higher.

Fiscal 2015 Year Income Limits Summary

FY 2015 Income Limit Area	Median Income	FY 2015 Income Limit Category	Persons In Family							
			1	2	3	4	5	6	7	8
Default County	\$28,950	Low (50%) Income Limits	\$23,000	\$27,000	\$31,500	\$33,700	\$36,400	\$38,100	\$41,900	\$44,500
		Moderate (100%) Income Limits	\$37,750	\$43,150	\$48,590	\$53,000	\$58,250	\$62,950	\$66,850	\$71,150



Annual Action Plan Purpose

Provides a summary of actions, activities,
and federal and non-federal resources to
be used each year to address priority
needs and specific goals identified in the
5 Year Consolidated Plan.

Projects in 2015-2019 Consolidated Plan

Program Year	Project Name	Project Description	Estimated Project Cost Amount	Target Area
2015	Borning Star Lane Paving	Paving Dirt Road	\$71,250	Census Tract 105
2016	Rhiner Drive Paving	Paving Dirt Road	\$94,406	Census Tract 105
2017	Wiley Road Paving	Paving Dirt Road	\$77,189	Census Tract 108
2018	Murray Avenue Paving	Paving Dirt Road	\$120,769	Census Tract 105
2019	Cobbs Court Paving	Paving Dirt Road	\$120,769	Census Tract 105

What is Your Opinion . . . ?

- What do you think is an important need in your community?
- How can the needs be addressed?

Examples of Community Needs

- **Public Improvements**
Examples: streets, sidewalks, water & sewer infrastructure, parks, drainage improvements
- **Public Facilities**
Examples: neighborhood/community facilities, facilities for persons with special needs
- **Housing Rehabilitation of Owner-Occupied Homes**
Examples: energy improvements, water and sewer efficiency improvements, lead-based paint testing & abatement
- **Economic Development**
Examples: commercial rehabilitation

What Will Be Done Next?

- Based on input received Town staff will draft the FY16-17 Annual Action Plan.
- There will be a 30-day public comment period beginning February 1, 2016.
- The draft plan will be presented at an upcoming Public Facilities Committee Meeting
- The draft plan will be presented to Town Council.
- The final draft plan will be submitted to HUD in May, 2016

~ Thank you for participating ~

Public Meeting Minutes
Public Meeting to Solicit Input and Discuss
Community Development Block Grant (CDBG) Entitlement Program
Annual Action Plan Fiscal Year 2016-2017 (Program Year 2016)

Tuesday, January 12, 2016 6:00pm
Benjamin M. Racusin, Council Chambers of the Town Hall
1 Town Center Court, Town of Hilton Head Island

Present: See attached sign-in sheet.

Marcy Benson, Senior Town Grants Administrator began the public hearing at 6:00pm. A power point presentation was given describing the Community Development Block Grant Entitlement Program, the estimated amount of funding available for program year 2016 and types of eligible projects. The purpose of the Annual Action Plan and the projects listed in the 2015 – 2019 Consolidated Plan were discussed.

Public comments were taken and the meeting attendee was asked to comment on community needs. The following needs were identified:

- Affordable housing
- Water and sewer infrastructure
- Paving of local neighborhood roads

The meeting concluded with a description of the next steps in the Annual Action Plan process, and the attendee was thanked for participating and the public meeting adjourned at 6:35pm.

PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Randy Tardy	randy.tardy@att.net	300 Woodhull Dr 4504 H7E 29928

ANNUAL ACTION PLAN FISCAL YEAR 2016-1017 PUBLIC MEETING 2016

Tuesday, January 12, 2016

OK

NOTICE OF 30 DAY PUBLIC COMMENT PERIOD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FISCAL YEAR 2016-17 ANNUAL ACTION PLAN

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2016 -2017 (program year 2016) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Monday, February 15, 2016. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm at the Town of Hilton Head Island Town Hall, or may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov> beginning February 15, 2016. Written comments on the Plan are encouraged and may be submitted via the website link, or email to marcyb@hiltonheadislandsc.gov or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until March 16, 2016.

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Benson Marcy

From: Phillips Rene
Sent: Monday, February 08, 2016 8:56 AM
To: Benson Marcy
Subject: FW: Courtesy Copy: Notice of 30 Day Public Comment Period - CDBG Program FY 2016-17 Annual Action Plan

FYI-

*René Phillips, CIW, Website Administrator
Town of Hilton Head Island
One Town Center Court
Hilton Head Island, SC 29928
843-341-4792
www.hiltonheadislandsc.gov*

From: Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]
Sent: Sunday, February 7, 2016 9:15 AM
To: Phillips Rene <renew@hiltonheadislandsc.gov>; Kronlein Kris <krisk@hiltonheadislandsc.gov>; Smith Faidra <FaidraS@hiltonheadislandsc.gov>
Subject: Courtesy Copy: Notice of 30 Day Public Comment Period - CDBG Program FY 2016-17 Annual Action Plan

This is a courtesy copy of an email bulletin sent by Rene Phillips.

This bulletin was sent to the following groups of people:

Subscribers of Legal Notices or Media Releases (1307 recipients)



Notice of 30 Day Public Comment Period - Community Development Block Grant Program Fiscal Year 2016-17 Annual Action Plan

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View this notice in its entirety at <http://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=249>



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POLITICS



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