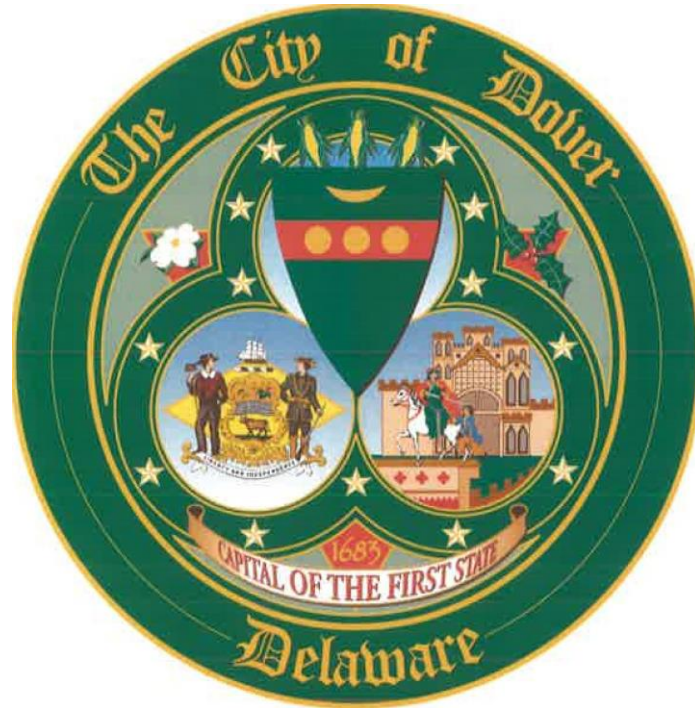


# City of Dover Delaware



## DRAFT ACTION PLAN 2022

Prepared by:

City of Dover Planning Office

March 17, 2022

# Executive Summary

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

### 1. Introduction

Dover, the Capital of Delaware, is centrally located in the state and is part of the Mid-Atlantic region. The city is located approximately 90 miles from both Philadelphia and Washington, D.C. Dover's population ranks second only to Wilmington, Delaware. Delaware and the Eastern Shore counties of Maryland and Virginia comprise the Delmarva Peninsula. Dover is also the largest city in land area on the peninsula with a total land area of over 23 square miles.

Localities who receive Community Development Block Grant (CDBG) funding from the Department of Housing and Urban Development (HUD) are required to develop a five (5) year Consolidated Plan and an Annual Action Plan (AAP) per HUD regulation CFR 24, Part 91. The 2021 AAP is a concise summary of proposed actions, activities, and resources to be used to address priority needs and specific goals identified in the 2020-2024 Consolidated Plan. The specific goals identified in the plan include the four goals that the Consolidated Plan revolves around. These goals on order of priority are:

1. Provide aid to special needs persons.
2. Preserve the existing housing stock.
3. Encourage owner occupied housing in low to moderate income areas.
4. Provide safe and livable neighborhoods.

### 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.

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The third year AAP continues the projects and activities necessary to achieve the goals created in the Five-Year Consolidated Plan. Requirements for the Consolidated Plan requires the city to assess its housing needs, needs assessment and housing market analysis. The following summary identifies the objectives and outcomes of these needs utilizing CDBG funds.

Goal 1: Provide aid to special needs persons – Objective- Provide support to homeless shelters and increase support to agencies that provide rapid rehousing/rental assistance for those that are at risk of homelessness. Outcome- To increase permanent supportive housing and reduce homelessness by increasing availability.

Goal 2: Preserve the existing housing stock- Objective- Eliminate severe housing conditions that constitute health and safety hazards. Outcome – To provide sustainability and bring substandard housing up to code.

Goal 3: Encourage owner-occupied housing in low to moderate income areas. Objective-Expand affordable housing by providing down payment and settlement assistance to qualified families who purchase properties within the City and designated revitalization target areas. Outcome-Increase affordable housing

### **3. Evaluation of past performance**

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

The following CDBG projects were funded during the FY21 program year. The Consolidated Annual Performance Evaluation Report (CAPER) will outline the status of these activities that will be submitted to HUD in September 2022.

- **Homeless Needs:** The Homeless Shelter received CDBG funding for operations and maintenance cost that has serviced 175 homeless men during 2021. The women's shelter received CDBG funding for utility and maintenance cost and serviced 8 women during the program year.
- **Housing Needs:** One (1) single family home was renovated, and (6) Emergency Home Repairs were completed on owner-occupied homes. Homeownership Assistance was provided to 10 first-time homebuyers who purchased affordable housing in the City of Dover.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

A minimum of two public hearings are required. Adequate notice is given through advertisement in the City's local newspaper and the City's website, with copies of the notices sent to such service agencies

and public housing administration offices who serve and advocate for the low and very low-income persons and disability communities to encourage citizens participation input by the citizens and their advocates to meet the needs of citizens and particularly those who are beneficiaries of the programs covered in the Consolidated Plan. The draft plan will be available for review for 30 days.

The city will consider any comments or views of citizens or units of local government received in writing, or orally at public hearings, meetings, etc., in preparing the City's final Consolidated Plan and Annual Action Plan. A fifteen-day period will be set aside for comments. A summary of these comments and responses shall be attached to the final Consolidated Plan amendment of the plan or Performance Report.

**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.

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

**7. Summary**

The City of Dover has undertaken good faith efforts in outreaching to all segments of the community that may benefit from the CDBG program.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	DOVER	Planning/ City of Dover

Table 1 – Responsible Agencies

### Narrative (optional)

The Community Development Office is a part of the Department of Planning and Community Development in the Public Services Department. The Community Development Office has one full time employee, the CDBG Program Administrator who administers the CDBG Grant and is the Fair Housing Coordinator. Clerical, planning and inspection assistance is provided by the Planning and Inspections Department. The Building Inspections Office also provides housing and life safety inspections throughout the City including property maintenance. The Dover Housing Authority provides responsibility for the public housing needs within the City and is a separate entity from the City. The Delaware State Housing Authority who operates both Section 8 vouchers and public housing units also caters to the housing needs of low-moderate income families.

### Consolidated Plan Public Contact Information

City of Dover Department of Planning & Community Development  
15 Loockerman Plaza, Dover, DE 19901  
Phone (302) 736-7196 Fax: (302) 736-4217  
Website: [www.cityofdover.com](http://www.cityofdover.com)  
Tracey Harvey, Planner/CDBG Program Administrator  
Email: [tharvey@dover.de.us](mailto:tharvey@dover.de.us)

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

### **1. Introduction**

The public participation events planned for the Annual Action Plan (2022) represent the culmination of decades of experience in conducting similar events. In addition to the normal advertising of meetings in the local press, the staff notified stakeholders in writing and by the internet. The public was also notified of all meetings and hearings.

Two public hearings are required within the program year. Adequate notice is given through advertisement in the City's local newspaper and the City's website. Copies of the notices are sent to service agencies and public housing administration offices that serve and advocate for the low and very low-income persons and disability communities to encourage citizen participation input by the citizens and their advocates, meet the needs of citizens and particularly those who are beneficiaries of the programs covered in the Consolidated Plan.

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

The City works to ensure coordination by gathering members of the community, state and local housing authorities and various state and county agencies within the State of Delaware to consult on topics regarding homelessness, persons with disabilities, elderly, persons with HIV/AIDS, services for children and housing needs. The following is a list of agencies that the City of Dover consulted with in preparing the Annual Action Plan:

- Delaware State Housing Authority
- Dover Housing Authority
- City of Dover Planning Department
- State of Delaware Department of Health and Social Services
- Delaware HIV Consortium
- State of Delaware Division of Family Services
- Central Delaware Habitat for Humanity
- Milford Housing Development Corporation

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

The Housing Alliance of Delaware is the coordinator of the Continuum of Care (CoC) for the State of Delaware. City planning staff regularly attends the CoC meetings and will continue to support the need of ending chronic homelessness by actively collaborating with housing providers that service the homeless and those that are at risk of homelessness.

**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**

Not applicable, the City of Dover does not receive ESG funds.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Housing Alliance Delaware
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The city is a member of the Mayors Task Force to end veteran homelessness in Dover. The coordination with this agency will expand the resources necessary to end homelessness.
2	<b>Agency/Group/Organization</b>	NCALL Research
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The city partners with NCALL for its Homeownership Assistance Program as part of a requirement for first time homebuyers to receive housing counseling.
3	<b>Agency/Group/Organization</b>	DELAWARE STATE HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consulted with the state and local housing authorities in determining the needs of the community through the public participation process and addressing the needs of affordable housing within the city.

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



**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	Housing Alliance of Delaware	The City of Dover includes funding for homeless programs as a priority in its Strategic Plan that are in line with the needs and priorities with the CoC.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

## **AP-12 Participation – 91.105, 91.200(c)**

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

The City of Dover’s Consolidated Plan Citizen Participation Plan (CPP) has been prepared by the City of Dover in accordance with the requirements contained in Part 9115 of Title 24 of the Code of Federal Regulations. The CPP outlines the various methods the city will use to inform its citizens of, and actively involve them in developing the Consolidated Plan and Action Plan.

The Consolidated Plan and Action Plan serves as the housing and community development planning document of the city and its application for funding under the current Community Planning and Development (CDP) formula program CDBG.

Through public hearings, stakeholder interviews and the web-based community needs survey, goals were formulated by participants identifying priority needs for the five-year Consolidated Plan.

A minimum of two public hearings are required to allow the public an opportunity to comment on the Consolidated Plan, Annual Action Plan and the Consolidated Annual Performance Evaluation Report (CAPER). Adequate notice is given through advertisement in the City’s local newspaper, and copies of the notices are sent to such service agencies and public housing administrative offices who serve and advocate for the low and very low-income persons and disability communities to encourage citizen’s participation input and meet the needs of the citizens who are beneficiaries of the program covered in the Consolidated Plan.

The Draft Plans are made available for review and comments for 30 days at City offices and on the City’s website. The City will consider any comments or views received in writing or orally and a summary of any views or comments not accepted and the reason therefore shall be attached to all final reports.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community				
2	Newspaper Ad	Non-targeted/broad community				
3	Internet Outreach	Non-targeted/broad community				

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Dover receives the Community Development Block Grant (CDBG) from the United States Department of Housing and Urban Development (HUD).

Since CDBG resources are very limited, the City coordinates projects with other city departments, State and Local Housing Authorities and partners with non-profit and private organizations that have multiple resources that will aid in meeting the goals and objectives of the Plan.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	316,000	0	0	316,000	532,000	

**Table 5 - Expected Resources – Priority Table**

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

There is not a match requirement for CDBG funds; however, sub-recipient agencies that were funded have additional resources to supplement their projects. In addition, there are several initiatives and investment projects in the city where CDBG funds will be used as an additional resource to supplement funding these projects.

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

NCALL Research and Habitat for Humanity submitted a joint application to Delaware State Housing Authority for Strong Neighborhoods Housing Funds in March 2019. The organizations received \$1 million to build 20 new affordable homes in the downtown Restoring Central Dover area.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	AH-1 Affordable Housing	2022	2023	Affordable Housing	Downtown Target Area Dover City Limits	Homeownership Assistance	CDBG: \$105,400	Direct Financial Assistance to Homebuyers: 9 Households Assisted
2	HP-1 Homeless/Prevention	2022	2023	Homeless	Dover City Limits		CDBG: \$30,000	Homelessness Prevention: 175 Persons Assisted
3	HP -2 Homeless Prevention	2022	2023	Homeless	Dover City Limits	Homelessness	CDBG: \$17,400	Overnight/Emergency Shelter/Transitional Housing Beds added: 8 Beds
4	AH-2 Affordable Housing	2022	2023	Affordable Housing	Dover City Limits	Homeowner Rehabilitation	CDBG: \$60,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit
5	AH-3 Affordable Housing	2022	2023	Affordable Housing	Dover City Limits		CDBG: \$40,000	Homeowner Housing Added: 8 Household Housing Unit

**Table 6 – Goals Summary**

#### Goal Descriptions

1	<b>Goal Name</b>	AH-1 Affordable Housing
	<b>Goal Description</b>	Increase homeownership by providing settlement assistance to low-income persons who purchase affordable housing in the city.
2	<b>Goal Name</b>	HP-1 Homeless/Prevention
	<b>Goal Description</b>	Meet the needs of men that are homeless by providing shelter and assist in providing permanent supportive housing.
3	<b>Goal Name</b>	HP -2 Homeless Prevention
	<b>Goal Description</b>	Meet the needs of women that are homeless by providing shelter and assist in providing permanent supportive housing.
4	<b>Goal Name</b>	AH-2 Affordable Housing
	<b>Goal Description</b>	Rehabilitate owner-occupied housing found in violation of the City's Housing Code.
5	<b>Goal Name</b>	AH-3 Affordable Housing
	<b>Goal Description</b>	Complete emergency home repairs on owner-occupied properties to prevent health and safety hazards.



# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The 2022 Action Plan is a supplementary document to the Five-Year Consolidated Plan (2020-2024). The goals and objectives focus on developing and sustaining viable communities and improving low and moderate-income persons are addressed in the Consolidated Plan as part of the strategy for addressing the needs of low and moderate-income people.

### Projects

#	Project Name
1	Homeownership Assistance Program
2	Program Administration
3	Dover Interfaith Mission for Housing
4	House of Hope
5	MHDC Homeowner Rehabilitation Program
6	MHDC Emergency Home Repair Program

**Table 7 - Project Information**

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

The projects that were selected were based on the highest-ranking priorities that were determined from public hearings and a Housing and Community Development Online Survey identified by residents, local government officials and housing providers. The obstacle in addressing the underserved need is the lack of adequate funding to continue to address these needs.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Homeownership Assistance Program
	<b>Target Area</b>	Dover City Limits
	<b>Goals Supported</b>	AH-1 Affordable Housing
	<b>Needs Addressed</b>	Homeownership Assistance
	<b>Funding</b>	CDBG: \$105,400
	<b>Description</b>	CDBG funds will be used to provide settlement assistance up to \$20,000 to assist up to 9 low to moderate income persons that are first time homebuyers purchase affordable housing in the City of Dover.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Homeownership Assistance Program will service up to 9 low to moderate income persons.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	A forgivable grant will be provided up to \$20,000 to first time homebuyers who purchase affordable housing within the City of Dover limits
2	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Downtown Target Area Dover City Limits
	<b>Goals Supported</b>	

	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$63,200
	<b>Description</b>	CDBG funds will be used for the management and coordination of the CDBG program.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	CDBG funds will be used for the management and coordination of the CDBG program.
<b>3</b>	<b>Project Name</b>	Dover Interfaith Mission for Housing
	<b>Target Area</b>	Dover City Limits
	<b>Goals Supported</b>	HP -2 Homeless Prevention
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	CDBG funds will be used for operations costs for the building that will include utility and maintenance cost.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will service 175 homeless men annually
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	This project will cover the operations costs that will service 300 homeless men annually.
	<b>Project Name</b>	House of Hope

4	<b>Target Area</b>	Dover City Limits
	<b>Goals Supported</b>	HP -2 Homeless Prevention
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$17,400
	<b>Description</b>	CDBG funds will be used for operations costs for the building that will include utility and maintenance cost.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Women's Shelter will service up to 8 women annually
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	CDBG funds will be used for the operations cost of a women's shelter that will service up to 8 women annually.
5	<b>Project Name</b>	MHDC Homeowner Rehabilitation Program
	<b>Target Area</b>	citywide
	<b>Goals Supported</b>	AH-2 Affordable Housing
	<b>Needs Addressed</b>	Homeowner Rehabilitation
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	CDBG funds will be used to rehabilitate up to 3 homes found in violation of the City's Housing Code.
	<b>Target Date</b>	6/30/2023

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Up to three families will benefit from this project with the rehabilitation of their homes.
<b>Location Description</b>	citywide
<b>Planned Activities</b>	Up to three families will benefit from this project with the rehabilitation of their homes.
<b>Project Name</b>	MHDC Emergency Home Repair Program
<b>Target Area</b>	citywide
<b>Goals Supported</b>	AH-3 Affordable Housing
<b>Needs Addressed</b>	Emergency Home Repairs
<b>Funding</b>	CDBG: \$40,000
<b>Description</b>	CDBG funds will be used to complete emergency home repairs on up to 8 owner-occupied homes to prevent health and safety hazards.
<b>Target Date</b>	6/30/2023
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Up to 8 low-income families will be serviced.
<b>Location Description</b>	citywide
<b>Planned Activities</b>	CDBG funds will be used to complete emergency home repairs on up to 8 owner-occupied homes to prevent health and safety hazards.

## **AP-50 Geographic Distribution – 91.220(f)**

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

The City of Dover will continue to undertake consolidated plan activities city-wide during the program year. Funds have been allocated for the rehabilitation of a single-family home in the Downtown Development District Target Area which is primary a low-income area with a high concentration of African Americans.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Downtown Target Area	10
Dover City Limits	90

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The purpose of the target block approach is to concentrate resources available to the public, private, and non-profit sectors for housing programs in a specific area (known as the Target Area). The Target Area consists of one of Dover’s oldest working-class neighborhoods located in west central Downtown. This concentrated approach is to insure the likelihood of an immediate visual impact and long-term stabilizing effect of each area.

The major element of the Target Block Program will be concentrated home-to-home internal inspection to determining deficiencies which need to be corrected. Substandard housing requiring plumbing, electrical update to meet the Dover Building Code, but which is basically sound and suitable for rehabilitation has been targeted. A sufficient number of low and moderate-income families must reside in the area.

### **Discussion**

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

Housing is needed for all income levels but there is a greater need for affordable housing for low and very low-income persons in the City of Dover.

The City of Dover is collaborating with other local housing providers on several initiatives to provide affordable housing in low to moderate income target areas as well as city-wide by providing homeownership assistance to first time home buyers who purchase properties within the City of Dover and designated target areas, provide real estate tax relief over a 4 year period for persons that purchase properties within the designated target area, receive a transfer tax rebate for properties upon issuance of a Certificate of Occupancy for properties purchased after March 1,2015 within the designated target area, and partnering with non-profits that will be constructing affordable housing for low income persons over the next few years.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	183
Non-Homeless	20
Special-Needs	0
Total	203

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	11
Acquisition of Existing Units	0
Total	11

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

### Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Dover Housing Authority (DHA) is the local Housing Authority that serves the City of Dover. DHA has a total of 286 public housing units available for occupancy including 31 scattered site units. Most of these units are 3 bedrooms. DHA also provides rental assistance to low and moderate-income persons through HUD's Section 8 Program. Presently there are 169 housing choice vouchers under lease and tenant based which means they are only offered to tenants on DHA's waiting list.

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

DHA conducts an annual and a 5-year Physical Needs Assessment of their public housing inventory to determine the public housing needs. Projects are prioritized by the greatest need and completed with funding from their Capital Fund Program and their Operating Subsidy funds.

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

Dover Housing Authority provides their residents with support and assistance in job training, parenting, counseling, financial management and other skills. These programs are integrated in the housing programs through the Family Self-Sufficiency Program and/or other Resident Initiatives. It is the position of the City of Dover that these programs provide excellent opportunities for those in public housing to become economically and socially self-sufficient. DHA also provides homeownership opportunities through their Section 8 program, where the resident applies 30% of their income towards their mortgage for the first fifteen years of owning their home and DHA pays the remaining 70%. After fifteen years, the resident pays 100% of their mortgage.

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

N/A

### **Discussion**



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

### **Introduction**

The City of Dover fully supports the Homeless Planning Council of Delaware challenge to End Chronic Homelessness. The city will continue to provide CDBG funding to agencies and organizations that service the homeless and those with special needs.

### **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**

The City uses CDBG funds to support various programs aimed at assisting different segments of the population at risk of homelessness. For FY 2022, the city has allocated a total \$46,740 to Dover Interfaith Mission for Housing and the Central Delaware Housing Collaborative for operations cost and renovations that will house homeless men and women.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Code Purple was established in the fall of 2014 that provides shelter for homeless persons in Kent County when the temperature or wind chill drops below 32 degrees. When Code Purple is in effect, the homeless are guided to emergency shelters and participating churches within the City of Dover and throughout Kent County that provide warm beds.

#### **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**

Over the next three years, the city will provide CDBG funding to homeless shelters for men and women for operations costs. These shelters also provide supportive services for housing and employment, and address health and mental health issues. In addition, the Delaware Continuum of Care (CoC) provides supportive services as well as the State Division of Health and Social Services.

#### **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving**

**assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The local and State housing providers will continue to provide support to the population identified. In addition, the Individualized Assessment, Discharge, and Planning Team (IADAPT) was established in 2010 to provide inmates with advocates that will assist them with mainstream resources once they are discharged and reduce recidivism.

## **Discussion**

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

### **Introduction:**

One of the largest barriers to affordable housing in the city is the lack of affordable housing for rental units for low to moderate income persons. The waiting list for the two housing authorities ranges from 18 months to 5 years for public housing and for Section 8. In addition, developers are not constructing affordable housing.

### **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**

At this time, it is the City of Dover’s contention that there are no significant barriers to affordable housing which describes dwelling units whose total cost are deemed affordable to those who have a median income. However, there are few constraints that may be an obstacle in constructing affordable housing such as development impact fees which increases the cost to develop new housing, land use policies outlined in the City’s Comprehensive Plan, and building and zoning codes.

Unlike many communities, Dover has not practiced “exclusionary zoning” where most of the undeveloped land is designated for large lot single family detached homes. To the contrary, The Dover Plan (Dover’s Comprehensive Plan) designates a large portion of undeveloped lands for medium density housing, and a smaller but significant portion for high density housing. The land is subsequently zoned accordingly, permitting a range of residential densities and housing types. The most recent *2019 Comprehensive Plan Update* was adopted in January 2020. The Land Development Plan specifically identifies a range of residential land uses from low density to high density throughout the city. The plan continues to recommend a range of residential densities and focuses specifically on housing in one

### **Discussion:**

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

As resources continue to fluctuate, the city will continue to maximize its existing resources and partnerships that will assist in addressing the needs of low to moderate income residents.

### **Actions planned to address obstacles to meeting underserved needs**

The greatest obstacle in meeting the undeserved needs for the city are lack of federal, state and other sources of funding and the lack of affordable housing. In addition, the City's Downtown Target Area has the highest concentration of low to moderate income residents with aging homes in need of housing rehabilitation.

The following is an outline of incentives to promote affordable housing in the City of Dover within the designated target areas:

#### **Incentives**

- Provide up to 20% cash rebate for qualifying construction projects (capped at \$1 million/property)
- A transfer tax rebate of the buyer's portion of the real estate tax upon issuance of a Certificate of Occupancy
- Waiver of building, plumbing, mechanical and fire protection permit fees
- Waiver of City sewer and water impact fees
- 10-year abatement of property tax on the value of improvements
- Up to \$20,000 in down payment cost to purchase affordable housing

### **Actions planned to foster and maintain affordable housing**

The following are goals that the city will focus on to foster and maintain affordable housing:

- Encourage greater zoning flexibility to enable infill housing development in the Downtown Redevelopment District by relaxing setback and block standard requirements to allow condominiums and townhouse styles of housing.
- Explore land banking and land trust options for assembling parcels and redevelopment efforts.
- Strengthen existing housing by expanding the Home Repair Programs

### **Actions planned to reduce lead-based paint hazards**

Currently, the State of Delaware Department of Public Health enforces lead based paint abatement within the City of Dover. Under the State's program, families with children who have been diagnosed by

the Public Health centers with lead poisoning are referred to a State Lead Based Paint Inspector. The inspector then performs the relevant technical analysis of the family's residence. If lead based paint is discovered, abatement is required. The City of Dover Department of Planning and Inspections acts in partnership with the State in assuring that lead paint hazards are reduced or eliminated, and that affected housing units are brought up to code.

The city currently requires lead-based paint testing and interim controls in conjunction with its CDBG rehabilitation program. The City of Dover Department of Planning and Inspections does not have the equipment necessary to accurately identify lead-based paint during housing inspections.

In addition to the activities of the City of Dover and the State of Delaware Department of Public Health, the Dover Housing Authority has been active in lead-based paint abatement in the city. The Dover Housing Authority has tested and abated lead-based paint in all its public housing units. The Dover Housing Authority also deals with the lead paint hazards in private rental units through the enforcement of the Housing Quality Standards in conjunction with its Section 8 Rental Certificate/ Rental Voucher Program

The City of Dover provides information and training to staff who administer the Homeowner Rehabilitation Program to ensure the proper procedures are administered and that residents are properly educated on the dangers of lead-based paint hazards.

For all rehabilitation projects that qualify for lead base paint testing and hazards, the city will take the necessary actions in order to reduce lead base paint hazards in accordance with HUD regulations and monitor the programs for compliance that carry out rehabilitation projects.

### **Actions planned to reduce the number of poverty-level families**

The City of Dover will provide CDBG funding over the next three years to projects that will reduce the number of poverty level families by addressing the most critical needs of families, such as , providing funding and support to emergency shelters, providing homeownership assistance to qualifying families who purchase affordable housing in the City of Dover, and complete homeowner rehabilitation and emergency homes repairs to owner occupied homes of low and very low income families in the City.

### **Actions planned to develop institutional structure**

The main gap that exists in the Institutional Delivery System is the lack of affordable rental housing. The public housing waiting list for Dover Housing Authority has 843 applicants and 635 applicants on the Section 8 waiting list. The average person remains on the waiting list for up to 4 years which increases the risk of homelessness and suffers from a severe housing cost burden paying over 50% of their income in rent.

The strategy for overcoming gaps in the institutional structure is to continue to provide CDBG funding

and support to the existing service and housing providers that service the needs of low-income persons and those with special needs. In addition, the City will continue to work collaboratively with non-profits and the State and local housing authorities on initiatives that support affordable housing in the City of Dover.

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

The city will continue to collaborate with public and private housing providers and social service agencies to meet the goals and objectives of the Consolidated Plan. The Community Development Administrator is a representative on several boards and commissions throughout the State that service the needs of low to moderate income persons.

**Discussion:**

# Program Specific Requirements

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

### Introduction:

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.

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

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

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

### Other CDBG Requirements

- |  |    |
|--|----|
| 1. The amount of urgent need activities  | 80 |
| 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. | 3  |