



NORTHEAST TENNESSEE/VIRGINIA HOME CONSORTIUM

&

BRISTOL, TN COMMUNITY DEVELOPMENT BLOCK GRANT

2017-18 ACTION PLAN

Prepared for:

**THE U. S. DEPARTMENT OF
HOUSING & URBAN DEVELOPMENT**

Prepared by:

**NORTHEAST TENNESSEE/VIRGINIA HOME CONSORTIUM
CITY OF BRISTOL, TN LEAD GRANT ADMINISTRATOR**

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Executive Summary

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

1. Introduction

The City of Bristol, Tennessee is a part of the Kingsport-Bristol-Bristol, Tennessee-Virginia Metropolitan Statistical Area and is a Department of Housing and Urban Development Community Development Block Grant Entitlement City. As such, Bristol receives a formulated amount of funds annually. The CDBG program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C.-5301 et seq. This year Bristol, Tennessee expects to receive \$184,271.00 in Community Development Block Grant (CDBG) funds and \$802,124.00 in HOME funds. In the unexpected event that the entitlement amounts should increase prior to July 1, 2017, the added amount of CDBG funds will be allocated to housing rehabilitation and the additional HOME funds will be allocated on the prior agreed percentage basis for each community. If the entitlement amounts should decrease the reduction will be subtracted from housing rehab and a subtraction in the HOME funds will be deducted from members of the Consortium on their agreed upon percentage basis.

The projected use of funds has been developed to give maximum priority to activities that will carry out one of the national objectives as follows:

1. Benefit low- and moderate-income (LMI) families.
2. Aid in the prevention or elimination of slums or blight.
3. Other community development areas which demonstrate a particular urgent need or because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

The City of Bristol Tennessee certifies that the following activities proposed for the coming year meet one of the three national objectives.

REVENUE:

2017-18 CDBG Allocation: \$187,271.00

2017-18 HOME Allocation: \$802,124.00

CDBG Projected Program Income: \$2,500.00

HOME Projected Program Income: \$50,000.00

2016 Bristol CDBG Carryover: \$208,085.09

2016 HOME Consortium Carryover: \$1,287,847.00

EXPENSES:

Bristol CDBG Projects:

Rehabilitation/Reconstruction: \$62,416.80

YWCA Day Care (Public Service): \$25,000.00

Demolition (Neighborhood Revitalization): \$10,000.00

Sidewalks (Public Facilities): \$50,000.00

Program Administration: \$36,854.20

HOME Consortium Projects:

CHDO Setaside (15% minimum): \$96,510.44

Bristol, TN (11%): Homeownership - \$67,694.13

Bristol, VA (9%): Rehab - \$55,386.10

Kingsport (23%): Rehab - \$141,542.27

Johnson City (27%): Rehab - \$166,158.31

Bluff City: Rehab - \$10,000.00

Sullivan County (17%): Rehab - \$104,618.20

Washington County (13%): Rehab - \$80,002.15

Administration (10%): \$80,212.40 (First Tennessee Development District - \$52,138.06; City of Bristol - \$28,074.34)

2. Summarize the objectives and outcomes identified in the Plan

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

The Consolidated/Strategic Plan provides a guide to address the Cities needs for five years using CDBG and HOME funds as well as other leveraged funds. The Action Plan is for a one-year period. There are three broad national objectives that each project must meet in at least one category. They are:

- Provide decent affordable housing
- Create a suitable living environment
- Create economic opportunities

Outcomes show how programs and activities benefit the community and the people it serves. The three measurable outcomes that will illustrate the benefits of each of this year's activities, as well as the five years covered in the Consolidated Plan are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

While HOME funds must be used for housing purposes, CDBG funds may be used for both housing and non-housing activities. Both must be used to promote viable communities by following one of the three objectives listed above. All funds must serve low- to moderate-income areas or persons or special needs individuals including the homeless, persons with disabilities, victims of domestic violence or child abuse/neglect, persons with substance abuse, AIDS, mental illness, and the elderly. An abbreviated list of the City's and the HOME Consortium's goals include:

- The expansion of first-time homeownership opportunities for very low, low, and moderate income households.
- Expand opportunities to qualified very low, low, and moderate income homeowners to rehabilitate their homes to correct minor and major code violations.
- Develop transitional and supportive housing for at-risk clients.
- Develop new single-family housing units within the Consortium.
- Expand rental housing opportunities for income-qualified individuals and families.
- Assist in the expansion of support services for the at-risk population.
- Neighborhood revitalization through improving housing stock, removing dilapidated structures, installing sidewalks and recreational facilities - thus creating viable, thriving neighborhoods.
- Assist with economic development opportunities through the creation or expansion of job opportunities for low and moderate-income people.

3. Evaluation of past performance

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

The City of Bristol Tennessee has consistently met or exceeded its goals to address decent housing and assistance to first-time homebuyers. The ever-increasing needs of low-income homeowners and the lengthy list of housing rehabilitation applicants was a tremendous factor in choosing housing activities again this year. Bristol uses CDBG funds for emergency rehab (max of \$10,000) and major rehab projects (max of \$25,000). Other projects undertaken include demolition of dilapidated, unsafe structures due to citizen input and the visible deterioration of buildings in many of our neighborhoods. We have chosen neighborhood stability/revitalization again this year due the success of the projects in the past. We believe we have done an outstanding job in managing our CDBG and HOME funds, leveraging federal dollars with public and private sources, partnering with local agencies to obtain necessary services for special needs populations and serving the low- and moderate income residents of our city.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Bristol's Consolidated Plan is developed through a collaborative process whereby the community identifies local critical needs and assists in establishing an Action Plan. Citizen participation is a critical part of the Consolidated Plan, including developing, amending and reporting on program performance annually. The City solicits and encourages the participation of all citizens, including minorities, non-English speaking populations, and persons with disabilities. Public hearings and community meetings are conducted in various areas of the Consortium to give more residents the opportunity to voice their opinions.

1. Consultations with Other Community Institutions.

In development of the Five-Year Consolidated Plan and the Third-Year Action Plan, the City consulted with other public and private for-profit and non-profit agencies that either provide or have direct impact on the broad range of housing, health, and social services used by Bristol residents. These agencies provided knowledge regarding local unmet needs and ongoing critical needs. The City Council has designated the Community Development Advisory Committee (CDAC) as the primary advisory body and as such, information on community needs and priorities have been discussed at there meetings.

2. Public Hearings.

There were several public meetings from the beginning stages of development of the Plan in order to gather information on community needs from citizens and local service providers. In compliance with

the Citizen Participation Plan, the first public hearing was held at the Memorial Park Community Center in Johnson City on March 28, 2017 for both CDBG and HOME programs. A second public hearing was initially scheduled for May 9, 2017, at the Bristol City Council meeting; however, due to the delay in receiving our Federal allocations and the guidance received to delay submission of the Plan, the second public hearing was then held at the July 11, 2017 Bristol Tennessee City Council meeting. Draft copies of the Action Plan were available for review at the Bristol Public Library, a Bristol Coalition meeting; the First Tennessee Development District office and in the offices of each member of the HOME Consortium.

3. Written Comments.

Based on public input and quantitative analysis, City staff prepared a draft Action Plan covering both the CDBG and HOME Programs. Because of the delay in the Federal funding process, a 14-day comment period was allowed by HUD for Bristol's CDBG program and the HOME Consortium program. Notification of availability of the draft appeared in three local newspapers and on each city's website. The public was able to review the draft at each local Housing Authority office, in each participating jurisdiction's Community Development office.

4. Action Plan and Public Hearings.

Several public meetings were held pertaining to the Third-Year Action Plan beginning in March, 2017. Drafts of the Plan were made available at the Department of Community Development, Bristol Public Library, The Slater Community Center, and Bristol Housing and Redevelopment Authority.

All written and verbal comments provided were considered in preparing the final Action Plan, however it was impossible to fund every project or need. A summary of comments received and the City's responses to comments are included in the final document. The City Council considered these comments, the Northeast Tennessee/Virginia HOME Consortium Board recommendations, the Community Development Advisory Committee recommendations, and staff recommendations in composing the final Plan.

5. **Summary of public comments**

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

Suggestions from local agencies and organizations and the Community Development Advisory Committee, produced several comments. The majority of comments received were concerning substandard housing, the need for housing rehabilitation, neighborhood improvements through demolition of dilapidated structures, making landlords more accountable for the condition of rental housing, installing sidewalks where there are none and improving the infrastructure. Other issues of great concern were the increasing number of homeless persons and the lack of adequate housing/services for them, transportation problems for people who need to work but have no vehicle,

affordable day care for the low-income, health care services for the "working poor" and services for abused/neglected children and victims of domestic violence. The need for better paying jobs was also an area of major concern.

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

All comments were accepted. City staff has and will continue to confer with agencies about the citizen input and assist them when possible to find resources to provide the services that CDBG and HOME cannot fund.

7. Summary

Several agencies and organizations participated in the consultation process include the Bristol Housing & Redevelopment Authority, Appalachian Regional Coalition on Homelessness (ARCH), Bristol Youth Services, Abuse Alternatives, Bristol Faith in Action, People Incorporated, Sullivan County Health Department, Department of Human Services, Salvation Army, neighborhood organizations, public service organizations, Codes Enforcement, Public Works Department, public housing resident associations, United Way of Bristol, Bristol YWCA, members of City Council, and the Community Development Advisory Committee. The Community Development Specialist regularly attends several meetings including Family Promise of Bristol, ARCH, Bristol Organizations, Bristol Poverty & Education Task Force, and is in contact with several housing and service providing agencies whether or not they are funded with CDBG or HOME funds.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	BRISTOL	Community Development
HOME Administrator	BRISTOL	Community Development

Table 1 – Responsible Agencies

Narrative

Bristol, Tennessee is the lead entity for the HOME Consortium. Participating jurisdictions include Kingsport, Johnson City, Bluff City, Sullivan and Washington Counties in Tennessee and Bristol, Virginia. The Department of Community Development is responsible for the administration of Bristol, Tennessee's HOME and CDBG funds. Bristol is responsible for preparing the Consolidated Plan, Annual Action Plan and the CAPER. They are also responsible for all IDIS input. The City processes all HOME payments, conducts a quarterly Board meeting and holds public hearings. Bristol, Tennessee is ultimately responsible to the Knoxville HUD Field Office for properly administering the HOME Program.

The First Tennessee Development District serves as the Administrative Agent for the HOME Consortium. As such, they are responsible for administering all projects undertaken by the Consortium, i.e., homeownership, rehab/reconstruction, rental rehab and CHDO. They prepare member entity subrecipient agreements as well as CHDO agreements. They assist with the preparation of the Con Plan, Action Plan and CAPER. They attend all Consortium meetings and public hearings. Administration is defined as negotiating a contract, providing regular oversight, reviewing environmental review records, monitoring, risk-based evaluation of projects, authorize reimbursement and certify that all requirements have been met.

The City of Bristol, Tennessee is monitored regularly by the Knoxville Field Office for both the CDBG and HOME Programs. Bristol has been receiving CDBG grant funds since 1976 and HOME Consortium grants since 1983. We are proud to say that we have minimal problem throughout the years.

Bristol's efforts to broaden public participation in the development of this Action Plan include:

- Holding meetings in ADA-accessible locations
- Including Spanish language in the public hearing ads
- Providing copies of the Draft Plan at central locations, i.e., public library, senior citizen community center and in the Community Development offices

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

Coordination with federal and local agencies, along with non-profit and for-profit organizations providing services to the low- and very-low income in the community is essential for the effectiveness of the CDBG and HOME programs. Consultation with the community and affected service providers is a fundamental component of the Consolidated Plan and Action Plan process. The Northeast Tennessee/Virginia HOME Consortium welcomes and encourages the participation of all of its citizens in the development of these plans and in the review of progress in implementing plan activities. Bristol, Kingsport and Johnson City all have Citizen Advisory Committees. Low- and low-moderate income persons, persons with disabilities, minorities and non-English speaking persons are encouraged to participate in the planning process. Additionally, residents of public housing and other assisted housing are encouraged to voice their needs and their opinions on the participating jurisdiction's current and future direction. Other stakeholders consulted in this plan include community and faith-based organizations, health care providers, Housing Authorities in each locality, Appalachian Regional Coalition on Homelessness (ARCH), People Incorporated of Virginia, City and County Departments of Social Services, and school systems. All are encouraged to become involved in the planning process. The Cities provide translators for non-English speaking persons who request assistance at least three days prior to public hearings or other meetings during the planning process. Persons who need auxiliary aids or other assistance to be able to fully participate may request assistance at least three days in advance of the public hearing or meeting. Drafts of the plans have been posted on the Cities' webpage, placed in City Hall, Housing Authorities, and in local library branches. Notices of public meetings and hearings have been published in local newspapers in each jurisdiction.

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

To ensure the participation of and coordination between public and private agencies, the participating jurisdiction's staff is frequently involved in various activities with the agencies and regularly attends meetings that address community needs. Remaining in close contact with vital housing and service providers, either in person or by phone, gives staff and the agencies a better understanding of current and changing needs. Jurisdictions in the Consortium area work diligently to keep abreast of issues that exist or that may arise that affect our homeless, special needs, and/or low-income residents. Some of the agencies contacted include: Bristol(s), Kingsport, and Johnson City Redevelopment and Housing Authority, local health departments, Each jurisdiction's social/human service agency, United Way, Salvation Army, Abuse Alternatives, ARCH, People Incorporated, Frontier Health, Legal Aid of Northeast Tennessee and various divisions of the Planning departments including Code Enforcement and Inspections. The following transportation planning bodies that serve the Consortium area are available for consultation when addressing the needs of low-income people: Bristol, TN/VA Urban Area

Metropolitan Planning Organization, Johnson City Metropolitan Transportation Planning Organization and the Kingsport Metropolitan Transportation Planning Organization.

Health Departments within the Consortium area are consulted annually to secure data on addresses of housing units in which children have been identified as lead-poisoned. Statistical data is also reported on the number of cases.

Bristol, Tennessee CDBG funds are utilized on a citywide basis. We have not designated a revitalization area or deemed an area as slum and blighted.

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

Bristol, Tennessee as well as the HOME Consortium Participating Jurisdictions, maintain close contact with the Appalachian Regional Coalition on Homelessness (ARCH), and also with People Incorporated of Southwest Virginia. Because of the unique situation of both Bristols, needs and services overlap state lines. City staff attends regular CoC meetings. ARCH meetings regularly have speakers that are either service providers to the homeless, shelter providers, veterans, etc. Workshops are periodically held to provide information on the most urgent and current needs of the homeless and to solicit input from local agencies and organizations that may be helpful to other shelter or service providers in better meeting the needs of this population.

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

Bristol, Tennessee currently has two homeless service providers in its Continuum of Care. One is the Salvation Army and the other is Abuse Alternatives. The Salvation Army provides shelter, food, clothing, and other basic necessities to the homeless. Salvation Army is funded through various ways and they also operate a thrift store, church and civic group contributions, etc. Abuse Alternatives provides shelter to female victims of domestic violence in an undisclosed shelter, but also conducts classes for the offenders in anger management, offers a Batterers' Intervention Class (24 weeks for males, 24 weeks for females in separate locations), and serves as an advocate for all forms of domestic violence. Both agencies are members of ARCH, and ARCH recognizes their efforts to assist homeless.

The Tennessee Housing Development Agency provides state ESG funding to nonprofit organizations within the Consortium area.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	APPALACHIAN REGIONAL COALITION ON HOMELESSNESS
	Agency/Group/Organization Type	Services-homeless Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ARCH was consulted regarding needs of the chronically homeless, homeless veterans, and unaccompanied youth. ARCH has an office in Johnson City that serves the entire Consortium area. They are working with the VA Center, housing agencies, etc. with the VASH program, talking with housing agencies concerning persons returning from institutions, and rallying for better/additional services for persons with mental disorders.
2	Agency/Group/Organization	APPALACHIA SERVICE PROJECT INC
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	ASP was consulted about the Housing Needs Assessment, but also about partnering with participating jurisdictions in the Consortium to build houses within the Consortium area with their labor force and either CDBG or HOME allocations with each city.

3	Agency/Group/Organization	Abuse Alternatives
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Abuse Alternatives was consulted about needs of victims of domestic violence and the need for additional shelter space for the victims, as well as facilities to accommodate children. Abuse Alternatives has asked for the City's cooperation in its plans to renovate an acquired building that will provide additional shelter space for the growing number of persons fleeing domestic violence situations.
4	Agency/Group/Organization	Bristol Housing & Redevelopment Authority
	Agency/Group/Organization Type	PHA Services - Housing Services-Elderly Persons Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Bristol Housing and Redevelopment Authority will continue to provide safe and secure housing for low-income elderly residents, as well as families. Bristol Housing is also using the Section 8 voucher program to assist residents into homeownership.

5	Agency/Group/Organization	Bristol Salvation Army
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Bristol Salvation Army helps to address the short-term needs of our homeless community. The Salvation Army works with ARCH and the CoC to provide information through the HMIS system.
6	Agency/Group/Organization	Bristol YWCA
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	YWCA was consulted concerning the childcare needs of low-income families in Bristol, TN. There is the only sliding-scale fee childcare facility in the Bristol area. They asked for continued support as the demands for affordable childcare in Bristol continues to rise - largely due to the increasing number of low-income families that cannot otherwise afford childcare.
7	Agency/Group/Organization	Believe in Bristol
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has plans to conduct a Downtown Economic Development study focusing on the next steps of growth and job development. Believe in Bristol is the downtown Main Street program and will be a partner in this process.
8	Agency/Group/Organization	FIRST TENNESSEE DEVELOPMENT DISTRICT
	Agency/Group/Organization Type	Housing Services-Elderly Persons Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	First Tennessee Development District District is consulted on a regular basis as they serve as the Administrative Agent with the Northeast Tennessee/Virginia HOME Consortium.
9	Agency/Group/Organization	EASTERN EIGHT CDC
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Eastern Eight Community Development Corp. serves as a Community Housing Development Organization (CHDO) for the HOME Consortium.
10	Agency/Group/Organization	HORIZON COMMUNITY DEVELOPMENT CORP.
	Agency/Group/Organization Type	Housing Services - Housing

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis Fair Housing
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Horizon Community Development serves as a Community Housing Development Organization (CHDO) for the HOME Consortium.

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

We are not aware of any agency that should have been consulted but was not.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	ARCH	Both were developed with housing and service needs of the homeless.

Table 3 – Other local / regional / federal planning efforts

Narrative

The Appalachian Regional Coalition on Homelessness is the region's Continuum of Care organization in Tennessee. Nonprofit service agencies who are members of ARCH attend monthly meetings and provide data on the homeless through the Homeless Management Information System (HMIS).

The Tennessee Housing Development Agency provides state Emergency Shelter Funds to nonprofit organizations, i.e., women's domestic violence shelters, day centers and Salvation Armies who, in turn, attempt to address the needs of the homeless.

AP-12 Participation - 91.401, 91.105, 91.200(c)

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

The Citizens' Participation Plan that was developed for the City of Bristol, Tennessee and then created for the Northeast Tennessee/Virginia HOME Consortium continues to be in effect. There were several public meetings from the beginning stages of development of the Plan in order to gather information on community needs from citizens and local service providers. In compliance with the Citizen Participation Plan, the first public hearing was held at the Memorial Park Community Center in Johnson City on March 28, 2017 for both CDBG and HOME programs. A second public hearing was initially scheduled for May 9, 2017, at the Bristol City Council meeting; however, due to the delay in receiving our Federal allocations and the guidance received to delay submission of the Plan, the second public hearing was then held at the July 11, 2017 Bristol Tennessee City Council meeting. Several community meetings were held at various locations throughout Bristol and the HOME Consortium area that included both CDBG and HOME funding. Locations included the Bristol Tennessee City Hall Annex, First Tennessee Development District, Bristol Virginia Coalition meeting, Bristol Tennessee and Bristol Virginia City Council meetings. Several of these meetings were joint meetings between both Bristols and some included all members of the Northeast Tennessee/Virginia HOME Consortium (PJ). Kingsport and Johnson City also held public meetings with regard to their CDBG Action Plans.

Draft copies of this Action Plan were made available to the public at the Bristol Public Library, Slater Community Center, and at the Community Development Departments. All meetings were conducted in locations that were accessible to disabled persons and advertisements indicated that arrangements would be made for non-English speaking persons and for the hearing impaired.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	<p>This public hearing was held at the Memorial Park Community Center, 510 Bert Street, Johnson City, TN on March 28, 2017, 6:00 p.m. The Public Hearing was to provide citizens an opportunity to express views regarding the identification of housing and community development needs within the boundaries of the consortium. This hearing was advertised in the Bristol Herald Courier and the Johnson City Press, was posted on the Bristol, Johnson City and First Tennessee Development District website's. The local advisory committees were made aware of the hearing.</p>	No comments were received.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	Non-targeted/broad community	This hearing will be held at the Bristol, TN City Council meeting on July 11, 2017.			
3	Public Meeting	Non-targeted/broad community	Staff attended a Poverty Education & Awareness Meeting on June 2, 2017. This group works to find solutions to social problems relating to poverty. Members of the Bristol, Virginia/Tennessee community were in attendance.	Discussion included the topics of resource mapping, building capacity for local food banks and planning of the poverty simulator.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Newspaper Ad	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p>	<p>The Bristol Herald Courier Ad promoted the Public Hearing held during the July 11, 2017 Bristol, Tn City Council meeting. The ad is partly in Spanish and included the Fair Housing Logo as well as information to persons with disabilities or hearing impairments.</p>	<p>No comments were received.</p>	<p>N/A</p>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Community Development Advisory Committee Meetings	Non-targeted/broad community	Bristol, TN as well as several other members of the Consortium have Community Advisory Committee's. These committee meetings are on a regular basis and are promoted through each communities websites. The public is welcome to attend these meetings, as well as speak about related housing and community needs.	No comments from the public were received.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
6	Internet Outreach	Non-targeted/broad community	The City of Bristol, Tennessee utilizes the city website and social media outlets to promote survey's, reports, applications, and events such as National Homeownership Month and Fair Housing Month.	Positive comments from citizens, they appreciate the information provided to the community.	N/A	www.bristoltn.org

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Bristol, Tennessee receives CDBG funds as an entitlement city. We also receive HOME funds from HUD through the Northeast Tennessee/Virginia HOME Consortium that is then allocated by HUD's percentage rate per locality. We receive ESG funds through THDA that are distributed equally between the two eligible shelters in Bristol - The Salvation Army and Abuse Alternatives.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	184,271	2,500	208,085	394,856	370,000	CDBG funds will support housing and non-housing needs in the City of Bristol, TN.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	802,124	75,000	1,288	878,412	1,000,000	HOME funds will continue to support housing rehabilitation, first-time homebuyer assistance, acquisition, and rental rehab in the Consortium area.

Table 1 - Expected Resources – Priority Table

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

Bristol, Tennessee along with the other HOME participating jurisdictions, will partner with nonprofits and other agencies such as Habit for Humanity, Appalachian Service Project, United Way funds, People Incorporated, Eastern 8 Community Development Corporation, Horizon Community Development Corporation, First Tennessee Development District and local/regional financial institutions to leverage HOME dollars and to generate the required 25% match. The CDBG program allocations will be leveraged through each community's general fund dollars, partnerships with local service providers and in-kind contributions.

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

Occasionally a resident or absentee property owner will donate a house or lot to the City in order to avoid paying taxes or to pay for upkeep on the property. Other times, a dilapidated structure may be demolished leaving a vacant lot. A lien is placed on the property for the cost of demolition and any upkeep the City paid for safety reasons or blight elimination. When this happens, the City may donate these lots to YouthBuild, Habitat for Humanity or Appalachian Service Project to be used for new construction for eligible households.

Discussion

The City of Bristol, Tennessee is a part of the Kingsport-Bristol-Bristol, Tennessee-Virginia Metropolitan Statistical Area and is a Department of Housing and Urban Development Community Development Block Grant Entitlement City. As such, Bristol receives a formulated amount of funds annually. The CDBG program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C.-5301 et seq. This year Bristol, Tennessee expects to receive \$184,271.00 in Community Development Block Grant (CDBG) funds and \$802,124.00 in HOME funds. In the unexpected event that the entitlement amounts should increase prior to July 1, 2017, the added amount of CDBG funds will be allocated to housing rehabilitation and the additional HOME funds will be allocated on the prior agreed percentage basis for each community. If the entitlement amounts should decrease the reduction will be subtracted from housing rehab and a subtraction in the HOME funds will be deducted from members of the Consortium on their agreed upon percentage basis.

The projected use of funds has been developed to give maximum priority to activities that will carry out one of the national objectives as follows:

1. Benefit low- and moderate-income (LMI) families.
2. Aid in the prevention or elimination of slums or blight.
3. Other community development areas which demonstrate a particular urgent need or because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

The City of Bristol Tennessee certifies that the following activities proposed for the coming year meet one of the three national objectives.

REVENUE:

2017-18 CDBG Allocation: \$187,271.00

2017-18 HOME Allocation: \$802,124.00

CDBG Projected Program Income: \$2,500.00

HOME Projected Program Income: \$50,000.00

2016 Bristol CDBG Carryover: \$208,085.09

2016 HOME Consortium Carryover: \$1,287,847.00

EXPENSES:

Bristol CDBG Projects:

Rehabilitation/Reconstruction: \$62,416.80

YWCA Day Care (Public Service): \$25,000.00

Demolition (Neighborhood Revitalization): \$10,000.00

Sidewalks (Public Facilities): \$50,000.00

Program Administration: \$36,854.20

HOME Consortium Projects:

CHDO Setaside (15% minimum): \$96,510.44

Bristol, TN (11%): Homeownership - \$67,694.13

Bristol, VA (9%): Rehab - \$55,386.10

Kingsport (23%): Rehab - \$141,542.27

Johnson City (27%): Rehab - \$166,158.31

Bluff City: Rehab - \$10,000.00

Sullivan County (17%): Rehab - \$104,618.20

Washington County (13%): Rehab - \$80,002.15

Administration (10%): \$80,212.40 (First Tennessee Development District - \$52,138.06; City of Bristol - \$28,074.34)

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeowner Rehabilitation	2015	2020	Affordable Housing		Homeowner Rehabilitation	CDBG: \$62,417	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	First Time- Homeownership Opportunity	2015	2020	Affordable Housing		First-time homeownership opportunity	CDBG: \$0 HOME: \$67,694	Direct Financial Assistance to Homebuyers: 6 Households Assisted
3	Neighborhood Revitalization	2015	2016	Neighborhood Improvements			CDBG: \$80,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Buildings Demolished: 5 Buildings
4	Public Services	2015	2016	Non-Housing Community Development			CDBG: \$25,000	Public service activities for Low/Moderate Income Housing Benefit: 12 Households Assisted

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Homeowner Rehabilitation
	Goal Description	Housing rehabilitation is the City's most sought after service. Due to the large number of older houses combined with low-income homeowners, there is great need for repairs ranging from emergency repairs to substantial rehabilitation. We will use a large amount of our CDBG funds for homeowner rehab. We plan to partner with First Tennessee Development District, Eastern 8, Appalachian Service Project and other housing providers in order to provide the maximum assistance possible.
2	Goal Name	First Time-Homeownership Opportunity
	Goal Description	Our goal is to provide down payment and closing costs to assist low and moderate-income first-time homebuyers who otherwise could not afford to do so.
3	Goal Name	Neighborhood Revitalization
	Goal Description	The City has many vacant, dilapidated structures - both houses and commercial - that have not only become a blight to the neighborhood their in, they are now a threat to the community because of their condition. The City will use a portion of this allocation to demolish some of these structures, and when possible, donate the lot to Habitat for Humanity or Appalachian Service Project to build affordable housing units for low-income families. Additionally, some of our low-income neighborhoods do not have sidewalks. Some of these funds will be used for sidewalk installation and street replacement in low-income neighborhoods. Lastly, in instances where parks and recreational facilities in low-income areas need improvements or expansions, we will use CDBG funds to help with these repairs.
4	Goal Name	Public Services
	Goal Description	These funds will provide a sliding scale child care fees for low-income children thorough Bristol YWCA. Twelve families will receive scholarships for affordable child care services.

Table 3 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

The projects the City chose to fund this year were the direct result of citizen input, CDAC recommendations, and basic needs of the community. Through the public hearing/meetings process, housing rehabilitation, emergency housing repairs, homebuyer assistance and other issues dealing with housing were the highest priorities. The age of housing, the high number of low-income homeowners, and the general low-income population has caused many houses to deteriorate due to lack of private funds to meet the needs. Homeowners many times are forced to live without adequate heating, unsafe wiring, and other unsafe living conditions. CDBG and HOME funds will address many of these issues.

Of the 12,852 housing units in Bristol, 8,792 were built 1970 or before. Community Development staff is currently working on a Housing Study for the City and can show that there is a great need in Bristol for rehabilitation due to the age of the housing market.

Another area of concern was the deteriorating conditions of many neighborhoods. Dilapidated housing and other structures cause blighted conditions in neighborhoods and deter homeownership, rental, and cause a declining interest in living or enjoying recreational facilities in these areas. With the demolition of unsafe structures, installation of sidewalks, and improvements in streets and neighborhood facility, we believe we can rejuvenate some of these communities and make them attractive places to live, play, and conduct business.

#	Project Name
1	Bristol TN Homeowner Rehab
2	YWCA Children's Center
3	Sidewalk Construction
4	Demolition & Clearance
5	CDBG Admin

Table 3 – Project Information

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

The reason for our allocation priorities are a result of public comments/citizen participation as well as consultations with housing and service providers. The City's Needs Analysis was also considered. We currently have 12 people on our rehab waiting list and 3 on our reconstruction list. Without these funds and partnerships with other housing providers, it will take several years to meet even a few of these needs because of the lack of funds.

The biggest obstacle to providing for the needs of the underserved continues to be lack of funding. Even when partnering with agencies and organizations

AP-38 Project Summary

Project Summary Information

Table 4 – Project Summary

1	Project Name	Bristol TN Homeowner Rehab
	Target Area	
	Goals Supported	Homeowner Rehabilitation
	Needs Addressed	Homeowner Rehabilitation
	Funding	CDBG: \$62,416
	Description	These funds will be used to make necessary repairs to owner-occupied housing units to make them safe, warm and in acceptable living condition for the homeowner.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	We estimate that 10 homes will benefit from housing rehab. All work will be done for qualified low-income families.
	Location Description	Citywide in Bristol, TN
	Planned Activities	Plans are to assist ten low-income homeowners with emergency repairs that could possibly include new roofs, heating systems, wiring and plumbing areas to make their home safe. Expected Resources of \$219,416 includes a carryover of \$157,000.
2	Project Name	YWCA Children's Center
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	
	Funding	CDBG: \$25,000

	Description	These funds will be used to provide scholarships for 12 low-income families to have affordable childcare.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Twelve low-income families will receive scholarships for the children to attend daycare at the Bristol YWCA Children's Center.
	Location Description	Bristol, TN
	Planned Activities	Low-income families will be assisted by receiving reduced cost for childcare.
3	Project Name	Sidewalk Construction
	Target Area	
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	
	Funding	CDBG: \$50,000
	Description	These funds will be used to construct sidewalks in low-income neighborhoods.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	We estimate that at least 200 residents will benefit from sidewalk installation.
	Location Description	Low-income Census Tracts/Block Groups.
	Planned Activities	We plan to construct sidewalks in low-income residential areas. Expected Resources of \$66,769 includes a carryover of \$16,769.
4	Project Name	Demolition & Clearance
	Target Area	
	Goals Supported	Neighborhood Revitalization

	Needs Addressed	
	Funding	CDBG: \$10,000
	Description	These funds will be used to demolish dilapidated and unsafe structures that have become a danger to the neighborhood.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	We estimate that seven structures will be demolished.
	Location Description	Citywide in Bristol, TN
	Planned Activities	Demolition of approximately seven unsafe single-family structures. Expected Resources of \$44,316 includes a carryover of \$34,316.09.
5	Project Name	CDBG Admin
	Target Area	
	Goals Supported	First Time-Homeownership Opportunity Homeowner Rehabilitation Neighborhood Revitalization Public Services
	Needs Addressed	Homeowner Rehabilitation
	Funding	CDBG: \$36,854
	Description	Funds will be used to administer the Bristol, TN CDBG grant.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide in Bristol, TN

	Planned Activities	Single-family rehab/reconstruction, affordable childcare, demolition of unsafe structures and sidewalk installation
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AP-50 Geographic Distribution - 91.420, 91.220(f)

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

All housing projects and public services will be available citywide to qualified individuals or households. Any infrastructure improvements will be made only in low-income areas of the City.

Geographic Distribution

Target Area	Percentage of Funds

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Housing needs and public services will be used citywide because of the nature of the projects themselves. They will be carried out based on income-eligible persons with the greatest need. Infrastructure improvements will be made in low-income areas of the City. Public service funds will be used for presumed benefit/limited clientele persons.

The Northeast Tennessee/Virginia HOME Consortium utilizes the most recent HOME Consortia Percentage Report to make allocations to each member based on the percentages provided by HUD. These percentages are applied once the admin and CHDO subfunds have been applied.

Discussion

Bristol, Tennessee has a population of approximately 26,666 persons with approximately 16.3% of those persons living below the poverty level. Twelve percent of these are elderly and on fixed incomes. The per capita income of the City is \$22,690 and household median income is \$35,805. There is citywide need for decent housing, neighborhood restoration, and services due to the low income of the area and the inability of homeowners to make necessary repairs to their homes, local, state and federal funding cuts that have reduced the amount of revenue coming into the City to make infrastructure repairs and to provide other needed services.

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

Affordable Housing Goals:

Bristol, Tennessee CDBG funds will be used to rehab ten single-family units and HOME funds of \$67,694 will be used to assist six low-income families into homeownership.

HOME Consortium: \$557,702 in 2017-18 Consortium funds plus prior year funds will be utilized by the remaining members of the Consortium to complete approximately _____ rehab/reconstruction projects for low-income households.

The "One Year Goals for the Number of Households Supported Through:" chart below only reflects Bristol, Tennessee CDBG Goals.

HOME CHDO funds of \$96,510 will be given to a Community Housing Development Organization(s) for HOME-eligible projects.

One Year Goals for the Number of Households to be Supported	
Homeless	100
Non-Homeless	12
Special-Needs	75
Total	187

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	6
Total	16

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

One-Year Goals for Fair Housing Enforcement are as follows:

Local jurisdictions follow the State of Tennessee and Virginia Fair Housing Ordinance in adjudicating fair

housing issues. All Tennessee members of the Consortium receive services from the East Tennessee Legal Services agency and the Knoxville and Richmond area HUD offices to address the most serious fair housing issues.

Each of the Cities within the Consortium have previously adopted a Fair Housing Ordinance that prohibits discrimination in housing practices and incorporates provisions of the Civil Rights Act of 1964, the Fair Housing Act of 1968 and the Fair Housing Amendments Act of 1988. The documents include protection for all citizens regardless of race, color, sex, religion, national origin, disability or familial status.

Presently, there are no private organizations in the community that address fair housing issues or provide fair housing services. Most agencies within the area tend to provide little more than referral services.

Each jurisdiction under the HUD program guidelines provides informational programs to the public through printed material, public notices and local media advertising. The local Board of Realtors in each area of the Consortium, as well as the Mortgage Bankers Association, also provides written materials to the public and to their housing clients.

The Consortium's Administrative Agent, the First Tennessee Development District, provides informational programs to area realtors, lenders and appraisers in order to better educate our partners with regards to fair housing practices.

Public awareness and education of Fair Housing Laws are a continuing activity conducted by staff. These activities include interviews with the media, distribution of informational brochures, display of Fair Housing posters and publication of information and advertisements to make the general public more aware of Fair Housing issues. Each year, Resolutions designating April as Fair Housing Month are passed by local governing bodies.

Legal Aid of East Tennessee (LAET) is the agency to which the majority of discrimination claims are directed. They report that the greatest number of discriminatory practices involve race and familial status (women with children). Statistical information regarding number of complaints received and their resolution is available from Legal Aid of East Tennessee.

LAET has conducted training sessions with landlords and key housing providers and their staff (housing authorities), as well as with tenants, reviewing the Landlord Tenant Act. Regular Fair Housing Act outreach to voucher recipients at Kingsport Housing & Redevelopment Authority and to the Bristol Tennessee Housing Authority is conducted. Voucher landlords in both Bristol and Kingsport have been trained on the Fair Housing Act as have the staff members. Additionally, the landlords and tenants in Johnson City have received training on the Fair Housing Act in a cooperative effort with the Johnson City courts. Special efforts at outreach regarding the Fair Housing Act have been made to the HOPE VI

tenants in Kingsport with the assistance of the Central Baptist Church.

Through these educational programs and services, we are striving to provide information to any who feel they may be experiencing discrimination, whether it be the disabled, the elderly, or those in any of the fair housing protected classes of people.

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The Bristol Tennessee Housing and Redevelopment Authority (BTHRA) also known as Bristol Housing, was chartered in 1964 by the City of Bristol TN. Over the next few years, 144 “family units” were built in different areas of the City to house low-income persons. Some of these units were later designated for the elderly & disabled. In 1971, a ten-story highrise building (Edgemont Tower) comprised of 120 apartments was built at 100 Ash St. This facility was designated for the elderly & disabled. In 1981, another ten-story highrise building (Ft. Shelby Tower) comprised of 108 apartments for the elderly/disabled was built at 400 Shelby St. The BTHRA also operates a Housing Choice Voucher program which provides rental assistance for 200 very-low income families who prefer to live in the private sector.

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

BTHRA offers and provides a variety of programs and services to their residents to achieve self-sufficiency. These services and programs include referrals to local non-profit agencies providing supportive services; the Upper East Tennessee Housing and Development Agency (UETHDA) Nutrition Program which provides the elderly and disabled families with the tools needed to eat healthy, stay safe, improve personal hygiene, etc. Additionally, it has adopted a policy relative to the community service requirement mandated by the QHWRA through regulations published in the Federal Register on March 29, 2000. A full-time police officer is on staff at BH that patrols all sites of public housing. A security camera system has been installed at Fort Shelby Tower and Edgemont Tower which the police officer monitors and reviews. This has reduced the incidence of unlawful behavior resulting in safety and security for residents and employees.

Throughout the Consortium area, both cities and counties work closely with Public Housing Authorities to refer clients who need assistance with housing.

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

The HOME Consortium will work with local housing authorities to encourage the use of Section 8 to Homeownership Programs to assist households to become first-time homebuyers. The Consortium, as well as Bristol, Tennessee will continue to foster a close working relationship with its housing authority and provide information to them about homebuyer education, first-time homebuyer programs, funding, etc.

Each Housing Authority encourages its residents to participate in the Residents' Council meetings. This affords residents the opportunity to work hand-in-hand with management.

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

The Bristol Tennessee Housing Authority is not designated as troubled by HUD, nor are any within the Consortium area. Please see individual City's action plans for further information on public housing.

Discussion

Bristol has several organizations that assist low-income individuals and families with meeting affordable housing and emergency housing needs. Families who pay more than 30 percent of their income for housing are considered cost burdened and may have difficulty affording necessities such as food, clothing, transportation and medical care according to HUD. Federal, state, local, and private sector funds are used in partnerships such as The Bristol Housing and Redevelopment Authority, The Salvation Army, Abuse Alternatives, The Haven of Rest, Bristol Community Development Block Grant Program and the HOME Consortium.

The Salvation Army located at 137 Martin Luther King Jr Blvd, is an emergency shelter/transitional housing provider focusing on food and overnight lodging for varying amounts of time to those in need. The Bristol Salvation Army has 34 beds. From January through December 2016, The Salvation Army helped a total of 213 adults and 36 children with emergency housing needs.

Abuse Alternatives main office is located at 104 Memorial Drive, they also have an undisclosed location for emergency needs. Abuse Alternatives offers women and children who need safety from violence in the home, temporary and emergency shelter. From January through December 2016, Abuse Alternatives has helped 68 adults and 34 children with emergency housing needs.

The Haven of Rest Mission is located at 624 Anderson Street and strives to help the homeless of the Mountain Empire meeting their basic needs for food, shelter, and clothing. From January through December 2016, the Mission helped 10,705 adults and 244 children with emergency beds.

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Most homelessness initiatives in the City and the Consortium area are coordinated through the Appalachian Regional Coalition on Homelessness or People Incorporated of Virginia. Both are recipients of funding through the U.S. Department of Housing and Urban Development's Continuum of Care. Each city in the Consortium area participates in the CoC. ARCH provides a variety of services to diverse charities, civic organizations, and public institutions including:

- Technical Assistance
- Consulting

- Program Evaluation
- Homeless Management Information System (HMIS)
- Education
- Public Awareness Advocacy

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

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

Both ARCH and People, Incorporated have created a coordinated assessment process that coordinates homeless intake and access and is working with current providers to divert individuals from homelessness. The coordinators are trained to divert households who seek assistance in an effort to decrease homelessness. The Salvation Army's in Bristol, TN/VA, Johnson City and Kingsport will determine the individual needs of their clientele. Women's domestic violence shelters in the three tri-cities serve the needs of the potentially homeless. Through this they will also determine existing resources, needs for shelter, transitional housing, permanent housing, and other needs of the homeless.

Addressing the emergency shelter and transitional housing needs of homeless persons

As addressed above, the CoCs in this area have a coordinated assessment process and is working with current providers on issues of homelessness. The priority needs for the homeless in Bristol are shelter/emergency housing, transitional housing, permanent supportive housing/services, and rapid re-housing to move heless persons and families safely out of the cycle of homelessness and back into self-sufficiency. The objective for homeless and other special populations is to provide for the priority needs of the homeless with an emphasis on services that break the cycle of homelessness. During this

Annual Action Plan period, the specific CoC objectives to meet the homeless needs include the following:

- Create adequate shelter space for homeless individuals, families, and unaccompanied youth;
- Assist homeless veterans in finding housing;
- Encourage and participate in rapid rehousing efforts;
- Decrease the number of homeless households with children
- Create more transitional housing units to offset the need.

Emergency shelters, transitional housing and permanent housing providers ensure that families in their facilities are linked into the appropriate services once they enter the program. However, Bristol has very few transitional units and even fewer units that keep the family intact. Family Promise of Bristol is an agency that coordinates the efforts of local churches that host homeless families for a week at a time, providing shelter, food, and mainly the opportunity for homeless families to be able to stay together. The Salvation Army's Needs Assessment will assist us in better determining the needs of our homeless population.

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

Both area CoCs are working with current providers to divert individuals from homelessness.

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

Both Bristols are taking great strides in educating the community about the needs of low-income individuals and families by conducting poverty simulations that are open to anyone interested. To date, we have conducted 2 simulations with high attendance at both. The Planning group for this project brought the following facts to the table to share with educators, local governing bodies, faith-based community, and service providers: 28% of families with children under 5 live below the poverty line in Bristol VA/TN (11,879 families); 1 in 5 adults in the Consortium area lacks a high school diploma or GED; 75% of schoolchildren in Bristol, VA receive free/reduced lunches - 38% in Sullivan County TN; 1 in 10

seniors lives in poverty in Bristol TN/VA; Half the female-headed households in Sullivan County live below the poverty line.

ARCH continues to revise its strategy as more information is gathered and point-in-time Counts are conducted. The current strategy includes:

- Marketing and advocacy of the adopted Discharge Planning Policy that works to coordinate and encourage access to housing for exiting foster care, health and mental health facilities, and correction facilities into homelessness;
- Identifying the chronically homeless population through increased outreach efforts in both rural and more urban areas targeted specifically at the chronically homeless population with the goal of housing and ensuring appropriate and adequate services;
- Continue the work of the established Housing Committee to address the housing needs and gaps;
- Establish more housing case managers to assist the chronically homeless and homeless veterans who are disabled with housing search and placement;
- Identifying gaps and prioritizes yearly projects;
- Continue working to establish an Employment Committee to study various grants, identify barriers to employment, etc

The Discharge Planning Task Force works in coordination with the Policy Academy established by the State of Tennessee in response to the perceived need to provide a consistent, effective discharge policy across the state designed to prevent discharge into homelessness. The Policy Academy gathers information on discharge policies across the state as a first step to developing a consistent state-wide discharge policy as part of a state-wide strategy to end homelessness.

Bristol, Virginia is a member of the Southwest Virginia is a member of the Southwest Virginia Continuum of Care, which was officially recognized in 2005. King's Mountain Supportive Housing provides permanent housing to 12 formerly homeless men. This SW VA Continuum of Care Project was completed in 2007 and has had full occupancy since that time with a steadily increasing waiting list. Men not only have their own housing unit, they receive assistance with filing for disability, medical/psychological services that may be needed, transportation, job searching, and general life management skills.

Discussion

According to HUD, chronically homeless persons are unaccompanied individuals (no families or adults with children are defined as “chronically homeless”) with disabilities who have been continuously homeless for a year or more OR have had at least four episodes of homelessness in the past three years. For HUD purposes, a disability does include substance abuse issues.

Homelessness is a problem in our region according to Appalachian Regional Coalition on

Homelessness. ARCH was officially designated as a 501 (c) 3 non-profit organization in January 2004 and serves Northeast Tennessee. The mission of ARCH is to serve the needs of the homeless in our region. They work to promote a holistic approach to homelessness encompassing not only shelter/housing but also supportive services, prevention, employment, education, transportation, health care, discrimination, and other issues acting as either contributing factors or as barriers.

The 2017 point-in-time homeless count shown below was conducted between noon on January 24th and noon January 25th. It was led by members of the Continuum of Care from various agencies and colleges affiliated with ARCH and the COC. An extensive search of known encampments and likely camps was made in conjunction with the standard shelter count. Almost everyone counted was invited to take part in the survey. No one was excluded from the interview without just cause and no one was coerced by team members to participate in the survey. This report was compiled by Joy Drinnon at Milligan College.

ES = Emergency Shelter

TH = Transitional Housing

TOTALS IN THE REGION:

Sheltered (ES + TH): 305

Unsheltered: 145

Chronically Homeless: 65 (down from 116 in 2016)

Veterans in either emergency shelters or unsheltered: 20

Bristol will work with the First Tennessee Development District and will refer applicants to their Housing for the Elderly rehab program when we are unable to provide assistance as well as coordinate resources.

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

AP-75 Barriers to affordable housing - 91.420, 91.220(j)

Introduction

The Consortium members administer a number of ordinances and regulations that may in some ways; however, each represents an integral part of administration for the greater good of the community. The same is true for the City of Bristol's housing projects. The following regulations, codes, policies and obstacles were examined.

1. Unsafe building abatement code;
2. New home construction code;
3. Property taxes - City and County;
4. Code enforcement;
5. Unfunded mandates;
6. Zoning regulations;
7. Poor credit history of potential renters or homebuyers;
8. Lack of adequate paying jobs;
9. Lack of decent, affordable housing;
10. Lack of education of potential homebuyers in budgeting, financial management, etc.

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

Bristol Tennessee and the entire Consortium area is surrounded by mountains and irregular terrain that restricts development to some degree, and that is unavoidable. Many of the barriers are the result of policies considered necessary for controlling aspects of growth that would otherwise result in undesirable development. Residents living in Bristol, Tennessee have to pay both City and County taxes, zoning ordinances are reviewed regularly to ensure there are no unreasonable barriers to housing or commercial growth. The major issues where we may be able to provide assistance are with the lack of decent, affordable housing and the lack of budgeting and financial skills of many of our residents.

Discussion

The housing needs of low-income families in the HOME Consortium area have improved but have not kept pace with the demand during the past ten years. Affordable housing remains in great demand as the market provides little incentive for landlords to rehab rental properties when they can obtain high rents with minimal repairs. The problem is exacerbated by losses of substandard housing stock due to demolition and other processes. Meanwhile additional affordable rental housing is not being created.

Action Item – Educating the community in understand that the term affordable housing shouldn't

always have a negative connotation attached to it. Affordable housing is part of having a strong and thriving community for everyone to enjoy.

Action Item – Communities need to reach out to local State and Federal Leaders and continue to push for funding for local affordable housing projects and the continuance of Federal HOME and CDBG program funding.

Action Item – Cities could offer incentive(s) for local developers.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

In FY 2017-2018, the City of Bristol, Tennessee and the HOME Consortium plans the following actions to help address the housing and community development needs of its residents, especially low/moderate income residents.

Actions planned to address obstacles to meeting underserved needs

Lack of available and sufficient resources is the main obstacle to meeting underserved needs - both financial and administratively. Bristol, Tennessee and the Northeast Tennessee/Virginia HOME Consortium will continue to collaborate with human and social service agencies, ARCH, People Incorporated, public school systems, and other necessary organizations to identify potential resources for meeting the needs of its residents. The City will continue to support the efforts of service agencies in order to maximize the use of available resources and to obtain additional ones whenever possible.

Actions planned to foster and maintain affordable housing

Bristol, Tennessee and the HOME Consortium will use the majority of its CDBG funds all of its HOME funds to rehabilitate low-income owner-occupied housing units, encourage potential homeowners to purchase homes, and rehabilitate rental units to provide decent affordable housing units. We will continue to partner with First Tennessee Development District, Eastern 8, Horizon Community Development Corporation and other housing providers and CHDOs in order to maximize the funds we have available to provide substantial rehabilitation/reconstructions when necessary.

Actions planned to reduce lead-based paint hazards

In 2000, federal legislation was enacted to protect young children from lead-based paint hazards. The regulations set hazard reduction guidelines that include increased requirements for reducing lead in house dust. The members of the Consortium meet these requirements by taking the necessary steps outlined in the law to work with certified lead-based paint inspectors to ensure that all projects undertaken undergo visual assessments (homeownership), risk assessments and clearance examinations (rehabilitation). HUD certified lead paint contractors bid on the projects and follow all rules and regulations (safe work practices) associated with lead work.

The Consortium has had success in the past with being able to identify instances of possible lead-based paint poisoning within the Consortium boundaries. Through work with our local housing authorities and local health departments, we have implemented a process of information dissemination to housing authority residents and the general public using HUD and Department of Health and Human Services information concerning the hazards of lead-based paint. We have also established a policy in our rehabilitation program to perform visual risk assessments and clearances in any structure we intend to

rehabilitate and to require replacement paint and encapsulation in specifications in cases where older flaking paint is found. Visual assessments are performed for the Homeownership Program.

Contractors who perform rehabilitation projects have been trained in lead-safe work practices. EPA regulations for renovators require that contractors obtain additional certification. An additional booklet, "Lead Safe Certified Guide to Renovate Right" Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools" is being distributed along with the "Protect Your Family From Lead in Your Home" booklet.

Health Departments throughout the Consortium area participate in testing of children who have been identified as possibly being exposed to high levels of lead.

Actions planned to reduce the number of poverty-level families

Employment opportunities are key to reducing the number of households living in poverty. Often, the lack of education and/or skills training for many adults limit their employment potential. Just as often, lack of adequate paying jobs causes families in this area to live below the State and National income levels. Improving the economy within the Consortium area is an essential element in the antipoverty strategy. Kingsport's Economic Task Force, Bristol, Tennessee's Industrial Development Board, Bristol, Virginia's Economic Development Committee, and in Johnson City, the Washington County Economic Development Council are all working to increase opportunities for families living in poverty.

In 2004, the Sullivan County Economic Development Partnership was formed and is now know as NETWORKS. It is composed of the cities of Bluff City, Bristol, Kingsport and Sullivan County, Tennessee. The Partnership is a governmental entity that consolidates the economic development program for all of Sullivan County. This entity is charged with establishing, coordinating and implenting a comprehensive economic development agency whose purpose is to develop and implement an overall economic development strategic plan. The Partnership seeks to stimulate development in new manufacturing and servoces. exostomg businesses, retain destinations/venues, small business and startups and support hospitality and tourism.

Objectives used to meet this goal involve the use of federal funds for homeownership assistance, rehabilitaiton of housing, infrastructure improvement, utility tap fees and PSAs to educate the general public about fair housing choice. Efforts will be coordinated with the local Housing Authorities' Comprehensive Grant programs to provide rental units for low-income elderly, the disabled and families.

The City of Johnson City continues to provide economic development opportunities which focus on job creation and retention through the Economic Summit Initiative which began ten years ago. This initiative now has six volunteer focus groups working year-round in the community involving over 75 volunteers to help implement priority economic development initiatives to help grow the community's economic base with the new and retained businesses.

Actions planned to develop institutional structure

The institutional structure through which the Consolidated Plan for the Northeast Tennessee/Virginia HOME Consortium is implemented is as a partnership forged between private businesses, nonprofit organizations, and public institutions. The key partners are public institutions, nonprofit organizations, and private development and lending institutions.

All members of the Northeast Tennessee/Virginia HOME Consortium continue solid, productive relationships with all agencies served and those that serve our communities. Advisory committees in Johnson City, Kingsport and Bristol provide advice and guidance on needs.

Bristol, Tennessee's Community Development Office is responsible for carrying out the provisions of the Consolidated Plan for the Consortium and for its own CDBG Action Plan. Working in conjunction with its public and private partners, City staff distributes, monitors, and executes the functions of the Plan and reports on its progress to HUD. Coordination with other departments within City administration is essential to smooth delivery of services and the achievement of desired outcomes.

Primarily, the City's strategies will be conducted with various partnerships it enjoys with public and private housing providers, service providers, shelters, and human services agencies. The City's goal is to remain in close working relationships with all the above-mentioned agencies and entities in order to better serve our communities.

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

As discussed in the Consolidated Plan, Bristol as well as the other HOME Participating Jurisdictions actively works to coordinate community development efforts between public and private housing and social service agencies. The strategies to address the gaps include the following:

- Strengthen the intake process and procedures of homeless persons to provide a clearer understanding of the services needed from partnering agencies;
- Work with housing providers, public and private partners to ensure potential homebuyers and/or renters are educationally equipped to shore the responsibilities of homeownership or renting by providing financial management, homebuyer education, budgeting, etc. in order to successfully maintain housing;
- Work with service agencies by providing or accepting referrals, funding services when possible, determining individual/family specific needs and how to meet those needs.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

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

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	700
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	700

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

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

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

No forms of investment other than ones already listed are planned to be used.

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

RECAPTURE PROVISIONS: The Northeast Tennessee/Virginia HOME Consortium has established recapture provisions for HOME-assisted homebuyer activities. The HOME rule does not impose long-term affordability or occupancy requirements associated with rehabilitation/reconstruction assistance to owner-occupied housing; however, the Consortium has imposed the requirements listed below.

Homeownership - The Consortium proposes to provide deferred payment, due-on-sale loans with a 10-year maturity date. These funds will be recaptured in full during the first five years if the property is sold. During the last five-year period, the funds will be forgiven 20% per year and recaptured accordingly. A Deed of Trust is the enforcement mechanism used to secure the recapture requirement. Homebuyers will also receive and sign a Recapture Acknowledgement form. The recapture amount is limited to the net proceeds available from the sale.

Rehab/Reconstruction - HOME funds will be used to make forgivable loans, with a minimum compliance period of five (5) years regardless of the level of HOME subsidy. The forgivable loan shall be reduced at the rate of 20% per year. Low and moderate-income single-family owner-occupied housing will benefit from the program in 2017-18. Reconstruction of homes will result in a 15-year forgivable loan.

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

Please see above.

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

N/A

Discussion

Per HUD guidance, effective January 3, 2017, we were to retain Program Income and allocate to eligible HOME projects. This Program Income of _____ will be funded as follows:

Kingsport Projects - \$16,302.00

Johnson City Projects - \$13,250.00

Bristol, TN Projects - \$1,953.56

Bristol, VA Projects - \$39,792.25

