

*CDBG 2025  
Program Action Year*



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## Executive Summary

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

#### **1. Introduction**

This document represents PY25 Action Plan for the second year of the 2024-2028 Five-Year Consolidated Plan for the City of Carrollton, Texas, and will cover the 2025 Program Year. The City of Carrollton is expected to receive \$755,813 in Community Development Block Grant Funding (CDBG) from the U.S. Department of Housing and Urban Development (HUD) for the 2025 Program Year (PY25). The PY25 Action Plan builds on local assets and coordinates a response to the needs of the community. It integrates economic, physical, environmental, and community responses to the needs for Carrollton residents, who are of low- to moderate- income.

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

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives found in the PY25 Action Plan follow the objectives outlined in the 2024-2028 Consolidated Plan submitted to HUD for the use of CDBG funds.

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

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

The City of Carrollton's CDBG investments have been used in the past to make long lasting improvements to many low- to moderate- income neighborhoods. These investments have allowed housing stock to remain in good condition for property owners, retain affordability for low- to moderate- income renters who want to become homeowners; it has also allowed elderly residents to age in place.

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

Summary from citizen participation section of plan.

The citizen participation process included a public hearing before the Neighborhood Advisory Commission and a second public hearing before the Carrollton City Council, both of which were announced with legal notices placed in the Dallas Morning News, on the city website and in email notifications to social service providers which service Carrollton.

Housing and community development needs identified by participants, validated needs shown in the market and housing analyses as well as the professional experience of city staff and service providers. This in turn helped shape the goal process to address the identified needs.

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

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

All public comments are accepted and reported, and none are denied inclusion into the initial submitted Action Plan. Any public comments can be found in the Citizen Participation Section of the initial and amended PY25 Action Plan.

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

No public comments are denied or not accepted as part of the initial or amended PY25 Action Plan Citizen Participation Process.

#### **7. Summary**

The initial PY25 Action Plan had (2) public hearings. The first public hearing was on June 16, 2025, before the Neighborhood Advisory Commission. The following comments were documented:

- Initial comments related to determination of CDBG Public Service Funding to Metrocrest Services, and WOVEN Medical Clinic. The Neighborhood Advisory Commission accessed the applications and based upon presentations by both

agencies allotted Metrocrest Services \$90,075 for their homeless program, and \$23,275 to WOVEN.

- No other comments or questions were forthcoming from the public or other commissioners related to the proposed PY2025 Action Plan.

The Neighborhood Advisory Commission voted 7 to 0 to accept the proposed PY25 Action Plan

The July 8, 2025, public hearing occurred before the Carrollton City Council and resulted in the following comments being taken:

- 

The City Council voted \_\_\_\_ to \_\_\_\_ to \_\_\_\_\_ the proposed PY25 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	CARROLLTON	Environmental Services/Community Services

**Table 1 – Responsible Agencies**

### Narrative (optional)

CDBG programs and funding are monitored within the Community Development Program, which resides within the Community Services Division of the Environmental Services Department for the City of Carrollton.

### Consolidated Plan Public Contact Information

The 2024-2028 Consolidated Plan can be reviewed on the City of Carrollton's website at <https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg>

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

### 1. Introduction

As part of the 2024-2028 Consolidated Plan process the City of Carrollton consulted with residents and stakeholders (e.g., social service providers, local school districts, City departments and other community partners). Consultation included a stakeholder focus group, interviews, and a public meeting during a Neighborhood Advisory Commission meeting to obtain citizen participation in the Consolidated Plan process. The five-year Consolidated Plan serves as the guiding process for the Action Plans developed during the 2024-2028 timeline.

#### **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))**

As needed, the Community Services Division provides technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton. The PY25 Action Plan for the City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers to maximize the potential for being awarded funds by the State and Federal Government. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized.

#### **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.**

Carrollton is represented by Dallas County and Denton County in the two Continuums of Care that overlap the city's boundaries—the Dallas Area Consortium on Homelessness and the Denton County Consortium on Homelessness. Carrollton staff continues to participate with local social service agencies in the Point in Time Count to identify homelessness in the community. As shown by the count results, chronic homelessness is an emerging issue in the city. While a supportive partner to the Consortia's efforts to strategically address homelessness in the region, Carrollton's most direct efforts to

address the needs of homeless residents result from a strong partnership with Metrocrest Services, the area provider of all manner of services to assist vulnerable households.

**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 Carrollton is not currently part of the area Continuum of Care networks and is represented by Dallas and Denton counties in the Dallas Area Consortium on Homelessness as well as the Denton County Consortium on Homelessness. Carrollton has a supporting role, aiding agencies that are working to mitigate homelessness in 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	<b>Agency/Group/Organization</b>	Metrocrest Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Homeless Services-Health Services-Education Services-Employment Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Metrocrest Services is the primary provider of non-profit social services in the City of Carrollton. Metrocrest Services hosted a focus group for the Consolidated Plan and staff from Metrocrest Services were also notified of the proposed PY25 Action Plan and invited to discuss their needs and priorities through written comments or by attending either or both public hearings.
2	<b>Agency/Group/Organization</b>	Neighborhood Advisory Commission
	<b>Agency/Group/Organization Type</b>	Civic Leaders Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Neighborhood Advisory Commission (NAC) hosted a public forum attended by city staff, residents, and leaders of neighborhood organizations. The forum consisted of a presentation about the Consolidated Plan and a discussion of housing and community development needs in Carrollton's LMI neighborhoods. These are incorporated throughout the Consolidated Plan. Upon completion of the public hearing before the NAC, the NAC referred the proposed action plan for a second public hearing before the Carrollton City Council.
3	<b>Agency/Group/Organization</b>	Make It Count (formerly Bea's Kids)
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Homeless Services-Health Services-Education Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Make It Count (formerly Bea's Kids) were provided proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Make It Count were encouraged to submit written comments or attend either of the public hearings.
4	<b>Agency/Group/Organization</b>	Woven Health Clinic
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Homeless Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Health Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Woven Health was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Woven Health was also informed they could provide written comments or could attend either of the public hearing forums.
5	<b>Agency/Group/Organization</b>	CASA OF DENTON COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services - Victims Child Welfare Agency

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CASA of Denton County was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. CASA of Denton County was encouraged to provide any written comments or to attend either scheduled public hearings.
6	<b>Agency/Group/Organization</b>	CHILDREN'S ADVOCACY CENTER FOR DENTON COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Children's Advocacy For Denton County was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Children's Advocacy was informed they could provide written comments or attend either of the scheduled public hearings.

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

N/A; all relevant agencies and organizations were invited to participate in the five-year Consolidated Plan process.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Denton & Dallas County Consortium for Homelessness	The goals of Denton County and Dallas County Consortium on Homelessness Continuum of Care were incorporated into the plan where applicable.

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

**Narrative (optional)**

Carrollton participates in joint funding of the nonprofit organizations providing services to low- and moderate- income residents in many municipalities in the region. This cooperative funding promotes efficient delivery of services to residents in need and recognizes that needs do not end at jurisdictional boundaries but require regional solutions.

For the first time in PY22, General Funds and additional CDBG funding through Public Services activities were allocated to Metrocrest Services to address homelessness issues within the community. In PY25 the city will continue using the 15% Public Services allowance to allocate funding to Metrocrest Services and WOVEN Medical Clinic.

## 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 citizen participation process included notification of social service focus groups and a Neighborhood Advisory Commission meeting attended by members of the public, representatives of the social service providers, and leaders of Carrollton neighborhood organizations. Housing and community development needs identified by participants validated needs shown in the market and housing analyses as well as the professional experience of City staff and service providers. This in turn helped shape the goal setting process to address the identified needs

#### 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	Minorities  Persons with disabilities	Pending	Pending	All comments would be accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p>	Pending	Pending	All comments would be accepted	<a href="https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg">https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg</a>
3	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p>	Pending NAC Meeting	Pending	All comments would be accepted	

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	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p>	Pending City Council Meeting	Pending	All comments would be accepted	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Carrollton was allocated \$755,813 in PY25 funding from the U.S. Department of Housing and Urban Development (HUD). This funding will be used and allocated to the city's Minor Home Repair Program, Emergency Repair Program, funding for a Code Enforcement Officer to work in the low- to moderate- income target area, and to continue public service funding addressing homelessness through Metrocrest Services and medical services through WOVEN Medical Clinic. The city will also allocate funding for infrastructure projects within the city in the low- to moderate- income target area.

#### 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	755,813.00	0.00	721,688.00	1,477,501.00	0.00	CDBG funding for PY25 from the Department of Housing and Urban Development includes annual allocation along with prior year resources which have not been allocated.

**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**

The Community Services Division for the City of Carrollton is the lead agency for the implementation of the community development plan related to CDBG funding. Internally, the Community Services Division works in collaboration with all city departments to deliver projects, services, and other benefits to eligible neighborhoods and clients. Externally, the Division works with several social service agencies/organizations, so long as the need is documented and eligible under HUD regulations.

To effectively implement the Community Development Plan, funding comes from CDBG funds as well as General Funds allocated by the City Council. The City Council will make available an estimated \$500,000 in General Fund resources to fund agencies and organizations that are actively engaged in the provision of social services in Carrollton.

In exchange for the funding, the agencies and organizations work closely with the city in the provision of social services to all Carrollton citizens in need. The close partnership the city has with each agency grows with each year of collaboration. A total of four (4) staff in the Community Services Division are employed in the administration of CDBG grant funds and planning activity, to provide technical knowledge, referral and capacity building assistance for the agencies on an ongoing basis.

The list below identifies principle social service providers for the City's funding:

- Make It Count (formerly Bea's Kids)
- CASA of Denton County
- Children's Advocacy Center for Denton County
- Metrocrest Services
- WOVEN Medical Clinic

The City meets with all its partners on an as-needed basis to develop organization capacity and programming offerings. Staff also regularly provides technical assistance and professional expertise to further develop institutional structure for all agencies and organizations serving the low- to moderate- income citizens of Carrollton

**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 City would use city parks and city facilities located in the low- to moderate- income target area to fulfill the goals of the 2024-2028 Five Year Consolidated Plan.

### **Discussion**

Please see above

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## 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	Enhanced Code Enforcement	2024	2028	Non-Housing Community Development	CDBG LMI Target Area	Housing and Neighborhood Improvements	CDBG: \$90,000.00	Rental units rehabilitated: 1200 Household Housing Unit
2	Assist Service Providers	2024	2028	Homeless Non-Homeless Special Needs Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Public Services/Social Supports	CDBG: \$113,350.00	Homelessness Prevention: 300 Persons Assisted Other: 150 Other
3	Preserve Existing Housing Stock	2024	2028	Affordable Housing	City limits of Carrollton Texas CDBG LMI Target Area	Housing and Neighborhood Improvements	CDBG: \$135,000.00	Homeowner Housing Rehabilitated: 20 Household Housing Unit
4	Improve Neighborhood Infrastructure	2024	2028	Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Neighborhood Infrastructure Improvements	CDBG: \$890,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 47795 Persons Assisted
5	Historical Rehabilitation	2024	2028	Non-Housing Community Development	CDBG LMI Target Area	Historical Rehabilitation	CDBG: \$50,000.00	Other: 1 Other

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Enhance Code Enforcement
	<b>Goal Description</b>	CDBG funding to be used to provide salary and benefits for one code enforcement officer to work in the LMI area performing rental inspections in multi-family apartment communities
2	<b>Goal Name</b>	Assist Service Providers
	<b>Goal Description</b>	CDBG funding as part of the allowed 15% Public Services cap will be used to assist Metrocrest Services assisting with Homelessness, and to WOVEN Medical Clinic to provide medical services to those of low- to moderate- income.
3	<b>Goal Name</b>	Preserve Existing Housing Stock
	<b>Goal Description</b>	CDBG funding to be used for the Minor Home Repair Program and Emergency Repair Program
4	<b>Goal Name</b>	Improve Neighborhood Infrastructure
	<b>Goal Description</b>	CDBG funding to be used for infrastructure projects in the LMI area relating to city parks and neighborhood streets/alleys. For PY25 this would also include CDBG funding to remove handicap accessibility issues at Carrollton City Hall on the north and east sides of the building.
5	<b>Goal Name</b>	Historical Rehabilitation
	<b>Goal Description</b>	CDBG funding for phase 2 of rehabilitation at the state registered Historical Carrollton Black Cemetery to abate code violations and blight issues.

## AP-35 Projects – 91.220(d)

### Introduction

This section details the projects proposed for the PY25 Action Plan for the City of Carrollton, Texas.

### Projects

#	Project Name
1	City Parks Projects
2	Housing Rehabilitation
3	Enhanced Code Enforcement
4	Infrastructure Projects in LMI area
5	Handicap Accessibility Project - City Hall
6	Public Services
7	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
8	Administration

**Table 7 - Project Information**

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

The priorities of the PY25 Action Plan are based on the needs in Carrollton, as described in the MA and NA sections of the city's 2024-2028 Consolidated Plan. Carrollton will allocate a total of \$1,350,350 in CDBG funding to meet these objectives.

1. \$190,000 City Park Projects
2. \$135,000 Housing Rehabilitation Projects
3. \$ 90,000 Enhanced Code Enforcement
4. \$600,000 Infrastructure Projects in the LMI area
5. \$100,000 Accessibility Project for City Hall
6. \$113,350 Public Services
7. \$ 50,000 Historic Rehabilitation: Carrollton Black Cemetery Phase 2
8. \$ 50,000 Administration

Local obstacles for addressing underserved needs include the redevelopment and

gentrification of areas in the city's LMI Target Area. These include the addition of new apartment communities with higher income thresholds for those to qualify to live on site, and individuals of higher income residing within those units, thereby lowering the LMI threshold below 50% in certain areas. On a national level, the greatest obstacle for the future is the threat of the current presidential administration. The current presidential administration is seeking to abolish the CDBG program run through HUD along with other entitlement programs which will penalize those of low- to moderate- income who need of assistance and will no longer have any kind of safety net for them to fall back on.

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## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	City Parks Projects
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure
	<b>Needs Addressed</b>	Housing and Neighborhood Improvements
	<b>Funding</b>	CDBG: \$190,000.00
	<b>Description</b>	The following city parks in PY25 are included as activities as part of this project. Downtown Square Park, Thomas Park, Pioneer Park, and Rhoton Park. All these parks are located in the low- to moderate-income areas identified through the census tracts and blocks.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The projects for these four parks are expected to benefit a total of 30,350 individuals of which 17,485 are considered low- to moderate-income. These projects would be addressing a 57.61% rate of low- to moderate- individuals living within the service areas of the park projects for the PY25 Action Year.
	<b>Location Description</b>	City park projects include activities at the Downtown Square Park at 1103 W. Main Street, Pioneer Park at 1199 S. Main Street, Thomas Park 1955 N. Perry Road, and Rhoton Park at 2250 Ridgedale Drive.
2	<b>Planned Activities</b>	Planned activities for Downtown Square Park include replacement lighting, repair to the gazebo, fountain repair/updating, and installation of picnic tables and chairs. Pioneer Park will have the installation of interactive music devices/artwork. Thomas Park will have replacement of water features in the children's splash pad area and resurfacing of sports courts in the park. Rhoton Park will involve resurfacing of the sports court.
	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	City limits of Carrollton Texas CDBG LMI Target Area
	<b>Goals Supported</b>	Preserve Existing Housing Stock
	<b>Needs Addressed</b>	Housing and Neighborhood Improvements

	<b>Funding</b>	CDBG: \$135,000.00
	<b>Description</b>	Housing rehabilitation will include funding to the Minor Home Repair Program and Emergency Repair Program to provide low-income residents with assistance on health and safety issues on their home.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Minor Home Repair Program is expected to assist 15 families while the Emergency Repair Program will assist 5 families during PY25.
	<b>Location Description</b>	These programs are open to any low- to moderate- income families who qualify and live within the city limits of Carrollton. These two activities include but are not confined to the city's LMI Target Area.
	<b>Planned Activities</b>	Minor Home Repair projects are to be done on single-family homes for low- to moderate- income qualifying homeowners. This program does not include work on foundations, fences or retaining walls, or items off of the house as part of the Minor Home Repair Program. The Emergency Repair Grant for low- to moderate- income qualifying homeowners assists in making emergency repairs for immediate health and safety issues.
3	<b>Project Name</b>	Enhanced Code Enforcement
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Enhance Code Enforcement
	<b>Needs Addressed</b>	Housing and Neighborhood Improvements
	<b>Funding</b>	CDBG: \$90,000.00
	<b>Description</b>	The Enhanced Code Enforcement will have code enforcement officer who will work only in the low-to moderate income areas of Carrollton.
	<b>Target Date</b>	9/30/2026



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The enhanced Code Enforcement Officer will address 1200 multi-family rental units in the LMI Target Area.
	<b>Location Description</b>	The multi-family apartment units inspected by the Enhanced Code Enforcement Officer are all located within the city's designated LMI Target Area.
	<b>Planned Activities</b>	Perform annual exterior inspections of multi-family apartment complexes in the CDBG LMI Target Area. This will also include interior inspections of between 10% to 15% of total apartment units in these complexes to address code violations and to ensure a healthy and safe environment to live in.
4	<b>Project Name</b>	Infrastructure Projects in LMI area
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure
	<b>Needs Addressed</b>	Neighborhood Infrastructure Improvements
	<b>Funding</b>	CDBG: \$600,000.00
	<b>Description</b>	Infrastructure projects in the low- to moderate income area as defined by census information based on census tracts and blocks. Projects to be performed by Public Works - Scott Mill Road (2300 block through 2500 block), Brake/Kirby/Cox street, water main, sewer line, sidewalk replacements (1700 block through 1800 block), Frances/Perry subdivision for street, water main, sewer line, sidewalk replacement.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The planned activities for Scott Mill Road, Francis/Perry subdivision, and the Brake/Kirby/Cox subdivision will assist a total of 13,945 individuals of which 8,050 are low- to moderate- income. This equals a combined 57.72% LMI rate for the areas these infrastructure projects are located in.

	<b>Location Description</b>	Public Works will be repairing/replacing sections of Scott Mill Road between the 2200 and 2500 Block. Engineering will be looking to install new streets, sidewalks, water lines, and storm lines in the Francis/Perry subdivision, and the Kirk/Brake/Cox subdivision.
	<b>Planned Activities</b>	The activities carried out by the Public Works Department and the Engineering Department will be for repair of infrastructure in the aforementioned areas. This includes repair/replacement of streets, installation of new streets, sidewalks, water lines and sewer lines where needed.
5	<b>Project Name</b>	Handicap Accessibility Project - City Hall
	<b>Target Area</b>	City limits of Carrollton Texas
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure
	<b>Needs Addressed</b>	Neighborhood Infrastructure Improvements
	<b>Funding</b>	CDBG: \$100,000.00
	<b>Description</b>	Project to add additional handicap accessibility ramp on north side of city hall, and to repair/replace accessibility ramp on east side of city hall.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Accessibility project is expected to assist 3500 individuals who visit city hall each year.
	<b>Location Description</b>	This activity is to be performed at the Carrollton City Hall to remove obstructions for handicap accessibility to the building.
	<b>Planned Activities</b>	This activity calls for the installation of a handicap ramp on the north side of the building allowing access by handicapped individuals from the north parking lot. Also, repair and replacement of the handicap accessway along the east side of the building from the east parking lot will be addressed. The east handicap has been the primary entrance way into city hall for those who are handicapped. However, over the years due to subsidence issues the ground has dropped significantly making it difficult for handicapped visitors to enter city hall.

6	<b>Project Name</b>	Public Services
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Assist Service Providers
	<b>Needs Addressed</b>	Public Services/Social Supports
	<b>Funding</b>	CDBG: \$113,350.00
	<b>Description</b>	Public services will provide funds to Metrocrest Services and Woven Medical Clinic to provide assistance with homelessness and health care to low-income residents. The Neighborhood Advisory Commission had a public hearing related to allocation of public service funding and approved \$90,075 to Metrocrest Services and \$23,275 to WOVEN Medical Clinic.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 450 families are expected to benefit from the activities proposed by Metrocrest Services and WOVEN Medical Clinic.
	<b>Location Description</b>	Assistance provided by both Metrocrest Services and WOVEN Medical Clinic are available throughout the city limits of Carrollton, which also includes the LMI Target Area.
7	<b>Planned Activities</b>	Metrocrest Services is using Public Service Funding to assist 300 individuals/families being affected by homelessness issues. WOVEN Medical Clinic is using their Public Service Funding to assist low- to moderate- income residents in Carrollton with medical treatment and care.
	<b>Project Name</b>	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
	<b>Target Area</b>	City limits of Carrollton Texas
	<b>Goals Supported</b>	Historical Rehabilitation
	<b>Needs Addressed</b>	Historical Rehabilitation
	<b>Funding</b>	CDBG: \$50,000.00
	<b>Description</b>	Phase 2 of rehabilitation of the Carrollton Black Cemetery to remove and abate code violations at the state registered historical cemetery.

	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An unknown number of families would benefit from the proposed activities at this location.
	<b>Location Description</b>	The Carrollton Black Cemetery is listed on the rolls of the Texas Historical Commission at 1615 W. Beltline Road. A review of the plats on file indicates the Cemetery is contained with the commercial property of 1525 W. Beltline Road.
	<b>Planned Activities</b>	This rehabilitation project is Phase 2 to remove code violations and blight. This phase includes removal of sign code violations, and installation of a security gate for the property.
8	<b>Project Name</b>	Administration
	<b>Target Area</b>	City limits of Carrollton Texas CDBG LMI Target Area
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure Enhance Code Enforcement Preserve Existing Housing Stock Assist Service Providers Historical Rehabilitation
	<b>Needs Addressed</b>	Neighborhood Infrastructure Improvements Housing and Neighborhood Improvements Public Services/Social Supports Historical Rehabilitation
	<b>Funding</b>	CDBG: \$50,000.00
	<b>Description</b>	Administration will include legal notices, publications, and training.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An unknown number of families will be affected by the work performed within the Administration Activity based on the planned activities

	<b>Location Description</b>	Training, distribution of public informational material and legal postings of CDBG plans would be effective throughout the city including the CDBG LMI target area
	<b>Planned Activities</b>	Administration activities would involve ongoing training of the Community Development staff to expand their knowledge based on CDBG requirements, types of programs, projects and activities which may be beneficial to the residents of Carrollton and ensuring the city remains compliant with HUD guidelines. Posting of required legal notices for the yearly Annual Action Plan and the year end Consolidated Annual Performance and Evaluation Report (CAPER) and any amendments made to those reports. Costs would also cover development and distribution of informational material relating to projects and services available to the public.

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## 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**

For the PY25 Action Plan, CDBG funding for the NOTICE program will be allocated to CDBG-eligible priority neighborhoods. Neighborhoods receiving improvements are ranked according to infrastructure needs.

For the 2024-2028 Consolidated Plan, low- and moderate- income (LMI) areas were identified using the HUD provided Low- and Moderate- Income Summary Data (LMISD). The underlying data in the LMSID are from the 2016-2020 ACS.

The calculation used to identify LMI areas was:

1. Determine average household size by Census Tract using 2016-2020 ACS;
2. Determine the LMI ceiling by tract, which is 80% of the median family income limit closest to the tract-level average family size;
3. Using household income distribution data from the ACS, determine the number of households in the tract that earn less than the LMI ceiling;
4. Calculate the proportion of the tract's households that the LMI households represents.

During the PY25 Action Plan year, the City of Carrollton will allocate funding geographically toward Enhanced Code Enforcement of apartment communities within the NOTICE Priority Target Area of the city. Infrastructure projects were identified for city facilities, historical rehabilitation, and neighborhoods also located within the target area.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City limits of Carrollton Texas	28
CDBG LMI Target Area	72

**Table 8 - Geographic Distribution**

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

Apartment communities located within the LMI Target Area are comprised of approximately 6,300 units. These multi-family communities tend to be older communities built during a

period in which construction codes were weaker than they are currently. Also, some of the property owners of those multi-family communities in the LMI area at times fail to take prompt action to maintain their properties on a regular basis, forcing the city to act to gain compliance so the residents may reside and live in a manner which is safe for their families. The Carrollton Black Cemetery is listed on the Texas State Historical Commission and the rehabilitation project will be Phase 2, which will address sign code violations and blight at the cemetery. Several city parks in the LMI Target Area will also be improved to provide residents with more amenities and enhancements which exist in newer city parks.

### **Discussion**

Please see above.

DRAFT

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

### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	300
Non-Homeless	20
Special-Needs	0
Total	320

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	300
The Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	320

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

### Discussion

The city, through CDBG funding to Metrocrest Services, will be addressing the needs of preventing homelessness in Carrollton for 300 individuals/families. The Minor Home Repair Program and Emergency Repair Program funded through CDBG will be aiming to address 20 households with health, safety concerns, and/or code violations.



## AP-60 Public Housing – 91.220(h)

### **Introduction**

This section is not applicable as the City of Carrollton does not have a public housing authority.

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

N/A

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

N/A

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

N/A

### **Discussion**

N/A

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

### **Introduction**

This section describes the activities planned during the PY25 Program Year to address the needs of persons who are homeless and other non-homeless special needs.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Outreach to persons experiencing homelessness is done through the City's partners, primarily Metrocrest Services. If City staff, such as members of law enforcement, code enforcement or other city departments, encounter persons experiencing homelessness, referrals to Metrocrest Services are made. The City of Carrollton allocates a portion of General Funds each year to support Metrocrest Services and other social service providers and their efforts to prevent homelessness and provide needed services to the homeless population. Further CDBG funding is provided directly to Metrocrest Services specifically aimed at and used to address homelessness in the community. The needs of persons who are homeless are assessed routinely as part of program provisions. In 2025, Carrollton continued to participate in the Point In Time Count, recognizing chronic homelessness is an emerging issue in Carrollton. Families meeting the McKinney-Vento definition of homelessness are identified by the school district and receive referrals to Metrocrest Services or other appropriate providers. Carrollton's philosophy is to put resources into the hands of local experts who are best positioned to assess and serve those experiencing homelessness.

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

Area homeless service providers would like a more sophisticated and coordinated effort to address the needs of the homeless and at-risk population in Carrollton; this includes some type of transitional shelter or housing. Funding constraints have been the primary barrier to the creation of a more comprehensive approach to homelessness in Carrollton.

The chronically homeless require wraparound services that are not always cost effective to provide in a smaller community like Carrollton; as such, Carrollton service providers and

the city staff sometimes must refer individuals with more intensive supportive service needs, such as permanently supportive housing, back to urban centers to access needed services.

The City of Carrollton will continue to support strengthening the capacity of local service providers to assist persons who are homeless or at-risk of homelessness through general fund contributions. The City also plans to make an estimated \$500,000 available General Funds to further fund social service activities. The City will also be allocating \$\_\_\_\_\_ in CDBG funding to Metrocrest Services to specifically fund programs addressing homeless in Carrollton.

This includes funding organizations to provide counseling services, childcare, transitional housing, health care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers, job training, rental and utility payment assistance.

Services funded by Carrollton and delivered by Metrocrest Services to families who are experiencing housing instability, including the homeless population and those on the verge of homelessness, include:

- Case Management: Comprehensive evaluation and assessment of individual needs
- Housing instability prevention strategies
- Rent/Mortgage assistance
- Utility assistance
- Financial literacy education, including budgeting and financial management
- Wraparound services such as GED prep, employment services, education and

certification at local colleges

- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency housing assistance
- Transportation assistance (DART passes, gas cards)
- Minor home repair assistance (seniors only)
- Seasonal programs: Holiday food and gifts, summer food, back to school supplies
- Tax preparation assistance
- Information and referral support

**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**

Please see above

**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.**

Please see above

## **Discussion**

Please see above

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

### Introduction:

The City of Carrollton is in the process of completing its most recent Analysis of Impediments (AI) and is currently running in parallel to the PY25 Action Plan for public review. Therefore, for the PY25 Action Plan the city is reporting information based on the last completed AI performed in 2020. In 2020 the AI identified the following impediments:

1. The city's zoning and land use code could be improved to better align with best practices and minimize the potential for disparate treatment which affects people with disabilities.
2. Lack of affordable rental housing in Carrollton disproportionately impacts Hispanic residents and large families.
3. Residential credit is difficult to access for minority households in Carrollton.

**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 AI made the following recommendations to address the identified impediments:

1. The city incorporates an accommodation policy into the zoning and land use code to increase awareness and understanding of this policy.
2. Increase the inventory of affordable rentals in Carrollton by continuing to support the development of subsidized rentals which are affordable to residents earning less than \$25,000 up to \$50,000 per year.
3. Improve personal credit and financial literacy by working with nonprofit housing partners to offer Public Service Announcements and other forms of outreach regarding good lending decisions and how to be aware of predatory lending practices.
4. City should continue funding of home improvement and modification repair programs to assist low- to moderate- income residents with home improvements, accessibility modifications, and repairs that they cannot afford or for which they cannot access residential credit from the private sector.

**Discussion:**

Please see above.

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## AP-85 Other Actions – 91.220(k)

### **Introduction:**

This section reports additional efforts the city will undertake during the PY25 Action Plan to address residents' housing and community development needs.

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

Limited funding and resources to address the most complicated situations (e.g., chronically homeless) are the primary obstacles to meeting underserved needs in Carrollton. CDBG funding in the amount of \$90,075 will be given to Metrocrest Services to address homeless needs in Carrollton. Medical care options for those of low- to moderate-income have also become a concern. To help address this issue \$23,275 will be allocated to WOVEN Medical Clinic to provide medical assistance to Carrollton residents who qualify as low- to moderate- income. The City will further allocate approximately \$500,000 in General Funds to its social service partners to help meet the basic unmet needs of residents, including food, medical care, clothing, and emergency housing assistance.

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

Housing actions will be accomplished through existing efforts to preserve affordable housing through neighborhood and housing unit improvement through the Minor Home Repair Program and by Enhanced Code Enforcement for inspections of multi-family apartment communities which serve those of low- to moderate- income.

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

Mitigating lead-based paint hazards will mostly be accomplished through lead-paint testing and, if lead is found, abatement through the Minor Home Repair Program.

The City will also provide information regarding the hazards of lead-based paint and display and distribute materials on lead-based paint hazards during annual community events.

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

The City's anti-poverty efforts undertaken during the 2024-2028 Consolidated Plan period

are detailed in SP-70. During the Action Plan year, the following activities will be continued:

- Continue to plan for how to better coordinate local resources to increase educational opportunities for low-income persons to improve their ability to earn better wages.
- Examine the linkage between job training programs and local job creation efforts. Ensure job training matches expected and growing employment opportunities.
- Promote financial counseling and classes on budgeting and money management.
- Examine and identify opportunities for improvements in linkages between housing, employment and educational systems and/or facilities.
- Promote programs and training that help families-in-need to become more self-sufficient.

In addition, the Community Development staff will provide technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton.

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

The City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers to maximize the potential for being awarded funds by the state and federal government. Efforts to enhance coordination between the public and private sector will ensure needs are being properly addressed and resources are being maximized. One of Carrollton's strengths is the strong partnerships developed between city departments and local agencies, with the objective of most efficiently and effectively meeting local needs.



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

Please see above.

**Discussion:**

Please see above.

DRAFT

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

### Introduction:

#### **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
<b>Total Program Income:</b>	<b>0</b>

#### **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%