

# Five County Association of Governments

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## **\*\* M E M O R A N D U M \*\***

**TO: ALL STEERING COMMITTEE MEMBERS AND INTERESTED PARTIES**

**FROM: COMMISSIONER GIL ALMQUIST, CHAIR**

**DATE: AUGUST 15, 2019**

**SUBJECT: STEERING COMMITTEE MEETING, WEDNESDAY, AUGUST 21, 2019**

THE NEXT MEETING OF THE STEERING COMMITTEE WILL BE HELD ON **WEDNESDAY, AUGUST 21, 2019 AT 1:30 P.M. AT THE GARFIELD COUNTY COURTHOUSE, UPSTAIRS CONFERENCE ROOM, 55 SOUTH MAIN ST.; PANGUITCH, UTAH.**

MATERIALS ARE ATTACHED TO ASSIST YOU IN PREPARING FOR THIS MEETING. PLEASE REVIEW ALL MATERIALS AND ADDRESS ANY QUESTIONS OR CONCERNS TO THE AOG STAFF, C/O EXECUTIVE DIRECTOR BRYAN D. THIRIOT. STAFF WILL THUS BE ABLE TO RESEARCH ANSWERS TO YOUR QUESTIONS OR CONCERNS PRIOR TO THE STEERING COMMITTEE MEETING.

WE LOOK FORWARD TO MEETING WITH YOU IN **PANGUITCH CITY.**

ATTACHMENTS

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## \* \* \* A G E N D A \* \* \*

**STEERING COMMITTEE MEETING  
WEDNESDAY, AUGUST 21, 2019 AT 1:30 P.M.  
GARFIELD COUNTY COURTHOUSE, UPSTAIRS CONFERENCE ROOM  
55 SOUTH MAIN STREET; PANGUITCH, UTAH.**

- I. WELCOME AND PLEDGE OF ALLEGIANCE
- II. MINUTES - REVIEW AND APPROVE **[REQUIRES A MOTION]**
  - A. APRIL 10, 2019 STEERING COMMITTEE
  - B. JUNE 12, 2019 STEERING COMMITTEE
- III. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM - NATE WIBERG
  - A. PUBLIC HEARING FOR CDBG RATING & RANKING ( R & R) AND PROGRAM POLICIES DOCUMENT FOR UPCOMING PROGRAM YEAR **[CHAIR OPENS AND CLOSSES HEARING]**
  - B. ADOPTION OF R & R CRITERIA AND POLICIES DOCUMENT **[REQUIRES A MOTION]**
- IV. COMMUNITY ACTION PROGRAM - MICHAEL DAY **[RATIFICATIONS REQUIRE A MOTION]**
  - A. 2019 COMMUNITY NEEDS ASSESSMENT PRESENTATION/DISCUSSION
  - B. RATIFICATION OF STRATEGIC PLAN UPDATE
  - C. RATIFICATION OF COMMUNITY ACTION PLAN
  - D. RATIFICATION OF SSBG SCORING
- V. REPORT ON THE CONGRESSIONAL BRIEFING FIELD TRIP - JERRY TAYLOR
- VI. PRESENTATION ABOUT THE RURAL HEALTH ASSOCIATION OF UTAH - LOCKE ETINGER
- VII. PRESENTATION ON RURAL COMMUNITY PLANNING (BYU URBAN PLANNING) - AMBER WOOD
- VIII. ALTERNATIVE TRANSPORTATION / US BIKE ROUTE & MOVE UTAH PROGRAM - JEFF SANDERS
- IX. STATE AGENCY UPDATES
- X. CONGRESSIONAL STAFF UPDATES
- XI. SOUTHERN UTAH UNIVERSITY AND DIXIE STATE UNIVERSITY UPDATES
- XII. LOCAL AFFAIRS
  - A. AREA-WIDE CLEARINGHOUSE REVIEWS
  - B. CIB APPLICATION REVIEWS
  - C. CORRESPONDENCE
  - D. DISCUSSION OF LOCAL ISSUES
- XIII. ADJOURN

*Equal Opportunity Employer/Program*

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## MINUTES

### FIVE COUNTY ASSOCIATION OF GOVERNMENTS STEERING COMMITTEE MEETING April 10, 2019 - 1:30 p.m.

**Bryce Canyon City Fire Station Training Room  
70 West 100 North, Bryce Canyon City, Utah**

#### **MEMBERS IN ATTENDANCE**

Commissioner Gil Almquist, Chair  
Mayor John Bramall  
Becky Dunn  
Carolyn White  
Mayor Melani Torgersen  
Frank Houston  
Commissioner Paul Cozzens, Vice-Chair  
Dale Brinkerhoff  
Commissioner Lamont Smith

#### **OTHERS IN ATTENDANCE**

Mike Sarles  
David Busk  
Adam Snow  
Henrie Walton  
Dan Adams  
J. Shea Owens  
Trenton Willson  
Russell Goorich  
Bryan Thiriot  
Courtney Sinagra

#### **MEMBERS NOT IN ATTENDANCE**

Commissioner Jerry Taylor, Excused  
Commissioner Mike Dalton, Excused  
Mayor Robert Houston, Excused  
Mayor Maile Wilson-Edwards, Excused  
Mayor Nolan Davis, Excused  
Lisa Livingston

#### **REPRESENTING**

Washington County Commission Representative  
Washington Co. Mayor Representative  
Washington Co. Schools Representative  
Beaver County Schools Representative  
Garfield County Mayor Representative  
Garfield County Schools Representative  
Iron County Commission Representative  
Iron County Schools Representative  
Kane County Commission Representative

USU Extension  
Department of Workforce Services  
Congressman Stewart's Office  
Senator Romney's Office  
UCNS/BLU  
PLPCO  
USU Extension  
USU Extension  
Five County Association of Governments  
Five County Association of Governments

Garfield County Commission Representative  
Beaver County Commission Representative  
Kane County Mayor Representative  
Iron County Mayor Representative  
Beaver County Mayor Representative  
Kane County Schools Representative

#### **I. WELCOME AND PLEDGE OF ALLEGIANCE**

Commissioner Gil Almquist, as Chair, called the meeting to order at 1:30 p.m. He thanked everyone for being in attendance and noted that a quorum was present. Carolyn White led the attendees in the Pledge.

**II. MINUTES OF MARCH 13, 2019 STEERING COMMITTEE MEETING - REVIEW AND APPROVE**

Commissioner Almquist, Chair, presented minutes of the March 13, 2019 Steering Committee meeting for discussion and consideration of approval.

**MOTION WAS MADE BY MR. DALE BRINKERHOFF, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE MINUTES OF THE MARCH 13, 2019 MEETING. MOTION CARRIED BY UNANIMOUS VOTE.**

**III. UTAH LEGISLATURE REPORT**

There were no state legislators in attendance to provide a report on the 2019 session. Mayor John Bramall provided a very comprehensive review of a wide range of legislative bills. Commissioner Almquist complemented Mayor Bramall for one of the best updates he has ever attended. The recording of the full presentation can be obtained upon request from the Five County Association of Governments.

**IV. RURAL ONLINE INITIATIVE PRESENTATION AND DISCUSSION - RUSSELL GOODRICH, SENIOR PROGRAM COORDINATOR, UTAH RURAL ONLINE INITIATIVE, UTAH STATE UNIVERSITY EXTENSION**

Mr. Russell Goodrich provided a presentation to the Steering Committee on the Rural Online Initiative program. He identified several success stories. The program is intended to make computer-based employment possible in rural areas in support of companies in the metropolitan areas.

**V. BLU (BUSINESS LOANS OF UTAH) FUND PRESENTATION AND DISCUSSION - DAN ADAMS, EXECUTIVE DIRECTOR, UTAH CENTER FOR NEIGHBORHOOD STABILIZATION**

Mr. Dan Adams provided a presentation to the Steering Committee on the Business Loans of Utah (BLU) Fund. Mr. Adams said he is the executive director for the Utah Center for Neighborhood Stabilization. He provided the Board with a packet containing additional information about their organization. He said that Utah Center for Neighborhood Stabilization is an umbrella organization for four different entities: the Utah Center for Affordable Housing, Housing Plus, the Utah Small Business Growth Initiative, and the Utah Equitable Transit-oriented Fund. He said that the Utah Center for Affordable Housing was formed about 10 years ago when the country was going through the financial crisis. Mr. Adams similarly discussed the other portions of their organizations and gave a detailed description of their business loan program. He said their focus is on existing businesses that can't get access to traditional financing. He said that is who they

want to finance. He said they are not working with startups. He said that there's already a lot of capital within the state of Utah to help startups. They have access to angel Investing with small business investment company venture funds. He said they are looking for is those that are in a growth position that are seeking fifty to four hundred thousand dollars to expand their business.

**VI. UTAH LEAGUE OF CITIES AND TOWNS DISCUSSION**

This item was tabled to a future meeting.

**VII. FIVE COUNTY AOG PERSONNEL POLICIES AND PROCEDURES MANUAL - REVIEW**

Courtney Sinagra, Human Resources Director, for the Five County AOG gave a quick overview, since there were so many new board members with us, about our association. She said that she came to these meetings for over three years and didn't know much about it. She said the AOG has 63 employees and a number of independent contractors. She said we have employees that live in each of the five counties and some have been with the Association for over 20 years. The Association has departments include an aging department that does case management. She said they connect our elderly populations with the services that they need. She said we have grants that encourage seniors to volunteer in a variety of capacities. She said the AOG provides Medicare Medicaid counseling. It has an ombudsman for long-term care facilities and a veteran's service officer helps out veterans to get their benefits. The AOG's Community Action Program has a lot of programs and different grants that they run to help people who are homeless or that encompasses food pantries, and also a court-ordered community service program. The Association just hired a brand new Community Action Program director who starts on Monday that is a former Five County employee. He has a lot of good accounting experience which will really help with those difficult grants and hope to get things turned around. She said that she is really excited to have him and we look forward to having him come to a future meeting. She said the Association has a Care about Child Care Program that trains home child care providers to make sure that they're providing excellent care for our children. She said the Association has a weatherization program based in Cedar City those folks go out and they do a lot of construction work on low income houses. Sometimes a lot of times they're working on mobile homes to make sure that they have low-cost energy as it they're energy efficient. She said there is a Home Energy Assistance Target (HEAT) program that offers annual one-time assistance to income qualified individuals and make sure that they don't have their power turned off. She also said that the Association has a

transportation planning department and a Community and Economic Development department. She said that this is some of the things that we do at Five County and it is so varied. She said that the Association has a policy manual, but it was last updated in 2007. She said it is not that it is really bad, rather that it is quite outdated. She said other AOG's have recently updated theirs. She said one of the first things in the new draft that is being worked on is a provision that it will be reviewed and updated every year so when that occurs management can just come to the Steering Committee, as the ratifying body for that policy manual, and update it. This could occur, as an example, if the state Legislature passed a new law, or there was this judicially mandated change, and we need to make sure that we are in full compliance. That way we just do minor changes over time rather than doing a massive overhaul 12 years later. She said that many things in the document are out of date and she worries about liability and lawsuits. She said the final parts of the update are in process and it's almost done. She said it will first go to the Finance Committee in May and then it will come to this Committee in June. She said that she will make sure that the Steering Committee members have copies of it well in advance so that they can be prepared to vote on it in June. She asked the members to contact her as they read through it and they can hash out specific concerns or questions that may arise. She stressed that the Association definitely needs to pass a new policy manual and asked if anyone had any questions about any of what she discussed. Commissioner Almquist said that he had spoken with Bryan and Courtney about making sure the new language of the 2019 House Bill 163 is incorporated.

#### **VIII. STATE AGENCY UPDATES**

David Busk, Department of Workforce Services, gave a brief update on market information. He explained that the state unemployment rate is 3.0 percent. In this region it is as follows: Beaver is 3.1%, Garfield is 7.2%, Iron is 3.3%, Kane is 3.1% and Washington is 3.2%. He then talked about job growth. He said Beaver County had a 5.9% a year change in job growth which is pretty healthy actually, and then Garfield County is actually shrinking a little bit with a negative 2.2%. He said Iron County is a 5.4% increase and Washington County is 6.3%. He said if you talk to economists today, they say that a healthy job growth rate is between three and five percent. There was a short discussion on the underground employment market and how DWS accounts for that. J. Shea Owens from the Governor's office gave an update. He said that they have a pretty good working relationship with most of the Commissioners in the room, but haven't spent much time at all with the Five County Association of Governments. So Kathleen Clark, director of their office, wanted him to stop by and make an introduction. He said that they do a lot of policy advising to the federal government on what the state would like to see happen on the federal public lands in our state. He said

they worked a little with Kane County on the RS2477 issue that is going on. He says he knows that they volunteer about half million dollars out of our state's surplus to help fund county's legal fees. He said they do a lot of commenting on all the public planning efforts of other projects go on in the state whether it's a BLM lease for oil and gas or it's a monument management plan for Bears Ears or the Grand Staircase, etc. He asked if anyone had any questions. Commissioner Almquist asked what the Governor's specific direction for federal lands was, was it roads or acquisition? Mr. Owens said that depends. He said that with roads, he's very much into preserving access, so he doesn't want roads closed down especially roads we need and want. He said the Governor wants very much to preserve access. He said he very much wants energy and oil, gas and mining, while at the same time looking forward to the future for wind and solar on federal lands. He also said he wants a healthy watershed for the communities. Additional discussion took place on housing crisis that is really a land crisis, with so much federal land and so little private land in the west. There was discussion of the recreation public purposes act that allows local governments to be given Land from the federal agencies for certain other purposes. A city could go through this process and housing can be one of the public purposes. Some discussion on the lengthy NEPA process also took place.

## **IX. CONGRESSIONAL STAFF UPDATES**

Adam Snow, Congressman Stewart's office, provided a short update. He has formed an anti-socialism caucus. He said that the push back has been enormous across the country with people saying ridiculous things on social media. He said some people say they don't want socialism but just want socialist practices and programs. Adam said the Congressman doesn't see a whole lot of difference between socialism and social practices. He said while there has been that push back, at the same time they are receiving an enormous amount of support from across the country. Adam spoke about the agreement on the wild horse and burro language in the appropriations bill. He said that they had finalized the agreement. He spoke about changes in permitting for commercial tour operators in national parks. He finished up his update by reminding everyone if they are having an issue with a federal agency or know of a constituent, especially she is if a widow whose husband was in the military and they are not getting their VA benefits or something, those are the issues they can help out with. Adam recognized the work that Courtney did with this when she was with Senator Hatch and there is no mission is really too small.

Henrie Walton, Senator Romney's office, provided an update. He said that the Senator held a Town Hall in St. George this past Friday and had a great turnout, expecting one hundred to one hundred fifty. Whe

said they had three hundred, so they ended up at the last minute having to move into a bigger room. He said it was an exciting experience for him to manage last minute. He said that Senator Romney and 13 other senators from the Colorado River Basin states last week introduced a drought contingency plan authorization act each state and a variety of several water districts have given the federal government their drought contingency plans and this legislation is essentially just a rubber stamp on those plans allows the water districts in the state to put into effect the plans that they have already put together. He said they are excited about that bipartisan legislation that was introduced. He discussed the Senator's recent meeting with the Acting Interior Secretary David Bernhardt. He also talked about the Zion Visitor Use Management Plan. He said that they are watching that very closely, and said something that he thinks most of Commissioners are aware, that Zion National Park is looking at reducing pretty dramatically the intake of tourists into the park on an annual basis, and implementing a reservation system. Henrie said that Senator Romney is very concerned about that, Acting Secretary Bernhardt is aware, as is Superintendent Jeff Bradybaugh aware of that, and they are having a lot of conversations to hopefully slow down that process. A few other items were discussed.

**X. SOUTHERN UTAH UNIVERSITY AND DIXIE STATE UNIVERSITY UPDATES**

Representatives of these institutions were unable to attend so this item was deferred to a future meeting.

**XI. LOCAL AFFAIRS - AREA-WIDE CLEARINGHOUSE REVIEWS**

Bryan Thiriot described the Areawide Clearing House review in the Steering Committee packet. He said that this is for a mountain ranch for a water pipeline and a letter of support from the Kane County Commission came in to the Association in support of this project at Zion Mountain Resort.

**A motion was made by Mayor Bramall to be supportive of this project as presented. The motion was seconded by Carolyn White. The vote was unanimous and the motion was passed.**

Bryan indicated that there were no CIB applications to review at this meeting. Finally in local discussion Bryan mentioned that higher education is going to be meeting Wednesday, April 17<sup>th</sup> in Cedar City and it's basically seeking input on the direction of higher education in the state.

There being no further business, the Chair adjourned the meeting at 3:25 p.m.

# MINUTES

## FIVE COUNTY ASSOCIATION OF GOVERNMENTS STEERING COMMITTEE MEETING June 12, 2019 - 1:30 p.m.

**Beaver City Office Building  
Conference Room #3  
30 West 300 North, Beaver, Utah**

### MEMBERS IN ATTENDANCE

Commissioner Gil Almquist, Chair  
Mayor John Bramall  
Becky Dunn  
Mayor Nolan Davis  
Carolyn White  
Commissioner Jerry Taylor  
Mayor Melanie Torgersen  
Frank Houston  
Commissioner Paul Cozzens, Vice-Chair  
Dale Brinkerhoff  
Commissioner Lamont Smith  
Stephen Lisonbee

### OTHERS IN ATTENDANCE

David Long  
Mike Sarles  
David Busk  
Adam Snow  
Henrie Walton  
Bryan Thiriot  
Allison McCoy  
Courtney Sinagra  
Ben Billingsley

### MEMBERS NOT IN ATTENDANCE

Commissioner Mike Dalton, Excused  
Mayor Robert Houston  
Mayor Maile Wilson-Edwards  
Lisa Livingston

### REPRESENTING

Washington County Commission Representative  
Washington Co. Mayor Representative  
Washington Co. Schools Representative  
Beaver County Mayor Representative  
Beaver County Schools Representative  
Garfield County Commission Representative  
Garfield County Mayor Representative  
Garfield County Schools Representative  
Iron County Commission Representative  
Iron County Schools Representative  
Kane County Commission Representative  
Southern Utah University

Beaver County School District  
USU Extension  
Department of Workforce Services  
Congressman Stewart's Office  
Senator Romney's Office  
Five County Association of Governments  
Five County Association of Governments  
Five County Association of Governments  
Town of Apple Valley

Beaver County Commission Representative  
Kane County Mayor Representative  
Iron County Mayor Representative  
Kane County Schools Representative

**I. WELCOME AND PLEDGE OF ALLEGIANCE**

Commissioner Gil Almquist, as Chair, called the meeting to order at 1:30 p.m. He thanked everyone for coming and acknowledged that a quorum was present. Commissioner Almquist asked Mayor Torgerson to lead the group in the Pledge of Allegiance. Commissioner Almquist turned some time over to Beaver County School Board member Carolyn White to make an announcement. Carolyn White introduced the new Beaver County School District Superintendent. She said he starts officially July 1st but said he has been in the county for a couple of weeks or so. His name is Dave Long, and he comes from Cache Valley. Ms. White said that the Beaver County School Board is excited to have him and also said she was glad to be able to introduce him to the Steering Committee. Commissioner Almquist welcomed Mr. Long and asked him how many students were in the Beaver County School District. Mr. Long replied that there are 1,500. Commissioner Almquist acknowledged that there were other guests in attendance from senators and representatives' offices. He welcomed Henry Walton from Senator Romney's office and Adam Snow from Chris Stewart's office. He also acknowledged Stephen Lisonbee from Southern Utah University.

**II. MINUTES OF APRIL 12, 2019 STEERING COMMITTEE MEETING - REVIEW AND APPROVE**

Bryan Thiriot explained that the minutes from the April meeting will be deferred and presented at the next Steering Committee meeting for their approval.

**III. FY2019 FINAL BUDGET REVISIONS - REVIEW**

The Chair moved on to Agenda Item #III, the FY2019 Final Budget Revisions review. Chief Financial Officer Allison McCoy stated that just a few programs were started, and a few programs have lapsed, but nothing major. She said that there's not much of an increase. She said that the packet that was sent included the final FY2019 budget showing those budgets which were amended. She asked for any questions the Board may have. A question was asked about the "Accounting Technician". Allison explained that in previous years a former employee handled all Human Resources and Accounts Payable and Accounts Receivable. The management made a conscious decision to divide that into two positions. Carolyn White said it didn't seem like there were many changes in programs. Allison said that we are losing a couple of programs, most notably the fire prevention program that will be over the end of December, and then with some of the aging programs, we won't know if we'll receive that money until the new federal fiscal year. A short discussion took place on Weatherization. Allison explained that there's not necessarily an increase in salaries, but that there were more technicians hired because they operated for a long time without a full staff. She also said that they are receiving an additional \$90,000 in state money this next fiscal year instead of the regular grants. Further discussion took place on the amounts of the increases in the budget for the

Weatherization Program. Board Member Dale Brinkerhoff stated he was in opposition to weatherization but supported the rest of the budget.

**IV. FY2020 PROPOSED BUDGET - REVIEW**

Commissioner Almquist moved onto Agenda Item # IV., review of the 2020 Proposed Budget. The Chair turned the time to Allison to present the proposed FY 2020 budget. She explained that there was a net change down from our final budget of last year about a hundred eighty-six thousand dollars, part of that is the fire prevention leaving and some of the other programs like the admin account position goes back down. She asked for any questions on the proposed budget for 2020. She said it is very similar to last year's budget.

**V. PUBLIC HEARING ON FY2019 FINAL BUDGET REVISIONS AND FY2020 PROPOSED BUDGET**

The Chair moved to Agenda Item #V., a public hearing on the Final Revisions of the FY2019 Budget and the proposed FY2020 Budget. Commissioner Almquist, Chair, called open the public hearing to discuss the fiscal year 2019 final budget revisions and the fiscal year 2020 proposed budget. He asked for any comments from the public on those two items. No one spoke up, so he closed the public hearing and then moved on to Agenda Item # VI.

**VI. BOARD DISCUSSION AND ACTION ON THE BUDGETS**

Commissioner Almquist solicited a motion to approve those items and indicated it could be done with one motion for both together.

**Mayor Bramall made a motion to approve the FY 2019 Final Budget Revisions and the FY 2020 Budget as presented. Commissioner Almquist asked if there was a second to the motion. Mayor Davis seconded the motion. Commissioner Almquist asked if there were any questions prior to the vote. All voted in favor and the motion was passed.**

Commissioner Almquist thanked the Board for the discussion and action on the budgets, including the concerns and comments on Weatherization that Dale Brinkerhoff had raised.

**VII. FIVE COUNTY AOG PERSONNEL POLICIES AND PROCEDURES MANUAL REVIEW AND APPROVAL**

Commissioner Almquist moved on to Agenda Item #VII-A. and VII-B., review of, and then approval of, the proposed revised Five County AOG Policies and Procedures Manual. He invited Courtney Sinagra, Human Resources Director at the Association, to cover this item. Courtney reminded the board members that she had e-mailed the draft document out to them about a month ago. She said that the Finance Committee met and discussed this at a special meeting in May. That Committee had a few additions including language from state law about the de minimis usage of equipment that has been incorporated into the revision. She asked if there were any questions about the policy manual that had been sent out. It was asked whether the new manual will be placed on the website. Courtney said that the current 2007 manual is on there and once passed, this one will replace it on the Human Resources page of our website immediately. Commissioner Almquist stated that we had talked before and that Courtney wanted to take a little time to get some of the actual language in it that would apply to the state law and proposed changes. He said that this is why it is back before us again. Commissioner Almquist asked for any additional comments, and seeing none, he asked for a motion to approve.

**Commissioner Lamont Smith made a motion to approve the revised Five County AOG Policy and Procedures Manual, dated June 2019. The motion was seconded by Commissioner Paul Cozens.**

**Commissioner Almquist asked if there were any questions and then called for a vote. The vote in favor was unanimous and the motion was passed.**

Commissioner Almquist expressed thanks to Courtney and all that worked on this process. He said current policies and procedures are essential to have and he gave kudos to the her.

**VIII. CORPORATION FOR NATIONAL AND COMMUNITY SERVICE DISCUSSION**

Commissioner Almquist moved on Agenda Item #VIII., a discussion on the Corporation for National and Community Service. Commissioner Almquist turned the time over to Five County AOG Executive Director Bryan Thiriote to present this item. Bryan referred the Board to their packet. He said that the Corporation for National Community Service organization, for us it is in the Western Regional area and within this region they have not really worked with the state of Utah. He said that they just wanted to let us know of the program that's available. Bryan said he mainly wanted to get it out in packet so that cities, school districts and counties can look and see what kind of services they offer. He said there are usually between 12 and 15 Vista or AmeriCorps volunteers that come out and help communities. He said that they work anywhere

from universities, homeless shelters, and in other areas. Bryan said that they rotate through and it's never been utilized in southern Utah. He said that all of that information is in the packet for the board, and he just wanted to get it out and passed along to all. Commissioner Almquist asked the Committee members to take note that there is contact info there for five individuals that represent the United Way, SwitchPoint Dixie, etc. He said to use those e-mail addresses to address them.

**IX. UTAH SALES TAX MODERNIZATION DISCUSSION / DEVELOP RESOLUTION LANGUAGE/ AND AUTHORIZE CHAIR TO SIGN LETTER/RESOLUTION**

Commissioner Almquist moved on to Agenda # IX-A. and IX-B., the Utah sales tax modernization. He said that we had a discussion of this previously at the 30,000-foot level but asked Bryan to take this discussion down to earth. Bryan reminded the members that the board met two months ago at Bryce Canyon City, and it was not on the agenda, so he placed it on this agenda so that the Steering Committee can speak to the proposals for the tax equalization and reduction act, sales tax, for the state of Utah. Bryan said that the direction at that time was to get something written from this body, but he said he felt it would be very beneficial that the Steering Committee member's comments are written, and in a public document and be recorded. He said that after this discussion we will get a sent letter out reflecting the concerns raised. He said part of this agenda item is an authorization for the chair to sign the letter on behalf of the Steering Committee, stating its position on the proposals. Bryan said that he believes there are hearings already happening throughout the state. He said it's moving forward. He said that he just wanted to open it up for the Chair to bring this matter to this body. Commissioner Almquist stated that this is similar to the letter we wrote concerning the distribution of CIB funds and said the committee members may recollect that we felt that would be very unfair to our area, especially as to the source of those funds are from mining and oil and gas operations that we don't have a lot of, but we still deserve our portion of those funds. Commissioner Almquist said that this is a different step and that he was glad that Adam Snow and Henry Walton were there because this speaks to a type of taxation that you may know on a national level that has been tried and some have failed and some of succeeded but State economies actually adjusted and were not necessarily driven forward by this type of tax. Commissioner Almquist voiced that he is opposed to taxes on services because he does not think that they understand what it is going to costs, firstly, to avoid the cheaters. He said he comes from the landscaping industry and everyone cheats, except us, and it's hard

to go in when you have a bid for \$10,000 and the owner says he has a competitor's bid. Then the owner says if you will accept cash, they will take \$500 off. Commissioner Almquist said he told the owner he was not going to take cash and they went with the other company. He questions where that money went. The concern he expressed is that there is no documentation of the transaction and that's how they get away with flying under the radar. Commissioner Almquist fears we will be off to the races in so many industries where there will be an added black-market level of business going on in Utah, like never seen before. Bryan Thiriot said that he failed to mention that Mayor Houston called him yesterday and said that he would be unable to attend the meeting and asked to be excused from the meeting. But the one item on the agenda that Mayor Houston wanted to speak to was on this issue. Bryan said Mayor Houston asked him to emphasize that taxes be impact-neutral for taxes and not revenue-neutral. That's the principle that he wants to lay down. Mayor Bramall said he wants to go on record to agree with everything that has been said. He said that they tried it in the agriculture department and the sales of hunting in Utah dropped 30% because of taxes on it. He said that they can get the same hunt in five surrounding states with similar animals and no tax. He questions how many guides that are out in the middle of the mountains are going to say: "Hey, I'm going to add 600 bucks to your \$10,000 fee and send it into the state!" He agrees that we will open up a big black market and CPAs, accountants, everybody who's doing any service, like your lawn mower, or your babysitter is going to be taxed two-and-a-half or three percent, so all of a sudden, you've got to add tax on everything you do. He said when you give a waitress a tip, do you have to say I'm going to have to add two-and-a-half percent on this tip and send it in. He said it will be everywhere and on everything. Commissioner Almquist acknowledged that there are some school board members present on the Steering Committee, as was as a school district superintendent with in attendance, and said he was hoping that there might be some comments relative to their feelings on whether they would see any of that those funds. Commissioner Almquist said he hasn't seen where the distribution was going to come from, but mostly just the collection and the broadening of the tax base. He said that his feeling is that if you broaden it so flat that you push past the borders of the state, and that's not going to work. Commissioner Paul Cozzens said he is adamant against this bill. He said he thinks there's several things like Mayor Bramall said. Commissioner Cozzens said he spoke to someone at an accounting firm who said they'll just set up shop in Mesquite and suck all that business out of Utah and save 6%. He also said that when you deputize everybody in the state of Utah to be a tax collector, imagine how many more personnel the state of Utah is going to have to hire to process the returns. He fears that it's going to eat up a lot of the revenue they collect and we're going to grow government exponentially. he said he agrees with everything that has been said.

Carolyn White said that education gets most of their money from the income tax, so she doesn't know what this would do for education, but she agreed with what has been said, as far as services being taxed. She said that she thinks that would be harmful, not only to the businesses that perform those services but to the people that have to receive those services. Commissioner Almquist said that this will handcuff those that are trying to seek economic impact in the state. He said we will invite people to come to Utah to start a business and then have to tell them that, oh, by the way, your business is service oriented so there will be an additional tax. He fears that they may find that not too attractive. Mayor Bramall gave an example of how smart our legislature was a few years ago when they started to register and tax trailers in Utah but were only going to do like \$10-\$20 a year. He said if you drive around our state almost everyone trailers are licensed in either, Oregon or Idaho. He said most of them are Idaho licensed because they can line up, sign them up, and pay a permanent single lifetime fee. He said that is the same as in Alaska and Arizona and Oregon and we were so smart that now Idaho gets all those trailer taxes and Oregon and Arizona and anywhere else that they license with the permanent license. Dale Brinkerhoff added that we still have all those trailers on our highways here. Mayor Bramall said that paying an annual fee in twenty years you'd have paid in fees the cost of a new trailer. He said if it's a \$600 trailer and you're paying \$20-\$30 a year, in 20 years you could have paid for a new trailer, except because it is licensed in Utah, and that went to fees. Commissioner Almquist said that we have population centers in Utah, but it hurts the rural population just as much. He said we have a lot of population centers that are not far from the border so many may go to Idaho for something like that, or purchase over the internet. Commission Almquist asked for any other comments from the Board members. Mayor Bramall made a comment of a solution that was proposed three years ago. If the state of Utah followed up on what the University of Utah, BYU and Duke University study showed, that Utah can now handle our own state, and they transfer just half of the federal lands to Utah, the state makes \$5 per acre per year and the feds spend \$6 per acre per year. He said that's \$5.00 per acre, if we would just get paid for half of it, we'd have \$400 million for education every year, just at five dollars an acre, just if we transferred half. He said we could preserve those public lands that are scenic and beautiful, and hunting, but there's a ton of grazing lands that would be better off owned so that we get property taxes on them. He questioned why we pay the government \$50 per 3,000-acre lease and then they come and spend \$15,000 each year monitoring it with guys driving out through it. Commissioner Almquist asked for comments from anyone else.

Commissioner Almquist said that Senator Romney was very helpful in getting the power line across the river, in fighting off the Bradybaugh invasion of Zion, and all those things. Commissioner Almquist asked Henry Walton, from Senator Romney's office, if in some subtle way, see if he could have Senator Romney address Utah issues, and stay away from the national issues that affect things that we have no control over? Commissioner Almquist said this taxation issue would be a really handy item for him to weigh in on, the Senator having been in business himself, and negotiating the service industry and knows how that affects businesses and taxation. Henry Walton said he would pass it along, but said he thinks that you'll continue see Senator Romney weigh in on both nation and Utah issues. Commissioner Almquist said that they are trying to get comments so that Bryan, or someone, can draft a letter that we can all feel good about. He asked if there was anyone at the meeting who had an opposing opinion on the taxation matter. Commissioner Taylor said that he has been a lot of other meetings and has not heard anybody speak for this. Mayor Bramall said the only ones he has heard are legislators who decided it was a good thing to do. He said that chambers of commerce, businesses, brokers, real estate, health care, and every board and commission he can think of opposes this. Mayor Taylor said that we can't go to sleep on this, that we have to be vigilant with this, and the other things that we're doing, that if were not they'll run it at midnight sometime. Commissioner Almquist brought up that Senator Evan Vickers called him yesterday and said to please tell the Five County [Steering Committee] board that we're not trying to say that this is the end all, that this will be a start of the discussion. Commissioner Almquist added his own comment that they started the discussion when they introduced this idea. He said he wants to nip this idea in the bud. Commissioner Taylor said that the crazy thing about this is sales tax revenue is not declining, it's increasing. Commissioner Almquist said that one other comment from him, that Bryan may want to think about, is that Utah likes to say that we are producing state, and with ideas of an Inland Port, and with all the governor has said, that's all fine. He continued to say that we still rely on our services because we are a retirement state, we are at tourism state, we are a health care state and a lot of those things, and we are becoming a tech state. He raised the question of how are we going to say to businesses looking at coming to Utah to come here and then we can tax them to death. He said that we have to rely on our services to be as free and open and functioning as possible. He said that he thinks the Steering Committee member are all on the same page on this matter. Commissioner Almquist again asked for any other thoughts. Bryan Thiriot added a comment that he has read about is that there's quite a few groups that do not want to see this go in a special session, but rather a general session. There was consensus of the Steering Committee that they

agree with that sentiment. The Chair said he would accept a motion on that to authorize staff to write and then for him to sign the letter on the Steering Committee's behalf.

**Mayor Bramall made a motion to authorize staff to prepare a letter and authorize Commissioner Almquist, as Chair, to sign the letter on the Steering Committee's behalf and send to all of our legislators and state House and Senate leadership. The motion was seconded by Commissioner Jerry Taylor. A vote was called for and the voting was unanimous, and the motion was passed.**

**X. STATE AGENCY UPDATES**

Commissioner Almquist moved on to state agency updates. David Busk explained what the Workforce Development Division is and how it fits into the big umbrella of the Department of Workforce Service (DWS). He said their objective is to increase the financial stability of those we serve. He said, in his opinion, that is the best part of the Department of Workforce Services. He said they have some good programs to help stabilize people they serve. He highlighted their Workforce Innovation Opportunity program which is federal dollars they receive to help people with career coaching. He said this allows them to bring somebody in, do a comprehensive assessment, help them understand labor market data, economic trends, who the largest employers are, what the job growth rates are in those occupations, what the median wage is, education and skill level required, and then take all of that that larger data and validate that locally with local demand. He said that they have Workforce Development Specialists that are networking with local employers with state employers and sometimes national employers and developing relationships. He described how somebody who is in their career planning, whether they've got a job, or whether they've recently been laid off, or they're just looking to get a better job, their staff can leverage those relationships, use that data, and then some funding to help somebody develop a viable career path. He said that the Workforce Innovation Opportunity funding they receive is what they do that with, and he thinks it's probably one of their most successful programs. He said they have well over an 80% placement rate with those programs and training completion rates are also above 80%. He said that he just wanted to let the Steering Committee members know that they have those services and can help somebody you know develop a career path, and if they don't have the skills, we can help offset training costs, by helping them with tuition through approved training providers. He also said that they can incentivize employers to do on-the-job training, all targeted at increasing that individual's financial outcome. He finished by saying that it

is one of the best kept secrets in Utah and that they have some funds available and they would like to see more people tapping into that those resources. Commissioner Almquist asked Mr. Busk how they work with early prison release programs. Mr. Busk said that they do that in multiple ways. He gave an example in Cedar City where they are working with the Drug Court to connect those that are in the Drug Court system to have them requires to come access the DWS services and let them help the client. He said that they can help somebody that has a background be more strategic in the way they approach an employer so the first thing they say isn't that they are in a jam and need to find a job. He said that they can teach them a better approach and how to be more effective. He said that they have been involved with the Gunnison Prison to do a pilot program there to teach resume writing workshops, job search skills, and similar kinds of things for those that are selected. He said they provide those services to them, and then, before their release, they actually set an appointment up with an employment counselor in the location that the are being released to, anywhere in the state. He said that they are working with correction facilities across the state. Mayor Bramall briefly described a mentoring program that he said has been successful; in other states. Additional discussion took place on hiring those who are released to fill positions in businesses looking for employees.

#### **XI. CONGRESSIONAL STAFF UPDATES**

Commissioner Almquist moved on to Congressional Updates and he invited Adam Snow from Congressman Stewart's office to address the Committee. Adam Snow said that two weeks ago they had a summit in Reno regarding wild horses where they presented the coalition Congressman Stewart put together. He said that three of the five counties all have wild horses. He said a bill addressing this is moving forward and now looks like it should pass through Congress. He said now we're looking for additional funding. He said they asked for \$50 million, but really wanted a \$100 million. He said they gave \$6 million. He said a bipartisan agreement is being worked on, though it's not a perfect agreement, but at least it moves the ball forward and the first step is that we can pull the horses off the range. He said that is the biggest victory. He said that Congress is in the thick of the appropriation season and they are trying to keep in the things that Congressman Stewart put into the appropriation bills. He said he just got a text that for anybody who's in agriculture and uses seasonal workers, the visas, especially for herders, the visas that they can get they have always been either seasonal, and you had to be in the season to be here. He said for those out of season it was very difficult to get a visa. He said they just did away with any non-immigrant visa seasonal requirement for visas for anybody related to agriculture, but for herders, that's a big deal. Adam also said that they were victorious with the Forest Service on some grazing allotment issues and are working to get

nationwide regulation change through the Department of the Interior. Adam finished by telling the Steering Committee members if they have anything for either themselves or a constituent to give their office a call. He said they have the time to help people. Commissioner Almquist mentioned an issue that both Congressman Stewart and Senator Romney had to deal with a power line going over the Virgin River. Environmentalists argue that it's not that there are nesting willow flycatchers there right now, but the problem is that they "could" nest there. Commissioner Almquist asked rhetorically what danger that would impose upon the fact that an animal that's restricted or endangered or whatever "could be" anywhere, and that that would close up the land because they "could" live there, but they don't anyway. He thanked both Adam and Henrie for their help on that issue. Henrie Walton from Senator Romney's office spoke of three things that the Senator is working on. He talked about the wild horse and burro summit that Congressman Stewart's office put together. He thanked Congressman Stewart's office on putting together an excellent appropriations agreement. He said it's not perfect, but that it's a lot better than anything they've ever seen before and their office on the Senate side has pushed that forward to Senator Shelby who's the chair of Appropriations. He said that they requested \$50 million but they probably won't get that much, but hopefully will get a chunk. He said they want to make a dent in this issue and realize how it affects all of the counties here. Another thing Henrie mentioned is that Senator Romney introduced the permanent e-verify act bill. He said that right now the e-verify provision sunsets every six months. So, Congress has to reauthorize that to ensure that businesses are required to use e-verify. He said this bill by Senator Romney is a first step to ensure that everybody nationwide is required to use e-verify. He said that this is something that Senator Romney has been very passionate about for a long time. Henrie said that he didn't need to tell the Steering Committee members about the problem of the southern border with something like 145,000 people were apprehended last month. He said we have got to do something about it. He said the last thing he would mention is that last week Senator Romney met with the Federal Energy Regulatory Commission (FERC) chairman. He said they are very involved in the Lake Powell Pipeline. He said that Senator Romney had a frank conversation with the chairman of FERC and let him know about our support of the Lake Powell Pipeline and the FERC chairman reiterated his support. So, we just need the FERC chairman to help get that down to his lieutenants who are being a little bit problematic. Commissioner Taylor asked Henry if what the Commissioner read last week was true or not. Commissioner Taylor said that the article stated that Romney is looking at a Green-New-Deal-"lite" with some carbon taxes. He asked Henry if there was any truth to that. Henry said that the article was taken out of context. He said that the Senator is looking at

a variety of different options and the climate change is an issue and that we've got to address it, but he hasn't come to a solution. He hasn't figured out what it is he'd like to do and he's not honing it on any one thing. Commissioner Taylor asked if a carbon tax had been taken off the table. He then commented about how Glacier National Park has quietly taken down signs that said that the glaciers there in the park were going to disappear by 2020 but in-fact they are actually growing. Commissioner Taylor said he hopes that that is not on the table. Henry said that idea is not on the table and they are not interested in sponsoring or co-sponsoring carbon tax legislation. That direction came down from Senator Romney very clearly to Henry the day after that article is written. Henry said that there was a lot of frustration in their office with news media who misinterpreted what he had said. Mayor Bramall asked Henry to thank Senator Romney the Senator for helping to change the diesel fuel standards back to 15 parts per million of sulfur. He said that it lubricates engines better and we no longer are having bacteria in the diesel fuels plugging up and blowing engines nationwide. He said they made the diesel so clear and so clean that bacteria would grow in it and was plugging up filters and blowing engines. He wanted to thank them for bringing reason back in and now diesel can be stored for more than six months.

## **XII. SOUTHERN UTAH UNIVERSITY UPDATE**

Commissioner Almquist turned some time over to Stephen Lisonbee from Southern Utah University. Stephen Lisonbee said he has worked sixteen years with state of Utah, the last six years as state director for the Workforce Development Division. He said prior to that he was in the eligibility services division and prior to that he was a region leader. He said he spent some of that time in Kanab and lives in LaVerkin. Stephen said he is really excited to be part of Southern Utah University and Cedar City, as well as Beaver and Garfield counties and do some great things. He said he replaced West Curtis. He covered briefly some highlights of happenings on the campus. Mike Sarles then made a short presentation on the activities and programs that the Utah State University (USU) Extension was doing in the area.

## **XIII. LOCAL AFFAIRS**

The Chair moved the meeting on to Agenda Item # XIII. Local Affairs. Bryan Thiriot stated that there were no Area-Wide Clearinghouse reviews. Bryan had passed around a handout that was a list of the first trimester CIB applications. He said that there is almost a dozen here. He said there were applications from Antimony, Apple Valley, Cannonville, Cedar Mountain Fire Protection District, Elk Meadows Special Service District, Hatch Town, Kane County Water Conservancy District, Kannaraville Town, Panguitch City, St.

George City, and two from Springdale Town. Bryan referred the members of the committee to the columns on the list for the different requests these communities and entities are requesting.

Dale Brinkerhoff brought up how impressive it is that these small communities come up with local match to CIB funding, like Panguich City who is providing \$60,000 to match a \$60,000 grant request for CIB funding on a \$120,000 project to prepare studies on their capital facilities and infrastructure. He said that what is really impressive about this whole list is how these tiny towns can come up with that amount of money as their match. He said that is impressive. Commissioner Taylor stated to the committee members that as they go back to their communities, the cities and towns, and the county need to praise the CIB and where these funds come from. He said that a lot of people are fighting extraction and if that goes away, and thus CIB goes away, your communities will not exist anymore. He said as soon as the community's infrastructure breaks down they are done. He said it is important that we thank the CIB and let people know where those funds come from. Bryan Thiriote reminded the Steering Committee that Commissioner Dalton represents the Five County region on the CIB and said he needed to be excused from this meeting because he is there at the CIB at this time.

**Dale Brinkerhoff made a motion stating the Steering Committee's support of all of the listed CIB applications. That motion was seconded by Commissioner Taylor. The vote was called and was unanimous in favor and the motion was passed.**

Commissioner Almquist invited Ben Billingsley from Apple Valley to tell about their project. Ben Billingsley said that Apple Valley is a fairly new town of about 800 residents just outside of Hurricane. He said that in the last five years they have had a significant storm water drainage problem with dirt roads washing out. He said that they might need more permanent fixes to some of the infrastructure. Bryan Thiriote indicated that there were no out state travel approvals and no correspondence. He said that there was one last item of discussion of local issues he was bringing up for Nathan Wiberg, Associate Planner at the Association. It has to do with the Community Development Block Grant program. Nathan said that there's going to be some minor changes to the policy and regional rating and ranking and that he would be sending out information and solicit comments and suggestions from the region's entities over the next month. He said that was the one thing Nathan wanted him to let the Steering Committee know. Commissioner Almquist

discussed one other local issue about the St. George Airport that was on the television news the previous night.

Seeing that there was no further business for the Steering Committee to address, Commissioner Almquist adjourned the meeting at 2:18 p.m.

DRAFT

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS  
COMMUNITY DEVELOPMENT BLOCK GRANT  
GENERAL POLICIES**

1. Weighted Value utilized for Rating and Ranking Criteria: The Rating and Ranking Criteria utilized by the Five County Association of Governments contains a weighted value for each of the criteria. Point values are assessed for each criteria and totaled. In the right hand columns the total points received are then multiplied by a weighted value to obtain the total score. These weighted values may change from year to year based on the region's determination of which criteria have higher priority.
2. Five County AOG staff may require a visit with each applicant for an onsite evaluation/review meeting.
3. All applications will be evaluated by the Five County Association of Governments Community and Economic Development staff using criteria approved by the Steering Committee.
4. Staff will present prioritization recommendations to the RRC (Steering Committee) for consideration and approval. Membership of the Steering Committee includes two elected officials (mayor and commissioner) and a school board representative from each of the five counties. Appointments to the Steering Committee are reviewed and presented annually in February for the two elected officials of each county as well as the county school boards.
5. Maximum amount per year for a single-year project is \$200,000.
6. Maximum years for a multi-year project is 2 years for a total amount of \$300,000 (year 1 @ \$200,000 and year 2 @ \$100,000). Applicants undertaking HUD eligible construction activities cannot apply for multi-year funding. (See eligible activities section of the Policies & Procedures manual for construction activities)
7. All applications for multi-year funding must contain a complete budget and budget breakdown for each specific year of funding. Depending on available funding, all or part of the second year funding of a multi-year project may be made available in year one.
8. Applications on behalf of sub-recipients (i.e., special service districts, non-profit organizations, etc.) are encouraged. However, the applicant city or county must understand that even if they name the sub-recipient as project manager the city/county is still responsible for the project's viability and program compliance. The applying entity must be willing to maintain an active oversight of both the project and the sub-recipient's contract performance. An inter-local agreement between the applicant entity and the sub-recipient must accompany the CDBG final application. The inter-local agreement must detail who will be the project manager and how the sponsoring entity and sub-recipient will coordinate work on the project.
9. Applicant Deadlines to the AOG
  - **Capital Improvements Lists** - The project applied for must be included in the prioritized capital improvements list (CIP) that the entity submitted for inclusion in the Consolidated Plan. Your jurisdictions CIP is due no later than Friday, January 8, 2020 at 5:00 p.m. If your CIP list

containing your project is not submitted by the deadline, your project application will not be rated and ranked. You may not amend your list after the deadline.

- **Income Surveys** - All applicants conducting an income survey must have their survey ready to be tabulated no less than 30 days prior to the initial State application submittal date, and the survey finished no less than 15 days prior to the initial State application submittal date. Projects will not be Rated and Ranked for funding if applicant surveys do not comply with these dates.
- **Applications underway in WebGrants** - In order for Five County CED staff to provide appropriate administrative support to applicants and draft the Annual Action Plan, Applicants must have their application(s) in WebGrants no less than 15 days prior to the initial State application submittal date. If applications are not underway in WebGrants by this time, applications will not be Rated and Ranked to be funded.

10. Pre-approved funding:

- \$95,000 to Five County AOG (Administration, Consolidated Plan Planning, Rating & Ranking, Planning Assistance, Affordable Housing Planning, and Economic Development TA)
- \$100,000 to Cedar City on behalf of Cedar City Housing Authority for the balance of year two of a multi-year funded project.

11. Set-aside Funding:

- None.

12. Emergency projects may be considered by the Regional Review Committee (FCAOG Steering Committee) at any time. Projects applying for emergency funding must still meet a national objective and regional goals and policies.

Projects may be considered as an emergency application if:

- Funding through the normal application time frame will create an unreasonable risk to health or property.
- An appropriate third party agency has documented a specific risk (or risks) that; in their opinion; needs immediate remediation.

If an applicant wishes to consider applying for emergency funds, they should contact the Five County Association of Governments CDBG Program Specialist as soon as possible to discuss the state required application procedure as well as regional criteria. Emergency funds (distributed statewide) are limited on an annual basis to \$500,000. The amount of any emergency funds distributed during the year will be subtracted from the top of the appropriate regional allocation during the next funding cycle.

13. Public service providers, traditionally non-profit organizations, may apply for CDBG funds for capital improvement and major equipment purchases. Examples are delivery trucks, furnishings, fixtures, computer equipment, construction, remodeling, and facility expansion. State policy guidelines prohibit the use of CDBG funds for operating and maintenance expenses. This includes paying administrative costs, salaries, etc. No more than 15 percent of the state's yearly allocation of funds may be expended for public service activities.

14. State policy has established the minimum project size at \$30,000. Projects less than the minimum size will not be considered for rating and ranking.
15. In accordance with state policy, grantees with open grants from previous years who have not spent 50 percent of their previous grant prior to rating and ranking are not eligible to be rated and ranked, with the exception of housing rehabilitation projects.
16. It is the policy of the Five County Association of Governments RRC (Steering Committee) that CDBG funding of housing related projects shall be directed to:
  - The development of infrastructure supporting affordable housing, and/or eligible limited clientele housing.
  - Rehabilitation of rental housing managed by a public housing authority, or another entity showing documentation that they can carry out the project within HUD's allotted timeline.
  - Acquisition of real property for affordable housing that will be managed by a public housing authority.

CDBG funds in this region shall not be utilized for LMI rental assistance or direct housing assistance payments.

17. It is the policy of the RRC (Steering Committee) that lots for single family homes may not be procured with CDBG funding in the Five County region, unless the homes remain available as rental units under the auspices of a public housing authority.
18. In the event of a tie for the last funding position, the following will be awarded one (1) point for each criteria item listed below answered affirmatively:
  - The project that has the Highest percentage of LMI;
  - The project that has the most Local funds leveraged;
  - The project with the most other funds leveraged;
  - The largest Geographical area benefitted;
  - The project with the Largest number of LMI beneficiaries;

If a tie remains unbroken after the above mentioned tie breaker, the members of the RRC will vote and the project that receives the majority vote will be ranked higher.

19. After all projects have been fully funded in the order of their Rating and Ranking prioritization and a balance remains insufficient for the next project in priority to complete a project in the current year, the funds will be first applied to the highest scoring multi-year project. This will prepay the funding to that multi-year project that would have been allocated out of the upcoming program year's funding. If there are no multi-year projects the balance will be divided proportionately to the cost of each funded construction project, and those grantees will be directed to place that amount in their budget as "construction contingency". After completion of those projects, if the dollars are not needed as contingency, they are to be released back to the state to be reallocated in the statewide pool.
20. Grantees who are contracted to be awarded CDBG funding, and choose to not undertake the project in a timeframe that will allow for redistribution of funds toward another project in the

five County region, during the same program year, will be prohibited from re-applying in the future for the same project. Additionally, grantees who choose not to follow through on their project within the said timeframe, will not be permitted to apply for CDBG in the CDBG program year immediately following the date they decided not to undertake that project. A request for an exception to this policy may be considered by the Rating & Ranking Committee (R&RC) if a project circumstantially could not be completed (E.g. environmental conditions do not permit). Cost overruns and overbidding are unacceptable circumstances for not undertaking the project, and shall not be considered by the R&RC, as grantees should plan for such events.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS  
CDBG HOW-TO-APPLY APPLICATION WORKSHOP  
ATTENDANCE POLICY**

Attendance at one workshop within the region is mandatory by all prospective applicants or an official representative of said applicant. [State Policy]

Attendance at the workshop by a county commissioner, mayor, city council member, county clerk, city manager, town clerk, or county administrator also satisfies this attendance requirement.

Attendance by prospective eligible “sub-grantees”, which may include non-profit agencies, special service districts, housing authorities, etc. is strongly recommended so that they may become familiar with the application procedures. If a city/town or county elects to sponsor a sub-grantee it is the responsibility of that jurisdiction to ensure the timely and accurate preparation of the CDBG application on behalf of the sub-grantee.

Jurisdictions may formally designate a third party representative (i.e., other city/county staff, consultant, engineer, or architect) to attend the workshop on their behalf. Said designation by the jurisdiction shall be in writing. The letter of designation shall be provided to the Five County Association no later than the beginning of the workshop.

Extraordinary circumstances relating to this policy shall be presented to the Executive Director of the Five County Association of Governments for consideration by the Regional Review Committee (Steering Committee).

## FY 2020 Regional Prioritization Criteria and Justification

**Criteria # 9: Regional Project Priority** Project priority rating with regional goals and policies. Regional prioritization as determined by the Executive Director with consultation of the AOG Finance Committee members.

#1 priority	6 pointsX 2.0 (weighting)	=	12.0 points
#2 priority	5 pointsX 2.0 (weighting)	=	10.0 points
#3 priority	4 pointsX 2.0 (weighting)	=	8.0 points
#4 priority	3 pointsX 2.0 (weighting)	=	6.0 points
#5 priority	2 pointsX 2.0 (weighting)	=	4.0 points
#6 priority	1 pointsX 2.0 (weighting)	=	2.0 points

### Regional Prioritization

### Justification

**#1 Public Safety Activities**

Projects related to the protection of property, would include activities such as flood control projects or fire protection improvements in a community. Typically general fund items that most communities cannot fund without additional assistance. Grants help lower indebted costs to jurisdiction. Fire Protection is eligible for other funding i.e., PCIFB and entities are encouraged to leverage those with CDBG funds.

**#2 Community Facilities**

Projects that traditionally have no available revenue source to fund them, or have been turned down traditionally by other funding sources, i.e., Permanent Community Impact Fund Board (PCIFB). May also include projects that are categorically eligible for Community Development Block Grant (CDBG) funding, i.e., senior citizens centers, health clinics, food banks, and/or public service activities. Includes community centers that are not primarily recreational in nature.

**#3 LMI Housing Activities**

Projects designed to provide for the housing needs of very low and low-moderate income families. May include the development of infrastructure for LMI housing projects, home buyers assistance programs, or the actual construction of housing units (including transitional, supportive, and/or homeless shelters), and housing rehabilitation. Meets a primary objective of the program: Housing. Traditionally CDBG funds leverage very large matching dollars from other sources.

**#4 Public Utility Infrastructure**

Projects designed to increase the capacity of water and other utility systems to better serve the customers and/or improve fire flow capacity. Adjusting water rates

are a usual funding source. Other agencies also fund this category. Includes wastewater disposal projects.

**#5 Projects to remove Architectural Barriers**

Accessibility of public facilities by disabled persons is mandated by federal law but this is an unfunded mandate upon the local government. A liability exists for the jurisdiction because of potential suits brought to enforce requirements.

**#6 Parks and Recreation**

Projects designed to enhance the recreational qualities of a community i.e., new picnic facilities, playgrounds, aquatic centers, etc.

**Note:** The Executive Director, in consultation with the Finance Committee members, reviewed and obtained approval of this regional prioritization for the CDBG program FY2020.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS  
CDBG RATING AND RANKING PROGRAM YEAR 2020  
DATA SOURCES**

1. **CAPACITY TO CARRY OUT THE GRANT:** The grantee must have a history of successful grant administration in order to receive full points in this category. First time grantees or grantees who have not applied in more than 5 years are presumed to have the capacity to successfully carry out a project and will receive a default score of 2.5 points. To adequately evaluate grantee performance, the RRC must consult with the state staff. State staff will rate performance on a scale of 1-5 (Five being best). A grantee whose performance in the past was poor must show improved administration capability through third party administration contracts with AOG's or other capable entities to get partial credit.
2. **GRANT ADMINISTRATION:** Grant administration costs will be taken from the CDBG pre-application. Those making a concerted effort to minimize grant administration costs taken from CDBG funds will be awarded extra points.
3. **UNEMPLOYMENT:** "Utah Economic and Demographic Profiles" (most current issue available prior to rating and ranking), provided by Utah Office of Planning and Budget or The Kem Gardner Policy Institute; or "Utah Labor Market Report" (most current issue with annual averages), provided by Department of Workforce Services.
4. **FINANCIAL COMMITMENT TO COMMUNITY DEVELOPMENT (Self-Help Financing):** From figures provided by applicant in grant application. Documentation of the source(s) and status (whether already secured or not) of any and all proposed "matching" funds must be provided prior to the rating and ranking of the application by the RRC. Any changes made in the dollar amount of proposed funding, after rating and ranking has taken place, shall require reevaluation of the rating received on this criteria. A determination will then be made as to whether the project's overall ranking and funding prioritization is affected by the score change.

Use of an applicant's local funds and/or leveraging of other matching funds is strongly encouraged in CDBG funded projects in the Five County Region. This allows for a greater number of projects to be accomplished in a given year. Acceptable matches include property, materials available and specifically committed to this project, and cash. Due to federal restrictions unacceptable matches include donated labor, use of equipment, etc. All match proposed must be quantified as cash equivalent through an acceptable process before the match can be used. Documentation on how and by whom the match is quantified is required. "Secured" means that a letter or applications of intent exist to show that other funding sources have been requested as match to the proposed project. If leveraged funds are not received then the points given for that match will be deducted and the project's rating reevaluated.

A jurisdiction's population (most current estimate provided by Utah Office of Planning and Budget) will determine whether they are Category A, B, C or D for the purposes of this criteria. For the purposes of this criteria, a jurisdiction is defined as an incorporated city or town, a county, or a defined special service district service area. All public housing authorities shall be considered a 5B jurisdiction for this criteria.

5. **CDBG DOLLARS REQUESTED PER CAPITA:** Determined by dividing the dollar amount requested in the CDBG application by the beneficiary population.
6. **LOCAL JURISDICTIONS COMMUNITY DEVELOPMENT OBJECTIVES: THRESHOLD CRITERIA:** Every applicant is required to document that the project for which they are applying is consistent with that community's and the Five County District Consolidated Plan. The project, or project type, must be a high priority in the investment component (Capital Investment Plan (CIP) One-Year Action Plan). The applicant must include evidence that the community was and continues to be a willing partner in the development of the regional (five-county) consolidated planning process. (See CDBG Application Guide.)
7. **COUNTY'S COMMUNITY DEVELOPMENT GOALS AND POLICIES:** Prioritization will be determined by the three (3) appointed Steering Committee members representing the county in which the proposed project is located. The three (3) members of the Steering Committee include: one County Commission Representative, one Mayor's Representative, and one School Board Representative. (Note: for AOG applications, determination is made by the Steering Committee Chair, in consultation with the AOG Executive Committee.)
8. **REGIONAL COMMUNITY DEVELOPMENT GOALS AND POLICIES:** Determined by the Executive Director with consultation of the AOG Finance Committee members. The Finance Committee is comprised of one County Commissioner from each of the five counties.
9. **IMPROVEMENTS TO, OR EXPANSION OF, LMI HOUSING STOCK, OR PROVIDING AFFORDABLE HOUSING ACCESSIBILITY TO LMI RESIDENTS:** Information provided by the applicant. Applicant must be able to adequately explain reasoning which supports proposed figures, for the number of LMI housing units to be constructed or substantially rehabilitated with the assistance of this grant. Or the number of units this grant will make accessible to LMI residents through loan closing or down payment assistance.
10. **AFFORDABLE HOUSING PLAN IMPLEMENTATION:** The CDBG State Policy Committee adopted the following rating and ranking criteria to be used by each regional rating and ranking system: *"Applications received from cities and counties which have complied with Utah code regarding the preparation and adoption of an affordable housing plan, and who are applying for a project that is intended to address element(s) of that plan will be given additional points."* Projects which actually demonstrate implementation of a jurisdiction's Affordable Housing Plan policies will be given points. Applicants must provide sufficient documentation to justify that their project complies with this criteria. Towns applying for credit under this criteria may either meet a goal in its adopted Affordable Housing Plan or the project meets a regional affordable housing goal in the Consolidated Plan.
11. **GEOGRAPHIC EXTENT OF PROJECT'S IMPACT:** The actual area to be benefitted by the project applied for.
12. **PROPERTY TAX RATE FOR JURISDICTION:** Base tax rate for community or county, as applicable, will be taken from the "Statistical Review of Government in Utah", or most current source using the most current edition available prior to rating and ranking. Basis for determining percent are the maximum tax rates allowed in the Utah Code: 0.70% for municipalities, and 0.32% for counties.

13. **PERCENTAGE OF APPLICANT'S JURISDICTION WHO ARE LOW TO MODERATE INCOME:** The figures will be provided from the results of a Housing and Community Development Division (HCDD) approved income survey conducted by the applicant of the project benefit area households.
14. **EXTENT OF POVERTY:** The percentage of the total population of the jurisdiction or project area who are Low Income (LI: 50% of AMI) or below directly benefitting from the project. The AOG staff will use the income surveys (for those who conducted a survey) and HUD income list (for those who were on the HUD pre-approved list) provided by the state to find these numbers.
15. **PRESUMED LMI GROUP:** Applicant will provide information as to what percent of the proposed project will assist a presumed LMI group as defined in the current program year CDBG Application Guide handbook.
16. **Civil Rights Compliance:** Applicants (City/County) will receive points for compliance with federal laws, executive orders and regulations related to civil rights. (Checklist and templates available from State CDBG staff.) An entity can be awarded a maximum of two points for this criteria
  - 1 Point** – Complete “ADA Checklist for Readily Achievable Barrier Removal” for city/county office.
  - 1 Point** – City/County has adopted the following policies – Grievance Procedure under the Americans with Disabilities Act, Section 504 and ADA Effective Communication Policy, Language Access Plan and Section 504 and ADA Reasonable Accommodation Policy.
17. **PRO-ACTIVE PLANNING:** The State of Utah emphasizes the importance of incorporating planning into the operation of city government. Communities that demonstrate their desire to improve through planning will receive additional points in the rating and ranking process.

In the rating and ranking of CDBG applications, the region will recognize an applicant’s accomplishments consistent with these principles by adding additional points when evaluating the following:

- \*\* Demonstration proactive land use planning in the community;**
- \*\* Development of efficient infrastructure including water and energy conservation;**
- \*\* Incorporation of housing opportunity and affordability into community planning; and**
- \*\* Protection and conservation plan for water, air, critical lands, important agricultural lands and historic resources.**

Worksheet #17 will be used in the rating and ranking process for applicants who have taken the opportunity to provide additional information and documentation in order to receive these additional points.

18. **Application Quality:** Quality of the Pre-Application is evaluated in terms of project problem identification, justification, well-defined scope of work likely to address identified problems, and a detailed architectural/engineering report.

- 19. Project Maturity:** Funding should be prioritized to those projects which are the most "mature". For the purposes of this process, maturity is defined as those situations where: 1) the applicant has assigned a qualified project manager; 2) has selected an engineer and/or architect; 3) proposed a solution to the problem identified in the Scope of Work and is ready to proceed immediately; and 4) identifies all funding sources and funding maturity status. Projects that are determined to not be sufficiently mature so as to be ready to proceed in a timely manner, may not be rated and ranked.

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS  
FY 2020 CDBG RATING AND RANKING CRITERIA and APPLICANT'S PROJECT SCORE SHEET**

The Five County Association of Governments Steering Committee (RRC) has established these criteria for the purpose of rating and ranking fairly and equitably all Community Development Block Grant applications received for funding during FY 2020. Only projects which are determined to be threshold eligible will be rated and ranked. Eligibility will be determined following review of the submitted CDBG application with all supporting documentation provided prior to rating and ranking. **Please review the attached Data Sources Sheet for a more detailed explanation of each criteria.**

<b>Applicant:</b>		<b>Requested CDBG \$'s</b>		<b>Ranking:</b>		<b>of</b>		<b>Total Score:</b>	
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CDBG Rating and Ranking Criteria Description Five County Association of Governments		Data	Data Range/Score (circle only one for each criteria)					Score	X Weight	Total Score
1	<b>Capacity to Carry Out The Grant:</b> Performance history of capacity to administer grant. Scores comes from State CDBG Staff. (First-time & <5-yr grantees: default is 2.5 points)		Excellent <b>5 points</b>	Good <b>4 points</b>	Fair <b>3 points</b>	Deficient <b>2 point</b>	Poor <b>1 points</b>		<b>0.4</b>	
2	<b>Grant Administration:</b> Concerted effort made by grantee to minimize grant administration costs.		0% CDBG Funds <b>3 points</b>	1 - 5% <b>2 points</b>	5.1 - 10% <b>1 point</b>				<b>1.0</b>	
3	<b>Unemployment:</b> What percentage is applicant County's unemployment percentage rate above State average percentage rate?	%	4.1% or greater above state average <b>3.0 points</b>	3.1% - 4.0% above state average <b>2.5 points</b>	2.1% - 3.0% above state average <b>2.0 points</b>	1.1% - 2.0% above state average <b>1.5 points</b>	0.1% - 1.0% above state average <b>1.0 point</b>	Up to state average <b>0 points</b>	<b>1.5</b>	
4 A	<b>Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population &lt;500)</b> Percent of non-CDBG funds invested in total project cost.	%	> 10% <b>5 points</b>	7.1 % - 10% <b>4 points</b>	4.1% - 7% <b>3 points</b>	1% - 4% <b>2 points</b>	< 1% <b>1 point</b>		<b>2.0</b>	
4 B	<b>Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population 501 - 1,000)</b> Percentage of non-CDBG funds invested in total project cost.	%	> 20% <b>5 points</b>	15.1 - 20% <b>4 points</b>	10.1 - 15% <b>3 points</b>	5.1 - 10% <b>2 points</b>	1 - 5.0% <b>1 point</b>		<b>2.0</b>	
4 C	<b>Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population 1,001 - 5,000)</b> Percentage of non-CDBG funds invested in total project cost.	%	> 30% <b>5 points</b>	25.1 - 30% <b>4 points</b>	20.1 - 25% <b>3 points</b>	15.1 - 20% <b>2 points</b>	1 - 15% <b>1 point</b>		<b>2.0</b>	
4 D	<b>Financial Commitment to Community Development (Self-help Financing) - (Jurisdiction Population &gt;5,000)</b> Percentage of non-CDBG funds invested in total project cost.	%	> 40% <b>5 points</b>	35.1 - 40% <b>4 points</b>	30.1 - 35% <b>3 points</b>	25.1 - 30% <b>2 points</b>	1 - 25% <b>1 point</b>		<b>2.0</b>	

CDBG Rating and Ranking Criteria Description Five County Association of Governments		Data	Data Range/Score (circle only one for each criteria)					Score	X Weight	Total Score
5	<b>CDBG funds Requested Per Capita:</b> CDBG funds requested divided by # of beneficiaries.		\$1 - 100 <b>5 points</b>	\$101-200 <b>4 points</b>	\$201- 400 <b>3 points</b>	\$401 - 800 <b>2 points</b>	\$801 or > <b>1 point</b>		<b>1.0</b>	
6 T*	<b>Jurisdiction's Project Priority:</b> Project priority rating in Regional Consolidated Plan, ( <u>Capital Investment Plan - One-Year Action Plan</u> )		High # 1 <b>6 points</b>	High # 2 <b>5 points</b>	High # 3 <b>4 points</b>	High # 4 <b>3 points</b>	High # 5 <b>2 points</b>	High # >5 <b>1 point</b>	<b>2.0</b>	
7	<b>County's Project Priority:</b> Prioritization will be determined by the three (3) appointed Steering Committee members representing the county in which the proposed project is located. The three (3) members of the Steering Committee include: one County Commission Representative, one Mayor's Representative, and one School Board Representative. (Note: for AOG application, determination is made by the Steering Committee Chair, in consultation with the AOG Finance Committee.)		# 1 <b>6 points</b>	# 2 <b>5 points</b>	# 3 <b>4 points</b>	# 4 <b>3 points</b>	# 5 <b>2 points</b>	#6 or > <b>1 point</b>	<b>2.0</b>	
8	<b>Regional Project Priority:</b> Determined by the Executive Director with consultation of the AOG Finance Committee members. The Finance Committee is comprised of one (1) County Commissioner from each of the five counties.		# 1 Public Safety Activities <b>6 points</b>	# 2 Community Facilities <b>5 points</b>	# 3 LMI Housing Activities <b>4 points</b>	# 4 Public Utility Infrastructure <b>3 points</b>	# 5 Remove Architectural Barriers (ADA) <b>2 points</b>	#6 or > Parks and Recreation <b>1 point</b>	<b>2.0</b>	
9	<b>LMI Housing Stock:</b> Infrastructure for the units, rehabilitation of units, and/or accessibility of units for LMI residents.		> 20 Units <b>8.5 points</b>	15 - 20 Units <b>7 points</b>	10 - 14 Units <b>5.5 points</b>	5-9 Units <b>4 points</b>	3-4 Units <b>2.5 points</b>	1-2 Units <b>1 point</b>	<b>1.0</b>	
10	<b>Affordable Housing Plan Implementation:</b> City has adopted an Affordable Housing Plan and this project demonstrates implementation of specific policies in the Plan. Towns applying for credit under this criteria may <u>either</u> meet a goal in their adopted Affordable Housing Plan or the project meets a regional affordable housing goal in the Consolidated Plan.		YES <b>3 points</b>	No <b>0 points</b>					<b>1.0</b>	
11	<b>Project's Geographical Impact:</b> Area benefitting from project.		Regional <b>3.5 points</b>	Multi-county <b>3.0 points</b>	County-wide <b>2.5 points</b>	Multi-community <b>2.0 points</b>	Community <b>1.5 points</b>	Portion of Community <b>1 point</b>	<b>1.5</b>	

CDBG Rating and Ranking Criteria Description Five County Association of Governments		Data	Data Range/Score (circle only one for each criteria)					Score	X Weight	Total Score	
12	<b>Jurisdiction's Property Tax Rate:</b> In response to higher demand for services, many communities have already raised tax rates to fund citizen needs. The communities that maintain an already high tax burden (as compared to the tax ceiling set by state law) will be given higher points for this category. Property tax rate as a percent of the maximum allowed by law (3 point default for non-taxing jurisdiction).	%	> 50% <b>5 points</b>	40.1 - 50% <b>4 points</b>	30.1 - 40% <b>3 points</b>	20.1 - 30% <b>2 points</b>	10.1 - 20% <b>1 point</b>	< 10% <b>0 points</b>		<b>1.0</b>	
13	<b>Jurisdiction's LMI Population:</b> Percent of residents considered 80 percent or less LMI (based on LMI Survey).	%	91 - 100% <b>5 points</b>	81 - 90% <b>4 points</b>	71 - 80% <b>3 points</b>	61 - 70% <b>2 points</b>	51 - 60% <b>1 point</b>			<b>1.0</b>	
14	<b>Extent of Low Income Population:</b> The percentage of the total population of the jurisdiction or project area who are Low Income (LI: 50% of AMI) or below directly benefitting from the project.	%	20% or More <b>5 points</b>	15 - 19% <b>4 points</b>	10 - 14% <b>3 points</b>	5 - 9% <b>2 points</b>	1 - 4% <b>1 point</b>			<b>0.5</b>	
15	<b>Presumed LMI Group:</b> Project specifically serves CDBG identified LMI groups, i.e. elderly, disabled, homeless, etc., as stipulated in the state of Utah Small Cities CDBG Application Policies and Procedures.	%	100% <b>4 points</b>	51% <b>2 points</b>						<b>1.0</b>	
16	<b>Civil Rights Compliance:</b> Applicants (City/County) will receive points for compliance with federal laws, executive orders and regulations related to civil rights. <b>1 Point</b> – Complete "ADA Checklist for Readily Achievable Barrier Removal" for city/county office. <b>1 Point</b> – City/County has adopted the following policies – Grievance Procedure under the Americans with Disabilities Act, Section 504 and ADA Effective Communication Policy, Language Access Plan and Section 504 and ADA Reasonable Accommodation Policy.		Complete both parts <b>2 points</b>	Adopt grievance procedure with ADA <b>1 point</b>	Complete ADA Checklist <b>1 point</b>					<b>1.0</b>	
17	<b>Pro-active Planning:</b> Reflects on communities who pro-actively plan for growth and needs in their communities; coordination and cooperation with other governments; development of efficient infrastructure; incorporation of housing opportunity and affordability in community planning; and protection and conservation plan for water, air, critical lands, important agricultural lands and historic resources. Score comes from Worksheet #17.		Very High <b>4 points</b>	High <b>3 points</b>	Fair <b>2 points</b>	Low <b>1 point</b>				<b>0.5</b>	

CDBG Rating and Ranking Criteria Description Five County Association of Governments		Data	Data Range/Score (circle only one for each criteria)					Score	X Weight	Total Score	
18	<b>Application Quality:</b> Application identifies the problem, contains a well-defined scope of work and is cost effective, demonstrates that it will be completed in a timely manner, demonstrates that it does not duplicate existing services, and provides an architectural/engineering report. Score comes from Worksheet #18.		Excellent <b>5 points</b>	Very Good <b>4 points</b>	Good <b>3 points</b>	Fair <b>2 points</b>	Acceptable <b>1 point</b>	Poor <b>0 points</b>		1.5	
19	<b>Project Maturity:</b> Project demonstrates capacity to be implemented and/or completed in the allotted contract period and is clearly documented. Score comes from Worksheet #19.		Excellent <b>5 points</b>	Very Good <b>4 points</b>	Good <b>3 points</b>	Fair <b>2 points</b>	Acceptable <b>1 point</b>	Poor <b>0 points</b>		2.0	

**PLEASE NOTE:** Criteria marked with a T\* is a THRESHOLD eligibility requirement for the CDBG Program. < = Less Than > = More Than  
Previously Allocated Pre-Approved Funding: \$90,000 to Five County AOG for Administration, Consolidated Plan, Rating & Ranking, RLF Program  
Delivery, Economic Development Technical Assistance and Affordable Housing Plan Development and Updates

**CRITERIA 17 WORKSHEET**

<b>PRO-ACTIVE PLANNING</b>		
<b>Criteria</b>	<b>Support Documentation Provided</b>	<b>Score (4 Points Total)</b>
1. Has <b>the applicant</b> provided information about the local jurisdiction which demonstrates pro-active planning and land use in their community in coordination and cooperation <b>with other governments</b> ?	Yes___ 1 point                  No___ 0 points	
2. Has <b>the applicant</b> documented that the project is in accordance with <b>an applicable adopted</b> plan (E.g., water facilities master plan, etc.)	Yes___ 1 point                  No___ 0 points	
3. Has <b>the applicant</b> documented incorporation of housing opportunity and affordability into community planning (E.g. General Plan housing <b>policies</b> , development fee deferral <b>policies</b> , etc.)	Yes___ 1 point                  No___ 0 points	
4. Has <b>the applicant</b> documented adopted plans or general plan elements addressing protection and conservation of water, air, critical lands, important agricultural lands and historic resources?	Yes___ 1 point                  No___ 0 points	
<b>Very High</b> = <b>4 Points</b> <b>High</b> = <b>3 Points</b> <b>Fair</b> = <b>2 Points</b> <b>Low</b> = <b>1 Point</b>		<b>Total Points:</b> <b>Rating:</b> <b>(Very High, High, Fair, Low)</b>

**CRITERIA 18 WORKSHEET**

Application Quality			
Criteria	Support Documentation Provided		Score (4 Points Total)
1. Problem Identification	Yes___ 1 point	No___ 0 points	
2. Is proposed solution well defined in the Scope of Work? In other words, is the solution likely to solve the problem?	Yes___ 1 point	No___ 0 points	
3. Does the application give a concise description of how the project will be completed in a timely manner?	Yes___ 1 point	No___ 0 points	
4. Does the proposed project duplicate any existing services, programs, or activities already available to the beneficiaries in the jurisdiction? I.e. those locally or regionally based. <b>Applicant must provide documentation.</b>	Yes___ 0 point	No___ 1 points	
5. Detailed Architectural/Engineering Report, design/plans prepared? Projects that do not require an Architect/Engineer will receive full points if build specification documents are provided when applicable. (E.g. Fire trucks have build specification documents, while acquisition of real property will not have pertinent documents.)	Yes___ 3 point	No___ 0 points	
<b>Excellent = 7 Points      Acceptable = 3 Points</b> <b>Very Good = 6 Points      Poor = ≤ 2 Points</b> <b>Good = 5 Points</b> <b>Fair = 4 Point</b>			<b>Total Points</b> _____ <b>Rating</b> _____

**CRITERIA 19 WORKSHEET**

<b>PROJECT MATURITY</b>		
<b>Criteria</b>	<b>Status</b>	<b>Score (9 Points Total)</b>
1. Architect/Engineer already selected and is <b>actively involved in the application process</b>	Yes___ 1 point                      No___ 0 points	
2. Has the <b>applicant provided evidence</b> that the project manager has the capacity to carry out the project in a timely manner?	Yes___ 1 point                      No___ 0 points	
3. Is the proposed solution to the problem identified in the Scope of Work <b>ready to proceed immediately?</b>	(Well Defined) Yes___ 2 points                      No___ 0 points	
4. Funding Status (Maturity)	Is CDBG the only funding source for the project? Yes___ 1 point                      No___ 0 points  <p align="center"><b>(or)</b></p> Other project funding was applied for but not committed. Yes___ 2 points                      No___ 0 points  <p align="center"><b>(or)</b></p> All other project funding is in place for immediate use. Yes___ 3 points                      No___ 0 points	
<b>Excellent</b> = <b>7 Points</b> <b>Fair</b> = <b>4 Points</b> <b>Very Good</b> = <b>6 Points</b> <b>Acceptable</b> = <b>3 Points</b> <b>Good</b> = <b>5 Points</b> <b>Poor</b> = <b>≤ 2 Points</b>		<b>Total Points:</b> _____ <b>Rating:</b> _____ (Excellent, Very Good, Good, Fair, Acceptable, Poor)

## **Results of the Community Needs Assessment**

### **Executive Summary**

Data for the need's assessment was gathered from a variety of sources. Five County Association of Governments (FCAOG) utilized information obtained by program intake, data from the Utah Department of Workforce Services (including the Annual Report on Homelessness and the Annual Report on Intergenerational Poverty), Community Action Partnership of Utah's poverty report, and other relevant community data to guide efforts for community feedback.

Input was gathered through public forums and a community needs assessment survey. Outreach for the survey and public forums were made available to current clients (low- and moderate-income households), faith-based organizations, human services agencies and local elected officials. Volunteers engaged over 30 businesses for marketing and community participation. Social media campaigns were also utilized to gather a variety of opinions across multiple sectors.

The community needs assessment survey was open to the public from November 11, 2018 to May 20, 2019. A total of 1,033 participants completed the survey, including 14 local elected officials, 389 human services practitioners, and 365 CSBG-eligible clients. Some responses came from paper surveys from seniors and those with limited computer proficiency or access, which Five County AOG Community Action staff input manually. Throughout April, Five County Association of Governments held public forums, including a Spanish-speaking forum. Local elected officials, partner agencies, and the public participated in these forums held in all five counties and confirmed the needs.

The key findings from the surveys include lack of affordable housing, limited transportation opportunities, and low wages as major barriers to exiting poverty and working towards self-sufficiency in Southwest Utah. The key findings from the public forums include lack of affordable housing, economic development/low wages, and basic needs. However, across public, private, and low-income sectors, many believe that locally-driven solutions, better communication across local agencies, and additional community involvement and resources can improve the quality of life for all members of the region.

The results of the public forums and survey instrument were presented to the Human Services Council on May 22nd, 2019. The recommendation from the Human Services Council was to offer services and participate in initiatives that strengthen interagency coordination (links and partnerships). Participation and/or coordination of local homeless coordinating committees, intergenerational poverty committees, mobility management councils, asset-building coalitions, youth services committees, and other related local bodies is a high priority.

# Outreach for the Community Needs Assessment

## Beaver City Community Assessment Forum

10 April 2019

Beaver City Hall

Facilitated by; Toni Tuipulotu and April Merrill

Introduction of Community Action and Block Grant. How we go about finding needs of the counties

Assessment came up with 9 pressing needs. Those in attendances chose their top three

Transportation: Volunteers needed to drive Seniors to appointments.

Senior voucher program. If they use the buses, they can't use vouchers

Not enough volunteers willing to drive the Senior Buses out of town

appointments/shopping. Can't even commit to one day a month. How can we get drivers paid?

Senior Center Director is overwhelmed with all she needs to do.

Have you talked to Jay Aguilar? Yes, but never quite get an answer.

Seniors are going without their medical appointments because of lack of drivers.

Basic Needs: Senior Center wants to serve more than 3 meals a week.

Food Pantries...there are grants that pay for specific things but if pantries don't get all

three grants, the whole thing fails. The Food Pantries in Beaver and Milford are truly hurting. CSBG

grant is not a good fit due to result motivated. CSBG requires 125% poverty. Pantries just want to serve

food. CAP wants to help food pantries. We have thought of beefing up fund raising. No grants for

salaries, pantries will close. Milford \$450 a month for rent. Beaver is \$45 for dumpster. No room in

Beaver to house the entire county.

Economic Development/JOB: Too much income is spent on housing. Income does conducive to housing.

USU has introduced ideas of getting remote jobs/computer jobs you can do from home

which will bring money into the County. Don't necessarily need more education but people would need to manage time.

Beaver county has 90% HS graduates but then education drops off from there.

Jobs don't pay. Many jobs are taken by those who come from a different county or

people have to drive far for jobs.

We do have a gas voucher program. Is this something that could help this community?

Change the once a life time rule, to more money yearly. This is a reimbursement program but could really help this community. We would need to find a way to market it and let people know.

Most People in the community have to get their mail at the post office so we could market it there. Through the

School District.

Main jobs in county: government, school district, Smithfield.

The Mine is no reliable and doesn't employ many. Wind Farms and Solar Farms not making as much money as when they first came to county.

211 is a program that also needs to be marketed. 211 Utah.org

People are coming to the county to live but coming without jobs and or resources.

CSBG is on a Self-Reliant Model. How has this service helped?

Health Care: One counselor in the area.

No one to help with youth 4th grade on up. Depression, cutters, etc.

Low income families can't afford online therapist, etc.

Intergenerational Poverty Committee Plans? Education was the main focus. Committee to re-group and assess.

Family Supports: Lost funding for the after school program.

Talk about bringing in a Family Coach. Discussed the Circle Program. Education on finances will help all these areas.

### **Kanab Public Forum**

Housing and Utilities: housing shortage

Transportation: seniors need help with transportation to medical appointments. They go to St. George. (the medical facilities suck)

Medical gas vouchers through Jay Aguilar, one woman used it. The paper work took too long, and the woman figured it wasn't worth it. RSVP also has a voucher but has paper work nightmare too.

Write for an IHC grant to help support the pantries, to support the nutrition program. Health and Nutrition go together. TFAP Grants help buy food and buy needs like containers and roof. Food Pantry

has a walk-in freezer that needs a cover, currently it is outdoors and in the elements.

Jobs - for every primary job, there are two secondary jobs. Veer away from tourism, more long-term jobs. Most people are underpaid and underemployed. Have to double up. Seniors that live in trailers with no power/electricity. Does Weatherization service only work if person owns the home? Will they help those that rent? Brenda at HEAT to help refer them to Weatherization. Family Friends and BLM are biggest employers.

Healthcare: Really bad in Kane County. Most people go to St. George. One member at forum was misdiagnosed three times and almost died. Board voted against IHC. Insurance...you have to work full time to get insurance. Doctors will take whatever insurance the person has.

Child Care: Don't have any approved child cares. Neighbor and Friends program. People can't pay for child care.

Emergency Services: Hoping to hire some EMT's to help cover emergencies when the Dr. and hospital isn't.

Income Management: they want to learn but not willing to put in the time to learn. The "Church" offers a class but not very successful. It is like giving away the dry beans at the food pantry. No one wants them because they take too long to use. Even with the "cookers" that show individuals how to cook using the food in the pantry. Most people don't want them.

Facebook: Share what we learned from the comments on there.

Two individuals attended forum. Each given 3 sticky notes and 9 choices of needs.

Housing: 2 sticky notes

Economic Development/Jobs: 2 sticky notes

Emergency Services: 1 sticky note

Family Supports: 1 sticky note.

### **Cedar City Community Assessment Forum**

**April 10, 2019 6:00 pm**

### **Five County Association of Government Bldg.**

Housing and Utilities: State Legislator passed bill for low income housing. Cities must choose three things they need help with and then federal money will be given. First time Presidential Candidates are talking about affordable housing. Affordable housing defined as apartments and building houses that

people can pay for with the lower wages. Not all the community understand there are not enough subsidy housing for people. Income bases housing have a criminal background and credit check and our clients can't get in due to that. Rent is high. Not enough Senior affordable housing. Aging population is increasing so there is a greater need coming up. Community member mentioned there is a Sr Living affordable unit coming to Cedar city based on income. Once the client get into low income housing, is there an evaluation yearly to see if they still qualified? CSBG has deposit assistance program but we do not find the housing for them. Need more apartments but the council doesn't want new apartments. What about Casitas? There is a need for long term housing for those with Mental Illness. Waiting lists for places in SLC that are income bases. DSPD services. If you don't have family to fight for you.... there are no placements. Attendees talked together about ideas for housing for those with mental health. This leads to the lack of Mental Health Care!

How do people know what CSBG grant covers: Deposit Assistance, HEAT, gas voucher, Homeless Housing. Call 211

How do people know we have services?

Basic Necessities:

Are there food pantries? Care and Share. Hope church. LDS church. TLC. Food Pantries are supplemental to Food Stamps. If you need food, you will get food.

Economic Development/JOBS:

Low wages, high housing costs. Financial education. If people are willing to do what it takes and have income management. This does not always work...especially for single parents. There is a huge diversity in jobs...it is either Construction or Food Service are the main jobs, very diverse in wages. Education leads to jobs. Telecommuting is a new job if you have the right education. Financial management was one of the top 4 needs three years ago. Five Counties put in time and energy to classes and such, but no one attended. An attendee at the forum came to offer his services for financial classes. Talked with Cindy at 5 counties in Cedar City. We live in a time where employees want more money for less work. Employers also need to take responsibility for training employees what they should do for the pay. SUU is educating many people but most of that education leads to students leaving once they have their education. Keeping students as employees is a catch 22. Intergenerational Poverty, those who live in

generational poverty assume that is what everyone does. My family has assistance so everyone else must too. We need to check our perception. There are hidden class rules. Poverty rules verses Middle Class rules. In Cedar City, there is a lack of middle class.

Economic Development can also be affected by Infrastructure. The issue is parent and children issue. We must teach and figure out solutions on both ends of the spectrum. Intergenerational Poverty council has agreed to start teaching programs at the middle school level to change the pattern of poverty. Iron County Plan to teach about financial management. Iron County Plan.

Belief that there are people in the community that would be willing to help teach about money management, loans, budget, etc.

Transportation: The transportation is not working. There isn't even a bus that goes to Enoch, which is a huge outlying city. A lot of evening activities but no transportation to those events, especially seniors. Kindergarten half day, no bus to take them to child care when their parents work. No one is writing the grants for transportation. There is the space on the bus but the rules dictate they can't pick someone up if they don't fit into the foundries.

The heart of the problem, is the tax payers money, what is on the ballots.

Community member willing to set up financial seminars. Sent out poll on Facebook.

There are a lot of grants available, people just must apply. How do we know what grants are available?

A community member is a reporter in Cedar City and is willing to report on items.

City Council Elections are coming up, be sure and be invested and vote on them.

Housing, jobs and family support are the top needs of Iron County.

Each person was given 3 sticky notes with 9 choices of pressing needs in the community. Each attendee was asked to place a sticky where they felt the most important needs are.

Housing: 6 sticky notes

Transportation: 3 sticky notes

Basic Necessities/Food/Nutrition: 5 sticky notes

Health Care: 4 sticky notes

Community Development/Infrastructure: 3 sticky notes

**St George Community forum**

**April 22, 2019 7:00 Washington county Library**

The one person who attended was a minister from a new church in town.

Transportation: bus routes are limited and take a long time to get somewhere.

Income Management: people don't know how to manage their money

JOBS- Not enough jobs. Low wages. This is a Right to Work State. A lot of competitiveness with employers. Individuals shop around for jobs. Employers don't treat employees well, using the "right to work state" to their advantage in a negative way.

Housing: Very limited. Affordable rentals are limited. Switchpoint is building a unit (52) that will be designated to veterans and those fleeing domestic violence. Five County has grant to help with deposit assistance and utility deposit. The number one phone call we get is for help with rent, in a unit they are already in. It would be good to help with that, to keep individuals housed.

Basic Needs; food, shelter, jobs

Town and county Bank teach a Dave Ramsey finance class. Those that we paid for 2/5 success. Do educated persons budget money better?

Gas Vouchers, we have a reimbursement program, used for employment only. Seniors can also get a reimbursement for gas used, if they have no other transportation options. Not just for medical reasons only but can help with all living needs that has to do with transportation. An application process is used, first come first serve.

Food Pantry: lost money from grants and we are always looking for ideas to keep them going. There is a lot of food insecurity. Back packs with food are sent home each week end from some schools.

How do people learn about the programs that are out there? Mostly word of mouth and referrals from our Partners.

What does Homelessness look like mt St. George? Different "levels" of homelessness. Schools have their own definition and help with that. HUD definitions; Domestic Violence, living in a Shelter, a place not meant for habitation, RVS with no power and utilities, if they were in jail and have no place to go.

Couch Surfing with friends and family does not count.

Switchpoint: can be turned away due to criminal background.

An Attendee said that he sees St. George as a community that wants to hide our homeless or ship them off, so no one can see them.

Homeless camps...are there for a reason. They do not want to help with Human Service

Providers/Government. People often don't want services because they do not want to follow the rules of the program.

About 200/200,000 people are homeless in our area. Housing is the number one need in the area.

Many homes have multiple families in them. Homeless people who want to be housed...I think we should house them. However, there are some

who don't want the responsibility of paying rent, so that is different.

How much does Education play a part in jobs/wages/homeless. Education is important but isn't always the main factor in finding employment and wages. Construction is the highest growing field in the area with a good wage.

Intergenerational Poverty Council: Issues that will help and teach families that living with state services is not a way of life, however that is what families are teaching. The council is to come up with ideas of how to get "off" services. Washington County has the rapid rehousing program and the circles program, both teach those in poverty to rethink their "rules" (ex. I am going to quit my job because I am losing my child care. No, you don't quit your job, you find a way to make it work.)

### **Washington County Spanish-speaking Public Forum**

**Date: April 22, 2019**

**Location: St. George Public Library/Tres Amigos Market**

NOTE: due to no attendance at St. George Public Library, Luis and Diana Escobar (volunteer) gathered "sticky note" results by standing outside of Tres Amigos Market on bluff street (with permission from management) and asked willing participants entering the store for their input on public needs that were important to them. They were each asked to pick the 3 most pressing needs to them and rate them with sticky notes on the board. Afterwards, each participant was giving a demographics info survey to fill out.

Results:

- Housing and Utilities (Vivienda y Utilidades): 7 votes
- Transportation (Transporte): 4 votes
- Basic Needs/Food Pantries (Necesidades Basicas/Bancos de Comida): 2 votes
- Economic Development/Jobs [Desarrollo Economico (trabajos)]: 0 votes
- Community Development/Infrastructure [Desarrollo Comunitario (infraestructura)]: 2 votes
- Healthcare [Asistencia Medica (Healthcare)]: 3 votes

- Income Management (Gestion de Ingresos): 1 vote
- Emergency Services (Servicios de Emergencia): 1 vote
- Family Supports (Apoyos Familiares): 3 votes

Comments:

2 individuals specifically commented on the lack of housing availability in St. George more specifically the lack of affordable rental units/apartments.

1 person spoke about their issue with public transportation in St. George mentioning the bus route schedule and bus route coverage.

Some mentioned lack of knowledge of certain assistance resources such as housing and food assistance programs.

Most participants, when asked why they chose the needs they did as most important, did not have any further comments other than the importance of them. This is due to a culture in the Hispanic population of fear of speaking out, especially regarding government due to the political climate regarding immigration in the US.

A few people entering the Tres Amigos Market refused to participate in the questionnaire, but the majority of people took the time to give their input. This showed that even though nobody showed up to the public forum, people in the Hispanic community care about their community and are willing to give their thoughts if they feel a sense of safety when sharing their thoughts.



# TO STAND & SPEAK OUT

## Community Needs Forum

Know of needs for housing, transportation, income management, employment, family support, education, health, nutrition, & other emergency services

**Wednesday April 10, 2019**  
**@ 585 North Main, Cedar City, UT**  
**@ 6:00 p.m.**

For more information, call Community Action at 435 644 3757  
[www.fiveourty.org](http://www.fiveourty.org)



# TO SPEAK OUT

## our Community Needs Forum

Know of needs for housing, transportation, income management, employment, family support, education, health, nutrition, & other emergency services

**Wednesday April 10, 2019**  
**@ Beaver City Hall #4**  
**30 W 300 N, Beaver, UT**  
**@ 3:00 p.m.**

For more information, call Community Action at 435 644 3757  
[www.fiveourty.org](http://www.fiveourty.org)



# TO SPEAK OUT

## our Community Needs Forum

Know of needs for housing, transportation, income management, employment, family support, education, health, nutrition, & other emergency services

**Thursday April 18, 2019**  
**@ Panguitch Courthouse**  
**Commission Chamber**  
**55 S Main, Panguitch, UT**  
**@ 3:00 p.m.**

For more information, call Community Action at 435 644 3757  
[www.fiveourty.org](http://www.fiveourty.org)



# TO SPEAK OUT

## our Community Needs Forum

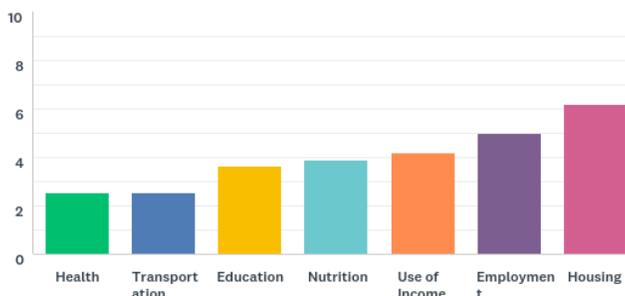
Know of needs for housing, transportation, income management, employment, family support, education, health, nutrition, & other emergency services

**Thursday April 18, 2019**  
**@ Kanab Courthouse**  
**Commission Chamber**  
**76 N Main St, Kanab, UT**  
**@ 6:00 p.m.**

For more information, call Community Action at 435 644 3757  
[www.fiveourty.org](http://www.fiveourty.org)



Q1 Please rank the different issue areas below with 1 being the most important issue to you and 7 being the least important issue to you.



### Priority #1: Housing

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, housing was identified as the greatest priority in Southwest Utah. With average wages in our area being lower than the state average, and the rapidly increasing prices of homes and rentals, lack of affordable housing has the potential to disrupt communities, increase homelessness, and create family instability. Some families relocate further away from employment and community resources in order to obtain more affordable housing. This creates additional transportation burdens. Some housing barriers are often tied to income management and credit scores. As part of our community level work, financial education will be offered to people who want to clean up their credit report and work on budgeting in order to become homeowners (in affordable home ownership programs like Rural Development, Habitat for Humanity, Self Help

Homes, and Sun Country Home Solutions). Five County Community Action offers financial education classes to community members to increase the number of asset resources to the community. Some of the attendees at the financial education classes are through Habitat for Humanity, Rapid Rehousing, and Root for Kids. In order to help individual households that are renters stabilize better when they move into an affordable rental with the FCAOG deposit assistance program, Five County may offer several months of full or partial rent, along with other services Five County offers to clients. In addition to the utility deposit program, Five County will also collaborate with the HEAT program and other community partners to offer a water assistance program, even when the household receives HEAT assistance. Currently, HEAT does not offer water assistance to clients, so this would fill a gap to help stabilize people in their housing.

### **Priority #2: Employment**

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, employment was identified as the second greatest priority in Southwest Utah. Five County AOG can best support employment through transportation, housing, and educational efforts. This is generally reflected in the community needs assessment. It will continue to use other AOG services as a link to employment resources. As an agency, we will support infrastructure to increase internet speeds for telecommuting purposes.

### **Priority #3: Use of Income**

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, income management was prioritized as the third greatest need overall. Local elected officials identified this issues area as the most important area. The reason this was ranked third instead of first in prioritization is due to the evidences presented around “housing first.” Although the model pertains to homeless individuals, Five County staff determined that housing stability is still applicable to those living in poverty who are not homeless. Five County will provide VITA services and financial education courses as methods of creating more financial stability. This is included in employment support program and housing supports, which address both individual / family level work as well as community level work.

### **Priority #4: Nutrition**

Emergency services, including food boxes, was not indicated to be as high a priority as it has been in the past. Increases in Older Americans Act resources and partnership with the Utah Food Bank may be reasons for the increase in nutrition services. In rural areas like Milford, Escalante, Big Water, Orderville, and Hurricane, where no local DWS office is present, pantries provide a needed link to DWS one-stop services. Data from the Community Needs Assessment also indicates long-term pantry users who are on fixed income or “stuck” in low-paying jobs, do not receive individualized assessments on an annual basis, which may be remedied by case work through food pantries. Five County AOG will keep food pantry locations and utilize them as a case management tool to increase self-sufficiency and will look for additional non-CSBG resources to support pantry operations.

### **Priority #5: Education**

Based on data collected in the community needs assessment survey, clients and practitioners generally felt educational needs were being met. However, the data collected in the community needs assessment show the region lags the state in overall post-high school education. Based on rankings from local elected officials, discussions with economic development practitioners, and data collected

by the Intergenerational Poverty Commission, education will be prioritized higher than expected. In the past, Five County AOG has supported GED obtainment and vocational training. As resources for these services increases, Five County will prioritize early childhood education, youth programs which encourage college-readiness, and support to continuing education students finishing certificates (to fill gaps or support WIOA and TANF efforts of Utah Department of Workforce Services). These prioritizations align more closely with needs mentioned in the Intergenerational Poverty Report. In the strategic plan, we want to increase non-CSBG funding or find another home for the Youth Volunteer Corps (YVC) program.

**Priority #6: Transportation**

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff, community partners, and the Five County Mobility Management Council, transportation was identified as the fifth most pressing issue to address. This was partly determined due to the interconnectivity of housing and transportation. Five County AOG will provide direct services (bus passes, client travel training, and gas vouchers) and subcontract / coordinate with human service transportation agencies and businesses which will help alleviate childcare, employment and educational barriers.

**Priority #7: Health**

Five County AOG will participate in the social determinants of health efforts, however, services in coordination with Family Health Care, Intermountain Health Care, Wayne County Clinic (Garfield County), Doctor’s Volunteer Clinic, and other providers will tie directly into outcomes in the housing and employments domains. This may include employment counseling with those with mental health disorders (Southwest Behavioral Health Center may be losing TANF funding) and Medication Assisted Treatment (MAT) vouchers with Family Healthcare.

<b>I. Income / Use of Income</b>						
<b>Base Year:</b>	2016					
<b>A – Income Area Characteristics</b>						
Characteristics (see the Data Element suggestions under Issue Area “Use of Income”)	By County:					Overall Measure for Utah
	Beaver	Garfield	Iron	Kane	Washington	
Poverty Rate	13%	13.6%	22.8%	8.5%	15.5%	11.5%
Percent Change in poverty rate from last assessment	2.2%	-1.0%	1.7%	-3.4%	-0.2%	-1.3%
Income Inequality (GINI Index 0-1 – 0 means complete income equality)	.40	.42	.43	.38	.43	.42
GINI change from last assessment	-.02	+.01	+.02	-.06	+.01	0
Median Income	\$50,818	\$45,666	\$43,615	\$48,456	\$50,169	\$60,943
Percent change in median income from last assessment	17.57%	-0.79%	3.29%	6.64%	-0.27	

Required Living Wage* - 2 Adults 2 Children (with both parents working)	\$14.45	\$14.45	\$14.45	\$14.73	\$14.96	\$15.19
Average family size for those at 125%* -	2.8	2.8	1.9	1.8	2.5	N/D
Required annual income before taxes for the average family size*	\$60,111	\$60,111	\$60,111	\$61,277	\$62,239	\$63,191
Number of families that received Earned Income Tax Credits (2012)	534	282	3,085	408	9,055	195,000
Persons receiving Temporary Assistance for Needy Families (TANF) – Cash Assistance (June 2016)	7	3	191	23	341	10,540
Persons receiving Temporary Assistance for Needy Families (TANF) – Cash Assistance (January 2016)	13	5	172	23	405	10,501
Number of children receiving free/reduced lunch	778	424	4,803	591	13,838	231,165
Number/percentage of residents receiving food stamps (June 2016)	499 (7.9%)	311 (6.2%)	5,632 (11.6%)	534 (7.5%)	13,656 (8.8%)	224,201 (7.5%)
Number/percentage of residents receiving food stamps (January 2016)	479 (7.5%)	312 (6.2%)	5,800 (12.0%)	535 (7.5%)	14,314 (9.2%)	228,472 (7.6%)
Families Receiving Emergency Food Boxes (January 2016)	373	319	1,544	154	2,555	N/D
Families Receiving Emergency Food Boxes (June 2016)	328	296	1,244	108	2,299	N/D
Number receiving SSI, average benefit and average household size	2.7% / \$4,546	3.3% / \$8,482	5.8% / \$9,628	5.1% / \$13,729	3.6% / \$11,390	3.5%/\$9,567
Number receiving SSA and average benefit and average household size	31.3% / \$17,833	40.7% / \$16,981	27.8% / \$17,224	41.0% / \$18,188	39.0% / \$19,988	24.2%/\$18,620
% of residence declaring bankruptcy	0.20%	0.12%	0.29%	0.17%	0.32%	0.46%
Average EITC Return (2012)	\$1,580	\$1,529	\$1,474	\$1,456	\$1,419	N/A
Other: Number of Families receiving Child Care Subsidy (June 2016)	45	9	459	0	1,305	21,447
Percentage of children experiencing or who are at risk of experiencing intergenerational poverty (2015)	30 – 35%	30 – 35%	47%	32%	>40%	31%

MIT Living Wage Calculator - <http://livingwage.mit.edu/counties/>  
Five County Association of Governments Administrative Data – Food pantry data (Calendar year 2015 – DBA FacsPro Database; Returns Claiming Child Tax Credits, Percent by County, Brookings EITC 2012; <http://jobs.utah.gov/wi/statewide/assistrecipients.html>;  
ACS – [http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS\\_14\\_1YR\\_DP03&prodType=table](http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_14_1YR_DP03&prodType=table);  
Corporation for Enterprise Development - <http://scorecard.assetsandopportunity.org/latest/measure/bankruptcy-rate>  
US Federal Courts - <http://www.uscourts.gov/statistics/table/f-5a/bankruptcy-filings/2016/03/31>  
4<sup>th</sup> Annual Report on Intergenerational Poverty - <http://www.jobs.utah.gov/edo/intergenerational/igp15.pdf>

## II. Education

**Base Year:** 2016

### A – Income Area Characteristics

Characteristics (see the Data Element suggestions under Issue Area “Use of Income”)	By County:						Overall Measure for Utah
	Beaver	Garfield	Iron	Kane	Washington		
High School Graduation Rate	69.7%	61.1%	75.1%	77.3%	77.2%		84.0%
Percent of Individuals with a bachelor's degree	18.2%	23.2%	27.1%	25.6%	27.1%		31.10%
Higher Education Enrollment (18 and older)	3.1%	3.7%	17.1%	3.2%	10.8%		11.90%
Early Education Enrollment*	44.6%	64.5%	41.2%	50.3%	45.1%		42.80%
Average Classroom Size	19.64	16.85	21.20	17.02	22.02		22.02

Utah School Board Enrollment data - <http://www.schools.utah.gov/data/Reports/Class-Size/StateReport2015.aspx>; <http://www.schools.utah.gov/data/Reports/Graduation-Dropout/Subgroup2015.aspx>; <http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

## III. Employment

**Base Year:** 2016

### A – Income Area Characteristics

	By County:						Overall Measure for Utah
	Beaver	Garfield	Iron	Kane	Washington		
Average Monthly Wage	\$2768	\$2307	\$2467	\$2442	\$2614		\$3,515
Average Hourly Wage	\$16.65	\$16.65	\$16.65	\$16.65	\$17.26		\$16.34
Unemployment Rate	3.9%	8.6%	4.5%	4.6%	4.3%		3.80%
Job Growth* (Year-year ending March 2016)	0.7%	3.6%	5.9%	8.5%	6.1%		2.90%
Sector with Highest Employment Rate*	Office and Administrative Support Occupations		Office and Administrative Support Occupations				
Wages for Sector with Highest Employment Rate*	\$13.75	\$13.75	\$13.75	\$13.75	\$14.23		\$15.84

[http://www.bls.gov/oes/current/oes\\_ut.htm#00-0000](http://www.bls.gov/oes/current/oes_ut.htm#00-0000);  
<http://jobs.utah.gov/wi/pubs/eprofile/index.html>;

# IV. Housing

**Base Year:** 2016

## A – Income Area Characteristics

Characteristics (see the Data Element suggestions under Issue Area “Use of Income”)	By County:						Overall Measure for Utah
	<u>Beaver</u>	<u>Garfield</u>	<u>Iron</u>	<u>Kane</u>	<u>Washington</u>		
Homeownership Rates	78%	78%	63%	79%	69%		69.9%
Average Household Size	2.94	2.69	3.02	2.43	2.98		3.14
Fair Market Rent	\$606	\$606	\$606	\$692	\$763		
# of Tax Credit or Affordable Housing Units (2015 Federal Housing Credit Award)	4	0	0	0	0		621
Foreclosure Rate*	Restricted	Restricted	1 in every 7696	ND	1 in every 1116		1 in 1439 housing units
Median Home Price (2014 ACS)	\$144,200	\$156,600	\$165,400	\$168,200	\$209,500		\$212,500
Number of Chronically Homeless Individuals (2015 PIT)	0	0	2	0	0		168
Number of Children Doubled Up with Another Family for Economic Reasons	<b>2,175 – Mostly in Washington County</b>						11,283
Number of Homeless Veterans	0	0	0	0	10		336
Number of Transitional Housing and Permanent Supportive Housing Units	0	0	8	0	125		222 (Balance of State Total)
Apartment Vacancy (ACS 2014)	15.2%	15.8%	12.6%	14.3%	6% / .4%*		5.7%

<http://www.census.gov/quickfacts/table/PST045215/49001,49>; <http://www.census.gov/housing/hvs/data/ann15ind.html>;  
<http://www.realtytrac.com/statsandtrends/foreclosureretrends/ut>  
<http://www.zillow.com/ut/home-values/>  
<https://utahhmis.org/reports/trends-in-homelessness/>  
<https://jobs.utah.gov/housing/scso/documents/homelessness2015.pdf>  
<http://excelcres.com/market-research/> \* Washington County Only  
[http://www.trulia.com/real\\_estate/84713-Beaver/](http://www.trulia.com/real_estate/84713-Beaver/)  
[https://utahhousingcorp.org/PDF/awarded\\_2015.pdf](https://utahhousingcorp.org/PDF/awarded_2015.pdf)  
<http://www.utahcontinuum.org/ucc/utah-balance-of-state/2016-bos-coc-grant-information/>

## V. Nutrition

**Base Year:** 2016

### A – Income Area Characteristics

Characteristics (see the Data Element suggestions under Issue Area “Use of Income”)	By County:					Overall Measure for Utah
	<u>Beaver</u>	<u>Garfield</u>	<u>Iron</u>	<u>Kane</u>	<u>Washington</u>	
Percentage of Children on Free or Reduced School Lunch	778	424	4,803	591	13,838	231,165
Number/percentage of residents receiving food stamps (June 2016)	499 (7.9%)	311 (6.2%)	5,632 (11.6%)	534 (7.5%)	13,656 (8.8%)	224,201 (7.5%)
Number/percentage of residents receiving food stamps (June 2013)	524 (8.1%)	299 (5.9%)	6,106 (13.1%)	508 (7.0%)	16,827 (11.4%)	252,728 (8.7%)
Percent Change in Food Stamp Caseload	-4.8%	+4.0%	-7.8%	+5.1%	-18.8%	-11.3%
Adults Obesity Rate (2014) * Combined	31.5%*	31.5%*	22.4%	31.5%*	22.2%	25.7%
Adult Obesity Rate – under 150% FPG (2015)	20.5%*	20.5%*	22.3%	20.5%*	27.2%	29.3%
WIC Participation	No County Data					61,259
% of population with diabetes (2013)	6.9%	9.7%	6.8%	9.8%	7.8%	7.7%
Child Obesity Rates	No County Data					11.60%

<http://www.schools.utah.gov/data/Reports/Child-Nutrition.aspx>  
<http://www.jobs.utah.gov/wi/statewide/assistrecipients.html>  
<http://www.fns.usda.gov/sites/default/files/pd/26wifypart.pdf>  
<http://www.cdc.gov/diabetes/atlas/countydata/atlas.html>  
<http://stateofobesity.org/states/>  
<http://gis.cdc.gov/grasp/diabetes/DiabetesAtlas.html>  
[http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS\\_14\\_1YR\\_S2201&prodType=table](http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_14_1YR_S2201&prodType=table)  
[http://ibis.health.utah.gov/query/builder/brfss/LandlineCell\\_BRFSSCrude/BMI.html](http://ibis.health.utah.gov/query/builder/brfss/LandlineCell_BRFSSCrude/BMI.html)

## VI. Health

**Base Year:** 2016

### A – Income Area Characteristics

Characteristics (see the Data Element suggestions under Issue Area “Use of Income”)	By County:					Overall Measure for Utah
	<u>Beaver</u>	<u>Garfield</u>	<u>Iron</u>	<u>Kane</u>	<u>Washington</u>	
Infant Mortality Rate	4.53 deaths per 1000 live births * Data only available on regional level*					4.9 deaths per 1000 live births
Adult Life Expectancy Rate	77.4	78.8	78.15	78.5	80.8	80.2
Adult Life Expectancy Rate - Male (2010)	74	76.9	76.6	76.3	78.5	78.3

Adult Life Expectancy Rate - Female (2010)	80.8	80.7	79.7	80.7	83.1		82.1
Percentage of Individuals Uninsured	12.2%	20.6%	20.2%	19.1%	21.7%		12.50%
Rate of Infectious Diseases*	<b>Combined with state data</b>						563.4 per 100,000 people
% of adults reporting fair or poor health	14%	14%	12%	12%	13%		13%
<a href="https://ibis.health.utah.gov/indicator/view/InfMort.Ut_USYear.html">https://ibis.health.utah.gov/indicator/view/InfMort.Ut_USYear.html</a> <a href="http://kff.org/other/state-indicator/life-expectancy/">http://kff.org/other/state-indicator/life-expectancy/</a> <a href="http://www.countyhealthrankings.org/sites/default/files/state/downloads/CHR2016_UT.pdf">http://www.countyhealthrankings.org/sites/default/files/state/downloads/CHR2016_UT.pdf</a> <a href="http://maps.communitycommons.org/viewer/?mapid=2511s">http://maps.communitycommons.org/viewer/?mapid=2511s</a> <a href="http://caputah.org/poverty-in-utah/poverty-reports">http://caputah.org/poverty-in-utah/poverty-reports</a> <a href="http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_14_1YR_S2701&amp;prodType=table">http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_14_1YR_S2701&amp;prodType=table</a>							

<b>VII. Transportation</b>							
<b>Base Year:</b>		2016					
<b>A – Income Area Characteristics</b>							
<b>Characteristics</b> (see the Data Element suggestions under Issue Area “Use of Income”)	<b>By County:</b>						<b>Overall Measure for Utah</b>
	<u>Beaver</u>	<u>Garfield</u>	<u>Iron</u>	<u>Kane</u>	<u>Washington</u>		
Workers 16 years and over	2,708	2,139	18,852	3,190	55,216		1,299,818
Car, truck, or van -- drove alone	2,251 (83.1%)	1,472 (68.8%)	14,435 (76.6%)	2,512 (78.7%)	42,842 (77.6%)		978,566 (75.3%)
Car, truck, or van -- carpooled	279 (10.3%)	241 (11.3%)	2,298 (12.2%)	205 (6.4%)	5,981 (10.8%)		151,602 (11.7%)
Public transportation (including taxicab)	9 (0.3%)	0 (0.0%)	88 (0.5%)	0 (0.0%)	181 (0.3%)		30,823 (2.4%)
Walked	75 (2.8%)	192 (9.0%)	957 (5.1%)	163 (5.1%)	1,457 (2.6%)		32,668 (2.5%)
Other means	18 (0.6%)	59 (44.83%)	323 (1.7%)	62 (1.9%)	1,126 (2.0%)		25,073 (1.9%)
Worked at home	70 (2.6%)	112 (5.2%)	399 (2.10%)	235 (7.4%)	2,582 (4.7%)		62,601 (4.8%)
Mean travel time to work (minutes)	17	14	19	13	18		20
<a href="http://www.statsamerica.org/distress/distress.aspx">http://www.statsamerica.org/distress/distress.aspx</a>							



# Five County AOG Community Action 3 Year Strategic Plan & Succession Plan

Draft  
2019

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# Mission Statement:

Plan, Prepare, and Partner to assist individuals and families experiencing or at risk of experiencing poverty in becoming more self-sufficient while building stronger communities in Southwest Utah.

# Goals

The primary purpose of Community Action programs is to maximize the effectiveness of resources being expended in the Five County area through direct services, comprehensive planning /collaboration, proper resource management, resource development, and program evaluation.

# General Overview

Five County Association of Government’s Community Action Partnership is one of Utah’s nine federally designated community action agencies (CAA’s) and is the largest of the five CAA’s operated by Association of Governments. The goal of community action agencies is to provide stabilization and empowerment to low-income households. These services should move individuals and households towards self-sufficiency. This is done by leveraging Community Service Block Grant (CSBG) funding to build partnerships with faith-based, public, non-profit, and for-profit entities; identify and meet changing community needs; and engage community members (including through volunteerism). This also includes supporting other service providers in Southwest Utah through subcontracting, information and referrals, and technical assistance.

# Strategic Focus Areas

## Community Needs Assessment Prioritization Summary

### Executive Summary

Five County Association of Governments (Five County AOG) and the tripartite board used the community needs assessment and public forums to tentatively prioritize efforts in the next three years. As a result of the survey, it was identified that housing, transportation, and income management were the three areas with the highest priority. However, certain needs were determined to be more pressing than others, based on additional information from consultation with community partners and Five County AOG staff. The interconnectivity of issues was examined and some issues were ranked lower as a result of the impact that housing and transportation have in overcoming barriers in other categories.

List of participants and partners in this process:

- Participants of the community needs assessment survey and public forums (including local businesses, clients, and community partners)
- Five County Association of Governments Executive Director and Community Action Staff
- Five County Human Services Council (tripartite board)
- Community Action Partnership of Utah staff
- The Five County Steering Committee (county commissioners, school board members, mayors, and representatives of SUU and Dixie State University)

## Strategic Priorities

### *Priority #1: Housing*

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, housing was identified as the greatest priority in Southwest Utah. With average wages in our area being lower than the state average, and the rapidly increasing prices of homes and rentals, lack of affordable housing has the potential to disrupt communities, increase homelessness, and create family instability. Some families relocate further away from employment and community resources in order to obtain more affordable housing. This creates additional transportation burdens. Some housing barriers are often tied to income management and credit scores. As part of our community level work, financial education will be offered to people who want to clean up their credit report and work on budgeting in order to become homeowners (in affordable home ownership programs like Rural Development, Habitat for Humanity, Self Help Homes, and Sun Country Home Solutions). Five County Community Action offers financial education classes to community members to increase the number of asset resources to the community. Some of the attendees at the financial education classes are through Habitat for Humanity, Rapid Rehousing, and Root for Kids. In order to help individual households that are renters stabilize better when they move into an affordable rental with the FCAOG deposit assistance program, Five County may offer several months of full or partial rent, along with other services Five County offers to clients. In addition to the utility deposit program, Five County will also collaborate with the HEAT program and other community partners to offer a water assistance program, even when the household receives HEAT assistance. Currently, HEAT does not offer water assistance to clients, so this would fill a gap to help stabilize people in their housing.

### *Priority #2: Employment*

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, employment was identified as the second greatest priority in Southwest Utah. Five County AOG can best support employment through transportation, housing, and educational efforts. This is generally reflected in the community needs assessment. It will continue to use other AOG services as a link to employment resources. As an agency, we will support infrastructure to increase internet speeds for telecommuting purposes.

### *Priority #3: Use of Income*

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, income management was prioritized as the third greatest need overall. Local elected officials identified this issues area as the most important area. The reason this was ranked third instead of first in prioritization is due to the evidences presented around “housing first.” Although the model pertains to homeless individuals, Five County staff determined that housing stability is still applicable to those living in poverty who are not homeless. Five County will provide VITA services and financial education courses as methods of creating more financial stability. This is included in employment support program and housing supports, which address both individual / family level work as well as community level work.

### *Priority #4: Nutrition*

Emergency services, including food boxes, was not indicated to be as high a priority as it has been in the past. Increases in Older Americans Act resources and partnership with the Utah Food Bank may be reasons for the increase in nutrition services. In rural areas like Milford, Escalante, Big Water, Orderville, and Hurricane, where no local DWS office is present, pantries provide a needed link to DWS one-stop services. Data from the Community Needs Assessment also indicates long-term pantry users who are on fixed income or “stuck” in low-paying jobs, do not receive individualized assessments on an annual basis, which may be remedied by case work through food pantries. Five County AOG will keep food pantry locations and utilize them as a case management tool to increase self-sufficiency and will look for additional non-CSBG resources to support pantry operations.

### *Priority #5: Education*

Based on data collected in the community needs assessment survey, clients and practitioners generally felt educational needs were being met. However, the data collected in the community needs assessment show the region lags the state in overall post-high school education. Based on rankings from local elected officials, discussions with economic development practitioners, and data collected by the Intergenerational Poverty Commission, education will be prioritized higher than expected. In the past, Five County AOG has supported GED obtainment and vocational training. As resources for these services increases, Five County will prioritize early childhood education, youth programs which encourage college-readiness, and support to continuing education students finishing certificates (to fill gaps or support WIOA and TANF efforts of Utah Department of Workforce Services). These prioritizations align more closely with needs mentioned in the Intergenerational Poverty Report. In the strategic plan, we want to increase non-CSBG funding or find another home for the Youth Volunteer Corps (YVC) program.

### *Priority #6: Transportation*

Based on the data collected in the community needs assessment and feedback by various Five County AOG staff, community partners, and the Five County Mobility Management Council, transportation was identified as the fifth most pressing issue to address. This was partly determined due to the interconnectivity of housing and transportation. Five County AOG will provide direct services (bus passes, client travel training, and gas vouchers)

and subcontract / coordinate with human service transportation agencies and businesses which will help alleviate childcare, employment and educational barriers.

*Priority #7: Health*

Five County AOG will participate in the social determinants of health efforts, however, services in coordination with Family Health Care, Intermountain Health Care, Wayne County Clinic (Garfield County), Doctor's Volunteer Clinic, and other providers will tie directly into outcomes in the housing and employments domains. This may include employment counseling with those with mental health disorders (Southwest Behavioral Health Center may be losing TANF funding) and Medication Assisted Treatment (MAT) vouchers with Family Healthcare.

## Strategies for achieving strategic priorities:

### 1) Diversifying funding sources

- a. To serve a wider variety of clients (up to 200% federal poverty level)*
  - i. Unrestricted gas voucher fund (expedite reimbursement or partial. Current process creates barriers to self-sufficiency which program seeks to alleviate)
  - ii. Additional deposit assistance for community members (who are not CSBG eligible, but still at risk of housing instability)
- b. To overcome threats of budget disruptions / uncertainty*
- c. Find replacement funding for food pantry programs and more CSBG-funding to self-reliance, one-stop shop, or collective impact programs (like COC).*
- d. Increase fundraising*
  - i. How do we fundraise, but can't use federal funds (which pay us) to fundraise?
    - 1. Seed money (using project income / donations to do additional fundraising)
    - 2. Media: Cindy by promoting YVC – donors gave donations without asking.
      - a. Staff receive yearly or bi-yearly media training.
      - b. Board members who could help provide training?
    - 3. Volunteers – Can't use just serve.org / but people will call and ask.
      - a. Board members
      - b. AmeriCorps members (10% limit)
      - c. AmeriCorps VISTA (anti-poverty program / capacity only / 3 year program to build permanent position).
    - 4. Hurricane Valley (Chamber of Commerce)
    - 5. YVC kids (AmeriCorps supervisor / or parent volunteers)
    - 6. Food drives (through QEFAP) becomes a pantry fundraiser.

2) More in-kind vendors

- a. In-kind volunteer (including board) recognition / VITA program operating expenses*
  - i. Gift Cards
  - ii. Donated Office Supplies
  - iii. Corporate pens (allowing for ad visiting of sponsors)
  - iv. Better recognition of great for-profit partners on the website

3) Supporting local county IGP initiatives (collective impact)

- a. Kane County*
  - i. Ride-sharing, awareness for childcare opportunities, and AmeriCorps volunteers as a strategy
- b. Iron County*
  - i. Emphasis on YVC (more targeted to IGP youth). More youth court.
- c. Washington IGP*
  - i. Mentoring and providing services (such as VITA) at community center/school locations. Collaboration with 4H with building career skills to youth.
- d. Beaver and Garfield Counties*
  - i. Needs addressed by future IGP plans.

4) Increase staff hours for part-time staff so additional cross training may occur (strengthen succession planning process)

- a. This can include exploring the possibility of merging with other departments*
- b. Where can positions be combined?*
- c. Provide intensive case management / self-sufficiency in Hurricane.*

5) Continue to serve in community-wide initiatives (even if as supporter, collaborator, funder (through subcontracts), or consultant)

- a. LHCC (Washington and Iron Counties)*
- b. IGP Committees (Beaver, Garfield, and Kane)*

6) Begin reviewing logic models in personnel performance reviews and in staff meetings to strengthen the accountability of Community Action Staff

7) Provide support in the development and execution of an AOG-wide strategic plan

*a. Incorporating Community Action Plans, Coordinated Human Services Transportation Plans, and Consolidated Plans.*

8) Increasing accessibility of our Community Action services and community knowledge

*a. Media*

i. Training for all Community Action staff on how to better use new and old media to communicate better to the public

9) Better Accessibility

*a. Locations:*

i. Opportunities for any AOG-wide way to make part-time HEAT workers year-round with other programs [Expand to rural counties]

ii. If office locations are not accessible to public transportation, form partnership to meet clients at DWS, DHS, HEAT offices, etc.

1. Meet in public places (but don't public Wi-Fi)

a. Paper case files / assessments (don't use online database)

2. Mobile hotspots (with better use policies)

3. Another agency (DWS, shelter, Dove Center)

4. Support Mobility Management in volunteer driver pool "ridesharing" / Court Ordered Community Service

5. Uber (partnering – client vouchers)

*b. Better utilize the Cedar City office space*

i. VITA site

*c. Hurricane Valley Food Pantry*

i. Find local owner if possible

ii. If it is the best interest to continue to operate, make improvements to lower operational costs

1. Private grants to weatherize (not to be confused with Weatherization for clients) / swamp cooler exchange

2. Solar Panel – Reduce energy usage

3. Climate control

*d. Communications*

i. Social Media

1. Better training / professionalism / job duties include social media

ii. Communications

1. Encourage a Five County-wide telephone number, system, or warm transfer method

- a. Loose too many clients to multiple numbers / phone trees
- 2. Find opportunities to utilize data entry staff as receptionists
- 3. In conjunction with state association (and possibly DWS- Housing and Community Development), improve database system
  - a. Client kiosks (auto text reminders, online application, survey data, etc.)
  - b. Spend less man-power in intake and eligibility – offer more intensive case management

## Accountability and ROMA

### Board

In accordance with the CSBG organizational standard 4.4, the Human Services Council will receive an update of the implementation of specific strategies as part of the annual report. The board may move to modify / change the strategic plan based on the needs of the region, an updated need assessment, or other reason. This is in the Spirit of Results Oriented Management and Accountability systems (ROMA).

### Annual Community Action Plan

Five County Community Action staff will utilize the strategic plan to create annual Action Plans. These planning meetings will occur during the June staff meeting (1<sup>st</sup> Tuesday). The tripartite board (Human Services Council) will approve these during the July meeting. The Community Action Plan will be used to submit the annual plan to the State Community Services Offices within the Housing and Community Development Division within the Utah Department of Workforce Services.

### Individual Program Planning and Evaluation

Each Community Action staff member will utilize logic models specifically referencing the strategic plan in their individual programing. These logic models will be evaluated during individual performance reviews, mid-year reports, and annual report. This will demonstrate the connection between ROMA and the Five County AOG Community Action Strategic Plan.

## Succession Plan

### Permanent Position Replacement

In the event of a permanent replacement due to resignation, termination of jobs, or department/agency restructuring, or death, the Five County Community Action Department will follow the procedure as outlined in the Five County employee handbook as approved by the Steering Committee in accordance with CSBG Organizational Standard 4.5.

However, while employed within the Community Action Department, all employees will follow specific department procedure which will aid the successful transition of employees. These department-specific guidelines fall under the Human Services Council to approve, with final approval granted from the Five County Steering Committee.

### *Intellectual Property, Client-related files, and financial records*

All Community Action staff will save their work to the CAP file folder on Five County secure server. Access will only be given to authorized individuals. This server is backed up in several different locations across the country in the

event of a natural disaster, long-term power-failure, or damage to computers and servers within Five County AOG locations.

All documents should be current (no more than 30 days from file creation/modification). This is especially important in programs dealing with volunteer schedules, client assistance files (including on-going check requests), and financial documents (like reimbursement requests, department budgets, board documents, etc.)

Staff should not copy files from the server and work off of their own local devices.

Important files within the Five County CAP folder:

**Department Information:** Logos, Grant Identification Information, Community Foundation Information (501(c)3), department-wide donations and donation letters, partnership letters for community partners (like VOCA letter of support for Canyon Creek Women’s Crisis Center or Talent Ready Utah grant for Tech2Empower which do not fall under a specific program.

**CSBG:** Program Expenses, subaward information (including applications, data reporting, contracts, monitoring, and billing reimbursements), data and annual report (IS Report previously) information, etc. This is a folder to save important CSBG documents from funders and board members.

Newer CSBG files will also contain case notes, baseline assessments, and check memo / “funding memo” requests for direct assistance. **Note: some of these files may be short-cuts to other program files, such as a Continuum of Care client receiving CSBG services as match.**

**SSBG:** Similar to CSBG, but contains pre and post-award expenditure forms directly relating to SSBG.

**EFSP (Emergency Food and Shelter Program):** Contains each “phase” of the two awards for the region (1 for Iron County and 1 for the other 4 counties). Will also have EFSP board information (separate from Human Services Council and Steering Committee) in addition to board plan, check requests, non-profit applications, and annual reporting to the National EFSP Board.

**COCS:** Forms for the Court-Ordered Community Service program, in addition to agency referral list, receipt of income memos, project income tracking, and the customized COCS Access Database developed in-house.

**Youth Court:** Forms, reporting, rosters, project income tracking, applications, bench book material, youth court certification, and other information relating to youth court programing.

**Rapid Re-housing:** Client files for Utah Unified Funding (Pamela Atkinson Homeless Trust Fund) and Continuum of Care. This will have some project income, reporting, trainings on rapid re-housing, and other information relating to several different rapid re-housing grants.

**Billings and Budgets:** Program budgets (including revisions) reimbursement billings for each grant.

**2019 Community Needs Assessment:** The CAN for 2019, as well as documents related to the strategic plan, community action plan, data, etc.

### *Five County Work Email*

Staff should not utilize personal email while representing Five County AOG. This will enable work-related emails to be forwarded after the departure of specific employees.

For generic applications and COCS check-ins, please encourage clients to use the [capuser@fivecounty.utah.gov](mailto:capuser@fivecounty.utah.gov) email so it can be forwarded easily to replacement staff.

## Individual Program Succession

### Individual Succession Plan

Each Community Action staff members will complete a basic succession plan detailing the basic job descriptions, duties, partnerships, resources, and process mapping. These plans will be placed in the HR files of the individual employees and by the Director of Community Action. These plans will be modified as job descriptions change, as staff transition away from employment, at the request of the employee or director, or during annual employee performance reviews.

The template for a 2 week sick / vacation plan and a 3 week or longer (permanent or temporary) template should be used. Here is an example:

# Michael Day's Vacation/Sick Leave Succession Plan

up to 2 weeks

**Date Created**

5/9/2017

vacation/sick leave

**Overview & Purpose**

**Community Action Job Description**

Creating a succession plan successfully allows services to continue without disruption

Earn it, Keep it, Save it Regional Coordinator/VITA

Objectives

**Duties**

**Process/Person Responsible to take over duties**

Mapping & Special Instructions

Grant used for salary

a. Provide assistance with inquires regarding Financial Literacy and debt management.

Do some outreach around the five county region, hand out information around the community. Respond to any inquires that may come up. Program Director is cross trained

There are some financial information to give out in the bottom drawer on the left. There are some Financial Resource Binders above the computer.

**IRS, CSBG, TANF2, EIKISI Grants**

EIKISI/VITA

**Assist in the retention and recruitment of new volunteers**

Michael can do it when he gets back

Under the CAP folder, under VITA, under Volunteers

**Coordinate with current VITA volunteers for back taxes**

Coordinate with the volunteers to meet up with the client. Tom Everett can assist

Contact Richard and coordinate times that he can meet with the client

#1

**Assist in other Community Action Staff**

N/A

N/A

**Support Community Action through other Activities**

N/A

N/A

Overview & Purpose

Community Action Job Description

Creating a succession plan successfully allows services

Earn it, Keep it, Save it Regional Coordinator/VITA

Objectives	Duties	Process/Person Responsible to take over duties	Mapping & Special Instructions	Grant used for salary
<p>70%</p> <p>EIKISI/VITA</p> <p>#1</p>	<p><b>a. Provide assistance with inquires regarding Financial Literacy and debt management. Provide outreach</b></p>	<p>Do some outreach around the five county region, hand out information around the community. Respond to any inquires that may come up. Program Director is cross trained</p>	<p>There are some financial information to give out in the bottom drawer on the left. There are some Financial Resourse Binders above the computer.</p>	<p><b>IRS, CSBG, TANF2, EIKISI Grants</b></p>
	<p><b>Assist in the retention and recruiment of new volunteers</b></p>	<p>Keep in touch with the current volunteers, ask current volunteers if they know of anyone that might want to volunteer. Post information online. Program Director is cross trained</p>	<p>Under the CAP folder, under VITA, under Volunteers</p>	
	<p><b>Coordinate with current VITA volunteers for back taxes</b></p>	<p>Keep in touch with the volunteers that are willing to do taxes on the off season. Coordinate with the volunteers to meet up with the client. Tom Everett can assist</p>	<p>Contact Richard and coordinate times that he can meet with the client</p>	
	<p><b>Assist in other Community Action Staff</b></p>	<p>N/A</p>	<p>N/A</p>	
	<p><b>Support Community Action through other Activities</b></p>	<p>N/A</p>	<p>N/A</p>	

## Department Financials

The CFO of Five County AOG will have access to Elocs, Webgrants, and any other reimbursement software needed to file reimbursements. Monthly financial reports (including time allocations) will be saved on the CAP network.

Case managers should also keep copies of financial assistance in clients files and on the network.

## Department Social Media and Communication Accounts

For Facebook, a minimum of at least two administrative users within the department is required. After an employee with access to managing the page leaves, they should be removed within several days.

For Facebook and WordPress – account information is securely locked in the program director's room.

## Case Management Staffing

In the event the program director is unable to staff cases as a result of an emergency or conflicting appointment, the following succession steps may be taken:

- 1) Staff with Deputy Direct of the AOG who oversees programs.
- 2) With prior approval of director, staff the case with another Community Action employee (with case management experience). It may still be a good idea to check with CFO to ensure sufficient funds are available

## HR

The HR specialist will maintain copies of all HR related paperwork. Extras will be in the program director's office.

# FIVE COUNTY ASSOCIATION OF GOVERNMENTS COMMUNITY ACTION PLAN

FY 2019-2021

## Organizations Mission

The mission of the Five County Association of Governments (Five County AOG) is to plan, prepare, and partner with federal, state, and local governments to strengthen the role of southwestern Utah local officials in the execution of state and federal programs.

The mission of Five County Community Action is to plan, prepare, and partner to assist individuals, families, and community groups in becoming self-sufficient.

## Vision Statement

By facilitating planning, development, and delivery of programs and partnerships in southwestern Utah, Five County Community Action assists low and moderate income individuals and families in achieving economic security, becoming active in building opportunities for themselves and others, and improving the health of communities to assure the region remains a premier place to live, work, and recreate.

## Prioritized Issues

### ISSUE AREAS

**The following issues are listed in the order of their priority:**

- 1. Housing:** Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, housing was identified as the greatest priority in Southwest Utah. With average wages in our area being lower than the state average, and the rapidly increasing prices of homes and rentals, lack of affordable housing has the potential to disrupt communities, increase homelessness, and create family instability. Some families relocate further away from employment and community resources in order to obtain more affordable housing. This creates additional transportation burdens. Some housing barriers are often tied to income management and credit scores. As part of our community level work, financial education will be offered to people who want to clean up their credit report and work on budgeting in order to become homeowners (in affordable home ownership programs like Rural Development, Habitat for Humanity, Self Help Homes, and Sun Country Home Solutions). Five County Community Action offers financial education classes to community members to increase the number of asset resources to the community. Some of the attendees at the financial education classes are through Habitat for Humanity, Rapid Rehousing, and Root for Kids. In order to help individual households that are renters stabilize better when they move into an affordable rental with the FCAOG deposit assistance program, Five County may offer several months of full or partial rent, along with other services Five County offers to clients. In addition to the utility deposit program, Five County will also collaborate with the HEAT program and other community partners to offer a

water assistance program, even when the household receives HEAT assistance. Currently, HEAT does not offer water assistance to clients, so this would fill a gap to help stabilize people in their housing.

2. **Employment:** Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, employment was identified as the second greatest priority in Southwest Utah. Five County AOG can best support employment through transportation, housing, and educational efforts. This is generally reflected in the community needs assessment. It will continue to use other AOG services as a link to employment resources. As an agency, we will support infrastructure to increase internet speeds for telecommuting purposes.
3. **Use of Income / Income Management:** Based on the data collected in the community needs assessment and feedback by various Five County AOG staff and community partners, income management was prioritized as the third greatest need overall. Local elected officials identified this issues area as the most important area. The reason this was ranked third instead of first in prioritization is due to the evidences presented around “housing first.” Although the model pertains to homeless individuals, Five County staff determined that housing stability is still applicable to those living in poverty who are not homeless. Five County will provide VITA services and financial education courses as methods of creating more financial stability. This is included in employment support program and housing supports, which address both individual / family level work as well as community level work.
4. **Nutrition:** Emergency services, including food boxes, was not indicated to be as high a priority as it has been in the past. Increases in Older Americans Act resources and partnership with the Utah Food Bank may be reasons for the increase in nutrition services. In rural areas like Milford, Escalante, Big Water, Orderville, and Hurricane, where no local DWS office is present, pantries provide a needed link to DWS one-stop services. Data from the Community Needs Assessment also indicates long-term pantry users who are on fixed income or “stuck” in low-paying jobs, do not receive individualized assessments on an annual basis, which may be remedied by case work through food pantries. Five County AOG will keep food pantry locations and utilize them as a case management tool to increase self-sufficiency and will look for additional non-CSBG resources to support pantry operations.
5. **Education:** Based on data collected in the community needs assessment survey, clients and practitioners generally felt educational needs were being met. However, the data collected in the community needs assessment show the region lags the state in overall post-high school education. Based on rankings from local elected officials, discussions with economic development practitioners, and data collected by the Intergenerational Poverty Commission, education will be prioritized higher than expected. In the past, Five County AOG has supported GED obtainment and vocational training. As resources for these services increases, Five County will prioritize early childhood education, youth programs which encourage college-readiness, and support to continuing education students finishing certificates (to fill gaps or support WIOA and TANF efforts of Utah Department of Workforce Services). These prioritizations align more closely with needs mentioned in the Intergenerational Poverty Report. In the strategic plan, we want to increase non-CSBG funding or find another home for the Youth Volunteer Corps (YVC) program.
6. **Transportation:** Based on the data collected in the community needs assessment and feedback by various Five County AOG staff, community partners, and the Five County Mobility Management Council, transportation was identified as the fifth most pressing issue to address. This was partly determined due to the interconnectivity of housing and transportation. Five County AOG will provide direct services (bus passes, client travel training, and gas vouchers) and subcontract / coordinate with human service transportation agencies and businesses which will help alleviate childcare, employment and educational barriers.
7. **Health:** Five County AOG will participate in the social determinants of health efforts, however, services in coordination with Family Health Care, Intermountain Health Care, Wayne County Clinic (Garfield County), Doctor’s Volunteer Clinic, and other providers will tie directly into outcomes in the housing and employments domains. This may include employment counseling with those with mental health disorders (Southwest Behavioral Health Center may be losing TANF funding) and Medication Assisted Treatment (MAT) vouchers with Family Healthcare.

## BARRIERS TO EXITING POVERTY

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**The rising cost of living for those with fixed income:** Community needs assessment data shows the number of disabled individuals and seniors is increasing in all the counties of southwestern Utah. Many households that are already struggling will find it difficult to live on a fixed income.

**The financial burden and availability of childcare:** Living wage data from the community needs assessment indicates a two-parent household with two children must have both parents earn a wage of approximately \$14.50 - \$15.00/hour full-time to be economically secure. If one parent stays home, the single-earner must earn \$20.00/hour to be economically secure. For a single-parent household, the wage must be approximately \$26.00/hour. Rising child-care costs are a major barrier to achieving economic security. While the State of Utah provides child care subsidies, there is a shortage of childcare providers. Kane County has zero child care providers who accept subsidy, which explains why 0% of Kane County residents receive child care assistance.

**Lack of coordination between human service providers:** As the need's assessment took place, Five County staff were not always aware of various programs and eligibility requirements within the agency. This is a larger problem within the community. If those supporting low-income clients do not know about community resources, it can make it more challenging for clients to find assistance they need.

**The gap in average monthly wages in the region as the state is growing:** This is based on wage and employment data gathered by the Utah Department of Workforce Services. As the wage gap widens with the cost of living, it is going to become more difficult to adjust that gap.

**Lack of interest/commitment to attend financial literacy courses:** Financial literacy/education providers have reported low-income clients have little interest or commitment in attending classes which increase financial literacy and money management

**Lack of money management:** When clients receive seasonal overtime (i.e. tourist-related work) or when they receive a tax refund, clients do not strategically budget those resources for future security and assets. Often, long-term security is overlooked for short-term wants and needs.

Better marketing of gas voucher program in Beaver as many Beaver City residents are driving from Beaver to Milford (60 miles round trip)

With rents rising, the cost to move into a unit are also increasing, usually requiring twice the rental amount for a deposit. Five County has helped with around \$500.00 of deposit assistance per client and generally \$125.00 for a utility deposit. Five County plans to help with a higher deposit to help households stabilize after having an expensive move.

Pantries in southern Utah lack enough funds to maintain them permanently. Due to this instability, families who rely on local pantries for nutritional support are at risk of losing these services if pantries cannot find permanent funding. Families unaware of local food pantries/local food resources do not seek out supplemental nutritional assistance other than SNAP.

It is difficult to access the needed medical help due to cost. Individuals have to make hard decisions each time a need arises. Dental help or allergy medicines? It is hard to get out of poverty when one is always trying to pay off past medical bills or get help with present needs. Most employers in Five County area do not pay health insurance or give paid time off for appointments, leading to more money concerns.

Limited to the type of care. Limited emergency care. Not enough providers that take Medicare/Medicaid. Individuals can't afford or get the individualized help needed, causing them to stay in poverty.

## GAPS IN SERVICES

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There is currently many overlapping financial education courses with few participants making long-term financial changes. Some partnerships exist, but better coordination is needed to make effective use of resources (for example, USU Extension, local DWS offices, Switchpoint Community Resources Center, Dove Center, Banks/Credit Unions, the Roots for Kids, and AAA Credit Foundation each offer similar financial education courses.) While each agency can target different demographics and reach different

clients, there is a need for collaboration and to use each agency's capacity to create a more effective service-delivery model and to provide incentives.

According to DWS staff, there are no child care providers in Kane County that accept the state subsidy for childcare. There is also 0% usage in an area with high housing costs, below-state average wages, and a high percentage of youth at risk of intergenerational poverty.

A lot of needs are in Kane County, but there's no long-term plan to execute help to that community. Five County Association could keep a HEAT staff during the off season that could integrate services to help increase child care subsidy providers in Kanab, Utah. There's a huge turn-over with the HEAT staff member in Kanab, Utah. Residents of Kane County lack access to quality childcare facilities. Residents typically use families and friends for childcare, which typically lack any form of early education curriculum.

Case Managers have also noted that our agencies classes are not offered at an accessible time. Case Managers have had 30 clients state that the Financial Management Classes at the Community Center are only offered during the day. They would like to attend but cannot due to work.

High cost of health food and lack of knowing how to prepare healthy meals as reasons for not preparing healthy meals for their families. National data shows strong relation between poverty and obesity.

Most households that have health insurance are those employed or who qualify for Medicare/Medicaid. Those individuals who are not employed or who have secondary jobs, are not covered by insurance. They cannot afford to pay out of pocket which leads to going without necessary medication and treatments, stating the cost is too high.

Better marketing of gas voucher program in Beaver as many Beaver City residents are driving from Beaver to Milford (60 miles round trip). Suggestions were increasing from \$500.00-\$700.00 benefit. Also were to switch from a lifetime benefit to annual in order to support families working there.

There are limited transportation options to assist low-income families who use qualified childcare providers outside of transit hours or in rural areas. The gas voucher program reimburses for finding and maintaining employment (which includes transportation to and from childcare facility en route to employment). There has been limited people actually utilizing this service.

## SERVICE NEEDS

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**Gas vouchers for those seeking childcare for employment:** Although gas vouchers are already available for employment-seeking and retention, there is currently a need to include reimbursement for those traveling to employment-related childcare. This is a service need which can be made by modifying the program.

**Extended Deposit assistance program:** Five County will offer several months of full or partial rent, along with other services Five County offers to clients.

## CAUSES OF POVERTY

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It was identified in the data gathering methods, by our partners, and by our staff that people in poverty don't understand how they can save their money and/or how to budget properly; thus, they run into financial difficult and as a result, they lose many of their assets.

Families who move frequently due to homelessness or increasing rental costs often experience disruption in employment, family composition, and educational pursuits, which are also causes of poverty in and of themselves. As housing becomes scarcer, clients are moving further from resource centers to where fewer transportation options exist.

Housing was the top need at all 5 public forums, with Kane County stating most of their single-family rentals have been turned into vacation rentals and inventory of houses to rent is almost non-existent. Iron County has had some development of affordable housing ("Libertad") but the need of housing is still there.

Incarceration rates are very high, compared to the state percentage, for these four counties. Incarceration impacts homelessness rates, employment rates, as well as other social determinants of health. It decreases family stability / support and opportunities for new housing.

It was stated that there have been less available jobs. The cause of this decrease was that the city's planning funded more hotels and secondary, seasonal jobs versus building affordable housing.

Children that experience any family instability (including an ACE score of 6 or higher) are at risk of not being able to learn or retain what they have learned in school. Also reading at home infrequently occurs and reading is linked to educational achievement.

Lack of inventory for mental health providers covered by Medicaid. Most families are limited to 1-2 providers in the more rural counties. Mental health issues lead to poverty when not taken care of. (They don't find housing; they can't keep a job)

Rapid Rehousing Clients who participate in Financial Literacy courses show some issues with collections and default accounts with IHC.

Food pantries are hard to find. Too much demand for the amount of food that is available. There are concerns that the pantries might close due to lack of funding. Senior center in Beaver wants to serve more than 3 meals a day.

Families experience food insecurity resort to "double dipping" in multiple food pantries (Switchpoint and Hurricane).

## LINKAGES/PARTNERSHIPS

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**Interagency coordination and cooperation:** In the course of the need's assessment, Five County Community Action staff recognized that programs within its own organization are unaware of in-agency programs and eligibility. In order to better serve low-income and other community members, Five County Community Action staff will assist administration in conducting biannual organization events aimed at increasing inner-agency knowledge of staff.

**Coordination between community action services with Care about Child Care services:** We identified a program housed at Five County as a resource to increase childcare providers in Kane County and to increase extended-hour childcare providers in Washington County. Five County AOG will coordinate COC efforts with emergency food pantries and VITA sites to reach additional potential clients. Expanding childcare employment opportunities may be a great economic opportunity for CSBG clients working towards self-sufficiency (they can increase income and reduce child care and transportation expenses themselves).

**Earn It, Keep It, Save It:** Although Five County AOG has worked with community partners well in the past to extend Earned Income Tax Credit outreach and free income tax filings, the organization needs to move away from tax preparation and coordinate regional asset-building coalitions and Circles programs. Through these coalitions, Five County can help support financial education providers and help create a more efficient and collaborative efforts to assist clients.

**Local Homeless Coordinating Committees:** Southwest Utah still has a large homeless population and few permanent housing supports for chronically homeless individuals. Additionally, no single homeless service provider has current capacity to correct the homeless system on their own. Based on data and feedback in the community needs assessment survey and focus on linkages, it is a top priority for Five County to offer rapid re-housing as a means to serve individuals and support local homeless coordinating committees in the region through leadership, coordinated entry assistance, and supplemental case manager meetings. Five County AOG should also provide representation to rural counties and rural homelessness.

**Five County Regional Mobility Management:** Five County AOG as an organization has a much greater capacity to increase transportation options for the community. In public forums, entrepreneurial opportunities to expand transportation opportunities were presented. With technical support and collaboration, Five County staff can expand transportation options. Additionally, expanding the flexible gas voucher program to provide additional support for transportation to and from child care providers will be addressed. Local Utah Department of Workforce Services staff have indicated this to be an important gap to fill.

**Dove Center and Canyon Creek Services:** We identified domestic violence as great partners in the Continuum of Care Rapid-rehousing project. By working collaboratively, Five County bring additional case management, outreach, leveraging resources, and housing searches into a collaborative project. We hope this partnership will increase homeless rapid re-housing resources.

**Kane County and Department of Workforce Services:** We identified Kane County and DWS as a key partner in increasing early education and childcare providers in Kane County as part of the intergenerational poverty effort.

**Roots for Kids:** We hope that through partnering with the Learning Center for Families, we will be able to share outreach costs for VITA and financial asset-building by sharing outreach booths, transportation, and knowledge. They also have Spanish-speaking outreach workers which will increase our ability to reach additional families. We hope to utilize them as a VITA site as well for Spanish-speaking returns and to subcontract SSBG funding to support early child intervention as a strategy to combat intergenerational poverty.

**Utah Department of Workforce Services – State and Local Offices:** By collaborating closely with the Utah Department of Workforce Services, we create efficiencies by not duplicating services for which there are more resources available. We also become better equipped to assist DWS referrals in gap-filling activities (like deposits and gas vouchers) when CSBG direct client funding does not provide duplicate coverage.

**Beaver County Food Network, Garfield County Care and Share, Kane County Care and Share, Iron County Care and Share:** We want to partner with these emergency food network providers who provide case management to pantry clients, bring additional county resources.

**Red Rock Center for Independence/TURN Community Services:** As we identified the increase in SSDI in the five county region and increase in persons with disabilities, partnering with these service providers in the form of SSBG subcontracts will enable Five County AOG to support transportation, housing, and income management for persons with disabilities. .

**Senior Citizen Centers:** Although senior citizen centers receive transportation funding from Older Americans Act, several counties allow for those younger than 60 to utilize the bus when they pay a fair market portion towards operating costs. Where transit opportunities for working households in Beaver, Kane, and Garfield counties are scarce, providing gas vouchers for working CSBG-eligible clients is a great way to support services for low-income seniors and for low-income employees.

**Sun Country Home Solutions:** In terms of affordable housing, Five County has a limited, but important role to play. The agency does not have much capacity to build houses but has capacity to support agencies who do. Five County is committed to support the expansion of Neighborworks (Sun Country Home Solutions) into St. George. Five County can also provide housing data to inform decision and to support clients through asset-development and housing stabilization services. We can also partner to integrate homeownership classes with free income tax assistance and asset development resources.

**Dixie State University / Site Select Plus / Department of Workforce Services:** We have identified this partnership as an opportunity to advocate for low-income entrepreneurs and workforce development in Washington County, where there is a high instance of children at risk of intergenerational poverty. After ensuring we are not duplicating WIOA services, Five County may use stipends for childcare for weekend and evening classes at Dixie State University, which may help individuals with “some college” to complete their degrees. The hope is that families will increase their earning potential and Washington County will have a more attractive labor force for benefit of the entire community.

## RESOURCES

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**Youth Volunteer Corps Services Projects:** Youth Volunteer Corps of Iron County regularly organizes food and supplies to support Iron County Care and Share, and domestic violence shelter in serving low-income clients and homeless individuals.

**Court Ordered Community Service - In-kind donations:** Five County AOG will utilize the court ordered community services program for non-CSBG clients as a way to increase in-kind donations for pantry support; move-in boxes for rapid re-housing clients; hygiene kits, snacks, and water for unsheltered homeless clients; and for other relative needs. We will work with local justice courts to have 20% of court ordered hours waived for in-kind donations with a caveat that an additional 10% of hours may be waived upon completion of a one-hour financial literacy course. This will help increase program donations and provide an incentive to attend financial education courses.

**In-kind Donations for local businesses for VITA / Financial Education:** We have learned that few businesses like to give funding directly to support VITA operations, but many local businesses are willing to provide in-kind donations. Additionally, local banks and credit unions can be engaged for cash checking vouchers, savings account for low-income individuals, VITA volunteers, and financial literacy expertise.

**Other Resources:** Switchpoint Community Resource Center, St George Housing Authority, Washington County School District / McKinney-Vento Coordinator (homeless liaison), Family Health Care, Southwest Behavioral Health Center, U.S. Department of Veteran Affairs - HUD/VASH vouchers & Homeless Veterans office (SSVF grant), Paiute Indian Services, Intermountain Health Center / AUCH program, Vocational Rehabilitation , Youth Futures of Utah, Suntran / CATS

## ROMA

Goal #	Goal Type	Goal	National Performance Indicators	Identified Issues	Current Services and Activities Addressing Needs
1	Individuals and Families Goal	Low Income households are able to meet basic needs long-term	<ul style="list-style-type: none"> <li>• FNPI 3a</li> <li>• FNPI 3b</li> <li>• FNPI 7a</li> <li>• FNPI 5z.1 (Food Security)</li> </ul>	Low Income households are not able to meet basic needs long-term	Water assistance, deposit/rental assistance, financial literacy, case management, employment supports, VITA, Foster Grandparent Program, and Senior Companion Program
2	Individuals and Families Goal	Low Income households are able to maintain safe and affordable housing	<ul style="list-style-type: none"> <li>• FNPI 4b</li> <li>• FNPI 4c</li> <li>• FNPI 4d</li> <li>• FNPI 7a</li> </ul>	Low Income households are not able to maintain safe and affordable housing	Deposit/rental assistance, utility assistance, Rapid Rehousing,
3	Individuals and Families Goal	Low Income Households increase their employment & other income	<ul style="list-style-type: none"> <li>• FNPI 1a</li> <li>• FNPI 1b</li> <li>• FNPI 1c</li> <li>• FNPI 1d</li> <li>• FNPI 7a</li> </ul>	Low Income households do not have enough income	Employment supports, Rapid Rehousing, Foster Grandparent Program, and Senior Companion Program
4	Community Goal	The Community has more financial and housing counseling resources	<ul style="list-style-type: none"> <li>• CNPI 3b2</li> <li>• CNPI 4z.4 Other (# of housing counseling resources available in the community)</li> </ul>	The Community doesn't have enough financial and housing counseling resources	VITA sites, financial literacy classes, SSBG subcontracting (Neighborworks),

## Goals

Goal #1					
Priority Issue <i>(Gap, Need, Cause, barrier, linkage, partnership)</i>	Goal Specific Measurable Attainable Realistic Time-bound	Output <i>-service or activity you will conduct</i> -Identify Timeframe -Identify the # of clients serve or the # or units offered	Outcome <i>-Indicator</i> <i>-Projected # or % of clients who will or are expected to achieve each outcome</i>	Measure <i>How you will measure the outcome and its impact</i>	Linkage or Partnership <i>List a linkage or partnership you will use to meet this goal.</i>
Income / Nutrition - Low Income households are not able to meet basic needs long-term (Self Sufficiency)	<i>Short Term (1-year)</i> Low Income households are not able to meet basic needs short-term	<i>Short Term (1-Year)</i> <i>5,200 individuals will receive case management</i> <i>2,500 individuals will receive information and referral</i> <i>30 individuals will receive thrift store vouchers</i>  <i>6,000 individuals will receive emergency food pantries over three years</i>	<i>Short Term (1-Year)</i> <ul style="list-style-type: none"> <li>• FNPI 3a - 2,860 individuals will have the capacity to meet basic needs for 90 days</li> <li>• FNPI 3b – 2,002 individuals will have the capacity to meet basic need for 180 days</li> <li>• FNPI 7a - 2,860 individuals will have achieved one or more outcomes</li> </ul>	<i>Baseline matrixis / client outcome data tracking sheets / CAP60-HMIS databases – SSBG post-expenditure reports (for SSBG subcontracts)</i>	<i>Utah Food Bank</i> <i>211 Utah</i> <i>USDA Food Communities</i> <i>Private</i> <i>Donations</i> <i>Trauma-</i> <i>Informed Care</i> <i>Resources</i> <i>State/National</i> <i>Partnership –</i> <i>Case</i> <i>Management</i> <i>Resources</i> <i>Hurricane Valley</i> <i>Food Pantry</i> <i>Beaver Food</i> <i>Network</i> <i>Garfield County</i> <i>Care and Share</i>

					<i>Kane County Care and Share</i>
	<i>Long Term (3-Years) Low Income households are not able to meet basic needs long-term (Self Sufficiency)</i>	<i>Long Term (3-Years) 15,600 duplicated individuals will receive case management 10,000 duplicated individuals will receive information and referral 90 individuals will receive thrift store vouchers  8,000 individuals will receive emergency food pantries over three years</i>	<i>Long Term (3-Years)</i> <ul style="list-style-type: none"> <li>• FNPI 3a - 8,580 individuals will have the capacity to meet basic needs for 90 days</li> <li>• FNPI 3b - 6,006 individuals will have the capacity to meet basic needs for 180 days</li> <li>• FNPI 7a - 2,860 individuals will have achieved one or more outcomes</li> <li>• FNPI 5z.1 (Food Security) - 1,920 individuals will increase food security</li> </ul>	<i>SAME</i>	<i>SAME</i>

<b>Goal #2</b>					
<b>Priority Issue</b> <i>(Gap, Need, Cause, barrier, linkage, partnership)</i>	<b>Goal</b> Specific Measurable Attainable Realistic Time-bound	<b>Output</b> <i>-service or activity you will conduct</i> -Identify Timeframe -Identify the # of clients serve or the # or units offered	<b>Outcome</b> <i>-Indicator</i> <i>-Projected # or % of clients who will or are expected to achieve each outcome</i>	<b>Measure</b> <i>How you will measure the outcome and its impact</i>	<b>Linkage or Partnership</b> <i>List a linkage or partnership you will use to meet this goal.</i>

<p>ousing Domain - Low income households are not able to maintain safe and affordable housing</p>	<p><i>Short Term (1-Year)</i>  Low Income households obtain safe and affordable housing (Short-Term)</p>	<p><i>Short Term (1-Year)</i>  175 individuals will receive rent payments  150 individuals will receive security deposits  100 individuals will receive tenant rights education  40 individuals will receive utility payments  150 individuals will receive utility deposits  175 individuals will receive move in boxes</p>	<p><i>Short Term (1-Year)</i></p> <ul style="list-style-type: none"> <li>• FNPI 4b - 292 individuals will obtain safe and affordable housing</li> <li>• FNPI 4c - 262 individuals maintain safe and affordable housing for 90 days</li> <li>• FNPI 4d - 229 individuals maintain safe and affordable housing for 180 days</li> <li>• FNPI 7a – 292 individuals will achieve an outcome</li> </ul>	<p><i>CAP60-HMIS databases – SSBG post-expenditure reports (for SSBG subcontracts)</i></p>	<p><i>Utah Food Bank  Utah Balance of State  Homeliness Office  Dove Center  St George Housing Authority  Canyon Creek Services  Utah Housing Collation (Toolkit)  Disability Law Center  Cedar Housing Authority  Piute Housing Authority  Beaver Housing Authority</i></p>
	<p><i>Long Term (3-Years)</i>  Low Income households obtain and maintain safe and affordable housing (Long-term)</p>	<p><i>Long Term (3-Years)</i>  525 individuals will receive rent payments  450 individuals will receive security</p>	<p><i>Long Term (3-Years)</i></p> <ul style="list-style-type: none"> <li>• FNPI 4b - 877 individuals will obtain safe and affordable housing</li> <li>• FNPI 4c - 789 individuals maintain safe and affordable housing for 90 days</li> <li>• FNPI 4d - 694 individuals maintain safe and</li> </ul>	<p><i>SAME</i></p>	<p><i>SAME</i></p>

		<i>deposits</i>  <i>300 individuals will receive tenant rights education</i>  <i>120 individuals will receive utility payments</i>  <i>450 individuals will receive utility deposits</i>  <i>500 individuals will receive move in boxes</i>	affordable housing for 180 days • FNPI 7a – 877 individuals will achieve an outcome		
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<b>Goal #3</b>					
<b>Priority Issue</b> <i>(Gap, Need, Cause, barrier, linkage, partnership)</i>	<b>Goal</b> Specific Measurable Attainable Realistic Time-bound	<b>Output</b> <i>-service or activity you will conduct</i> -Identify Timeframe -Identify the # of clients serve or the # or units offered	<b>Outcome</b> <i>-Indicator</i> -Projected # or % of clients who will or are expected to achieve each outcome	<b>Measure</b> <i>How you will measure the outcome and its impact</i>	<b>Linkage or Partnership</b> <i>List a linkage or partnership you will use to meet this goal.</i>
Employment - Education Low Income households do not have enough income	<i>Short Term (1-Year)</i> Low Income households do not have enough income (Short-Term)	<i>Short Term (1-Year)</i> <i>606 EITC eligible households will</i>	<i>Short Term (1-Year)</i> • FNPI 1a – 52 unemployed youth (14-24) will obtain employment to gain skills or income	<i>CAP60</i> <i>SSBG post-expenditure reports (for</i>	<i>Dixie State University</i> <i>Southern Utah University</i>

		<p><i>participate in the IRS EITC program.</i></p> <p><i>2,877 individuals will have their tax return prepared through VITA</i></p> <p><i>700 receive transportation services in support</i></p> <p><i>25 individuals will receive birth certificate/ID assistance for employment support</i></p>	<ul style="list-style-type: none"> <li>• FNPI 1b – 473 unemployed adults will obtain employment to gain skills or income</li> <li>• FNPI 1c - 406 adults will maintain employment for 90 days</li> <li>• FNPI 1d - 378 adults will maintain employment for 180 days</li> <li>• FNPI 7a - 473 individuals will achieve an outcome</li> </ul>	<p><i>SSBG subcontracts)</i></p>	<p><i>Red Rock Center for Independence Kane County Care and Share Panguitch Pantry Sun Tran (City of St George) Cedar City (CATS) Iron County Care and Share Kane County Care and Share Garfield County Care and Share AAA Fair Credit DWS Southwest Behavioral Health (Employment Support)</i></p>
	<p><i>Long Term (3-Year) Low Income households do not have enough income (Long-Term)</i></p>	<p><i>Long Term (3-Year) 75 individuals will receive birth certificate / ID for employment 2,250 receive transportation services to support employment 630 EITC eligible</i></p>	<p><i>Long Term (3-Year)</i></p> <ul style="list-style-type: none"> <li>• FNPI 1a – 168 unemployed youth (14-24) will obtain employment to gain skills or income</li> <li>• FNPI 1b – 1,519 unemployed adults will obtain employment to gain skills or income</li> <li>• FNPI 1c - 881 adults will maintain employment for</li> </ul>	<p><i>SAME</i></p>	<p><i>SAME</i></p>

		<p><i>households will participate in the IRS EITC program.</i></p> <p><i>2,989 individuals will have their tax return prepared through VITA</i></p>	<p>90 days</p> <ul style="list-style-type: none"> <li>• FNPI 1d – 820 adults will maintain employment for 180 days</li> <li>• FNPI 7a – 1,519 individuals will achieve an outcome</li> </ul>		
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<b>Goal #4</b>					
<b>Priority Issue</b> <i>(Gap, Need, Cause, barrier, linkage, partnership)</i>	<b>Goal</b> Specific Measurable Attainable Realistic Time-bound	<b>Output</b> <i>-service or activity you will conduct</i> -Identify Timeframe -Identify the # of clients serve or the # or units offered	<b>Outcome</b> <i>-Indicator</i> <i>-Projected # or % of clients who will or are expected to achieve each outcome</i>	<b>Measure</b> <i>How you will measure the outcome and its impact</i>	<b>Linkage or Partnership</b> <i>List a linkage or partnership you will use to meet this goal.</i>
The Community doesn't have enough financial and housing counseling resources	<i>Short Term (1-Year)</i> The Community doesn't have enough financial and housing counseling resources (Short-Term)	<i>Short Term (1-Year)</i> <i>Financial education will be available at 2 VITA sites</i> <i>Will host 6 financial education/housing counseling classes</i>	<i>Short Term (1-Year)</i> • CNPI 3a.2 - 29 new accessible assets/resources created in the identified community (financial)	<i>CAP60</i> <i>SSBG post-expenditure reports (for SSBG subcontracts)</i>	<i>AAA Fair Credit</i> <i>Dixie State University</i> <i>Southern Utah University</i> <i>Red Rock Center for Independence</i> <i>Sun Country</i> <i>Home Solutions</i> <i>Kane County</i> <i>Care and Share</i> <i>Panguitch</i> <i>Pantry</i>

					<i>Neighborworks America First Credit Union</i>
	<p><i>Long Term (3-Year)</i> The Community doesn't have enough financial and housing counseling resources (Long-Term)</p>	<p><i>Long Term (3-Year)</i> <i>Financial education will be available at 4 VITA sites</i> <i>Will host 9 financial education/housing counseling classes</i></p>	<p><i>Long Term (3-Year)</i></p> <ul style="list-style-type: none"> <li>• CNPI 3a.2 - 33 new accessible assets/resources created in the identified community (financial)</li> </ul>	<i>SAME</i>	<i>SAME</i>

### Five County SSBG FY 20 Subawards

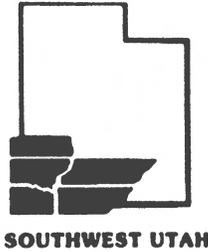
Agency	Suggested Award	Ask	Difference
Red Rock Center for Independence	\$9,460.00	\$ 7,500.00	\$ (1,960.00)
Neighborhood Housing Services of Provo, Inc.	\$7,500.00	\$ 7,000.00	\$ (500.00)
The Learning Center for Families	\$8,500.00	\$ 7,000.00	\$ (1,500.00)
Beaver County COA	\$8,750.00	\$ 6,000.00	\$ (2,750.00)
Iron County Council on Aging	\$8,790.00	\$ 9,500.00	\$ 710.00
Washington County Council on Aging	\$7,500.00	\$ 7,000.00	\$ (500.00)
Kane County Senior Citizens Centers	\$8,000.00	\$ 7,000.00	\$ (1,000.00)
Garfield County Council On Aging	\$7,500.00	\$ 7,000.00	\$ (500.00)
<b>TOTAL</b>	<b>\$ 66,000.00</b>	<b>\$ 58,000.00</b>	<b>\$ (8,000.00)</b>

Five County SSBG Admin and Direct Client	\$ 8,879.00
<b>Total SSBG Award</b>	<b>\$ 74,879.00</b>

# Five County Association of Governments **AGENDA ITEM #XII-C.**

1070 West 1600 South, Building B  
St. George, Utah 84770

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Post Office Box 1550  
St. George, Utah 84771

Office (435) 673-3548

July 24, 2019

ATTN: Utah Legislature Tax Reform Tax Force  
Utah State Legislature  
350 North State, Suite 320  
Salt Lake City, UT 84114

**RE: Opposition to the Tax Equalization and Reduction Act, or current tax reform proposed and under consideration in the Utah Legislature.**

Dear Members of the Utah Legislature Tax Reform Task Force, namely,

Senator Lyle Hillyard, Co-Chair  
Representative Francis Gibson, Co-Chair  
Senator Curt Bramble  
Senator Kirk Cullimore  
Senator Lincoln Fillmore  
Senator Karen Mayne  
Representative Joel Briscoe  
Representative Tim Quinn  
Representative Mike Schultz  
Representative Robert Spendlove  
Gary Cornia (non-voting)  
Keith Prescott (non-voting)  
Kristen Cox (non-voting)  
Steve Young (non-voting):

The Five County Association of Governments comprises Iron, Beaver, Garfield, Kane, and Washington Counties, which also represent forty cities and five school districts. Our mission is to act on behalf of these counties, school districts, and cities in strengthening the ability of local officials to roll out federal and state programs within their jurisdictions.

On June 10, 2019, the Steering Committee of the Five County Association of Governments voted unanimously to formally oppose the Tax Equalization and Reduction Act, which act was defeated in the legislature's general session following constituent opposition voiced from across the state. It is the position of the Five County Association of Governments that tax policy, or any significant financial restructuring of this magnitude should be reserved for debate in the general session of the legislature, and particularly during a statewide election year, and never in a special session.

Of particular concern is the fact that Southern Utah was not represented in the task force considering the above legislation. In light of the fact that the fastest-growing metropolitan area in the state is in Southern Utah—one that is sure to rival other municipalities in the state in less than a decade—it is indispensable that the citizenry from this part of the state have a role in any future restructuring of Utah tax policy. Moreover, if the sales tax components of the legislation in question were ever to be implemented, the economy of Southwestern Utah would be significantly weakened, due to the marked advantage it would grant to Nevada and Arizona on account of their own, comparably favorable policies.

In addition to the omission of Southern Utah representation, and the inappropriate means by which the legislature allowed this legislation to be read and debated, the following items are further reasons for which the Five County Association of Governments opposes the Tax Equalization and Reduction Act:

1. Utah is a producing state, and relies heavily on services, so Five County is opposed to taxes on services.
2. Utah tax revenue standards MUST be impact neutral and not revenue neutral.
3. The legislation would incite a black market in recreational hunting and state revenues would decline.
4. Accountants in Southern Utah would go to Mesquite, Nevada for business services.
5. The state tax collectors will significantly enlarge the bureaucracy for enforcement.
6. Public school revenues would be adversely affected.
7. Tractor trailer owners would be given an incentive to register out of state, resulting in further losses in state revenues.
8. Business accounts will flee to adjacent states.
9. A black market in cash services will further deplete state resources.
10. Sales tax revenues have been steadily increasing in recent years, precluding the need for the legislation in question.
11. Unlike California, Utah balances its budget within the parameters of current revenues.
12. The legislation counters the sound logic of generations, of which the state of North Carolina has been a champion: If you want more of something, tax it less.

On June 29, 2019, additional comments by the Steering Committee, below, were made directly to the Taxing Task Force in St. George, and we have added those to our letter for full consideration.

State of Utah tax revenues:

Sales tax has increased approximately \$1.5 billion, or 149%, over the last 23 years, and continues to increase an average of 4.2% per year.

State revenue in 1995 was approximately \$4.5 billion.

State revenue in 2018 was approximately \$13.5 billion, an increase of \$9 billion from 1995.

State spending in 1995 was approximately \$4 billion.

State spending in 2018 was approximately \$13.5 billion, an increase of \$9.5 billion from 1995.

Utah's population has increased by 162% since 1995 while state revenue has increased by 208% and spending has increased by 235%.

Sales taxes are not decreasing, but rather, continue to increase proportionately to the population plus inflation.

Tax revenues continue to increase much faster than population growth plus inflation.

State expenditures are growing faster than revenue.

Sales taxes are taxes on consumption, not on income or investment. Inflation measures the change in end-use consumption of goods and services. For that reason, sales taxes should be indexed to inflation, rather than to GDP (gross domestic product = consumption + investment + government spending + net exports).

Utah should NOT lower income taxes and raise sales tax. Non-uniform and even random taxation of goods and services results in economic distortions, an increase in complexity, and a loss of transparency to the taxpaying public.

The Utah Constitution was amended to allow higher education to be funded from the Education Fund 20 years ago. This is a policy that can be renewed. Removing the legislature's handcuffs is a better way to address the revenue silo problem than restructuring the sales tax would be.

We hold that the task force was established to meet the needs of the whole state, but that it has not met that end due to the omission of representation from Southern Utah, and the five counties within our oversight have therefore rallied our state representatives to remedy the matter.

The Five County Association of Governments invites any members of the task force to our regularly scheduled Steering Committee meeting to address this matter directly. Should you desire to attend, please contact me at the address listed above, and I will add such a discussion to our agenda.

Respectfully,



Gil Almquist, Chair  
Five County Association of Governments