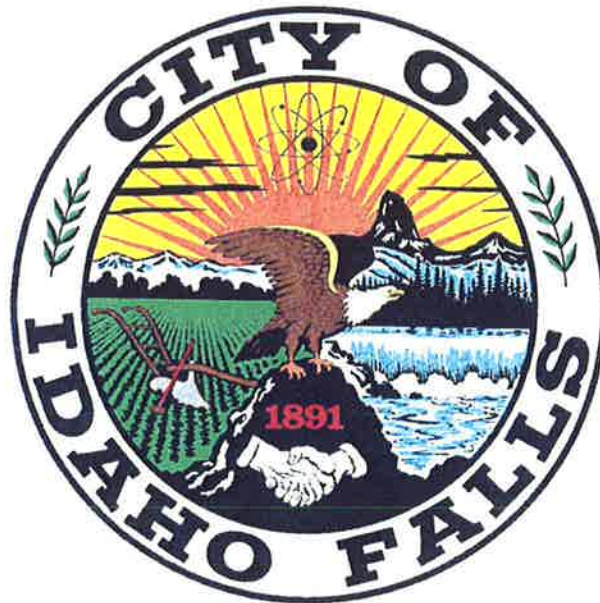


# City of Idaho Falls



**Seventh Annual Performance AND Evaluation  
Report (CAPER)  
For Community Development Block Grant**

**April 2010 to March 2011**

**308 Constitution Way  
Idaho Falls, ID 83405**

RESOLUTION NO. 2011-10

RESOLUTION OF THE CITY OF IDAHO FALLS  
ADOPTING THE FY2010 COMPREHENSIVE PERFORMANCE AND EVALUATION  
REPORT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT

WHEREAS, the City of Idaho Falls has been designated as an entitlement city by the U.S Department of Housing and Urban Development;

WHEREAS, The City of Idaho Falls receives annual grant funding as an entitlement city;

WHEREAS, the City of Idaho Falls is required to submit a Comprehensive Annual Performance and Evaluation Report (2010 Annual Report) describing how the grant funds were used and the resulting benefits;

WHEREAS, the City Council of Idaho Falls held a public hearing on the FY2010 Annual Report on April 28, 2011;

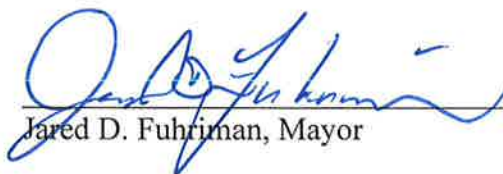
WHEREAS, a 30 day public comment period was opened on May 3, 2011 and closed on and through June 3, 2011;

WHEREAS, the City of Idaho Falls has received no comments to be considered during the thirty day comment period;

WHEREAS, all requirements for adopting the report have been met;

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls to adopt the Fiscal Year 2010 Comprehensive Annual Performance and Evaluation Report (Annual Report) and submit it to the U.S. Department of Housing and Urban Development.

DATED this 30<sup>th</sup> day of June, 2011.

  
\_\_\_\_\_  
Jared D. Fuhrman, Mayor

ATTEST:

  
\_\_\_\_\_  
Rosemarie Anderson, City Clerk



# City of Idaho Falls Seventh Annual Performance and Evaluation Report (CAPER) for Community Development Block Grant

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City of Idaho Falls Seventh Annual Performance and Evaluation Report (CAPER)  
for Community Development Block Grant

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City of Idaho Falls  
Seventh Annual Performance Report (CAPER) for  
Community Development Block Grant  
April 2010 to March 2011

## GENERAL

### **EXECUTIVE SUMMARY**

The City of Idaho Falls has completed its Seventh year of Community Development Block Grant (CDBG) projects/activities under the *FY2004-FY2009 Five Year Strategic Plan*. Due to unforeseen circumstances, the City requested a one year extension of the *FY2004-FY2009 Strategic Plan* in order to include the *FY2010 Annual Action Plan*. CDBG funding is typically released in April. However, due to the request for an extension and the time needed to process and approve the request, the FY2010 funds were released to the City in September of 2010.

The U.S. Department of Housing and Urban Development, Portland Office, granted the request and allowed a one year extension of the *FY2004-FY2009 Five Year Strategic Plan* to include the *FY2010 Annual Action Plan*. This is the final CAPER report applicable to the *FY2004-FY2009 Five Year Strategic Plan*. The *FY2011-FY2015 Five Year Consolidated Plan* was submitted to the HUD Portland office on February 8, 2011 and is awaiting final approval.

FY2010 funds were applied to projects and programs defined in the *FY2010 Annual Action Plan* and have been delayed in some circumstances due to the late release of funds, new Grant Administrator, longer than anticipated environmental review processes and the onset of cold temperatures delaying some construction type projects.

The City understands the Housing and Community Development program need of presenting a profile of identified community development needs and priorities and supports the efforts of the program by submitting the April 2010 to March 2011 CAPER Report of completed projects and activities for FY2010.

**Assessment of FY2010**

Projects and activities for FY2010 were considered based on priorities established in *Community Development, Economic Development, Housing, and Public Service* and were further broken down into: *Priority, Area Objectives* and *Strategies*.

**Projects/Programs Completed**

<p><b>Consolidated Plan</b></p> <p><i>Priorities/Goals</i></p>	<p><b>FY10 Action Plan</b></p> <p><b>Project/Activity-Proposed Accomplishment</b></p> <p><i>Area Objective</i></p>	<p><b>Projects/Activities completed</b></p> <p><b>April 2010- March 2011</b></p> <p><i>Strategies</i></p>
<p><b>Community Development/</b> Support neighborhood revitalization activities that promote public health, safety, and welfare.</p>	<p><b>Improve kitchen</b> and flooring of Senior Center.</p> <p><b>(6) Code Enforcement</b> of Neighborhood cleanups campaigns to LMI area.</p>	<p>Improvements to kitchen and flooring completed Idaho Falls <b>Senior Community Center</b></p> <p><b>Code Enforcement</b> program completed (6) neighborhood cleanups in LMI census tract neighborhoods.</p>
<p><b>Economic Development /</b> Eliminate slum/blight and improve economic conditions throughout the community, principally for Low to Moderate Income (LMI) individuals</p>	<p><b>(3) Improvements</b> to Façades, business signs, and awnings to historic downtown.</p>	<p><b>(1) Facade Improvement</b> completed for Health Resources in historic downtown Idaho Falls. Idaho Falls Downtown Development Corporation <b>(IFDDC)</b></p>
<p><b>Housing Development/</b> Encourage development of new, affordable single, multi-family, and special needs housing in the community through private developers and non-profits.</p>	<p><b>(5) ADA Accessible</b> Homes made more accessible, improve affordable/livable housing, and stabilize older neighborhoods.</p> <p><b>(250) Crisis Intervention Housing</b> and resources allows first responders an alternative to jail when defusing a mentally ill individual.</p> <p><b>(25) Crisis Intervention Training</b> of first responders to identify a situation involving a mentally ill individual and choose an alternative.</p>	<p><b>(7) Homes</b> modified to make ADA accessible for LMI homeowners. <b>(LIFE, Inc.)</b></p> <p><b>(281) bed nights</b> provided to prevent/assist homelessness. <b>(CLUB, Inc.)</b></p> <p><b>(76) First responders</b> received Crisis Intervention training to assist/prevent homelessness. <b>(CLUB, Inc.)</b></p>

<p><b>Public Service/</b> Encourage social service providers, faith-based groups, private businesses, school districts, non-profit agencies and community leaders to work together to compressively meet the needs of families in poverty.</p>	<p><b>(12) Legally assist</b> grandparents under age 60 who are raising grandchildren (GRG).</p>	<p>(12) Grandparents raising grandchildren &lt;60 received legal aid assistance. Eastern Idaho Community Action Partners <b>(EICAP)</b></p>
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**Projects/Programs Not Completed**

<b>Priority/Goal</b>	<b>Area Objective</b>	<b>Reasons not Completed/ Strategy to complete</b>
<p><b>Community Development/</b> Support neighborhood revitalization activities that promote public health, safety, and welfare.</p>	<p><b>Replace Sidewalk</b> In 50 year old LMI neighborhoods.</p> <p><b>Salvation Army</b> to be made ADA accessible to all floors.</p>	<p>Not completed - late allocation of funds conflicted with construction season. Idaho Falls Community Pathways <b>(IFCP)</b> <u>City Council approved to start Fall, 2011</u></p> <p>Chair Lift delayed Delay due to SHPO review/public comment period. <u>Completed in Spring, 2011</u> <b>(Salvation Army)</b></p>
<p><b>Economic Development /</b> Eliminate slum/blight and improve economic conditions throughout the community, principally for Low to Moderate Income (LMI) individuals</p>	<p><b>(3) Improvements</b> to Façades, business signs, and awnings to historic downtown.</p>	<p>Constitution Plaza N/W Facades delayed due to SHPO review/public comment period. <u>Construction to begin late July, 2011</u> <b>(IFDDC)</b></p>

**Annual Expenditure**

<b>Applicant Project/Activity</b>	<b>Allocation</b>	<b>Grant Funds Spent</b>	<b>CFR</b>	<b>National Objective</b>
<b>(EICAP) GRG &lt;age 60, legal aid assist.</b>	10,000	1,710	570.201(e) Public Service	LMI Clientele
<b>CLUB, Inc. Crisis Intervention Housing</b>	50,000	28,966.84	570.201(e) Public Service	LMI Clientele
<b>CLUB, Inc. Crisis Intervention Training</b>	5,000	1,300.95	570.201(e) Public Service	LMI Clientele
<b>IFDDC- Façade Improvement</b>	80,000	0	570.201(a)(3) Commercial Rehab	Slum/Blight
<b>Senior Center kitchen Improvements</b>	40,250	40,250	570.201(c) Public Facility	LMI Clientele
<b>Planning Dept. Full time Code Enforcement LMI neighborhood</b>	60,000	58,623.37	570.202(c) Code Enforcement	LMI Area
<b>LIFE, Inc. Homeowner ADA access</b>	35,000	35,000	570.202(a)(1) Housing Rehab	LMI Clientele
<b>IFDDC Sidewalk replacement</b>	43,151	0	570.201(c) Public Facility	LMI Clientele
<b>Salvation Army Chair lift</b>	30,000	30,000	570.201(c) Public Facility	LMI Clientele
<b>Administration 1 full time Administrator 20% of allocation</b>	89,350	77,592.32	570.206 Administration	

**Carryover Funds      Current Balance as of 6/24/11**

<b>FY2010 Allocation</b>	<b>Grant funds spent to date</b>	<b>Balance</b>	<b>% remaining</b>	<b>Unallocated Funds</b>	<b>Program Income</b>
\$441,751	\$273,443.48	168,307.52	~38%	0	0

The City only receives funds from HUD through the Community Development Block Grant; additional funding sources that assist in the provision of affordable housing are managed by the Idaho Housing and Finance Association and are available to developers



and non-profits. The City has not set up any loan programs nor expects any recovery of grant funds that would create program income.

### **Section 108 program**

Although the City does not participate in the Section 108 Program directly, the City continues to become aware of programs and resources that address specific housing needs within the community by participating in monthly Housing Task Force meetings.

Under contract with HUD, IHFA administers federal rental assistance programs that help low-income families, the elderly, and individuals with disabilities obtain decent, affordable rental housing. Information and resources are shared between Affordable Housing Task Force members at monthly meetings or as needed through agency referrals and coordination amongst service providers and organizations.

### **Program Changes**

As a recipient of CDBG funding, the process to apply, select, carry out the projects, and ensure they are completed in an accurate and timely manner is a challenge and requires continuous checks/balances to ensure the program and requirements are met.

#### **Changes that will improve the program include:**

- Communicating/benchmarking with neighboring CDBG recipients
- Utilizing CPMP tools
- Open dialogue with the HUD CPD Representative will continue to help improve the process
- Continuing education regarding CDBG and IDIS via on-site or web based

### **Furthering Fair Housing - *Impediments to fair housing***

Increased understanding by government officials, business leaders, and private citizens of how important housing choices are to individuals and community wellbeing with regards to providing choices and equal and open access to affordable residential opportunities to meet individual and family needs.

The City has taken action to support and communicate the need for understanding and sharing that knowledge with the community by:

**-Participating and supporting** the efforts the Housing Task Force Committee, which is comprised of service agencies and organizations, that meet monthly to share information, resources, communicate, coordinate, and increase their knowledge of programs and projects that support fair housing. The City supports and refers to many of the services offered through active members of the Housing Tasks Force Committee.

**-Declaring April as Fair Housing Month** with a Mayor held press conference to deliver and sign a Fair Housing Proclamation in support of the Federal Fair Housing Act, Title V111 of the Civil Rights Act of 1962.

**-Allocating Community Development Block Grant** funds were they are best utilized for programs/activities that foster fair housing practices such as: modifying homes to make more

ADA homeowner accessible, and accessible housing for individuals in crisis through programs offered through CLUB, Inc. the Fair Housing Act.

**Neighborhood Stabilization Program (NSP)** - The City partnered with EICAP and CLUB, Inc. and provided upfront funding to purchase the homes and EICAP and CLUB, Inc. have rehabilitated the homes and have found eligible homeowners/renters to occupy the homes. The goal was to provide decent affordable housing to an underserved LMI population (primarily larger families). The homes are at a non-disclosed location for privacy reasons.

### **Leveraging Resources**

The majority of the CDBG projects are made possible with a combination of funding. The City encourages a partnership approach when addressing and supporting community needs. Projects and activities that help fill the gap and allow service agencies to access additional funds are considered when prioritizing projects.

For FY2010, specific projects and activities leveraged included:

- Salvation Army Chairlift Project** - \$30,000/CDBG and \$15,000/Salvation Army
- Facade Improvement Program** requires a 25% match from property owners
- Sidewalk Improvement Project** - the City will contribute in-kind contributions of staff time from Engineering & Design and Parks & Recreation staff time to complete the improvements by the end of October 2011.
- Intersection Improvement** of Shoup/A Street - the City will contribute in-kind contributions of staff time from Engineering & Design and Park & Recreation staff time to complete the project by the end of August 2011.
- EICAP Grandparents Raising Grandchildren** is able to contract with the nonprofit organization or Idaho Legal Aid to provide legal aid assistance to grandparents raising grandchildren.

Federal resources from HUD have leveraged funds for the regional transportation authority in the area by helping Targhee Regional Public Transit Authority (TRPTA) meet their Federal Transit Authority (FTA) match ratio of 83/17 to purchase buses and increase services.

### **Managing the Process**

Given that FY2010 was unique, the allocation of FY2010 funds was issued in September of 2010. Part of managing the process included an open dialogue with the HUD Portland Office CPD Representative, Scott Rich, to discuss strategies to move forward and ensure compliance with program and comprehensive planning requirements continue to be a priority. The majority of administration was utilized as follows: attending CDBG training, consulting with the community to identify needs to complete the *FY2011-FY2015 Five Year Consolidated Plan*, initiating a new CDBG funding cycle, carrying out the *FY2011 Annual Action Plan* process, compiling and overhauling the CAPER reporting process for FY2010, providing applicable public hearings, completing environmental checklist/reviews, creating agreements between the City and grant recipients, submitting IDIS draw requests, providing oversight to projects/activities, and reporting.

**Citizen Participation**                      **See EXHIBIT A**

The 7<sup>th</sup> Annual CAPER Report is due to HUD by June 30, 2011. Provided are a schedule, supporting documentation, and map of project locations applicable to the census tracts.

*Citizen Participation was completed as follows:*

- Public Notice to Post Register
- City Council Work Session held April 26, 2011
- Public Hearing held April 28, 2011
- 30-day public comment period from April 29, 2011 through May 31, 2011
- No comments were received
- Council Meeting held June 7, 2011
- Resolution to take place at Council Meeting scheduled for 7:30 pm, June 30, 2011
- June 28, 2011 Final CAPER submitted to HUD for approval
- Original signed Resolution to be sent after June 30, 2011 Council meeting
- \*Council meeting dates changed due to upcoming 4<sup>th</sup> of July Holiday*

The majority of funding benefits Low and Moderate Income (LMI) persons. The three Census Tracts: 9707, 9711 and 9712, have a majority of LMI persons and were the target area for the use of CDBG funding.

***See map of three Census Tracts that identify the geographic distribution/location of investment. (EXHIBIT B)***

Blue triangle denotes location of specific projects/activities on the Census Tract/LMT% map (see below)

- |                                      |                           |
|--------------------------------------|---------------------------|
| -Salvation Army/Chairlift Project    | North Blvd                |
| -Senior Center/Kitchen Improvement   | W 21 <sup>st</sup> Street |
| -Health Resources Façade Improvement | 402 Shoup Ave             |

The following projects/activities were completed - Specific address left out due to privacy

(6) Neighborhood cleanups on the following streets:

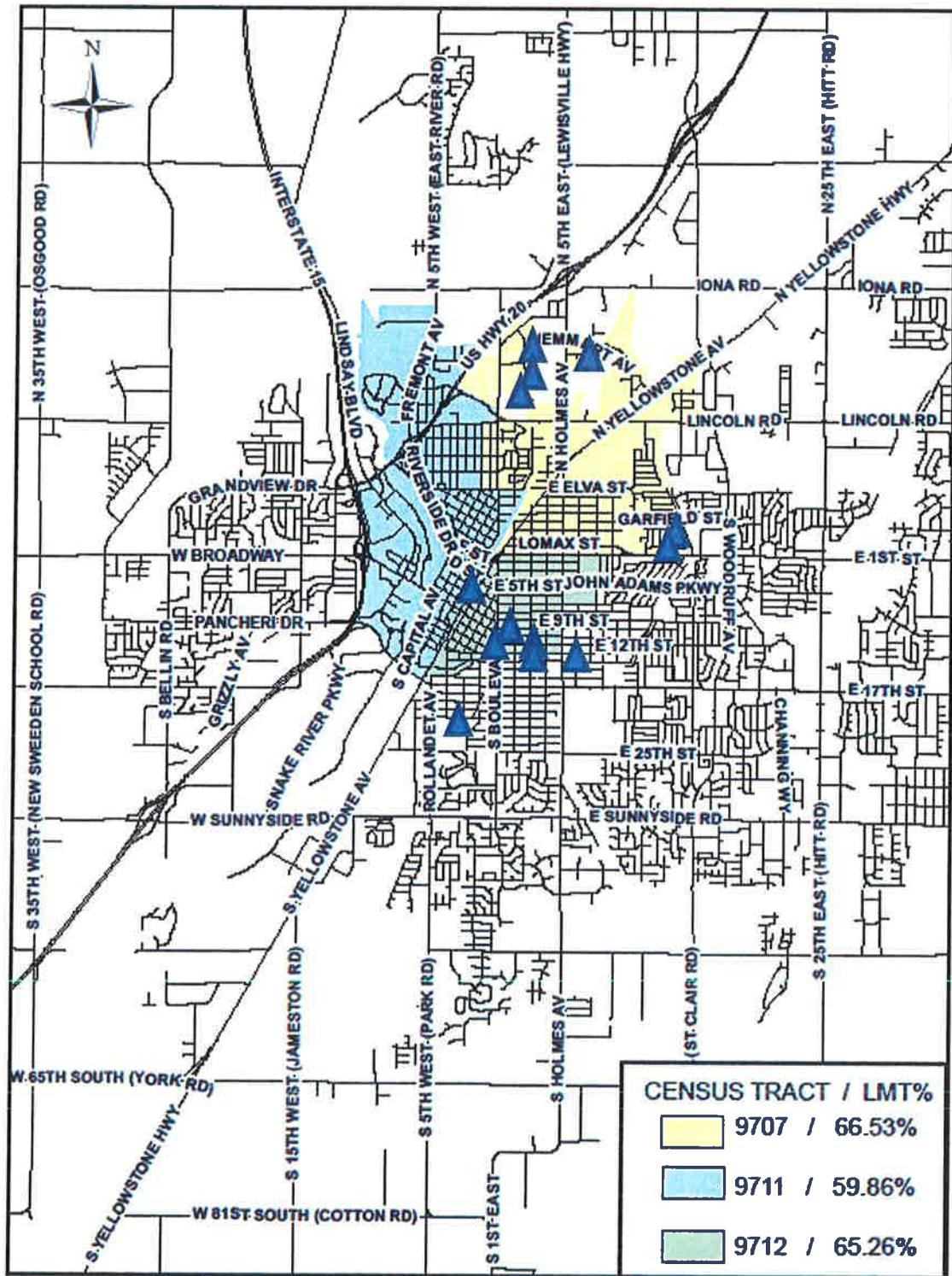
- Poplar, Walnut, Rose, Payne, Wheeler and W 14<sup>th</sup>

Life Inc. ADA home modifications located on the following streets:

- Water Street
- Hasley Street
- Garfield Street

Idaho Legal Aid office located on Constitution/Capital St.

## EXHIBIT B



## Institutional Structure

The City completed the *Analysis of Impediments* and the *Five Year Consolidated Plan FY2011-FY2015 Plan* and the *FY2011 Annual Action Plan*. Projects and activities for the FY2011 Plan were prioritized with information provided in the Five Year Plan as well as feedback from interviews held with service agencies and organizations within the community. The Affordable Housing Task Force is a valuable resource that provides an opportunity for an open discussion that encourages benchmarking and the sharing of lessons learned to enhance coordination.

## Monitoring

Projects are monitored through a Risk Assessment Process for each funded activity every other year to determine the level of risk of noncompliance with CDBG program requirements by desk monitoring and/or onsite monitoring. The Risk Assessment was not completed for 2010 however, projects and activities are monitored closely as they go through the agreement, draw request and approval phase until completion. Because 2010 was not due for a Risk Assessment, FY2011 projects/activities will be monitored with the new recommended processes as described in the 2011-2015 Five Year Strategic Plan and will include at least one on-site visit.

### *Projects/Programs Not Completed*

Priority/Goal	Area Objective	Reasons not Completed/ Strategy to complete
<b>Community Development/</b> Support neighborhood revitalization activities that promote public health, safety, and welfare.	<b>Replace Sidewalk</b> 50 year old LMI neighborhoods.  <b>Salvation Army</b> to be made ADA accessible to all floors.	Not completed - late allocation of funds conflicted with construction season. Idaho Falls Community Pathways (IFCP) <u><i>To be completed by end of October 2011</i></u>  Chair Lift delayed due to SHPO review/public comment period. <u><i>Completed in Spring 2011 (Salvation Army)</i></u>
<b>Economic Development /</b> Eliminate slum/blight and improve economic conditions throughout the community, principally for Low to Moderate Income (LMI) individuals	<b>Improvements</b> to Façades, business signs, and awnings to historic downtown.	Constitution Plaza N and W Facades delayed due to SHPO review/public comment period. <u><i>Construction to begin late July 2011 (IFDDC)</i></u>

## **Self-Evaluation**

*Programs and activities having an effect on neighborhoods and communities include:*

- Neighborhood cleanup efforts
- Increased ADA access to social service agencies
- Housing assistance for individuals in crisis
- Legal aid assistance to grandparents raising grandchildren
- Access to nutritious meals for to senior citizens and individuals with disabilities
- Prevention of conditions of slum/blight to the historic downtown Idaho Falls

*The process and specific objectives for meeting priority needs to help make a community's vision a reality include:*

- Understanding priority needs at the beginning of the application cycle
- Community input through interviews and committee input
- Reviewing applications with priorities in mind
- City council work sessions, public hearing, public comment periods

*Decent housing, suitable living environment and expanded opportunity for LMI income persons have been provided by:*

- Supporting and participating in the Affordable Housing Task Force Committee to provide information and assist with referrals
- Allocating funding to agencies that assist individual in crisis with accessing decent housing
- Providing legal aid assistance to grandparents who are raising their grandchildren due to unforeseen circumstances such as decreased health, death, mental illness and neglect on behalf of the parent

*Activities and strategies have made a direct impact by:*

Filling in gaps in service and accessibility due to income or age of an individual trying to access services. For example; the Salvation Army was able to install a chair lift, become ADA accessible, and improve independence for individuals with a disability by matching funds and pulling resources together.

*Indicators that best describe the results include:*

- Success stories from agencies that have benefitted from CDBG funds
- Providing annual reports that reflect what was completed for a given year

*Barriers that had a negative impact on fulfilling the strategies and overall vision included:*

- Decreased communication
- Unmet program requirements

*Major goals/status:*

Projects were initiated late as described in the Executive Summary. To date, remaining projects and activities are on target to be completed between the months of August to October of 2011.

*Adjustments or improvements to strategies and activities to help meet our needs more effectively include:*

Open dialogue between the Grant Administrator and HUD Field Representative, submitting Annual Action Plan corrections and annual CAPER reports to help ensure the program requirements are being met.

### **Lead-based Paint**

The City Coordinates with agencies that are trained in lead based paint remediation regarding lead based paint hazards. Coordination with the Housing Task Force is also a valuable resource to help with the efforts.

Literature is also made available at the Cities building department.

## **HOUSING**

### **Housing Needs**

The City has taken the following actions during the last year to foster and maintain affordable housing by allocating CDBG funds to support programs such as housing rehab, home modifications, and sidewalk improvement that foster and maintain affordable housing rather than finance housing projects directly. The City partnered with CLUB, Inc. and EICAP for the Neighborhood Stabilization Program (NSP) funds and was awarded in April of 2009. The NSP funding helped both agencies purchase a total of 5 properties which were rehabilitated and made available to qualifying individuals and larger families (a need identified within the community

### **Specific Housing Objectives**

The City provides a support role in helping service organizations and agencies in the application process of CDBG funding. The Affordable Housing Task Force Committee is made up of members who work within the community and who address the housing needs on a daily basis. Some of the members are from CLUB, Inc., EICAP, Idaho Legal Aid, IHFA, Department of Health and Welfare, LIFE, Inc., and HUD Boise Field Office. Committee members share information, resources, and referrals and support the community wide needs associated with affordable housing. The majority of the members come from agencies and organizations that gather, evaluate and maintain affordable housing data and information that meet Section 215 and the definition of affordable housing for rental and owner households. The data is not gathered or tracked by the City.

Progress is evaluated within the agencies and organizations serving on the Affordable Housing Task Force and is used to help identify the needs and help provide solutions. "Worst-case" housing needs and housing needs of persons with disabilities are also addressed by sharing of information among Committee members.

### **Public Housing Strategy**

The City maintains a support role and regards awareness as key to improve public housing and resident initiatives. In April, the City recognized the month of April as Fair Housing Month and presented and signed a Proclamation. This is the 5<sup>th</sup> consecutive year the City has provided the Proclamation.

### **Barriers to Affordable Housing**

Some of the actions the City has taken during the last year to eliminate barriers to affordable housing include allocating CDBG funds that directly support:

- ADA accessibility issues
- Individuals in crisis seeking decent affordable housing
- Training of first responders to effectively manage a person who is mentally or physically ill, disabled, or in a crisis.

### **HOME/ American Dream Down Payment Initiative (ADDI)**

The City does not participate in the HOME/ADDI program

## **HOMELESS**

### **Homeless Needs**

The City addresses the needs of homeless persons through the Housing Task Force Committee and encouraging organizations that help the effort to apply for CDBG funds. The City is a supportive role in the efforts of reducing homelessness.

### **Specific Homeless Prevention Elements**

The City is a supportive role in regarding homeless prevention and coordinates through the Housing Task Force.

### **Emergency Shelter Grants (ESG)**

The City provides a supportive role regarding homeless prevention and coordinates through the Affordable Housing Task Force. The majority members are eligible and do apply for ESG grants. The City Council has provided letters of support, resolutions, and Proclamations to accompany grant applications.



## COMMUNITY DEVELOPMENT

### **Community Development**

The community development aspect of the FY210 CAPER report continues to support specific programs, projects and activates that have been prioritized and approved by City Council and that best meet the needs as identified by service agencies and organizations within the community. The City is fortunate to be able to work with several major organizations dedicated to matching individuals with the services they need such as: housing, home rehab, improved ADA accessibility, weatherization, and a variety of unmet needs. The City is able to assure we are meeting the needs of the LMI clientele by working with service organizations who serve on the Affordable Housing Task Force Committee and by participating on the Committee as well. This is another avenue to identify, address, and link individuals in need of services with the resources they need

Although there have been some obstacles along the way, the City continues to meet the intent of the program and more importantly; meet the needs identified in our recent assessment. Annual reports and assessments help the City select and prioritize projects from year to year and allows some flexibility to adjust as the needs change or increase in a particular area. Provided is a table to demonstrate what has been accomplished from April 2010 through March 2011.

The following tables are provided in **EXHIBIT C**

Tables:        *2A Priority Housing Needs/Investment Plan Table*  
                  *2B Priority Community Development Activities*

Table:         *FY 2010 Projects, Priorities, Objectives and Outcomes*

### **Antipoverty Strategy**

The City addresses the needs of persons living below the poverty level through the Housing Task Force Committee and encourages organizations that help the effort to apply for CDBG funds.

## NON-HOMELESS SPECIAL NEEDS

### **Non-homeless Special Needs**

The City addresses the needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Through the Housing Task Force Committee and encourages organizations that help the effort to apply for CDBG funds.

## **Specific HOPWA Objectives**

The City addresses Specific HOPWA Objectives through the Affordable Housing Task Force Committee and encourages organizations that help the effort to apply for CDBG funds.

## **OTHER NARRATIVE**

### **Monitoring Continued**

Specific monitoring is a continuous effort that continues through the life of the project or activity. The process of monitoring starts with the initial agreement process until completion of the project and/or applicable reporting requirements are met. The projects that will be monitored include those that have been identified as a high priority such as Transportation with the addition of a pilot route to provide services to LMI Clientele.