

Executive Summary

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

1. Introduction

The City of Rio Rancho's Fourth Annual Action plan focuses on goals outlined in the City's 2018-2022 Consolidated Plan. Initiatives addressed in this plan include public facility improvement, housing, supportive housing, and public services for low-income residents living in the community.

2. Summarize the objectives and outcomes identified in the Plan

A complete list of the City's goals and objectives of the Fourth Annual Action Plan can be found in the section entitled "AP-20 Annual Goals and Objectives" beginning on page 20 of this plan.

3. Evaluation of past performance

The City of Rio Rancho continues to work closely with local non-profit agencies that provide essential public services to low income residents of the City. Through partnerships with Sandoval County, Haven House, and St. Felix Pantry, the City has been successful in providing a suitable living environment for those who are in need of assistance. CDBG funds received from HUD make it possible to provide down payment assistance for first time low-income homebuyers, shelter for families that are displaced by domestic violence, and food, rent, and utility payment assistance for those who are on the verge of homelessness. The partnership with Sandoval Permanent Supportive Housing allows the City to provide a continuum of care for chronically homeless and disabled residents of the City. Although some programs have not received new CDBG funding, the City continues to fund the Home Repair Assistance Program with funds that were allocated in fiscal year 2016, assisting qualifying low-income homeowners with essential home repairs that allow them to maintain a safe decent living environment. The City has also prioritized facility improvements that address accessibility for the disabled. In the last year, the City has remediated inadequate access to several public facilities within the city including Haynes Park, Sabana Grande Recreation Center, and the Jager Drive business district.

4. Summary of Citizen Participation Process and consultation process

All comments received from affected citizens, other public, private and non-profit agencies, and other interested parties are considered before the final draft of the Action Plan and any amendments or performance reports are submitted to HUD. City staff process all comments received by: identifying the issue, documenting the comment/complaint, and describing the action taken by the City in response. The 30-day public comment period for the draft of the 2021 Action Plan began on March 29, 2021 and ended on April 27, 2021.

5. Summary of public comments

The City looks forward to citizen comments and will respond in a timely manner to all comments received.

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

The City looks forward to citizen comments and will respond in a timely manner to all comments received.

7. Summary

Public participation for the Fourth Annual Action Plan was solicited in multiple ways. The CDBG funding application process and presentation of applications was advertised in the Rio Rancho Observer at least 14 days prior to the events. All meetings were open to the public and public participation was encouraged. The City publicly presented the 2021 Draft Action Plan on April 22, 2021 at a public hearing held prior to approval of the plan by the Governing Body on May 13, 2021. A public notice was published in the Rio Rancho Observer on March 29, 2021 advising the public that the 2021 Annual Action plan was available for review and public comment. The Plan was posted on the City's website and at City facilities for the 30 day Public Comment Period. The City looks forward to citizen comments and will respond in a timely manner to all comments received.

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
Lead Agency	RIO RANCHO	Financial Services Department
CDBG Administrator	RIO RANCHO	Financial Services Department
HOPWA Administrator	N/A	N/A
HOME Administrator	N/A	N/A
HOPWA-C Administrator	N/A	N/A

Table 1 – Responsible Agencies

Narrative (optional)

Consensus Builder prepared the City of Rio Rancho’s Consolidated Plan for Fiscal Years 2018-2022 with the assistance of the City of Rio Rancho Financial Services Department and Development Services Department staff.

Consolidated Plan Public Contact Information

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

1. Introduction

The City of Rio Rancho works with public and assisted housing providers, and other public service providers within Rio Rancho throughout the year to enhance coordination of all public service agencies to assist in the continuation of providing needed services of all types to the extremely low and low to moderate income persons.

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 of Rio Rancho Financial Services Department has developed a working relationship with the Bernalillo County Housing Authority, the Santa Fe Civic Housing Authority, and various other housing and service providers throughout Rio Rancho and the surrounding areas to provide services to those in need. Many of the agencies that the City collaborates with provide social service outreach and case management services that provide support and guidance, assisting families with long-term solutions as opposed to just addressing the short-term need.

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 Rio Rancho provides funding to Sandoval County Permanent Supportive Housing, a Continuum of Care Program, as an on-going program for residents in Rio Rancho who are chronically homeless or at risk of being homeless. The Program Manager for this program, works only with the homeless or at risk of homelessness population, and has developed a strong support system for those who are in need. Although none of our participating partners works specifically with Veterans or unaccompanied youth, many of the programs assist these individuals as part of the services that they provide to the general low to extremely low-income population of the City.

As part of the preparation of the Regional AFFH Plan, which was submitted and approved by HUD in 2018, Consultants working on behalf of the City of Rio Rancho collaborated with NMCEH to assess the need for services offered to the homeless population of Rio Rancho. Sandoval County Permanent Supportive Housing utilizes HMIS referrals as part of their qualification process to assist the City’s homeless population.

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

The City of Rio Rancho does not currently 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	Agency/Group/Organization	Albuquerque Housing Authority
	Agency/Group/Organization Type	Housing PHA Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Albuquerque Housing Authority was consulted to discuss current Rio Rancho Section 8 housing vouchers and areas to increase coordination between the Housing Authority and the City.

2	Agency/Group/Organization	SANTA FE CIVIC HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Santa Fe Civic Housing Authority was consulted to discuss current Rio Rancho Section 8 housing vouchers and areas to increase coordination between the Housing Authority and the City,

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

N/A

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	New Mexico Coalition to End Homelessness	Homelessness Prevention

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The New Mexico Coalition to End Homelessness was consulted during the preparation of the 2018 Consolidated Plan and the 2018 AFFH Plan. Additionally, in the process of developing the 2018 Consolidated Plan and the AFFH Plan, the City attended numerous planning sessions with Albuquerque Housing Authority and the City of Albuquerque to develop strategies to address homelessness, fair housing, and transportation responsibilities within the region. Several focus groups consisting of those most vulnerable to fair housing issues as well as other public and private fair housing service agencies were consulted during the development of these plans. The City of Rio Rancho does not have a Public Housing Authority and therefore must refer those needing assistance to either the Albuquerque Housing Authority or Santa Fe Civic Housing.

Haven House is a domestic violence emergency shelter located in Rio Rancho that serves all of Sandoval County. The organization has a 32-bed facility that can house approximately 32 victims and their children. Haven House provides a range of client services that include 24/7 crisis intervention, domestic violence education, counseling, legal advocacy, case management, and life skill programs for victims and their children. The Sandoval County Permanent Supportive Housing Program, a community service provided by Sandoval County, provides rental assistance. The program operates through a HUD Continuum of Care grant. Program participants have to be disabled and chronically homeless. The program currently serves 45 households (82 people). The program works with landlords to find single-family homes with rents affordable to client families. Transportation is a barrier for participants, given the limited public transportation available in Sandoval County. To combat this, the program works with the county’s senior program, which provides on-demand transit service.

The core services of St. Felix Pantry are food, clothing, and referral services. Within its services, one CBCD funded program is homeless prevention assistance, which aid those who are at imminent risk of either residing in shelters or becoming unsheltered.

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 presented the first draft of the 2021-2022 Annual Action Plan at a public hearing held by the Governing Body on April 22, 2021. Notice for this meeting was published in the Rio Rancho Observer and on the City website on March 29, 2021. The 30-Day Public Comment Period was advertised in the Rio Rancho Observer on March 28, 2021 and began on March 29, 2021; The Public Comment Period ended on April 27, 2021. The published notices included contact information for individuals needing accommodations for a disability as well as the phone number for those seeking TTY services. The time, location, and purpose of the public meeting was advertised in the local newspaper prior to the meeting. The time and location of the meeting was selected specifically to allow increased access and encourage the largest number of working people to participate in the process. Notices were also posted in various locations across the City to inform the public that the Action Plan was available for review and comment in the City of Rio Rancho Financial Services Department. The final draft of the 2021-2022 Annual Action Plan was approved by the Governing Body at its regularly scheduled meeting on May 13, 2021; public notice for this meeting was posted on line and in various public places on April 15, 2021.

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	Newspaper Ad	Non-targeted/broad community	6 applications received; 6 applications presented to CIPCAC	None	None	
2	Public Meeting	Non-targeted/broad community	Meeting was attended by City Staff, Staff from Non-Profit agencies applying for funding and members of CIPCAC	None	None	
3	Posted Notices	Non-targeted/broad community	Work session was open to the public, however only City Staff and members of CIPCAC attended the work session.	None	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	None	None	None	https://rrnm.gov

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Rio Rancho has been allocated \$543,194 for Program Year 2021. **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	\$543,194			\$543,194	\$543,194	The expected amount available for the remainder of the Con Plan assumes level funding for the remaining year of the plan (PY2022).

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

ADA Remediation is a top priority for the City of Rio Rancho. The City of Rio Rancho will use CDBG funds to supplement Local Government Road Fund (LGRF) grant funds and local Municipal Gas Tax funds to complete ADA remediation identifying in City’s Remediation Plan. ADA remediation needs routinely exceed available resources on an annual basis.

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

Public Facility Improvement Projects are a priority in the 2018-2022 Consolidated Plan. This year, CDBG funds have been allocated for three projects. The City of Rio Rancho Sports Complex Softball Field Handicap Parking and ADA access improvements, and ADA Ramp Remediation. Ramps throughout the City of Rio Rancho will be included in remediation project to meet current ADA specifications. The remaining project is the Haven House Exterior Stucco Project. Funds will be used to complete exterior stucco for the building. Haven House, Inc. has experienced catastrophic issues due to inclement weather. These projects will take priority for those funds not allocated to public service projects over the plan period.

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	Improved Public Facilities	2018	2022	Non-Housing Community Development	Citywide	General Public Facilities & Improvements	CDBG: \$89,452	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: Citywide
2	Improved Public Facilities	2018	2022	Non-Housing Community Development	Citywide	General Public Facilities Improvements	CDBG: \$183,397	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: Citywide
3	Improved Public Facilities	2018	2022	Non-Housing Community Development	Citywide	General Public Facilities Improvements	CDBG: \$80,227	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: Citywide
4	Public Services-Domestic Violence Victims	2018	2022	Non-Homeless Special Needs	Citywide	Public Services to Victims of Domestic Violence	CDBG: \$25,879	Public service activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homelessness Prevention	2018	2022	Homeless Non-Housing Community Development	Citywide	Rental Assistance Homeless Prevention Services to the Homeless General Public Services	CDBG: \$15,600	Homelessness Prevention: 59 households assisted
6	Homelessness Prevention	2018	2022	Homeless Non-Housing Community Development	Citywide	Rental Assistance Homeless Prevention Services to the Homeless General Public Services	CDBG: \$40,000	Homelessness Prevention: 3,208 Persons Assisted

7	Planning and Administration	2018	2022	Planning and Administration	Citywide	Rental Assistance Financial Assistance to Homebuyers General Public Facilities & Improvements Neighborhood facilities including ADA Improvements Park & Recreational Facilities including ADA Drainage Improvements Public Services for Persons with Disabilities Public Services to Victims of Domestic Violence Homeless Prevention AFH Factor - Availability of Public	CDBG: \$108,639	
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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
						Transportation AFH Factor - Lack of affordable accessible units AFH Factor - Lack of fair housing law AFH Factor - Accessible Publicly Supported Housing		
8	AFH1 Dev. more complete/ integrated transit system	2018	2022	Non-Housing Community Development	Citywide	AFH Factor - Availability of Public Transportation	CDBG: \$0	Other: 1 Other
10	AFH3 Increase supply higher density housing	2018	2022	Affordable Housing Non-Homeless Special Needs	Citywide	AFH Factor - Lack of affordable accessible units	CDBG: \$0	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	AFH5 Adopt, enact and enforce Fair Housing	2018	2022	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		AFH Factor - Lack of fair housing law	CDBG: \$0	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improved Public Facilities
	Goal Description	CoRR Sports Complex Softball Fields Handicap Parking and ADA access improvements: \$89,452 The City of Rio Rancho Parks, Recreation, and Community Services (PRCS) Department’s proposed project for Rio Rancho Sports Complex Softball Fields Handicap Parking and ADA access improvements will address Federal ADA Guideline deficiencies that currently pose an architectural/physical barrier to accessing the adult ball fields at the Sports Complex.
2	Goal Name	Improved Public Facilities
	Goal Description	CoRR ADA Ramp Remediation: \$183,397 The City of Rio Rancho Public Works Department proposed project of ADA Ramp Remediation on Sabana Grande and 5 th Street will include a full reconstruction of existing 36 curb ramps to meet the current ADA standards that are identified as being part of compliance in the 2019 ADA Transition plan.

3	Goal Name	Improved Public Facilities
	Goal Description	Haven House Stucco Project: \$80,227 Funds will be used to complete exterior stucco for the building. Haven House, Inc. has experienced catastrophic issues due to inclement weather.
4	Goal Name	Public Services-Domestic Violence Victims
	Goal Description	Haven House Domestic Violence Shelter \$25,879 Funds will be used to increase and improve public services available to victims of domestic violence. Planned activities will include support to shelters, provision of crisis intervention, education, therapy, legal advocacy, case management and referral to other social service agencies.
5	Goal Name	Homelessness Prevention
	Goal Description	Sandoval County Permanent Supportive Housing: \$15,600 CDBG funds will be used to offset administrative costs by providing salary support for staff who provide long-term supportive housing assistance and comprehensive outreach, case management, and advocacy services to chronically disabled persons who are experiencing homelessness. In addition, the grant provides salary support for ongoing HUD-funded rental assistance to help persons exit homelessness by securing housing and providing support necessary for the participant to retain housing and successfully build self-sufficiency.
6	Goal Name	Homelessness Prevention
	Goal Description	St. Felix Pantry: \$40,000 Funds will be used to assist homeless individuals to find permanent housing and provide food as well as provide at risk families with emergency resources to prevent homelessness. Planned activities include case management, counseling, providing a food pantry, providing rental deposits and emergency rental or mortgage assistance to families.
7	Goal Name	Planning and Administration
	Goal Description	The goal of this activity is to effectively plan and administer the CDBG funded activities \$108,639.

8	Goal Name	AFH1 Dev. more complete/ integrated transit system
	Goal Description	Goal Outcome Indicator: Create Regional Transit Task Force - Include MRCOG (Rio Metro) Sandoval County, CORR Senior Affairs, City of ABQ (ABQ Ride) in Year 1
9	Goal Name	AFH3 Increase supply higher density housing
	Goal Description	Goal Outcome Indicator: Work with AHA, BCHA, and SFCHA to identify vouchers that could be set aside as project-based vouchers. Solicit participation by Rio Rancho landlords, in particular LIHTC projects in Year 1
10	Goal Name	AFH5 Adopt, enact and enforce Fair Housing
	Goal Description	Goal Outcome Indicator: Develop and present to the Governing Body for approval a Fair Housing ordinance that addresses and enforces anti-discrimination within the City of Rio Rancho in Year 1

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Rio Rancho normally allocates funds throughout the entire City. Conversely, as need arises, special emphasis is placed on revitalization and redevelopment efforts geared toward specific low and moderate-income neighborhoods.

Projects

#	Project Name
1	City of Rio Rancho – Sports Complex Softball Fields
2	City of Rio Rancho – ADA Ramp Remediation
3	Haven House – Facility Improvement Stucco Project
4	Haven House – Domestic Violence Shelter
5	Sandoval County Permanent Supportive Housing
6	Saint Felix Pantry – Homelessness Prevention
7	City of Rio Rancho CDBG Planning and Administration

Table 7 - Project Information

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

The City of Rio Rancho typically allocates grant funds throughout the City with efforts geared toward specific low and moderate-income communities.

Over the next year, the City of Rio Rancho will continue to provide CDBG funds to local nonprofits for the provision of public services to low and moderate-income households. The selection of agencies that serve the low-to-moderate income residents is done through a citywide advertisement by issuing a Request for Proposal (RFP). The Capital Improvement Plan Citizen Advisory Committee, (CIPCAC) recommended the

CDBG funds to be distributed according to the priority needs that exist for the low-to-moderate income persons.

The non-profit agencies that were awarded funds for this program year are focused on the provision of services to senior persons, victims of domestic violence, youth and their families. Traditionally, the City has found that due to the limited resources available, public service projects are challenged by their financial capacity.

As a basis for the priority need to eliminate homelessness, the City will provide program funds from CDBG to support non-profit agencies providing rental housing services to homeless persons and/or those at-risk of becoming homeless.

AP-38 Project Summary

Project Summary Information

1	Project Name	City of Rio Rancho Sports Complex Softball Fields
	Target Area	Citywide
	Goals Supported	Improved Public Facilities
	Needs Addressed	General Public Facilities & Improvements
	Funding	CDBG: \$89,452
	Description	The City of Rio Rancho Parks, Recreation, and Community Services (PRCS) Department's proposed project Rio Rancho Sports Complex Softball Fields Handicap Parking and ADA access improvements that will address Federal ADA Guideline deficiencies that currently pose an architectural/physical barrier to accessing the adult ball fields at the Sports Complex.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Citywide
	Location Description	The City of Rio Rancho Parks, Recreation, and Community Services (PRCS) Department's proposed project Rio Rancho Sports Complex Softball Fields Handicap Parking and ADA access improvements that will address Federal ADA Guideline deficiencies that currently pose an architectural/physical barrier to accessing the adult ball fields at the Sports Complex.
	Planned Activities	General Public Facilities & Improvements
2	Project Name	City of Rio Rancho ADA Ramp Remediation
	Target Area	Citywide

	Goals Supported	Improved Public Facilities
	Needs Addressed	General Public Facilities & Improvements
	Funding	CDBG: \$183,397
	Description	The City of Rio Rancho Public Works Department proposed project of ADA Ramp Remediation on Sabana Grande and 5 th Street will include a full reconstruction of existing 36 curb ramps to meet the current ADA standards that are identified as being part of compliance in the 2019 ADA Transition plan.
	Target Date	06/31/22
	Estimate the number and type of families that will benefit from the proposed activities	Citywide
	Location Description	The City of Rio Rancho Public Works Department proposed project of ADA Ramp Remediation on Sabana Grande and 5 th Street will include a full reconstruction of existing 36 curb ramps to meet the current ADA standards that are identified as being part of compliance in the 2019 ADA Transition plan.
	Planned Activities	General Public Facilities & Improvements
3	Project Name	Haven House – Exterior Stucco Project
	Target Area	Citywide
	Goals Supported	Improved Public Facilities
	Needs Addressed	General Public Facilities & Improvements
	Funding	CDBG: \$80,227
	Description	Funds will be used to complete exterior stucco for the building. Haven House, Inc. has experienced catastrophic issues due to inclement weather.
	Target Date	06/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	Citywide
	Location Description	Physical location is confidential. PO Box 15611, Rio Rancho, NM 87174
	Planned Activities	Funds will be used to complete exterior stucco for the building. Haven House, Inc. has experienced catastrophic issues due to inclement weather.
4	Project Name	Haven House – Shelter Services
	Target Area	Citywide
	Goals Supported	Public Services – Domestic Violence Victims
	Needs Addressed	Public Services to Victims of Domestic Violence
	Funding	CDBG: \$25,879
	Description	Requesting assistance to continue to provide shelter and services to Domestic Violence victims and their children. In addition to offering shelter beds, help victims achieve not only immediate safety but also the knowledge, skills and resources to move on with their daily lives.
	Target Date	06/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	300
	Location Description	Physical location is confidential. PO Box 15611, Rio Rancho, NM 87174
	Planned Activities	Requesting assistance to continue to provide shelter and services to Domestic Violence victims and their children. In addition to offering shelter beds, help victims achieve not only immediate safety but also the knowledge, skills and resources to move on with their daily lives.

5	Project Name	Sandoval County Permanent Supportive Housing
	Target Area	Citywide
	Goals Supported	Homelessness Prevention
	Needs Addressed	Homelessness Prevention
	Funding	CDBG: \$15,600
	Description	CDBG funds will be used to offset administrative costs by providing salary support for staff who provide long-term supportive housing assistance and comprehensive outreach, case management, and advocacy services to chronically disabled persons who are experiencing homelessness. In addition, the grant provides salary support for ongoing HUD-funded rental assistance to help persons exit homelessness by securing housing and providing support necessary for the participant to retain housing and successfully build self-sufficiency
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	59 Households
	Location Description	711 S. Camino Del Pueblo Bernalillo, NM 87004
	Planned Activities	CDBG funds will be used to offset administrative costs by providing salary support for staff who provide long-term supportive housing assistance and comprehensive outreach, case management, and advocacy services to chronically disabled persons who are experiencing homelessness. In addition, the grant provides salary support for ongoing HUD-funded rental assistance to help persons exit homelessness by securing housing and providing support necessary for the participant to retain housing and successfully build self-sufficiency
6	Project Name	Saint Felix Pantry
	Target Area	Citywide
	Goals Supported	Homelessness Prevention

	Needs Addressed	Homelessness Prevention
	Funding	CDBG: \$40,000
	Description	Homelessness prevention to assist needy Rio Rancho households with utility and mortgage/rent monies resulting from continued economic concerns for low income households
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	3208 Individuals
	Location Description	4020 Barbara Loop SE, Rio Rancho, NM 87124
	Planned Activities	Purchase and position a large outdoor storage building to be used to store excess stockpile of clothing and other household items donated to the pantry.
7	Project Name	City of Rio Rancho CDBG Planning and Administration
	Target Area	Citywide
	Goals Supported	Planning and Administration

Needs Addressed	Rental Assistance Financial Assistance to Homebuyers General Public Facilities & Improvements Neighborhood facilities including ADA Improvements Park & Recreational Facilities including ADA Public Services for Persons with Disabilities Public Services to Victims of Domestic Violence Homeless Prevention General Public Services AFH Factor - Availability of Public Transportation AFH Factor - Lack of affordable accessible units AFH Factor - Lack of fair housing law AFH Factor - Accessible Publicly Supported Housing
Funding	CDBG: \$108,639
Description	Planning and Administration of CDBG Grant
Target Date	6/30/2021
Estimate the number and type of families that will benefit from the proposed activities	The planning and administration of the CDBG funds received benefit the low to moderate income, disabled, and elderly population of the City of Rio Rancho that benefit from the CDBG funded projects.
Location Description	Citywide
Planned Activities	To provide local officials and citizens with information about the program; prepare program budgets and schedules, and amendments thereto; develop systems for assuring compliance with program requirements; develop interagency agreements and agreements with sub recipients and contractors to carry out program activities; monitoring program activities for progress and compliance with program requirements; prepare reports and other documents related to the program for the submission to HUD.

AP-50 Geographic Distribution – 91.220(f)

Rationale for the priorities for allocating investments geographically

Public Facility Improvement Projects are planned in areas of the City that have been designated as limited clientele. Public service activities are provided to those beneficiaries that qualify as low to moderate income. Those services include the following:

- rehabilitation of existing units,
- rental assistance,
- financial assistance to home buyers,
- general public facilities and improvements,
- neighborhood facilities including ADA improvements,
- parks, recreational facilities including ADA improvements,
- youth services,
- services to persons with disabilities,
- services to victims of domestic violence,
- services to the homeless,
- general public services

Discussion

The need for assistance is not limited to the LMI Census Tracts, since the need is spread throughout the City. The majority of the services and benefits to be provided via funded projects will be provided citywide and will cover beneficiaries known under the CDBG program as limited clientele, such as persons with disabilities, homeless persons, and victims of domestic violence. Further, the City has funded projects that will benefit low- to moderate-income homeowners.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The focus for Program Year 2021 will be low-income families and underserved populations such as veteran families, single parent head of households, seniors, homelessness, and near homeless populations within the City of Rio Rancho. The City will continue to fund projects specific to housing and supportive housing needs of homeless and near homeless populations. Home ownership assistance continues to be a goal that are being funded from prior year allocations.

One Year Goals for the Number of Households to be Supported	
Homeless	3508
Non-Homeless	0
Special-Needs	0
Total	3508

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	59
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	59

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

Homelessness prevention is a high priority and a strategic goal, the City will continue to provide funding to St. Felix Pantry and Sandoval County Permanent Supportive Housing Program. They provide their participants the motivation and means to thrive, not merely survive, to achieve

greater self-sufficiency, and to claim their places as positive, engaged members of the communities in which they live. The Sandoval County Permanent Supportive Housing Program provides supportive housing rental assistance coupled with comprehensive case management, service coordination and advocacy services to chronically disabled persons, and their immediate family members, who are experiencing homelessness.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Rio Rancho does not have a Public Housing Authority. The Town of Bernalillo has historically served the needs of Section 8 Voucher rental assistance for Rio Rancho. In 2012, Santa Fe Civic Housing Authority (SFCHA) took over the responsibility of the Choice Voucher Program from the Town of Bernalillo Public Housing Authority. In addition, SFCHA manages vouchers that were “ported” to Rio Rancho but were originally designated by HUD to other authorities.

This program assists very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments. The participant is free to choose any housing that meets the requirements of the program and is not limited to units located in subsidized housing projects.

A family that is issued a housing voucher is responsible for finding a suitable housing unit of the family's choice where the owner agrees to rent under the program. This unit may include the family's present residence. Rental units must meet minimum standards of health and safety.

A housing subsidy is paid to the property owner directly by the Housing Authority on behalf of the participating family. The family then pays the difference between the actual rent charged by the property owner and the amount subsidized by the program.

The City of Rio Rancho has a written Memorandum of Understanding (MOU) with Albuquerque Housing Authority, and Bernalillo County Housing Authority to be the second and third Housing Authority to serve Rio Rancho. Rio Rancho citizens have the option to contact any of the three housing authorities

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

The City encourages all developers interested in building homes in the City of Rio Rancho to consider incentives to build affordable housing within the community. Several meetings have been held regarding property currently owned and occupied by Catholic Charities of NM. The City

is hopeful that the afore mentioned property will be used to develop public housing that is income sensitive.

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

Not applicable since there are no public housing units located within the City limits.

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

In the event that one of the participating Housing Authorities becomes troubled, beneficiaries would be referred to one of the other participating agencies.

Discussion

The City of Rio Rancho does not have a Public Housing Authority. The Town of Bernalillo has historically served the needs of Section 8 Voucher rental assistance for Rio Rancho. In 2012, Santa Fe Civic Housing Authority (SFCHA) took over the responsibility of Choice Voucher Program from the Town of Bernalillo Public Housing Authority. In addition, SFCHA manages vouchers that were “ported” to Rio Rancho but were originally designated by HUD to other authorities. The City of Rio Rancho has a written Memorandum of Understanding (MOU) with Albuquerque Housing Authority, and Bernalillo County Housing Authority to be the second and third Housing Authority to serve Rio Rancho.

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

Introduction

The City of Rio Rancho one-year goals and actions include Homeless Prevention and General Public Service for reducing and ending homelessness. The following strategies will be used by the City to address and prevent individuals, families and unaccompanied youth from becoming homeless:

The City will continue to support and fund Saint Felix Pantry who provides homeless prevention through emergency rental/mortgage assistance, clothing, food assistance and referral services for homeless and indigent, including families with children, veterans, chronically homeless, and youth.

The City will continue to support and fund Sandoval County Permanent Supportive Housing, who provides homeless prevention through supportive housing rental assistance coupled with comprehensive case management, service coordination and advocacy services to chronically disabled persons and immediate family members.

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, through funds received from CDBG, funds St. Felix Pantry, Haven House, and Sandoval County Permanent Supportive Housing to mitigate homelessness through food subsidy, utility assistance, mortgage/rent assistance, and support to reach self-sufficiency.

Collaboration with agencies to assess homeless needs, especially unsheltered:

The New Mexico Coalition to End Homelessness provides a tracking system, Homeless Management Information System (HMIS), to help quantify the need and provide specific data reporting elements to U.S. Department of Housing and Urban Development (HUD). However, Staff reported that the actual number of homeless might potentially be much greater, in Sandoval County and Rio Rancho. Specifically, homeless people who elect not to use the services, will not be counted, which further reduces the accurate number of homeless in need. Additionally, inaccuracy

occurs when non-profit agencies choose not to participate in reporting to the HMIS due to the additional data entry burden.

Catholic Charities provides HUD funded rental assistance with comprehensive case management for single parent households for up to 24 months. In addition, provides a limited homeless prevention program, providing 3-6 months of rental assistance.

NMHELP offers emergency assistance, on the job training, work experience, training related support services, classroom training, specialized training, supportive housing, child and adult care food program, OLAO program (daycare), Foster Grandparent and Senior Companion programs, and a variety of other trainings such as financial literacy, job readiness, pesticide training, and tractor safety. Also, offered are youth programs such as WIOA and of course the HELP program. However, not all of these services are offered by the agency in the Sandoval county area.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City has used CDBG funds to provide transitional housing services to the homeless and emergency shelter to the victims of domestic violence in the past. The City of Rio Rancho does not currently have any type of shelter for homeless individuals and families. The City provides funding to the Sandoval County Permanent Supportive Housing Program to provide an on-going program for residents of Rio Rancho who are homeless or at risk of become homeless. The City will continue to fund Haven House, Inc. to provide shelter services to victims of domestic violence and their families.

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

The City of Rio Rancho is not a recipient of Homelessness Prevention and Rapid Re-Housing Program or the Emergency Solutions Grants (ESG) Program.

The City of Rio Rancho one-year goals and actions include Homeless Prevention and General Public Service for helping 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.

The following strategies will be used by the City to address helping homeless persons, especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth:

Continue to support St Felix Pantry, in its homelessness prevention program that provides emergency resources to enable those threatened by homelessness to have the time necessary to acquire the funds needed for rental deposits and emergency rental and mortgage assistance.

New Mexico Coalition to End Homelessness reported the lack of emergency shelters in Rio Rancho and Sandoval County as whole. In addition, there is a significant lack of resources for unaccompanied youth.

Continue to support Sandoval County Permanent Supportive Housing provides support for chronically homeless individuals with disabilities and their families.

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 City of Rio Rancho one-year goals and actions include Homeless Prevention and General Public Service for 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.

The following strategies will be used by the City to address helping low-income individuals and families avoid becoming homeless:

The City of Rio Rancho supports Rio Rancho Chamber of Commerce with the Nonprofit Alliance, which offers a more holistic approach to assisting low-income individuals and families avoid becoming homeless through case management, with self-sufficiency strategies, trauma/substance-abuse support, paralleled with affordable housing.

The City supports the Sandoval County Permanent Supportive Housing Program to provide services including housing access assistance to

participants in attempt to identify suitable housing units, establish relationships through acting as a liaison with landlords, conduct periodic home safety inspections prior to move-in, and payment of move-in deposits and monthly rental assistance. They also provide client-centered, strength-based case management services which focus on facilitating participants' abilities to retain stable housing and increase self-sufficiency by connecting participants to mainstream services and benefits for which they may be eligible and encourage participation in treatment services and activities such as secondary education, vocational rehabilitation and financial literacy training.

The City continues to support St Felix Pantry in its homelessness prevention program to provide families with emergency resources to enable them to have the time necessary to acquire funds needed to prevent homelessness by providing rental deposits and emergency rental and mortgage assistance.

Discussion

The City has used CDBG funds to provide transitional housing services to the homeless and emergency shelter to the victims of domestic violence in the past. The City of Rio Rancho does not currently have any type of shelter for homeless individuals and families; the City provides funding to the Sandoval County Permanent Supportive Housing Program to provide an on-going program for residents of Rio Rancho who are disabled and homeless or at risk of becoming homeless. The City will continue to fund Haven House, Inc. to provide shelter services to victims of domestic violence and their families.

The housing need for those who are not homeless but require supportive housing, including the elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addiction, persons with HIV/AIDS and their families, and public housing residents is significant. The homelessness and vagrancy is not always transparent in Rio Rancho as in other cities. Even more so with special needs cohort. 20% of Rio Rancho households are experiencing a cost burden and 14% are experiencing a severe cost burden. Anecdotally, the special need cohort may require additional support, which takes away their ability to contribute towards housing or alternatively have enough to pay housing but leaves even less for medication, food, and other daily needs.

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

Introduction:

As stated in the Consolidated Plan, the City of Rio Rancho has created zoning ordinances, subdivision review and impact fees, design standards and building codes to protect the health, safety and welfare of its citizens. This protection may well affect affordable housing, as well as community and economic development. These regulations may significantly affect the location and type of housing and business investments, especially within the housing industry.

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

Barriers to affordable housing are both governmental and non-governmental. Governmental barriers include land use controls, entitlement processing fees and building codes. Land use controls are necessary to ensure orderly and appropriate development and growth in the City. Fees and public improvement are usually required as part of land development and entitlement processing to ensure an adequate supply of infrastructure, parks, and schools to serve the development. To facilitate the development of affordable housing, the City may consider waiving fees or assisting developers in locating resources to fund affordable housing in the future, as well as attempt at establishing inclusionary zoning and/or the development of a Housing Trust Fund. Since building and housing codes are implemented to ensure the safety of housing residents, it is unlikely that the city will waive building or housing codes as a method of increasing affordability. In an attempt to remove or ameliorate barriers to affordable housing, the City will take actions to address barriers, as appropriate, taking into consideration available resources and policies. Principal policies relating to affordable housing are found in the Population and Housing Element of the City's 2010 Comprehensive Plan, as amended. The City's Governing Body relies on the Comprehensive Plan to make decisions concerning zoning changes and land use approvals.

Discussion:

City staff reviews city ordinances, building codes, fees and charges, land use controls, etc. on an on-going basis. All changes must be reviewed and recommended by the Planning and Zoning Commission prior to any changes being presented to the Governing Body; the Governing Body must give final approval to any changes or new ordinances.

AP-85 Other Actions – 91.220(k)

Introduction:

Rio Rancho’s Consolidated Plan is imperative to long-term compliance to achieve the goals and objectives set out in the Plan. Every effort is made to comply with the Plan, which serves as a basis for community development decisions for the best short and long-term needs of the community. The City consults with housing, economic development and other nonprofit service providers to provide and implement services set out in the Plan.

Actions planned to address obstacles to meeting underserved needs

Limited funding continues to be a major barrier in providing necessary assistance to all low-income persons in need. Due to limited funding, the City has not been able to award funds to all CDBG applications or able to fund the full amount requested by CDBG applicants. However, with the funding that is awarded through CDBG, we have been able to address some needs established for homeless persons, disabled persons, and the overall low-income population of Rio Rancho.

The City of Rio Rancho is dedicated to provide safe accessibility for our senior and disabled population. Various projects throughout the City will receive a sidewalk enhancement to comply with ADA standards including major centers and recreational facilities

Actions planned to foster and maintain affordable housing

The Down Payment and Closing Cost Assistance Program offered by the City will continue to provide soft second mortgages to first-time homebuyers. The mortgages assist with the acquisition of newly constructed or existing homes and the loans are offered with no interest. The loan is repaid upon the sale of the home, if the home is sold or otherwise transferred, within the first five years. If the homeowner remains in the home for five years, the City files a Release of Lien with the Sandoval County Clerk’s Office and the funds are treated as a grant. This project will be funded with excess funds remaining in projects that have been closed out in previous program years.

Actions planned to reduce lead-based paint hazards

The definition of a lead-based paint hazard as stated in Section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992 is “any condition that causes exposure to lead from lead-contaminated dust, lead-contaminated soil, lead-contaminated paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects as established by the

appropriate Federal agency.”

According to the New Mexico Department of Health, homes built before 1950 pose highest threat: there are 764 homes in Rio Rancho built before 1950. For many reasons, lead-based paint is typically not an issue in New Mexico. Historically, homes were covered with mortar and plaster or stucco, not paint. Further, paint containing lead was more expensive than non-lead paint. Due to the nature of structures and the overall poverty of New Mexico, most homeowners were not able to afford lead paint.

When a homebuyer purchases an existing home through the City’s Down Payment Assistance Program, they are given a lead-based paint disclosure form that must be signed. If a home is purchased that was built before 1978, the EPA lead-based paint pamphlet entitled “Protect Your Family from Lead in Your Home” is also given to the homeowner. The homebuyer must also sign a series of forms acknowledging they were informed of the lead-based paint issue.

Actions planned to reduce the number of poverty-level families

Anti-poverty efforts are encompassed in the Economic Development Element goals, policies and actions. Following are some of the goals, policies and actions included in the Economic Development Element:

- 1) Goals: a) Create jobs; b) Retain jobs; c) Enhance the tax base; d) Improve the quality of life; and e) Expand the economic base of Rio Rancho;
- 2) Policies: a) Proactively support the economic development allies currently providing services applicable to the Entrepreneurship and Small Business Development Tactic; b) Explore opportunities to enhance internships, mentoring programs and expand educational linkages within the community; and c) Consider seeking the adoption of an economic development tax to be utilized for low interest loans for rehabilitation projects;
- 3) Actions: a) Evaluate ways for the City to increase resident access to the arts, culture and quality of life enhancements; b) Establish Redevelopment Support Program; and c) Establish a targeted, proactive, economic base business recruitment initiative.

Actions planned to develop institutional structure

The City has adopted the Infrastructure Capital Improvement Plan (ICIP) for Fiscal Years 2018– 2023. This ICIP plan reflects the collective efforts of several City departments and various levels of management and staff and is intended to be a planning document and financial management tool that projects the capital needs and priorities of the City while identifying future financing requirements over the planning period. The ICIP is

reviewed and updated each fiscal year.

The City of Rio Rancho's strategy for overcoming gaps in the institutional structure and service delivery system to carry out and address priority needs is to maintain a high level of communication between the City and the Non-Profit Service Providers within the community. Through a higher level of communication, it is believed that funds made available through the CDBG Entitlement Grant will benefit more people within the community with the greatest level of need without duplication of service.

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

The City of Rio Rancho plans to enhance coordination between public and private housing and social service agencies with continued support the Chamber of Commerce Nonprofit Alliance (NPA) that works to support our local nonprofits. This initiative seeks to develop and strengthen partnerships among the nonprofit, private and public sectors in order to help improve quality of life in the area. The NPA strives to raise awareness of the economic impact, needs and values of local non-profit organizations.

With respect to economic development, Rio Rancho works with the Sandoval Economic Alliance (SEA) to enhance coordination with private industry, businesses, developers, and social services agencies. Sandoval Economic Alliance (SEA) is a private, not-for-profit economic development corporation established to strengthen and diversify the economic base of Rio Rancho and Sandoval County, New Mexico. SEA provides a broad range of free and confidential services to businesses and industries considering new locations for expansion, relocation, or consolidation. Corporation services include identifying available sites and facilities, accessing applicable local and statewide business support and incentive programs, and economic and workforce research. SEA also assists existing Sandoval County and Rio Rancho companies through a Retention and Expansion program, called CORE.

Discussion:

The City requires quarterly progress and financial reports from all Sub-recipients of CDBG funding that mandate adherence to specific program requirements. In addition to quarterly reports, programs are monitored through site visits, file audits and management of fiscal functions inherent in contract administration. By requiring quarterly reporting, the City is able to determine if the Sub recipients are utilizing funds on a timely basis.

All site visits include meeting with staff, discussing current projects, evaluating the efficacy of the sub recipient's performance and adherence to

the scope of services in the Sub recipient Agreement. Within the application, the City requires all sub recipients to provide documentation of Articles of Incorporation, current Bylaws, list of current Board of Directors, authorization letter to request funds, designation of authorized official, organizational charts, resumes of Chief Administrator and Chief Financial Officer, copy of most recent financial statement and audit, documentation of compliance with national objectives, and conflict of interest certification.

Each sub recipient's quarterly reports require him or her to document the number of clients they have served based upon race, ethnicity, gender, age (elderly), income and female-head-of-household. This information in turn is used to fulfill reporting requirements to HUD.

Program Specific Requirements

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

Introduction:

The City of Rio Rancho does not administer projects that produce program income. We do not have section 108 loans or income from float-funded activities.

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
Total Program Income:	0

Other CDBG Requirements

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

All funds received from CDBG benefit residents of neighborhoods that have been designated at 51% or more LMI. All public services funded by CDBG benefit either limited clientele or beneficiaries that provide qualifying income documentation.