



CITY OF GRANTS PASS

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

COMPREHENSIVE ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

**Program Year 2015-2016
July 6, 2017**

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The City of Grants Pass is an entitlement jurisdiction that receives an annual allocation of Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD). As a recipient of CDBG funds, the City is required to prepare a five-year strategic plan that identifies and prioritizes community needs and establishes goals and objectives to meet those needs. This five-year plan is called the Consolidated Plan. Each year activities are funded to help meet community needs. Those activities are presented in the Annual Action Plan.

Each year the City is also required to provide the public and HUD with an assessment of its accomplishments towards meeting the goals and objectives identified in the Consolidated Plan. The report produced is called the Consolidated Annual Performance Evaluation and Report (CAPER). The CAPER evaluates achievements made by the City of the one-year goals identified in the Annual Action Plan.

The Program Year 2015 Annual Action Plan was the first developed under the City's new CDBG program and the first year of activities implemented under the 2015-2016 Action Plan. HUD allocated \$275,061 in CDBG funding for activities during PY 2015, which was scheduled to begin on October 1, 2015. City staff and its grant recipients, who implement many of the activities listed in the Action Plan, encountered some difficulties drafting the grant recipient agreements; as such, most of the program year's activities did not actually begin until May, 2016. The program year ended on September 30, 2016.

Because of the delay in implementing the activities, this year's CAPER reflects, in some areas, a diminished amount of progress towards achieving the goals and objectives set forth in the Program Year 2015 Annual Action Plan. Other activities met or exceeded initial expectations and it is anticipated that the City and its grant recipients will revise target numbers now that better information is available. It is expected that any activities outstanding from PY 2015 will be completed during PY 2016. Accomplishments are shown in Table 1, below.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	PY 2015 Source / Amount	Indicator	Unit of Measure	Expected 2015-2019 Outcome	Actual 2015-2019 Outcome	Five Year Percent Complete	Expected 2015 Program Year	Actual 2015 Program Year	2015 Program Year Percent Complete
1. Complete Analysis Barriers to Affordable Housing	Affordable Housing	CDBG: \$22,500	Other	Other	1	1	100%	1	1	100%
2. Complete Analysis of Impediments to Fair Housing	Fair Housing	CDBG: \$22,500	Other	Other	1	1	100%	1	1	100%
3. Emergency Housing Assistance	Homeless	CDBG: \$15,250	Homelessness Prevention	Persons Assisted	25	50	200%	5	50	1,000%
4. Homeowner Weatherization and Energy Efficiency	Affordable Housing	CDBG: \$40,000	Homeowner Housing Rehabilitated	Housing Units	44	2	4.6%	8	2	25%
5. Microenterprise education assistance	Non-Housing Community Development	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	135	16	11.9%	15	16	106.7%
6. Teen Training Services	Non-Housing Community Development	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75	263	350.7%	15	263	1,753.3%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City of Grants Pass has allocated funding to address the Consolidated Plan priorities and objectives in the PY 2015-2016 Action Plan as listed below.

1. Complete Analysis of Barriers to Affordable Housing: The Consolidated Plan identified this activity as a high priority/statutory requirement as a recipient of funds from HUD. The City had previously assessed affordable housing needs during recent amendments to the City's Comprehensive Plan. HUD was presented with the City's findings from that amendment and acknowledged that the City had met its obligations for this activity.
2. Complete Analysis of Impediments to Fair Housing: The Consolidated Plan identified this activity as a high priority/statutory requirement as recipient of funds from HUD. The City engaged a qualified consulting firm to conduct community outreach and research into the fair housing needs of our community. This activity culminated in the adoption of a new Analysis of Impediments to Fair Housing Choice and associated action plan.
3. Emergency Housing Assistance: The Consolidated Plan identified the need to provide short-term financial assistance to those at risk of homelessness or the loss of utility services as a high priority to the community. The City partnered with the United Community Action Network to implement this program via UCAN's existing assistance network. It was estimated that the funds allocated to this activity would provide 5 individuals with short-term assistance; ultimately, the activity assisted 50 individuals in 15 households during the program year.
4. Homeowner Weatherization and Energy Efficiency: The Consolidated Plan identified the need to improve housing affordability, specifically through strategic weatherization upgrades aimed at reducing on-going utility bills, as a high priority. The City partnered with UCAN to implement this program, as this organization currently manages a weatherization program in connection with local utility providers and the Department of Energy. Implementation took longer than expected due to uncertainty in program requirements and required Federal contract clauses. Once implemented, UCAN was able to provide cost-saving improvements to two owner-occupied homes during the program year.
5. Microenterprise Education Assistance: The Consolidated Plan identified the provision of microenterprise education assistance as a high priority to the community. To meet this goal, the City partnered with the Small Business Development Center at Rogue Community College, with whom the City has worked on several similar projects in the past. Despite delays in implementing the program, the SBDC was able to surpass its estimated goal of 15 individuals assisted during the program year. The program provides a tuition waiver, funded by the City's CDBG program, to qualified LMI residents of Grants Pass.
6. Teen Training Services: The Consolidated Plan identified the need to provide targeted assistance to LMI youth in the community that will foster economic opportunities for their future. The City partnered with the Boys and Girls Club of the Rogue Valley to provide tuition assistance to qualified LMI youth interested in participating in the Club's

programming, which includes the recent addition of the Be Great by 8 initiative. The Club was able to provide assistance to 263 youth during the program year, far exceeding their goal of 15 youth assisted with CDBG funds.

CR-10 – Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

White	315
Black or African American	4
Asian	3
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	1
Total	324
Hispanic	29
Not Hispanic	295

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

During the 2015 program year, the City's CDBG program served 324 Grants Pass residents through its public services, housing rehabilitation, and economic development activities. Of those assisted, 97% self-identified racially as white. Ethnically, 9% of residents served identified themselves of Hispanic/Latino origin.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public, Federal	\$275,061	\$74,610

Table 3 – Resources Made Available

Narrative

The City received an allocation of \$275,061 in program m year 2015 CDBG funds from HUD. CDBG expenditures through September 30, 2016 are reflected in Table 3, above.

The City does not work directly with disabled populations.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Target area

Table 4 – Identify the geographic distribution and location of investments

Narrative

All CDBG funds allocated to the City are planned to be dedicated to activities that take place citywide. To achieve this, the City utilizes a low-moderate limited clientele process.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The CDBG program has no requirement for a local match. That fact notwithstanding, recipients of CDBG funds from the City frequently use other resources to augment and expand programming. For example:

- The Boys and Girls Club of the Rogue Valley leveraged a total of \$33,596.90 in grant funding obtained from the Oregon Youth Development Council to assist in funding necessary for staff, supplies, and incentives for the Be Great by 8 program for middle school teens. An uncalculated amount of assistance was obtained from community volunteers and local businesses that hosted tours for the Club's activities.
- The City provided local funds to complete the require Analysis of Barriers to Affordable Housing as part of its Comprehensive Plan updates. The CDBG funds budgeted for that activity were disbursed to other eligible activities.
- UCAN provided an additional \$2,000 in program staff and administration costs to implement the Homeowner Weatherization program.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0*	15
Total	0*	15

*The City's PY 2015 Action Plan goals for this activity are measured in individuals, not households.

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City's Program Year 2015 Action Plan did not anticipate the provision of providing additional affordable housing units in the community, which is reflected in Table 5, above. The City did anticipate providing resources to those at risk of becoming homeless through the Emergency Housing Assistance program administered by UCAN. However, that program is measured in individuals, not households, which is why the year-one goal listed in Table 6, above, is zero. UCAN tracked the actual number of households assisted, in addition to individuals assisted, which is the source of the information listed in the 'actual' column in Table 6.

Not reflected in the above tables is the Homeowner Weatherization project, also administered by UCAN. That endeavor provided cost-saving energy improvements to two Grants Pass households during the program year.

Discuss how these outcomes will impact future annual action plans.

This year's outcomes do not have a direct impact on future annual action plans. The City will begin actively working on affordable housing and housing rehab projects in the upcoming project years.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual
Extremely Low-income	124
Low-income	78
Moderate-income	74
Total	276

Table 7 – Number of Persons Served

Narrative Information

In Program Year 2015, the City's CDBG program served 329 persons with new or expanded access to non-housing community services. Of those, 276 (84%) qualified as extremely low-, low-, or moderate-income persons. Additionally, the City assisted with weatherization upgrades to two owner-occupied housing units during the program year. These two households had a total of 5 residents, all of whom were extremely low- and low-income.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

As described in the Consolidated Plan, the City has been working with local Continuums of Care to reach the local homeless population during Program Year 2015. In May, representatives from the City met with local action groups for the 2016 Josephine County Housing Summit to discuss the needs for and future of affordable housing in Grants Pass. The City has also been directly working with UCAN, an agency that works directly with homeless persons in the community, to prevent homelessness resulting from eviction.

Addressing the emergency shelter and transitional housing needs of homeless persons

No activities in the Program Year 2015 Action Plan address the emergency shelter and transitional housing needs of local homeless persons. The Consolidated Plan identified additional shelter space to address this need; as such, the City has included activities in its Program Year 2016 Action Plan to begin work with local organizations on this issue.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Consolidated Plan identifies the prevention of homelessness as a high priority to the community and dedicates CDBG funding to local agencies that provide emergency housing assistance to those at risk of becoming homeless. To that end, the City partnered with UCAN during Program Year 2015 to provide emergency housing assistance to households at immediate risk of eviction or the disconnection of utilities due to financial emergencies. UCAN was able to provide assistance to 15 households and prevent the eviction or termination of utility services for 50 individuals during the Program Year. The City does not have any additional information on individuals that are or have been discharged from publicly-funded institutions, nor does the City have any direct information regarding those who are receiving assistance from public or private agencies.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Consolidated Plan identifies the need for transitional housing as a high priority. No resources were dedicated during PY 2015 to address this need; however, the City has identified resources in Program Year 2016 to begin tackling this issue.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

There is no public housing in Grants Pass and no activities associated with public housing are included within the Consolidated Plan.

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

None. Not applicable.

Actions taken to provide assistance to troubled PHAs

None. Not applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City's land use policies support affordable housing, including provisions for a wide array of housing types to meet diverse housing needs. The City allocated CDBG resources to conduct an Analysis of Barriers to Affordable Housing during Program Year 2015; however, it was determined that the City's recent Comprehensive Plan updates and zoning ordinance amendments met or exceeded HUD's parameters for this activity. HUD accepted the City's findings and no CDBG funds were spent on this activity during PY 2015. The City's prior work did not identify any significant regulatory barriers or public policies that were solely responsible for preventing the development of affordable housing. Despite that, additional land-use efficiencies were possible, and the City adopted provisions in 2014 that can facilitate the development of affordable housing, including but not limited to: Increased the mix of higher-density zoned lands to meet housing needs; adopted plans to provide opportunities for mixed uses, housing types, densities, and price ranges throughout the community; adopted accessory dwelling unit provisions; adopted more inclusive policies regarding residential homes and residential facilities; reduced the minimum lot standards for most zoning districts; and reduced on-site parking requirements.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

As described in the Program Year 2015 Action Plan, the City worked with local agencies, including UCAN, the Boys and Girls Club, and the local Small Business Development Center to address obstacles to meeting the needs of underserved residents of Grants Pass. The City expended its reach during the Program Year while developing its priority activities for the upcoming 2016 Action Plan.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The majority of activities undertaken as part of the City's CDBG program for PY 2015 did not have an impact on lead-based paint exposure. However, the City does provide information on lead-based paint in the Community Development office at City Hall. UCAN, the City's partner in the weatherization program, followed all Oregon lead-based paint requirements, including testing for the presence of LBP, providing information to homeowners regarding the hazards of LBP, and complying with all LBP safe practices during the weatherization improvements.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

During the 2015 Program Year, the City of Grants Pass took the following actions to reduce the

number of poverty-level families:

- Provided CDBG funds to UCAN that improved the energy efficiency of two owner-occupied residences;
- Provided CDBG funds to UCAN that assisted 15 households with emergency housing assistance to avoid eviction or the disconnection of utilities due to short-term financial emergencies.
- Partnered with the local Small Business Development Center to provide tuition waivers for 16 LMI individuals that expanded access to vital microenterprise business training opportunities.
- Partnered with the Boys and Girls Club of the Rogue Valley to provide free access to their new Be Great by 8 youth training program. CDBG funds provided by the City allowed the Club's programming to reach 263 youth from LMI families.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Program Year 2015 Action Plan included the following activities aimed to develop and improve institutional structures:

- City staff participated in several webinars and other online trainings provided by HUD necessary to implement and develop CDBG programming.
- City staff kept local elected officials apprised of CDBG program activities throughout the Program Year.
- City staff continued collaboration with local stakeholders and advocacy groups during the Program Year.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City has established relationships with local housing and social service agencies that were maintained during the Program Year. Specifically, the City undertook the following actions:

- Attended the 2016 Josephine County Housing Summit to network and brainstorm with local advocacy groups on the goal of expanding the availability of affordable housing units.
- Attended monthly meetings of the Josephine County Housing and Community Development Council, the PHA that serves the needs of community members with its Section 8, VASH, and other HUD-based housing assistance programs.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

One priority activity identified during the Consolidated Planning process was to address the City's lack of a current analysis of impediments to fair housing choice. During the 2015 Program Year, the City engaged a qualified consultant to assist in data collection, public outreach and involvement, analysis, and recommendations to overcome institutional barriers to

fair housing choice. The City Council reviewed the final product and approved its adoption. By and large, very few impediments to fair housing choice were identified, and most impediments might be resolved through continued outreach and education, particularly to the rental community, which is where the majority of impediments were observed. Public sector impediments identified included a difficulty siting publicly-assisted housing developments, the need for ongoing outreach and education on the subject of fair housing laws, and a possible inconsistency in zoning codes and definitions relating to “family”.

The City will commence activities that address these identified impediments in future program years.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City, with input from HUD, developed a CDBG grant recipient agreement in accordance with applicable federal requirements. This agreement structure sets up the programmatic requirements and delivery expectations of the City's block grant program. The City and its recipients established a quarterly reporting and reimbursement process that will allow City program managers early opportunities to work with grant recipients should programmatic issues occur. The City is currently working to develop a monitoring checklist for each type of CDBG-funded activity that will ensure long-term compliance with requirements of the program.

No minority-owned businesses were identified in the 2015 Program Year. Recipient agreements require good-faith efforts to provide minority and women-owned businesses an opportunity to participate in the performance of the contract.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City published a notice in the Grants Pass Daily Courier on December 15, 2016, which advertised a public meeting scheduled on December 28, 2016 for the purpose of soliciting input from the general public and CDBG stakeholders on the City's CDBG program. The same notice was posted on the City's website and public notice display board, and also emailed directly to agencies and interested parties. There were no attendees and no written comments were received.

Notice announcing the public comment period of the draft CAPER was published on January 12, 2017 for the comment period beginning on January 19. The draft CAPER was made available for review in print at the Grants Pass Public Library and Grants Pass City Hall, and electronically on the City's website. No comments were received.

Notice announcing the public hearing for final City Council action on the draft CAPER was published on February 8, 2017. The Council received a presentation of the CAPER's findings from City staff at their February 15, 2017 meeting. One comment from the public, commending the City's CDBG program, was received.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Reasonable delays in the implementation of project activities was to be expected during Program Year 2015, which was the first program year of the City's new CDBG program. The City worked diligently to develop necessary procedures, materials, and reports for the program. In the upcoming years, the City expects that implementation of activities identified in the Annual Action Plan will be more efficient and effective. Additionally, the objectives identified in the Consolidated Plan have been modified and expanded for future program years, which will allow for more efficient implementation of CDBG-funded activities.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.