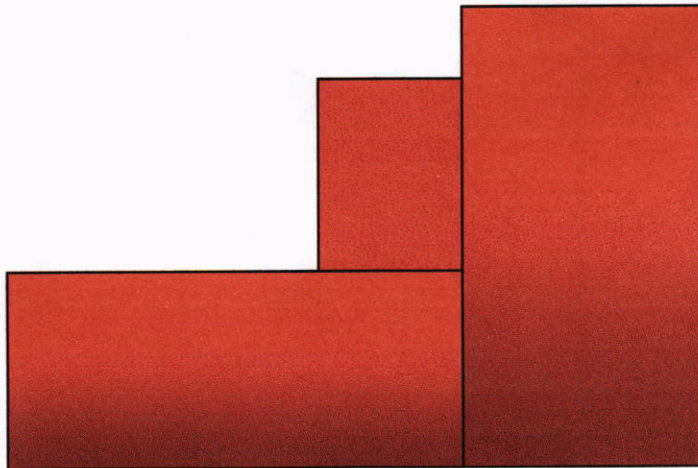


CITY OF LAKE CHARLES

2013 ACTION PLAN



**PREPARED BY:
THE CITY OF LAKE CHARLES
COMMUNITY DEVELOPMENT DIVISION
AUGUST 2013**



SF 424

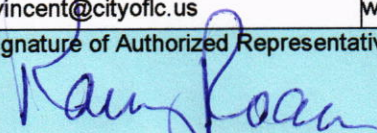
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 8/9/2013	Applicant Identifier 72-6000641	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier 16-02802661	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Jurisdiction City of Lake Charles		UOG Code LA220978 Lake Charles	
Street Address Line 1 326 Pujo Street		Organizational DUNS 16-028-2661	
Street Address Line 2		Organizational Unit City Government	
City Lake Charles	Louisiana	Department	
ZIP 70601	Country U.S.A.	Division Community Development	
Employer Identification Number (EIN):		County Calcasieu	
72-6000641		Program Year Start Date (MM/DD)10/1/2013	
Applicant Type:		Specify Other Type if necessary:	
Local Government: Township		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles Infrastructure, public Services, Down Payment /Closing Costs Assistance, Demolition and Clearance, Administration		Description of Areas Affected by CDBG Project(s) Low to Moderate Income households and persons within the City of Lake Charles	
\$669,566	\$None	Describe	
\$None		\$None	
\$None		\$None	
\$None		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles Rehabilitation/Reconstruction, CHDO, Relocation, Administration		Low to Moderate Income households and persons within the City of Lake Charles	
\$196,203	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	

\$28,029		\$None	
\$None		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Shelter Grants Program		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		X No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	X No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Esther	D.	Vincent
Director	337.491.1465	337.491.1437
Community Development and Services		
evincent@cityoflc.us	www.cityoflakecharles.com	Other Contact
Signature of Authorized Representative		Date Signed
		8/2/2013



Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 4 Action Plan Executive Summary:

As set forth in 24 CFR Part 91, the U.S. Department of Housing and urban Development (HUD) requires jurisdictions to incorporate their planning and application requirements into one plan called the Consolidated Plan. A Consolidated Plan was prepared for federal fiscal years 2010-2014. An Annual Action plan must be prepared for each year of the Consolidated Plan.

The City's proposed allocation for FY 2013 consists of a total of \$ 865,769.00 in projected funding from the following programs:

1. Community Development Block Grant (CDBG) \$669,566.00
2. HOME Investment Partnership Act (HOME) \$196,203.00

The activities and programs described in the Annual Action Plan are aligned with the Strategic Plan, as outlined in the Consolidated Plan. The 2013 program year will place considerable emphasis on targeting the City's low to moderate income citizens and creating the greatest impact possible on these citizens using entitlement funds.

This plan was developed using an effective participation process in compliance with the regulations set forth in 24 CFR Part 91. A copy of the comments that were received is incorporated in this document. The city's participation plan not only encourages but empowers the citizens of Lake Charles to participate in the development of viable urban programs.

2013 Annual Action Plan, which identifies the method of distributing HUD funds and outlines the City's overall Housing and Community Development needs and strategies.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 4 Action Plan General Questions response:

The City of Lake Charles encompasses 43.105 square miles. The population of Lake Charles fell by 2.1 percent from 2000 to 2007, from 71,757 persons to 70,270. 2010 Census assessed the population to be 70,799.

Intercensal population estimates make it possible to examine changes in population from year to year. This data shows a 0.2 percent increase in population from 2005 to 2007, with the population changing from 70,076 persons to 70,270. Statistics describing racial break down are shown below for the City of Lake Charles.

These figures are also from the 2010 Census and indicate all races, and those of Hispanic origin. As shown 36,042 or 50.2% were white, and 33,599 or 46.8% were black. The remaining racial categories of American Indian, Asian, Native Hawaiian, some other race, and two or more races provides only 3% of the cities population. The Hispanic population, representing any race, is also not a large percent. It indicates that 1.4% of the residents are of Hispanic origin.

The intercensal changes in the racial makeup of Calcasieu parish from 2000 through 2007 are as follow. The data show that all minority populations increased while the white population decreased slightly. The fastest growing demographic groups in the area were Hispanics, with 49.7 percent growth, and Asians, with 19.0 percent growth. Native Hawaiians or Pacific Islanders also had a large percentage increase of 22.6 percent, but this was inflated by a very low 2000 population.

Please see chart below as to the racial breakdown from the 2010 Census.

RACIAL BREAKDOWN

City of Lake Charles

Race and Poverty by Census Tract

Census Tract Number	White	Black	American Indian/Alaskan Native	Asian	Native Hawaiian/Pacific Islander	Other (1)	Hispanic/Latino(2)	Total Tract Population	Racial Minority (3) and % of Tract	Below Poverty Level and % of Tract
1	1,149	854	6	19	0	77	47	2,105	956 45.4%	415 19.74%
2	116	1,363	5	0	0	27	12	1,511	1,395 92.3%	168 11.1%
3	36	1,740	8	0	0	52	22	1,836	1,799 98%	911 49.6%
4	22	1,496	10	7	0	39	21	1,574	1,552 98.6%	741 47.1%
5	2,591	458	14	11	0	89	105	3,163	569 18.0%	224 7.1%
6	617	5,743	37	10	3	216	160	6,626	6,003 90.6%	2,730 41.2%
7	2,267	2,223	17	48	2	260	203	4,817	2,548 52.9%	1,002 20.8%
8	1,772	1,388	10	28	0	135	120	3,333	1,560 46.8%	600 18.0%
9	1,145	2,709	19	46	0	130	92	4,049	2,903 71.7%	619 15.3%
10	3,377	226	3	35	0	76	105	3,717	338 9.1%	483 13.0%

11	2,829	1,014	19	251	6	181	173	4,300	1,471 34.2%	1260 29.3%
12.01	1,533	2,948	17	22	0	253	137	4,773	3,136 65.7%	1,188 24.9%
12.02	333	2,562	18	14	0	150	137	3,077	2,742 89.1%	858 27.9%
13#	2,424	289	0	87	0	87	201	2887	450 15.6%	185 6.4%
14#	337	1,706	0	0	0	63	78	2,106	1,784 84.7%	646 30.7%
15	128	1,697	6	11	0	48	28	1,890	1,761 93.2%	573 30.3%
16#	462	1,329	0	0	0	55	111	1,846	1,397 75.7%	443 24.0%
18.01 #	5,660	520	0	130	0	195	255	6,505	833 12.8%	345 5.3%
19.01	2,922	76	3	87	1	51	80	3,140	217 6.9%	91 2.9%
19.03 #	1,948	240	0	144	0	72	122	2,402	449 18.7%	240 10.0%
19.04	4,407	397	22	209	5	102	202	5,142	730 14.2%	293 5.7%
TOTAL % of total	36,075 50.9%	30978 43.7%	214 <1%	1,159 1.6%	17 <1%	2,358 3.3%	2411 3.4%	70,799 100%	34,593 48.8%	14,015 19.7%

Source: Census 2010. American Community Survey 2006-2010 for poverty data;

(1) Other includes some other race or two or more races.

(2) Hispanic/Latino is not a race and is not counted as part of the tract total.

(3) Racial Minority is all races, less white.

CT 19.03 and CT 19.04 poverty figures reflect 2010 CT 19.02 data.

CT 13, CT14, CT 16, CT 18.01, and 19.03 have some population in the unincorporated areas of the tract; population was estimated for these tracts.

Geographic Distribution

All CDBG programmed activities are located in area determined to be predominantly low and moderate income areas; that is, at least 51 percent of the population of that area is classified as low and moderate income families. According to the 2010 census data, the census tracts meeting this definition are 2, 3, 4, 6, 7, 9, 12.01, 12.02, 15, and a portion of 14 and 16 with all but census tracts 1 and 8 having a concentration of minority persons.

The basis for allocating investments geographically were based on the priority needs for the Consolidated Plan, which was determined based on the 2010 U.S. census and consultation with citizens, social services agencies and housing assistance providers. The highest priority community development need in Lake Charles is housing assistance to the Low/Moderate Income (LMI) population. The housing programs will continue as the housing problems continue to be priorities.

In addition to addressing the housing needs of residents of Lake Charles, it is also essential to address the non-housing community development needs of the City's LMI population, which include:

Public service opportunities to improve the accessibility of programs for at-risk citizens.

Physical Improvements to public facilities (located in or serving principally LMI persons) were identified in order to improve the physical attractiveness, and functionality of transportation and utility facilities and livability of LMI neighborhoods.

Expanding economic development opportunities to encourage investment and to increase the marketability of the work force through employment/skill training.

There are several primary obstacles to meeting the underserved needs of the residents of Lake Charles which are listed as follows:

- An increasing population needing assistance.
- A current lack of federal funding across a number of program areas.
- Federal regulations that increase program cost.
- A lack of awareness/understanding of the needs and programs.
- Not In My Back Yard (NIMBY) attitudes.
- Lack of City Staff
- Lack of non-profit social service agencies.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 4 Action Plan Managing the Process response:

The Division of Community Development (DOCD) will be responsible for the coordination and planning process regarding community development along with administering the plan. The City Council has the ultimate local responsibility for program approval. Several non-profit organizations will administer and/or implement

public service programs which will enhance housing and/or social services. The City will also coordinate with private for-profit entities to achieve the goals and strategies outlined in the Consolidated Plan. Local banks, contractors, and developers will play an important role in the implementation process. Incentives and innovative methods will be developed to encourage them to participate in the leveraging of funds and the provision of goods and services in an efficient and beneficial manner.

Consultation with Appropriate Agencies

General Information

The DOCD consulted with local agencies to obtain information concerning: the needs of low-income households, housing and support service needs of homeless individuals, children and families, health issues, the housing and supportive service needs of the elderly and, the housing and supportive service needs of the handicapped/disabled and the availability of affordable housing and supportive services. These consultations took place through needs assessment meetings, and telephone conversations. The Community Development staff held several needs assessment meetings with non-profit agencies and other interested parties that work with the elderly, youth and the mentally/developmentally/physically disabled. The City's Office of Community Services works with these agencies on a continuous basis throughout the year in the City of Lake Charles Office of Community Services located in the City Hall Building at 326 Pujo Street, 5th Floor, in the City of Lake Charles, Louisiana.

Jurisdiction

3-5 Year Strategic Plan 8 Version 1.3

Consultation on the Housing Needs of Low/Moderate Income Residents

The Community Development Division consulted with the Lake Charles Housing Authority along with the Imperial Calcasieu Planning Office (IMCAL) in an effort to address the housing needs of the low to moderate income citizens of Lake Charles. Upon completion of its discussions with these agencies, the Community Development Division concluded that it would meet with low to moderate income housing providers in an effort to implement a housing strategy that is beneficial not only to the low to moderate income residents of Lake Charles but the housing providers as well.

Consultation on the Housing and Supportive Service Needs of the Homeless

The DOCD consulted with the Continuum of Care (CoC) a multi-parish non-profit agency that works to address the needs of homeless individuals and families. Upon completion of its discussions with the CoC, the Community Development Division concluded that it would use the homeless needs as researched by the CoC and identified in its 2013 HUD Continuum of Care application. The Community Development Division will work with the CoC to monitor and update needs as necessary.

Consultation on Health Issues

Regarding health issues, the DOCD obtained information from the State of Louisiana Department of Health and Hospitals, and the Calcasieu Parish Health Department. The DOCD also discussed health issues with the public and local health care providers during the 2010/2014 Consolidated Plan public hearings.

Consultation with Governmental Agencies

The DOCD contacted the Lake Charles Housing Authority, the Imperial Calcasieu Planning Office (IMCAL), along with the City of Lake Charles Planning and Zoning Department to discuss housing and policy issues pertaining to the Consolidated Plan. In addition, an announcement/invitation was submitted to each member of the City of Lake Charles City Council prior to each Consolidated Plan public hearing.

Consultation on Housing and Supportive Service Needs of Persons with HIV/Aids and Their Families

The DOCD consulted with the Southwest Louisiana HIV/Aids Council, a local service provider that provides housing and supportive services to persons living with HIV/Aids.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 4 Action Plan Citizen Participation response:

The Citizen Participation Plan is a very comprehensive process by which the City of Lake Charles keeps its residents, community agencies, businesses, and all other interested parties continually informed about its community development efforts through the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs. It is also the tool to gather a wide variety of input from the City's low to moderate income residents, as well as the City's public/private sectors.

Citizens' input is solicited and gathered at every step of the Consolidated Plan process, beginning with development of the plan, and ending every year with the completion of the Consolidated Annual Performance and Evaluation Report (CAPER) that is also placed for public comment before submission to HUD.

The Consolidated/Action Plan development begins in April of each year with a public hearing on the Action Plan. The citizens of Lake Charles are informed about every stage of the plan development and citizen participation process via legal and display advertisements in the local newspaper, and by announcements placed at different social service agencies, churches, and libraries in the community.

The City held two public hearings on its Action Plan. These meetings were held in different locations of the city. This allowed for easy access to and from the sites for all who wished to attend them. Notice of the public hearings were published in the local newspaper as well as announced on local radio stations. Special invitations were mailed to neighborhood associations, public service providers, non-profit organizations and agencies, banks and other private entities. It was noted in each of these solicitations that provisions would be made available upon request for impaired individuals requiring interpreters or other aids in an effort to attract a broad audience of all citizens. Also, we meet with the DOCD's community advisory committee before the plan is drafted. They provide the DOCD with suggestions to meet the needs of the community.

The first public hearing (also called community meeting) is held before the development of the plan. The public hearing venue is then supplemented by a series of neighborhood meetings to encourage wider participation by Lake Charles' citizens. These sites are targeted to allow for the highest participation possible by low-income neighborhood residents. Following the neighborhood meetings, another public hearing to encourage even more participation is held.

There is a 30-day comment period after the draft plan is prepared which allows all residents to review the plan and the draft funding recommendations for the following year's activities through CDBG and HOME Program funds. The draft Consolidated/Action Plan is placed at the Central Library and several recreation centers in the community, as well as, the City Community Services Department for easy access to citizens.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 4 Action Plan Institutional Structure response:

The City of Lake Charles' DOCD will implement the 4th Year Annual Housing and Community Development plan offered by the Consolidated Plan. The Director of Community Services and Mayor provide oversight for the Division. This division will also provide technical assistance to those agencies seeking funding to provide services for persons identified in the Consolidated Plan.

The housing and community development plan was developed with input from various sources, including non-profit organizations, public and private institutions. Efforts have been made to form and develop public/private partnerships and to provide assistance to low/moderate income persons. The DOCD will continue to solicit information concerning services and activities available to low to moderate income persons within the City of Lake Charles.

The City's DOCD will function as the lead agency for overall programs and funds received from the Community Development Block Grant Program (CDBG), HOME Investment Partnership Program, and local allocations from the Louisiana Emergency Shelter Grant Program. This division will follow the citizen's participation plan outlined in this document. Citizen input from public hearings and meetings and individual program proposals will be reviewed to determine its consistency with the Consolidated Plan. The Community Development staff will present the issues, comments and proposals set forth and make a recommendation to the Mayor concerning the activities and amount of funds to be allocated. Final approval of all proposed activities will be the responsibility of the Lake Charles City Council

The Lake Charles Housing Authority is the primary housing provider in the City with the goal of providing housing to low-income residents. The Lake Charles Housing Authority is a quasi-governmental agency that is organized under state law which mandates it to be independent. A five-member board is appointed by the Mayor of the City of Lake Charles. The Housing Authority hires, contracts, and procures services as an independent agency administered by an executive director who reports to the five-member board. The City and the Housing Authority continually explore areas of mutual benefit.

With input from the City on policies and projects initiated by the Housing Authority, the City participates with the Authority in studies to determine needs and programs to meet needs. The Housing Authority keeps the City informed of its comprehensive development plans. The Housing Authority has on-going programs to include housing residents and programs to involve them in management.

The City of Lake Charles is constantly evaluating its role in community development efforts and in addressing unmet needs within the community. Given the extent of the need and limitations of funding available to address those needs, the identification of potential projects is not difficult. The difficulty lies in trying to prioritize between the competing needs. While this planning document provides the City with guidance in that process, the overwhelming need within the highest priorities quickly exhaust all resources available.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 4 Action Plan Monitoring response:

The City of Lake Charles' DOCD is responsible for the day to day operations of the CDBG/HOME Programs and the assurances that CDBG/HOME funded activities are kept in compliance with program requirements. All programs are monitored on a continual basis by the DOCD staff, the City auditors and by various governmental agencies. The DOCD has implemented two different methods to conduct program monitoring. The first is to conduct what is referred to as a "desk review." The second, is a more intensive way of monitoring programs and organizations is to conduct an on-site monitoring review. Both methods are discussed as follows:

Desk Reviews

Desk reviews involve examining information and materials provided to grantees by funding recipients, as a means to track performance and identify potential problem areas.

- Staff performing desk reviews examines progress reports, compliance reports and financial information, to adequately assess performance and look for indicators of performance or compliance problems.
- If questions or concerns arise during this process, staff gathers additional information through telephone calls or additional documents or other written materials.

On-Site Review

There are several steps that Community Development Division follows when conducting an on-site review and they are listed as follows:

Step 1: Prepare for the Monitoring Visit: Before each visit the staff familiarizes its self with the applicable program rules and the established monitoring protocol. In addition, the staff reviews all of the following in-house data prior to the visit:

- Application for funding
- Written agreement
- Progress reports
- Draw-down request
- Integrated Disbursement and Information Systems (IDIS) reports
- Correspondence
- Previous monitoring reviews and audits

Step 2: Conduct the Monitoring Visit: When conducting the on-site visit staff follows four basic elements: notifications, entrance conference or meeting, data collection, and analysis, and exit conference or meeting. A brief synopsis is listed below:

- **Notification:** The monitoring process is begun by calling the funding recipient to explain the purpose of the visit and to agree upon dates for the visit. A formal notification letter is sent several weeks before the planned visit including the following:

- ☐ Confirmation of dates for the review
- ☐ Scope of the monitoring
- ☐ Information needed for review during the visit
- ☐ Staff needed for interview or other assistance during the review

- **Entrance Conference:** This conference is held at the beginning of monitoring visit, usually with the executive director or other key official of the organization, to ensure the sub-recipient has a clear understanding of the purpose, scope and schedule for the monitoring visit.

- **Documentation, data gathering and analysis:** Staff is to keep a clear and concise record of information reviewed and conversations held with sub-recipient staff during the visit. In an effort to perform this task in the most efficient manner possible is for staff to follow a check list, which is based upon the CDBG/HOME program requirements for each type of project. The information gathered serves as the basis for conclusions to be included in the monitoring report and follow up letter. This also serves as backup if sub-recipients request identification of sources if any of the conclusions are disputed.

- **Exit Conference:** At the end of the monitoring visit, the monitor is to meet again with key representatives of the sub-recipient organization to:

- ☐ Present preliminary results of the monitoring
- ☐ Provide an opportunity for the sub-recipient to correct any misconceptions or misunderstandings.
- ☐ Secure additional information to clarify or support their position
- ☐ If applicable, provide an opportunity for the sub-recipient to report on steps the organization may already be taking to address areas of noncompliance or nonperformance.

Step 3: Follow-Up: At the end of the process, the Community Development staff provides the sub-recipient with formal written notification of the results of the monitoring review. This letter points out both problem areas and successes.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 4 Action Plan Lead-based Paint response:

The City of Lake Charles continues to work in the community to identify, test and abate lead-based paint hazards in housing. The City currently notifies each participant in its housing program of the hazards of lead-based paint. The City is working to expand the stock of housing free of lead-based paint hazards through reconstruction, and new construction efforts. These new and reconstruction efforts provide safe and affordable housing units that do not have any exposure to lead-based paint. In addressing lead-based paint, the City will act in accordance with 91.215(G) of 24 CRF 91.

Goal: Increase the inventory of lead safe housing units under the Rehabilitation program.

Strategies:

- Continue to meet HUD lead-based paint abatement standards in housing rehabilitation programs.
- Expand the stock of lead safe housing units through housing initiatives.
- Obtain training for program staff on lead hazard evaluation and reduction
- Establish working relationships with lead professionals and key partners, such as risk assessors and clearance technicians, public health departments, and HUD lead grantees.
- Create procedures for determining when it is more cost effective to presume that lead hazard are present, and when it makes sense to evaluate a property.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

The City's goal is to provide safe, decent, and affordable housing for all residents who are homeless, cost burdened and/or lives in substandard or overcrowded housing.

The City has established its "high" housing priorities as 1) creating homeownership opportunities; 2) rehabilitating housing units, with an emphasis on homeowners; 3) supporting shelter and housing opportunities for the homeless; and 4) supporting the maintenance and renovation of public housing.

The City will continue providing downpayment assistance to qualified homebuyers, implementing its housing rehabilitation program with an emphasis on single-family, owner-occupied units, and offering support to homeless shelters and transitional living facilities, including those that serve special needs populations. In addition to the above mentioned programs, the City intends to create a new housing initiative, in which the City intends to build and sale safe, decent and affordable homes to first-time home buyers and citizens that have been displaced by the hurricanes that ravaged the Gulf Coast during the previous hurricane seasons.

The City will allocate HOME, CDBG and state ESG funds to meet the housing needs of its residents.

The City plans on entering into a collaborative effort with the Police Jury and Local Housing Authority to coordinate its efforts into a joint taskforce that will use resources from all three entities to help address and combat the needs and barriers that are in place to the City's at risk citizens.

The City will also coordinate with private for-profit entities to achieve the goals and strategies outlined in the Consolidated Plan. Local banks, contractors, and developers will play an important role in the implementation process. Incentives and innovative methods will be developed to encourage them to participate in the leveraging of funds and the provision of goods and services in an efficient and beneficial manner.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 4 Action Plan Public Housing Strategy response:

Although the City of Lake Charles does not operate the public housing complexes, there is collaboration throughout the year regarding programs and services of mutual interest. First Time Homebuyer information is made available to public housing residents. Information on all programs and services provided by the City of Lake Charles are made available to public housing residents. While working with the Lake Charles Housing Authority to assimilate this plan the following information was compiled.

The Lake Charles Housing Authority (LCHA) has identified several strategies and a number of specific activities to meet its identified needs and are discussed as the follows:

The Lake Charles Housing Authority's five-year strategic plan for 2010-2014 states the following objectives:

1. Expand the supply of assisted housing
 - Apply for additional rental vouchers
 - Reduce public housing vacancies
 - Leverage private or other public funds to create additional housing opportunities
 - Acquire or build units or developments
2. Improve the quality of assisted housing
 - Improve public housing management, i.e., to continue the high performer status
 - Improve voucher management, i.e., strive to attain high SEMAP scores
 - Increase customer satisfaction
 - Concentrate on efforts to improve specific management functions
 - Renovate or modernize public housing units
 - Demolish or dispose of obsolete public housing
 - Provide replacement public housing
 - Provide replacement vouchers
3. Increase assisted housing choices
 - Provide voucher mobility counseling
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program
 - Implement public housing or other homeownership programs
 - Convert public housing to vouchers
4. Provide an improved living environment
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments
 - Implement public housing security improvements

- Designate developments or buildings for particular resident groups
Such as elderly and persons with disabilities
5. Promote self-sufficiency and asset development of families and individuals
- Increase the number and percentage of employed persons in assisted families
 - Provide or attract supportive services to improve assistance recipients' employability
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities
6. Ensure equal opportunity and affirmatively further fair housing
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex familial status, and disability
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required
7. It is the LCHA's objective to guarantee Family Self-Sufficiency (FSS) in both the Section 8 Program and the Low Rent Program. All families living in Public Housing have the opportunity to participate in the FSS Program. An outreach program is in place to encourage participation in the program. There are many additional supportive services which are provided by both private and public resources to FSS families:
- a. Job Readiness
 - b. Job search assistance
 - c. Counseling on how and where to look for employment
 - d. On the Job training
 - e. Follow-up assistance after job placement
 - f. Referrals

The City of Lake Charles' DOCD will work cooperatively with the Lake Charles Housing Authority to identify, apply for, and administer additional/alternative financial resources in order to increase the number of affordable housing units.

The City of Lake Charles' DOCD will either co-sponsor and/or participate in credit counseling and homeownership workshops for the residents of Lake Charles Housing Authority developments to help them become homeowners.

The "troubled" designation by HUD of the Lake Charles Housing Authority is **Not Applicable to our programs.**

The City's goal is to provide safe, decent, and affordable housing for all residents who are homeless, cost burdened and/or lives in substandard or overcrowded housing.

The City has established its "high" housing priorities as 1) creating homeownership opportunities; 2) rehabilitating housing units, with an emphasis on homeowners; 3) supporting shelter and housing opportunities for the homeless; and 4) supporting the maintenance and renovation of public housing.

The City will continue providing downpayment assistance to qualified homebuyers, implementing its housing rehabilitation program with an emphasis on single-family, owner-occupied units, and offering support to homeless shelters and transitional living facilities, including those that serve special needs populations. In addition to the above mentioned programs the City intends to create a new housing initiative, in which the City intends to build and sale safe, decent and affordable homes to first-time home buyers and citizens that have been displaced by the hurricanes that ravaged the Gulf Coast during the previous hurricane season.

The City will allocate HOME, CDBG and state ESG funds to meet the housing needs of its residents.

The City plans on entering into a collaborative effort with the Calcasieu Parish Police Jury and Local Housing Authority to coordinate its efforts into a joint task force that will use resources from all three entities to help address and combat the needs and barriers that are in place to the City's at risk citizens.

The City will also coordinate with private for-profit entities to achieve the goals and strategies outlined in the Consolidated Plan. Local banks, contractors, and developers will play an important role in the implementation process. Incentives and innovative methods will be developed to encourage them to participate in the leveraging of funds and the provision of goods and services in an efficient and beneficial manner.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 4 Action Plan Barriers to Affordable Housing response:

The DOCD will continue in its efforts to coordinate meetings with each of the city departments responsible for resolving issues related to those listed above to determine if they are, in fact, barriers to developing affordable housing and what actions, if any, may be take to remove them.

Goal: Address barriers to affordable housing development and availability in order to reduce the cost burden on low and moderate-income residents.

Strategies:

- Expand homebuyer education and credit repair classes to increase the stream of qualified homebuyers entering the housing market.
- Increase the number of affordable housing units available.
- Review the increased costs of development within the City of Lake Charles

- Provide assistance and/or incentives to contractors to construct new affordable housing units.
- Provide assistance and/or incentives to rehabilitate existing housing units and make them affordable.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 4 Action Plan HOME/ADDI response:

Not applicable to the City of Lake Charles

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 4 Action Plan Special Needs response:

The City of Lake Charles applies through the State of Louisiana's Louisiana Housing Corporation for Emergency Solution Grants. The recipients of these grants are applications that were forwarded to the state. The state then awards on the basis of their applications. The City serves as the fiscal agent but monitored through the DOCD.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 4 Action Plan ESG response:

Not applicable to the City of Lake Charles

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 4 Action Plan Community Development response:
Non-Housing Community Development Priorities

High

Crime Awareness
Energy efficiency improvements
Fair housing activities
Flood drain improvements
General program administration
HOME admin/planning
HOME admin/planning cost
HOME CHDO operating expenses
Micro-enterprise assistance
Public services
Rehab; single-unit residential
Rehab administration
Sidewalks
Street improvements
Urban renewal completion
Water/sewer improvements

Medium

Asbestos removal
Clean up of contaminated sites
Clearance and demolition
Code enforcement
Crime Awareness
Lead-based/lead hazard test/abatement
Public facilities & improvements

CI infrastructure development
Other commercial/industrial improvements
Submission of applications for federal programs
ED direct financial assistance
ED technical assistance

Low

Acquisition of real property
Acquisition for rehabilitation
Disposition
Fire stations and equipment
Non-residential historic preservation
Operating cost of homeless/AIDs patients programs
Planning
Public housing modernization
Rehab; multi-unit residential
Rehab; other publicly owned residential buildings
Rehab; publicly or privately owned commercial/industrial buildings
Removal of architectural barriers
Residential historic preservation
CDBG non-profit organization capacity building
Planned repayment of section 108 loan repayment principal
Unplanned repayment of section 108 loan repayment principal
CDBG assistance to institutions of higher education
CDBG operation and repair of foreclosed property
HOME rental subsidy
HOME security deposits
Security deposits
Indirect costs
Interim assistance
Legal services
Loss of rental income
Privately owned utilities
Solid waste disposal improvements
State CDBG technical assistance to grantees
Subsistence payments

****Notes****

All subcategories under public services are high priority unless otherwise indicated.
CI indicates "Commercial/Industrial."
ED indicates "Economic Development."

The following goals, objectives and strategies attempt to address pressing issues related to Non-housing Community Development. They attempt to direct efforts in a broad range of issues, each of which has an impact on community conditions and the City's overall success in bringing about improvements.

Goal: Improve living conditions in Lake Charles by addressing Non-housing Community Development needs.

Objective: Address infrastructure and public facility needs in the CDBG eligible areas of Lake Charles.

Strategy: Provide funding for infrastructure improvements.

Output: Fund at least two infrastructure projects that support neighborhood revitalization.

Outcome: Improve the quality of life for participants by improving the living conditions within the revitalization area.

Objective: Improve neighborhood conditions.

Strategy: Devise a revitalization strategy to identify ways of stabilizing existing neighborhoods.

Output: Completion of the Neighborhood Revitalization Area Strategy for at risk sections of Lake Charles.

Outcome: A clear understanding of issues surrounding neighborhood revitalization and solutions for specific at risk areas.

Objective: Expand business opportunity efforts by supporting economic development.

Strategy: Provide financial assistance to small businesses.

Output: Provide funding for five or more small businesses.

Outcome: Improved job and economic opportunities.

Strategy: Expand economic development initiatives partnering with local lending institutions to create, expand, and/or improve businesses in inner-city neighborhoods utilizing low-interest loans and grants.

Output: Assist in creating one public/private partnership.

Outcome: New business development within inner-city neighborhoods.

Objective: Address community needs through community-based public service programs.

Strategy: Provide funding to non-profit organizations to deliver services to seniors, youth and all other citizens.

Output: Provide funding for one or more programs directed towards targeted citizens.

Outcome: Improved accessibility to programs for at-risk citizens.

Strategy: Provide support to the City and/or Non-Profit organizations to deliver transportation services.

Output: Recommend additional funding sources to non-profit agencies for transportation and/or improved city routes.

Outcome: Improved transportation services for the residents of Lake Charles.

The major obstacles in addressing the needs associated with Non-housing Community Development efforts relates to the vast need relative to the funding level received from the CDBG Program. Aging streets, economic development needs, demand for public services, and other community development needs are placing increased pressure on both CDBG and City General Fund budgets

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 4 Action Plan Antipoverty Strategy response:

The City's downpayment/closing costs program for first-time homebuyers is to allocate funds for Owning a home and gaining a marketable job skill creates wealth. the City of Lake Charles is also providing mortgage subsidies and closing cost assistance to qualified poverty-level families. The Community Development Division will continue working with community and faith based organizations that offer counseling services to prepare families to be homeowners. Enabling them to take advantage of the City's down payment/closing cost assistance and new construction/housing development programs through the CDBG program, and the soft second cost assistance program through the HOME CHDO program.

Additional activities to reduce the number of poverty-level families will center around strengthening existing collaborations and seeking new ways to partner with agencies and organizations that work directly with poverty-level households to provide intervention and assistance services. Such services may include but are not limited to: counseling, substance abuse, mental health treatment, health services, adult education and job re/training, employment assistance, financial management and credit counseling, parenting programs, after-school and day care assistance programs, and interim cash assistance programs with respect to paying for food, shelter and utility bills.

The City will continue to notify such agencies of funding opportunities to enable them to continue providing and/or expanding their services.

Given the City's limited financial resources and that the majority of factor's affecting a family's poverty-level status are typically beyond the control of city policies, the extent to which the proposed strategies will reduce and/or assist in reducing the number of poverty-level families is difficult to gauge. In the coming future, the Community Development Division will work with the community to address deficiencies and attempt to measure the impact of the CDBG and HOME programs in reducing and/or preventing poverty.

Goal And Objectives Of Antipoverty Strategy

Goal: Reduce the size of the impoverished population in the City of Lake Charles.

Objective: Expand job opportunities in Lake Charles.

Strategy: Work with local entrepreneurs to stimulate business development in low income neighborhoods.

Strategy: Work to attract corporate relocations/expansions into Lake Charles to expand the total number of jobs.

Strategy: Work with local business leaders to assess the needs that businesses operating in Lake Charles are experiencing.

Objective: Enhance efforts to ensure that the workforce is trained to meet the occupational demands of local employers.

Strategy: Continue to support the Workforce Investment Board who offers assistance in job placement, job training, and continuing education.

Strategy: Promote existing General Education Development (GED) programs that work with adults who have not earned their high school diplomas.

Objective: Increase childcare and educational opportunities for children from low-income families.

Strategy: Support non-profit agencies that deliver childcare, head-start, and after-school services to low/moderate income households.

Objective: Expand affordable housing opportunities in Lake Charles.

Strategy: Provide down payment/closing cost assistance and principal reduction assistance to low/moderate income homebuyers.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

The City of Lake Charles uses its HOME fund for its housing rehabilitation/reconstruction and new housing development programs and its CDBG funds to provide assistance to local community non-profit organizations that offer supportive service programs that benefit many, if not of all, of these groups over the course of the 5-year Consolidated Plan period. The housing and public service programs are considered "High" priorities and the City will continue to allocate funding to help meet identified needs.

All reasonable and attainable resources will be sought after to meet the special needs of non-homeless persons. The Community Development staff intends to work closely with other City Departments and its community and faith-based non-profit organizations to seek additional funding and alternative financial resources to help meet the special needs of the city's non-homeless special needs population.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 4 Action Plan HOPWA response:

Not applicable to the City of Lake Charles

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 4 Specific HOPWA Objectives response:

Not Applicable to the City of Lake Charles

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

ADDITIONAL NARRATIVE

ACTION PLAN

The following discussion regarding resources includes those, which are expected to be received during the program year to help address the needs stated in the Strategic Plan. Some of the listed resources are those that have been applied for recently but no affirmation had been received before the assimilation of this report.

RESOURCES

Federal Resources

The **Community Development Block Grant Program (CDBG)** is a federally funded program with funds being allocated on a formula basis. The primary objective of this program is to develop "viable urban communities, by providing decent housing and suitable living environments and expanding economic opportunities principally for persons of low to moderate income."

All projects and activities must meet one of the following national objectives: principally benefit low to moderate income persons; aid in the prevention or elimination of slums or blight; or meet other urgent community needs. Cities design their own CDBG goals and strategies according to program guidelines and regulations. The City anticipates receiving \$669,566 from 2013 federal fiscal year funds.

Activities eligible for support with CDBG funds include acquisition, disposition, public facilities and improvements, clearance activities, public services, interim assistance, payment of non-federal share, urban renewal completion, relocation, loss of rental income, housing services, privately owned utilities, construction of housing, homeownership assistance and others. These funds are included in the CDBG budget each program year.

The City expects to receive \$196,203 in HOME Program funds from 2013 federal fiscal year funds. The HOME Investment Partnership Act Program is another federally funded program in which the allocation of funds is formula-based.

Although cities are given much latitude in the design and execution of program activities, these activities must support increasing the supply of affordable housing and the number of families who need affordable housing. This program also requires a certain percentage of matching funds from non-federal sources. These two federal programs are the main funding sources through which the City directly conducts its housing and housing-related activities. Other organizations and non-profits also apply for and receive various types of federal funds for housing activities, and the City will support the efforts of those organizations applying for such funding.

Some of these applications have been discussed in previous sections of this document. Listed below are some of the other known federally assisted programs in the City which are not directly funded through the City:

Comprehensive Grant Program--provides funding to Public Housing Authority for physical and management improvements to public housing sites.

Section 8 Voucher and Rental Certificates Program--provides funding through the Public Housing Authority for rental assistance payments to private property owners who lease housing units to assisted families.

Supportive Housing for the Elderly (Section 202)--provides for types of financing for elderly housing and supportive service providers.

Louisiana Emergency Solution Grants—provides funding for homeless prevention and operation.

Other federal resources, which impact the non-housing segment of the plan, include operating assistance funds through **Federal Transit Administration (FTA)** that aid the City's public transit and Para transit system.

Other Resources

The City will continue to support the many efforts of the non-profits and social service provider agencies in the community in their efforts to obtain funding from various sources for their programs.

Many of these organizations receive private donations to sustain their programs, and most apply for funding on the federal, state, and local level. Listed below are a few of the private and non-federal resources that are in use to address both the housing and non-housing needs of this plan.

The City participates in a **Summer Food Service Program** for young people, 18 years of age and under, during the summer at various sites throughout the Community. Many disadvantaged and low-income children are fed nutritious meals through this program, which is funded through the **Louisiana Department of Education**.

The **Community Housing Resource Board (CHRB)** is funded through a consortium of local banks and governmental agencies that provide homeownership education to empower potential first time homebuyers. This organization is an important element in the provision of affordable housing in the City.

Habitat for Humanity, a private organization, operates in the City to provide housing for the needy. Likewise, the **Rebuilding Together** program, as administered through the local businesses and industries, provides renovation work and materials to those with a housing need.

Project Build a Future is a Community Housing Development Organization, CHDO , which constructs affordable housing for low to moderate income families. **Greater Southwest Louisiana CHDO**, has completed its 41-

apartments for affordable rental housing for the elderly using HUD'S Section 202 grant.

The availability of federal funds would enhance any of the listed programs and would mean that more services, and housing, could be provided. Because of the scarcity of any type of funding, the City has been working with various organizations to try to develop programs that would increase the leveraging capacity of federal funding mechanisms so that more money would be available for other needed endeavors. Better use of the existing resources is a main concern of everyone.

Meetings Goals & Objectives

General

In its 2010-2014 Consolidated Plan, the City of Lake Charles outlined its goals and objectives (priority needs) based on 2000 U.S. Census information and consultation with citizens, social service agencies and housing assistance providers. Those goals and objectives (priority needs) included providing housing, public facilities improvements, and housing and public services.

For further explanation of the goals and objectives (priority needs), please refer to the, Priority Needs Assessment of the 2010-2014 City of Lake Charles Consolidated Plan.

Activities To Be Undertaken

The activities to be undertaken by the City through its Community Development Block Grant Program and the HOME Program are addressed at the end of this section in the HUD-prescribed format. These activities will benefit predominantly low to moderate-income families. The city will provide 12.5% match to the HOME activities

CDBG Infrastructure Projects --\$323,218

Sidewalks

- This work shall consist of constructing new sidewalks in Lake Charles North
- At least a 2" buffer in between the curb and sidewalk
- Possible meandering with soldier brick around the edges

Segments

Sidewalks:

1. N. Blake Street West Side (Moeling Street-Existing Sidewalk to Commercial Street)
2. Commercial Street North Side (N. Shattuck Street to N. Prater Street)
3. Katherine Street North Side (N. Prater Street to Jr. Street)
4. Martha Street Southside (N. Shattuck Street to N. Prater Street)
5. Martha Street North Side (N. Shattuck Street to N. prater Street)
6. Medora Street North Side (Graham Street to MLK Hwy)
7. Fournet Street North Side (N. 1st Avenue to N. Lyons Street)

The city is setting aside public service funds with its CDBG dollars for several projects, which are described as follows: **\$10,000 for a Team Five Program**, which will provide mentoring and educational/technical training services to at risk youth who have been incarcerated or have a probation officer. The City is also providing a children's initiative called "**The Leader In Me Program**" which is being implemented at **Brentwood Elementary School**. for its 1st year will be allocated **\$15,000**. **Family and Youth Counseling Agency**, which will provide guidance and counseling to the **Leadership Center for Youth**, will receive an allocation of **\$25,000**. The study includes leadership development, career exploration and civic engagement opportunities to the growing needs of youth ages 12 – 17 in the community. **Catholic Charities** is receiving and processing an increasing number of requests for financial assistance with the payment of rental and utility services. Funding will be used primarily to help applicants who have already established housing but who are in danger of losing that housing due to imminent eviction. Secondly, a portion of the funding will be allocated to pay deposits for applicants who are currently homeless and who are trying to acquire housing and utilities. The total allocation will be **\$25,435** which also includes the fee for the use of HMIS and the **Beat the Heat Program**, which provides room air conditioners to elderly and disabled citizens has been allocated **\$4,000**. Also included in the CDBG funding is **Demolition and Clearance** at **\$12,000** and **Downpayment/Homebuyer Assistance** for **\$100,000**. **Qualified veterans** will be solicited for this funding. Under the HOME Program, the City hopes to **rehabilitate/reconstruct/relocate** approximately **1(one) home** owned by low and moderate-income persons at a cost of **\$45,000** included with a match of 12.5 % of local funding. As required by federal law, the City has earmarked funds for its CHDO program Federal law mandates that a minimum of fifteen (15%) percent of a participating jurisdictions HOME funds be set aside for CHDO activities for a total of **\$33,635** of Federal funds included with the 12.5% match of local funding for CHDO housing

Geographic Distribution

All CDBG programmed activities are located in areas determined to be predominantly low and moderate-income areas---that is, at least 51 percent of the population of that area is classified as low and moderate-income families. According to the 2010 census data, the census tracts meeting this definition are 1, 2, 3, 4, 6 7, 8, 12.01, and a portion of 12.02. Census tracts 2, 3, 4, 6, 7, 9, 12.01, 12.02, 14, 15, and 16 have 51% or more concentration of racial minorities.

Homeless and Other Special Needs Activities

The City will continue to support the efforts of those organizations providing services for the homeless and special needs persons. It will continue its technical assistance efforts and participation on various boards and committees to facilitate those endeavors directed at these sub-populations of the community.

Emergency Solution Grant

The City receives **Emergency Solution Grant (ESG)** funds from the State of Louisiana and distributes them to agencies that have homeless prevention programs. The City applies and receives ESG funds on behalf of the agencies that provide emergency solutions. The agencies are **Harbour House ETC, Oasis (formerly Calcasieu Women's Shelter) and Matthew 25:40**. Those particular funds are used in the operation of those shelters including utility payments, food costs, and salaries of key staff persons. The City's allocation for 2012 – 2014 is **\$61,500**.

Continuum of Care

As of this draft action plan, there are several agencies, which made the City aware that they are in the process of applying for Continuum of Care funds from HUD. If available, the City will include more information of what these agencies applied for in the final action plan. As of the publishing of this plan, no additional information has been made available to the City.

Other Actions

The following actions will be taken this year to improve the health of our City:

Meeting Underserved Needs

As stated above, the City will continue networking with all service providers in the City to determine the needs and resources available to meet the needs of its citizens. Two notable underserved needs in the community are in the area of economic development and affordable housing. In terms of economic development, the major obstacle is drawing new businesses into low and moderate-income areas. The City of Lake Charles will continue to pursue and

analyze economic development opportunities so that more employment can be realized. In terms of affordable housing, the major obstacle is a lack of funding to develop new affordable housing units and rehabilitate older units of housing. Private developers are receiving funding for affordable rental and mixed use housing. The city will continue its participation with local lending institutions in finding solutions to financing housing and related activities for the under-served and financially disabled in the City.

Foster and Maintain Affordable Housing

The City of Lake Charles will continue with its commitment of fostering and maintaining affordable housing for its citizens. Availability of resources to carry out this commitment will be done with funding from the U.S. Department of Housing and Urban Development, local for-profit and non-profit agencies and foundations.

In this upcoming year, the City plans to help maintain affordable housing by rehabilitating/reconstructing approximately 6 (six) single-family dwellings for homeowners whose median family income is at or below the eighty percent median family income restrictions as defined by HUD through its HOME program.

Set-aside CHDO funds will be targeted towards new construction of housing units as to provide for safe, decent, and affordable housing to low and moderate income families.

Remove Barriers to Affordable Housing

The City of Lake Charles has reviewed local regulations and land use policies and has not found any appreciable impediments to affordable housing. During the upcoming year, the City will continue to monitor local regulations and its land use ordinances to ensure that there are no barriers to affordable housing.

Evaluate and Reduce Lead-Based Paint Hazards

As stated previously, the City of Lake Charles is not certified to do lead based paint abatement. The City plans to receive the necessary certification in place by the Fall and have all contractors associated with their program certified to do lead based paint abatement afterwards and, once again, provide housing rehabilitation assistance to its citizens. In the meantime, the City will continue total reconstruction in its HOME funded housing program, which eliminates the need for lead based testing and abatement.

Reduce the Number of Poverty Level Families

The City's strategy for alleviating poverty will continue as it has in the past to emphasize the hiring of low to moderate-income residents of the community in projects funded through the programs anticipated by this Action Plan. This continuation of effort involves not only the continued implementation of Section 3 requirements, but encouragement of employment by housing rehabilitation contractors of local residents and the continued employment opportunities for 50 youth or more in the summer food service program and summer recreation programs sponsored by the City of Lake Charles.

The City of Lake Charles has continued to develop strong liaisons between itself, the Lake Charles Housing Authority, non-profit groups, community advocates, and local lending institutions to increase opportunities for low to moderate income residents and increase opportunities for affordable housing. The City will continue exploring avenues of cooperation to provide additional opportunities for the citizens.

Develop Institutional Structure

The City of Lake Charles has developed liaisons with local lending institutions, service providers, housing and other public agencies. These relationships have facilitated the development of strategies for providing affordable housing for addressing homeless and meeting housing needs over the past several years.

An ongoing city relationship is with the Housing Authority of Lake Charles and Calcasieu Parish Police Jury.

The Housing Authority is organized under state law that mandates it to be independent. The Mayor of the City of Lake Charles appoints a five-member board. The Housing Authority hires, contracts, and procures services as an independent agency administered by an executive director who reports to the five-member board. The City and the Housing Authority continually explore areas of mutual benefit.

With input from the City on policies and projects initiated by the Housing Authority, the City participates with the Authority in studies to determine needs and programs to meet needs. The Housing Authority keeps the City informed of its comprehensive development plans. The Housing Authority has on-going programs to include housing residents and plans to involve them in management.

The City of Lake Charles, along with the Housing Authority, the Community Housing Resource Board and the Homeowner Counseling Center, will be offering to residents of the Housing Authority and Section 8 Programs, homeowner education to assist residents in moving from public and assisted housing into ownership through education and special programs. The Housing Authority is implementing the Section 8 Homeownership program. The City Police

Department conducts summer safety programs and drug education programs at Housing Authority sites, and policemen are encouraged to reside on-site to help deter crime at Housing Authority units.

Enhanced Coordination

The City of Lake Charles, as mentioned in the previous section, continues to bring public and private institutions and social service agencies to better serve its citizens. Below is a description of what the City plans to do in the upcoming year to enhance coordination between public institutions, private institutions and social service agencies.

The City of Lake Charles' Community Development Division will administer the CDBG program and the HOME program. Funds will be used for a variety of activities that include, but may not be limited to, owner rehabilitation, rental rehabilitation, capital improvements, economic development and technical assistance to nonprofits and public services operated by nonprofits. The City may assist other public or nonprofit groups in providing other types of affordable housing assistance.

Private sector involvement includes private financial institutions providing assistance via mortgage loans to assist with a first-time homebuyer program for low to moderate-income persons. The first-time homebuyer program is operated by the **Calcasieu Police Jury Human Services Department, Habitat for Humanity, and Project Build a Future.**

The nonprofit groups, which the City is involved, will provide various kinds of housing assistance, rental assistance, and services to the elderly, homeless and special needs population. Nonprofit, direct assistance providers include: **Harbour House ETC, Volunteers of America, Potter's House, Daily Bread, Salvation Army, Friends of Families, Oasis, The Lord's Place and Matthew 25:40.** Many of these agencies are funded through the emergency solution grants.

Nonprofits that qualify as Community Development Housing Organizations (CHDOs) have the opportunity to operate first-time homebuyer programs, affordable housing and transitional housing programs. There are two CHDOs in Lake Charles. They are the **Greater Southwest Louisiana CHDO and Project Build a Future.**

The City continues to provide needed technical assistance to these nonprofits and will continue to build good working relationships with other nonprofits in the community as well.

Public Housing

The City and the Housing Authority of Lake Charles are both committed to providing decent, safe, and sanitary living conditions for their residents. With this

common goal, both entities are working together to improve living conditions through a coordination of efforts and programs where practicable. The Housing Authority of the City of Lake Charles is not designated as "troubled" or performing poorly.

Program Specific Requirements for CDBG

The anticipated receipt of **\$669,566** in Community Development Block Grant funds for the 2013-2014 Program year has been programmed into the proposed budget.

Program Specific Activities for HOME Program

For the 2013-2014 program year HOME funds of **\$196,203** will be used for the construction/ rehabilitation of single-family dwellings. Therefore, a description of other forms of investment is not applicable at this time.

CITY OF LAKE CHARLES

Community Housing Development Organizations

(CHDOs)

RECAPTURE AND RESALE POLICY

City of Lake Charles utilizes the recapture/resale methods for HOME programs in accordance with 24 CFR 92.254 (a) (4). Specifically, these provisions will be provided and enforced in the following manner:

1. CHDO HOME Program Agreement between the CHDO and City of Lake Charles
2. CHDO HOME Grant Agreement between the City of Lake Charles and the approved Homebuyer
3. CHDO HOME Restrictive Covenant between the City of Lake Charles and the approved Homebuyer.
4. Signed Copies of the CHDO HOME Program Agreement, CHDO HOME Grant Agreement, and CHDO HOME Restrictive Covenant are given to

the homebuyer, the lender and the CHDO, as well as, copies are kept in the city's files.

5. All agreements and covenants are filed in the Court House.
6. All CHDOs and /or sub-recipients of the City of Lake Charles will be required to use the same resale and/or recapture provisions as approved in the Annual Action Plan.

The methods are:

Definitions:

Direct Subsidy – a direct subsidy is defined as financial assistance provided by the City of Lake Charles that reduces purchase price for homebuyers below market or otherwise subsidizes the homebuyer (i.e. down-payment/closing costs assistance, purchase financing, or assistance to CHDO to develop and sell unit well below market. A direct subsidy triggers recapture.

Development Subsidy- a development subsidy is defined as financial assistance provided by the city of Lake Charles to offset the difference between the total cost of producing the unit and the fair market value of the property. A development subsidy triggers resale.

I. Recapture Provisions [24 CFR 92.254 (a) (5)]:

The Recapture Provisions will ensure compliance with the “Period of Affordability” requirements. The following table outlines the required minimum affordability periods.

If the total HOME investment (resale) or direct subsidy (recapture) in the unit is:	The period of affordability is:
Under \$ 15,000	5 years

Between \$15,000 and \$40,000	10 years
Over \$40,000	15 years

Reduction During Affordability Period

The City of Lake Charles chooses to reduce the amount of direct HOME subsidy on a pro-rata basis for the time the homebuyer has owned and occupied the housing, measured against the required affordability period. The resulting ratio would be used to determine how much of the direct HOME subsidy the City would recapture. The pro-rata amount recaptured by the city cannot exceed what is available from net proceeds. To determine the pro rata amount recaptured by the City:

- Divide the number of years/months left in the affordability period by the number of years/months in the full affordability.
- Multiply the resulting figure by the total amount of direct HOME subsidy originally provided to the homebuyer;

For example: (Homebuyer received \$5,000 in down payment assistance)

Affordability period is 5 years (60 months) and homebuyer occupied the Home for only 2 years (24 months).

Calculation of Recapture Amount

3 years (36 months) left in affordability period

Divide by 5 years (60 months) full affordability period

Equals 0.6 or 60%

Times \$5,000 original direct subsidy

Equals \$3,000 amount to be recaptured

The City of Lake Charles Department of Community Development (DOCD) is subject to the limitation that when the recapture provisions is triggered by a voluntary or involuntary sale of the housing unit, and there are no net proceeds or net proceeds are insufficient to repay the HOME investment due, the City can only recapture the net proceeds, if any.

The homeowner chooses to sell or use the property for non-eligible HOME Program activities, the full amount of the HOME Program funding assistance that enabled the homebuyer to buy the unit (excluding the amount used for the development subsidy, the cost difference between producing the house and its fair market value) for this activity shall be recaptured and repaid to the City provided that net proceeds are sufficient. If net proceeds are insufficient to repay the total HOME investment due, only the net proceeds will be recaptured. In the event, that net proceeds are zero (as is usually the case with foreclosure), the recapture provision still applies, but there are no refunds to recapture.

Direct subsidies trigger recapture. Eligible homebuyers who received down-payment assistance and other HOME Program funds, from the CHDO and sub recipients must return the HOME funds to the City, which will ensure that the recaptured HOME Program funds are reinvested in other affordable housing for low to moderate income persons. The City of Lake Charles will require CHDOs and sub recipients alike to lien "wind fall" profits, homeowners would expect to receive if they buy a house for a price below its appraised value. (Lien would be the difference between the appraised value and the sales price). The recapture provision to include the HOME Program affordability period for

activities shall be accomplished through legally enforceable documents such as deed restrictions, property liens, and contractual obligations, as described in Article 1, Items 2-4 of the HOME Program Sub recipient Agreement.

II. Resale Provision [24 CFR 92.254 (a) (5) (i)]

The Resale Provision will ensure compliance with the “Period of Affordability” requirements. The requirements are based on the total amount of HOME funds invested in the housing. The total HOME funds expended for the unit determines the applicable affordability period. Any HOME program income used to assist the project is included when determining the period of affordability.

The City of Lake Charles resale requirements will ensure that if the housing does not continue to be the principal residence of the family for the duration of the affordability period, the housing is made available for subsequent purchase only to a buyer whose family qualifies as a low income and will use the property as its principal residence. The resale provision to include the HOME Program Affordability Period for activities shall be accomplished through legally enforceable documents such as deed restrictions, property liens, and contractual obligations, as described in Article 1, Items 2-4 of the HOME Program sub-recipient agreement.

Development subsidies trigger resale. At this time, the City of Lake Charles provides only direct subsidy in the form of down payment and closing costs assistance to CHDOs. In the event that the City provides a development subsidy (i.e., the difference between the total cost of producing the unit and the fair market

value of the property) to CHDOs and sub recipients alike, these costs will not be included in calculation direct subsidy.

If the original homeowner decides to sell the property during the period of affordability, the City of Lake Charles will determine a fair return on the investment. The City will measure the percentage change in median sales price over the period of ownership, the percentage change in the Consumer Price Index (CPI) over the period of ownership and changes in real estate prices in the area. The basis to which the fair return standard or index will apply includes:

1. The HOME- assisted homebuyer's original investment above the City's down payment assistance.
2. The Specific types of capital improvements made by the original homebuyer, documented with receipts provided by the homeowner, including but not limited to:
 - Any additions to the home such as a bedroom, bathroom, or garage;
 - Replacement of heating, ventilation, and air conditioning systems;
 - Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid directly by the owner and which were not installed through a federal, state, or locally-funded grant program; and
 - Outdoor improvements such as a new driveway, walkway, retaining wall, or fence,

NOTE: All capital improvements will be visually inspected to verify their existence.

The price at resale shall provide the original HOME assisted owners a fair return on their investment, including any improvements, but must ensure that the housing will remain affordable to a reasonable range of low-income homebuyers. Furthermore, the subsequent sale is deemed affordable if the monthly payment for principal, interest, property taxes and insurance does not exceed thirty percent (30%) of the gross income of a family with an income range between 50% and 80% of the area median income.

80% of the Area Median Income

<i>One person in household</i>	<i>Two person in household</i>	<i>Three person in household</i>	<i>Four person in household</i>	<i>Five person in household</i>	<i>Six person in household</i>	<i>Seven person in household</i>	<i>Eight person in household</i>
\$33,900	\$38,750	\$43,600	\$48,400	\$52,300	\$56,150	\$60,050	\$63,900

50% of the Area Median Income

<i>One person in household</i>	<i>Two person in household</i>	<i>Three person in household</i>	<i>Four person in household</i>	<i>Five person in household</i>	<i>Six person in household</i>	<i>Seven person in household</i>	<i>Eight person in household</i>
\$21,200	\$24,200	\$27,250	\$30,250	\$32,700	\$35,100	\$37,550	\$39,950

30% of the Area Median Income

<i>One person in household</i>	<i>Two person in household</i>	<i>Three person in household</i>	<i>Four person in household</i>	<i>Five person in household</i>	<i>Six person in household</i>	<i>Seven person in household</i>	<i>Eight person in household</i>
\$12,750	\$14,550	\$16,350	\$18,150	\$19,650	\$21,100	\$22,550	\$24,000

To ensure that the housing remains affordable to the defined range of low income buyers, the City shall provide down payment/closing costs assistance.

III Written Agreements

The City of Lake Charles executes a HOME written agreement that accurately reflects the resale or recapture provisions with the homebuyer before and/or at the time of the sale.

The clear, detailed written agreement ensures that all parties are aware of the specific HOME requirements applicable to the unit (i.e., period of affordability, principal residency requirement, terms and conditions of either the resale or recapture requirement.

The City of Lake Charles will use the enforcement mechanisms by

- a. Resale- separately recording deed restrictions, covenants running with the land or other similar mechanisms. The purpose is to secure and retain the affordable re-use of the property while providing a fair return to the seller.
- b. Recapture- the City of Lake Charles uses the deed restrictions, covenants running with land, or other similar mechanisms for enforcing the affordability period and as notification of the transfer of the property.

CITY OF LAKE CHARLES WAIVER POLICY

I. HUD Waiver Process

In the event that the City of Lake Charles, Louisiana is within the boundaries of a Presidentially-declared disaster area, due to a hurricane, tornado, or other natural disaster, and/or upon a

determination of good cause by the Mayor of the City of Lake Charles or his designee, the City shall request from HUD, a waiver pursuant to the provisions of Title 24 of the Code Federal Rules and Regulations Part 5.110.

II. Local Waivers

Upon HUD's approval of the City's request for a waiver of HOME and/or Community Development Block Grant (CDBG) Program rules and regulations, the City shall waive the following provisions of its local program rules and regulations.

A. Standard for Waivers: No waiver shall be approved unless the following criteria is established:

1. The HOME/HUD assisted home must be uninhabitable.
2. Damages to the home must exceed sixty percent (60%) of the value of the home.
3. Insurance proceeds must be insufficient to cover the cost of repair

B. Affordability Periods:

Upon a showing that the standard for a waiver has been met, the City of Lake Charles shall waive the affordability periods set forth in the program participant's HOME or CDBG program contract. In addition, the City shall cancel recapture or resale provisions, as well as all liens and/or deed restrictions ensuring compliance with the affordability and residency restrictions.

III. Community Housing Development Organizations (CHDOs) Waivers

CHDOs interested in a waiver must submit a written request for a waiver, particularly describing the specific type of waiver, as well as the circumstances necessitating the need for a waiver. Upon a showing of good cause, the City may waive any or all of the CHDO contract provisions allowable by HUD, including but not limited to, recapture or resale provisions, residency restrictions, provisions governing proceeds, cancel liens or deed restrictions, and timelines.

Affirmative Marketing Procedures/Minority Outreach

To implement the Consolidated/Action Plan, the City of Lake Charles will undertake actions to attract eligible persons in the housing market for available housing opportunities without regard to race, color, national origin, sex, religion, familial status or disability. Opportunities for outreach include local home shows, housing fairs and contact with representatives of the local real estate and home lending industries.

Affirmative marketing procedures to be used by the City include the following:

1. Informing the public, owners and potential tenants about the HOME, CDBG, and ESG (state funded) Programs, federal fair housing laws and the City's affirmative marketing agreement policy. Information concerning the availability of funding, housing opportunities, and fair housing and affirmative marketing requirements will be distributed to the general public; housing agencies, non-profit and for-profit owners and developers of affordable housing; and minority and public interest groups representing the City's disadvantaged populations. Methods of distribution will include:
 - a. Press releases to the local news media.
 - b. Preparations and distribution of an informational brochure describing the HOME, CDBG and ESG Programs including fair housing and affirmative marketing requirements, and the Equal Housing Opportunity logo.
 - c. Meeting with potential applicants for HOME funds.
 - d. The City will maintain records concerning the above activities, including copies of press releases, affirmative marketing materials distributed, and workshops and meetings held.
2. The City will require owners of assisted housing units funded by HOME, CDBG and ESG to comply with federal fair housing law and employ the following affirmative marketing activities:
 - a. Advertise the availability of assisted units on an equal opportunity basis in local newspapers, periodicals, community newsletters, such as those published by minority groups, neighborhood churches, public service organizations, etc.; on bulletin boards in community gathering places (i.e., community center, church, supermarket, Laundromat, and employment offices).
 - b. Display the Equal Housing Opportunity logo at the project location

and in all advertisements pertaining to assisted units.

3. The City will require recipients of federal funds to keep records concerning affirmative marketing activities. These records must include copies of advertisements placed in newspapers/newsletters and on local bulleting boards, as well as lists of community groups and organizations contacted to solicit tenants. Recipients will also be required to keep information on relevant tenant characteristics, including ethnic composition, income, household size, and age and sex of head of household.
4. The City will require the information compiled in Item 3 above to be reported annually as a component of the project monitoring process. Affirmative marketing activities will be evaluated to ensure that an adequate level of activity is maintained. Tenant characteristics will be compared with population characteristics in the market area as a further indication of the effectiveness of the affirmative marketing program and the absence of discrimination. Where discrepancies exist, the City will work with the project owner to determine what additional affirmative marketing measures are required.

Requirements concerning affirmative marketing and fair housing compliance will be incorporated in contract and loan agreements for all assisted projects. The City will document any complaints received concerning a project recipient's failure to abide by all fair housing and equal opportunity laws. All such complaints will be carefully evaluated to determine their validity. In the event that a violation is identified, the City will inform the recipient and take appropriate action to ensure that the situation is corrected.

In accordance with 24 CFR 92.351(b), the City of Lake Charles to establish and oversee a **Minority Outreach Program** to utilize minority and women owned businesses (MBE/WBE) in contracting available under HOME. The City has developed a Minority and Women's Business Directory. Staff of the Community Development Division and the City's Economic Development Manager will be delegated the responsibilities for implementing and monitoring said policy.

The City shall maintain a method for identifying and keeping an inventory of MBEs/WBEs, their capabilities and services. The City will utilize the local media and its website to market and promote contract and business opportunities for disadvantaged businesses.

The City will sponsor business opportunity related meetings for the benefit of MBEs/WBEs in the community. The City will maintain centralized records with statistical data on the use and participation of MBEs/WBEs as contractors/subcontractors in its HUD assisted contracting and subcontracting activities.

2013
PROPOSED PROJECTS
AND FUNDING

Grantee Name: **Jurisdiction**

Project Name:	New Construction/Homeowner Rehabilitation/Reconstruction Programs						
Description:	IDIS Project #:		UOG Code:	LA220978 LAKE CHARLES			
Reconstruction of homes for the elderly, disabled and single family for low to moderate income persons							
Location:	Priority Need Category						
These homes are located throughout the City of Lake Charles	Select one:		Owner Occupied Housing ▼				
Expected Completion Date:	Explanation:						
9/30/2015	These activities consists of constructing and/or rehabilitation /reconstruction of single family, owner occupied dwellings within the City. These funds will be used to help create safe decent and affordable housing for citizens of low and moderate incomes.						
National Objective Codes:							
LMH ▼							
Project Primary Purpose:	Specific Objectives						
<input type="checkbox"/> Help the Homeless	1	Increase the availability of affordable owner housing			▼		
<input type="checkbox"/> Help Persons with HIV/AIDS	2	Improve the quality of owner housing			▼		
<input type="checkbox"/> Help Persons with Disabilities	3	Improve access to affordable owner housing			▼		
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	04 Households ▼	Proposed	2		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure		Actual Outcome			
provide a quality of life for the elderly, disabled and		Preserve neighborhoods through the development of		Reconstruct approximately 6 homes			
12 Construction of Housing 570.201(m) ▼		Matrix Codes ▼					
14A Rehab; Single-Unit Residential 570.202 ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
Program Year 1	HOME ▼	Proposed Amt.	\$40,000.00		HOME ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name:		Administration						
Description:		IDIS Project #:		UOG Code:		LA220978 LAKE CHARLES		
The administration project will be located at 326 Pujo Street, 5th Floor, Lake Charles, LA 70601								
Location:		Priority Need Category						
Enter location, address, zip codes, census tracts, or other elements that will help to identify the location of the project.		Select one:		Planning/Administration ▼				
				Explanation:				
Expected Completion Date:		This activity represents the 10% administrative funds allowed for the operation of the HOME program for the City.						
9/30/2015								
National Objective Codes:								
Not Applicable ▼								
Project Primary Purpose:		Specific Objectives						
<input type="checkbox"/> Help the Homeless <input type="checkbox"/> Help Persons with HIV/AIDS <input type="checkbox"/> Help Persons with Disabilities <input type="checkbox"/> Address Public Housing Needs		1		▼				
		2		▼				
		3		▼				
Project-level Accomplishments	Other ▼	Proposed	0 N/A		Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed		
		Underway				Underway		
		Complete				Complete		
	Proposed Outcome		Performance Measure		Actual Outcome			
	0 N/A							
	21A General Program Administration 570.206 ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼				
Matrix Codes ▼				Matrix Codes ▼				
Program Year 1	HOME ▼	Proposed Amt.	19,620		Fund Source: ▼	Proposed Amt.		
		Actual Amount				Actual Amount		
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.		
		Actual Amount				Actual Amount		
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
		Actual Units				Actual Units		
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units		
		Actual Units				Actual Units		

Grantee Name: **Jurisdiction**

Project Name:	Community Housing Development Organization (CHDO)					
Description:	IDIS Project #:		UOG Code:	LA220978 LAKE CHARLES		
This project will provide affordable housing for low to moderate income persons.						
Location:	Priority Need Category					
Located in the Lake Charles North area	Select one:		Owner Occupied Housing ▼			
Expected Completion Date:	Explanation:					
9/30/2015	This activity represents the required 15% set aside of HOME allocated funds for Community Housing Development organizations (CHDOs)					
National Objective Codes:						
LMC ▼						
Project Primary Purpose:	Specific Objectives					
<input type="checkbox"/> Help the Homeless	1	Increase the availability of affordable owner housing ▼				
<input type="checkbox"/> Help Persons with HIV/AIDS	2	Improve access to affordable rental housing ▼				
<input type="checkbox"/> Help Persons with Disabilities	3					
<input type="checkbox"/> Address Public Housing Needs						
Project-level Accomplishments	09 Organizations ▼	Proposed	1		Proposed	
		Underway			Underway	
		Complete			Complete	
		Proposed			Proposed	
		Underway			Underway	
		Complete			Complete	
		Proposed			Proposed	
		Underway			Underway	
		Complete			Complete	
		Proposed			Proposed	
		Underway			Underway	
		Complete			Complete	
Proposed Outcome		Performance Measure		Actual Outcome		
1		The number of participants in affordable rental program				
19B HOME CHDO Operating Costs (not part of 5% Admin ca ▼						
Matrix Codes ▼						
Program Year 1	HOME ▼	Proposed Amt.	29,431		Proposed Amt.	
		Actual Amount			Actual Amount	
		Proposed Amt.			Proposed Amt.	
		Actual Amount			Actual Amount	
		Proposed Units			Proposed Units	
		Actual Units			Actual Units	
		Proposed Units			Proposed Units	
		Actual Units			Actual Units	
		Proposed Amt.			Proposed Amt.	
		Actual Amount			Actual Amount	
		Proposed Units			Proposed Units	
		Actual Units			Actual Units	

Grantee Name: **Jurisdiction**

Project Name:		Public Infrastructure					
Description:		IDIS Project #:		UOG Code:		LA220978 LAKE CHARLES	
This activity includes constructing sidewalks in this community. Commercial Street North side (N. Shattuck to N. Prater), Commercial Street Southside (N. Shattuck to N. Prater St.) Katherine Street. North Side (N. prater Street to Junir Street. Martha Street Southside (N. Shattuck Street to N. prater Street), Martha Street North Side (N. Shattuck Street to N. Prater Street), Medora Street North Side (Graham Street to MLK Hwy) Fournet Street North Side (N. 1st Ave. to N. Lyons Street). Cost per Linear Foot for a 5 foot sidewalk \$4.44/sq.ft x 5 ft=22.20 linear foot. Estimated Cost with							
Location:		Priority Need Category					
Census Tracts 2 and 3		Select one:		Infrastructure ▼			
Expected Completion Date:		Explanation:					
9/30/2015		Sidewalks in various locations throughout Lake Charles North					
National Objective Codes:							
LMA ▼							
Project Primary Purpose:		Specific Objectives					
<input type="checkbox"/> Help the Homeless		1		Improve quality / increase quantity of public improvements for lower income persons ▼			
<input type="checkbox"/> Help Persons with HIV/AIDS		2		▼			
<input type="checkbox"/> Help Persons with Disabilities		3		▼			
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	01 People ▼	Proposed	706		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure			Actual Outcome		
7382 people will improve their quality of life		Improve the quality of life for participants			Improvement to quality of life		
03L Sidewalks 570.201(c) ▼		Matrix Codes ▼			Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼			Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼			Matrix Codes ▼		
Program Year 1	CDBG ▼	Proposed Amt.	323,218		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name:	Family and Youth Counseling Agency						
Description:	IDIS Project #:		UOG Code:	LA220978 LAKE CHARLES			
This project will provide guidance and counseling, leadership development, career exploration and civic engagement opportunities to meet the growing needs of youth ages 12-17 in the Lake Charles Community							
Location:	Priority Need Category						
Throughout the City of Lake Charles	Select one:		Public Services ▼				
Expected Completion Date:	Explanation:						
9/30/2014	The funds will provide Leadership Development to experiential groups to promote self-respect and responsibility, Guidance and counseling sessions will be offered to 100 youth and their families and 40 high school aged youth will participate in the Career Exploration program.						
National Objective Codes:							
LMC ▼							
Project Primary Purpose:	Specific Objectives						
<input checked="" type="checkbox"/> Help the Homeless	1	Improve the services for low/mod income persons			▼		
<input type="checkbox"/> Help Persons with HIV/AIDS	2				▼		
<input type="checkbox"/> Help Persons with Disabilities	3				▼		
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	01 People ▼	Proposed	300		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure		Actual Outcome			
300		The number of youth that will develop skills for future					
05 Public Services (General) 570.201(e) ▼		Matrix Codes ▼					
05D Youth Services 570.201(e) ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
Program Year 1	CDBG ▼	Proposed Amt.	25,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	01 People ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name:		Homebuyer Assistance					
Description:		IDIS Project #:		UOG Code:		LA220978 LAKE CHARLES	
To provide to low to moderate first time homebuyer down payment and closing costs assistance							
Location:		Priority Need Category					
Throughout the City of Lake Charles		Select one:		Owner Occupied Housing ▼			
Expected Completion Date:		Explanation:					
9/30/2014		Funds set aside for downpayment assistance and closing costs for low and moderate income persons seeking to become first time homeowners					
National Objective Codes:							
LMC ▼							
Project Primary Purpose:		Specific Objectives					
<input type="checkbox"/> Help the Homeless		1		Increase the availability of affordable owner housing ▼			
<input type="checkbox"/> Help Persons with HIV/AIDS		2		Improve access to affordable owner housing ▼			
<input type="checkbox"/> Help Persons with Disabilities		3					
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	04 Households ▼	Proposed	25		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure			Actual Outcome		
20		The number of households who become homeowners					
13 Direct Homeownership Assistance 570.201(n) ▼				Matrix Codes ▼			
05R Homeownership Assistance (not direct) 570.204 ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Program Year 1	CDBG ▼	Proposed Amt.	100,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	04 Households ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name:		Administration					
Description:		IDIS Project #:		UOG Code:		LA220978 LAKE CHARLES	
This project is for administration of the CDBG program which will be located at 326 Pujo Street, 5th Floor, Lake Charles, LA 70601							
Location:		Priority Need Category					
Enter location, address, zip codes, census tracts, or other elements that will help to identify the location of the project.		Select one:		Planning/Administration ▼			
				Explanation:			
Expected Completion Date:		General management, oversight and coordination of CDBG program activities.					
9/30/2015							
National Objective Codes:							
Not Applicable ▼							
Project Primary Purpose:		Specific Objectives					
<input type="checkbox"/> Help the Homeless <input type="checkbox"/> Help Persons with HIV/AIDS <input type="checkbox"/> Help Persons with Disabilities <input type="checkbox"/> Address Public Housing Needs		1		▼			
		2		▼			
		3		▼			
Project-level Accomplishments	Other ▼	Proposed	0 N/A		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure			Actual Outcome		
0 N/A					More low to moderate income home owners		
21A General Program Administration 570.206 ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Program Year 1	CDBG ▼	Proposed Amt.	133,913		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name:	Team Five						
Description:	IDIS Project #:	UOG Code:	LA220978 LAKE CHARLES				
provide funding for at risk youth program who have been incarcerated or in jeopardy of becoming incarcerated. Also, to provide mentoring and job/technical services							
Location:	Priority Need Category						
City of Lake Charles	Select one:	Public Services ▼					
Expected Completion Date:	Explanation:						
9/30/2014	Provide program for at risk youth						
National Objective Codes:							
LMC ▼							
Project Primary Purpose:	Specific Objectives						
<input type="checkbox"/> Help the Homeless	1	Improve the services for low/mod income persons ▼					
<input type="checkbox"/> Help Persons with HIV/AIDS	2	▼					
<input type="checkbox"/> Help Persons with Disabilities	3	▼					
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	01 People ▼	Proposed	16		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Proposed Outcome		Performance Measure		Actual Outcome		
	15		To provide services for youth at risk who are in jeopardy of				
	05D Youth Services 570.201(e) ▼		Matrix Codes ▼				
Matrix Codes ▼		Matrix Codes ▼					
Matrix Codes ▼		Matrix Codes ▼					
Program Year 1	CDBG ▼	Proposed Amt.	10,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.				Proposed Amt.	
		Actual Amount				Actual Amount	
	01 People ▼	Proposed Units				Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name:	Public Services Leader in Me Program --Elementary School						
Description:	IDIS Project #:		UOG Code:	LA220978 LAKE CHARLES			
This project is in conjunction with the Calcasieu Parish School System to provide the "The Leader in Me Program to be implemented at Oak Park Elementary School							
Location:		Priority Need Category					
3825 Brentwood Elementary School, Lake Charles, LA 70605 Located in Central Lake Charles		Select one:		Public Services ▼			
Expected Completion Date:		Explanation:					
9/30/2016		provide program for young people to become successful leaders and productive citizens					
National Objective Codes:							
LMA ▼							
Project Primary Purpose:		Specific Objectives					
<input type="checkbox"/> Help the Homeless		1 Improve the services for low/mod income persons ▼					
<input type="checkbox"/> Help Persons with HIV/AIDS		2 ▼					
<input type="checkbox"/> Help Persons with Disabilities		3 ▼					
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	01 People ▼	Proposed	350		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure		Actual Outcome			
350		To provide program to students at the elementary level to					
05D Youth Services 570.201(e) ▼		Matrix Codes ▼		Matrix Codes ▼			
Matrix Codes ▼		Matrix Codes ▼		Matrix Codes ▼			
Matrix Codes ▼		Matrix Codes ▼		Matrix Codes ▼			
Program Year 1	CDBG ▼	Proposed Amt.	15,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	01 People ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

Grantee Name: **Jurisdiction**

Project Name: Catholic Charities				
Description:	IDIS Project #: UOG Code: LA220978 LAKE CHARLES			
This project will provide services for the prevention of homelessness by providing utility and rental assistance and to homeless individuals.				
Location:	Priority Need Category			
Throughout City of Lake Charles	Select one: Public Services ▼			
Expected Completion Date:	Explanation:			
9/30/2015	provide services for the prevention of homelessness and homeless individuals			
National Objective Codes:				
LMC ▼				
Project Primary Purpose:	Specific Objectives			
<input type="checkbox"/> Help the Homeless <input type="checkbox"/> Help Persons with HIV/AIDS <input type="checkbox"/> Help Persons with Disabilities <input type="checkbox"/> Address Public Housing Needs	1 Improve the services for low/mod income persons ▼ 2 ▼ 3 ▼			
Project-level Accomplishments	01 People ▼	Proposed 60	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
	Accompl. Type: ▼	Proposed	Accompl. Type: ▼	Proposed
		Underway		Underway
		Complete		Complete
Proposed Outcome	Performance Measure	Actual Outcome		
7	prevention of homelessness and homeless individuals			
05 Public Services (General) 570.201(e) ▼		Matrix Codes ▼		
31E Supportive service ▼		Matrix Codes ▼		
Matrix Codes ▼		Matrix Codes ▼		
Program Year 1	CDBG ▼	Proposed Amt. 25,435	Fund Source: ▼	Proposed Amt.
		Actual Amount		Actual Amount
	Fund Source: ▼	Proposed Amt.	Fund Source: ▼	Proposed Amt.
		Actual Amount		Actual Amount
	04 Households ▼	Proposed Units	Accompl. Type: ▼	Proposed Units
		Actual Units		Actual Units
	Accompl. Type: ▼	Proposed Units	Accompl. Type: ▼	Proposed Units
		Actual Units		Actual Units

Grantee Name: **Jurisdiction**

Project Name:		Beat the Heat					
Description:		IDIS Project #:		UOG Code:		LA220978 LAKE CHARLES	
This project is to provide a room air conditioner to the elderly and disabled citizens throughout the City of Lake Charles							
Location:		Priority Need Category					
Throughout the City of Lake Charles		Select one:		Public Services ▼			
Expected Completion Date:		Explanation:					
9/30/2014		To provide a room air conditioner to the elderly and disabled citizens					
National Objective Codes:							
LMC ▼							
Project Primary Purpose:		Specific Objectives					
<input type="checkbox"/> Help the Homeless		1		Improve the services for low/mod income persons ▼			
<input type="checkbox"/> Help Persons with HIV/AIDS		2		Improve the quality of owner housing ▼			
<input type="checkbox"/> Help Persons with Disabilities		3					
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	04 Households ▼	Proposed	50		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure			Actual Outcome		
50		To provide assistance to the elderly and disabled citizens					
05A Senior Services 570.201(e) ▼				Matrix Codes ▼			
05 Public Services (General) 570.201(e) ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Program Year 1	CDBG ▼	Proposed Amt.	4,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

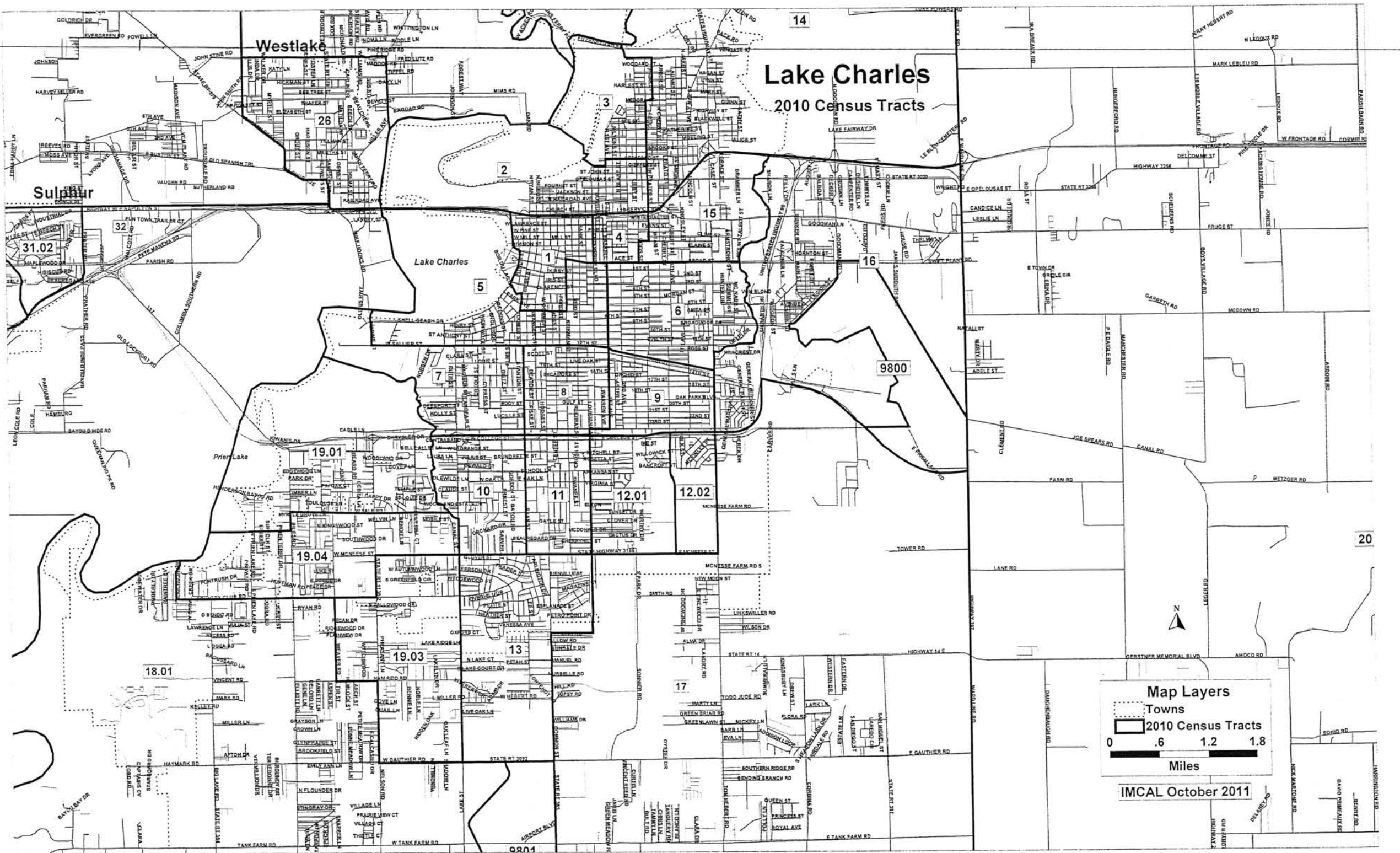
Grantee Name: **Jurisdiction**

Project Name:	People's Advocate						
Description:	IDIS Project #:		UOG Code:	LA220978 LAKE CHARLES			
This project is a holistic approach that is used to transform children, domestic violence survivors and veterans into productive citizens using animals....specifically rescued dogs.							
Location:	Priority Need Category						
Throughout the City of Lake Charles	Select one:		Public Services ▼				
Expected Completion Date:	Explanation:						
9/30/2014	New Leash on Life/patriot Dog Program. Children, juveniles, domestic violence survivors and veterans are connected with a service animal to transform their lives						
National Objective Codes:							
LMC ▼							
Project Primary Purpose:	Specific Objectives						
<input type="checkbox"/> Help the Homeless	1	Improve the services for low/mod income persons			▼		
<input type="checkbox"/> Help Persons with HIV/AIDS	2	Improve the services for low/mod income persons			▼		
<input type="checkbox"/> Help Persons with Disabilities	3				▼		
<input type="checkbox"/> Address Public Housing Needs					▼		
Project-level Accomplishments	01 People ▼	Proposed	10		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Proposed Outcome		Performance Measure		Actual Outcome		
	50		To provide assistance to at risk youth				
	05 Public Services (General) 570.201(e) ▼			Matrix Codes ▼			
31E Supportive service ▼			Matrix Codes ▼				
Matrix Codes ▼			Matrix Codes ▼				
Program Year 1	CDBG ▼	Proposed Amt.	21,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

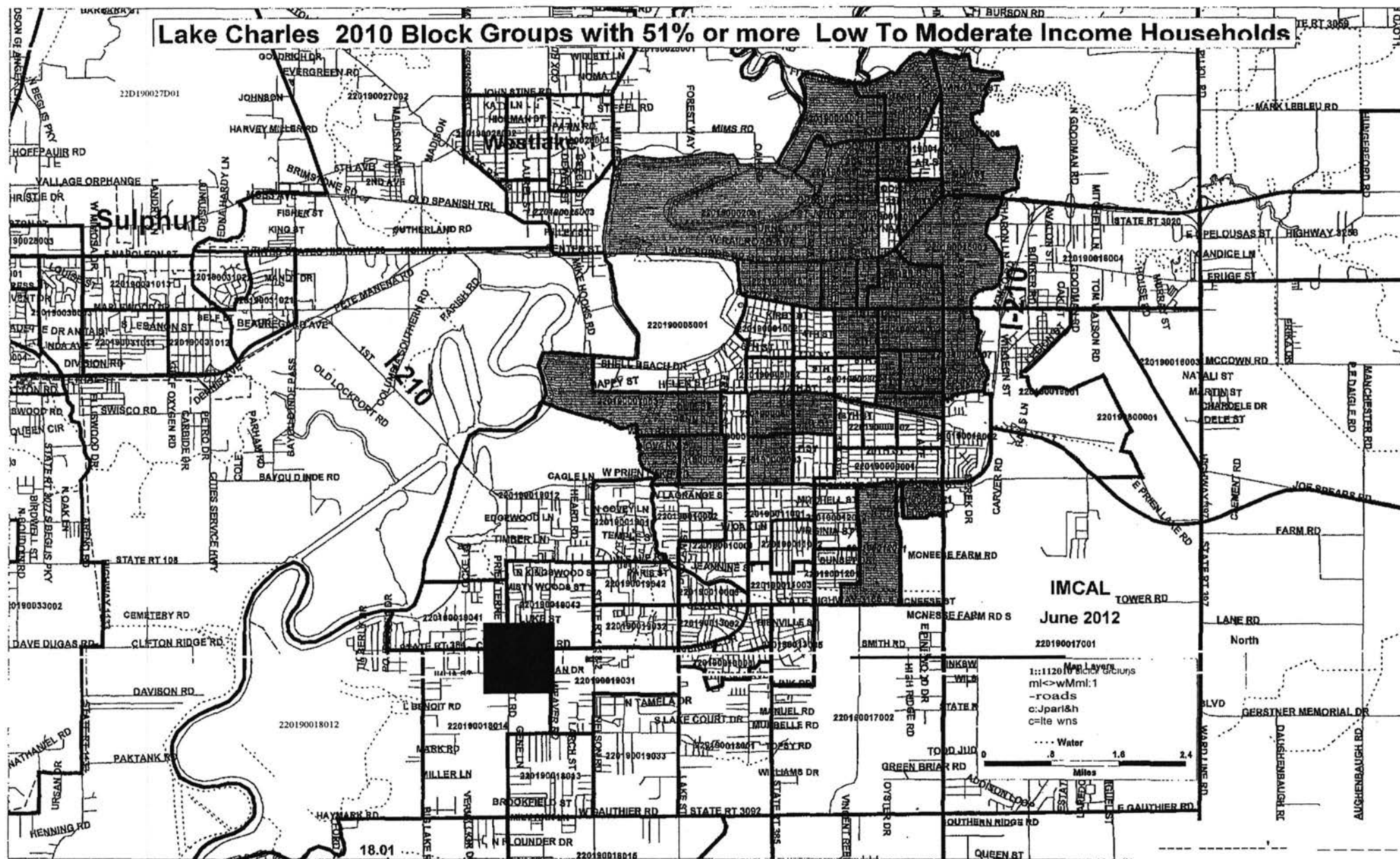
Grantee Name: **Jurisdiction**

Project Name:		Demolition and Clearance					
Description:		IDIS Project #:		UOG Code:		LA220978 LAKE CHARLES	
To provide for the demolition and clearance of sub standard housing for low to moderate income residents with grant assistance							
Location:		Priority Need Category					
Throughout City of Lake Charles		Select one:		Owner Occupied Housing ▼			
Expected Completion Date:		Explanation:					
9/30/2015		To provide grants for low to moderate income residents for demolition and clearance of sub standard housing					
National Objective Codes:							
SBS ▼							
Project Primary Purpose:		Specific Objectives					
<input type="checkbox"/> Help the Homeless		1		Improve the quality of owner housing		▼	
<input type="checkbox"/> Help Persons with HIV/AIDS		2		Improve the services for low/mod income persons		▼	
<input type="checkbox"/> Help Persons with Disabilities		3				▼	
<input type="checkbox"/> Address Public Housing Needs							
Project-level Accomplishments	04 Households ▼	Proposed	7		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	04 Households ▼	Proposed	7		Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
	Accompl. Type: ▼	Proposed			Accompl. Type: ▼	Proposed	
		Underway				Underway	
		Complete				Complete	
Proposed Outcome		Performance Measure			Actual Outcome		
5		To demolition and clear sub standard housing					
04 Clearance and Demolition 570.201(d) ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Matrix Codes ▼				Matrix Codes ▼			
Program Year 1	CDBG ▼	Proposed Amt.	12,000		Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	Fund Source: ▼	Proposed Amt.			Fund Source: ▼	Proposed Amt.	
		Actual Amount				Actual Amount	
	10 Housing Units ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	
	Accompl. Type: ▼	Proposed Units			Accompl. Type: ▼	Proposed Units	
		Actual Units				Actual Units	

MAPS



Lake Charles 2010 Block Groups with 51% or more Low To Moderate Income Households






Legend:

Boundaries

- ☐ State
 - ☐ '10 County
 - ☐ '10 Block Group

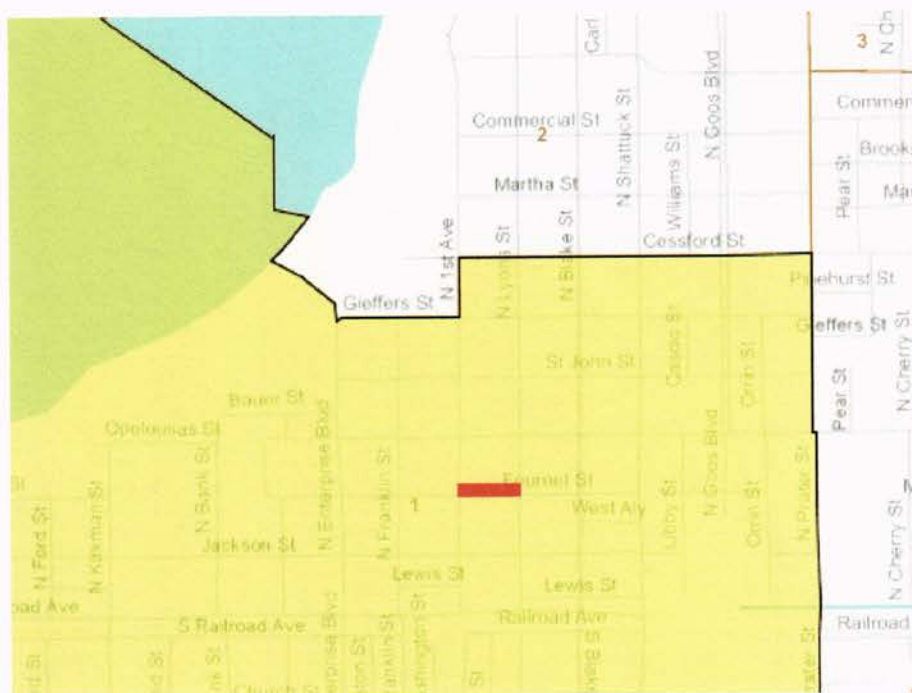
Features

-  Major Road
 Street
 Stream/Waterbody

Your Selections

- ## Your Selections

Items in grey text are not visible at this zoom level



1 of 1





Legend:

Boundaries

- ☐ State
☐ '10 County
☐ '10 Block Group

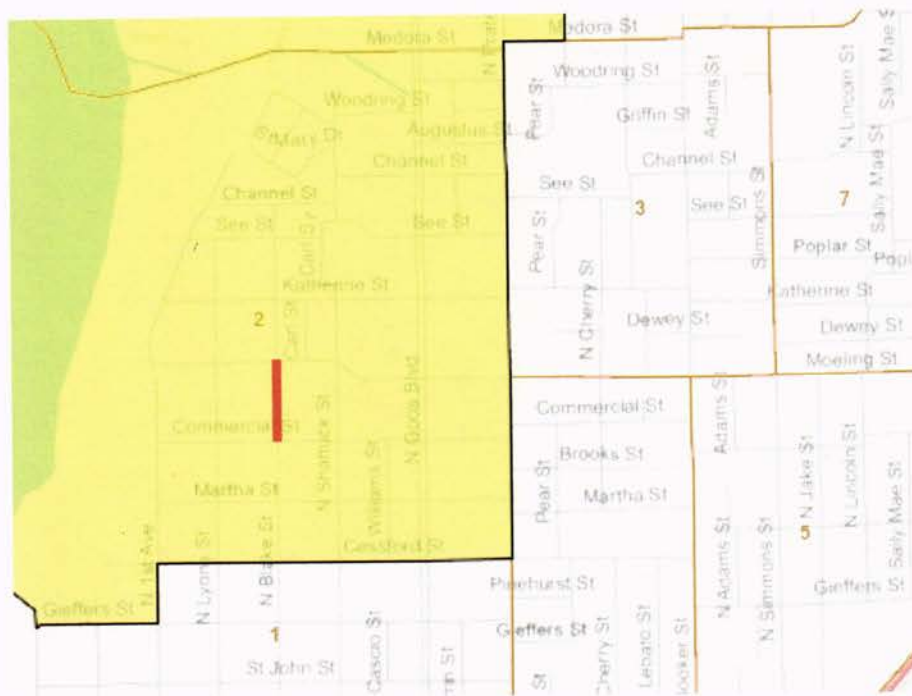
Features

-  Major Road
 Street
 Stream/Waterbody

Your Selections

- #### Your Selections

Items in grey text are not visible at this zoom level



Block Group 2, Census Tract 3, Calcasieu Parish, La. Population Affected: 1,237



Martha St. South side (N. Shattuck St. to N. Prater St.)

Legend:

Boundaries

- State
- '10 County
- '10 Block Group

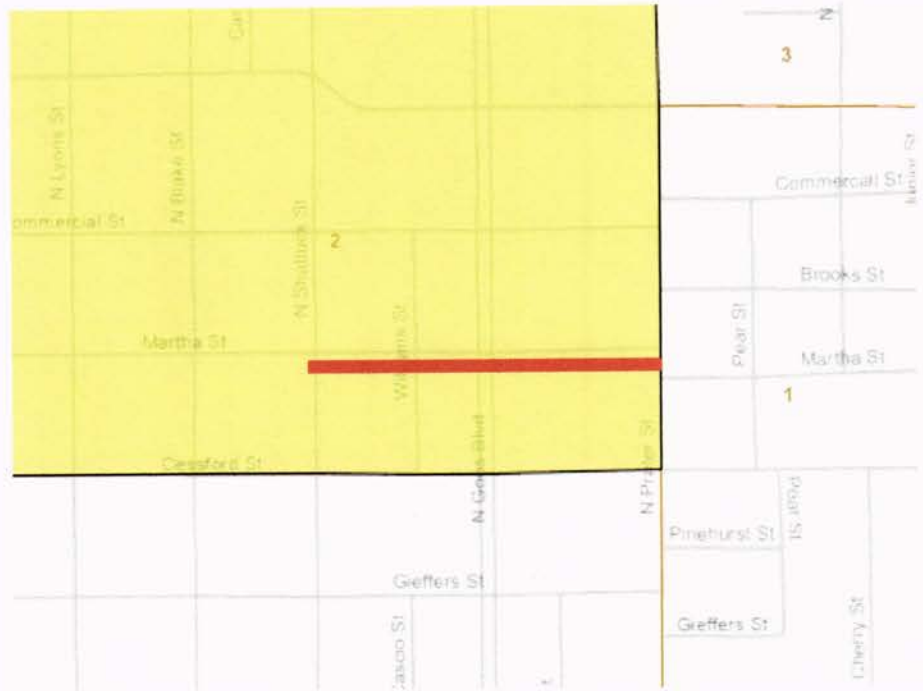
Features

- Major Road
- Street
- Stream/Waterbody

Your Selections

- Your Selections

Items in grey text are not visible at this zoom level



Block Group 2, Census Tract 3, Calcasieu Parish, La. Population Affected: 1,237

Martha St. North side (N. Shattuck St. to N. Prater St.)

Legend:

Boundaries

- State
- '10 County
- '10 Block Group

Features

- Major Road
- Street
- Stream/Waterbody

Your Selections

- Your Selections

Items in grey text are not visible at this zoom level



Block Group 2, Census Tract 3, Calcasieu Parish, La. Population Affected: 1,237





Legend:

Boundaries

- ☐ State
☐ '10 County

Features

- Major Road
 Street
 Stream/Waterbody

Your Selections

- ## Your Selections

Items in grey text are not visible at this zoom level



1 of 1

1. The first part of the document is a list of names and addresses of the members of the committee.

2. The second part of the document is a list of names and addresses of the members of the committee.



Legend:

Boundaries

- ☐ State
☐ '10 County

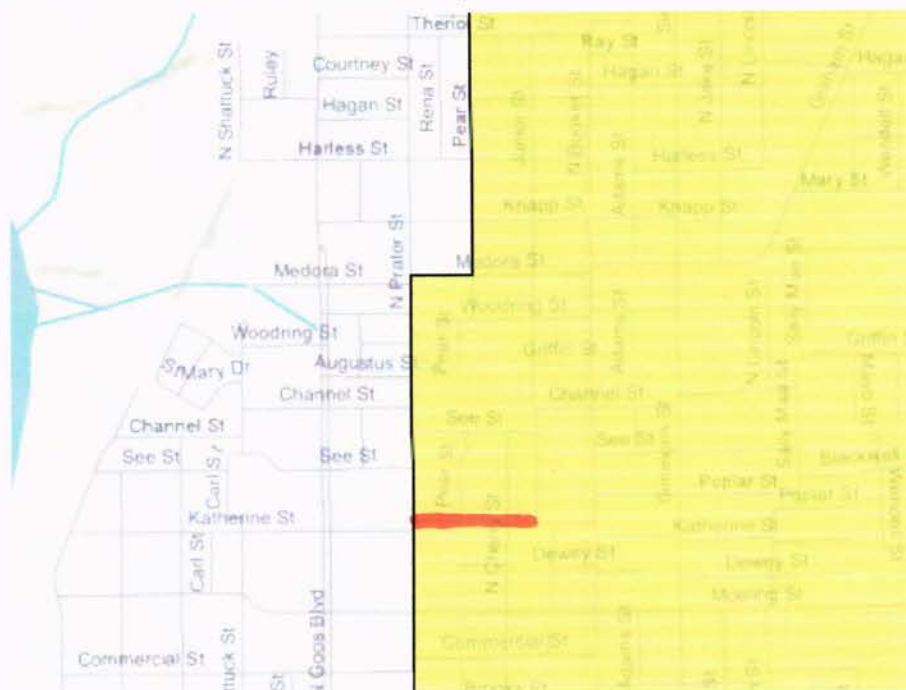
Features

- Major Road
 Street
 Stream/Waterbody

Your Selections

- ## Your Selections

Items in grey text are not visible at this zoom level



1 of 1

1000 1000 1000 1000 1000 1000 1000 1000 1000 1000

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Legend:

Boundaries

- ☐ State
☐ '10 County
☐ '10 Block Group

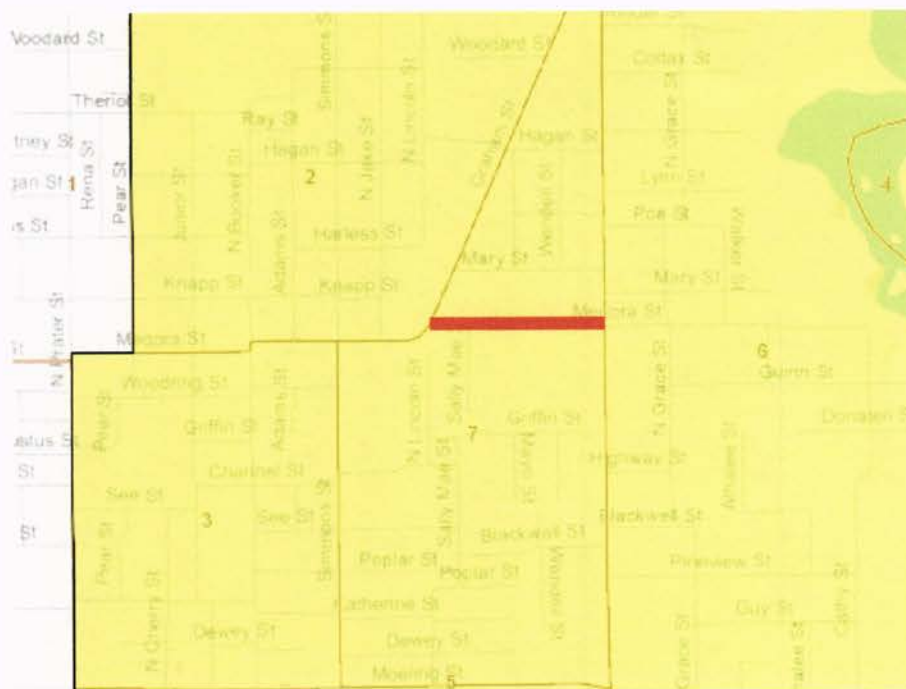
Features

- Major Road
 Street
 Stream/Waterbody

Your Selections

- ## Your Selections

Items in grey text are not visible at this zoom level



1 of 1

PUBLIC HEARINGS

**CITY OF LAKE CHARLES****LOCATION**

Martin Luther King Community Center, 2009 North Simmons Street
City Hall - 5th Floor, 326 Pujo Street

DATE

Thursday, May 23, 2013
 Thursday, May 30, 2013

TIME

6:00 PM
 6:00 PM

PUBLIC NOTICE

The City of Lake Charles' Community Development Division is giving notice that it will conduct a series of a public hearings/neighborhood meetings at the locations listed below with the appropriate dates and times.

The purpose of these public hearings/neighborhood meetings will be to discuss the City's 2013 Action Plan which is the City's application Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) funds. The Action Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funding. The Action Plan identifies the specific programs and activities to be undertaken with the federal funds received annually through the CDBG and HOME grants. As of now, The City of Lake Charles has not received any notice of 2013 allocation. The City of Lake Charles received \$656,150 in CDBG funds and \$322,235 in HOME funds from 2012 federal fiscal year funds. These funds were made available to the City of Lake Charles from the U.S. Department of Housing and Urban Development. The Plan Provides a framework for activities and expenditures for housing, homeless needs, and various community development issues such as public (human) services, public infrastructure and improvements, and economic development. Citizens are urged to attend these public hearing meetings and comment. Written comments may be addressed to the Office of Community Development, P.O. Box 900, Lake Charles, LA 70602. Request for the necessary provisions may be made by calling the Office of Community Development at (337) 491-1440.

00810582

CITY OF LAKE
CHARLES
PUBLIC NOTICE

The City of Lake Charles' Community Development Division is giving notice that it will conduct a series of a public hearings/neighborhood meetings at the locations listed below with the appropriate dates and times.

Location, Date, Time
Martin Luther King
Community Center
2009 North Simmons
Street
Thursday, May 23, 2013,
6:00 PM

City Hall-5th Floor
326 Pujos Street
Thursday, May 30, 2013,
6:00PM

The purpose of these public hearings/neighborhood meetings will be to discuss the City's 2013 Action Plan which is the City's application Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funding.

The Action Plan identifies the specific programs and activities to be undertaken with the federal funds received annually through the CDBG and HOME grants. As of now, The City of Lake Charles has not received any notice of 2013 allocation. The City of Lake Charles received \$656,150 in CDBG funds and \$322,235 in HOME funds from 2012 federal fiscal year funds. These funds were made available to the City of Lake Charles from the U.S. Department of Housing and Urban Development.

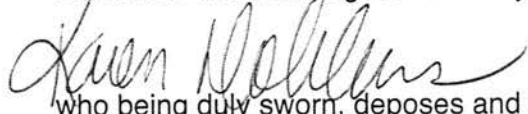
The Plan provides a framework for activities and expenditures for housing, homeless needs, and a various community development issues such as public (human) services, public infrastructure and improvements, and economic development. Citizens are urged to attend these public hearing meetings and comment. Written comments may be addressed to the Office of Community Development, P.O. Box 900, Lake Charles, LA 70602. Request for the necessary provisions may be made by calling the Office of Community Development at (337) 491 1440.

May 15 11
00810559

Affidavit of Publication

STATE OF LOUISIANA
Parish of Calcasieu

Before me the undersigned authority, personally came and appeared



who being duly sworn, deposes and says:

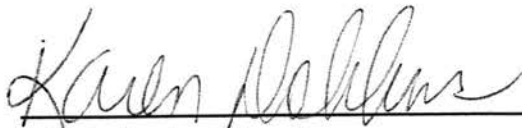
He/She is a duly authorized agent of
LAKE CHARLES AMERICAN PRESS

a newspaper published daily at 4900 Highway 90 East,
Lake Charles, Louisiana, 70615. (Mail address: P.O. Box 2893
Lake Charles, LA 70602)

The attached Notice was published in said newspaper in its issue(s)
dated:

00810559 - \$26.40

May 15, 2013



Duly Authorized Agent

Subscribed and sworn to before me on this 15th day of May, 2013 at
Lake Charles, LA



19100291

Me lba Higginbotham
CITY OF L.C./COMMUNITY DEV.

Notary Public

PUBLIC NOTICES

Affidavit of Publication

STATE OF LOUISIANA

Parish of Calcasieu

Before me the undersigned authority, personally came and appeared

Sharon A. Miller
who being duly sworn, deposes and says:

He/She is a duly authorized agent of
LAKE CHARLES AMERICAN PRESS

a newspaper published daily at 4900 Highway 90 East,
Lake Charles, Louisiana, 70615. (Mail address: P.O. Box 2893
Lake Charles, LA 70602)

The attached Notice was published in said newspaper in its issue(s)
dated:

00817691 - \$26.40

June 30, 2013



The City of Lake Charles' Community Development Division will place in the following locations a copy of the 2013 Action Plan. The Action Plan identifies the specific programs and activities to be undertaken with the federal funds received annually through the CDBG and HOME grants. The City of Lake Charles anticipates receiving \$669,556 in CDBG funds and \$196,239 in HOME funds from 2013 federal fiscal year funds. These funds are made available to the City of Lake Charles on an annual basis from the U.S. Department of Housing and Urban Development. The Plan provides a framework for activities and expenditures for housing, homeless needs and various community development issues such as public (human) services, public infrastructure and improvements, and economic development.

The locations are:
Martin Luther King
Recreation Center
Central Library
City Hall, 5th Floor

The copies will be on display July 1, 2013 through July 31, 2013 for citizens' comments and input.

Citizens are urged to read and make written comments. Written comments may be addressed to the Office of Community Development, P.O. Box 900, Lake Charles, LA 70602. For more information, please call the Division of Community Development at 491-1440.

June 3011
00817691

Sharon A. Miller
Duly Authorized Agent

Subscribed and sworn to before me on this 1st day of July, 2013 at Lake Charles, LA

Brian M. Snyper #627065

19100109

Notary Public

CITY OF LAKE CHARLES

COMMENTS

COMMENTS

- Covering of ditches in North Lake Charles
- City should seek a Grant Writer, to apply for more grants that can be added to the CDBG funds, so more projects can be funded.

CITIZEN PARTICIPATION PLAN

CITIZEN PARTICIPATION

The Consolidated Plan requires grantees to adopt a Citizen Participation Plan. The plan contains the required elements listed in the Consolidated Plan regulations 24 CFR 91.105.

Standards

1. Citizen participation will be approached on a community-wide and a neighborhood level.
2. The City will consider any comments and views received and, if deemed appropriate, modify plans and programs accordingly.
3. Citizen participation requirements will not be construed to restrict the authority of the City to develop plans, programs, and activities to be accomplished with federal funds.
4. All aspects of citizen participation shall be conducted in an open manner with freedom of access for all interested persons.
5. There shall be involvement of low and moderate-income persons, members of minority groups, residents of targeted areas and other areas where a significant amount of activity is proposed or ongoing, the elderly, the handicapped, and others who are concerned about the program.
6. Citizens shall be provided adequate and timely information so they can be meaningfully involved at various stages of the program.
7. Submission of views, comments and proposals by citizens is encouraged and solicited.

Encouragement of Citizen Participation Plan

The City of Lake Charles Community Development Division will provide its citizens with an adequate opportunity to participate in the planning and development of its Consolidated Plan. It will also encourage participation in the implementation, monitoring, and evaluation of the use of funds under the Consolidated Plan program. Particularly, emphasis is placed on participation by the residents of the areas where funds are proposed to be spent, and other low and moderate income or blighted areas. The input of individuals, groups, and organizations will be solicited via the news media, word of mouth, and direct contact by telephone, email and /or mail. Various media and communication resources will be employed to enlighten citizens of the benefits of active citizen involvement in the Consolidated Plan program.

The Community Development Division will serve as the City's liaison with interested individuals and groups concerned with the Consolidated Plan program. Educational programs for specific project areas, for all target areas, and for city residents in general

The City of Lake Charles is an Entitlement Recipient of Community Development Block Grant Funds (CDBG) under Title I of the Housing and Community Development Act of 1974, as amended and HOME Investment Partnership Act, Title II of the National Affordable Housing Act of 1990. The City of Lake Charles' citizen participation plan was prepared in accordance with section 104 (a) 3 of the Housing and Community Act of 1974 and has been amended as required for the Consolidated Plan in accordance to CFR Part 91, section 105.

The Citizen Participation Plan encourages participation by very low and low-income persons, particularly those living in targeted areas. In addition, it encourages the participation of all its citizens, including minorities and non-English speaking persons, as well as persons with mobility, visual or hearing impairments. It encourages the participation of residents of public and assisted housing developments, in the process of developing and implementing the consolidated plan, along with other low income residents of targeted revitalization areas in which the developments are located.

I. Participation of residents in low and moderate income neighborhoods

To ensure broad and successful public participation, the City will:

- All aspects of citizen participation are conducted an open manner with freedom of access for all interested parties. All Consolidated Planning process hearings and meetings are open to the public with opportunities for public participation.

- All hearings and meetings are announced by legal notices in the Lake Charles American Press. A mailing is also sent to the City's Consolidated Plan mailing lists.

- Every effort will be made to provide citizens participating in the Consolidated Planning process with adequate and timely information so that they can be involved in the various

stages of the process. These efforts will include public notices and direct mailings. The City has developed a comprehensive Consolidated Plan mailing lists as part of this effort.

-In acknowledging the importance of the support of the elected officials, each elected official in Lake Charles, including members of the Lake Charles City Council and Calcasieu Parish Police Jury, shall be given an opportunity to participate in the Consolidated Planning process. They will be forwarded all public notices and meeting mailings noted above.

-Continuity of participation is assured throughout the Consolidated Planning process by the dissemination of information to the Consolidated Plan mailing lists.

-Modifications to the CDBG or HOME Program activities shall be made only in accordance with the procedures outlined in this document.

A. Citizens Advisory Committee

The principle mechanism for achieving citizen involvement in the development, administration and evaluation of Community Development Block Grant and HOME Activities will be through a Citizens Advisory Committee. All aspects of citizens' participation will be conducted in an open manner, with freedom of access for all interested persons and at handicapped accessible locations. The Citizen Advisory Committee meetings will be posted on the official bulletin board of the City and published in the legal section of the official journal for the City.

1. Membership

The Committee will be composed of nineteen (19) members. Committee members should be active community leaders who are aware of the needs of their neighborhood and who will assist in obtaining citizen input concerning CDBG

and HOME activities that principally benefit low and moderate-income persons. If a member has three (3) consecutive unexcused absences, this member will be replaced. All members will serve for a two or three-year term. The composition of the Committee will be as follows:

- a. Two representatives who reside in Target Neighborhood A
- b. Two representatives who reside in Target Neighborhood B.
- c. Two representatives who reside in Target Neighborhood C
- d. Two members of the Business Community
- e. Two representatives for homeless persons
- f. Two representatives for persons who are mentally disabled
- g. Two representatives of housing services
- h. Two representatives for elderly and handicapped citizens
- i. One representative for persons with AIDS/HIV.
- j. One representative from the Preservation Society
- k. One representative of non profit

The Mayor shall appoint all members. The Community Development Director will serve as the Administrator to the Advisory Committee, to provide support as needed and to provide continuity of citizen participation throughout all stages of the program including the development of needs, the review of proposed activities and review of program performance. The Director will not be a voting member of the committee.

2. Function

The Citizen Advisory Committee will perform the following functions:

- a. To solicit comments from persons within their perspective neighborhoods or persons they represent relating to the needs of

their neighborhoods and performance of the CDBG and HOME programs.

- b. To provide information to persons within their neighborhoods or person they represent concerning public hearings, meetings, proposed CDBG and HOME activities, performance evaluations, etc.
- c. Conduct public hearings and neighborhood meetings to obtain citizen views at all stages of the Community Development Block Grant and HOME Programs. The Committee will review all public comments, recommendations and proposals concerning the development of needs, proposed activities, program amendments and program performance and submit its recommendations to the Mayor.
- d. Conduct Citizen Advisory Committee meetings quarterly each calendar year.

B. Public Hearings

1. Schedule

In order to solicit information from all citizens of Lake Charles, one public hearings will be held at a location within each of the three (3) CDBG target neighborhoods during the five-year Consolidated Plan and the one-year Action Plan prior to the comment period during the planning process. The purpose of these hearings will be to obtain citizens views and encourage recommendation of proposed activities that will be funded through CDBG and HOME programs. The hearings will be held at times and locations convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities.

One or more public viewings will be held during the comment period for both the five-year Consolidated Plan and the one-year Action Plan to obtain citizen comments of the final documents. Copies of comments submitted by citizens, the City's assessment of such comments, and a summary of any action taken in response to the comments received will be included in the consolidated plan.

One or more public hearings will be held during the planning stage for any substantial amendment to the five year consolidated plan. A second public hearing will be held during the comment period for any substantial amendment to the five year consolidated plan. Copies of comments submitted by citizens, the City's assessment of such comments, and a summary of any action taken in response to the comments received will be included in the substantial amendment to the five-year consolidated plan.

One or more public hearings will be held during comment period for any substantial amendment to the one-year action plan and during the comment period for the completed consolidated performance report. Copies of comments submitted by citizens, the City's assessment of such comments, and a summary of any action taken in response to the comments received will be included in the one-year action plan and the performance report.

2. Notice

At least fourteen (14) days prior to each public hearing, the City will publish a notice in easily readable type in the non-legal section of *The Lake Charles American Press*. Such notices shall indicate the date, time, place and topics to be discussed. The City also will make reasonable efforts to provide the notices in the form of announcements on the Public Information Channel, at local churches, by contacting known organized neighborhood groups, and through the efforts of the representatives on the advisory committee.

3. Information

Public hearings will address housing and community development needs, non-housing community development needs, development of proposed activities, and review of program performance. Citizens, public agencies, and other interested parties will be given information including 1) the amount of assistance the City expect to receive including planning and administrative activities; 2) the range of activities that may be undertaken and the kinds of activities previously funded in the community; 3) the processes to be followed in preparing the consolidated plan and the schedule of meetings and hearings; 4) the approximate amount of funds that will be used to benefit persons of very low and low income persons, and the plans to minimize displacement of persons and to assist any persons displaced; 5) the role of citizens in the program, as provided in the Citizen Participation Plan; and 6) a summary of other important program requirements.

4. Non-English Speaking Population

The City of Lake Charles does not have significant identifiable non-English speaking population. It is not deemed necessary that notice or other announcements be published in languages other than English. Should the language characteristics of the population change significantly, the City will make provisions for bilingual distribution of Citizens Participation Information.

C. Publications

1. Five-Year Consolidated Plan

A summary of the proposed five-year consolidated plan will be placed in *The Lake Charles American Press* and will allow at least thirty (30) days for persons to comment. The summary will describe the contents and purpose of the

consolidated plan and include a list of the locations where copies of the entire plan may be examined.

2. One-Year Action Plan

A notification will be placed in *The Lake Charles American Press* to inform citizens of the availability of the one-year action plan to afford citizens a reasonable opportunity to examine their contents. At least thirty (30) days will be allowed to receive citizen comments.

3. Substantial Amendments

A notification will be placed in *The Lake Charles American Press* to inform citizens of the availability of any substantial amendments to the one-year action plan or the five-year consolidated plan, as these documents are developed, to afford citizens a reasonable opportunity to examine their contents. At least thirty (30) days will be allowed to receive citizen comments.

4. Consolidated Performance Report

A notification will be placed in *The Lake Charles American Press* to inform citizens of the availability of the consolidated performance report to afford citizens a reasonable opportunity to examine the contents. At least fifteen (15) days will be allowed to receive citizen comments

II. Access to Public Information

A. Public access to information and records regarding the CDBG Program.

The City will provide for full and timely disclosure of its program records and information for the preceding five years consistent with applicable state and local laws regarding personal privacy and obligations of confidentiality.

Documents relevant to the program shall be made available at the City's Community Development Office on the 5th Floor of City Hall, during normal working hours for citizens' review upon either written or oral request. Such documents include 1) all mailing and promotional material; 2) records of public hearings; 3) All key documents, including all prior applications, letters of approval, grant agreements, the citizens participation plan, performance reports, evaluation reports, Consolidated Plan, other reports required by HUD, and the proposed and approved application for the current year; 4) Copies of the regulations and issuance's governing the program; and, 5) Documents regarding other important program requirements, such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements, and relocation provisions

B. Availability of Consolidated Plan

Copies of the consolidated plan will be available at the Calcasieu Parish Library (main branch), the City of Lake Charles Community Development Division, and Lake Charles Housing Authority Office.

III. Technical Assistance

The City of Lake Charles Community Development Division will provide for and encourage the submission of views and proposals regarding the Community Development and HOME Programs by citizens, particularly low and moderate-income persons and

residents of blighted neighborhoods. The City will provide technical assistance to groups representative of persons of very low and low income that request such assistance in developing proposals for funds under any of the programs covered by the consolidated plan. The level and type of assistance will be determined at the time of the request. The City will provide a timely written response to all written proposals submitted within thirty (30) days stating the reasons for the action taken by the City of the Proposals.

The Community Development office will provide technical assistance to the Citizens Advisory Committee to familiarize them with overall program aspects; particularly the process for determining community needs, program planning, citizens' input and program assessment.

IV. Anti-Displacement

The City of Lake Charles intends to minimize displacement of persons in the implementation of CDBG and HOME activities. If displacement becomes necessary in order to accomplish program objectives, persons displaced will be assisted according to the HUD Handbook 1378, Tenant Assistance, Relocation and Real Property Acquisition, including any amendments and 24 CFR part 92.353, displacement, relocation and acquisition regulations.

V. Complaints and Grievances

Citizen complaints or grievances may be submitted in writing and mailed to the Community Development Office, P. O. Box 900, Lake Charles, LA 70602-0900 or may be hand delivered to the 5th Floor of City Hall, 326 Pujoe Street, Lake Charles, LA 70601. A written response will be provided within fifteen (15) working days where practicable to all written complaints and grievances received by the Community Development Office.

VI. Amendments

The City of Lake Charles will amend its consolidated plan whenever one of the following decisions are made:

1. To make a substantial change in its allocation of priorities or a substantial change in the method of distribution of funds;
2. To carry out an activity, using funds from any program covered by the consolidated plan (including program income), not previously described in the action plan;
3. To substantially change the purpose, scope, location, or beneficiaries of an activity.

Public comments for amendments to the consolidated plan will follow the procedures outlined above in section I-B concerning public hearings.

A “Substantial Change” is defined by the City of Lake Charles to be:

1. A proposed new activity which cannot reasonably be construed to have been included within the programmatic intent of the adopted application or in the commitment of funds to a specific project; or
2. An activity that was identified in the adopted application, but which subsequently is proposed to be deleted; or
3. An activity that is proposed to be altered in terms of its purpose, scope, location, or beneficiaries to such an extent that it can no longer reasonably be construed as the activity reviewed by the public and approved by the Lake Charles City Council.

ORDINANCE



City of Lake Charles

Signature

Ordinance Number: 16654

326 Pujo Street
P.O. Box 1178
Lake Charles, LA
70602-1178

An ordinance approving the 2013 Action Plan and authorizing the City of Lake Charles to make application to the U.S. Department of Housing and Urban Development (HUD) for the 2013 Federal Community Development Block Grant (CDBG) Funds and HOME Partnership Program Funds.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE CHARLES, LOUISIANA, in regular session convened, that:

SECTION 1: The City Council of the City of Lake Charles, Louisiana, does hereby approve and adopt the ACTION PLAN for the City of Lake Charles, which describes the needs, resources, priorities and proposed activities to be undertaken with respect to HUD programs for federal funding year 2013, including any amendments deemed necessary and proper by the Administration and as approved by HUD; and does hereby certify that the City possesses the legal authority to carry out the programs in the Action Plan in accordance with 24 CFR Part 91 and other applicable HUD regulations.

SECTION 2: The Mayor of the City of Lake Charles, Louisiana, is hereby authorized to make application and enter into an agreement with the U.S. Department of Housing and Urban Development for Community Development Block Grant funds, as authorized under Title I of the Housing and Community Development Act of 1974, as amended (42 USC 5301, et seq), for the 2013 federal fiscal year; the Mayor is further authorized to include any provisions in any agreement which the Mayor deems necessary to protect the interest of the City.

SECTION 3: The Mayor of the City of Lake Charles is further authorized to make application and enter into an agreement with the U.S. Department of Housing and Urban Development for HOME Program funds for the 2013 federal fiscal year, plus any additional amounts which become available from reallocations of unused funds, and to execute, approve, and submit all application documents, statements, certifications, and agreements as required by the U.S. Department of Housing and Urban Development.

SECTION 4: The Mayor of the City of Lake Charles is further authorized to draft and approve and to execute or sign any and all forms and documents necessary to administer the HOME Program; to execute or accept security devices upon real estate as security for the conditions required by HUD and with respect to properties rehabilitated with HOME Program funds; to place any terms in any form, document, or agreement which are necessary to meet the requirement of HUD or other related regulations as published in the Federal Register, or which the Mayor deems necessary to protect the interests of the City of Lake Charles; to set project guidelines for HOME funds; and to do any and all things necessary to protect the interests of the City of Lake Charles; to set project guidelines for HOME funds; and to do any and all things necessary and proper to administer the HOME Program in accordance with the requirements of the HOME Investment Partnership Act, as authorized under Title II of the Cranston-Gonzales National Affordable Housing Act, Public Law 101-625, and applicable regulations and requirements of HUD.

SECTION 5: The Mayor of the City of Lake Charles is further authorized to draft and approve and to execute or sign any and all forms and documents necessary to administer the CDBG Program.

At a meeting of the City Council on 6/19/2013, this Ordinance was adopted by the following vote:

For: John Ieyoub, Mark Eckard, Dana Carl Jackson, Marshall Simien, Stuart Weatherford and Luertha August

Absent: Rodney Geyen

Passed and Adopted Mark Eckard Date 6-19-13
Mark Eckard, President or Presiding
Officer

Attest Lynn F. Thibodeaux Date 6-19-13
Lynn F. Thibodeaux
Clerk of the Council

Approved by Randy Roach Date 6/21/13
Randy Roach, Mayor
City of Lake Charles, Louisiana

CERTIFICATIONS



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- ☐ This certification does not apply.
☒ This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

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

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

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

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

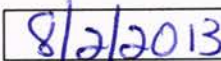
Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

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

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



Signature/Authorized Official



Date

Randy Roach

Name

Mayor

Title

326 Pujo Street

Address

Lake Charles, LA 70602

City/State/Zip

(337) 491-1201

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

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

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

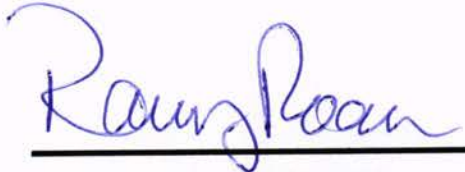
Excessive Force -- It has adopted and is enforcing:

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

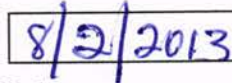
Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official



Date

Randy Roach

Name

Mayor

Title

326 Pujo Street

Address

Lake Charles, LA 70602

City/State/Zip

(337) 491-1201

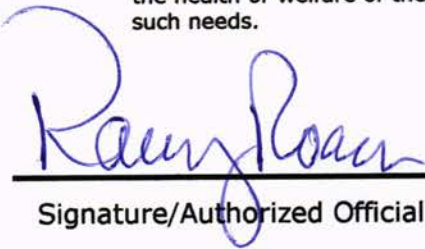
Telephone Number

- ☒ This certification does not apply.
☐ This certification is applicable.

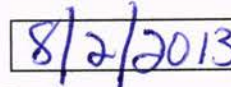
**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature/Authorized Official



Date

Randy Roach

Name

Mayor

Title

326 Pujo Street

Address

Lake Charles, LA 70601

City/State/Zip

(337) 491-1201

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

Specific HOME Certifications

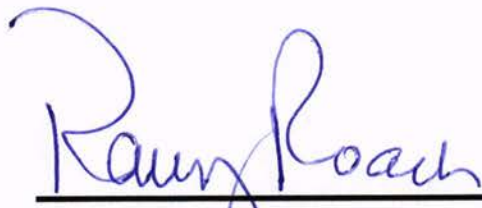
The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

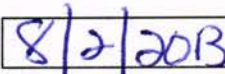
The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature/Authorized Official



Date

Randy Roach

Name

Mayor

Title

326 Pujo Street

Address

Lake Charles, LA

City/State/Zip

(337) 491-1201

Telephone Number

- ☒ This certification does not apply.
☐ This certification is applicable.

HOPWA Certifications

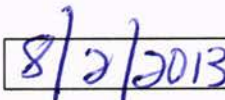
The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.


Signature/Authorized Official


Date

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- | |
|---------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="checked" type="checkbox"/> This certification does not apply.
<input type="checkbox"/> This certification is applicable. |
|---------------------------------------------------------------------------------------------------------------------------------------------|

ESG Certifications

I, _____, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

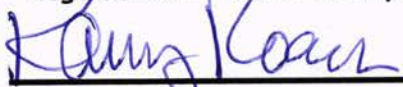
I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

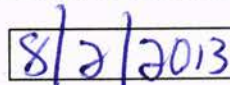
authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.



Signature/Authorized Official



Date

Randy Roach

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APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

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

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
City of Lake Charles	326 Pujo Street	Lake Charles	Calcasieu	LA	70601

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

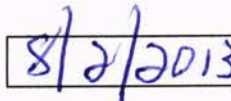
- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll.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

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



Signature/Authorized Official



Date

Randy Roach

Name

Mayor

Title

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CONTACTS

**Randy Roach, Mayor
337-491-1201**

**Esther Vincent, Director of Community Development &
Services
337-491-1440**

**Russell Adams, Community Development Administrator
337-491-1440**

**Jacqueline Higginbotham, Sr. Program Specialist
337-491-1272**

**Bob Green, Rehabilitation Specialist
337-491-1467**

**Jessica Sias, Account Representative
337-491-1428**