

1. NSP3 Grantee Information

NSP3 Program Administrator Contact Information	
Name (Last, First)	Patrick Haggerty
Email Address	phaggerty@plantation.org
Phone Number	954-797-2656
Mailing Address	400 NW 73 Avenue, Plantation, FL 33317

2. Areas of Greatest Need

Map Submission

The map generated at the HUD NSP3 Mapping Tool for Preparing Action Plan website is included as an attachment.

Data Sources Used to Determine Areas of Greatest Need

Describe the data sources used to determine the areas of greatest need.

Response:

The City of Plantation utilized HUD's NSP mapping tool to assess potential NSP areas. The information generated from HUD's mapping tool included data from the United States Postal Service, HMDA data on high cost and high leveraged loans, Bureau of Labor Statistics data on unemployment, and FHFA data on house price change to determine delinquency rate for the area. The predicted serious delinquency rate, determined by HUD, takes into account data on foreclosure starts (from the Mortgage Bankers Association) and REOs (from RealtyTrac).

The City also conducted a current market analysis, which included an assessment of data gathered from the National Community Stabilization Trust, Huduser.org's regional and market economic analysis, NSP1 performance data, as well as the input from local real estate and housing professionals.

Determination of Areas of Greatest Need

Describe how the areas of greatest need were established.

Response:

The neighborhood(s) identified by the NSP 3 grantee as being the area(s) of greatest need must have an individual or average combined NSP3 index score of 17 or greater. Because of the limited funds available between NSP3 and potential NSP1 program income, the City has redefined its initial NSP target area to address this requirement.

The City used NSP1 funds to address 10 units within its NSP1 target area. Among those 10 units, 6 were purchased by moderate-to-middle income households. The remaining 4 were/are rehabilitated by the City for rental to low income households and resale to moderate to middle income households.

The City mapped its NSP1 assisted properties and used this data as a starting point for identifying potential NSP3 target areas. Since all of the NSP1 assisted units were purchased after July 2009, which the NSP 3 Mapping tool uses to estimate target area impact, those REO units are being counted toward addressing the percentage of the units within the target area identified for NSP3.

The City's NSP3 award, potential NSP1 program income, and average subsidy likely needed, were used to calculate how many units could be addressed and ultimately determined the size of the NSP3 area.

The City's NSP3 target area is bordered by University Drive to the west, city limits to the north, State Road 7 to the east, Peters Road to the south, East Tropical Way to the west and Broward Boulevard to the south. (See attached Map)

This area is located within Census Tract 0608 block groups 1, 2, 3, 4, 5, and 6; Census Tract 0605 block group 1; Census Tract 0606 block groups 1, 2, and 3; and Census Tract 0607 block groups 1, 2, and 3. The proposed NSP3 target area consists of 11,474 housing units and has a NSP3 score of 19.24, which is .76 below the highest score attainable. Between 2004 and 2007, the area had 5,843 new mortgages. There were 651 foreclosure starts in the past 12 months and 195 foreclosures between July 2009 and June 2010. According to the HUD NSP mapping tool, a total of 133 properties need to be assisted in the area to address 20% of the REO properties and have a visible impact.

The City facilitated the acquisition and rehabilitation of 10 properties in the NSP3 area between July 2009 and December 2010. It proposes to address approximately 4 more properties in this area with its NSP3 funding.

Current market analysis was used to assess the current REO inventory as well as future delinquencies in this area.

3. Definitions and Descriptions

Definitions

Term	Definition												
Blighted Structure	Any structure unfit for use, habitation, or dangerous to persons or other property. In addition, a structure is blighted when it exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety, and public welfare. This includes structures showing evidence of physical decay or neglect, excessive use, or lack of maintenance.												
Affordable Rents	The maximum Affordable Rents shall not exceed the Fair Market Rents (FMR) as published annually by the U.S. Department of Housing and Urban Development for the Ft. Lauderdale Metropolitan Statistical Area (MSA). The current rents are listed below: <div style="text-align: center;"> <table> <tr> <td></td> <td>Efficiency</td> <td>1 Bed</td> <td>2 Bed</td> <td>3 Bed</td> <td>4 Bed</td> </tr> <tr> <td>FMR</td> <td>\$956</td> <td>\$1,069</td> <td>\$1,285</td> <td>\$1,777</td> <td>\$2,256</td> </tr> </table> <p>Source: U.S. Department of Housing and Urban Development, 2011</p> </div>		Efficiency	1 Bed	2 Bed	3 Bed	4 Bed	FMR	\$956	\$1,069	\$1,285	\$1,777	\$2,256
	Efficiency	1 Bed	2 Bed	3 Bed	4 Bed								
FMR	\$956	\$1,069	\$1,285	\$1,777	\$2,256								

	Individual rents will be based on 30% of each household's gross income and shall not exceed the Fair Market Rents mentioned previously.
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Descriptions

Term	Definition
Long-Term Affordability	The City will utilize its HOME purchase assistance program to place low to moderate income persons in the NSP acquired homes. Through this program, participants are required to sign a 30 year mortgage, and will provide up to \$35,000 to eligible purchasers throughout the affordability period which exceeds the HOME guidelines of 20 years.
Housing Rehabilitation Standards	The City will conduct minor home repair and follow its local building code to make sure that the housing unit is decent, safe and habitable.

4. Low-Income Targeting

Low-Income Set-Aside Amount

Enter the low-income set-aside percentage in the first field. The field for total funds set aside will populate based on the percentage entered in the first field and the total NSP3 grant.

Identify the estimated amount of funds appropriated or otherwise made available under the NSP3 to be used to provide housing for individuals or families whose incomes do not exceed 50 percent of area median income.

Response:

Total low-income set-aside **percentage** (must be no less than 25 percent): 25.00%

Total funds set aside for low-income individuals = \$0.00

Meeting Low-Income Target

Provide a summary that describes the manner in which the low-income targeting goals will be met.

Response:

The City will utilize \$304,107.00 to purchase single family foreclosed properties. These properties will then be deeded to a not-for-profit organization will then manage the properties as rental properties.

5. Acquisition and Relocation

Demolition or Conversion of LMI Units

Does the grantee intend to demolish or convert any low- and moderate-income dwelling units (i.e., ≤ 80% of area median income)?	No
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If yes, fill in the table below.

Question	Number of Units
The number of low- and moderate-income dwelling units—i.e., ≤ 80% of area	

median income—reasonably expected to be demolished or converted as a direct result of NSP-assisted activities.	
The number of NSP affordable housing units made available to low-, moderate-, and middle-income households—i.e., ≤ 120% of area median income—reasonably expected to be produced by activity and income level as provided for in DRGR, by each NSP activity providing such housing (including a proposed time schedule for commencement and completion).	
The number of dwelling units reasonably expected to be made available for households whose income does not exceed 50 percent of area median income.	

6. Public Comment

Citizen Participation Plan

Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment or abbreviated plan.
Response: The City published a Public Notice on Sunday, February 13, 2011 in the South Florida Sun Sentinel (Advertisement Attached) indicating that public comments would be received until Monday, February 28, 2011. Concurrently, the City posted the same notice on its website as well as a draft of the proposed Amendment. Awaiting pending comments.

Summary of Public Comments Received.

The summary of public comments received is included as an attachment.

7. NSP Information by Activity

Enter each activity name and fill in the corresponding information. If you have fewer than seven activities, please delete any extra activity fields. (For example, if you have three activities, you should delete the tables labeled “Activity Number 4,” “Activity Number 5,” “Activity Number 6,” and “Activity Number 7.” If you are unsure how to delete a table, see the instructions [above](#).)

The field labeled “Total Budget for Activity” will populate based on the figures entered in the fields above it.

Consult the [NSP3 Program Design Guidebook](#) for guidance on completing the “Performance Measures” component of the activity tables below.

Activity Number 1	
Activity Name	Acquisition and Rehabilitation (51%-120% Area Median Income)
Uses	Select all that apply:
	<input type="checkbox"/> Eligible Use A: Financing Mechanisms
	<input checked="" type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation
	<input type="checkbox"/> Eligible Use C: Land Banking
	<input type="checkbox"/> Eligible Use D: Demolition
<input type="checkbox"/> Eligible Use E: Redevelopment	

CDBG Activity or Activities	24 CFR 570.201 (a) Acquisition 24 CFR 570.202: Rehabilitation and Preservation Activities
National Objective	Low Moderate Middle Income Housing (LMMH)
Activity Description	<p>The City, through a non-profit organization, will work with lenders to acquire homes that have been foreclosed and are on the lender's or investor's current inventory.</p> <p>The City will provide funding at 0% interest for the approved Housing Partner to acquire the properties. The City will also provide funding for the rehabilitation of the property at 0% interest for one year, if sold to an eligible homebuyer after rehabilitation. The City will limit the number of properties that the Housing Partners can obtain based on their capacity. The City will notify approved Housing Partners of the homes to be acquired and limit the number that can be acquired by any one agency based on their capacity.</p> <p>Single family units assisted under this activity will have a recorded mortgage.</p> <p>The NSP program will rehabilitate single family residential properties. Costs of the rehabilitation can include labor, materials, supplies, permits, lead paint assessment, abatement and clearance, barrier removal, energy efficient measures asbestos removal and program delivery. Rehabilitation projects involving one or more units in a multi-unit building owned as a condominium, will be limited to the particular unit(s) and will not involve rehabilitation of portions of the property that are held in common ownership.</p> <p>Housing units acquired through the use of NSP funds will require rehabilitation in most cases. The City will provide NSP funds for housing rehabilitation to bring the housing units up to the City's Minimum Housing Code. Funding will be provided through a secured lien on the property at 0% interest.</p> <p>The City is proposing a pilot project whereby assistance will be provided to potential homebuyers to purchase financially viable condominium units. The City will work with a consultant to first assess the financial stability of the particular unit to be purchased as well as the financial stability of the overall condominium community. The City is proposing to set aside approximately 25% of this overall activity funding, or approximately \$197,670, to undertake this pilot project. Under this project, the City would provide the mortgage costs for the purchase of the property and rehabilitation before the homeowners move in. A 30 year mortgage would be made to the homeowner and the City, through a consultant would service the mortgage.</p> <p>For single family homes that are acquired and subsequently sold, the City may leave a portion of the NSP acquisition funds behind in the form of a soft-second, 0% deferred payment loan to the income eligible household. The</p>

	<p>amount of assistance that will be left behind as a deferred payment loan will be tiered according to income and need. As long as the borrower/owner maintains the property as their principal homestead residence during the period of affordability, the loan will remain deferred.</p> <p>Program income received from the sale or rental of assisted units will be recycled for eligible NSP activities. Any program income generated by the sale, rental, redevelopment, rehabilitation, or any other eligible use that is in excess of the cost to acquire and redevelop (including reasonable development fees) shall be used in accordance with applicable regulations.</p> <p>The City will allow and pay for development fees that are fair and reasonable as part of the acquisition and rehabilitation process. Development fees and other soft/project related costs associated with the acquisition and rehabilitation shall be considered "Program Delivery" type costs and will be charged to the individual projects assisted.</p> <p>All housing acquired through this program must meet all local building codes (including the South Florida Building Code) and ordinances pertaining to providing housing that is decent, safe, sanitary and fit for habitation.</p> <p>Individual Transactions - If an abandoned or foreclosed-upon home or residential property is to be sold to an individual as a primary residence, no profit may be earned on such sale.</p>	
Location Description	The City's NSP3 target area is bordered by University Drive to the west, city limits to the north, State Road 7 to the east, Peters Road to the south, East Tropical Way to the west and Broward Boulevard to the south. (See attached Map)	
Budget	Source of Funding	Dollar Amount
	NSP3	\$\$790,678.00
	(Other funding source)	\$\$0.00
	(Other funding source)	\$\$0.00
Total Budget for Activity	\$790,678.00	
Performance Measures	3 housing units acquired and rehabilitated	
Projected Start Date	5/1/2011	
Projected End Date	5/1/14	
Responsible Organization	Name	City Of Plantation
	Location	400 NW 73 Avenue, Plantation, FL 33317
	Administrator Contact Info	954-797-2656, phaggerty@plantation.org

Activity Number 2	
Activity Name	Acquisition and Rehabilitation (Low Income Set <input type="checkbox"/> Aside)
Use	Select all that apply:
	<input type="checkbox"/> Eligible Use A: Financing Mechanisms <input checked="" type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation

	<input type="checkbox"/> Eligible Use C: Land Banking	
	<input type="checkbox"/> Eligible Use D: Demolition	
	<input type="checkbox"/> Eligible Use E: Redevelopment	
CDBG Activity or Activities	24 CFR 570.201 (a) Acquisition 24 CFR 570.202: Rehabilitation and Preservation Activities	
National Objective	Low-Income Housing to Meet 25% Set-Aside (LH25)	
Activity Description	<p>The City, through a non-profit organization, will work with lenders to acquire homes that have been foreclosed and are on the lender's or investor's current inventory.</p> <p>After the City develops a listing of negotiated available lender owned properties, a qualified and approved Housing Partner will be provided listings of available properties in the targeted area identified by the City. The City will acquire the properties and deed them to the non-profit organization. The City will limit the number of properties that the Housing Partner can obtain based on their capacity.</p> <p>The not-for-profit Housing Partner will acquire foreclosed properties. The Housing Partner will redevelop the properties for rental. The rental properties will be managed by the not-for-profit, they will be required to assure that the properties remain affordable through the program for at least the term of the agreement. The City will ensure a 20 year affordability period, which meets the minimum HOME affordability requirement, through a deed restriction with the not-forprofit organization.</p> <p>Any program income generated by the sale, rental, redevelopment, rehabilitation, or any other eligible use that is in excess of the cost to acquire and redevelop (including reasonable development fees) shall be used in accordance with applicable regulations.</p>	
Location Description	The City's NSP3 target area is bordered by University Drive to the west, city limits to the north, State Road 7 to the east, Peters Road to the south, East Tropical Way to the west and Broward Boulevard to the south. (See attached Map)	
Budget	Source of Funding	Dollar Amount
	NSP3	\$\$304,107.00
	(Other funding source)	\$\$0.00
	(Other funding source)	\$\$0.00
Total Budget for Activity	\$304,107.00	
Performance Measures	1 housing unit acquired & rehabilitated	
Projected Start Date	5/1/2011	
Projected End Date	5/1/2014	
Responsible Organization	Name	City Of Plantation
	Location	400 NW 73 Avenue, Plantation, FL 33317
	Administrator Contact Info	954-797-2656,

	phaggerty@plantation.org
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Activity Number 3		
Activity Name	Administration	
Use	Select all that apply: <input type="checkbox"/> Eligible Use A: Financing Mechanisms <input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation <input type="checkbox"/> Eligible Use C: Land Banking <input type="checkbox"/> Eligible Use D: Demolition <input type="checkbox"/> Eligible Use E: Redevelopment	
CDBG Activity or Activities	Program Administration: Administrative duties relative to the overall grant program and fair housing activities. This activity is assumed to benefit low and moderate income persons and is eligible under 24 CFR section 570.206.	
National Objective	(Select One)	
Activity Description	NSP regulation provides a maximum of 10% of an NSP allocation to be utilized for planning and administrative costs related to overseeing the program, reporting and other general administrative activities. The administration of the program will be administered by the City.	
Location Description	N/A	
Budget	Source of Funding	Dollar Amount
	NSP3	\$\$121,642.00
	(Other funding source)	\$\$0.00
	(Other funding source)	\$0
Total Budget for Activity	\$121,642.00	
Performance Measures	N/A	
Projected Start Date	1/1/2011	
Projected End Date	5/1/2014	
Responsible Organization	Name	City Of Plantation
	Location	400 NW 73 Avenue, Plantation, FL 33317
	Administrator Contact Info	954-797-2656, phaggerty@plantation.org

8. Certifications

Certifications for State and Entitlement Communities

(1) **Affirmatively furthering fair housing.** The jurisdiction certifies that it will affirmatively further fair housing, which means that it will conduct an analysis to identify 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 the analysis and actions in this regard.

(2) **Anti-displacement and relocation plan.** The applicant certifies that it has in effect and is following a residential anti-displacement and relocation assistance plan.

(3) **Anti-lobbying.** The jurisdiction must submit a certification with regard to compliance with restrictions on lobbying required by 24 CFR part 87, together with disclosure forms, if required by that part.

(4) **Authority of jurisdiction.** The jurisdiction certifies that the consolidated plan or abbreviated plan, as applicable, is authorized under state and local law (as applicable) and that the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(5) **Consistency with plan.** The jurisdiction certifies that the housing activities to be undertaken with NSP funds are consistent with its consolidated plan or abbreviated plan, as applicable.

(6) **Acquisition and relocation.** The jurisdiction certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24, except as those provisions are modified by the notice for the NSP program published by HUD.

(7) **Section 3.** The jurisdiction certifies that it will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Citizen participation.** The jurisdiction certifies that it is in full compliance and following a detailed citizen participation plan that satisfies the requirements of Sections 24 CFR 91.105 or 91.115, as modified by NSP requirements.

(9) **Following a plan.** The jurisdiction certifies it is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD. [Only States and entitlement jurisdictions use this certification.]

(10) **Use of funds.** The jurisdiction certifies that it will comply with the Dodd-Frank Wall Street Reform and Consumer Protection Act and Title XII of Division A of the American Recovery and Reinvestment Act of 2009 by spending 50 percent of its grant funds within 2 years, and spending 100 percent within 3 years, of receipt of the grant.

(11) **The jurisdiction certifies:**

- a. that all of the NSP funds made available to it will be used with respect to individuals and families whose incomes do not exceed 120 percent of area median income; and
- b. The jurisdiction 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 NSP funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with NSP funds) financed from other

revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than NSP funds if the jurisdiction certifies that it lacks NSP or CDBG funds to cover the assessment.

(12) **Excessive force.** The jurisdiction certifies that it has adopted and is enforcing:

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

(13) **Compliance with anti-discrimination laws.** The jurisdiction certifies that the NSP grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(14) **Compliance with lead-based paint procedures.** The jurisdiction certifies that its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(15) **Compliance with laws.** The jurisdiction certifies that it will comply with applicable laws.

(16) **Vicinity hiring.** The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP3 projects.

(17) **Development of affordable rental housing.** The jurisdiction certifies that it will abide by the procedures described in its NSP3 Abbreviated Plan to create preferences for the development of affordable rental housing for properties assisted with NSP3 funds.

Signature/Authorized Official

Date

Title

Certifications for Non-Entitlement Local Governments

- (1) **Affirmatively furthering fair housing.** The jurisdiction certifies that it will affirmatively further fair housing.
- (2) **Anti-displacement and relocation plan.** The applicant certifies that it has in effect and is following a residential anti-displacement and relocation assistance plan.
- (3) **Anti-lobbying.** The jurisdiction must submit a certification with regard to compliance with restrictions on lobbying required by 24 CFR part 87, together with disclosure forms, if required by that part.
- (4) **Authority of jurisdiction.** The jurisdiction certifies that the consolidated plan or abbreviated plan, as applicable, is authorized under state and local law (as applicable) and that the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.
- (5) **Consistency with plan.** The jurisdiction certifies that the housing activities to be undertaken with NSP funds are consistent with its consolidated plan or abbreviated plan, as applicable.
- (6) **Acquisition and relocation.** The jurisdiction certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24, except as those provisions are modified by the notice for the NSP program published by HUD.
- (7) **Section 3.** The jurisdiction certifies that it will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.
- (8) **Citizen participation.** The jurisdiction certifies that it is in full compliance and following a detailed citizen participation plan that satisfies the requirements of Sections 24 CFR 91.105 or 91.115, as modified by NSP requirements.
- (9) **Use of funds.** The jurisdiction certifies that it will comply with the Dodd-Frank Wall Street Reform and Consumer Protection Act and Title XII of Division A of the American Recovery and Reinvestment Act of 2009 by spending 50 percent of its grant funds within 2 years, and spending 100 percent within 3 years, of receipt of the grant.
- (10) **The jurisdiction certifies:**
 - a. that all of the NSP funds made available to it will be used with respect to individuals and families whose incomes do not exceed 120 percent of area median income; and
 - b. The jurisdiction 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 NSP funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with NSP funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. In addition, with respect

to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than NSP funds if the jurisdiction certifies that it lacks NSP or CDBG funds to cover the assessment.

(11) **Excessive force.** The jurisdiction certifies that it has adopted and is enforcing:

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

(12) **Compliance with anti-discrimination laws.** The jurisdiction certifies that the NSP grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(13) **Compliance with lead-based paint procedures.** The jurisdiction certifies that its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(14) **Compliance with laws.** The jurisdiction certifies that it will comply with applicable laws.

(15) **Vicinity hiring.** The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP3 projects.

(16) **Development of affordable rental housing.** The jurisdiction certifies that it will abide by the procedures described in its NSP3 Abbreviated Plan to create preferences for the development of affordable rental housing for properties assisted with NSP3 funds.

Signature/Authorized Official

Date

Title

Appendix: NSP3 Action Plan Contents Checklist

The checklist below is an optional tool for NSP3 grantees to help to ensure that all required elements of the NSP3 Substantial Amendment or the Abbreviated Plan are submitted to HUD. This checklist only includes the minimum required elements that must be included in the NSP3 Action Plan and grantees may want to add additional details. This document must be protected, as described above, in order to use the checkboxes in this checklist.

1. NSP3 Grantee Information

	Yes
Did you include the Program Administrator's name, address, phone, and email address?	<input type="checkbox"/>

2. Areas of Greatest Need

	Yes
Does the narrative description describe how funds will give priority emphasis to areas of greatest need?	<input type="checkbox"/>
Does the narrative description specifically address how the funds will give priority emphasis to those areas:	
• With the highest percentage of home foreclosures?	<input type="checkbox"/>
• With the highest percentage of homes financed by subprime mortgage related loan?; and	<input type="checkbox"/>
• Identified by the grantee as likely to face a significant rise in the rate of home foreclosures?	<input type="checkbox"/>
Did you create the area of greatest needs map at http://www.huduser.org/NSP/NSP3.html ?	<input type="checkbox"/>
Did you include the map as an attachment to your Action Plan?	<input type="checkbox"/>
<i>ONLY Applicable for States:</i> Did you include the needs of all entitlement communities in the State?	<input type="checkbox"/>

3. Definitions and Descriptions

	Yes
Are the following definitions and topics included in your substantial amendment?:	
• Blighted structure in context of state or local law,	<input type="checkbox"/>

<ul style="list-style-type: none"> Affordable rents, 	<input type="checkbox"/>
<ul style="list-style-type: none"> Ensuring long term affordability for all NSP funded housing projects, 	<input type="checkbox"/>
<ul style="list-style-type: none"> Applicable housing rehabilitation standards for NSP funded projects 	<input type="checkbox"/>

4. Low-Income Targeting

	Yes
Did you identify the estimated amount of funds appropriated to provide housing that meets the low-income set aside target?	<input type="checkbox"/>
Did you provide a summary describing how your jurisdiction will meet its low-income set aside goals?	<input type="checkbox"/>

5. Acquisition & Relocation

	Yes
For all acquisitions that will result in displacement did you specify:	
<ul style="list-style-type: none"> The planned activity, 	<input type="checkbox"/>
<ul style="list-style-type: none"> The number of units that will result in displacement, 	<input type="checkbox"/>
<ul style="list-style-type: none"> The manner in which the grantee will comply with URA for those residents? 	<input type="checkbox"/>

6. Public Comment

	Yes
Did you provide your draft of the NSP3 substantial amendment for a minimum of 15 days for public comment?	<input type="checkbox"/>
Did you include the public comments you received on the NSP3 substantial amendment in your plan?	<input type="checkbox"/>

7. NSP Information by Activity

	Check all that apply
Did you include a description of all eligible NSP3 activities you plan to implement with your NSP3 award?	<input type="checkbox"/>
For each eligible NSP3 activity you plan to implement did you include:	

• Eligible use or uses?	<input type="checkbox"/>
• Correlated eligible CDBG activity or activities?	<input type="checkbox"/>
• Associated national objective?	<input type="checkbox"/>
• How the activity will address local market conditions?	<input type="checkbox"/>
• Range of interest rates (if any)?	<input type="checkbox"/>
• Duration or term of assistance?	<input type="checkbox"/>
• Tenure of beneficiaries (e.g. rental or homeowner)?	<input type="checkbox"/>
• If the activity produces housing, how the design of the activity will ensure continued affordability?	<input type="checkbox"/>
• How you will, to the maximum extent possible, provide for vicinity hiring?	<input type="checkbox"/>
• Procedures used to create affordable rental housing preferences?	<input type="checkbox"/>
• Areas of greatest need addressed by the activity or activities?	<input type="checkbox"/>
• Amount of funds budgeted for the activity?	<input type="checkbox"/>
• Appropriate performance measures for the activity (e.g. units of housing to be acquired, rehabilitated, or demolished for the income levels represented in DRGR) ?	<input type="checkbox"/>
• Expected start and end dates of the activity?	<input type="checkbox"/>
• Name and location of the entity that will carry out the activity?	<input type="checkbox"/>

8. Certifications

	Yes
Did you sign and submit the certification form applicable to your jurisdiction?	<input type="checkbox"/>

9. Additional Documentation

	Yes
Did you include a signed SF-424?	<input type="checkbox"/>

DRAFT

