



2022 Annual Action Plan

(Reallocation of FY2021 CDBG Funds)

DRAFT

Town of Castle Rock
100 N. Wilcox St.
Castle Rock, CO 80104

Annual Action Plan
2022

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March 2023: A Substantial Amendment to include FY 2021 reallocated metropolitan area entitlement funds in the amount of \$9,911 to the PY 2022 CDBG allocation. The new PY 2022 CDBG allocation will be \$244,728.

Executive Summary

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

1. Introduction

The Town of Castle Rock strives to provide a suitable living environment especially for low- to moderate-income (LMI) households and special needs communities. In 2021, the Town became a U.S. Department of Housing and Urban Development (HUD) entitlement community, enabling it to be eligible for federal Community Development Block (CDBG) funds allocated through HUD's Community Planning Development program. The Town's CDBG program administers CDBG grant funds and ensures compliance of HUD regulations and guidelines. These funds will help the Town address the community development objectives outlined by HUD, which include, but are not limited to: affirmatively furthering fair housing, affordable housing activities, public infrastructure and facilities improvements, and public services for low- to moderate income households and the special needs community.

The Annual Action Plan describes the eligible activities that will work towards accomplishing the goals established in the strategic plan. By addressing the identified priority needs, the Town will improve the quality of life of residents in Castle Rock.

Substantial Amendment (Reallocation of FY2021 Funds)

HUD determined that the Town of Castle Rock was eligible to receive FY 2021 reallocated metropolitan area entitlement funds under Section 106(c) of the Housing and Community Development Act of 1974 in the amount of \$9,911, and these funds have been reallocated to the PY 2022 AAP. This increases the PY 2022 grant resources to \$244,728, and will be reallocated under grant guidelines towards admin, public services and public facilities and infrastructure improvements. The following sections were amended.

AP-05 Executive Summary: A summary has been added to the introduction as well as details of citizen participation outreach efforts.

PR-05 Lead Responsible Agency: A new contact has been provided.

AP-12 Participation: Details of the Town's citizen participation efforts have been added to the citizen participation outreach table.

AP-15 Expected Resources: An additional \$9,911 has been added to the annual allocation and the total resources has been adjusted. A short summary of how the funds will be reallocated has been provided.

AP-20 Goals: Estimated goal funds have been updated to account for the increase.

AP-35 Projects: Project funds have been updated to account for the increase. A short summary of how the funds will be reallocated has been provided in the introduction.

2. Summarize the objectives and outcomes identified in the Plan

The Town of Castle Rock strives to provide a suitable living environment especially for low- to moderate-income (LMI) households and special needs communities. In 2021, the Town became a U.S. Department of Housing and Urban Development (HUD) entitlement community, enabling it to be eligible for federal Community Development Block (CDBG) funds allocated through HUD's Community Planning Development program. The Town's CDBG program administers CDBG grant funds and ensures compliance of HUD regulations and guidelines. These funds will help the Town address the community development objectives outlined by HUD, which include, but are not limited to: affirmatively furthering fair housing, affordable housing activities, public infrastructure and facilities improvements, and public services for low- to moderate income households and the special needs community.

The Annual Action Plan describes the eligible activities that will work towards accomplishing the goals established in the strategic plan. CDBG funds are being used to fund the administration of the grant, supporting public services through meal delivery to our senior citizens, and improving public facilities by adding ADA accessibility in public spaces. By addressing the identified priority needs, the Town will improve the quality of life of residents in Castle Rock.

3. Evaluation of past performance

The Town of Castle Rock is an entitlement community designated by HUD in 2021. The Town deferred its entitlement status for CDBG funding in previous years and worked in partnership with Douglas County in past projects that benefit LMI and special needs groups such as downtown accessibility improvement projects. The Town has been successful in providing for services that benefit the senior population in Castle Rock; however, to expand upon existing services by the Town and local community organizations identified there is a need for increased funding and leverage of new resources. As a recipient of HUD CDBG funding, the Town has been able to address additional needs of the elderly community and persons with a disability with ADA improvements. The Town will also be able to fill more service gaps in Castle Rock. These activities and accomplishments will be reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER), which is due to HUD 90 days after every program year.

4. Summary of Citizen Participation Process and consultation process

The Town encourages participation by all citizens, with particular emphasis on LMI households and those with special needs to participate in the 2022 Annual Action Plan process. The Town follows its HUD approved Citizen Participation Plan and has developed a formal process for gathering input from citizens and community stakeholders in the 2021-2025 Consolidated Plan and 2022 Annual Action Plan.

A series of meeting were held to gather input from the community regarding needs and priorities. Stakeholder meetings included department staff, town staff, parks & recreation, and police department to identify project priorities. A public hearing, and a public comment review period allowed the public an opportunity to review and make comments on the 2022 Annual Action Plan.

Details of the citizen process are located in the AP-12 Participation section of this plan.

Substantial Amendment (Reallocation of FY2021 Funds)

The Town of Castle Rock gave notice that there will be a public input meeting and 30-day public comment period for the Substantial Amendment to the 2022 AAP. The following details are provided.

PUBLIC COMMENT PERIOD: A public review period will be held to allow for comments on the draft 2022 AAP Substantial Amendment for 30 days beginning **April 4, 2023 to May 4, 2023**. The proposed 2022 AAP Substantial Amendment will be available for review and download on the Town webpage: <https://crgov.com/3212/CDBG>. Hard copies will be available for review at Town Hall and at the Castle Rock branch of the public library. Public comments may be sent in writing to the Town of Castle Rock CDBG Program, 100 N. Wilcox St., Castle Rock, CO 80104.

All comments will be accepted and are welcome. A summary of comments will be provided after the public comment period. For additional information on how to submit public comments, please email: BBland@crgov.com or submit comments in writing to the Town at the address above.

5. Summary of public comments

All comments were accepted. There were no organizations or agency types not intentionally consulted.

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

All comments were accepted. There were no comments rejected or not accepted.

7. Summary

As the Town enters its second year of the 2021-2025 Consolidated Plan, it will continue to fund high priority projects in accordance with the goals and objectives outlined in the Consolidated Plan. Priority needs of the Town identified in the Consolidated Plan were developed through a comprehensive citizen participation outreach effort which included a series of community needs assessment meetings; a community survey that was offered online; a stakeholder survey for community nonprofit organizations;

consultation by nonprofit partners and regional service partners; and finally a review of the needs assessment and housing market analysis in this plan. These priority needs were affirmed through community input and public hearings during development of the 2022 Annual Action Plan.

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	TOWN OF CASTLE ROCK	CDBG Program

Table 1 – Responsible Agencies

Narrative (optional)

The Town of Castle Rock is a new entitlement community designated by HUD in 2021 and receives federal Community Development Block (CDBG) funds allocated through HUD's Community Planning Development program, which are intended to primarily serve low- to moderate-income households and special needs communities. The Town's CDBG program administers CDBG grant funds and ensures compliance of HUD regulations and guidelines.

Consolidated Plan Public Contact Information

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

1. Introduction

The 2022 Annual Action Plan identifies in this section the organizations consulted in the development of the Plan. The organizations listed in the table below represent key stakeholder organizations which consist of nonprofits, government departments and agencies and planning organizations in Castle Rock

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

The Town of Castle Rock is building on the initial ConPlan with the 2022 Annual Action Plan targeting specific agencies that could benefit from the Town’s limited funding award. This included a shared list of community stakeholders which were specific to Castle Rock and included local nonprofits, other Town and government departments and other agencies. This helped to make sure participation efforts were not duplicated and the community needs were accurately recorded.

The Town also works with the County Community of Care Network (CCN), which is a collaborative group of organizations, agencies and individuals seeking to provide an opportunity for everyone in Douglas County to thrive. This coordinated effort aims to educate the community, advocate on behalf of clients and serve the area’s most vulnerable residents.

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 Metro Denver Homeless Initiative (MDHI) is the Continuum of Care for the seven county Denver metro area, which includes Douglas County. MDHI is responsible for coordinating with all seven counties and the various local homeless service providers. The Town of Castle Rock benefits from the coordinated efforts of the Continuum of Care through referral of resources, connections to homeless prevention initiatives in the region and access to resources not found locally in the Town. Douglas County also has the Douglas County Homeless Initiative (DCHI) Executive Committee where municipal and county leaders, as well as community leaders, provide strategic guidance on DCHI direction.

In Douglas County, the County Community of Care Coordinator coordinates with MDHI to collect Point-in-Time surveys at the Community of Care Network’s January “Strive to Thrive” event – an event where the county partners with local food pantries to provide food and increase awareness of resources available for individuals and families in the community. In Castle Rock, local partner organizations include The Rock Church and Saint Vincent de Paul of Castle Rock.

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 Town of Castle Rock is not a recipient of HUD's Emergency Solutions Grant (ESG). MDHI coordinates the distribution of ESG funds, along with other HUD funding sources, to provide supportive services and permanent-supportive housing to prevent homelessness. HMIS is the system used for administering the ESG program. While the Town of Castle Rock does not use the HMIS system, the Town benefits from MDHI's HMIS administration across the region.

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	Castle Rock Police Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs Supportive Services for Seniors
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Castle Rock is the lead responsible agency of the 2022 Annual Action Plan. The Town's PD works with seniors in the community and they were consulted to determine needs and potential opportunities for CDBG funding. Ongoing discussions will occur to identify additional opportunities.
2	Agency/Group/Organization	Town of Castle Rock Parks & Recreation
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Improve Access to Public Facilities and improve capacity of public infrastructure Improve
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Parks and Recreation department worked with the Town on the public facilities & infrastructure projects.
3	Agency/Group/Organization	Castle Rock Senior Activity Center
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Supportive Services for Seniors
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization consulted on the needs of the senior citizen community.

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

All comments were welcome. There were no agency types intentionally not consulted.

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	Metro Denver Homeless Initiative	MDHI is the local Continuum of Care (CoC) in the region. MDHI and Castle Rock share the goal to end homelessness in the region; the CoC helped to inform the homeless initiatives in the plan.

Table 3 – Other local / regional / federal planning efforts**Narrative (optional)**

Other outside agencies were consulted during the development of the Town's ConPlan however based on projects being funded in 2022, the need for additional consultation was not necessary.

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 Town of Castle Rock’s citizen participation process adheres to HUD’s requirements set within the Town’s Citizen Participation Plan. This plan includes gathering participation from all Town residents, in particular low- and moderate-income persons, and the special needs community such as the elderly and those with any disability. The plan also consulted department staff, Town staff, Parks & Recreation, and the Police Department for input on the community development needs and funding priorities.

Citizen participation efforts for the development of the 2022 Annual Action Plan included a hybrid public meeting for in person or online attendance. Following the development of the draft 2022 Annual Action Plan, the Town of Castle Rock held a 30-day public comment period to allow members from the public an opportunity to review and make comments on the draft plan. During this time, copies of the 2022 draft plan was available online, in the lobby of Town Hall, and at the library. A public hearing was held to also allow members of the public an opportunity to make comments on the plan. All comments were welcome.

See in the following table for details of the citizen participation outreach efforts.

Substantial Amendment (Reallocation of FY2021 Funds)

The Town of Castle Rock gave notice that there will be a 30-day public comment period for the Substantial Amendment to the 2022 AAP. For details of outreach efforts, see sort order #10 & 11.

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	Stakeholder Meeting	Non-targeted/broad community	A meeting was held on October 27, 2021 (11am-12pm). Stakeholder meeting with Castle Rock Parks & Recreation Department to discuss potential projects. Six Town staff attended including representatives from Town Manager's Office, Development Services, Parks & Recreation and Finance.	Four potential projects were identified - Butterfield Park, Centennial Park, Castle Highlands Park, Founders Park	All comments were welcome.	
2	Stakeholder Meeting	Non-targeted/broad community	November 16, 2021 (3-5pm) Stakeholder meeting/site visits with Castle Rock Parks and Recreation Department to discuss potential projects. Six Town staff attended including representatives from Town Manager's Office, Development Services, Parks & Recreation and Finance.	Site visits to discuss needs at Butterfield Park, Centennial Park, Castle Highlands Park, and Founders Park.	All comments were welcome	
3	Stakeholder meeting	Non-targeted/broad community Seniors	November 17, 2021 (12:30-1:30pm) Meeting with Castle Rock Senior Activity Center to discuss potential projects. Three Town staff attended including representatives from Town Manager's Office, Development Services plus a representative from the Castle Rock Senior Activity Center.	Meeting to discuss potential projects with the senior center	All comments were welcome.	

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	Stakeholder Meeting	Non-targeted/broad community	January 28, 2022 (1-2pm)Stakeholder meeting with Castle Rock Parks & Recreation Department to discuss potential projects. Seven Town staff attended including representatives from Town Manager's Office, Development Services, Parks & Recreation and Finance.	Meeting to discuss potential projects	All comments were welcome.	
5	Public Meeting	Non-targeted/broad community	March 1, 2022 (6pm) Town Council meeting included Aging Population report update, including reference to CDBG activities for senior and ADA initiatives.	There were no comments received from the public.	All comments were welcome.	https://castlerock-co.legistar.com/LegislationDetail.aspx?ID=5466811&GUID=E38BE207-B65C-425E-89BB-3CB8648CEDCD
6	Public Meeting	Non-targeted/broad community	June 16, 2022 (4:30 - 5:30pm): CDBG Public Input Meeting/Open House (hybrid in-person and virtual) Nine Town staff attended plus the Mayor and one Town Council member.	There were no comments received from the public.	All comments were welcome.	

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)
7	Public Meeting	Non-targeted/broad community	July 19, 2022 (6pm): AAP Resolution/Public Hearing with Town Council. Documents were publicly available on the website at https://crgov.com/cdbg , in the lobby at Town Hall, and at the library. In attendance were seven Town Council Members, 15 staff, and one community member.	There were no comments received from the public or Town Council.	All comments were welcome.	https://castlerock-co.legistar.com/MeetingDetail.aspx?ID=904471&GUID=5D3B64F9-3996-48B0-80E1-C57A9664FC40&Options=info &Search=
8	30-Day Public Comment Period	Non-targeted/broad community	The 30-Day Public Comment Period was advertised in the Castle Rock NewsPress on June 17, 2022 informing residents of the available comment period from June 17 - July 18, 2022. Copies of the AAP were available for review and comment on the Town's website, in the Town Hall lobby and at the Philip S. Miller Library.	There were no comments received from the public.	All comments were welcome.	
9	Internet Outreach	Non-targeted/broad community	Facebook posts on May 26, June 16, and July 11, 2022	Comment from resident inquiring if individual neighborhoods get the grants.		

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)
10	Public Input Meeting	Non-targeted/broad community	Substantial Amendment (Reallocation of FY2021 Funds): The Town will hold a public input meeting on April 3, 2023 at 4:30 PM in the Town Council Chambers to gather input on the draft 2022 AAP Substantial Amendment. The public input meeting is open to the public and all persons are welcome. For additional information on how to participate at the public hearing please email: BBland@crgov.com	A summary of comments will be included after the public hearing.	All comments will be welcome.	N/A
11	Public Comment Period	Non-targeted/broad community	Substantial Amendment (Reallocation of FY2021 Funds): A public review period will be held to allow for comments on the draft 2022 AAP Substantial Amendment for 30 days beginning April 4, 2023 to May 4, 2023 . The proposed 2022 AAP Substantial Amendment will be available for review and download on the Town webpage: https://crgov.com/3212/CDBG . Public comments may be sent in writing to the Town of Castle Rock CDBG Program, 100 N. Wilcox St., Castle Rock, CO 80104.	A summary of comments will be included after the public comment period.	All comments will be welcome.	https://crgov.com/3212/CDBG

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Town of Castle Rock will receive CDBG funds from HUD that can help address the goals outlined in the Consolidated Plan. In PY 2022, the Town anticipates it will receive \$244,728 in CDBG funds for its community development projects. This is a reallocation amount, and an increase from the originally announced annual allocation. HUD determined that Castle Rock was eligible to receive FY 2021 reallocated metropolitan area entitlement funds under Section 106(c) of the Housing and Community Development Act of 1974, and these funds have been reallocated to the PY 2022 AAP.

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	244,728	0	0	244,728	734,184	PY 2022 is the second year of ConPlan period. The expected amount available remainder of the ConPlan is 3x more years of the annual allocation.

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

As funds are limited, the Town of Castle Rock will seek to leverage additional resources with its federal CDBG funds. Currently, CDBG funding will leverage in-kind resources and program activities for Castle Rock seniors from the Castle Rock Senior Activity Center, the State of Colorado property tax exemption and deferral program, the Denver Regional Council of Governments and the Aging Resources of Douglas County. HUD CDBG program funds do not require a dollar-for-dollar match.

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

The Town has a priority to improve public facilities and infrastructure in LMI areas of Castle Rock. The public improvements identified are sidewalks, streets, Town Parks and Town-owned facilities. This priority was identified through the citizen participation process and community and stakeholder surveys during the development of the plan. The Town identified Butterfield Park for ADA improvements in 2022 (PY 2021). The Town will target Town-owned parks, streets and sidewalks in low/mod block group tracts in Castle Rock. According to HUD's CDBG Low Mod Income Summary Data (LMISD), the Low/Mod Block Group Tracts are: 0140121, 0141232, 0144033, 0145031, 0145041, 0145042, 0145052, and 0145053.

For more information on how these tracts are determined see the SP-10.

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	1A Improve Access to Public Facilities (ADA)	2021	2025	Non-Housing Community Development		Improvements to Public Facilities & Infrastructure	CDBG: \$91,773	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2985 Persons Assisted
2	1B Improve Capacity of Public Infrastructure LMI	2021	2025	Non-Housing Community Development		Improvements to Public Facilities & Infrastructure	CDBG: \$91,773	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2985 Persons Assisted
3	2A Provide Supportive Services for Seniors	2021	2025	Non-Homeless Special Needs		Supportive Services for LMI and Special Needs	CDBG: \$30,591	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
4	2B Provide Supportive Services LMI & Special Needs	2021	2025	Non-Homeless Special Needs		Supportive Services for LMI and Special Needs	CDBG: \$30,591	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	1A Improve Access to Public Facilities (ADA)
	Goal Description	The Town will work to provide improved access to public facilities, in particular for ADA improvements to neighborhood facilities (03E), parks and recreation facilities (03F), and ADA improvements to parking facilities (03G). These may include activities such as wheel chair access, ramps and signs.
2	Goal Name	1B Improve Capacity of Public Infrastructure LMI
	Goal Description	The Town will work to provide support for public infrastructure improvements such as street improvements (03K), sidewalks (03L), water and sewer improvements (03J) and ADA and other infrastructure improvements (03Z). Public improvements are intended to have LMI area wide benefits.
3	Goal Name	2A Provide Supportive Services for Seniors
	Goal Description	The Town will work to provide for supportive services that improve the quality of life for the elderly living in Castle Rock. Supportive service activities for seniors include activities such as independent living services, meals, health and self-sufficiency assistance (05A).
4	Goal Name	2B Provide Supportive Services LMI & Special Needs
	Goal Description	The Town will work to provide vital support services that improve the quality of life for low- and moderate income (LMI) households and special needs groups in Castle Rock. Public Services that are intended to help assist LMI residents include activities such as services for persons with a disability (05B), youth services (05D), vulnerable population groups (05F, 05G), job training (05H), emergency assistance (05Q) and health services (05M).

Projects

AP-35 Projects – 91.220(d)

Introduction

In the table below are the proposed projects for the 2022 program year. The projects will address the two highest priority needs in the Town which are Improvements to Public Facilities & Infrastructure and Supportive Services for LMI and Special Needs. Administration of the CDBG program is capped at 20% of the CDBG 2022 funding allocation, as well as public services which has a grant cap of 15%. Details of the proposed projects are located in the following AP-38.

Projects

#	Project Name
1	Program Administration
2	Public Services (2022)
3	Public Facilities & Infrastructure (2022)

Table 7 - Project Information

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

The projects address the two highest priority needs in the Town which are Improvements to Public Facilities & Infrastructure and Supportive Services for LMI and Special Needs. While they are both high priorities, there is a grant allocation cap for public services at 15%. The remaining funds will go towards public facilities and infrastructure improvements. At this time, limited funds are an obstacle to addressing the underserved needs in the community.

AP-38 Project Summary

Project Summary Information

1	Project Name	Program Administration
	Target Area	
	Goals Supported	1A Improve Access to Public Facilities (ADA) 1B Improve Capacity of Public Infrastructure LMI 2A Provide Supportive Services for Seniors 2B Provide Supportive Services LMI & Special Needs
	Needs Addressed	Improvements to Public Facilities & Infrastructure Supportive Services for LMI and Special Needs
	Funding	CDBG: \$48,946
	Description	Program administration of the CDBG program.
	Target Date	9/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Town-wide
	Planned Activities	Program administration of the CDBG program (21A)
2	Project Name	Public Services (2022)
	Target Area	
	Goals Supported	2A Provide Supportive Services for Seniors 2B Provide Supportive Services LMI & Special Needs
	Needs Addressed	Supportive Services for LMI and Special Needs
	Funding	CDBG: \$36,709
	Description	The Town will provide CDBG funds for public service to LMI and special needs groups such as the elderly. Supportive services include senior service activities such as health services, transportation, meal delivery, and recreation programs. Funding for public services is capped at 15% of the grant allocation.
	Target Date	9/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted (TBD)
	Location Description	Town-wide
	Planned Activities	Planned activities for public services will include senior services, health and self-sufficiency assistance (05A).
3	Project Name	Public Facilities & Infrastructure (2022)
	Target Area	
	Goals Supported	1A Improve Access to Public Facilities (ADA) 1B Improve Capacity of Public Infrastructure LMI
	Needs Addressed	Improvements to Public Facilities & Infrastructure
	Funding	CDBG: \$159,073
	Description	The Town will provide CDBG funds for public facilities and infrastructure improvements to LMI areas in Castle Rock.
	Target Date	9/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5,970 Persons Assisted (This will be based on the block group tract activity is located)
	Location Description	Town-wide
	Planned Activities	Planned activities for public facilities and infrastructure improvements will include ADA improvements to neighborhood facilities (03E), parks and recreation facilities (03F), ADA improvements to parking facilities (03G), and other infrastructure improvements (03Z).

AP-50 Geographic Distribution – 91.220(f)

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

The Town of Castle Rock does not allocate funding based solely on geographic requirements. Individuals or households must meet income qualifications in order to receive direct assistance from activities and services in the CDBG program. For eligible activities to public facilities & infrastructure improvements, the Town will be targeting low- to moderate-income census block group tract areas in need. See below on how the Town will determine these areas.

Geographic Distribution

Target Area	Percentage of Funds
N/A	N/A

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Castle Rock does not allocate funding based solely on geographic requirements. When the planned activities are intended to serve individuals or households directly, those individuals or households must meet income qualifications, as well as residency requirements, in order to receive assistance from the program. In these instances, Town staff and/or one of its partner agencies shall complete an in-take and eligibility status review of the applicant individual or household, before the project/activity is initiated.

Additionally, the Town has identified infrastructure and public facility improvement activities. In which case, the planned activities will serve a community, neighborhood or “area”. These projects (or activities) are said to have an “area-wide” benefit. Per HUD requirements, these areas must be within an eligible Census Block Group Tract, as defined by HUD-CDBG regulations. HUD determines Low/Mod block groups tracts as those with 51% LMI population, however the Town of Castle Rock is an exception grantee with the LMI block group threshold lowered to 32.73%. In 2021, eight block groups qualify as Low/Mod in Castle Rock and are as follow:

0140121, 0141232, 0144033, 0145031, 0145041, 0145042, 0145052, and 0145053

HUD CDBG Low/Mod Income Summary Data (LMISD), which have defined the eligible Low/Mod block group tracts within the jurisdiction can be found on the HUD Exchange website at: <https://www.hudexchange.info/programs/acs-low-mod-summary-data/>

A map of the Low/Mod census block group tracts is displayed in the SP-10 of the Consolidated Plan.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Town will not directly fund affordable housing projects with CDBG funding. As funds are limited, the Town will target funds towards the priorities of public services and public facilities and infrastructure improvements in the 5-Year Consolidated Planning period. The Town anticipates that improvements to public infrastructure such as streets and sidewalks will help to draw housing investments to Low/Mod areas.

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

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

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

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

AP-60 Public Housing – 91.220(h)

Introduction

The Town of Castle Rock falls within the service area of the Douglas County Housing Partnership (DCHP), which is a multi-jurisdictional housing authority that was formed as a cooperative effort between businesses, and local and county governments to address the lack of affordable housing for people who work in the area. While the DCHP helps LMI households in the area with a variety of affordable housing programs, there are no public housing developments.

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

N/A There are no public housing developments.

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

N/A There are no public housing developments.

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

N/A There are no public housing developments.

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

Introduction

The Town of Castle Rock is located within the Metro Denver Homeless Initiative (MDHI) Continuum of Care area, and benefits from the CoC's area initiatives. The Town and MDHI share the goal to end homelessness in the region and the Town supports the CoC's homeless initiatives. The CoC covers the seven county Denver metro area, which includes Douglas County. Douglas County also has the Douglas County Homeless Initiative (DCHI) Executive Committee where municipal and county leaders, as well as community leaders, provide strategic guidance on DCHI direction.

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 Metro Denver Homeless Initiative Continuum of Care (CoC) is responsible for coordinating with all seven counties and the various local providers to ensure that the needs of the homeless in the area are met. These activities include supportive services, emergency shelter, transitional housing and permanent-supportive housing to prevent homelessness. HMIS is the system used for administering the CoC services and program funding. While the Town of Castle Rock lacks these resources locally, it may refer for services from the greater CoC area.

As mentioned in the NA-40, the Town of Castle Rock is a new entitlement community, and is not yet set up to report specific HMIS data for the Town. The Town will work to engage with the Metro Denver Homeless Initiative to refer individuals to necessary services. The Town currently has several service providers that reach out to the homeless, which are Catholic Charities, Help and Hope Center, Parker Task Force, SECOR Cares, and the Winter Shelter Network.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town refers to the MDHI for the emergency housing and transitional housing needs of homeless persons in Castle Rock. Unfortunately, identifying persons experiencing homelessness is difficult within the Town. For a picture of the homeless population, the 2022 PIT Count for the entire county was 78 homeless persons.

Current programs that reach out and support the homeless in Castle Rock include the Winter Weather Care shelter program, which provides options in winter months. Persons experiencing homelessness can also apply for hotel vouchers with the following agencies: Catholic Charities, Help and Hope Center, Parker Task Force, SECOR Cares, and the Winter Shelter Network. Women and children may obtain shelter

through the Winter Shelter Network offered by local churches.

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

Currently, the Town does not specifically address facilitation of the transition of homeless persons to permanent and independent living, shortening periods of homelessness, access for the homeless to affordable units and preventing returns to homelessness. With limited CDBG funds, the Town's efforts are focused on prevention through its public service activities as identified in the AP-35.

The Town will refer its homeless needs to MDHI, the Continuum of Care (CoC) in the wider region. MDHI has a wide array of services and programs that meet the needs of the homeless and their unique situations. In addition, Douglas County has been awarded a \$1 million grant from the federal government toward the Generational Opportunities to Achieve Long-term Success (GOALS) facility in Arapahoe County. The funding will be used to provide rehabilitation and construction to an existing unused building on the Arapahoe County GOALS Campus for Douglas County residents. GOALS will be able to accommodate 3-8 families depending on the size of the family. The facility provides food and shelter, substance abuse treatment, mental health counseling, and job placement for families experiencing homelessness.

Within Castle Rock, the Town will use CDBG funds to work directly to benefit LMI individuals and households in the community and address homelessness by providing services that directly or indirectly work to prevent poverty or conditions that may lead to homelessness. These services are targeted for the elderly population and are the Taxi Voucher program and the Castle Rock Water discount for seniors.

The Town has access to the Douglas County Cares program, which is comprised of County and local partner agencies, which work in partnership for the benefit of homeless and vulnerable residents. This program involves case management as well as other supportive services to increase the client's chances of obtaining and maintaining self-sufficiency. A variety of assistance, services, and tools are made available to participants to overcome barriers to achieving stability, capacity, capability and opportunity.

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 Town does not specifically target extremely low- and low-income households to avoid becoming homeless again, including those that are being discharged from public institutions and systems of care or receiving other assistance. The Town's efforts are focused on prevention through its public service activities as identified in the AP-35. However, the County recently authorized the hiring of a Reintegration Deputy who will assist those being released from County jail. One contributing factor to becoming homeless after being released from jail is the lack of transportation. Released inmates are without transportation to reach the next destination of their choice. The Reintegration Deputy can address the complex transportation needs as part of their duties.

Within Castle Rock, the Town will use CDBG funds to work directly to benefit LMI individuals and households in the community and address homelessness by providing services that directly or indirectly work to prevent poverty or conditions that may lead to homelessness. These services are targeted for the elderly population and are meal delivery program and the Castle Rock Water discount for seniors.

The Town has access to the Douglas County Cares program, which is comprised of County and local partner agencies, which work in partnership for the benefit of homeless and vulnerable residents. This program involves case management as well as other supportive services to increase the client's chances of obtaining and maintaining self-sufficiency. A variety of assistance, services, and tools are made available to participants to overcome barriers to achieving stability, capacity, capability and opportunity.

Continued in the Discussion below.

Discussion

Other Special Needs Activities:

Elderly & Persons With a Disability: As mentioned above, the Town is focused on improving the quality of lives of its elderly and disabled residents. These other supportive activities for the elderly include the efforts outlined in the AP-35 which include planned ADA improvements to public facilities and infrastructure and planned supportive services such as senior service activities, elderly health services, transportation and recreation programs. In the second year Annual Action Plan, the Town targets an estimated 200 LMI, elderly and special needs persons through these public service activities.

The Town makes an effort to provide equal access to the elderly and persons with a disability at all Town operated community facilities. This includes the Castle Rock Recreational Center, which provides health and wellness activities for all families including the elderly and persons with a disability. There is also a senior fitness program and a schedule dedicated for the elderly. The center provides a discount for seniors ages 62 years and older.

The Castle Rock Senior Activity Center organizes a wide variety of special events. These may be on-site or

off-site and designed for a variety of purposes including fundraising, giving back to the community, socializing or learning something new. Transportation services are also available at the center.

The Butterfield Crossing Pool is an ADA accessible recreational center for children ages 5-12. This facility has a lift for individuals with a disability and a zero depth entry wading pool.

Persons living with HIV/AIDS and their families: At this time there are very few service providers for this special needs group in Castle Rock; however, persons can be referred to the CO Department of Public Health & Environment's HIV Care Core and Support Services program. The program provides an expansive program with multiple care and support options, both non-medical and medical (by referral). There is intensive case management and also emergency assistance provided. More information on the program can be found at website: <https://cdphe.colorado.gov/hiv-care-core-and-support-services>

Public Housing Residents: The Town is served by the Douglas County Housing Partnership (DCHP), which is a multi-jurisdictional housing authority that was formed as a cooperative effort between businesses, and local and county governments to address the lack of affordable housing for people who work in the area. The DCHP does not operate any public housing in the Town; however, they offer other kinds of affordable housing and HCV vouchers to eligible individuals and families. For more information see: <https://douglascountyhousingpartnership.org>

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

Introduction:

The Town of Castle Rock developed the 2030 Comprehensive Master Plan that was intended to provide direction for the short-term and long-term growth and development of the Town. At the time of the 2030 Comprehensive Master Plan publishing, findings include an estimated population of 90,000 by 2030 and an ultimate Town build-out of approximately 130,000 to 150,000 residents. Upon further study, the Town now estimates up to 120,000 to 140,000 total residents. Castle Rock plans for responsible development that accommodates needs of LMI households. The public policies deriving from the Town's vision do not inherently exacerbate the challenges to affordable housing and seek to mitigate those barriers. The most critical barriers to the production and preservation of affordable housing include the following: Current Market conditions and limited resources.

Current Market Conditions: Castle Rock population is on a long-term trend of growth, creating a rise in demand for housing. However, its real estate market has not kept pace with the growth rate, so the amount of affordable housing stock has not increased with the same intensity. Further, the increase in new construction costs, housing prices, and higher rent contracts compared to limited growth in household income has proven to be a major challenge for affordable housing in the Town. Current housing trends have attracted developers to supply production for middle to higher-income households, which increases the property values of surrounding homes and parcels. Affordable housing development becomes more difficult to produce as the market conditions advance.

Limited Funding to Address Affordable Housing Needs: There is a need for available, accessible, and quality affordable housing in Castle Rock. Limited financial resources to address affordable housing will impact future access and availability. The Town will continue to effectively manage the available resources to maximize its effect to promote affordable housing. The Master Plan identified "Responsible Growth" as a key housing and residential investment related finding in Castle Rock as quoted below:

Responsible Growth (RG): the needs of existing and future residents while enhancing the Town's own character, maintaining a distinct identity and ensuring we remain a vibrant freestanding community within the region. Below are a selected list of principles for responsible growth that will help mitigate barriers to affordable housing and promote affordable housing development. Detailed implementation strategies are provided in the 2030 Master Plan.

RG Principles:

- Cohesive neighborhoods, with a mix of land uses that offer a variety of lifestyle options for Castle Rock residents and meet the short- and long-term needs of the community while creating a place

where people can live, work, and play.

- Orderly, cost-effective, equitable and fiscally responsible growth.
- Infill development that is sensitive to the scale and character of the surrounding neighborhoods.
- Continue to secure a renewable water supply to serve the long-term needs of the community.

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

The Town of Castle Rock will begin planning for the development of the Town's Analysis of Impediments to Fair Housing Choice (AI). Though public policies are meant to address the overall needs of citizens in the area, there are times where they may have a negative effect on certain aspects of the community, which in this case, are affordable housing and residential investment. Affordable housing and public and private residential investments are key components in furthering fair housing in any community.

With the development of the AI, the Town will be able to inform residents, stakeholders and policy makers on affirmatively furthering fair housing and to identify the major impediments to fair housing choice and barriers to affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

This section outlines other actions the Town will take to improve the quality of life for Castle Rock residents and address underserved needs in the community. CDBG funds enable the Town to address the priority needs in Castle Rock such as improvements to public facilities and infrastructure in LMI areas as well as vital supportive services for LMI and special needs groups such as the elderly. Other actions identified in this section are additional resources the Town has to assist vulnerable residents and underserved needs in the community.

Actions planned to address obstacles to meeting underserved needs

The activities identified in this plan will work to directly address the underserved needs of the LMI and special needs population. The Town will use CDBG funds to benefit elderly households in the community and provide services that directly work to prevent poverty or conditions that may lead to homelessness. Important services targeted for the elderly population are the meal delivery program and the Castle Rock Water discount for seniors. CDBG funded programs will work to expand on these successful programs and the goal is to fill service gaps.

The Town will also work to address improvements and access to public facilities, such as parks, through ADA improvements in LMI areas. As well, public infrastructure improvements will benefit LMI communities with expansion and ADA improvements to streets and sidewalks. CDBG funding for improvements into these LMI areas will not only help to address underserved needs in the community, but also have an added goal to attract other private or public investments into these areas.

Unfortunately, the obstacles to meeting underserved needs are limited by funds to assist LMI and special needs groups. Further, CDBG funding has a 15% grant cap on public services. As identified in the AP-35, the Town estimated it will provide services for 200 LMI and special needs persons in the 2022 Annual Action Plan program year. Planned activities for public services will include senior services, health and self-sufficiency assistance. More funds would help the Town expand opportunities for funding good projects in Castle Rock.

Actions planned to foster and maintain affordable housing

As funds are limited, the Town will not directly fund affordable housing projects with CDBG funding. The Town will target funds towards the priorities of public services and public facilities and infrastructure improvements in the 5-Year Consolidated Planning period. The Town, however, anticipates that improvements to public infrastructure such as streets and sidewalks will help to draw housing investments to Low/Mod areas.

The Town of Castle Rock will begin planning for the development of the Town's Analysis of Impediments

to Fair Housing Choice (AI). Though public policies are meant to address the overall needs of citizens in the area, there are times where they may have a negative effect on certain aspects of the community, which in this case, are affordable housing and residential investment. Affordable housing and public and private residential investments are key components in furthering fair housing in any community. The primary tool communities have for identifying these barriers to fair and affordable housing is the AI. As a recipient of HUD federal CDBG grant funds, the Town will work to affirmatively further fair housing in the Town of Castle Rock.

Actions planned to reduce lead-based paint hazards

The Town does not work on affordable housing projects, and therefore does not address lead-based paint hazards. Castle Rock has a low percentage of housing units which have the potential for lead-based paint. The majority of the Town's housing was built after 1978, when lead-based paint was banned nationwide for consumer use. There are however still over 900 owner-occupied and almost 600 renter-occupied housing units that were built before 1980 (Source: 2015-2019 ACS). Residents of these homes could risk exposure to lead-based paint during a home repair project. The Town does not provide lead-based paint services but refers cases to the Douglas County Health Department if children are exposed.

As instructed by the Douglas County Health Department website, when a child has a confirmed blood lead level greater than or equal to 5µg/dL, Douglas County Health department will conduct an investigation which could include a home visit. These services are free of charge, and households with this need can contact the department at (303) 660-7400 for more information.

Actions planned to reduce the number of poverty-level families

The activities in this plan work directly to reduce the number of poverty level families in Castle Rock. While CDBG funds are limited and the Town cannot possibly address every poverty issue in Castle Rock, the Town will utilize CDBG funds where they have the most impact. Funds will go towards supportive services for LMI and special needs groups such as the elderly. These supportive services may include activities such as independent living services, health and self-sufficiency assistance. The goal is to help the elderly remain in their homes and enjoy their quality of life.

Actions planned to develop institutional structure

The Town will continually work to develop its institutional structure by working closely with other Town departments and programs such as the Town's Parks and Recreation Department, Public Works Department, Castle Rock Senior Center and senior resources programs. Ongoing communication and planning with these Town departments and programs will help strengthen the institutional structure of the CDBG program. Currently, the Town institutional delivery structure includes these agencies and organizations that deliver services to residents in Castle Rock:

Public Services (LMI & Non-Homeless Special Needs): Castle Rock Senior Center, Castle Rock Parks and

Recreation Department, Castle Rock Water, Metro Denver Health Initiative, Douglas County and Douglas County Health Department

Public Facilities & Infrastructure Improvements: Town of Castle Rock Public Works Department, Town of Castle Rock Parks and Recreation, and Douglas County

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

The Town has developed a process that will involve the many public and private housing and social service agencies to participate in coordination of the CDBG program. In the development of the Consolidated Plan, the Town worked with Douglas County to provide a stakeholder survey which gave organizations the opportunity to help determine the funding priorities in the program. This survey helped develop the priority needs identified in the 5-Year Strategic Plan. The Town will continue to consult with these stakeholder organizations during the planning period. The Town also held several public meetings to provide information on the CDBG program and eligible activities and uses of funds. These meetings will continue in future program years to help build the capacity of the Town stakeholders.

The Town will continually work to develop its institutional structure by working closely with other Town departments and programs such as the Town's Parks and Recreation Department, Public Works Department, Castle Rock Senior Center and senior resources programs. Ongoing communication and planning with these Town departments and programs will help strengthen the institutional structure of the CDBG program. Currently, the Town institutional delivery structure includes these agencies and organizations that deliver services to residents in Castle Rock:

Public Services (LMI & Non-Homeless Special Needs): Castle Rock Senior Center, Castle Rock Parks and Recreation Department, Castle Rock Water, Metro Denver Health Initiative, Douglas County and Douglas County Health Department

Public Facilities & Infrastructure Improvements: Town of Castle Rock Public Works Department, Town of Castle Rock Parks and Recreation, and Douglas County

Program Specific Requirements

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

Introduction:

This section describes the program specific requirements for the CDBG program.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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%