

City of Allen

2015 - 2016 CAPER

Comprehensive Annual Performance Evaluation Report

Community Development Block Grant Program



2015 - 2016 CAPER

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EXECUTIVE SUMMARY

The City of Allen receives Community Development Block Grant (CDBG) funds each year from the federal government through the U.S. Department of Housing and Urban Development (HUD). The Consolidated Annual Performance and Evaluation Report (CAPER) is designed to report on the progress in carrying out the Annual Action Plan. This CAPER reports the accomplishments of the CDBG program year October 1, 2015 – September 30, 2016. The CAPER provides an overview of the City's efforts and accomplishments in addressing its identified community development needs and priorities during the 2015-2016 program year. Below is a summary of the accomplishments and expenditures for each priority need from this program year.

Home Repair Program

- Consolidated Plan Goal: The City will provide financial assistance for rehabilitation and repair of owner-occupied units. It is anticipated that 50 dwellings will be rehabbed or repaired at a rate of 10 per year.
- Results: 24 families received assistance this program year.
- Expenditures: \$355,957.18 total expenditures
 - \$200,484.16 from PY 2014 funds
 - \$153,473.02 from PY 2015 funds

Public Service Funding

- Consolidated Plan Goal: Provide support to public service agencies for all classifications of very low to moderate income persons. Services may include emergency assistance with rent and utilities, counseling, food, and clothing, homeless prevention, transportation services, youth services, shelter for battered women, and hot meals for the elderly.
- Results: 109 families received assistance through public service agencies.
- Expenditures: \$43,500 to Allen Community Outreach.

- **A. INTRODUCTION**

The City of Allen receives Community Development Block Grant (CDBG) funds each year from the federal government through the U.S. Department of Housing and Urban Development (HUD). The Consolidated Annual Performance and Evaluation Report (CAPER) is designed to report on the progress in carrying out the Annual Action Plan. The CAPER is also designed to provide the jurisdiction an opportunity to assess its annual performance in relationship to meeting its overall five-year Consolidated Plan priorities and objectives and to discuss what actions or changes it contemplates as a result of its annual performance. This CAPER reports the accomplishments of the CDBG program year October 1, 2015 – September 30, 2016.

- B. GENERAL NARRATIVE**

- 1. Assessment of Five-Year Goals and Objectives**

The CDBG programs must address objectives that have been identified in the five-year Consolidated Plan developed through a process that involved citizens' input and opportunity for public comment.

The CAPER provides an overview of the City's efforts and accomplishments in addressing its identified community development needs and priorities during the 2015-2016 program year. In the 2014-2019 Five Year Consolidated Plan, the City identified three goals, repair 50 homes through the Home Rehabilitation Program at a rate of 10 per year, provide support to 205 low-moderate income families through local public service agencies at a rate of 41 per year, and provide Housing Education for 100 individuals through Housing Education Workshops at a rate of 20 per year. During the 2015-2016 program year 24 homes received repairs through the City's Home Rehabilitation program totaling \$355,957.18, with \$200,484.16 being from Plan Year 2014 funds and \$155,473.02 from Plan Year 2015 funds. In addition, 109 families received support through Public Service Agencies funded with \$43,500 in CDBG funds. The city provided education and referrals to individuals making inquiries to the city on affordable housing, homeownership, fair housing laws and lead-based paint.

- 2. Affirmatively Furthering Fair Housing**

The City completed an Analysis of Impediments (AI) during the development of the Consolidated Plan in 2010. The analysis included a review of barriers to fair housing choice.

The Analysis of Impediments identifies several areas where potential impediments to fair housing may exist. The AI report provides a summary of those impediments which

included a lack of education and awareness about fair housing, a limited market of affordable housing units (not a direct impediment, but can lead to related challenges), a decreasing supply of vacant land, substandard housing conditions, and limited public transportation options. During the 2015-2016 program years, staff continued implementing recommendations from the AI to overcome the effects of the identified.

CDBG programs directly further fair housing by making funds available to low-moderate income persons through an owner-occupied housing rehabilitation program. This program is designed primarily to increase the housing opportunities for low income persons. However, it is also implemented to promote fair housing in the City.

During this program year, the CDBG housing programs were implemented to assist in overcoming the affordability barriers facing low-income residents. In addition, through the planning and development processes, the Planning Department continues to advocate a balance of new housing types. Results can be seen in an increase in discussions regarding new housing developments that include town homes, small lot developments and mixed-use lofts and condominiums. The City also provides fair housing information to program participants, public service agencies, and any interested individuals or groups. Additional actions include: promotion of home ownership programs through the Texas Department of Housing and Community Affairs, assistance for and enforcement of property and house maintenance and improvements, neighborhood clean-up projects and ongoing discussions on public transit and rail transit.

In support of its efforts to affirmatively further Fair Housing Choice, the Planning Department acts as a resource for fair housing complaints. This year staff has received no fair housing complaints. A special file was created to document all efforts to outreach minorities and affirmatively further Fair Housing Choice. In addition, the City continues to remain active in attending related training. Concepts learned in training and interactions with the community contribute to a successful move toward affirmatively furthering Fair Housing.

3. Affordable Housing

The availability of affordable housing appears limited as relatively few low cost homes are for sale in Allen. What homes are available at lower prices are typically in poor condition or sell very quickly, pointing to a possible demand for that priced housing.

Development costs often discourage the construction of new lower priced homes. The current housing market, combined with City land use regulations and fees for residential development, contributes to a lack of interest by most developers and builders to construct affordable housing. Additionally, limited multifamily dwellings are being developed that would be considered affordably priced housing.

The City of Allen continues efforts to maintain a decent supply of affordable housing through the CDBG programs. In this program year the City spent \$355,957.18 in CDBG funds on 24 home repair projects and allocated \$43,500 to Allen Community Outreach for rent and utility assistance. In addition, the City has implemented neighborhood improvement programs to stabilize older neighborhoods. One of the goals of this program is to preserve the existing housing as a source of safe and decent affordable housing.

There are very few instances of “worse case needs” in Allen. Renters with severe cost burdens find assistance through local public service agencies, including Allen Community Outreach which receives a grant through the City of Allen. Through additional efforts by the City, there is no substandard housing in Allen. Persons with disabilities qualify to participate in the Home Repair Program to make accessibility modifications to their homes.

4. Continuum of Care

Homeless prevention remains a low priority need in Allen. The City has primarily addressed the needs of the homeless through support of sub recipients such as Allen Community Outreach, who provides rental, mortgage and utility assistance to prevent homelessness. City staff continues to be an active participant in the Metro Dallas Homeless Alliance Continuum of Care, which has implemented a Plan to End Chronic Homelessness in Dallas and Collin County. Through this process the City will participate in the Collin County Homeless Coalition’s effort to secure Emergency Shelter Grant funding through the Texas Department of Housing and Community Affairs for the 2016 program year. According to the available information and consultation with service agencies, there are more individuals and families who are homeless requiring shelter and supportive housing in order to live as independently as possible due to the recent economy. The City continues to assist public service agencies to meet underserved needs.

5. Other Actions

During the 2015-2016 CDBG program year, the City of Allen took a number of actions related to its Consolidated Plan objectives, described in the following text.

a. Lead-based paint

The City of Allen has few incidents of lead contamination related to the use of lead-based paint in its housing stock. This is mostly due to the relatively young age of the housing stock. Previous staff had attended environmental training and incorporated the assessment and monitoring techniques that are required by HUD in the home repair program and other federally funded projects. Due to staff turnover within the last year current staff members have not attended this training; however, it will be schedule within the next six months. All homes built before 1978 are tested by a third party company and the City is provided with a report documenting the findings and recommended action. In addition, all pre-approved contractors associated with the housing repair program are required to have lead licensing for lead supervisors and RRP workers.

In order to reduce and abate lead-based paint hazards, the City provided information and technical assistance to individuals undertaking home improvement projects. The City also utilized CDBG funds for the assessment of lead-based paint in housing units receiving federal funds built before 1978. In this program year, 1 house was tested at a cost of \$550 for lead paint and tested negative.

b. Compliance and Monitoring

Allen Community Outreach was monitored over the past year to ensure compliance and technical assistance with the CDBG program and regulations. Monitoring includes an on-site and desk review of financial and programmatic compliance on a regular basis to ensure contract compliance. Staff visited the public service agency office in the Fall of 2016 to review information regarding Allen clients.

c. Anti-Poverty Strategies

Because of the high cost of living in this area, there are few families who are living below the poverty level. These families are transient in nature and move from relatives and friend's homes, emergency shelter sites and other short term accommodations as they search for somewhere to stay in and out of Allen. Those families who need financial help and a home are referred to appropriate housing programs and social service agencies that can provide counseling, shelter and programs to help them become self-sufficient. Staff also coordinates efforts with other organizations like the Collin County Homeless Coalition and Metro Dallas Homeless Alliance, to address these issues on a regional level.

d. Institutional Structure and Coordination

In an effort to eliminate gaps in institutional structures, the City remains actively involved with outside agencies and regional governmental entities. The City coordinates with public service agencies, local housing authorities and surrounding communities to address public service needs related to housing activities and the underserved. The City also participates

with the Collin County Homeless Coalition and the Metro Dallas Homeless Alliance to maximize resources for the provision of services to the homeless population.

e. Obstacles to Meeting Underserved Needs

Part of the obstacles to meeting the needs of the underserved is eliminating the gaps in institutional structure discussed above. In addition the City leverages CDBG funds with City funded grants to other public service agencies in the area to address the needs of the underserved.

6. Leveraging Resources

The City of Allen is able to provide funding to public service agencies that is used as leverage for obtaining additional funding. Through this process, programs such as the rent, mortgage, and utility assistance program operated by Allen Community Outreach are able to acquire additional funds through other sources. This year the City has also funded public service agencies with \$50,000 of City funds. The City continues to seek additional funding from local, state and federal resources to maximize the effectiveness of the CDBG funds.

7. Citizen Comments

The City of Allen continues to follow the public participation plan established for all CDBG activities. A notice was published in one newspaper that covers the metroplex announcing the availability of the 2015 CAPER for public examination and citizen comment. The public review period began on November 3, 2016 and ran through November 21, 2016. The CAPER document was available on the City's website and at City Hall. The report was also sent to all Public Service agencies for comment. No public comments have been received during the public comment period. An advertised public hearing was held on November 22, 2016 and a presentation given to the City Council. The presentation was also aired on local community television. There was no public comment received during the public hearing.

8. Self-Evaluation

This was the twelfth year that the City of Allen has successfully administered CDBG funded programs. The results of this program year were very positive. Overall, the programs met the goals established in the Consolidated Plan. In addition, 67% of the awarded grant funds were spent with the remaining funds already allocated to future projects. What follows is a summary evaluation of each of the programs and its relationship to achieving the goals of the Consolidated Plan. In addition, the tables in the Appendices provide additional detailed information.

Goal	Strategy	2015 Goal	2015 Actual	5 Year Goal	% of 5 Year Goal
Safe / affordable housing	Home repair program	10	24	50	48%
Public services	Public services funding	150	109	750	14.5%
Housing Education	Housing Education	20	20	100	20%

Home Repair Program

- Consolidated Plan Goal: The City will provide financial assistance for rehabilitation and repair of owner-occupied units. It is anticipated that 50 dwellings will be rehabbed or repaired at a rate of ten per year.
- Results: 24 families received assistance this program year.
- Budget: \$239,750.00
- Expenditures: \$355,957.18 total expenditures
 - \$200,484.16 from PY 2014 funds
 - \$155,473.02 from PY 2015 funds

The Home Repair Program provides assistance to eligible homeowners to make necessary repairs to their homes and ensure minimum housing standards are maintained. The objective is to preserve and expand the supply of decent, safe, and affordable housing through the rehabilitation of existing residential property. Demand for this program continues to be higher than expected especially in light of the recovering economy. One barrier to the program is the availability and quality of contractors.

Public Service Funding

- Consolidated Plan Goal: Provide support to public service agencies for all classifications of very low to moderate income persons. It is anticipated that approximately 150 families could benefit from this funding each year. The City plans to fund public service activities out of CDBG at the maximum level allowed. Service may include emergency assistance with rent and utilities, counseling, food, and clothing, homeless prevention, transportation services, youth services and child care services.
- Results: 109 families received assistance through public service agencies this program year.
- Budget: \$43,500
- Expenditures: \$43,500

This program year the City funded one public service agency. Below is a summary of the program. One significant barrier has been the regional nature of some of the agencies that serve Allen. Many of the agencies serve the entire county, and therefore only a portion of the clients are Allen residents. This, and the unpredictability of the demand from only Allen residents, limits the funding that can be provided. In addition, the City funds additional public service agencies with City funds.

Allen Community Outreach

Allen Community Outreach (ACO) was awarded \$43,500 in funding to operate a rent and utility assistance program for eligible families. The goal of this program is to provide short term assistance to families in need, to get them through hard times and prevent them from becoming homeless. This year the program assisted 109 families and spent the entire \$43,500 grant award.

Housing Education Seminar

In the 2014-2019 Consolidated Plan the City identified housing education as a goal. In the 2015-2016 program year staff provided housing education to any individuals making inquiries to the city on affordable housing, homeownership, fair housing laws and lead-based paint on as needed basis. In addition, Allen Community Outreach preforms housing education as part of their program intake process.

C. CDBG Narrative and Accomplishments

1. Assessment of Use of Funds

The activities funded from the CDBG program for 2015- 2016 corresponded directly to activities budgeted in the Annual Action Plan and the goals of the Consolidated Plan. Throughout the year, changes were made to the anticipated CDBG allocations outlined in the Annual Action Plan to meet program demands. The City of Allen spent the remaining allocation of 2014 CDBG funds during the 2015 program year. Roughly \$200,484.16 in funds from program year 2014, which had gone unspent in that year was used for home repairs this year. Any 2015 funds remaining will be allocated to future City of Allen CDBG projects. The results are summarized below and a more detailed explanation is available in Section B.8 Self-Evaluation.

Program	2015 Budget	2015 Actual	% Budget
Administration	\$10,000.00	\$0	0%
Home Repair	\$239,750	\$155,473.02	64%
<i>Allen Community Outreach</i>	\$43,500	\$43,500	100%
Total	\$293,250.00	\$198,973.02	67%

2. Nature and Reasons for Changes in Program Objectives

During this program year, no changes were made to the Community Development Block Grant Program objectives identified in the Consolidated Plan. The City was able to accomplish more owner-occupied rehabilitation projects than originally estimated due to the carryover of 2014 funds.

3. Assessment of Performance on Consolidated Plan

This section of the PY 2015 CAPER assesses the City's efforts in carrying out the planned actions described in the plan as part of the City's certification that it will follow an adopted and HUD approved Consolidated Plan. The items below are outlined to highlight that the City of Allen has endeavored to implement all planned actions and strategies.

In accordance with the 2014-2019 Consolidated Plan, the City of Allen has:

- Followed an adopted and HUD-approved Citizen Participation Plan;
- Implemented all activities, programs and projects in accordance with all applicable local, State and Federal laws;
- Used all CDBG funds exclusively for the **three national objectives** and complied with the **overall LMI persons requirement**; and
- Followed **anti-displacement** policies and complied with the requirements of the Uniform Relocation Act and Section 104(d).
- During this program year, the City **pursued all resources** as identified in the 2015-2016 Action Plan. In addition, the City continues to fund most of the staff and administrative costs associated with implementing the program with City funds in order to further leverage CDBG funds.
- There were no requests for **certifications of consistency** for HUD programs during this program year.
- The City did not take any actions that **hindered implementation of the Consolidated Plan**.

In the 2014-2019 Consolidated Plan, the City identified the resources that could be pursued during the period covered by the plan. To date, every effort has been engaged to secure all non-housing resources available to the community.

4. Performance Measurement System

Outcome Measures

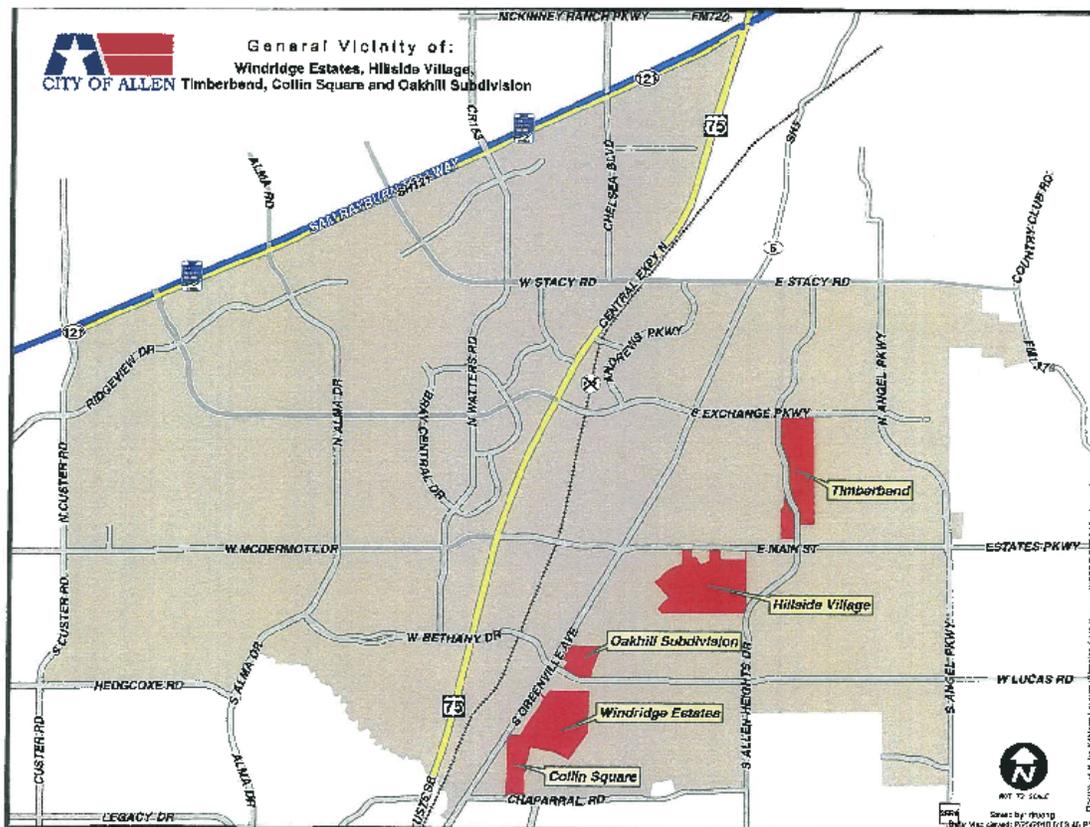
The following outcome measures for the 2015-2016 program year have been identified for each activity in accordance with the CDBG Outcome Performance Measurement System:

1. Twenty-four households have sustained affordable housing through the home repair program for the purpose of providing decent affordable housing.
2. One hundred and nine families have sustained affordable housing through rent and utility assistance for the purpose of providing decent affordable housing.

D. Geographic Distribution

The City of Allen has targeted five low-income neighborhoods for implementation of the CDBG programs. In addition, only homes in these neighborhoods are eligible for participation in the Home Repair Program. Urgent/Emergency Repairs are available to any eligible Allen resident citywide. Public service funding was used through public service agencies to help any eligible Allen residents.

MAP OF TARGET NEIGHBORHOODS



APPENDICES

1. HUD Tables
2. CDBG Activity Summary Report (C04PR03)
3. CDBG Financial Summary (C04PR26)
4. Program Income Details (C04PR09)
5. Summary of Consolidated Plan Projects Report (C04PR06)
6. Summary of Accomplishments Report (C04PR23)
7. CDBG Performance Measures Report (C04PR83)
8. CDBG Strategy Area, CDFI, and Local Target Area (C04PR84)

APPENDIX 1 HUD Tables

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**HUD Table 2C
Summary of Specific Housing/Community Development Objectives**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective *
	Owner Housing					
1	To preserve and expand the supply of decent, safe, and affordable housing through the rehabilitation of existing residential property. The city will provide financial assistance for rehabilitation and repair of owner-occupied units.	CDBG	Housing Units	10	24	DH-2
	Public Services					
4	To encourage the expansion and accessibility of human services for low to moderate income persons. Provide support to public service agencies for all classifications of very low to moderate income persons. The City plans to fund public service activities out of CDBG at the maximum level allowed. Service may include job placement / counseling, food and clothing, interim assistance, homeless prevention, transportation services, youth services and child care services.	CDBG	Households	150	109	DH-2 SL-1

HUD Table 3B – Annual Housing Completion Goals

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS (Sec. 215 Only)						
Homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	10	24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RENTAL GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	150	109	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	10	24	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	10	24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	10	24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	150	109	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Combined Total Sec. 215 Goals*	51	131	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	10	24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	10	24	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPENDIX 2 CDBG Activity Summary Report (C04PR03)

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APPENDIX 3 CDBG Financial Summary (C04PR26)

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APPENDIX 4 CDBG Program Income Details (C04PR09)

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**APPENDIX 5 Summary of Consolidated Plan Projects Report
(C04PR06)**

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APPENDIX 6 of Accomplishments Report (C04PR23)

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APPENDIX 7 CDBG Performance Measures Report (C04PR83)

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**Appendix 8 CDBG Strategy Area, CDFI, and Local Target Area
(C04PR84)**

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