

DRAFT

PLEASE NOTE: CHARLESTON COUNTY AND THE CITY OF NORTH CHARLESTON HAVE NOT RECEIVED THEIR FUNDING ALLOCATIONS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), SO THIS PLAN IS A DRAFT ONLY.

SEE THE ATTACHMENTS FOR THE LIST OF PROJECTS SUBMITTED TO THE NORTH CHARLESTON CITY COUNCIL FOR THE MARCH 22, 2018 PUBLIC HEARING AND THE CHARLESTON COUNTY COUNCIL FOR THE MARCH 27, 2018 PUBLIC HEARING. THESE AMOUNTS WILL NOT BE FINALIZED UNTIL CHARLESTON COUNTY AND THE CITY OF NORTH CHARLESTON RECEIVE NOTICE OF THEIR PY2018 FUNDING ALLOCATIONS FROM HUD.



Annual Action Plan - Program Year 2018 Community Development Department

Jean Sullivan, Director

Executive Summary

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

1. Introduction

Each year Charleston County submits an Action Plan explaining how the U.S. Department of Urban Development (HUD) resources will be used to improve communities throughout the County (outside the city limits of Charleston). This is an annual implementation plan of the Five-Year Consolidated Plan addressing the housing and community development needs in Charleston County. The needs and goals were identified through collaboration with participating jurisdictions and other public and private organizations. The goals of the Consolidated Plan and Annual Action Plan are targeted to low-to-moderate income residents and households in Charleston County.

This is the County's third Annual Action Plan from the 2016-2020 Consolidated Plan. It identifies activities that the County will undertake in the 2018-2019 Program Year to address priority needs in the community. The Plan describes the resources available, the programs and projects to be funded, and the proposed accomplishments.

The Action Plan, developed with the input of citizens serves four major functions:

1. It is the County's application for funds available through the three HUD Formula Programs: Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG);
2. It is the annual planning document, built through public input and participation, and an open Request For Application (RFA) process;
3. It lays out expected annual funding resources, the method of fund distribution, and the actions the County will follow in administering HUD Programs; and,
4. It provides accountability to citizens for the use of the funds and allows HUD to measure program performance.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Throughout the Consolidated planning process, Charleston County identified four priority needs:

- Affordable Housing and Suitable Living Options
- Infrastructure Improvements and Development
- Social Services to Benefit the LMI (Low- and Moderate-Income) Community
- Homeless Needs

To meet those needs, the County is planning to achieve the following goals and outcomes over the next year:

- Well and Septic Improvements - Assist 30 LMI Households
- Infrastructure Improvement (Sidewalks) - Access for 3800 individuals
- Rehabilitation (vacant units to rent) - Rehabilitate units for 6 LMI households
- New Housing Construction (Rental and Sales) - Add 4 new housing units for LMI households
- Owner-Occupied Rehabilitation - Rehabilitate housing units for 2 LMI households
- Emergency Rehabilitation - Rehabilitate housing units for 38 LMI households
- Direct Services to the LMI Community - Provide services to almost 3,500 LMI persons
- Action on Homelessness - Shelter 261 homeless persons and provide rapid re-housing for 5 households
- Demolition - Demolish 10 dilapidated buildings

3. Evaluation of past performance

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

The following represents outcomes reported in the County's first year of the 2015-2020 Consolidated Plan submitted and accepted by HUD in September 2017. For CDBG, Infrastructure projects (particularly well, septic, and water connections) were one of the top priorities for the County in Program Year (PY) 2016. A total of 38 LMI households now have clean drinking water and safe, sanitary septic systems through activities completed by the Charleston Water System and the Charleston County Community Development Department. In addition to these infrastructure projects, sidewalk projects were completed in North Charleston (with prior year funds) on the following streets:

- Kent Avenue - Suffolk Street to Accabee Road
- Stokes Avenue - Rivers Avenue to Railroad ROW
- Holmes Avenue - Durant Avenue to Mosstree Road
- Marilyn Drive - Holden Street to Alvie Street
- Louise Drive - Budds Avenue to Martha Drive
- Kent Avenue - Azalea Drive to Accabee Road
- Marilyn Drive - Alvie Street to Smokey Street
- Oakwood Avenue - Bexley Avenue to Mobile Home Park
- Ranger Drive - Rusty Street to 2779 Ranger Drive

A sidewalk was also completed with prior year funds in the Town of Ravenel, which connected Mobile Home Parks to E.B. Ellington Elementary.

Emergency Repairs were also one of the top priorities under CDBG for the County in PY2016, with 23 repairs performed during the year. Also using CDBG funds, public service activities reached the most vulnerable of the county residents through youth programs, literacy and workplace training, and legal and senior services. In total, 16,805 Charleston County residents received public services during the program year.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

A sequence of public hearings/meetings were held in 2017 and 2018 to discuss the preparation of the 2018 - 2019 Annual Action Plan, to answer resident questions, and to seek public input. Comments and feedback from citizens were consistently encouraged throughout the entire planning process. In addition, two hearings about the annual action plan were held on March 22, 2018 and March 27, 2018. The public comment period was held for 30 days from March 28 - April 28, 2018. See the Citizen Participation Section, which includes a summary of public hearing times/dates as well as public comments received.

Written comments on this draft plan should be addressed to: Dr. Anna Eskridge, Program Manager, Charleston County Community Development Department, (843) 202-6960, Charleston County Community Development Department (Suite C216, 4045 Bridge View Drive, North Charleston, SC, 29405. The deadline for receipt of written comments is April 28, 2018.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

See the Citizen Participation Section, which includes a summary of public hearing times/dates as well as public comments received.

Written comments on this draft plan should be addressed to: Dr. Anna Eskridge, Program Manager, Charleston County Community Development Department, (843) 202-6960, Charleston County Community Development Department (Suite C216, 4045 Bridge View Drive, North Charleston, SC, 29405. The deadline for receipt of written comments is April 28, 2018.

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

All comments were accepted.

7. Summary

Charleston County's community development programs seek to develop viable communities by providing affordable housing, a suitable living environment, and expanded economic opportunities. The Annual Action Plan enables Charleston County to examine the housing and community development needs of the county and to develop programs that effectively utilize the resources available to address these needs and improve the quality of life for low and moderate income residents.

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
Lead Agency	CHARLESTON COUNTY	
CDBG Administrator	CHARLESTON COUNTY	Community Development Department
HOPWA Administrator		
HOME Administrator	CHARLESTON COUNTY	Community Development Department
ESG Administrator	CHARLESTON COUNTY	Community Development Department
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

Charleston County’s Community Development Department administers the Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG) for Charleston County and is designated as the lead entity responsible for overseeing the development of the county’s Consolidated Plan. However, preparation and development of the plan required input from numerous individuals, municipalities, agencies and organizations throughout the county.

Consolidated Plan Public Contact Information

Jean Sullivan, Community Development Director
 Charleston County Government
 Lonnie Hamilton III Public Services Building
 4045 Bridge View Drive, Suite C-216
 North Charleston, South Carolina 29405

Phone: 843.202.6960

Email: jsullivan@charlestoncounty.org

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

1. Introduction

Charleston County is engaged in ongoing efforts to increase coordination amongst the complex network of public, private, and nonprofit organizations that deliver housing and social services to the community. As the administrators of HUD's CDBG, HOME and HESG programs, the County's Department of Community Development acts as a hub for community and economic development in the area. Open lines of communication are maintained between the County and the area's many non-profit and social service agencies.

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))

Charleston County staff is readily accessible and present at all County Council meetings to hear public comments on various public items on Council's agenda. Community Development staff is actively engaged in discussions and initiatives related to affordable housing; fair housing; Lowcountry Homeless Coalition (LHC) meetings and discussions; and, Planning and Zoning coordination. County staff is continuing discussions with the Charleston County Housing Authority to see how we can better partner.

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 local Continuum of Care's (CoC) 10-Year Plan to End Homelessness incorporates the five goals and themes of Opening Doors. A taskforce was convened to develop the 10-Year Plan. The special taskforce includes the Lowcountry Homeless Coalition and other HUD recipients, local officials, representatives from systems of care, the faith community, housing developers, homeless/formerly homeless individuals, and a variety of nonprofit organizations. The taskforce developed its own steps and action plans to achieve the goals, taking into consideration specific characteristics of our community. A departmental staff person is also on the Board of Directors for the local CoC.

Outreach teams work to establish relationships and trust amongst unsheltered homeless populations in Charleston County. The teams use the common assessment for homeless services to assess the vulnerability of unsheltered persons. Homeless service providers then use the vulnerability scores to identify who is most at risk and how to prioritize housing services. Outreach teams communicate and collaborate with each other through the help of the shared Homeless Management Information System (HMIS).

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

Charleston County is one of two HESG recipients in the CoCs geographic area. Lowcountry Homeless Coalition (LHC), the area CoC, uses HMIS data to identify the most successful interventions. LHC assisted in establishing these two funding priorities for 2018:

1. Rapid Re-housing
2. Shelter Operations

LHC collaborates with the other South Carolina CoCs and the South Carolina Office of Economic Opportunity (OEO) to establish state-wide HESG priorities; performance measures, HMIS data collection standards, and evaluation methods. The first priority is rapid re-housing, which has been proven to be the best practice to affect real change for this population.

LHC provides HESG data for the County's CAPER. HMIS data is reviewed monthly by LHC staff and quarterly by the Performance Review/Selection Committee. The Committee evaluates the performance of renewal projects in the following areas, as captured in HMIS: data quality; client exits to permanent housing; length of time homeless; exits with earned income and income from all sources; occupancy rate; and recidivism rate. Project performance is evaluated in comparison to LHC's performance objectives in each of these categories. New and renewal applicants are evaluated on general agency capacity: experience managing federal grants; review of monitoring visits; review of financial audits; timely payment of LHC Administrative Fees; PIT Count participation; CoC participation; adequate staffing and facilities; and use of best/evidence-based practices. Projects that serve clients with more barriers to housing are acknowledged and evaluated relative to their target-population.

Only LHC endorsed applications are considered for funding by the County HESG Program.

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	One80Place
	Agency/Group/Organization Type	Services-homeless
	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 Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Lowcountry Homeless Coalition (LHC) Participation; Response to Request For Application for ESG and CDBG; Presentation to Community Development Advisory Board.
2	Agency/Group/Organization	Florence Crittenton Programs of South Carolina
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless
	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?	Response to Request For Application for ESG; Lowcountry Homeless Coalition (LHC) Participation and Coordination; Presentation to Community Development Advisory Board.
3	Agency/Group/Organization	CHARLESTON AREA SENIOR CITIZENS
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Technical assistance; Response to Request For Application for CDBG; Presentation to Community Development Advisory Board.
4	Agency/Group/Organization	Dee Norton Lowcountry Children's Center
	Agency/Group/Organization Type	Services-Children Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Technical assistance; Response to Request For Application for CDBG; Presentation to Community Development Advisory Board.
5	Agency/Group/Organization	EAST COOPER MEALS ON WHEELS
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Technical assistance; Response to Request For Application for CDBG; Presentation to Community Development Advisory Board.
6	Agency/Group/Organization	Charleston County Housing & Redevelopment Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs Emergency Repair Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Technical assistance; CCHRA Board of Commissioner Meeting on 7/26/17; Emergency Repair Provider Meeting on 8/2/17
7	Agency/Group/Organization	PRO BONO LEGAL SERVICES
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Technical Assistance; Response to Request For Application for CDBG; Presentation to Community Development Advisory Board.
8	Agency/Group/Organization	TOWN OF AWENDAW
	Agency/Group/Organization Type	Services - Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Emergency Repair Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Meeting and Presentation at Town of Awendaw; Response to Request For Application for CDBG; Presentation to Community Development Advisory Board; Technical Assistance; Emergency Repair Provider Meeting on 8/2/17
9	Agency/Group/Organization	Operation Home
	Agency/Group/Organization Type	Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Emergency Repair Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Response to Request For Application for CDBG; Presentation to Community Development Advisory Board; Technical Assistance; Emergency Repair Provider Meeting on 8/2/17
10	Agency/Group/Organization	EAST COOPER COMMUNITY OUTREACH
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
11	Agency/Group/Organization	Metanoia
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Emergency Repair, Owner-Occupied Housing needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Response to Request For Application for CDBG, HOME, CHDO; Presentation to Community Development Advisory Board; Technical Assistance and regular meetings with staff; Emergency Repair Provider Meeting on 8/2/17
12	Agency/Group/Organization	TOWN OF HOLLYWOOD
	Agency/Group/Organization Type	Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Response to Request For Application for HOME; Presentation to Community Development Advisory Board; Technical Assistance
13	Agency/Group/Organization	CHARLESTON TRIDENT URBAN LEAGUE
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Response to Request For Application for CDBG; Presentation to Community Development Advisory Board; Meeting on 11/16/17.

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

Not applicable.

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 goals of the HESG annual action plan, as developed in coordination with the local Continuum of Care, will enhance and strengthen programs directly benefiting homeless and those at risk of homelessness.
HUD Strategic Plan 2014 - 2018	U.S. Department of Housing and Urban Development	End homelessness; fair housing
Opening Doors: Federal Strat. Plan on Homelessness	United States Interagency Council on Homelessness	End homelessness

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Blueprint to End Homelessness in South Carolina	South Carolina Council on Homelessness	Programs to prevent homelessness (rapid re-housing)
Charleston County Comprehensive Plan	Charleston County Planning Department	Affordable housing
Berk.-Chas.-Dor. Housing Needs Assessment	Charleston County Planning Department	Affordable housing
Comprehensive Development Plan	City of North Charleston	Affordable housing; end homelessness
Public Housing Authority Five-Year Plan	Charleston County Housing and Redevelopment Authority	Affordable housing

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

As shown in this section, Charleston County is engaged in ongoing efforts to increase coordination amongst the network of public, private, and nonprofit organizations to administrator HUD's CDBG, HOME and HESG programs.

AP-12 Participation – 91.105, 91.200(c)

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

Citizen participation is a critical part of the planning process. Citizens are encouraged to participate in all phases of the CDBG, HOME, and HESG programs and are provided full access to program information.

The County's Community Development Department conducts public hearings during the course of a year for the purpose of providing information on Community Programs to County residents and to receive comments from citizens regarding program activities. At a minimum, hearings are conducted to obtain citizen's views on community development needs, prior to developing funding policies and to receive citizen's comments on proposed activities, prior to final funding decisions being made. Hearings are conducted at locations other than the County Council meeting chambers, to make them more convenient to residents, and hence increase the likelihood of citizen participation for those low-to-moderate income residents where housing and community development funds may be spent. At least once per year, generally scheduled to coincide with each year's annual HUD allocation, a public hearing is held in each of the participating jurisdictions (at the request of the jurisdictions). Hearings are held in the evening to encourage greater public attendance. A sequence of public meetings was held in 2017-2018 to discuss the preparation of the 2018 - 2019 Annual Action Plan, to answer resident questions, and to seek public input. Comments and feedback from citizens are consistently encouraged.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Hearings were held separately in the following jurisdictions: Town of Awendaw, Town of Hollywood, Town of James Island, Town of Lincolnton, Town of Ravenel, Town of Mount Pleasant, and Town of McClellanville.		Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Charleston County citizens invited to public hearings on Thursday, March 22, 2018 at City of North Charleston Council Chambers on Tuesday, March 27, 2018 and at the Charleston County Council Chambers in North Charleston as well as comment on the Annual Action Plan (comment period March 28 - April 28, 2018).	To be determined.		

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 Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Charleston County citizens invited to public hearings to comment on the PY18 Annual Action Plan and proposed PY18 projects. Hearings held on Thursday, March 22, 2018 at City of North Charleston Council Chambers on Tuesday, March 27, 2018 and at the Charleston County Council Chambers in North Charleston.	To be determined.		

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)
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The draft PY18 Annual Action Plan and related notices are posted on the Charleston County Community Development webpage.	TBD		

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

CDBG, HOME, and ESG are the entitlement grant funds Charleston County receives directly from HUD.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,462,915	0	139,997	1,602,912	3,651,715	These are estimates only. CDBG funds will be allocated for the administration of the program, Fair Housing activities, programs and services benefiting the public, community revitalization and other eligible activities.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	513,443	0	238,227	751,670	1,275,117	These are estimates only.HOME funds will be used to support administration of the program, the development and revitalization of housing for low to moderate income individuals and families, and other activities related to creating suitable living environments.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	145,113	0	2,634	147,747	294,690	These are estimates only. ESG funds will be used to provide homeless management information system (HMIS) technical assistance, rapid re-housing, and shelter operations.

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

Match/leveraged funds are satisfied in each project by the Subrecipient documenting their matching funds in the monthly/quarterly reporting system, or when they ask for reimbursement for the activity that they were funded. In addition, County staff monitors each Subrecipient on an annual basis at a minimum. Staff reviews each file’s documentation and also requests a copy of their audit to make sure there were no findings. Staff provides technical assistance where needed to all Subrecipients.

All HOME projects require a leveraging match of at least 25% of the total HOME funds awarded. The match funds must be from non-federal

sources (unless the federal source allows the match) and be permanently committed to a HOME-assisted or eligible project. Eligible match includes: cash, donated land, donated labor, percentage of bond financing, direct costs of supportive services and homebuyer counseling. Subrecipients are required to provide proof of match either with their application, or prior to the release of HOME funds for the project. The County reserves the right to use accumulated match in extenuating circumstances.

All ESG projects must follow the matching requirements outlined in 24 CFR 576.201. Although the regulations detail the requirements, some of the rules are as follows: The recipient must make matching contributions to supplement the recipient's ESG program in an amount that equals the amount of ESG funds provided by HUD. Contributions used to match a previous ESG grant may not be used to match a subsequent ESG grant. The matching requirement may be met by one or both of the following: cash or noncash contributions (noncash contributions must be calculated according to the rules outlined in 24 CFR 576.201).

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 County's Public Services Building acts as a hub for administering the CDBG, HOME, and HESG programs as well as a meeting place for hearings and meetings to discuss plan goals.

Discussion

CDBG funds will be allocated for the administration of the program, Fair Housing activities, programs and services benefiting the public, community revitalization and other eligible activities. HOME funds will be used to support administration of the program, the development and revitalization of housing for low to moderate income individuals and families, and other activities related to creating suitable living environments. ESG funds will be used to provide homeless management information system (HMIS) technical assistance, rapid re-housing, and shelter operations.

Palmetto Community Action Partnership was awarded \$40,000 in PY17 but decided to return the funds to Charleston County. Those funds are included in the Prior Year Resources for CDBG.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator

Table 6 – Goals Summary

Goal Descriptions

SEE TABLE ON NEXT PAGE.

PRIORITIES, GOALS, AND PROJECTS		FUNDING	OUTCOMES	UNITS
Priority	<u>Affordable Housing and Suitable Living Options</u>	-	-	-
Goal	Rehabilitation (vacant units to rent)			
Project	Rehabilitation of vacant units in Charleston County	\$ 252,014	6	units
Goal	New Housing Construction (Rental and Sales)			
Project	New Housing in Charleston County	\$ 348,311	4	units
Goal	Owner-Occupied Rehabilitation			
Project	Owner-Occupied Rehabilitation in Charleston County	\$ 100,000	2	households
Goal	Emergency Rehabilitation			
Project	Emergency Repair Program	\$ 361,808	38	households
Priority	<u>Infrastructure Improvements and Development</u>	-	-	-
Goal	Well and Septic Improvements			
Project	Well, Septic and Infrastructure Connection Program	\$ 300,000	30	households
Goal	Infrastructure Improvement (Sidewalks)			
Project	Sidewalk Improvements	\$ 329,083	3800	individuals
Goal	Demolition			
Project	Demolition of dilapidated structures	\$ 100,000	10	houses
Priority	<u>Social Services to Benefit the LMI Community</u>	-	-	-
Goal	Direct Services to the LMI Community			
Project	Public Services for Charleston County Residents	\$ 219,437	3317	individuals
			68	households
			75	homeless persons sheltered
Priority	<u>Homeless Needs</u>	-	-	-
Goal	Action on Homelessness			
Project	Rapid Re-housing	\$ 58,873.50	5	households
Project	Shelter Operations	\$ 73,873.50	261	individuals

Projects

AP-35 Projects – 91.220(d)

Introduction

Projects

#	Project Name

Table 7 - Project Information

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

SEE INFORMATION IN SECTION AP-20 AS WELL AS ATTACHMENTS FOR MORE INFORMATION

AP-38 Project Summary

Project Summary Information

SEE INFORMATION IN SECTION AP-20 AS WELL AS ATTACHMENTS FOR MORE INFORMATION

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

Charleston County awards grant funds to support housing and community development activities throughout the County (with the exception of City of Charleston, which has its own HUD funding). These funds support projects under the CDBG, HOME, and HESG programs. Grant funds are made available for use across the county.

The lowest incomes tend to be concentrated in parts of the City North Charleston and also in the county's rural areas. According to the 2010 Census, White residents make up 64.2 percent, African Americans make up 29.8 percent, Asian Americans make up 1.3 percent, and Latino residents make up 5.4 percent (other racial/ethnic groups were less than 2 percent). While African Americans are widely dispersed throughout the county, they are concentrated (40 percent or higher) in sections of almost every municipality and rural area. However, the largest concentration of African Americans (74 percent or higher) is in parts of West Ashley, Mount Pleasant, and in the northern part of the City of Charleston's peninsula leading up and adjacent to the City of North Charleston (an area generally referred to as "the Neck"). The highest concentration of low-income families was also located in "the Neck" area. Although grant funds are made available for use across the county, some subrecipients concentrate their work in the City of North Charleston as well as the rural parts of the county.

Geographic Distribution

Target Area	Percentage of Funds
Countywide	95
County (Rural only)	5

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

There are needs throughout the county (including rural areas), so funds are distributed wherever they can be best utilized by partnering organizations. Charleston County Well, Septic and Infrastructure Upgrades typically occur in rural areas of the County, which is represented by 5 percent of the total funds (this is an estimate only).

Discussion

Charleston County's partnering organizations serve the needs of LMI residents in all of the county's communities, so no area is prioritized over another.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Charleston County is committed to supporting the development of affordable housing for low and moderate income families in the communities throughout the county.

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	48
Special-Needs	0
Total	53

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	4
Rehab of Existing Units	44
Acquisition of Existing Units	0
Total	53

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

Discussion

While the one year goals show support for 48 non-homeless households, some of these recipients could be homeless and/or special-needs. Specifically, homeless and special-needs households could potentially receive one of the four new units or one of the six acquired/rehabilitated existing units. However, the determinations of who will receive these units will be made at a future date.

Note: included in the tables is rental assistance under ESG as well as CDBG-funded emergency repairs on owner-occupied homes.

AP-60 Public Housing – 91.220(h)

Introduction

There are two Public Housing Authorities that operate within the County's jurisdiction (outside the City of Charleston city limits): the Charleston County Housing and Redevelopment Authority (CCHRA) and the North Charleston Housing Authority.

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

CCHRA

There are 1,079 vouchers allocated for use in Charleston County. The Charleston County Housing and Redevelopment Authority (CCHRA) opened Housing Choice Voucher Program waiting list on Monday, February 5, 2018 at 9:00 a.m. The Housing Choice Voucher Program (HCVP) accepted 500 applications.

CCHRA also oversees the management and operations of 399 one, three, and four bedroom housing units (143 single-family homes and 256 elderly residences). The single family homes are located in 50 different subdivisions throughout Charleston County. Public Housing serves an average of 508 families annually. The Charleston County Housing and Redevelopment Authority (CCHRA) opened the Public Housing waiting list on Monday, February 5, 2018 at 9:00 a.m. and accepted 500 applications.

North Charleston Housing Authority

The North Charleston Housing Authority released an application for up to 1,000 applications for the Section 8 Housing Choice Voucher waiting list at February 1, 2018 at 6 p.m.

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

CCHRA administers two programs to help residents become economically self-sufficient:

1. The Family Self-Sufficiency (FSS) program, a Section 8 program of the United States Department of Housing and Urban Development (HUD) encourages communities to develop local strategies to help assisted families obtain employment that will lead to economic independence and self-sufficiency. Residents in the Section 8 Program may sign up to participate in FSS. The program works with residents, who establish goals such as, continuing their education, job training, purchasing a first-time home, or starting a small business. Residents who participate in the program must agree to work toward achieving their goals and participate in specific training. Participants build escrow accounts from their rent payments to help them reach their final goal at the completion of the program. The Resident Services Department works with various agencies in the community to develop resources for participating FSS family members.

2. The Individual Development Accounts Program is administered by the Lowcountry Housing & Economic Development Foundation, Inc. (LHEDF). This asset building program helps participating families learn about saving money, budgeting, and more, through financial literacy training. They also receive goal specific training. The three-year program provides matching funds (2:1) as participants save for purposes such as buying a first home, going to college, or starting a small business.

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

N/A

Discussion

Although the various waiting lists re-opened this year, the need for housing is greater than the availability.

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

Introduction

Homelessness is a particularly troublesome and complex issue that plagues communities across the nation. A major reason that homelessness is so difficult to combat is that it has many causes with overlapping and interrelated variables. The cause of any one person's homelessness often lies, not in a single factor, but at the convergence of multiple events and conditions. From one angle, homelessness can be seen as an economic problem - caused by unemployment, foreclosure, or poverty. From another viewpoint, homelessness could appear to be a health issue - as many homeless persons struggle with one or more conditions such as mental illness, physical disability, HIV, or substance abuse. Looking at the problem another way, homelessness emerges as a social problem - with factors such as domestic violence, educational attainment, or race lying at the root. In reality, homelessness is caused by all of these issues, sometimes simultaneously. As such, fighting homelessness requires a truly collaborative, community-based approach.

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

Lowcountry Homeless Coalition (the area CoFC) uses a Coordinated Entry System (CES) that covers a seven county service area (including Charleston County) and therefore employs unique aspects to address the differing needs that exist in these urban and rural settings. Outreach teams throughout the service area target both known locations where persons live unsheltered and service sites where homeless persons go to receive services. They assess all households engaged through outreach and/or who seek housing assistance to determine their level of vulnerability and appropriateness for housing interventions. The CES is advertised and participated in by all service providers in the service area and by SC 211, a human services information call center staffed 24/7. In addition, the CES includes a housing crisis hotline that LHC manages. This emergency hotline takes the burden of navigation off of the individual or family and ensures that everyone in the community has equal access to the services available. All federally funded housing services provided within the CoC are prioritized based upon vulnerability. All outreach workers and service providers use HMIS to build and update our Prioritization List and a By-Name List on an ongoing basis.

Addressing the emergency shelter and transitional housing needs of homeless persons

One80 Place offers emergency shelter for individual men and women and/or women with children. Permanent Housing is the one of the main needs for many of the individuals living in emergency shelter or transitional housing in Charleston County. Research has shown that providing adequate, stable housing and supportive services is less expensive than allowing persons to live unsheltered because the costs of housing are less than local hospitals and jails or detention centers. Formerly homeless persons in stable housing enter the ER and jail systems at far lower rates than persons living unsheltered. Currently Charleston's HUD-funded permanent supportive housing developments are at full capacity and the County and its collaborative partners need to pursue alternative means to secure supportive housing for these unsheltered populations if the community is to

achieve an end to homelessness in Charleston.

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

One80 Place, Origin SC, and Florence Crittenton provide rapid re-housing financial services to help individuals and families get back into housing quickly. Origin SC offers Permanent Supportive Housing for chronically homeless individuals. Origin SC and Florence Crittenton both offer homeless prevention services to help families stay in their current housing.

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.

Origin SC and Florence Crittenton both offer homeless prevention services to help families stay in their current housing. These can certainly help those persons who are exiting institutions of care. The Humanities Foundation, a member of the LHC, also administers a program called ShelterNet, which assists persons who are at-risk of becoming homeless by providing financial assistance to prevent them from losing their homes or apartments. Humanities Foundation also provides permanent housing for formerly homeless persons in several of its developments.

Discussion

Charleston County is one of two HESG recipients in the CoCs geographic area. LHC, the area CoC, uses HMIS data to identify the most successful interventions. LHC assisted in establishing these two funding priorities for 2016-2020:

1. Rapid Re-housing
2. Shelter Operations

LHC collaborates with the other South Carolina CoCs and the South Carolina Office of Economic Opportunity (OEO) to establish state-wide HESG priorities, performance measures, HMIS data collection standards, and evaluation methods. The first priority is rapid re-housing, which has been proven to be the best practice to affect real change for this population.

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

Introduction:

The provision of safe, decent affordable housing is one of the greatest challenges facing Charleston County, its development partners, and many jurisdictions across the State and Nation.

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 Analysis of Impediments to Fair Housing Choice for the Charleston region discusses several actions to remove barriers to affordable housing: Introduce inclusionary zoning as an affordable housing tool that links the production of affordable housing to the production of market-rate housing, which either requires or encourages new residential developments to make a certain percentage of the housing units affordable to low- or moderate- income residents; Increase TBRA or Section 8, VASH options; Provide additional financial incentives to Charleston area housing developers who provide additional affordable housing options; Continue working closely with the local Housing Authorities; Continue working with local lenders including CDFIs like the South Carolina Community Loan Fund to encourage additional investments and lending activity within the county.

Discussion:

Two factors contribute to the Charleston County's affordable housing problem: 1) A household's ability to afford housing based on its income, and 2) the price of housing. In response, the County will work with the City of Charleston and City of North Charleston in implementing the strategies mentioned previously. In addition, the County (through its partners) will employ activities intended to foster the development of affordable housing for low-to-moderate income families and individuals such as rehabilitating vacant units to sell or rent, constructing new housing to sell or rent, and rehabilitating owner-occupied housing.

AP-85 Other Actions – 91.220(k)

Introduction:

Through its Community Development programs, the County seeks to meet underserved needs, create and maintain affordable housing, reduce lead-based paint hazards, reduce the number of families in poverty, develop institutional structure, and enhance coordination between public and private housing and social service agencies. Actions related to address these obstacles are discussed throughout this section.

Actions planned to address obstacles to meeting underserved needs

The County seeks to meet underserved needs through its housing and community development programs. A particular need in the Charleston County is financial assistance to persons who are homeless or who are at-risk of becoming homeless. The County addresses this need by providing funds to nonprofit organizations serving homeless individuals and households. In addition, infrastructure improvements - to include well/septic upgrades and infrastructure connections, mostly in underserved communities, will help to foster safe and decent living environments for the residents of Charleston County.

Actions planned to foster and maintain affordable housing

The County (through its partners) will employ activities intended to foster and maintain affordable housing for low-to-moderate income families and individuals such as rehabilitating vacant units to sell or rent, constructing new housing to sell or rent, and rehabilitating owner-occupied housing.

Actions planned to reduce lead-based paint hazards

Charleston County requires documented evidence of adherence to the LSHR requirements and evaluates project management to ensure awardee compliance with county policies in the area of LBP Hazards oversight.

Actions planned to reduce the number of poverty-level families

Some of the actions Charleston County will take this program year are as follows:

- (1) Through the use of collaborative partnerships, provide additional and improved housing by engaging in the rehabilitation and creation of housing;
- (2) Provide essential legal services supporting home and family stability through a non-profit partner funded for that purpose;
- (3) Through the County's partnering institutions, provide persons who are at risk of becoming homeless with rapid re-housing, rental, mortgage and/ or utility assistance;
- (4) A non-profit partner funded by the County will provide comprehensive health services to uninsured and

under-insured low-income adults at no cost; and,

(5) Fund partners that assist homeless individuals and households with overnight shelter.

Actions planned to develop institutional structure

Charleston County's Community Development Department continues to improve its processes and programs by participating in HUD-sponsored training and other training activities that will increase our capacity to deliver superior service to low and moderate income citizens in Charleston County. The Department is also building its capacity by continuing to partner with nonprofit housing and public service providers as well as engaging professional services (e.g., well drilling) when necessary to ensure that the needs of the community are being addressed. The Department is fortunate to have a Community Development Advisory Board to assist it in making funding decisions and meeting the needs of the community.

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

Charleston County has targeted significant CDBG and HOME resources for its housing partners to build affordable housing and rehabilitate existing units and owner-occupied homes. The County will continue to work with its partners to encourage affordable housing.

Discussion:

Overall, Charleston County is engaged in ongoing efforts to increase coordination amongst the complex network of public, private, and nonprofit organizations that deliver housing and social services to the community. As the administrators of HUD's CDBG, HOME and HESG programs, the County's Department of Community Development acts as a hub for community and economic development in the area. Open lines of communication are maintained between the County and the area's many non-profit and social service agencies.

Program Specific Requirements

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

Introduction:

The following items provide responses for additional regulatory requirements for the CDBG, HOME, and HESG programs.

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.	90.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

N/A

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The County uses recapture as its method of protecting affordability. All properties receiving financial assistance from the County for homeownership and homebuyer activities must ensure that the housing remains affordable to families with incomes of 80 percent or less of the area median for at least the minimum affordability period based on the initial amount of assistance provided. The affordability requirements will be enforced with restrictive covenants or liens that will be recorded with the County Register Mesne Conveyance (RMC). More details about the guidelines can be found in the County's HOME Program Operating and Procedures Manual.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

For all homebuyer or homeowner activities to include owner-occupied rehabilitation, homebuyer down payment and closing cost assistance and housing development subsidies that cause the unit to be sold below fair market value projects, a recapture provision shall be utilized. These subsidies represent a direct subsidy to the homebuyer. If the home is sold during the period of affordability, the County must be notified of the sale. The County will execute written agreements that reflect the recapture provisions at or before the time of sale and will be enforced via a recorded lien. All County initiated activities for homebuyer and homeownership activities will have an affordability period as required by 24 CFR Part 92.254. Homeowner occupied rehabilitation lien documents will be placed for not more than 10 years. CHDO's and or subrecipients will be required to enforce these recapture provisions. These provisions will be included in the lien/loan documents. More details about the guidelines can be found in the County's HOME Program Operating and Procedures Manual.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

No funding will be utilized to refinance existing debt.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

See attached "Monitoring Plan," which is applicable to all Urban Entitlement projects.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Lowcountry Homeless Coalition (the area CofC) uses a Coordinated Entry System (CES) that covers a seven county service area (including Charleston County) and therefore employs unique aspects to address the differing needs that exist in these urban and rural settings. Outreach teams throughout the service area target both known locations where persons live unsheltered and service sites where homeless persons go to receive services. They assess all households engaged through outreach and/or who seek housing assistance to determine their level of vulnerability and appropriateness for housing interventions. The CES is advertised and participated in by all service providers in the service area and by SC 211, a human services information call center staffed 24/7. In addition, the CES includes a housing crisis hotline that LHC manages. This emergency hotline takes the burden of navigation off of the individual or family and ensures that everyone in the community has equal access to the services available. All federally funded housing services provided within the CoC are prioritized based upon vulnerability. All outreach workers and service providers use HMIS to build and update our Prioritization List and a By-Name List on an ongoing basis.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The County issues a Request for Applications (RFA) requesting that interested agencies apply for ESG eligible activities. After applications are received, an ad hoc grant review subcommittee reviews/scores the applications and provides the scores to the Community Development Advisory Board (CDAB). The CDAB makes funding recommendations, which are then reviewed and approved during a Charleston County Council public hearing. The public hearing notice is published in The Post & Courier. For HESG funding, the Lowcountry Homeless Coalition first reviews project requests and endorses selected projects for the Boards consideration.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

A homeless and/or formerly homeless individual participates in the Lowcountry Homeless Coalition, the CoC governing body. Charleston County consults LHC when prioritizing policy and funding decisions related to the ESG program.

5. Describe performance standards for evaluating ESG.

See attached "Monitoring Plan," which is applicable to all Urban Entitlement projects.

ATTACHMENTS

ATTACHMENT 1: CHARLESTON COUNTY ESTIMATED AMOUNTS AND PROJECTS

ATTACHMENT 2: CITY OF NORTH CHARLESTON ESTIMATED AMOUNTS AND PROJECTS

ATTACHMENT 3: CITIZEN PARTICIPATION PLAN UPDATE

PLEASE NOTE: CHARLESTON COUNTY AND THE CITY OF NORTH CHARLESTON HAVE NOT RECEIVED THEIR FUNDING ALLOCATIONS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), SO THIS PLAN IS A DRAFT ONLY.

THIS ATTACHMENTS SHOW THE LIST OF PROJECTS SUBMITTED TO THE NORTH CHARLESTON CITY COUNCIL FOR THE MARCH 22, 2018 PUBLIC HEARING AND THE CHARLESTON COUNTY COUNCIL FOR THE MARCH 27, 2018 PUBLIC HEARING. THESE AMOUNTS WILL NOT BE FINALIZED UNTIL CHARLESTON COUNTY AND THE CITY OF NORTH CHARLESTON RECEIVE NOTICE OF THEIR PY2018 FUNDING ALLOCATIONS FROM HUD.

CONTINGENCY PLANS FOR FUNDING:

Charleston County Contingency Plan

If HUD allocation is **more** than estimate:

- Distribute unallocated funds evenly across projects the Board recommended for funding (CDBG Public Service Cap may limit increases for public service projects).

If HUD allocation is **less** than estimate:

- Decrease funds evenly across projects the Board recommends for funding (however, projects awarded the \$10,000 minimum will not change). This won't apply to CHDO funds because they were set aside in a previous year.
- For CDBG, if decrease is less than \$50,000, then the Well & Septic program will be decreased by the shortfall amount. If decrease is more than \$50,000, then the Well & Septic program will be decreased by \$50,000 and the remaining cut will be distributed among the other CDBG projects.

City of North Charleston Contingency Plan

Each project amount will be adjusted proportionately based upon actual funding.

ATTACHMENT 1: CHARLESTON COUNTY ESTIMATED AMOUNTS AND PROJECTS

PY 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING*
Community Development Advisory Board Recommendations
Program Year 2018 Annual Action Plan (FY 2019)

INFRASTRUCTURE

REQUESTING ORGANIZATION: Charleston County Community Development Department
PROJECT TITLE: Well, Septic, Infrastructure Connection, and Maintenance Program
PROJECT DESCRIPTION: Provide clean water and sanitary wastewater by upgrading failing wells and septic systems, maintaining well and septic systems, or connecting LMI households to existing infrastructure and to provide HUD-related program management.
RECOMMENDED FUNDING: \$300,000

REHABILITATION & PRESERVATION PROJECTS

REQUESTING ORGANIZATION: East Cooper Faith Network
PROJECT TITLE: Fix It! Roofing Project
PROJECT DESCRIPTION: Fix It!'s Roofing Project purpose is to ensure low income families in the East Cooper are living in dry conditions to help ensure that their home is safe and healthy.
RECOMMENDED FUNDING: \$31,808

REQUESTING ORGANIZATION: Operation Home
PROJECT TITLE: The Critical Home Repair Program of Charleston County
PROJECT DESCRIPTION: Operation Home is performing emergency repairs to ensure safe and accessible living environments. Repairs may include accessibility ramps, roof replacement, repair and replacement of ceilings, flooring, or walls.
RECOMMENDED FUNDING: \$125,000

REQUESTING ORGANIZATION: Town of Awendaw
PROJECT TITLE: Emergency Housing Repair
PROJECT DESCRIPTION: Perform emergency repairs on LMI dwellings within the Town.
RECOMMENDED FUNDING: \$100,000

PUBLIC SERVICE PROJECTS

REQUESTING ORGANIZATION: Charleston Area Senior Citizen Services
PROJECT TITLE: Meals on Wheels of Charleston
PROJECT DESCRIPTION: Meals on Wheels provides a hot meal and a daily safety check to homebound seniors in Charleston County. This service not only provides a meal but direct interaction with each client that is important in determining if the client may be in need of other support services to remain in their home.

RECOMMENDED FUNDING: \$10,000

REQUESTING ORGANIZATION: Charleston Pro Bono Legal Services
PROJECT TITLE: Legal Services Supporting Family & Home Stability
PROJECT DESCRIPTION: Charleston Pro Bono Legal Services provides essential legal services to low-income children, families, and individuals. Specifically, the organization provides free civil legal services to overcome the legal barriers, prevent injustice, and secure basic needs such as food and shelter for those in our community who need it most.

RECOMMENDED FUNDING: \$10,000

REQUESTING ORGANIZATION: Charleston Trident Urban League
PROJECT TITLE: Fair Housing Program (FHP)
PROJECT DESCRIPTION: CTUL's program will work to expand the provisions of the Fair Housing Act to individuals who will be made aware of illegal acts affecting themselves or others in their community, because of their race, color, religion, national origin, sex, familial status or disability, and the rights available to them.

RECOMMENDED FUNDING: \$10,000

REQUESTING ORGANIZATION: East Cooper Community Outreach (ECCO)
PROJECT TITLE: Access to Health and Wellness Services
PROJECT DESCRIPTION: ECCO will provide comprehensive health services to uninsured and under-insured low-income adults with no cost to the client. Individuals will receive personalized medical and dental care, prescription assistance, eye exams and glasses along with health education from certified industry professionals. This project aims to improve the physical and/or mental well-being of ECCO's clients, while equipping individuals and their families with the knowledge and tools to prevent future health issues.

RECOMMENDED FUNDING: \$15,000

REQUESTING ORGANIZATION: East Cooper Meals on Wheels (ECMOW)
PROJECT TITLE: Feeding the Home Bound and Enhancing their Nutrition
PROJECT DESCRIPTION: ECMOW is committed to eliminating senior and disabled resident hunger and malnutrition to allow these at-risk residents to live independently in their homes in dignity and respect and without the fear of isolation and fear of where the next meal is coming from.

RECOMMENDED FUNDING: \$24,000

REQUESTING ORGANIZATION: Dee Norton Lowcountry Children's Center (DNLCC)
PROJECT TITLE: Coordinated Community Response to Child Abuse
PROJECT DESCRIPTION: The DNLCC Coordinated Community Response to Child Abuse program provides the necessary community coordination for the identification and treatment of child abuse victims and their non-abusing family members, as well as for the successful prosecution of offenders. This project aims to prevent child maltreatment through primary prevention and education in the community and through direct interventions with children and their caregivers.

RECOMMENDED FUNDING: \$7,500

REQUESTING ORGANIZATION: Humanities Foundation
PROJECT TITLE: ShelterNet
PROJECT DESCRIPTION: ShelterNet provides emergency financial assistance to very low-income households facing eviction/foreclosure or utility disconnection because they have temporarily fallen behind on their bills. The program also assists homeless individuals and families by helping with deposits to enable them to move into permanent housing.

RECOMMENDED FUNDING: \$10,000

REQUESTING ORGANIZATION: James Island Outreach
PROJECT TITLE: 2018 Food Pantry Fund
PROJECT DESCRIPTION: James Island Outreach has been meeting the food and emergency needs of the James Island and Folly Beach Communities for 28 years. Last year, James Island Outreach received 113,142 pounds in food donations. This food comes from community food drives, schools, Boy Scouts, churches, local grocery stores and the Lowcountry Food Bank. Unfortunately, food needs exceed the amounts received in donations, leaving a shortfall of food that needs to be purchased.

RECOMMENDED FUNDING: \$10,000

REQUESTING ORGANIZATION: Lowcountry Homeless Coalition
PROJECT TITLE: Housing Crisis Line
PROJECT DESCRIPTION: Each year about 1,700 people in our community experience homelessness. This large need requires an easily accessible, consistent "entry point" for people who are in need of shelter and housing assistance. The Lowcountry Homeless Coalition has developed and currently leads the Coordinated Entry System which includes management of The Housing Crisis Line. This emergency hotline takes the burden of navigation off of the individual or family and ensures that everyone in the community has equal access to the services available.

RECOMMENDED FUNDING: \$7,376

CDBG PLANNING AND ADMINISTRATION

REQUESTING ORGANIZATION: Charleston County Community Development Department
PROJECT DESCRIPTION: Administrative support to operate, contract, and monitor the Community Development Block Grant Program.

RECOMMENDED FUNDING: \$292,583

** Total funding available is an estimate; it is anticipated that final funding amounts will be available in May 2018. The Advisory Board approved a contingency plan to increase/decrease award amounts evenly should HUD's funding change.*

PY 2018 HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) FUNDING*
Community Development Advisory Board Recommendations
Program Year 2018 Annual Action Plan (FY 2019)

AFFORDABLE HOUSING- NEW CONSTRUCTION

REQUESTING ORGANIZATION: Sea Island Habitat for Humanity
PROJECT TITLE: Johns Island House Build Project
PROJECT DESCRIPTION: Build an affordable house on land the organization owns on Johns Island for an LMI family.
RECOMMENDED FUNDING: \$70,000

REQUESTING ORGANIZATION: Town of Hollywood
PROJECT TITLE: Holly Grove Duplex Affordable Housing Project
PROJECT DESCRIPTION: Construct affordable rental housing units for LMI households.
RECOMMENDED FUNDING: \$211,282

REHABILITATION – RENTAL

REQUESTING ORGANIZATION: Tricounty Weatherization Group HOME, LLC
PROJECT TITLE: 2018 TWG HOME
PROJECT DESCRIPTION: TWG Home will identify and purchase units in Charleston County to renovate and lease to low-income households. The purpose of this project is to provide quality affordable housing units to LMI households.
RECOMMENDED FUNDING: \$69,562.97

REHABILITATION – RENTAL (CHDO)

REQUESTING ORGANIZATION: Metanoia
PROJECT TITLE: Carlton and Suffolk St Rehab
PROJECT DESCRIPTION: Metanoia will rehabilitate 2 units of affordable, quality rental housing located at 1919 Carlton St and 2222 Suffolk Ave.
RECOMMENDED FUNDING: \$60,000.00

AFFORDABLE HOUSING (CHDO)

REQUESTING ORGANIZATION: Charleston County Community Development Department
PROJECT TITLE: Community Housing Development Organizations (CHDO) Set-Aside
PROJECT DESCRIPTION: Reserved funds for CHDO activities for future allocation
RECOMMENDED FUNDING: \$27,029

HOME PLANNING AND ADMINISTRATION

REQUESTING ORGANIZATION: Charleston County Community Development Department
PROJECT DESCRIPTION: Administrative support to operate, contract, and monitor the HOME Program.
RECOMMENDED FUNDING: \$51,344

** Total funding available is an estimate; it is anticipated that final funding amounts will be available in May 2018. The Advisory Board approved a contingency plan to increase/decrease award amounts evenly should HUD's funding change.*

PY 2018 HEARTH EMERGENCY SOLUTIONS GRANT (HESG) FUNDING*
Community Development Advisory Board Recommendations
Program Year 2018 Annual Action Plan (FY 2019)

RAPID RE-HOUSING AND SHELTER OPERATIONS

REQUESTING ORGANIZATION: Florence Crittenton Programs of South Carolina
PROJECT TITLE: Rapid Re-Housing for Families
PROJECT DESCRIPTION: Project will provide housing and home-based support services for five homeless families who have at least one child under the age of five, for a time period of up to one year.
RECOMMENDED FUNDING: \$58,873.50

REQUESTING ORGANIZATION: One80 Place
PROJECT TITLE: Shelter Operations
PROJECT DESCRIPTION: One80 Place requests \$85,000 to help offset the cost of shelter operations in order to provide a safe, secure environment for homeless men, women and families in need. Specifically, these funds will be used to cover the costs of utilities, repairs, maintenance, supplies and a kitchen assistant.
RECOMMENDED FUNDING: \$73,873.50

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) SET-ASIDE

REQUESTING ORGANIZATION: One80 Place (on behalf of Lowcountry Homeless Coalition)
PROJECT TITLE: Homeless Management Information System (HMIS) Management
PROJECT DESCRIPTION: Provide HMIS technical assistance, training, and quality assurance reporting and monitoring for all Charleston County Emergency Solutions Grant sub-recipients.
RECOMMENDED FUNDING: \$15,000

** Total funding available is an estimate; it is anticipated that final funding amounts will be available in May 2018. The Advisory Board approved a contingency plan to increase/decrease award amounts evenly should HUD's funding change.*

ATTACHMENT 2: CITY OF NORTH CHARLESTON ESTIMATED AMOUNTS AND PROJECTS

Name/Organization	Program	2018-2019 funding recommended
CDBG Funding		
City of North Charleston	Recreation Department - Summer Camps	\$ 12,000
Charleston Area Senior Citizens Services, Inc.	Meals on Wheels	\$ 18,000
Humanities Foundation	ShelterNet	\$ 10,000
Carolina Youth Development Center	Freedom School 2018	\$ 10,000
Pro Bono Legal Services, Inc.	Legal Services	\$ 8,000
Trident Literacy Association	Workplace Literacy Skills for LMI Adults	\$ 15,000
Dee Norton Lowcountry Children's Center	Collaborative Community Response to Child Abuse	\$ 6,500
Charleston Trident Urban League	Fair Housing Services	\$ 8,000
Lowcountry Homeless Coalition	Housing Crisis Line	\$ 5,061
One80 Place	Men's Shelter/Family Center Operations	\$ 15,000
Coastal Community Foundation of SC	The N.E.W. Fund	\$ 3,000
WINGS for Kids	Giving WINGS to Kids in North Charleston	\$ 5,000
City of North Charleston	Demolitions	\$ 100,000
City of North Charleston	Sidewalks	\$ 329,083
Metanoia	Emergency Home Repairs	\$ 60,000
Operation Home	Emergency Home Repairs	\$ 45,000
HOME Funding		
Metanoia	Owner Occupied Rehabilitation Program	\$ 100,000
Tricounty Weatherization Group HOME, LLC	2018 TWG HOME	\$ 100,000
CHDO Funding		
HERIndependence	HERI201801	\$ 22,451
Metanoia	Misroon Street Project	\$ 40,000



COUNTY OF CHARLESTON, SOUTH CAROLINA

CITIZEN PARTICIPATION PLAN

INTRODUCTION

The Citizen Participation Plan (CPP) has been prepared and implemented pursuant to federal regulations (U. S. Department of Housing and Urban Development (HUD) Regulations 24 CFR Part 91.105) and Charleston County's desire to encourage and support public participation in the development of the documents related to the consolidated planning process.

The purpose of the CPP is to establish a viable means by which residents of the Charleston County, public agencies, and other interested parties can actively participate in the development of documents related to the consolidated planning process including:

- The Consolidated Plan
- The Annual Action Plan
- Amendments to Consolidated Plan or Annual Action Plan(s)
- The Consolidated Annual Performance and Evaluation Report (CAPER)
- Amendments to the CPP

The actions described in the CPP relate to the planning and expenditure of funds provided to the County by the HUD Office of Community Planning and Development (CPD). CPD entitlement funds received by the County include the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG).

ENCOURAGING PUBLIC PARTICIPATION [24 CFR 91.105(a)(2)]

Citizens are encouraged to participate in all phases of the CDBG, HOME and ESG programs and will be provided full access to program information. However, the final responsibility and authority for the development and implementation of the program will rest with Charleston County.

It is the County's desire to encourage all residents, especially those living in low and moderate income neighborhoods, and public and/or assisted housing, to participate in its planning process. Minorities, non-English speaking persons, as well as persons with disabilities are also encouraged to participate. Non-profit organizations, other government agencies, neighborhood groups, Continuums of Care, Public Housing authorities, and all other interested parties have an opportunity in the planning process as well.

The County will provide information to the Charleston County Housing and Redevelopment Authority (CCHRA) about the plan activities related to its developments and surrounding communities so that the CCHRA can make this information available at the annual public hearing(s) required for the PHA Plan.

The County will utilize traditional media for outreach to citizens and stakeholders including public hearings, publications in the newspaper(s) of general circulation, community meetings, and the County's website.

To reach the broadest audience, the County may also use internet-based approaches such as email, social media, and online surveys, as well as stakeholder meetings and interviews, focus groups, or other methods that encourage citizen participation during the development and implementation process for the documents covered by this CPP.

CITIZEN COMMENT ON THE CITIZEN PARTICIPATION PLAN AND AMENDMENTS [24 CFR 91.105(a)(3-4)]

The County will amend the Citizen Participation Plan, as necessary, to ensure adequate involvement of the public in making decisions related to the development the consolidated plan, any substantial amendments to the consolidated plan, and the CAPER. Revisions to change contact information of to clarify processes already in the CPP will not be considered a substantive change and will not be publicized for comment.

This Citizen Participation Plan can be amended only after the public has been notified of the County's intent to modify it, and only after the public has had a reasonable chance to review and comment on proposed substantive changes. Or, during the regular consolidated planning process which provides for proper public noticing. The Citizen Participation Plan and any proposed substantial amendments to the CPP will be made available for public review for a period of 30 calendar days prior to adoption by the County. The plan will be provided in a format accessible to persons with disabilities, upon request.

DEVELOPMENT OF THE CONSOLIDATED PLAN [24 CFR 91.105(b)]

The Consolidated Plan is the County's five-year comprehensive plan addressing housing, homelessness, and recommendations for eliminating homelessness and increasing minority homeownership, non-housing community development needs. The Consolidated Plan recommends creative approaches to housing, economic development, and quality of life—the U. S. Department of Housing and Urban Development's (HUD's) national objectives.

The Annual One-Year Action Plan is prepared annually and is an update to the Five-Year Consolidated Plan. This Plan describes the needs, resources, priorities and proposed activities to be undertaken over a one-year period.

The stages for the development of the Consolidated Plan and Annual Action Plan include:

- **Needs Assessment Stage:** The identification of housing and community development needs.
 - **Consolidated Plan:**

Develop community goals for Charleston County by publishing an online survey instrument and publicizing its availability for the community at-large as well as each Participating Jurisdiction (PJ) Councils.

The survey will be provided to Charleston County citizens and organizations via an online survey instrument that will have three distinct sections broken out into eligible activities for CDBG, HOME, and ESG. The survey will be emailed to the Department's mailing list of more than 500 non-profit agencies, churches, neighborhood groups and other interested parties. Furthermore, staff will work to have the survey disseminated through County social media and website. Lastly, paper copies of the survey will be available at the Community Development office for those who may not have internet access.

Complete baseline analyses whereby specific projects are ranked by order of expressed community need via both surveys as referenced above.

By utilizing the responses from both the Elected Officials and the community at-large, a ranking of community needs (based upon eligible activities) will be determined. These three sets of rankings (CDBG, HOME, and ESG) will then be published in a draft Consolidated Plan in order to gather specific feedback within each need area and to determine what level of performance (outcomes and outputs) should be associated within each funding area. An announcement of this analysis will be published online and in a local newspaper. Additionally, the entire draft Consolidated Plan will be available on the County's website as well as in the County Community Development office.

Stakeholder and Community Partners Meeting

After all survey results have been tabulated and the priorities of each funding stream have been established, County staff will conduct a meeting or focus group per funding program. For the Emergency Solutions Grant (ESG) program, staff will invite the regional Continuum of Care providers. Additionally, staff will have a separate HOME stakeholder meeting, where entities who regularly partner with the county for housing rehabilitation, down payment assistance, and/or affordable homeownership programs will be present to assist staff better refine the outcomes for the goals. Lastly, staff will invite community partners to join us at our Community Development Block Grant (CDBG) meeting, to establish feasible sub-goals and numerical indicators per sub-goal and goal.

- **Consolidated Plan and Annual Action Plan:**

- **Conduct Public Hearing in Participating Jurisdictions**

- The County will advertise and conduct a public hearing in each of the participating municipalities within the County's Urban Entitlement designation (as requested by the jurisdiction). The content of these meetings generally will be as follows:

- (a) Explain the Urban Entitlement program
 - (b) Review the status of the County's Urban Entitlement program to date
 - (c) Describe competitive nature of funding
 - (d) Identify types of projects eligible/ineligible
 - (e) Review the ranking of the goals
 - (f) Explain timetable for Consolidated Plan and/or Annual Action Plan

- The public hearing in participating municipalities will be conducted at a time and place convenient for area residents. The county will advertise the public hearings in a local newspaper and on the County website; each municipality will advertise the hearing in accordance with their respective procedures (local newspaper, website, posted agenda, etc.).

- **Plan Development Stage:** The preparation of a draft use of funds for the upcoming year, the range of activities that may be undertaken, and the estimated amount that will benefit persons of low- and moderate-income. This process may include the development of a proposed new five-year Strategic Plan depending on the cycle.

- **Consolidated Plan and Annual Action Plan:**

- **Hold County-wide Public hearing at Charleston Council Chambers**

- Once the initial planning and hearing process is complete, a public hearing will be scheduled at Charleston Council chambers. A hearing will also be held at the City of North Charleston for projects related to the City specifically. The purpose of this hearing will be to present the draft Consolidated Plan and/or Annual Action Plan and projected activities for review and comment. The format of the county-wide public hearing generally will be as follows:

- (a) Present a draft plan whereby needs are expressed in terms of eligible activity areas for HUD funding.
 - (b) Solicit written comments and suggestions from the public and/or Elected Officials for altering and establishing priorities for possible inclusion in the Consolidated Plan and/or Annual Action Plan.

- The County-wide and North Charleston Public Hearing dates and times will be announced fourteen (14) days prior to the hearing to ensure adequate notice and an opportunity for greater participation. All comments will be recorded and will be attached to the final plan.

- If comments received from Charleston County Council, representatives of the Participating Jurisdictions, area non-profits, or the general public in attendance at the county-wide public hearing warrant a change to the proposed plan, the Community Development Director will determine if a second county-wide public hearing is necessary—based upon criteria such as, a substantial change (20% or more) in allocation priorities; in the deletion of an activity; or in the category of beneficiaries. If so, a second county-wide public hearing will be scheduled.

- Public Comment:** The County will advertise a 30-day public comment period the Consolidated Plan and Annual Action Plan.

- A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the consolidated plan.

Consolidated Plan Amendments [24 CFR 91.105(c)]

An Amendment to the Five-Year Consolidated Plan and/or the Annual Action Plan is required in order to make a substantial change to the purpose, scope, location or beneficiaries of an activity. There are several modifications that are deemed "substantial" in nature and are listed below:

- a. Any budgetary change(s) exceeding 20 percent of the grant award as listed in the Annual Action Plan for that year. A substantial change in the County's allocation priorities or a substantial change in the method of distribution of funds.
- b. Deletion or addition of an activity described in the Annual Action Plan or Consolidated Plan
- c. A change in the category of beneficiaries (such as change from senior citizen to youth in a public service program or facility renovation project).
- d. A major change in the location of a project (such as out of a neighborhood or target area), as opposed to a move within close proximity

Prior to amending the Consolidated Plan or Annual Action Plan, citizens will be provided with reasonable notice and the opportunity to comment on such change. The proposed amendment will be published in a newspaper of general circulation and citizen comments on the amendment will be solicited. A 30-day public comment period will be provided after publication of the substantial amendment before it is implemented.

The County will consider the comments or views of citizens received in writing or orally in preparing the substantial amendment to the Consolidated Plan or Annual Action Plan. A summary of the comments received from citizens, and, if applicable, an explanation of why recommendations received were not accepted will be attached to the final Consolidated Plan Amendment.

PERFORMANCE REPORTS [24 CFR 91.105(d)]

The Consolidated Annual Performance Evaluation Report (CAPER) is an evaluation tool or report card. This document is a progress report on how the County has administered its' CDBG, HOME, and ESG allocations. The CAPER compares the program year's accomplishments to the proposed activities stated in the annual Action Plan. The plan highlights the accomplishments, as well as conducts self-evaluation of internal programs and service delivery. It is also a critical part of the planning process.

The CAPER public hearing is scheduled 15 days or more before final submittal to HUD. This public hearing will be announced in a paper of general circulation and posted on the Charleston County Meeting agenda. All comments received at the hearing will be considered, as appropriate, and a summary will be attached to the CAPER when the final version is submitted.

PUBLIC HEARINGS [24 CFR 91.105(e)]

Specifics about public hearings are discussed throughout this plan as they relate to the Consolidated Plan, Annual Action Plan, Performance Reports, etc. Public hearings will be held at times and locations convenient to potential or actual beneficiaries and with accommodation for persons with disabilities. The hearings will generally be held at the Charleston County Public Administration Building. Accommodations for persons with visual, hearing or other impairments will be made upon request and reasonable notice. If a significant number of non-English speaking persons can be reasonably expected to attend the hearing, the County will make translation services available.

Hearings may be conducted at locations other than the County Council meeting chambers, to make them more convenient to residents, and hence increase the likelihood of citizen participation for those low-to-moderate income residents (LMI) where housing and community development funds may be spent. At least once per year, generally scheduled to coincide with each year's annual HUD allocation, a public hearing is held in each of the participating jurisdictions (as requested by the jurisdiction). Presently, these jurisdictions are as follows: Awendaw, Isle of Palms, Sullivan's Island, Hollywood, Meggett, Ravenel, Mount Pleasant, North Charleston, McClellanville and Lincolnville. Hearings are held in the evening to encourage greater public attendance.

If a public hearing is cancelled due to circumstances beyond the County's control (example: hurricane), the hearing will be re-scheduled for the next available Council meeting.

MEETINGS [24 CFR 91.105(f)]

Charleston County will provide the public with reasonable and timely access to local meetings relating to the strategies and actions for affirmatively furthering fair housing and proposed or actual use of funds including the County Council meetings.

AVAILABILITY TO THE PUBLIC [24 CFR 91.105(g)]

Typical or standard documents available for public access, at a minimum, will include the proposed and final Annual Action Plans, the proposed and final Five-Year Strategic Plan (Consolidated Plan), proposed and final Substantial Amendments to an Annual Action Plan or the Five-Year Strategic Plan, Annual Performance Reports, and the Citizen Participation Plan. These documents will be available on the Community Development Department's website (www.charlestoncounty.org/departments/community-development/) and in-person at the following address:

Charleston County Community Development Department
Lonnie Hamilton III, Public Services Building
4045 Bridge View Drive – Suite C216
North Charleston, South Carolina 29405

ACCESS TO RECORDS [24 CFR 91.105(h)]

Charleston County will provide the public with reasonable and timely access to information and records relating to the data or content of the Consolidated Plan, as well as the proposed, actual, and past use of funds covered by this Citizen Participation Plan. The law requires reasonable public access to records about previous expenditures during the past five years, and reasonable public access to records relating to the expenditure of funds during the previous five (5) program years.

Accommodations for persons with visual, hearing or other impairments will be made upon request and reasonable notice. If a significant number of non-English speaking persons can be reasonably expected to review the documents, the County will make translated documents available.

TECHNICAL ASSISTANCE [24 CFR 91.105(i)]

Technical assistance will be available to all persons and groups representative of persons of low and moderate income that request such assistance in developing proposals for funding assistance under any of the programs covered by the Consolidated Plan. Technical assistance in developing a competitive grant proposal for funding is available, per request, after the award process is complete in order to assist said agencies in being better prepared for the next round of competition. Furthermore, the county holds a pre-application conference where all questions are answered and suggestions are offered. Lastly, after the 'Request for Applications' (RFA) has been released, citizens still have several weeks to submit technical assistance questions to the Community Development Department for response and eventually are published to the potential applicants.

COMPLAINTS [24 CFR 91.105(j)]

Complaints related to the Consolidated Plan, Annual Action Plans, Amendments and Performance Reports will be addressed promptly. Every written citizen complaint and grievance will be addressed, in writing, within 15 days where practicable. Complaints must be addressed to:

Jean Sullivan, Director
Charleston County Community Development Department
Lonnie Hamilton III, Public Services Building
4045 Bridge View Drive – Suite C216
North Charleston, South Carolina 29405

DISPLACEMENT [24 CFR 91.105(b)(1)(ii)]

The County does not anticipate the displacement of persons during the implementation of activities included in the Consolidated Plan or its subsequent Annual Action Plans. However, in the event a displacement occurs, the county will make available the types and levels of assistance contained in the HOME Program Operating and Procedures Manual as was required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and as required under section 104(d) of the Housing and Community Development Act of 1974, as amended. Also see 24 CFR 92.353 Subpart H. Copies of the the HOME Program Operating and Procedures Manual are available for examination at Charleston County Community Development Department, 4045 Bridge View Drive, North Charleston, South Carolina 29405-7464.

Date of Initial Adoption: March 18, 1997
Date of Amendment 1: March 17, 1998
Date of Amendment 2: April 29, 2005
Date of Amendment 3: April 22, 2006
Date of Amendment 4: May 15, 2011
Date of Amendment 5: September 1, 2012
Date of Amendment 6: March 24, 2016
Date of Amendment 7: March 28, 2018

Attachment 1: Summary of Activities for Reports

Plan/ Amendment	Five-Year Consolidated Plan	One-Year Annual Action Plan	Substantial Amendment(s)	CAPER
Schedule of activities	Online survey	County will advertise and conduct a public hearing in each of the participating municipalities (as requested), to include a discussion of community needs	<p>The proposed amendment will be published in a newspaper of general circulation and citizen comments on the amendment will be solicited.</p> <p>A 30-day public comment period will be provided after publication of the substantial amendment before it is implemented.</p>	<p>Notice of the availability of the performance report will be published in a newspaper of general circulation and citizen comments on the performance report will be solicited. A 15-day public comment period will be provided before the performance report is submitted to HUD.</p>
	Publish ranking of community needs (based on survey results)	County-wide Public hearing at Charleston Council Chambers. Also hold hearing at City of North Charleston. Hearing dates and times will be announced 14 days prior to the hearings.		<p>The CAPER public hearing is scheduled 15 days or more before final submittal to HUD. This public hearing will be announced in a paper of general circulation.</p>
	County staff conduct a focus group per funding program	A 30-day public comment period on the Action Plan will begin after the hearing. The Plan is submitted to HUD by May 15th of each year.		
	County will advertise and conduct a public hearing in each of the participating municipalities (as requested)			
	County-wide Public hearing at Charleston Council Chambers. Also hold hearing at City of North Charleston. Hearing dates and times will be announced 14 days prior to the hearings. A 30-day public comment period will begin after the hearings.			