

CITY OF HIGH POINT

AGENDA ITEM



Title: Substantial Amendment #3 to the 2019-20 Action Plan

From: Thanena S. Wilson, Interim Director

Meeting Date: November 15, 2021

Public Hearing: Yes

Advertising Date: October 17, 2021

Advertised By: High Point Enterprise

Attachments: -Draft Substantial Amendment #3 to the 2019-20 Annual Action Plan
-Winter Shelters/White Flag Proposal
-Public Notice

PURPOSE:

The Community Development and Housing Department is proposing to reallocate \$162,850 of the City's CDBG-CV3 award to support the Winter Shelters/White Flag initiative from December 2021 through March 2022. Funds will be awarded to Open Door Ministries, The Salvation Army, and West End Ministries to make additional beds available for the homeless population on the coldest nights during the winter. The Substantial Amendment is needed to satisfy U.S. Department of Housing and Urban Development (HUD) requirements prior to commitment of funds.

BACKGROUND:

City Council previously approved substantial amendments to the 2019-20 Annual Action Plan to receive the CDBG-CV special allocation awarded under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The City received \$588,651 under the CDBG-CV3 allocation, and the \$162,850 is proposed to be allocated from this award.

To expedite the availability of these resources, HUD approved several waivers including the reduction of the public review and comment period from 30 days to 5 days. Accordingly, this Substantial Amendment was made available for citizen input from October 25-29, 2021.

The Substantial Amendment was reviewed with the Citizens Advisory Council on October 28, 2021.

BUDGET IMPACT:

None

RECOMMENDATION / ACTION REQUESTED:

A public hearing to be held by Council for the Substantial Amendment is required by HUD, and in accordance with our Citizen Participation Plan approved by Council. The Community Development and Housing Department recommends Council's favorable consideration to approve Substantial Amendment #3 to the 2019-20 Annual Action Plan and that the appropriate City official and/or employee be authorized to execute all necessary documents.

PUBLIC NOTICE

CITY OF HIGH POINT

SUBSTANTIAL AMENDMENT #3 TO THE 2019-2020 ANNUAL ACTION PLAN Community Development Block Grant - Coronavirus (CDBG-CV)

In response to the Coronavirus 2019 (COVID-19) pandemic, the U.S. Department of Housing and Urban Development (HUD) allocated \$1,141,357 in CDBG-CV funds to the City of High Point to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed into law on March 27, 2020 to respond to the growing effects of this unprecedented public health crisis. The total appropriation was awarded under two separate allocations. Substantial Amendment #3 is a proposal to reallocate \$160,000 of the of \$588,651 awarded under the City's second allocation (CDBG-CV3).

This required amendment outlines the City's proposed reallocation of CDBG-CV3 funds in carrying out eligible activities to address the effects of COVID-19 in our community. While this amendment usually requires a 30-day public review and comment period, HUD has waived this requirement provided that no less than five (5) days are given for public review and comments on the Substantial Amendment.

Public Review and Comment

The Substantial Amendment will be made available to the public for review and comment for a period of five (5) days beginning on Monday, October 25 through Friday, October 29, 2021 at the City of High Point's Community Development and Housing Department, 211 S. Hamilton Street, Ste 312, High Point; on our website: <https://www.highpointnc.gov/231/Community-Development-Housing>; or a hard copy can be requested through the City's Public Records Request portal: <https://www.highpointnc.gov/1813/Public-Records-Request>.

To Make Written Comments

The City of High Point will receive written comments until 5:00 p.m. on Monday, November 1, 2021. Comments can be mailed, or hand delivered to the City of High Point Community Development and Housing Department, 211 S. Hamilton Street, Ste 312, High Point, NC 27260. Comments may also be submitted via email to thanena.wilson@highpointnc.gov.

At the close of the Public Comment Period on October 29, 2021, the City of High Point will move forward with formal approval of the Substantial Amendment and submission to HUD.

Public Hearing

A public hearing will be held before the City of High Point City Council on November 15, 2021, at 5:30 p.m. At the close of the public hearing, approval by City Council will be requested.

Public comments on this matter can be submitted by:

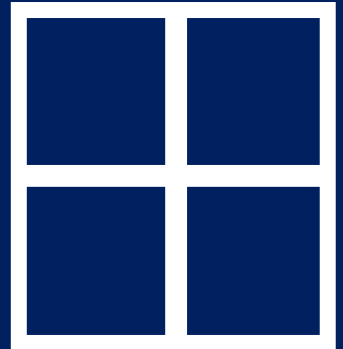
1. Calling 336-883-3522 and leaving a message, or
2. Emailing written comments to publiccomment@highpointnc.gov, or
3. Dropping written comments off in the City of High Point's utility payment drop-boxes located in the Green Drive and the Commerce Avenue parking lots on both sides of the Municipal Building located at 211 S. Hamilton Street.

All comments for the Public Hearing must be received by 5:00 p.m., November 12, 2021. Persons with disabilities or who otherwise need assistance should contact Kyeisha Maitland Hicks in advance of the public hearing at 336-883-3349, via email at kyeisha.hicks@highpointnc.gov,

City of High Point

Community Development
& Housing Department

Substantial Amendment #3 2019-2020 Annual Action Plan DRAFT



CITY OF HIGH POINT
SUBSTANTIAL AMENDMENT #3 TO THE 2019-2020 ANNUAL ACTION PLAN
Community Development Block Grant - Coronavirus (CDBG-CV)
DRAFT

Executive Summary

In response to the Coronavirus 2019 (COVID-19) pandemic, the U.S. Department of Housing and Urban Development (HUD) allocated \$1,141,357 in CDBG-CV funds to the City of High Point to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed into law on March 27, 2020, to respond to the growing effects of this unprecedented public health crisis.

This required amendment outlines the City's proposed reallocation of CDBG-CV3 funds in carrying out eligible Public Services activities to address the effects of COVID-19 in our community. While this amendment usually requires a 30day public review and comment period, HUD has waived this requirement provided that no less than five (5) days are given for public review and comments on the Substantial Amendment.

In accordance with its Citizen Participation Plan and the regulations governing the Community Development Block Grant (CDBG) Program, the amendment listed below is proposed for public review and comment.

2019-2020 Annual Action Plan Substantial Amendment #3

➤ AP-35 Projects

- CDBG-CV funds allocated under the CARES Act may be used for a range of eligible activities, as allowed under 24 CFR Parts 570.201-570.206, that prevent, prepare for, and respond to the spread of COVID-19. The proposed activities must meet one of the three National Objectives as required by CDBG regulations at 24 CFR Part 570.208: 1) Benefit low-and-moderate income persons, 2) Aid in the prevention or elimination of slums or blight, or 3) Meet an urgent need. The City of High Point will use CDBG-CV dollars to fund projects that are to address, but not be limited to, the following: **(1) Emergency Assistance, (2) Homelessness, (3) Economic Disruption, (4) Rental Assistance, and (5) Other Issues that May Be Related to the Coronavirus.** The City is recommending allocating the funds as follows:

SOURCE	Amount	Eligibility
FY 2019-2020 CDBG-CV3 Allocation	\$162,850	
REALLOCATION OF FUNDING		
Public Services	\$162,850	570.201(e)

Project Description – Winter Shelters/White Flag

During the winter on nights that the temperatures become frigid, our homeless shelters' beds are quickly filled. Therefore, many of our homeless population will end up in already overburdened emergency rooms, or suffer severe health consequences, and even death. Winter Shelters/White Flag is an expansion of beds for existing emergency shelters that is offered during the winter months, December 1st through March 31st.

The purpose of this expansion is to make sure that when the temperature drops below a certain point and becomes hazardous to someone's health, and even life threatening, they have a warm, safe place to go. Shelters have previously decreased the number of beds normally available to comply with COVID-19 social distancing and health and safety protocols. Therefore, the Winter Shelters/White Flag program will open much needed beds, as well as allow shelters to continue to follow COVID-19 protocols.

Citizen Participation

While this amendment usually requires a 30-day public review and comment period, HUD has waived this requirement provided that no less than five (5) days are given for public review and comment. The draft 2019 Annual Action Plan Substantial Amendment #3 will be available to the public for review and comment for a period of five (5) days beginning Monday, October 25, 2021 through Friday, October 29, 2021 at the City of High Point's Community Development and Housing Department, 211 S. Hamilton Street, Ste 312, High Point; on our website: <https://www.highpointnc.gov/231/Community-Development-Housing>; or a hard copy can be requested through the City's Public Records Request portal: <https://www.highpointnc.gov/1813/Public-Records-Request>.

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All comments for the Public Hearing must be received by 5:00 p.m., November 12, 2021. Persons with disabilities or who otherwise need assistance should contact Kyeisha Maitland Hicks in advance of the public hearing at 336-883-3349, via email at kyeisha.maitland@highpointnc.gov, or call NC Relay/711 (TTY) if you are hearing impaired.

Si necesita esta información en español, por favor póngase en contacto con Kyeisha Maitland Hicks (336) 883-3349.



Without a carefully constructed winter plan in place within our city and our communities' individuals who seek shelter are too often left out into the cold. With nowhere to stay except the streets, those individuals who are experiencing homelessness during the winter months are at risk for a variety of conditions caused by exposure to the cold, including frostbite and hypothermia, both of which can be permanently damaging and/or life-threatening. Many of the chronic problems faced by the homeless population, including inadequate clothing, malnutrition, and underlying infection, further increase the risk of developing and dying from hypothermia. In addition, many people experiencing homelessness, struggle with alcohol and drug addictions. The use of these substances substantially increases a person's susceptibility to hypothermia. Bottom line – the winter months are dangerous for anyone experiencing homelessness.

The 2021 Guilford County Point-in-Time Count occurred on January 27th -28th this year in the middle of the winter. It was a challenging count in the midst of covid19 while working to follow CDC safety protocols and yet volunteers documented 482 individuals facing homelessness. 292 men and 189 women. 63 individuals were completely unsheltered. In High Point 31 unsheltered people were spread out across 19 homeless camps in the city. 27 unsheltered people were counted at 50 camps in Greensboro. 71 individuals were in hotels and 33 were placed at the Guilford County quarantine/isolation hotel due to covid19.

To ensure that we have a city-wide cold-weather response plan in place within our communities, Open Door Ministries, West End Ministries, and the Salvation Army have outlined their plan and their needs in this proposal. It is our desire that working together we can close any gaps in accessibility and ensure a safe winter for a vulnerable population of men, women and families in our city.

** The format following will outline each organizations Winter Shelter plan; how they meet the emergency need of shelter and the cost of operating this additional program each year. The cost to operate a shelter program 24 hours a day, 365 days a year is substantial. Adding additional cost for the winter shelter is challenging for each of these organizations. Why do we do it? It is important to our community and it is the right thing to do for the people we serve.



2021 Shelter Plans for

Open Door Ministries, West End Ministries, and the Salvation Army of High Point.

OPEN DOOR MINISTRIES

With the upcoming winter months quickly approaching, Open Door Ministries requests to obtain ten individual rooms from In-Town Suites located at 2860 N Main St, High Point, NC 27265. These individual rooms will act as an emergency winter shelter for unsheltered males in High Point. The asking months for this proposal would be from November 1, 2021 through March 31, 2022. Due to the CDC social distancing policy put into place in addition to the widespread of the COVID-19 virus, Open Door Ministries does not have the capacity to provide additional options for the unsheltered population during the winter months. Based on the information provided by In-town Suites, each room would cost \$301.99 per week x 20 weeks would = \$60,398.00. With this budget, Open Door Ministries would also be able to provide case management for those sheltered at the hotel during the span of the winter months. Staff would respond to any needs, misconducts, or any inappropriate behaviors that could potentially arise at the hotel. Due to financial circumstances, Open Door Ministries would not be able to be reimbursed after the winter months and would require immediate access to the funding to pay for the hotel rooms. Open Door Ministries thanks you for your time and consideration.

1 room = 301.99 per week x 4 weeks = \$1207.96 x 10 rooms = \$12079.60 x 5 months =
Total for the Winter Shelter at Open Door Ministries: \$60,398.00

WEST END MINISTRIES

In 2019-2020 West End Ministries began opening the Winter Shelter. Open from December 1st – March 31st the shelter has provided essential housing services for women experiencing homelessness during the coldest part of the year.

In addition to the harsh conditions of winter, covid19 has added to the critical need for winter shelters. Since early 2020 Leslie's House has made significant policy changes and is following strict safety guidelines. The shelter, normally housing up to 22 women, is now limited to 14 residents at a time. With the Overflow shelter in place (located in West End's Community Center building) even when the shelter is at max capacity, there is room to house an additional 15 women each night for 4 months.



The framework is in place. In 2020, 35 different women stayed at the winter shelter. While there, staff and volunteers work each day ensure that each woman at the winter shelter has access to the same services provided to the women at Leslie's House. They meet with case managers and they are connected to other community partners and resources according to their situation and their need. They have access to free individual counseling on-site at WEM or can participate in group counseling sessions. In 2020 we built showers and a commercial laundry room specifically for the women who come into the winter shelter so they would be able to wash clothes, take showers and stay healthy. The goal, as with residents of Leslie's House is to help women who stay at the winter shelter to overcome obstacles and to move into permanent housing. At West End we view the Winter Shelter as a vitally important and necessary extension of Leslie's' House.

However, the cost to implement the Winter Shelter each year is substantial and places a hardship on the ministry, stretching an already tight budget. At West End it would be difficult for us to be reimbursed after the winter months. We request immediate access to available funding in order to meet the needs for this upcoming Winter Shelter.

How much does it cost? To operate effectively, we need at least 1 person at the shelter 24 hours per day. In addition, we employ one 40 hour per week case manager /coordinator. Utilities cost increase significantly during these 4 months and are factored into the program cost. In addition, extra cleaning, including covid19 deep cleanings, are required for the community center on a regular basis while the women are there. **West End provides the meals and general supplies that are needed.**

1 person, 24 hrs. per day for 17 weeks (119 days) at \$12 per hour = 34,272

1 person 40 hrs. per week for 17 weeks at \$15 per hour = 10,200

Utilities - \$2,500 for the 4-month period

Deep cleanings for Community Center 2 x per month for 4 months = 3,500

(Includes cost of covid19 supplies, and safety/sanitation supplies for each woman at Winter Shelter.)

Total Cost for Winter Shelter @ West End Ministries - \$50,472

The Salvation Army

Salvation Army's Winter Shelter is located at 301 W Green Dr, High Point and is open from December through March of each year if funding is available. Due to budgeting constraints, the Winter Shelter often depends on whether the funding is available at the end of the year or not. The cost, on average, to operate the year-round shelter is \$13,650 per month. To open and



operate the Winter Shelter adds over \$50,000 for the 4-month period. This is extra funding that is not always available. For this reason, it is difficult and not always feasible to operate on funding that comes through a reimbursement program. We request upfront access to the needed funding required for the Winter Shelter.

Staffing cost for Winter Shelter (4 months) - \$34,320

Utilities – 4-month period - \$8,124

Food, Supplies, repairs - \$9,536

Total Cost for Winter Shelter @ The Salvation Army of High Point - \$51,980

***** THE TOTAL COST TO OPERATE THE 2021-2022 WINTER SHELTER PROGRAMS AT OPEN DOOR, WEST END MINISTRIES AND THE SALVATION ARMY ORGANIZATIONS WILL BE: \$60,398 + \$50,472 + \$51,980 = \$162,850**

The Next 5 Years

Included in this proposal is a request for continued assistance funding High Point's Homeless Shelters for the next 5 years. Open Door Ministries, West End Ministries and The Salvation Army each have the capability and the desire to continue providing this vitally important and life saving service within our community. We need your help. Specific details for each ministry and each program is outlined below.

* **Open Door Ministries** would need assistance for staffing costs associated with the winter shelter over the next 5 years. The physical space going forward will be either at Open Door Ministries or St. Mary's Church which we have used previously as an overflow shelter.

* At **West End Ministries** funding will be needed to provide additional staffing and case management services from December – March for the next 5 years. Shelter will continue to be housed in West End's Community Center building. We anticipate the cost to be along the same lines as this year's shelter budget. Cost of living/inflation % will be calculated in at the national average of 2.4% each year.

* **The Salvation Army** also request funding assistance for the next 5 years, with the expectation that cost will remain close to what is in this proposal, with an inflation rate included. Noted previously, it is important that funding for the Winter Shelter be available as immediately vs. reimbursements, to ensure that we will be able to open the shelter each year.



The 5 Year Plan Breakdown:

OPEN DOOR MINISTRIES: Year 1

\$12.00 an hour X 24 hours per day = \$288.00 x 7 days a week = \$2,016.00 X 20 weeks = \$40,320.00. \$1,000.00 for cost of Utilities and clean-up of space.

Total Year 1: \$41,320.00

WEST END MINISTRIES: Year 1

Staff Coverage & Case Management – \$44,472

(One 40 hr. per week + 1 person 24 hrs. per day every day of the winter shelter)

Utilities for 4-month period - \$2,560

Cleaning cost and cleaning/sanitation - \$3,500

Total Year 1: \$50,532

SALVATION ARMY: Year 1

Staff Coverage – \$35,144

Utilities for 4-month period - \$8,320

Food, Supplies & Repairs - \$9,765

Total Year 1: \$53,229

TOTAL FOR ALL 3 ORGANIZATIONS FOR YEAR 1: \$145,081

OPEN DOOR MINISTRIES: Year 2

\$13.00 an hour (offset cost of inflation) X 24 hours=\$312.00 X 7 days a week = \$2,184.00 X 20 weeks = \$43,680.00. \$1000.00 for cost of utilities and clean-up of space.

Total Year 2: \$44,680

WEST END MINISTRIES: Year 2

Staff Coverage & Case Management – \$45,539

(One 40 hr. per week + 1 person 24 hrs. per day every day of the winter shelter)

Utilities for 4-month period - \$2,620

Cleaning cost and cleaning/sanitation - \$3,500

Total Year 2: \$51,659



SALVATION ARMY: Year 2

Staff Coverage - \$35,987

Utilities for 4-month period - \$8,520

Food, Supplies & Repairs - \$10,000

Total Year 2: \$54,507

TOTAL FOR ALL 3 ORGANIZATIONS FOR YEAR 2: \$150,846

OPEN DOOR MINISTRIES: Year 3

\$13.50 an hour (offset cost of inflation) X 24 hours = \$324.00 X 7 days a week = \$2,268.00 X 20 weeks = \$45,360.00. \$1,100.00 for cost of utilities and clean-up of space.

Total Year 3: \$46,460

WEST END MINISTRIES: Year 3

Staff Coverage & Case Management – \$45,539

(One 40 hr. per week + 1 person 24 hrs. per day every day of the winter shelter)

Utilities for 4-month period - \$2,683

Cleaning cost and cleaning/sanitation - \$3,500

Total Year 3: \$51,722

SALVATION ARMY: Year 3

Staff Coverage - \$35,987

Utilities for 4-month period - \$8,724

Food, Supplies & Repairs - \$10,000

Total Year 3: \$54,711

TOTAL FOR ALL 3 ORGANIZATIONS FOR YEAR 3: \$152,893



OPEN DOOR MINISTRIES: Year 4

\$14.00 an hour (offset cost of inflation) X 24 hours = \$336.00 X 7 days a week = \$2,352.00 X 20 weeks = \$47,040.00. \$1,150.00 for cost of utilities and clean-up of space.

Total Year 4: \$48,190

WEST END MINISTRIES: Year 4

Staff Coverage & Case Management – \$46,448

(One 40 hr. per week + 1 person 24 hrs. per day every day of the winter shelter)

Utilities for 4-month period - \$2,748

Cleaning cost and cleaning/sanitation - \$3,500

Total Year 4: \$52,696

SALVATION ARMY: Year 4

Staff Coverage - \$36,850

Utilities for 4-month period - \$8,934

Food, Supplies & Repairs - \$10,000

Total Year 4: \$55,784

TOTAL FOR ALL 3 ORGANIZATIONS FOR YEAR 4: \$156,670

OPEN DOOR MINISTRIES: Year 5

\$14.50 an hour (offset cost of inflation) X 24 hours = \$348.00 X 7 days a week = \$2,436.00 X 20 weeks = \$48,720.00. \$1,200.00 for cost of utilities and clean-up of space.

Total Year 5: \$49,920

WEST END MINISTRIES: Year 5

Staff Coverage & Case Management – \$47,563

(One 40 hr. per week + 1 person 24 hrs. per day every day of the winter shelter)

Utilities for 4-month period - \$2,814

Cleaning cost and cleaning/sanitation - \$3,500

Total Year 5: \$53,877



SALVATION ARMY: Year 5

Staff Coverage - \$37,734
Utilities for 4-month period - \$9,148
Food, Supplies & Repairs - \$10,240
Total Year 5: \$57,122

TOTAL FOR ALL 3 ORGANIZATIONS FOR YEAR 5: \$160,919

TOTAL 3 ORGANIZATIONS FOR 5-YEAR GRANT REQUEST PERIOD: \$ 766,409