

CITY OF DALTON

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**2015 ANNUAL ACTION PLAN**

**DRAFT**

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PREPARED FOR SUBMISSION TO THE  
U.S. DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT

For the



City of Dalton Community Development Block Grant  
Program

Annual Action Plan

1

# Executive Summary

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

### 1. Introduction

As recipients of federal grant funds, HUD requires the City of Dalton to produce a Five-Year Consolidated Plan and Annual Action Plan. It also serves as the application for funding for the Community Development Block Grant (CDBG) federal entitlement program that serves low income individuals and/or families.

The City of Dalton's Five-Year Consolidated Plan (Con Plan) identifies the community's affordable housing, community development and economic development needs, and outlines a comprehensive and coordinated strategy for addressing them. The City's current five-year strategy will focus primarily of devoting federal resources to areas in the city where the greatest concentration of poverty exists. FY 2015 Annual Action Plan will continue to meet these needs.

HUD has established three priority goals for jurisdictions across the country to pursue as part of their consolidated planning efforts: decent housing, suitable living environment, and providing economic opportunity.

The ability of the City to attain these goals utilizing CDBG funds can be identified through the following performance measures:

Decent Housing: The provision of decent housing assists both the homeless and persons at risk of becoming homeless in obtaining housing; retains the existing units in the housing stock; increases the availability of permanent housing in standard condition and at affordable cost to low- and moderate-income (LMI) families. Decent housing also increases the supply of supportive housing with services needed to enable persons with special needs to live independently, and provides affordable housing to low to moderate income persons in areas that are accessible to job opportunities.

Suitable living environment: The provision of a suitable living environment improves the safety and livability of neighborhoods; increases access to quality public and private facilities and services; reduces the isolation of income groups within a community or geographical area by offering housing opportunities for person of lower-income and revitalizes deteriorating or deteriorated neighborhoods; restores, enhances, and preserves natural and physical features of special value for historic, architectural or aesthetic reasons; and conserves energy resources.

Provide economic opportunity: The provision of expanded economic opportunities creates and retains jobs; establishes, stabilizes, and expands small businesses (including micro-businesses); provides public services concerned with employment; provides jobs to low income persons living in areas affected by those programs and activities; makes available mortgage financing for low-income persons at

reasonable rates using nondiscriminatory lending practices; provides access to capital and credit for development activities that promote the long-term economic and social viability of the community; and provides empowerment and self-sufficiency opportunities for low income persons to reduce generational poverty in federally-assisted and public housing.

## **2. Summarize the objectives and outcomes identified in the Plan**

The City will continue to provide low and moderate income persons with housing assistance, and continue to allocate CDBG to local nonprofit organizations to provide essential social services for the homeless, LMI persons, and non-homeless special needs population.

The City of Dalton has identified these main goals:

- Provide housing counseling and intake assessment for residents in the low/mod service areas for stabilizing the homeless, foreclosure prevention, and home purchase.
- Enrich community services and provide limited economic development by funding local non-profits.
- Provide transitional housing to serve victims and children of domestic violence and homeless persons.
- Provide code enforcement officer in low income areas.
- Provide ADA Compliance at public parks and playground equipment.
- Provide rehabilitation on low to moderate rental property/public housing units for low income persons, elderly and/or disabled.

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

In the FY 2013 Consolidated Annual Performance Evaluation Report (CAPER), the City of Dalton met all three performance measures-decent housing, suitable living environment, and economic opportunities. Only limited funds were allocated for economic development to provide a part-time position with W. Frank Newton Consulting, Inc (WFN, Inc.) for a grant consultant and environmental review services. The City provided funding for housing counseling, emergency shelter for abused spouses and children, assistance with child care for LOM persons, and transitional housing. ADA needs were funded with the installation of a pool lift at the Dalton Recreation Center. A trailhead was completed in a low income area, allowing the surrounding neighborhood a decent environment with access to an outdoor park area. A road extension project was completed in the local housing authority to allow better access for emergency vehicles and improve the neighborhood.

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

The City of Dalton received consultation from WFN, Inc. for the preparation of the Analysis of Impediments to Fair Housing (AI), Consolidated Plan, and the Citizen Participation Plan. Input was given

by Dalton Whitfield Community Development Corporation (DWCDC), Housing Authority of the City of Dalton (HACD), and Providence Ministries on the housing needs in the City of Dalton.

Three public meetings were held to receive comment on the needs for the 2015 Annual Action Plan. First meeting was held at Dalton City Hall on February 5, 2015, with a second meeting at the Dalton Community Center on February 11, 2015. A third meeting to review comments received to date and answer questions was held on February 13, 2015. These meetings were advertised in the local newspaper, Spanish paper, City website, and local non-profits were contacted by email to share with community. The City's 30 day comment period was February 1, 2015- March 1, 2015. The City's website directs any one with comment on the CDBG program or needs to contact the City by phone or email.

## **5. Summary of public comments**

Needs Addressed in 2015 public comment period:

- NAACP-housing in the MLK Blvd/Community Center area, job creation, and assistance to Emery Center
- Dalton Recreation Center-more ADA compliant playgrounds and park amenities, possible Senior Center kitchen upgrades
- The Housing Authority of the City of Dalton- upgrade of units for Shelter Plus vouchers, elderly, and handicap units.
- Dalton Whitfield Community Development Corporation- assistance with foreclosures, need for income based rental units, more resources for homeless or near homeless persons, support for elderly and Hispanic persons living in sub-standard housing, need of homeless shelter for women and children not in a domestic violence situation, homeless shelter for the mentally or physically disabled, and need for Section 8 vouchers to be assigned in City.
- Action Ministries- housing for homeless Veterans.
- Northwest Georgia Regional Commission for Greater Works of Dalton-funds needed for purchase and renovation of a building for a homeless center.
- Compassion House- transitional housing, building renovation, educational classes for homeless, and food/clothing resources.
- Dalton Police Department-Continue and expand code enforcement in low income areas

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

All comments were accepted.

## **7. Summary**

Based on the Needs Assessment and Market Analysis, the City determined that the most appropriate use of the CDBG allocation during 2015 Annual Action Plan comment period is for non-homeless special needs (ADA), code enforcement, public facilities improvements for low income housing, and public service funding for housing counseling and housing stability. The City will offer limited funding to non-profits for economic opportunities for low income persons. Public service projects will be required to fulfill one of three objectives [(1) Decent, affordable housing, (2) Suitable living environment or (3) Economic opportunities] and one of three outcomes [(1) Availability/Accessibility, (2) Affordability, or (3) Sustainability].

## 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 | DALTON | City of Dalton<br>Finance Department |
|                    |        |                                      |

Table 1 – Responsible Agencies

### Narrative (optional)

The City of Dalton is the lead agency for the development, administration, and review of the Annual Action Plan. The CDBG program office is staffed and managed with one full time City employee under the supervision of the Finance Director. The City contracts with WFN, Inc. for limited technical support and environmental reviews. The City relies on the local non-profits for data and research information for the AAP. The CDBG Program Office prepared the AAP to follow the 2014-2018 Consolidated Plan and to provide a comprehensive strategy that addresses the City's housing and community development needs for the use of the CDBG funds.

### Consolidated Plan Public Contact Information

City of Dalton CDBG Program Office  
Renetta Cochran  
300 West Waugh Street  
Dalton, GA 30720  
[cdbg@cityofdaltonga.gov](mailto:cdbg@cityofdaltonga.gov)  
706-529-2461

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

### **Introduction**

This section of the Annual Action Plan addresses the City's efforts to consult with other public and private agencies when developing the plan.

The City's Citizen Participation Plan serves as the first step in the qualification process for the CDBG program. The plan serves as the City's official policy for involving the community in the development of all planning documents related to the CDBG program. As required, the City consulted with residents and agencies through public hearings, community meetings, newspaper advertisements, and emails to identify community needs that may be eligible for consideration.

### **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 AAP must provide a concise summary of the jurisdiction's activities to enhance coordination between public and private agencies that provide housing needs, public and private agencies that address health, social services, victim services, and employment and education needs of low income, homeless, and special needs populations. With respect to economic development, the jurisdiction should describe efforts to enhance coordination with private industry, businesses, and social service agencies. Due to the small amount of funding, Dalton does not have adequate funding to provide a high level of focus on economic development.

In conformance with the Citizen Participation Plan, the City held public hearings and meetings to solicit comments on community needs prior to creation of the APP.

Three public meetings were held to receive comment on the needs for the 2015 Annual Action Plan. First meeting was held at Dalton City Hall on February 5, 2015, with a second meeting at the Dalton Community Center on February 11, 2015. A third meeting to review comments received to date and answer questions was held on February 13, 2015. These meetings were advertised in the local newspaper, Spanish paper, City website, and local non-profits were contacted by email to share with community. The City's 30 day comment period was February 1, 2015- March 1, 2015. The City's website directs any one with comment on the CDBG program or needs to contact the City by phone or email.

Needs Addressed in 2015 public comment period:

- NAACP-housing in the MLK Blvd/Community Center area, job creation, and assistance to Emery Center
- Dalton Recreation Center-more ADA compliant playgrounds and park amenities, possible Senior Center kitchen upgrades
- The Housing Authority of the City of Dalton- upgrade of units for Shelter Plus vouchers, elderly, and handicap units.
- Dalton Whitfield Community Development Corporation- assistance with foreclosures, need for income based rental units, more resources for homeless or near homeless persons, support for elderly and Hispanic persons living in sub-standard housing, need of homeless shelter for women and children not in a domestic violence situation, homeless shelter for the mentally or physically disabled, and need for Section 8 vouchers to be assigned in City.
- Action Ministries- housing for homeless Veterans.
- Northwest Georgia Regional Commission for Greater Works of Dalton-funds needed for purchase and renovation of a building for a homeless center.
- Compassion House- transitional housing, building renovation, educational classes for homeless, and food/clothing resources.
- Dalton Police Department-Continue and expand code enforcement in low income areas

**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 City of Dalton teams with the Dalton Whitfield Community Development Corporation (DWCDC) to participate in the Balance of State public hearings in the North Georgia area. DWCDC provides input to the State on homelessness in the City. The DWCDC is the lead agency on the Point in Time Count (survey taken every January of all the homeless served in Dalton and Whitfield County). The Housing Stability Coalition was an outcome from the findings on homelessness in the CDBG 2004 Consolidated Plan. This organization meets monthly and DWCDC attends the meetings on behalf of the City. Any information on unmet needs for the homeless population in the City is reported to the Mayor and Council by the DWCDC.

The following facilities have been identified in Dalton area as providing some form of homeless or housing assistance. Several of these facilities were consulted as part of the Needs Assessment process for the Consolidated Plan.

1. DWCDC, Dalton, GA; 706-876-1630, offers homeless assistance to families in need, Shelter Plus Care Program grants, Emergency Shelter vouchers, housing counseling, and community outreach to other agencies for available homeless assistance.



2. Family Promise, Dalton, GA; 706-529-4637, provides homeless families with children and at risk families with case management, financial assistance and transitional shelter. Family Promise teams with local churches to provide housing locations.
3. NW GA Family Crisis Center, Dalton, GA; provides services to victims and children of domestic violence with crisis intervention, 24 hour hotline, emergency shelter, safety planning and other support services.
4. Housing Authority of the City of Dalton, Dalton, GA; 706-876-2577 offers units to serve a homeless and special needs population in the Shelter Plus Care Program, as well as, income based rent that low to moderate income tenants can afford.
5. Action Ministries, Dalton, GA; 404-956-4371, provides three transitional housing units in Dalton for homeless families with Children. Case management and daily needs are also part of the transitional housing program.
6. Providence Ministries, Dalton, GA offers homeless shelter for men. Has limited assistance for women and children.

**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**

N/A

**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**

|   |                                       |  |
|---|---------------------------------------|--|
| 1 | <b>Agency/Group/Organization</b>      | DALTON   |
|   | <b>Agency/Group/Organization Type</b> | Housing<br>Services - Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-homeless<br>Service-Fair Housing<br>Other government - Local<br>Planning organization<br>Grantee Department |

|   |  |   |
|---|--|---|
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homelessness Strategy<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Non-Homeless Special Needs<br>Economic Development<br>Market Analysis   |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The City of Dalton is the Grantee and prepares the Annual Action Plan.  |
| 2 | <b>Agency/Group/Organization</b>   | DALTON-WHITFIELD COMMUNITY DEVELOPMENT CORPORATION  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-homeless<br>Service-Fair Housing<br>Planning organization<br>Community Development Financial Institution<br>Neighborhood Organization   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homelessness Strategy<br>Homeless Needs - Chronically homeless<br>Economic Development<br>Market Analysis  |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | This agency was consulted for homeless needs and fair housing information. DWCDC provides the City with numbers and reports throughout the year to assist with the planning and needs of the community. DWCDC recommended the use of CDBG funds for housing counseling(public service) and renovation at the Housing Authority of the City of Dalton on one bedroom units(public facilities). |

|   |  |  |
|---|--|--|
| 3 | <b>Agency/Group/Organization</b>   | Family Promise of Whitfield County   |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-Children<br>Services-homeless  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Families with children   |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | This agency was consulted for the needs of homeless families with children by invitation to the Public Hearings and emails to non-profits. Family Promise recommended the continuation of funds for public service for housing support and counseling.                           |
| 4 | <b>Agency/Group/Organization</b>   | ACTION MINISTRIES  |
|   | <b>Agency/Group/Organization Type</b>  | Housing<br>Services - Housing<br>Services-Children<br>Services-homeless  |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Public Housing Needs<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans  |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | This agency was consulted for the needs on homeless families that included children as well as veterans. Acton Ministries recommend the need of transitional housing be funded as a public service project   |
| 5 | <b>Agency/Group/Organization</b>   | Friendship House   |
|   | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-Education<br>Services-Employment   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Homeless Needs - Families with children<br>Non-Homeless Special Needs  |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | This agency was consulted and invited to the Public Hearings and contacted by email for input on the needs of children in low income families. Friendship House recommended tuition assistance as a public service for low income families so parents can work or attend school. |

|   |  |  |
|---|--|--|
| 6 | <b>Agency/Group/Organization</b>   | Whitfield Dalton Daycare Center  |
|   | <b>Agency/Group/Organization Type</b>  | Services-Children<br>Services-homeless<br>Services-Education   |
|   | <b>What section of the Plan was addressed by Consultation?</b>   | Housing Need Assessment<br>Homeless Needs - Families with children<br>Non-Homeless Special Needs   |
|   | <b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b> | This agency was invited to the Public Hearings and contacted by email for the needs of children in low income families. The Whitfield Dalton Daycare Center recommended tuition assistance as a public service for low income families so the parents can work or attend school. |

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

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

NONE

**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 | none              | There is not a lead agency gathering data across organizations nor is there a universal data entry system used by every organization. However, The City of Dalton falls into the Balance of State Continuum of Care and is included in the annual homeless census. DWCDC participates in the Point in Time Count for the Dalton area. |

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

The City consulted with the Housing Authority of the City of Dalton on the needs of public housing for the low income and the improvements needed in one of Dalton’s lowest income areas. The Housing Authority manages multiple public housing complexes in Dalton. This agency recommended public facilities improvement to create affordable housing with ADA compliance for the low income and disabled individuals. The City has seen a need for more affordable housing in the LMA of the Housing Authority and plans to rely on the knowledge and information that they have supplied to fund public facility improvements. The City will continue to contract with WFN, Inc. on a limited basis to supply direction and assistance with annual reports such as the AI and Annual Action Plan.

**Narrative (optional)**

N/A

## **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 Dalton held Three Public Meeting in search for input on the 2015 AAP in the winter of 2015. The results are listed in the Executive Summary section.

All meetings and CDBG activities were advertised in the Dalton Daily Citizen and the La Voz (Dalton’s weekly Spanish paper). Public notices are also posted on the City’s CDBG page on the website [www.cityofdalton-ga.gov](http://www.cityofdalton-ga.gov). Emails are sent to previous CDBG sub recipients and the Dalton Whitfield Community Development Corporation (DWCDC) to be forwarded to non-profits and other agencies based on the needs of the meeting/information.

The City is continually searching for better ways to reach the community for the needs of the low income, disabled, and minority populations. All public comments and concerns are accepted and addressed.

**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   | Minorities<br><br>Non-English Speaking - Specify other language:<br>Spanish<br><br>Persons with disabilities<br><br>Residents of Public and Assisted Housing | N/A                            | See Executive Summary –page 3 | The City accepted all comments.              |                     |

| Sort Order | Mode of Outreach  | Target of Outreach   | Summary of response/attendance   | Summary of comments received  | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-------------------|--|--|---|--|---------------------|
| 2          | Newspaper Ad      | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p> | N/A  | No comments were received outside public meetings                               | The City accepted all comments.              |                     |
| 3          | Internet Outreach | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p>  | Requests were received by email and phone from current sub-recipients. Each were addressed and noted for consideration of the Consolidated Plan. | Emails were received with general questions on funding and application process. | The City accepted all comments.              |                     |

**Table 4 – Citizen Participation Outreach**



## Expected Resources

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

#### Introduction

#### Priority Table

| Program | Source of Funds | Uses of Funds   | Expected Amount Available Year 2 |                    |                             |              | Expected Amount Available<br>Reminder of ConPlan<br>\$ | Narrative Description                              |
|---------|-----------------|---|----------------------------------|--------------------|-----------------------------|--------------|--|--|
|         |                 |   | Annual Allocation:<br>\$         | Program Income: \$ | Prior Year Resources:<br>\$ | Total:<br>\$ |  |  |
| CDBG    | Public-Federal  | Admin and Planning, Economic Development, Housing, Public Improvements, Public Services | 388,083.00                       | 0.00               | 0.00                        | 388,083.00   | 1,164,24900  | This estimate is based on the 2014 and 2015 award. |

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**

For 2015, CDBG funds will not be leveraged with other City, State, or Federal funds. There are no matching requirements for the CDBG program. The City encourages matching funds and award extra points when scoring applicants that supplied other funding sources.

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

All renovations of City Parks will take place on currently owned City property. No acquisitions are planned.

**Discussion**

**None**

