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September 29, 2014

Mr. Richard Thomason, CPD Representative  
U.S. Department of Housing and Urban Development  
Community Planning and Development  
One North Central Avenue, Suite 600  
Phoenix, Arizona 85004-4415

Dear Mr. Thomason:

Enclosed please find the City of Avondale's 2013/2014 Consolidated Annual Performance and Evaluation Report (CAPER). The City expended a total of \$470,575.43 in CDBG funds and \$117,943 in HOME funds through the Maricopa HOME Consortium during the program year towards meeting its stated goals and objectives.

Avondale has chosen to use the format of the CPMP Tool for the CAPER and has included one original hardcopy and an electronic copy for your review.

Please contact Matthew Hess with any questions or comments you may have regarding the CAPER at 623-333-2726 or via e-mail at [mhess@avondale.org](mailto:mhess@avondale.org).

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Small".

Stephanie Small, Director  
Neighborhood & Family Services Department  
City of Avondale

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**2013/2014**  
**Consolidated Annual Performance**  
**and Evaluation Report**



## Fourth Program Year CAPER

The CPMP Fourth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

### GENERAL

#### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 4 CAPER Executive Summary response:

The City of Avondale (City) Consolidated Annual Performance and Evaluation Report (CAPER) provides a summary of the activities undertaken by the City with respect to the expenditure of U.S. Department of Housing and Urban Development, Community Planning and Development (HUD, CPD) formula grants. Community Development Block Grant (CDBG) funding was received directly by the City for the fourth program year in the 2010-2014 Consolidated Plan period. Details regarding Home Investment Partnership Program (HOME) funds received through Maricopa County Human Services Department, by virtue of the City's membership in the Maricopa County HOME Consortium are also included, however; not required as part of this report. This CAPER reports on activities undertaken in the program year beginning July 1, 2013 to June 30, 2014. This CAPER also reports on other funds expended to achieve the City of Avondale's objectives as described in the 2010-2014 Consolidated Plan and the 2013-2014 Annual Action Plan.

The City spent or encumbered \$470,575.43 in CDBG funds, and \$117,943.00 in HOME funds for a combined total of \$588,518.43 resulting in the following accomplishments:

#### CDBG Funded Activities:

- Completed ten (10) Emergency Home Repair projects
- Assisted fifteen (15) youth by providing work-readiness skills and job training
- Assisted one (1) youth by providing matching funds for education expenses
- Completed surface construction at five (5) streets in Historic Avondale
- Provided loan guarantees to five (5) small businesses along Western Avenue

#### HOME funded Activities:

- Completed 2 Substantial Home Rehabilitation Projects

**Jurisdiction**

- o An additional 5 projects were funded and completed through a HOME grant received from the Arizona Department of Housing (\$214,780.35 expended)

The following tables show the annual CDBG and HOME expenditures for the 2013/2014 program year.

CDBG Funding 2013/2014 - Total Allocation: \$572,513

Activity	Allocation	Prior Year(s) Reallocated	Prior Year Balance Carryover	Total Current Year Expenditures	Remaining Balance
Administration	\$ 114,503	\$ -	\$ -	\$ 112,915.29	\$ 1,587.71
Street Reconstruction	\$ 240,000	\$ -	\$ 343.77	\$ 240,000.00	\$ 343.77
Revitalization/Small Business Assistance	\$ 38,000	\$ -	\$ 62,861.36	\$ 21,625.59	\$ 79,235.77
Public Services - Youth Services	\$ 38,000	\$ -	\$ 32,718.15	\$ 26,555.89	\$ 44,162.26
Emergency Home Repair*	\$ 113,608	\$ -	\$ 55,126.07	\$ 65,533.25	\$ 103,200.82
ER Home Repair Program Delivery	\$ 28,402	\$ -	\$ 7,305.53	\$ 3,945.41	\$ 31,762.12
Unallocated funds (prior year admin)	\$ -	\$ -	\$ 22,375.45	\$ -	\$ 22,375.45
<b>Total</b>	<b>\$ 572,513</b>	<b>\$ -</b>	<b>\$ 180,730.33</b>	<b>\$ 470,575.43</b>	<b>\$ 282,667.90</b>
Expenditure Ratio					0.49

\* \$11,440.64 from Public Services (Block Watch) and Unallocated unspent admin reallocated to Emergency Home Repair

HOME Funding 2013/2014 - Total Allocation: \$131,872

Activity	Allocation	Prior Year(s) Reallocated	Prior Year Balance Carryover	Total Current Year Expenditures	Remaining Balance
Administration	\$ 8,242	\$ -	\$ -	\$ 8,242.00	\$ -
Substantial Rehabilitation	\$ -	\$ -	\$ 175,966.18	\$ 109,701.00	\$ 66,265.18
First-Time Homebuyer	\$ 123,630	\$ -	\$ -	\$ -	\$ 123,630.00
<b>Total</b>	<b>\$ 131,872</b>	<b>\$ -</b>	<b>\$ 175,966.18</b>	<b>\$ 117,943.00</b>	<b>\$ 189,895.18</b>

**General Questions**

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources

Jurisdiction

- a. Identify progress in obtaining "other" public and private resources to address needs.
- b. How Federal resources from HUD leveraged other public and private resources.
- c. How matching requirements were satisfied.

Program Year 4 CAPER General Questions response:

CDBG Assessment (Self-Evaluation) of one-year goals and objectives as stated in the 2013/2014 Action Plan.

<p><b>Community Development/Infrastructure and Street Improvements:</b></p> <p>Activity - The City will reconstruct streets, upgrade water lines, install additional fire hydrants and repair sidewalks in a low-moderate income neighborhood</p> <p>Goal - Complete reconstruction and upgrades of five (5) streets (03K/LMA)</p>	<p>Outcome - The City began construction on five (5) streets in late summer 2013 in the Historic Avondale area. All construction was completed at the end of March, 2014. Improvements included upgrades to the water lines, sidewalks and sidewalk ramps and fire hydrants as necessary.</p>
<p><b>Housing/Emergency Housing Rehabilitation:</b></p> <p>Activity - Conduct Emergency Home Repair eliminating health and safety hazards, code violations and lead-based paint hazards.</p> <p>Goal - Complete 14-16 units (14A/LMH)</p>	<p>Outcome - ten (10) units were completed. Typical items repaired included roofs, HVAC, electrical and plumbing.</p>
<p><b>Public Services/Youth Services:</b></p> <p>Activity - Provide work force skills, on the job work experience for teens (Next STEP program), and post-secondary education tuition assistance (IDEA)</p> <p>Goal - Assist 15-20 teens (05D/LMC)</p>	<p>Outcome - 15 teens received training that provided them with work-readiness and budgeting skills. Of those students also participated in a paid work experience. One (1) additional student received assistance through the Individual Development Education Assistance (IDEA) program.</p>
<p><b>Economic Development/Business Assistance/Revitalization Area:</b></p> <p>Activity - Provide assistance to small businesses on Western Avenue through the development of loan or grant program, technical assistance, and providing uniform signage. Rebranding to Historic Avondale.</p> <p>Goal - Assist 5 businesses (18C/LMA)</p>	<p>Outcome - provided loan guarantees to five (5) small businesses through a partnership with Arizona MultiBank.</p> <p>On-going technical assistance has been provided to several businesses by the City's Revitalization Manager. Various media have been updated to reflect the Western Avenue Revitalization Area with the Historic Avondale name.</p>

HOME Assessment of one-year goals and objectives as stated in the 2013/2014 Action Plan

<b>Homebuyer Assistance:</b>  Activity – provide financial assistance to eligible homebuyers for the purchase of a home within the City of Avondale  Goal – Complete 4 units	Outcome – the City is in the procurement process to obtain a non-profit to administer the program on behalf of the City.
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The City of Avondale evaluates its programs on an on-going basis to identify strategies that will improve the quality and efficiency of programs offered. While adjustments have been made to the administrative processes (updated marketing materials, updated application forms and processes), the City generally will continue to operate existing programs, with the exception of one. After the 13/14 program year, the City will no longer offer the youth IDEA tuition assistance program due to lack of interest. Only one (1) youth received assistance during this program year, and as such, the City will allocate funding to other activities in future years.

The City of Avondale's Analysis to Impediments to Fair Housing Choice, completed at the time of the City's 5-year planning cycle (2010), identified the following areas of concern which may be occurring in Avondale:

- Illegal housing discrimination
- Insufficient public awareness fair housing rights and resources
- The need for more effective AFFH strategies
- Increase collaboration among city departments regarding FH strategies and goals
- Decrease the disparities in home mortgage lending.
- Prevent NIMBYism
- Formalize monitoring, evaluation and data collection of FH Activities

The City accomplished and/or engaged in the following activities to overcome the effects of the above listed impediments (see Appendices for documentation of fair housing activities):

- Maintained a contact log – for FY 2013/2014; no call or inquiries were received
- Distributed fair housing literature at various city locations and at various city events
- Carried out and monitored fair housing activities, affirmative marketing strategies, encouraged affordable housing in non-minority concentration areas
- Requested testing be done of realtors in the area – of the ten (10) tests completed in the City, only one (1) test (10%) yielded evidence of possible housing discrimination.
- Increased collaboration/awareness of FH goals and strategies within other city departments

**Jurisdiction**

- Published a Fair Housing display ad in the West Valley View
- Included discussions of Fair Housing at two SW Valley HOA Academy events
- Published Fair Housing notices in the Avondale RAVE (published quarterly)

Avondale has invested in various programs in an effort to address and overcome the obstacles to meeting underserved needs in the community. The following tables provide accomplishments related to the expenditure of other funds used to achieve the goals of the Consolidated Plan and meet underserved needs. These funds were leveraged with the City's CPD funding to meet the goals in the Consolidated Plan.

<b>City of Avondale 2013/2014 Annual Action Plan Activities</b>			
<b>Lead Paint Reduction</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Conduct Substantial Rehabilitation on Owner-Occupied Homes	ADOH: \$220,000	3-4 homes	5 homes
Conduct Emergency Repair on Owner-Occupied Homes	CDBG : \$165,000	14-16 units	10 units
Disseminate lead paint hazards information	Various City facilities and events	Disseminate information to 500 homes	Disseminated lead hazard info to residents through various City events and direct marketing to potential rehabilitation participants
Identify lead hazards through City Code Enforcement	General Fund: \$1,056,000	Refer 4 homes for rehabilitation	3 referrals received from the Code Division

<b>Housing</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Conduct Substantial Rehabilitation on Owner-Occupied Homes	ADOH: \$220,000	3-4 homes	5 homes
Conduct Emergency Repair on Owner-Occupied Homes	CDBG: \$165,000	14-16 units	10 units
Refer Homeowners to Maricopa County for Weatherization	General Fund:\$50,000	5 units	5 units
Identify through the Revitalization Manager appropriate sites for affordable	General Fund: \$50,000	1 site	1 site

Jurisdiction

housing			
Conduct homeownership programs	HOME Consortium: \$131,872	4	0 homes – procurement in process

**Barriers to Affordable Housing**

Activity	Source	Desired Output	Actual Output
Conduct Fair Housing Workshop in conjunction with the Arizona Fair Housing Partnership.	6 Volunteer Hours – SWFHC	Complete 1 workshop	No Fair Housing Specific workshop held, but included in two SW HOA Academy events
Publish Fair Housing display notices in the newspaper		Publish two notices	Published notice in the West Valley View
Disseminate fair housing information in English and Spanish		Distribute 2000 flyers or brochures	Distributed Fair Housing Information to approx. 1500 persons
Maintain City web page providing public with information about fair housing laws and resources for filing complaints		Maintain webpage	Fair Housing webpage maintained which provides information and links to the AZ Attorney General, HUD and the Southwest Fair Housing Council sites.
Include Fair Housing Component with SW Valley HOA Academy		2 events	Included in two events

**Homeless**

Activity	Source	Desired Output	Actual Output
Provide emergency utility assistance and rent/mortgage assistance through the Community Action Program	Maricopa County Human Services: \$305,812	Provide utility assistance to 1,500 families and rental assistance to 250 families	1,744 persons provided with utility assistance 231 persons provided with rental/mortgage assistance
Fund local non-profit agencies serving low-income and special needs populations in Avondale Through the Contributions Assistance Program and other resources.	Gen Funds \$80,000	Assist 1,750 persons	Assisted 18,229 persons

Jurisdiction

<b>Anti-Poverty</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Fund local non-profit agencies serving low-income and special needs populations in Avondale Through the Contributions Assistance Program	Gen Funds \$80,000	Assist 1,750 persons	Assisted 25,365 persons

<b>Non-Homeless Special Needs</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Fund local non-profit agencies serving low-income and special needs populations in Avondale Through the Contributions Assistance Program	Gen Funds \$80,000	Assist 1,750 families	Assisted 25,365 persons
Provide congregate and in-home delivered meals daily for seniors through the Avondale Community/Senior Center	Area Agency on Aging: \$300,564	Provide 100 meals to seniors daily	On average, 70 meals were home delivered and an additional 50 were served in congregate daily.
Serve seniors with recreational activities through the Avondale Community/Senior Center	Area Agency on Aging: \$300,564	Serve 50 seniors daily	On average, 50 seniors participated in recreational activities on site.

The City leveraged \$1,148,188 in private and public funds from a variety of sources that work in concert with its housing and community development programs to more holistically serve the needs of Avondale residents.

<b>Public and Private Leveraged Funds</b>		
<b>Program</b>	<b>Source</b>	<b>Amount</b>
Contributions Assistance Program	City General Funds	\$80,000
Weatherization	Maricopa County	\$70,000
Youth Development Programs	City General Funds	\$75,000
Avondale Community Center	Area Agency on Aging	\$304,689
Community Action Program	Maricopa County	\$91,256

**Jurisdiction**

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Care 1 <sup>st</sup> Avondale Resource and Housing Center	Care 1 <sup>st</sup> Health Plan of Arizona	\$117,407.95 (calendar year funding - amount split between 2013 and 2014 calendar years)
Total		\$738,352.95

Federal resources enhanced existing programs by adding services that the City was able to provide to its residents. These resources directly leveraged the Community Action Program, Youth Development Programs and the Contributions Assistance Program by adding the ability to offer weatherization, financial assistance, expansion and implementation of special programming to meet the human service needs of Avondale residents.

**Managing the Process**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 4 CAPER Managing the Process response:

The City of Avondale manages its CDBG program utilizing a systematic approach. Activities considered during the consolidated planning process are tested for adherence to 24 CFR Part 570.208 with respect to meeting one of the following national objectives: 1) Benefit to Low-Income; 2) Elimination of Slum and Blight; and 3) Urgent Need. For Avondale, all activities meet the low-income benefit objective. The eligibility of all activities is verified pursuant to 24 CFR 570.201. Final selection of CDBG activities is accomplished through the public participation process and requirements outlined in 24 CFR Part 570.486. Once a list of proposed activities is developed, City staff obtains citizen comment in a series of public forums at least one of which is a formal public hearing. Following public input City staff makes a final recommendation to the City Council which in turn makes the final decision on the use of CDBG funds in a subsequent public hearing. Special efforts are made to include low-income persons, minorities and non-English speaking persons, as well as persons with disabilities.

Activities are carried out either by City staff or by private non-profit organizations that enter into a formal contract with the City which specifies all local, state and federal regulations with which the agency must comply. Each contract contains performance criteria which defines the minimum progress each agency must make to remain in compliance with the contract. Progress reports are required on a regular basis to assist in determining the agencies overall performance. Monitoring of the agencies is performed to ensure all regulatory and contractual requirements are being met. If deficiencies are discovered, they are dealt with immediately, and technical assistance is provided to bring the agency into full compliance. Should the agency be unable or unwilling to comply with the regulations and performance

Jurisdiction

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criteria outlined in the contract, the City would exercise its right to invoke the remediation and/or termination clause of the contract.

The only funding source requiring match used by the City of Avondale are HOME funds received through the Maricopa County HOME consortium. Matching requirements are met by City General Funds.

**Citizen Participation**

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 4 CAPER Citizen Participation response:

A draft of the CAPER was posted on the City of Avondale website at [www.avondale.org](http://www.avondale.org) which provided details and contact information for the 15-day comment period which ran from September 2, 2014 to September 17, 2014. A display advertisement was published on September 2, 2014 in the West Valley View announcing the availability of the CAPER for public review and comment. Printed copies of the CAPER were available for review at the Avondale Community Center, Avondale City Hall and the Care 1st Housing and Resource Center. Documentation of the public notice can be found in the Appendices.

**Summary of Comments Received: *No comments received during the public comment period.***

**Use of Federal Funds for Consolidated Plan Objectives**

The majority of federal funding is targeted to serve Avondale's low-income neighborhoods of Historic Avondale (Census Tract 61200, 61400), Cashion (Census Tract 82201) and Las Ligas/Rio Vista (Census Tract 82201). Avondale's low-income Census Tracts contain the highest percentage of minority households, primarily Hispanic/Latino and African American.

<b>CDBG Funds Expended per Geographic Area (excludes administration)</b>		
<b>Activity</b>	<b>CDBG Funds Expended</b>	<b>Geographic Area</b>

Jurisdiction

Infrastructure	Expended: \$240,000	Historic Avondale, Census Tract: 614
Youth Job Training	Expended: \$23,435.39	City Wide with emphasis in the following neighborhoods: Historic Avondale, Census Tracts: 612.00, 614.00. Cashion, Census Tract: 822.02 Las Ligas/Rio Vista: Census Tract: 822.01
Youth Tuition Assistance	Expended: \$3,120.50	City Wide with emphasis in the following neighborhoods: Historic Avondale, Census Tracts: 612.00, 614.00. Cashion, Census Tract: 822.02 Las Ligas/Rio Vista: Census Tract: 822.01
Emergency Home Repair	Expended: \$69,478.66 (including program delivery)	City Wide with emphasis in the following neighborhoods: Historic Avondale, Census Tracts: 612.00, 614.00 Cashion, Census Tract: 822.02 Las Ligas/Rio Vista: Census Tract: 822.01
<b>HOME Funds Expended per Geographic Area (excludes administration)</b>		
<b>Activity</b>	<b>HOME Funds Expended</b>	<b>Geographic Area</b>
Substantial Housing Rehabilitation	\$109,701.00	All substantial rehabilitation projects were conducted in the following low-moderate income neighborhoods: Historic Avondale, Census Tracts: 612.00, 614.00. Cashion, Census Tract: 822.02 Las Ligas/Rio Vista: Census Tract: 822.01

The following table illustrates the City's accomplishments with respect to Race/Ethnicity, Income and Special Needs populations.

Race and Ethnicity		
Race	Housing Rehab (Households)	Youth Services (Persons)
White	4	5
African American	0	0
Multi-Racial	0	0
American Indian	8	10
<b>Total</b>	<b>12</b>	<b>13</b>
Ethnicity - Hispanic		
Total Hispanic	9	12
Special Needs – Household Type (some HH may fit more than one type)		
Elderly/Frail Elderly	5	8
Single Parent	3	2
Two Parent	3	5
Other/Not Related	0	0
Female HH	1	0
Disabled	3	4
Homeless/Non-Homeless Assisted Households		
Homeless		
Non-Homeless	12	15
Income		
Non - Moderate Income >80%	0	0
Low - Moderate Income 51%-80%	3	3
Very Low Income 31%-50%	6	9
Extremely Low Income 0%-30%AM	3	3

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 4 CAPER Institutional Structure response:

The CDBG program is administered within the Neighborhood and Family Services Department (NFSD) of the City of Avondale. To overcome gaps in institutional structure the NFSD cooperates with other city departments essential to the administration of the CDBG program to ensure awareness of performance and compliance requirements. NFSD ensures that adequate public participation is obtained during program development and implementation. The NFSD relies on local non-profit organizations, advisory boards, planning commissions and City Council meetings to inform the public of the Consolidated and Annual Action Planning process.

The Neighborhood and Family Services Commission (NFSC) is the City advisory board to the NFSD for the implementation of the CDBG program. NFSD staff meets with the commission once per month.

The NFSD was actively involved with following organizations during the program year.

- a. The Neighborhood and Family Services Commission
- b. Maricopa County Human Services Department
- c. Arizona Department of Housing
- d. Neighborhood Housing Services of Phoenix
- e. Foundation for Senior Living (FSL)
- f. Arizona Multi-Housing Association (AMA)
- g. Maricopa Association of Governments Human Services Coordinating Committee
- h. Maricopa Association of Governments Transportation Policy Committee
- i. Maricopa Association of Governments Human Service Coordinating Committee Youth Policy Stakeholders Group
- j. Maricopa Association of Governments Regional Homeless Board
- k. Local Initiatives Support Corporation
- l. The U.S. Department of Housing and Urban Development
- m. Arizona State Historic Preservation Office
- n. The Southwest Fair Housing Council
- o. The Arizona Fair Housing Partnership Program

## **Monitoring**

1. Describe how and the frequency with which you monitored your activities.

2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.
  - f. Identify indicators that would best describe the results.
  - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
  - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
  - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 4 CAPER Monitoring response:

The City of Avondale systematically monitors all CDBG funded activities to ensure sufficient progress is being made, and to ensure compliance with applicable federal, state and local regulations. The City enters into contracts with local non-profit agencies to conduct a portion of its CDBG and HOME funded activities. Each sub-recipient and contractor is required to submit reports detailing their progress in meeting the performance criteria outlined in their contracts. The City assesses progress also by monitoring pay requests to ensure that the amount of funds being drawn down is proportionate to scheduled progress. On-site monitoring visits are conducted to ensure that sub-recipients are complying with the contract as well as all local, state and federal regulations. Sub-recipient files are thoroughly reviewed to ensure that compliance with rules has been adequately documented. Office space is inspected to ensure that it is accessible and that information related to fair housing and equal opportunity is clearly posted. The monitoring improves the performance of the sub-recipient and overall effectiveness of the program.

The City continues its efforts to rebuild the physical infrastructure of its low-moderate income neighborhoods while addressing emergency and long-term community development and housing needs. HUD CPD funded programs, coupled with services provided through other means, enable the City to more holistically meet the needs of the low-moderate income community. This collaboration among various programs serves to more significantly impact the housing, health and human services needs of Avondale residents.

Through street and infrastructure reconstruction, whole neighborhoods are being revitalized resulting in an arrest of any further decline of the infrastructure and the provision of improved utilities. It is anticipated that new growth and area revitalization will be stimulated by these efforts.

Housing rehabilitation activities continue to preserve the largest supply of affordable housing in Avondale by improving the aesthetics of some of the City's oldest neighborhoods while making homes healthier and safer for residents and more conducive to personal and educational growth. Many of the homes that have been rehabilitated experience improved energy efficiency, resulting in lower utility costs for the homeowner and increased sustainability. While a significant need for this type of assistance remains, the program's success has resulted in the ability to obtain additional grant funding from the Arizona Department of Housing in two separate years and additional funding through the Maricopa County Weatherization program are leveraged every year for this purpose.

Public services, such as youth job education and job training programs are helping to break the cycle of poverty while developing a more skilled work force for the benefit of the local economy. Through the successful summer youth employment program, youth are provided training in the areas of finance, budgeting and work readiness skills. A paid work experience, in which they are exposed to various professions, is also provided and participants are encouraged to pursue post-secondary education and are offered tuition assistance for this purpose.

Homebuyer assistance has made it possible for families that would not otherwise have the means to achieve the long-term financial security and stability that comes from homeownership. Furthermore, homebuyer assistance is affirmatively furthering fair housing by allowing buyers more choice by strengthening their buying power and subsequently providing them the ability to purchase virtually anywhere within the city.

While much has been accomplished to overcome the barriers caused by poverty and progress has been made in fulfilling the strategies and goals identified in the consolidated plan, there remains much work to be done in these areas. Barriers to greater success within these objectives continue to be the following: 1) continued decline in property values; 2) high unemployment; and 3) Asset Poverty – the lack of homeownership, education, savings, credit, insurance protection and personal net worth.

Major goals are on target and significant progress toward meeting those goals was accomplished during this program year. Necessary improvements that would allow for the city to more effectively meet community needs continue to be a needed increase in non-profit capacity, grant acquisition and increased funding.

### **Lead-based Paint**

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 4 CAPER Lead-based Paint response:

Through the City's Emergency and Substantial Home Rehabilitation programs, education and information regarding lead hazards is provided to homeowners. Lead testing and abatement is conducted as part of the rehabilitation programs as needed. In the last program year, approximately 16% of the homes tested positive for lead and required lead abatement to some degree. The City also disseminates information regarding lead hazards through non-rehabilitation activities, including the Community Action Program, and disseminates information at various city locations and events throughout the year.

## HOUSING

### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 4 CAPER Housing Needs response:

The City completed 19 single-family owner-occupied home rehabilitation projects thus maintaining the affordability of these homes for their respective owners. Additionally, the City assisted 7 household with purchase of their first home (NSP3 funded).

### Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 4 CAPER Specific Housing Objectives response:

The City's overall housing goal was to complete 2 substantial rehabilitation and 14-16 emergency rehabilitation projects for a total of 16-18 housing units being assisted. The City assisted 12 households through its CDBG and HOME funded rehabilitation programs and an additional 5 households through its ADOH funded housing rehabilitation program thus meeting the City's rehabilitation goals for the year.

Owner Households with Any Housing Problems		
Income	Goal	Actual
Less than 30% AMI	14-16 Emergency	3

Jurisdiction

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31% to 50% AMI	Rehab, 2 Substantial Rehab	6
51% to 80% AMI		3
80% to 120% AMI (NSP only)	Total Unit Goal - 16-18 Units	0

\*Actual outcome exceeds goal by 3 households for CDBG and HOME with an additional 10 households served through other sources.

**Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 4 CAPER Public Housing Strategy response:

Avondale does not administer any public housing, however; there are 127 public housing units operated by Maricopa County Housing Authority that Avondale refers households to.

**Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 4 CAPER Barriers to Affordable Housing response:

In an effort to address barriers to affordable housing, the city carried out/implemented the following:

- Conducted a Fair Housing workshop, disseminated fair housing information in English and Spanish and maintained a Fair Housing webpage on the City's website
- Offered homebuyer education and basic home repair workshops on an ongoing basis through collaboration with partner agencies
- Disseminated information at various locations and events regarding available programs
- Held 2 HOA Summits in which topics included property registration and licensing, landlord/tenant rights, Fair Housing, sales tax collection and reporting, and various other housing related topics

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

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report

Jurisdiction

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- a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
- 3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
- 4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction's affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Program Year 4 CAPER HOME/ADDI response:

Avondale's HOME funded activities are reported as a part of the Maricopa County HOME Consortium CAPER. Following is a brief description of those activities and the outcomes:

<p><b>Substantial Home Rehabilitation:</b></p> <p>Activity - Conduct Substantial Repair Program preserving the housing stock and bringing units up to code.</p> <p>Goal - Complete 2 units</p>	<p>Outcome - 2 units were completed with Maricopa HOME Consortium funds and an additional 5 units were completed using funding received from the Arizona Department of Housing.</p>
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All matching requirements were met by either private funds or Avondale general funds.

**MBE/WBE Outreach (HUD Form 40107 to be included in the Appendices)**

The City of Avondale will comply with HUD's responsibilities under Executive Orders 11625, 1234 concerning Minority Business Enterprises (MBE) and 12138 concerning Women's Business Enterprises (WBE) making all efforts to encourage the use of minority and women's business enterprises in connection with public works contracts, CDBG, and HOME funded activities. (HUD Form 40107 for HOME funded activities is included as part of the Maricopa County HOME Consortium CAPER)

**Affirmative Marketing Actions**

The City widely markets its programs through press releases, written program information and its web site which details all available programs and the parameters under which citizens may gain access to its services. All written information includes the following language to ensure that all citizens have access.

*It is the policy of the City of Avondale to serve all persons on a first-qualified-first served basis regardless of race, color, religion, gender, national origin, age or disability. Persons requiring hearing, visual, mobility, language or other accommodations may contact the City at 623-333-2700; TDD 623-333-0010 or [myfirsthome@avondale.org](mailto:myfirsthome@avondale.org) to make special arrangements.*

Jurisdiction

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In addition the following icons can be found on all printed materials providing program information:



**HOMELESS**

**Homeless Needs**

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 4 CAPER Homeless Needs response:

<b>Homeless</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Provide emergency utility assistance and rent/mortgage assistance through the Community Action Program	Maricopa County Human Services: \$208,663.95	Provide utility and rental/mortgage assistance to 1,750 families	799 total families assisted with utility and rental/mortgage assistance
Fund local non-profit agencies serving low-income and special needs populations in Avondale Through the Contributions Assistance Program and other resources.	Gen Funds \$80,000	Assist 1,750 persons	Assisted 25,551 persons

**Specific Homeless Prevention Elements**

1. Identify actions taken to prevent homelessness.

Program Year 4 CAPER Specific Housing Prevention Elements response:

## Jurisdiction

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The table below details actions taken by the City to prevent homelessness. These activities were funded through the Community Action Program.

Homeless Prevention Activity	HH Served	Expenditure
Weatherization	8	\$66,750
Utility and Rental/Mortgage Assistance	799	\$208,663.95

Additionally, the City of Avondale participates in the MAG Continuum of Care Regional Committee on Homelessness. This includes participation in the annual homeless street count and other homeless prevention events during the year.

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

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 4 CAPER ESG response:

***The City of Avondale does not have any ESG grant awards – Not Applicable***

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
  - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
  - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

## Jurisdiction

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- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
  - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
- a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
  - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
  - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
  - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
  - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
- a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.

**Jurisdiction**

d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 4 CAPER Community Development response:

<b>Community Development</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Implement the Downtown Revitalization Plan	General Fund: \$75,000	Promote new investment in revitalization area	Revitalization efforts included assisting with the development of a Merchants Association and Mosaic Arts Center and providing liaison services between the businesses and City Departments.
The City will assess and plan for recreational, infrastructure and facility needs through the Capital Improvements Program	General funds and grant funds: \$1,000,000	Implement Capital Improvement Plan	Implemented Capital Improvement Plan which includes sewer upgrades and street reconstruction of 5 street in Historic Avondale

At the end of the third program year, there is no intention of making any changes in the program objectives. The current programs continue to meet the needs of the community as well as the goals and strategies identified in the consolidated plan.

All dollar amounts indicated in the Consolidated Plan were committed through a written contract or through the city budgeting system ensuring that all resources were utilized and accounted for or reallocated according to Office of Management and Budget directives. No Certifications of Consistency with the Consolidated Plan were issued, however, if they had been necessary the proposed activity would have been assessed against the goals and objectives of the Consolidated Plan to ensure consistency without regard to the proposing agency. All inquiries into Consolidated Plan implementation are documented and a matter of public record. The record shows no contrary action or willful inaction.

No funds were used for activities that did not meet CDBG national objectives.

## Jurisdiction

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Temporary relocation was only necessary in some instances through the Owner-Occupied Housing Rehabilitation activities. When necessary, temporary relocation was provided in the form of an extended-stay hotel and costs were provided for through the program.

No Low/Mod Job Activities were undertaken during the program year.

The Youth Services program serves a limited clientele (youth age 16-21) and targets the low-moderate income neighborhoods within the city that are also minority concentration areas. Household income and size information is gathered from each participant to ensure that a minimum of 51% of the participants are low-moderate income. In this program year, 93% of the participants were at or below 80% AMI.

No Program Income was received during the program year nor did the City have any prior period adjustments, loans or lump sum agreements.

### Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 4 CAPER Antipoverty Strategy response:

<b>Anti-Poverty</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Fund local non-profit agencies serving low-income and special needs populations in Avondale Through the Contributions Assistance Program	Gen Funds \$80,000	Assist 1,750 persons	Assisted 25,551 persons
Provide emergency utility assistance and rent/mortgage assistance through the Community Action Program	Maricopa County Human Services: \$208,663.95	Provide utility and rental/mortgage assistance to 1,750 total	799 persons provided with utility and rental/mortgage assistance

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 4 CAPER Non-homeless Special Needs response:

<b>Non-Homeless Special Needs</b>			
<b>Activity</b>	<b>Source</b>	<b>Desired Output</b>	<b>Actual Output</b>
Fund local non-profit agencies serving low-income and special needs populations in Avondale Through the Contributions Assistance Program	Gen Funds \$50,000	Assist 1,750 families	Assisted 25,551 persons
Provide congregate and in-home delivered meals daily for seniors through the Avondale Community/Senior Center	Area Agency on Aging: \$300,564	Provide 100 meals to seniors daily	On average, 58 meals were home delivered and an additional 50 were served in congregate daily.
Serve seniors with recreational and transportation activities through the Avondale Community/Senior Center	Area Agency on Aging: \$300,564	Serve 50 seniors daily	On average, 50 seniors participated in recreational activities on site, and 40 seniors received transportation services daily.

### Specific HOPWA Objectives

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
  
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:

- a. Grantee Narrative
  - i. Grantee and Community Overview
    - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
    - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
    - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
    - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
    - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
    - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
  - ii. Project Accomplishment Overview
    - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
    - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
    - (3) A brief description of any unique supportive service or other service delivery models or efforts
    - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
  - iii. Barriers or Trends Overview
    - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
    - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
    - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
  - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 4 CAPER Specific HOPWA Objectives response:

Jurisdiction

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***The City of Avondale does not have any HOPWA grant awards – Not applicable.***

## **OTHER NARRATIVE**

Include any CAPER information that was not covered by narratives in any other section.

Program Year 4 CAPER Other Narrative response:



# Appendices

CDBG Financial Summary Report PR26

Affidavit of Publication of Public Notice for Public Comment Period



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System

DATE: 11/21  
PAGE: 1

PR26 - CDBG Financial Summary Report  
Program Year 2013  
AVONDALE, AZ

**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	572,513.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	572,513.00

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	0.00
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	0.00
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	0.00
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	572,513.00

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	0.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	0.00
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	0.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	572,513.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	572,513.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	0.00
42 ENTITLEMENT GRANT	572,513.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	572,513.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	0.00%



Office of Management and Enterprise Services  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2013  
AVONDALE , AZ

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PAGE: 2

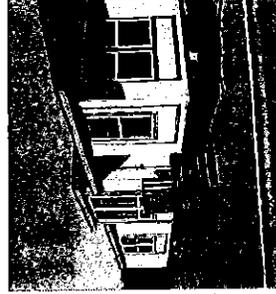
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**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**  
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**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**  
Report returned no data.

**LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37**  
Report returned no data.



2-3 BEDROOM mobile homes, sale or rent. Owner financing. All age family gated community. 623-935-4296, 623-824-9910. [www.litchfieldvillage.com](http://www.litchfieldvillage.com)

**AVONDALE AREA**  
**SAVE ALL YEAR WITH THE LOWEST RENT AROUND!**  
 Available Immediately!  
**LOW MOVE IN COSTS!**  
 Manufactured Homes for Rent or Purchase!! Starting at \$550 monthly, many to choose from. Friendly Family Community with pool! Great Location!  
 623-925-0151 for more information or visit us at [www.silverkingco.com](http://www.silverkingco.com)  
 Se habla espanol.

**Home Rentals 60**



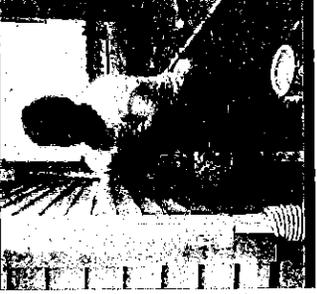
\$725 DOWNTOWN Buckeye 3 bedroom, 1 bath, A/C, large backyard, RV gate, garage. 623-512-0327.

3 Bedroom, 2 Bath Home. 2 car garage with opener. Covered patio with huge cul-de-sac yard. 84th Ave. & Indian School area. \$895 monthly 1 year lease 623-935-9205.

AVONDALE-3 bedroom, 2.5 bath, Section 8 ok, community pool, \$895. 623-535-8180.

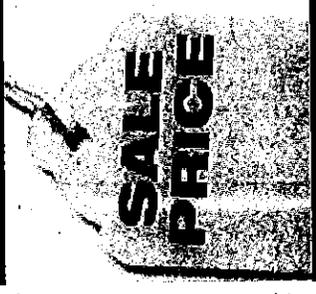
\$500 INCLUDES utilities, furnished. Call 623-734-6473. Dysart and Encanto, Rancho Santa Fe.

**Services 80**



JKB Bookkeeping Service LLC, Bookkeeping, Accounting Services for small business. Quickbooks, assistance, setup. 623-853-9268

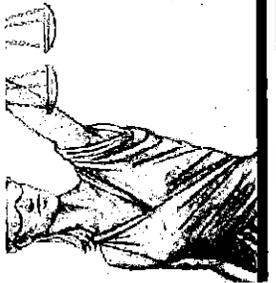
**Merchandise 90**



GREENWOOD Memory Lawn Cemetery, double plot, \$4000 or best offer. 623-363-2521

KILL Roaches Guaranteed! Buy Harris Roach Tablets. No Mess, Odorless, Long Lasting. Available: Ace Hardware, The Home Depot, [homedepot.com](http://homedepot.com).

KILL SCORPIONS! Buy Harris Scorpion Spray. Indoor/ outdoor use, odorless, long lasting. Best results begin after the spray dries. Available at Ace Hardware, The Home Depot, [homedepot.com](http://homedepot.com).



**Avondale**

**City of Avondale Public Notice**

IN ACCORDANCE WITH ORDINANCE # 316, SECTION 3, pertaining to liquor license applications and Publication of Notice, notice is hereby given that the Avondale City Council has received for approval an application for a liquor license within the corporate limits of Avondale, Arizona from: Liqiong Deng  
 China City Super Buffet  
 Location: 10040 McDowell Road STE 35  
 Avondale, AZ 85392  
 Series 12 - Restaurant license to sell all spirituous liquors

Any person who is a resident of Avondale of the age of eighteen (18) years or more, residing, owning or leasing property within one-half mile radius of the 10040 W. McDowell Road Ste. 35, Avondale and who is in favor of, or opposed to the issuance of a Series 12 liquor license shall file with the City Clerk of the City of Avondale, a written argument in favor thereof, or objection thereto by September 8, 2014.

Any person interested in said application is hereby notified that the Mayor and City Council will review said application at their Council meeting on September 8, 2014 at 7:00 p.m. at the Council Chambers, 11465 West Civic Center Drive, Avondale.

Published in the West Valley View, and the West Valley Business on August 29, and September 2, 2014.

**General**

**Public Notice**

ARTICLES OF ORGANIZATION HAVE BEEN FILED IN THE

THE STATUTORY REQUIREMENTS, JOSEPH F. Lucidi, 12013 W. Eagle Ridge Ln, Peoria, AZ 85383

B. Management of the limited liability company is reserved to the members. The names and addresses of each person who is a member are:  
 Lisa Beth Lucidi, Member, 29665 N. 126th Lane, Peoria, AZ 85383  
 Gio Family Trust, Member, 12013 W. Eagle Ridge Ln, Peoria, AZ 85383  
 Published in the West Valley View, and the West Valley Business on August 29, and September 2, and 5, 2014.

**Public Notice**

ARTICLES OF ORGANIZATION HAVE BEEN FILED IN THE

Bids submitted after 3:00 pm will not be accepted. Bids will be opened and publicly read aloud immediately after the specified closing time. Unless all bids are rejected, the Contract will be awarded within twenty-one (21) calendar days. The Contract will be awarded to the lowest qualified bidder that submits a complete and accurate bid. Bids made by Contractor pursuant to this Notice shall be accompanied by a surety bond for ten percent (10%) of the total bid submitted, listing Marley Park Phase II LLC as the Obligor, as a guarantee that the Contractor will enter into a contract to perform the Work, or as liquidated damages in the event the Contractor refuses or fails to enter into the Contract with Marley Park Phase II LLC upon

**GIKINS CLUBS**  
 Tri-City West  
 (in Avondale)  
 301 W. Western  
**932-1154**  
 Tolleson  
 9250 W. Washington  
**936-9020**

**NOTIFICATION OF PUBLIC COMMENT PERIOD 2013-2014 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**

The City of Avondale is required to obtain the views and opinions of citizens regarding its Consolidated Annual Performance and Evaluation Report (CAPER), prior to its submission to the U.S. Department of Housing and Urban Development (HUD). The CAPER summarizes the accomplishments and financial expenditures during the Program Year beginning July 1, 2013 to June 30, 2014 under the City's Community Development Block Grant (CDBG) program and the Home Investment Partnership Program (HOME). The CAPER will be available for review and comment for a 15-day comment period beginning on September 2, 2014 and extending through September 17, 2014 at the following locations:

City Hall, 11465 W. Civic Center Drive Suite 110  
 Avondale Community/Senior Center, 1007 S. 3<sup>rd</sup> Street  
 Care 1st Resource and Housing Center, 328 W. Western Avenue

The CAPER can also be found on the City's web site at: <http://www.avondale.org>

Written comments or questions regarding the CAPER should be addressed to: Matthew Hess, CDBG Program Manager  
 Avondale Community Center  
 1007 S. 3rd Street, Avondale, Arizona 85323  
 Or via email at [MHess@avondale.org](mailto:MHess@avondale.org)

Comments on the CAPER will be received for consideration until 5:00 p.m. on September 17, 2013.

PERSONS REQUIRING HEARING, VISUAL, MOBILITY, LANGUAGE OR OTHER ACCOMMODATIONS MAY CONTACT THE CITY AT 623-333-2726 OR TDD 623-333-0010 TO MAKE SPECIAL ARRANGEMENTS. PARA ASISTENCIA EN ESPAÑOL LLAME 623-333-2726  
 Published in the West Valley View, and the West Valley Business on September 2, 2014.



# Consolidated Annual Performance Evaluation Report (CAPER) Review Checklist

**Program Year:**

**City/County/State of**

When reviewing the CAPER, please bear in mind:

- Ascertain whether the activities undertaken during the year were in compliance with program requirements, (eligible, met national objectives, etc.).
- Check if any Integrated Disbursement and Information System (IDIS) information needs to be updated and identify any technical assistance needs.
- Refer to the "Notice of Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs, Federal Register, Volume 71, Number 44" published on March 7, 2006.
- Please add/attach to this checklist any comments, notes, relevant e-mails and correspondence, etc.

## Submission

1. Was the report received on time? YES NO If not, grantee should be advised of importance of statutory deadline for submission.
2. Does the report cover the appropriate program year? YES NO
3. The grantee is a recipient of the following program allocations that should be covered under this reporting period.

Check as appropriate: CDBG HOME ADDI ESG HOPWA

## Citizen Participation

1. Is there evidence that the 15-day comment period for citizens was provided?  
YES NO **page: Appendix** If not, such information should be obtained.
2. Were there any citizen comments? YES NO **page: 9**
3. If yes, did the grantee summarize the responses to the citizen comments?  
YES NO NA **page**

## General Questions

1. Does the report include a self-evaluation? YES NO **page: 3**

2. Geographic Distribution of Investments

a. Does the report describe the geographic distribution and location of investments? (91.520(a))  YES  NO page: 9-10

b. If yes, were investments made in areas of low-income and minority concentration?  YES  NO  NA page: 9-10 If no and if there is a minority population not being served, then please discuss with FHEO.

3. Has the grantee provided a summary of any of the following actions?:

- |    |  |   |                             |  |         |
|----|--|---|-----------------------------|--|---------|
| a. | obstacles to serving under served needs?   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page: 4 |
| b. | foster and maintain affordable housing?    | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page:13 |
| c. | eliminate barriers to affordable housing?  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page:15 |
| d. | overcome gaps in institutional structures? | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page:11 |
| e. | public housing and resident initiatives?   | <input type="checkbox"/> YES            | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> NA | page:   |
| f. | lead-based paint hazards?                  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page:13 |
| g. | compliance and monitoring?                 | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page:12 |
| h. | reduce number of families in poverty?      | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NA            | page:22 |
| i. | other (if a yes, identify in space below)? | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | <input checked="" type="checkbox"/> NA | page    |

For performance measurement information, please refer to the Con Plan/Action Plan Tables (*optional to use* because the grantee may create their own format to provide the same information)

- o Table 1A Homeless and Special Needs Populations
- o Table 1B Special Needs (Non-Homeless) Populations
- o **Table 1C\*** Summary of Specific Housing/Community Development Objectives
- o **Table 2A\*** Priority Housing Needs/Investment Plan Table/Goals/Activities
- o **Table 2B\*** Priority Community Development Needs
- o **Table 2C\*** Summary of Specific Housing/Community Development Objectives
- o **Table 3A\*** Summary of Specific Annual Objectives
- o **Table 3B\*** Annual Housing Completion Goals
- o Table 3C Consolidated Plan Listing of Projects

\* These Tables may have the grantees' CAPER accomplishments information. There is also a new Section 108 Loan Guarantee Accomplishments Report.

Note: in the CPMP Tool, these tables are called "Priority Housing Needs Worksheet," "Homeless Needs Worksheet," "Community Development Worksheet," "HOPWA Worksheet," "Non-homeless Needs Worksheet," "Specific Objectives Worksheet," "Projects Workbook," and "Section 108 Report Worksheet."

4. Does the report include a summary of objectives and outcomes, including a comparison of proposed verses actual outcomes of each outcome measure? (91.520)  YES  NO page: 3

a. Did the grantee explain why progress was not made towards goals and objectives?

(91.520) YES NO page: NA

5. Does the summary of accomplishments identify the following categories of persons assisted with housing (refer to Section 215 definition of affordable housing for rental and homeownership in 92.252 and 92.254):

- a. number of extremely low-income (0-30% of MFI) renter households assisted?  
YES NO NA page
- b. number of extremely low-income (0-30% of MFI) owner households assisted?  
YES NO NA page: 14-15
- c. number of low-income (31-50% of MFI) renter households assisted?  
YES NO NA page
- d. number of low-income (31-50% of MFI) owner households assisted?  
YES NO NA page: 14-15
- e. number of moderate-income (51-80% of MFI) renter households assisted?  
YES NO NA page
- f. number of moderate-income (51-80% of MFI) owner households assisted?  
YES NO NA page: 14-15
- g. number of homeless individuals/families assisted?  
YES NO NA page: 17
- h. number of non-homeless special needs persons?  
YES NO NA page: 22-23

(special needs persons includes elderly, frail elderly, persons with mental, physical, and/or developmental disabilities, persons with alcohol or other drug addiction, persons with HIV/AIDS and their families and public housing residents (91.215).

6. Did the grantee include an evaluation of the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

(1) Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs; YES NO NA page: 17

(2) Addressing the emergency shelter and transitional housing needs of homeless persons; YES NO NA page

(3) 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: a) shortening the period of time that individuals and families experience homelessness; b) facilitating access for homeless individuals and families to affordable housing units and; c) preventing individuals and families who were recently homeless from becoming homeless again YES NO NA page

(4) Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: a) 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) and; b) receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs. YES NO NA page: 17

## Questions for all Programs

1. Are the projects/activities eligible and categorized correctly? If not, identify the projects/activities that may be ineligible.

CDBG  YES  NO  NA page: 3  
 (check matrix codes and national objectives, refer to **PR03**)  
 HOME  YES  NO  NA page  
 ESG  YES  NO  NA page  
 HOPWA  YES  NO  NA page

2. During the past program year did the grantee meet timeliness of expenditures requirements?

CDBG  YES  NO  NA page: 2 (1.5 standard 60 days prior to end of program year)  
 HOME  YES  NO  NA page (24 months commitment / 5 year disbursement)  
 ESG  YES  NO  NA page (180 days commitment / 24 month expenditure)  
 HOPWA  YES  NO  NA page (balance should not exceed 3 years of funds)

3. Are there any relocation or displacement issues (i.e. with acquisition, rehabilitation or demolition activities)? If yes, please notify the Relocation Specialist.

CDBG  YES  NO  NA  
 HOME  YES  NO  NA  
 ESG  YES  NO  NA  
 HOPWA  YES  NO  NA

4. Using both IDIS and any supplemental information, has the grantee identified:

- a. program income generated? (Refer to **PR26 for CDBG or PR27 and Annual Performance Report HUD 40107 form for HOME**).

CDBG  YES  NO  NA page: No program income generated in PY  
 HOME  YES  NO  NA page  
 ESG  YES  NO  NA page  
 HOPWA  YES  NO  NA page

- b. If yes, is the program income (general program income or revolving loan) reported in the CAPER the same amount reported in IDIS? (Refer to **PR26 for CDBG or PR27 and Annual Performance Report HUD 40107 form for HOME**)

CDBG  YES  NO  NA page  
 HOME  YES  NO  NA page  
 ESG  YES  NO  NA page  
 HOPWA  YES  NO  NA page

Please note: for the CDBG program, program income may be generated from revolving funds, float-funded activities, sale of real property, other loan repayments, prior period adjustments, loans outstanding or written off, parcels of CDBG-acquired property available for sale, or lump sum drawdowns.

5. Regarding data in IDIS, has the grantee:

a. Entered performance measurement data (including objectives, outcomes, and outputs)?

- CDBG  YES  NO  NA (PR83 and if applicable PR84) In process  
 HOME  YES  NO  NA (PR85)  
 ESG  YES  NO  NA (PR81)  
 HOPWA  YES  NO  NA (PR80 and PR82)

b. According to IDIS, are there any slow-moving projects (i.e. more than 2 years)? If yes, please describe. Refer to PR02.

- CDBG  YES  NO  NA RLF  YES  NO  
 HOME  YES  NO  NA  
 ESG  YES  NO  NA  
 HOPWA  YES  NO  NA

c. Are any activities reported as the Activity Status Code in IDIS, "Underway" or "Funds Budgeted", but should be "Completed"? If yes, please explain.

- CDBG  YES  NO  NA  
 HOME  YES  NO  NA

Are HOME activities "Completed" within 120 days of final draw (see PR22 report "Status of Activities")

- ESG  YES  NO  NA  
 HOPWA  YES  NO  NA

Check if there are any unexpended funds for "Completed" activities and if any funds needs to be reprogrammed.

d. Did the grantee complete beneficiaries' data (i.e. race/ethnicity, income category, etc.)?  YES  NO  NA page: in process

- CDBG  YES  NO  NA

(for CDBG is extremely low-income, low-income, moderate-income households beneficiaries data collected (91.215.(a)))

- HOME  YES  NO  NA  
 ESG  YES  NO  NA  
 HOPWA  YES  NO  NA

## Community Development Block Grant (CDBG)

1. Identify the percent of CDBG funds the grantee determined was used for activities considered to benefit persons of low and moderate income: % (Please refer to the Financial Summary Report or PR26 for the information)

a. Did the grantee expend at least 70% of its annual CDBG funding, excluding Planning/Administration expenses, to benefit low and moderate income persons over the period certified to in its Annual Action Plan (1, 2 or 3 years)?  YES  NO  NA page

b. If no, did the grantee provide a summary of why funded activities did not meet the national objective requirements and of the steps that grantee has taken to ensure that this will not happen again?  YES  NO  NA page

- c. If the grantee is using a multiyear certification, identify the years in the Specific CDBG Certification: Year(s)
- d. If multifamily unit housing structures are assisted with CDBG funds, did the grantee properly calculate the amount of CDBG funds counted toward the 70% certification to benefit low and moderate income persons?  YES  NO  
 NA page
2. Did program activities trigger one-for-one replacement requirements?  
 YES  NO  NA page
- a. If so, has the jurisdiction replaced units on a one for one basis as required by Section 104(d)?  YES  NO  NA page
- b. Were publicly assisted housing units (Section 8 or public housing) demolished?  
 YES  NO  NA page
3. For economic development, did the grantee report the number of:
- a. businesses assisted during reporting period?  
 YES  NO  NA page
- b. jobs created/retained during reporting period?  
 YES  NO  NA page
- c. extremely low-, low-, and moderate-income persons assisted during reporting period  YES  NO  NA page
- d. activities for which the low/mod jobs national objectives have not been met, is the required narrative included?  YES  NO  NA page
4. For limited clientele activities not qualifying under the presumed benefit category, is the required narrative included?  YES  NO  NA page
5. Did the grantee describe and meet Neighborhood Revitalization Strategy Areas (NRSAs) outputs and outcomes/accomplishments?  YES  NO  NA page
6. Is the total expenditure of funds consistent in the narrative with what is reported in IDIS?  
 YES  NO  NA page: drawdown in process
7. What is the percent of funds expended during the year for public service activities? 4%. If more than 15%, then the grantee has exceeded the public service cap. (Please note, if the grantee has undertaken public service activities within an approved NRSA using a CBDO, then the disbursements for these activities should be excluded from the analysis. If an activity is recategorized as public service, please recalculate the overall percentage of funds for public service. Please check that the public service funding amount in the narrative is consistent with what is reported in IDIS.) Please refer to **PR03 and PR26**.
8. What is the percent of funds obligated during the year for planning/admin activities? 20%. If more than 20%, then the grantee has exceeded the Planning/Administration cap. (Please check that the planning/admin funding amount in the narrative is consistent with what is reported in IDIS) Please refer to **PR03 and PR26**.
9. Was the amount of program income held by the grantees as of the last day of the

program year more than 1/12th of the entitlement's grant?  YES  NO  NA  
page Please exclude Revolving Loan Funds and any interest earned from program  
income from this calculation. Please refer to **PR01 and PR09**. (570.504(b)(iii)).

- a. If yes, did the grantee return excess program income to HUD to be placed in  
the grantee's line of credit? Please check with Program Support.  YES  
 NO  NA page
- b. Has any interest earned on revolving loan fund program income been  
returned to the U.S. Treasury? Please check with Program Support.  
 YES  NO  NA page (If the Financial Summary or **PR26**  
reflects revolving loan fund program income and no interest has been  
returned check with grantee regarding status of returning grant funds).

## HOME

1. For the Participating Jurisdictions' (PJs) match:
- a. What is the match requirement for the period covered by the CAPER:  
 25%  12.5%  0%  NA
- b. If the match requirement is either 12.5% or 0%, was the grantee determined to  
be fiscally distressed, or due to the PJ receiving a Presidentially Declared  
Disaster designation?  Fiscally Distressed  Disaster Area  NA
- c. If the match reduction is due to disaster area designation, what is the period  
covered by the match reduction in Federal Fiscal Years?
- d. Has the **HOME Match Report HUD-40107-A form** been submitted with the  
CAPER?  YES  NO  NA (If the report has not been submitted, the PJ  
should be requested to submit it).
- e. Based upon the amount of HOME funds expended during the PJ's program year,  
did the PJ contribute the appropriate amount of match (25%, 12.5%)?  
 YES  NO  NA page
2. For HOME jurisdictions with completed rental housing projects, are the results of on-site  
property inspections noted in the narrative?  YES  NO  NA page
3. Does the CAPER contain an assessment of the PJ's affirmative marketing actions?  
(91.520(d) and 92.351(a)  YES  NO  NA page If no, notify FHEO.
4. Does the CAPER contain an assessment of the PJ's outreach efforts and a report of  
contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's  
Business Enterprises (WBEs)? (refer to the Annual Performance Report HOME Program  
**Part III of the Annual Performance Report HUD-40107 form**? (91.520(d) and 92.351(b))  
 YES  NO  NA page If no, notify FHEO.

## Emergency Shelter Grant (ESG)

1. Did the grantee provide a description of eligible sources of funds used to meet match requirements of the ESG program? (24 CFR 576.201(b))  YES  NO  NA  
page
2. City and County recipients much provide match that is equal to the amount of the ESG allocation (For States, the match amount is reduced by \$100,000 which is to reduce the burden on local subrecipients) Have the match requirements been met (24 CFR 576.201(a)(1) or (2))?  YES  NO  NA

There are 6 eligible program components: Street outreach; emergency shelter; homelessness prevention; rapid rehousing assistance; HMIS and administration. There is a limit on the amount of funds that a grantee can budget towards street outreach and emergency shelter (the greater of either: 60% of the annual grant amount, or the FFY 2010 funds budgeted for homeless assistance activities) and there is also a limit on the amount of funds that can be budgeted for administrative expenses (no more than 7.5 of the total annual grant amount). Refer to 24 CFR 576.100(b) and (c).

3. Did the grantee stay within required expenditure caps for:
  - a. Outreach and shelter?  YES  NO  NA
  - b. Administration?  YES  NO  NA
4. Did the grantee report the a) number of persons assisted; b) the types of assistance provided; and c) the project/program outcomes measured using the performance standards developed in consultation with the local Continuum of Care?  YES  NO  NA  
page

## Housing Opportunities for Persons With AIDS (HOPWA)

1. Has the grantee summarized activities carried out to meet needs, evaluation of meeting objectives, leveraging public and private resources, how funds were distributed, barriers or trends, description of sponsor selection (including grassroots faith-based and other community organizations), and monitoring/oversight process?  YES  NO  NA  
page
2. Has the grantee identified activities that provide short-term rent, mortgage, utility assistance payments to prevent homelessness; tenant-based rental assistance; and/or units provided in housing facilities that are being developed, leased, or operated with HOPWA funds (91.220 (l)(3))?  YES  NO  NA  
page
3. Have other resources used in conjunction with HOPWA funds been identified?  YES  NO  NA  
page
4. Has the grantee completed the HOPWA accomplishment data Chart 1, 2 and 3 (see HOPWA CAPER Measuring Performance Outcomes, HUD 40110-D, Rev 1/2006)?  YES  NO  NA  
page

## Other Issues

1. Are there any grantee staff or management capacity issues? YES NO If yes, please describe.
2. Is the grantee in need of technical assistance or training? YES NO If yes, please describe.
3. Are there any other comments? YES NO If yes, please describe.

## Signature

\_\_\_\_\_  
CPD Representative (Date)

\_\_\_\_\_  
Program Manager (Date)

\_\_\_\_\_  
Director (Date)