



2022-2023 CONSOLIDATED ANNUAL PERFORMANCE REPORT

City of Norman CDBG and HOME Investment
Partnerships Programs

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

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The scope of the CAPER includes the wide range of activities undertaken in the past year using CDBG and HOME funds to address the priorities previously identified in the planning process. The statutory purpose of the CDBG program is "Decent housing and a suitable living environment and expanding economic opportunities for principally low-and moderate-income persons." The U.S. Department of Housing and Urban Development provides funds that allow the City of Norman to plan and provide services that meet the goal of assisting low/moderate income persons to secure for themselves better housing, better jobs, a better living environment, and more complete community services.

The planning process that is the first step in investing the funds is known as the 5-year Consolidated Plan. This process involves input from the public at all points. After receiving this public input, the CDBG Policy Committee and ultimately the Norman City Council makes the final determination as to how to invest the funds. The current Consolidated Plan, approved by the City Council, covers the program years 2020 through 2024.

Each year of the 5-year Consolidated Plan an Annual Action Plan is compiled. This portion of the 5-year plan details the specific activities that will be completed during that year. It explains the amounts budgeted for each activity, and provides details about that proposed activity. This document, the 2020-2011 CAPER, will explain how the City of Norman invested the CDBG and HOME funds during that year. It compares the actual activities to the plan in order to determine how well the actual activities met the intended goal for that program or project. The only significant barrier to fulfilling the strategies and overall vision is that the money available is not sufficient to meet all the goals immediately. The City of Norman continues to make progress, but as the City grows, needs continue to grow as well.

Both the CDBG and HOME programs are in good standing in all respects. Grant disbursements are timely and actual expenditures did not differ from letter of credit disbursements.

The City of Norman did not use any funds outside the three national objectives and did not trigger any relocation cost. Norman did not use CDBG funds for Economic Development. No CDBG funds were used for any groups of limited clientele that did not fall within the categories of presumed limited clientele or did not meet low-and moderate-income guidelines. The City of Norman does not have a HUD approved Revitalization Strategy.

Program Income of \$21 was received during the reporting period. These funds were generated by the return of a utility deposite for a city owned house that was disposed of to the Norman Affordable Housing Corporation. Funds were returned and utilized by the Housing Rehabilitation program.

As is the usual case, a large roadblock in meeting the identified goals and objectives, is the availability of funding to address the needs. On the other hand it has become apparent to other stakeholders in the community, that the availability of CDBG and HOME funds are not a given and there needs to be additional funding sought to address the identified problems. In addition, this realization had led to increased involvement from other City departments and the community at large. This is true especially in the need to address the increased needs of the precariously housed and persons experiencing homelessness.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Rental units constructed	Household Housing Unit	20	8	40.00%	3	5	166.67%
Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Rental units rehabilitated	Household Housing Unit	5	9	180.00%			
Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Homeowner Housing Added	Household Housing Unit	5	1	20.00%	0	1	
Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	1		0	0	
Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	10		10	0	0.00%

Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
Affordable Rental/Owner Housing	Affordable Housing	CDBG: \$140000 / HOME: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
Community Development	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	7202	72.02%	1000	0	0.00%
Community Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	0	4				
Homelessness	Homeless	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	55				
Homelessness	Homeless	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	47		30	0	0.00%
Homelessness	Homeless	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	30	10	33.33%			

Homelessness	Homeless	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0				
Homelessness	Homeless	CDBG: \$ / HOME: \$	Homelessness Prevention	Persons Assisted	0	0				
Homelessness	Homeless	CDBG: \$ / HOME: \$	Housing for Homeless added	Household Housing Unit	10	0	0.00%			
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	0	23		20	9	45.00%
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	150	33	22.00%	0	12	
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
Housing Rehabilitation	Affordable Housing	CDBG: \$ / HOME: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	

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

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

The highest priority identified is affordable housing. This includes the acquisition, construction, or rehabilitation of units for rent or ownership. The COVID crisis continues to affect the production of these units. The Housing rehabilitation program strives to address both the emergency repair needs of owner occupants as well as the accessibility needs of both owner occupants and renters. The partnership with the Norman Affordable Housing Corporation strives to produce rental units which are available at affordable prices to low/mod citizens in Norman. This partnership is funded primarily by HOME funds although CDBG funds are often utilized for acquisition.

In early 2022, the four staff that were assigned to the Homeless Programs all resigned for various reasons. At this time it was decided by management to transition the Collaborative Applicant duties to a local non-profit. The services that were being undertaken with CARES Act funding were downsized as a result as well as the Public Service activities that the CDBG Entitlement Program was paying for. There was no disruption in services to the clientele. The City of Norman is currently working with the Field Office for appropriate reprogramming of funding.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	27	6
Black or African American	1	2
Asian	0	0
American Indian or American Native	4	2
Native Hawaiian or Other Pacific Islander	0	0
Total	32	10
Hispanic	1	0
Not Hispanic	31	10

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

Narrative

The racial and ethnic data for this CAPER was pulled from completed activities in IDIS. These numbers only include direct benefit activities not area benefit. The City of Norman once again did a direct mail outreach to over 600 households located in several low/mod census tracts within Norman that had a higher concentration of ethnic and minority households. The subject covered with the outreach was concentrated on information regarding the Housing Rehabilitation Program. As a result of this outreach multiple inquiries were received but did not result in any direct assistance being provided. Additional neighborhoods have been identified and the outreach will continue.

HOME Units report ten families assisted, with TBRA. Several HOME activities are underway with completion scheduled to be reported within the 2023-2024 program year.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	892,642	708,587
HOME	public - federal	464,263	18,998

Table 3 - Resources Made Available

Narrative

The CDBG expenditures included administration, housing rehabilitation, public services and community development activities The HOME expenditures included Administration, CHDO Operating Costs, and Tenant Based Rental Assistance. HOME Development of Affordable Housing expenditures were delayed due to the COVID-19 Crisis. Included within the Three projects were undertaken in the 2021 program year but were completed and reported within 2022-2023 CAPER. The CDBG Housing Rehabilitation activities were also suspended due to the COVID-19 Crisis but are now back on track. Staff responded to Accessibility and Emergency Repair projects as identified and spent time revising Policies and Procedures. Current status is that only Emergency Repair and Accessibility Modification projects are currently being undertaken. Acquisition of four units was completed prior to June 30, but HOME draw to reimburse occurred after July 1 and will be reported in the 2023-2024 CAPER

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
2020-2024 Target Area			
Community Wide	100		Eligible Area

Table 4 – Identify the geographic distribution and location of investments

Narrative

The CDBG Housing Rehabilitation Program is available within the City Limits of Norman and accounts for the majority of CDBG expenditures for this report. Target area activities were limited to the Mid-Main Strong Neighborhoods Program.

Leveraging

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

Utilizing the information that is gathered at the CDBG Neighborhood Meetings, other City Departments are notified of needs at the neighborhood level. This has resulted in these identified needs being included in the annual projects to be included in the Parks Master Plan as well as the City of Norman Capital Improvements Plan. By providing communication to both City departments and City Council members, these potential projects are at the top of the lists as additional funding is made available.

The City of Norman and Cleveland County was awarded CDBG-CV1 and CDBG-CV3 assistance in the spring and fall of 2020. The development of activities for these awards included addressing homelessness as well as provision of rent/utility assistance to households that had been affected by the COVID-19 Crisis. CDBG CV2 award was received from the Oklahoma Department of Commerce in the Spring of 2022 and is currently implemented to provide rental assistance. The Nutrition and Childcare Assistance modules were launched in October 2023.

The City of Norman General Fund is able to provide funding in excess of \$225,000 to public service agencies that is used as leverage for obtaining additional funding. Through this process, programs are able to acquire additional funds. The City of Norman continues to seek additional funding from local, state and federal resources to maximize the effectiveness of both the CDBG and HOME funds.

The City staff also worked with the Cleveland County Continuum of Care to prepare an application through the US Department of Housing and Urban Development 2022 Continuum of Care and was awarded grant renewals as well as expansion projects. During the Spring of 2022, the City of Norman resigned as the Collaborative Applicant for OK504 Continuum of Care. Through an RFP process, Thunderbird Clubhouse was selected by the CoC as the new Collaborative Applicant. The City of Norman General Funds will provide \$50,000 Thunderbird Clubhouse per year to offset the cost.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	2,929,981
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	2,929,981
4. Match liability for current Federal fiscal year	106,066
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	2,823,915

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
none	0	0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	21	21	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	30	10
Number of Non-Homeless households to be provided affordable housing units	23	33
Number of Special-Needs households to be provided affordable housing units	15	9
Total	68	52

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	10
Number of households supported through The Production of New Units	3	0
Number of households supported through Rehab of Existing Units	28	28
Number of households supported through Acquisition of Existing Units	0	4
Total	41	42

Table 12 – Number of Households Supported

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

The 10 households that are reported as homeless to be provided affordable permanent housing units are those individuals that have been provided TBRA Assistance through the Ready for Zero Coordinated Case Management effort. They will continue to receive TBRA assistance until award of Section 8 Voucher, approximately six months.

The 32 non-homeless that were provided affordable units were a result of the Housing Rehabilitation Activities that were completed during the program year to improve the sustainability and affordability of these units. The 32 units received Housing Rehabilitation Assistance which includes Emergency Repairs and Comprehensive Rehabilitation.

The 9 special-needs that were provided affordable housing were Accessibility Modification projects that improved the accessibility and affordability of the housing units.

In addition one non-profit received accessibility modification assistance.

Rental Assistance (TBRA) was provided to 10 households in conjunction with the Ready for Zero Coordinated Case Management effort.

The Acquisition was two duplexes located on Leeds Lane that were acquired by the Norman Affordable Housing Corp with assistance from the CDBG Program.

Discuss how these outcomes will impact future annual action plans.

The Third Year 2022-2023 CAPER reports that the CDBG and HOME Programs are have returned to capacity after the COVID-19 Pandemic. The Community Development activities are beginning to ramp up as neighbors become more involved in the development of the activities.

Future action plans will follow this similar funding structure with related outcomes. The City of Norman constantly monitors resources for additional funds that can be utilized to compliment the Community Development efforts being undertaken with the CDBG and HOME programs.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	13	10
Low-income	19	0
Moderate-income	0	0
Total	32	10

Table 13 – Number of Households Served

Narrative Information

The Emergency Repair and Accessibility Modification activities are available to households up to 80% MFI. The Comprehensive Rehabilitation Program is available to households at or below 50% MFI. As mentioned previously due to the COVID-19 crisis the Housing Rehabilitation programs have been curtailed to only Emergency Repair and Accessibility Modifications. The ten HOME units are all TBRA activities for households existing homelessness with limited income and resources.

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

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

To reach specific goals set for reducing and ending homelessness, the Norman/Cleveland County Continuum of Care follows a Housing First approach, which is a client-driven strategy that prioritizes both rapid placement and stabilization into permanent housing which does not have preconditions such as sobriety or minimum income threshold, or services participation requirements. To end Veteran homelessness we partner with the local VA and coordinate CoC resources with VA-funded housing and services including HUD-VASH and Supportive Services for Veteran Families (SSVF). To end chronic homelessness, our CoC follows HUD's areas of focus as follows; targeting persons with the highest and longest histories of homelessness for existing and new permanent supportive housing, create new permanent supportive housing units dedicated to individuals, youth, and families experiencing chronic homelessness, continue the dedication of existing permanent supportive units to those experiencing chronic homelessness, continuing aggressive outreach efforts by quickly identifying and engaging all persons who are currently experiencing sheltered or unsheltered chronic homelessness to those who are at imminent risk of becoming homeless. Additional collaboration is being coordinated with Ready for Zero, a national movement of communities coordinated by Community Solutions, providing support by optimizing local resources, tracking monthly housing goals, and sharing proven strategies to our Continuum. Currently the Norman/Cleveland County Continuum of Care has been certified at the Federal Level as meeting the Functional Zero status in the elimination of Veteran Homelessness. This status has been maintained since awarded.

The Coordinated Case Management Committee meets weekly comprised of over 30 agencies to discuss each by-name-list of Veterans and Chronic individuals and families experiencing homelessness. The City continued efforts in meeting underserved needs of the homeless population through participation and coordination of goals and performance measures, and a commitment to the full implementation of a centralized intake and assessment process.

The Norman City Council recognizing the increase of the incidence of homelessness within the City directed staff to conduct a Strategic Plan to Address Homelessness. HomeBase, Inc. was selected to undertake the study and was accepted by City Council for implementation in February of 2022. This process occurred for over twelve months and was wide ranging in the outreach and assessment. This strategic plan is currently in the implementation stage by the CoC and Community Partners.

Addressing the emergency shelter and transitional housing needs of homeless persons

The funding from the Emergency Solutions Grant Program (administered by the OK Department of Commerce) is an integral component to the Continuum of Care strategy and plays an important role in meeting the needs of our homeless population. This program also includes case management, homeless prevention with funding allocated for eviction, or cut-off notices, housing search and placement to assist individuals and families through the crisis of homelessness. The HOME funded TBRA program can provide rental assistance to chronic individuals and families with children, for approximately 12 units, up to 24 months based on the goal of coupling housing with supportive services geared toward economic self-sufficiency. The agencies involved in the Continuum collectively address the need for the at-risk and homeless, and work toward providing affordable housing, and case management.

Permanent Supportive Housing for chronically homeless persons continues to be a priority for the Continuum. Individuals and households accessing emergency shelters are screened using a standardized assessment tool at intake for program eligibility and to determine level of assistance needed. The CoC agencies utilize the VI-SPDAT as adopted by the Continuum of Care. Intake staff provides linkages to mainstream resources such as employment services, and food resources to help stabilize basic needs. Intake staffs at the shelters coordinate limited resources with the CoC. Our HMIS is used as a mechanism to increase coordination and avoid duplication of services.

From December 2019 thru February 2020 the City of Norman led with the operation of a seasonal warming shelter. With the FY2020 program year, the City of Norman again operated a Seasonal Warming Shelter. ESG CV funding was utilized for the operational costs. This activity was coordinated by the CDBG Staff. In May 2020, the City of Norman designated the shelter operation to be year around and not just seasonal. Additional funding from the General Fund was provided for operation costs to bridge the gap between ESG awards. This effort was supported by CoC partner agencies. Currently the City of Norman General Funds provides funding to a local homeless service provider to operate the low barrier shelter.

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

The CoC continued to strengthen partnerships and engagement of participating stakeholders, as well as reaching out to new partners to participate in housing and community development. The CoC partners with a large network of key stakeholders dedicated to improving discharge outcomes and assisting low-income individuals and families from becoming homeless. The CoC will continue to establish policies specific to release protocols from health care facilities, mental health facilities, and institutions by coordinating housing options. Once a person is released from a health care facility, mental health facility or institution, the developed protocol between the hospitals to identify homeless consumers and share information between entities, and coordinate a plan for housing. Coordinated Case Management staffs the requests as needed and notifies the appropriate agency best suited for assistance.

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

The Continuum strives to ensure all residents have the availability to live in safe, decent housing with adequate income to help support themselves and their family. To effectively target persons experiencing homelessness, access to affordable housing is essential to preventing, and ending homelessness in our community. To leverage the limited CoC, and ESG funding, the CoC has partnered closely with the Norman Housing Authority for access to Housing Choice Vouchers and PHA units. The Norman Housing Authority was successful in the award of an additional 90 Section 811 Mainstream Vouchers and 30 Emergency Housing Vouchers. Coordinated Case Management (CCM) committee has revised the homeless service program to direct the focus on PH placements, and case management. The Continuum continually addresses the need for increased opportunities for rental assistance to expand the availability of PSH. Increased partner involvement helps decrease the amount of time anyone spends in shelter until they are housed permanently.

In order for formerly homeless individuals to remain housed long-term, it is imperative they have a reliable income from employment or from benefit programs. Case managers in emergency, transitional and permanent supportive housing programs determine eligibility for mainstream benefit programs and support clients in the enrollment process. This includes gathering documents such as; driver's license or identification cards, birth certificate and Social Security. The case manager will assist with completing the application forms, and scheduling initial appointments. Clients are then given referral packets to each program they are eligible, including addresses and directions to the benefits office, transportation details and program information sheets.

Actions taken to address the needs of public housing

Coordination of activities continues with the Norman Housing Authority (NHA). NHA is a very active participant in the efforts to reduce homelessness within Norman and utilizes their Section 8 Voucher program to assist in these efforts. Activities this year included the continuation of 90 additional Section 811 Mainstream Vouchers and 30 Emergency Vouchers. In addition, a non-profit that is sponsored by NHA, Norman Affordable Housing Corporation (NAHC), partners with the Norman CHDO 2015 to further develop affordable housing. Many non-profits in Norman utilize NAHC to provide property maintenance and asset administration for properties that they own.

In addition to being very supportive of the CDBG and HOME programs, the public housing units owned and operated by NHA are in excellent condition and all properties maintain a waiting list. Norman Housing Authority receives approximately \$500,000 yearly for renovation and maintenance expenses from HUD's Capital Fund Program

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

The Norman Housing Authority has a very active Residents Council which has representation on the Board of Directors.

Actions taken to provide assistance to troubled PHAs

The Norman Housing Authority is a High Performing PHA.

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

The City of Norman is currently undergoing an update to the City of Norman Comprehensive Plan. Included within this effort is the development of a Housing Affordability Strategic Plan. These issues will be considered as this process moves forward. Currently there are no public policies that either limit or encourage the development or maintenance of affordable housing.

Multiple presentations have made to the Norman City Council to brief them on the need for additional affordable housing and the efforts of the CDBG and HOME programs.

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

Reliable data collection is necessary in order to assess the needs of the community and to sufficiently address gaps in serving those needs within the community. It was indicated in the past that not only is there a lack of financial resources to address the needs of underserved populations, but that there is a need for additional collaboration between organizations that aim to serve those needs.

Strides toward proper data collection have been made through the HMIS system for CoC and ESG funded programs. By assessing the needs of the homeless population, we have come to learn much about other sub-populations of homeless individuals. This has enabled us to better focus our efforts.

Utilizing the ARPA funding awarded to the City of Norman, 6.2 million dollars was set aside targeted towards affordable Housing. CDBG staff has worked along the City Council in the development of a RFP for a partnership between the City and a LIHTC Developer in pursuing a tax credit project to address the affordable housing shortage in Norman. The City anticipates being able to apply in the January 2024 application cycle.

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

Any housing unit that is rehabilitated using City of Norman CDBG funds or HOME funds must address Lead Based Paint hazards that are present in accordance with the HUD Lead Safe Housing Rule. When Lead Inspection/Risk Assessment are required they are completed before work begins as part of the project development phase by a licensed lead inspector. Once work is completed, a clearance test is performed, again by a licensed lead inspector.

The City of Norman has continued to implement HUD's Lead-Safe Housing Rule for all housing programs in 2021. Specifically the owners of all housing units built prior to 1978 enrolled in a City Housing Rehabilitation Program receives the "Protect Your Family from Lead in Your Home: and the "Lead Safe Certified Guide to Renovate Right" pamphlets to educate them on the dangers of lead poisoning. In addition these pamphlets are made available to the general public at the Building Permit desk. Staff has completed all of the Lead Safe Housing Updates as provided by HUD Exchange and continues to conduct investigations into applying for the Lead Safe Housing Grant Program.

What this investigation discovered is that within Cleveland County there is a very low (practically zero) incidences of Elevated Blood Lead Levels as reported to the Cleveland County Health Department. As a result of this investigation, the decision was made to not apply for the grant and continue with the current protocols. Staff will continue communications with the Cleveland County Health Department to monitor this situation and take appropriate action of changes are noted.

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

Working closely with multiple non-profits to develop housing opportunities, the City continued to address the needs of the low and moderate income persons by providing a mixture of housing, public services including corresponding supportive services, thus attempting to reduce the number of families in poverty.

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

The City of Norman works closely with a variety of agencies to develop partnerships to identify and respond to emerging needs in the City. By serving on boards and as advisors to multiple civic partnerships, the City is able to provide leadership and strategic assistance to make program responsive to community needs.

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

The City of Norman encourages agencies including the Norman Housing Authority to partner with each other. Cooperation with non-profit agencies that serve the City of Norman residents is necessary to meet the housing and supportive service needs of the community. The City of Norman hosts and facilitates a Coordinated Case Management Conference each Tuesday morning for all homeless service providers to assist with the case management of this complex population. In addition to the homeless service providers being present, representatives from the regional mental health center, the housing authority and other ancillary organizations also attend and assist.

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

The Analysis of Impediments to Fair Housing was updated in 2020. The impediments that were identified were institutional in nature primarily related to the scarcity of financial assistance for housing resulting from the reduction of Section 8 vouchers being available for use. The City of Norman is offering use of HOME funds for TBRA to help offset this issue.

One issue that was identified with previous CAPER's was the low percentage of assistance that was provided to ethnic groups and minorities by the Housing Rehabilitation Program. Outreach efforts were increased to low/mod neighborhoods that had a higher than average number of minorities and ethnicities. A direct mail was made to each of these neighborhoods that described the availability of the housing rehabilitation program.

CR-40 - Monitoring 91.220 and 91.230

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

Performance monitoring is an important component of the long term success of the federal grant programs. It helps ensure that the recipients of federal funds adhere to the purposes and requirements of the program as set forth by legislative regulations and funds are disbursed in a timely fashion.

1. Program and comprehensive planning compliance was managed by active involvement by the staff. Public service contracts are monitored for overall regulatory compliance, with required reporting and expenditures prior to payment to agencies. Infrastructure projects are inspected daily, payrolls checked weekly, and quantities measured prior to payment. Checklists were utilized to insure bid documents included all required language. Housing program processes have been in place for decades and continue to comply with all requirements.
2. Staff will continue regular desk monitoring of requests for payment of all CDBG and HOME expenditures. Site visits will continue to be made to contractors during the program year. Correspondence regarding timeliness of program expenditures will continue to all contracting entities.
3. Minority/Women Business Outreach Program efforts are designed to ensure the inclusion, to the maximum extent possible, of minorities and women and entities owned by minorities and women, in all contracts entered into by the City of Norman. There were no contracts reported to MWBE in the Third Year CAPER.
4. It is the City of Norman's Department of Planning and Community Development Department's policy to not recommend funding for projects that are not in compliance with the approved Consolidated Plan.

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

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

Legal Notice was placed in the Norman Transcript on September 15, 2023 announcing the documents are available for Public Review. In addition a copy of the draft CAPER was provided to each member of the Advisory Committee for review. No comments were received as the date of submittal. Any comments received within the 15 day Public Comment Period will be forwarded to HUD for inclusion.

As part of the Citizen Participation Process, the CDBG Policy Committee receives regular updates from staff on all projects as they are undertaken.

CR-45 - CDBG 91.520(c)

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

No changes are warranted at this time. Program objectives will continue to be monitored and adjustments explored as needed. With the continuance of the COVID-19 Crisis and the subsequent award of CARES Act funding changes were made to the Citizen Participation Plan to address difficulties in public gatherings. These changes were incorporated within the recent Consolidated Plan and approved by HUD. Currently all CDBG meetings are held in person.

As the response from the City of Norman towards this crisis evolves, it may be necessary to reassess the priorities that were established previously. Any change of program priorities will be conducted in compliance with the Citizen Participation Plan.

The new Section 3 requirements will require additional recordkeeping and education to contractors. In FY22-23 no activities were undertaken which triggered Section 3 compliance. The City of Norman has developed a specific webpage to encourage potential and existing contractors to investigate and educate themselves on the Section 3 Program and will provide assistance as requested.

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

No

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

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Annual HQS inspections are scheduled to be made at the Tuscan Village HOME Rental Project in the Fall of 2023. These inspections will be made to the units that are not occupied by Section 8 receipts. The units that are occupied by Section 8 recipients are inspected annually by the Norman Housing Authority.

Each completed HOME project provides semi-annual financial statements.

The remaining HOME units are under the management of the Norman Affordable Housing Corporation that has an exemplary maintenance policy and has scheduled HQS inspections as part of their policies and procedures.

Staff receives monthly tenant updates for each completed project to insure that the balance of HOME Assisted Units is maintained.

The new Section 3 requirements will require additional recordkeeping and education to contractors as new projects are undertaken. In FY22-23 no activities were undertaken which triggered Section 3 compliance. The City of Norman has developed a specific webpage to encourage potential and existing contractors to investigate and educate themselves on the Section 3 Program and will provide assistance as requested.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

All HOME Assisted projects are fully occupied.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

A total of \$21 of program income was received during the program year. These funds were returned for use in the Housing Rehabilitation Program.

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)

As mentioned previously, the City of Norman has begun (08/2023) an update to the Comprehensive and Land Use Plan. This update includes a detailed Housing Market Analysis and a Housing Affordability Strategy to be incorporated within the overall project.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours	0	0			
Total Section 3 Worker Hours	0	0			
Total Targeted Section 3 Worker Hours	0	0			

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					

Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

No activities were undertaken which triggered Section 3 compliance. Given the potential projects that are being developed which will trigger Section 3, the City of Norman is very concerned in the availability of contractors which meet the Section 3 criteria. The City of Norman has developed a specific webpage to encourage potential and existing contractors to investigate and educate themselves on the Section 3 Program and will provide assistance as requested.

Attachment

CAPER Legal Notice

<h1>Advertising Receipt</h1>	The Norman Transcript PO DRAWER 1058 Norman, OK 73070
	Phone: (405)366-3500 Fax: (405)366-3520

CITY OF NORMAN (REV. DIV.)
 NT
 BOX 370
 NORMAN , OK 73070

Acct #: 23167883
Ad #: 00514548
Phone: (405)366-5322
Date: 09/12/2023
Ad taker: JT **Salesperson:**

Classification: 147 Ad Notes:

Description	Start	Stop	Extras	Total
Public Notice	09/15/2023	09/15/2023	0.00	13.65

Ad Text:

(Published in The Norman Transcript September 15, 2023, 1t)
 PUBLIC NOTICE
 Notice is hereby given that the City of Norman, Consolidated Annual Performance Report for the Community Development Block Grant Program for the period of July 1, 2022, through June 30, 2023 has been completed. Copies will be available for citizen review in the office of the CDBG/Grants Manager located at 225 N Webster, during regular business hours beginning September 15, 2023. The report will be submitted to the Department of Housing & Urban Development no later than September 30,

Payment Reference:

Total: 13.65
Tax: 0.00
Net: 13.65
Prepaid: 0.00
Total Due 13.65

CITY OF NORMAN (REV. DIV.)
 NT
 BOX 370
 NORMAN , OK 73070

Acct #: 23167883
Ad #: 00514548
Phone: (405)366-5322
Date: 09/12/2023
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Payment Reference:

Total: 13.65
Tax: 0.00
Net: 13.65
Prepaid: 0.00
Total Due 13.65



PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	775,905.87
02 ENTITLEMENT GRANT	892,642.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	21.10
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,668,568.97

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	575,730.61
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	575,730.61
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	132,856.88
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)	708,587.49
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	959,981.48

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	575,730.61
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	575,730.61
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

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 BENEFITING 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	21,172.35
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)	21,172.35
32 ENTITLEMENT GRANT	892,642.00
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)	892,642.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	2.37%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	132,856.88
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)	132,856.88
42 ENTITLEMENT GRANT	892,642.00
43 CURRENT YEAR PROGRAM INCOME	21.10
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	892,663.10
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	14.88%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	1015 Project	1015 Activity	voucnr Number	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2022	5	2017	6758835	Habitat Acquisition			01	LMH	\$40,000.00
2022	5	2018	6715790	Norman Affordable Housing Corp Acquisition - Leeds Lane			01	LMH	\$128,770.00
							01	Matrix Code	\$168,770.00
2019	6	1877	6758000	Original Townsite Projects			03K	LMA	\$3,500.00
2019	6	1877	6758835	Original Townsite Projects			03K	LMA	\$2,451.03
							03K	Matrix Code	\$5,951.03
2022	3	2019	6715389	Housing Start-Up			05Z	LMC	\$755.26
2022	3	2019	6715395	Housing Start-Up			05Z	LMC	\$755.26
2022	3	2019	6715494	Housing Start-Up			05Z	LMC	\$755.26
2022	3	2019	6715495	Housing Start-Up			05Z	LMC	\$5,030.39
2022	3	2019	6715790	Housing Start-Up			05Z	LMC	\$1,028.32
2022	3	2019	6758000	Housing Start-Up			05Z	LMC	\$377.63
2022	3	2019	6758008	Housing Start-Up			05Z	LMC	\$1,460.52
2022	3	2019	6758835	Housing Start-Up			05Z	LMC	\$1,132.89
2022	3	2019	6758838	Housing Start-Up			05Z	LMC	\$9,876.82
							05Z	Matrix Code	\$21,172.35
2019	3	1885	6715389	531 E Symmes			14A	LMH	\$75.76
2021	2	1992	6715395	Sharp ER			14A	LMH	\$3,620.00
2022	2	2022	6715790	Lee ER			14A	LMH	\$20,329.00
2022	2	2023	6715790	Busby ER			14A	LMH	\$7,718.97
2022	2	2024	6715395	Bruesch ER			14A	LMH	\$75.00
2022	2	2024	6715529	Bruesch ER			14A	LMH	\$3,330.00
2022	2	2024	6715790	Bruesch ER			14A	LMH	\$9,950.00
2022	2	2024	6758000	Bruesch ER			14A	LMH	\$1,500.00
2022	2	2024	6758008	Bruesch ER			14A	LMH	\$3,095.00
2022	2	2025	6715790	Fontenot ER			14A	LMH	\$12,156.00
2022	2	2026	6715790	Ream Access			14A	LMH	\$260.00
2022	2	2026	6758835	Ream Access			14A	LMH	\$8,000.00
2022	2	2027	6715389	Smith ER			14A	LMH	\$6,000.00
2022	2	2028	6715395	Draper ER			14A	LMH	\$7,878.00
2022	2	2029	6715395	Long ER			14A	LMH	\$1,400.00
2022	2	2030	6715395	Rousey ACC			14A	LMH	\$8,000.00
2022	2	2031	6715395	Grotheer ER			14A	LMH	\$3,500.00
2022	2	2032	6715495	Grob ER			14A	LMH	\$16,403.00
2022	2	2033	6715495	Berry Access			14A	LMH	\$410.00
2022	2	2033	6758835	Berry Access			14A	LMH	\$7,250.00
2022	2	2033	6758838	Berry Access			14A	LMH	\$23,020.00
2022	2	2034	6715495	Peters ER			14A	LMH	\$1,500.00
2022	2	2035	6715495	Guyer Access			14A	LMH	\$6,664.00
2022	2	2036	6715495	Palma Access			14A	LMH	\$6,664.00
2022	2	2037	6758000	Martin Accessibility			14A	LMH	\$6,664.00
2022	2	2038	6758000	Menees Accessibility			14A	LMH	\$7,064.00
2022	2	2039	6758000	Minadeo Accessibility			14A	LMH	\$6,664.00
2022	2	2040	6758000	Lamb Accessibility			14A	LMH	\$6,664.00
2022	2	2041	6758008	Taylor ER			14A	LMH	\$6,986.00
2022	2	2042	6758835	Mitschell Accessibility			14A	LMH	\$6,664.00
2022	2	2043	6758835	Gay Emergency Repair			14A	LMH	\$9,816.50
2022	2	2044	6758835	Holman Emergency Repair			14A	LMH	\$2,475.00
							14A	Matrix Code	\$211,796.23
2021	4	2009	6715494	Non Profit Rehabilitation - CCFI			14E	LMC	\$1,520.00
2021	4	2009	6715790	Non Profit Rehabilitation - CCFI			14E	LMC	\$19,657.77
2022	2	2045	6758835	Envision Success Inc Accessibility			14E	LMC	\$695.09
							14E	Matrix Code	\$21,872.86
2022	2	2015	6715389	Rehab Administration			14H	LMH	\$14,089.89
2022	2	2015	6715395	Rehab Administration			14H	LMH	\$21,189.67
2022	2	2015	6715494	Rehab Administration			14H	LMH	\$13,493.86
2022	2	2015	6715495	Rehab Administration			14H	LMH	\$14,612.98
2022	2	2015	6715790	Rehab Administration			14H	LMH	\$17,969.94
2022	2	2015	6758000	Rehab Administration			14H	LMH	\$13,510.59
2022	2	2015	6758008	Rehab Administration			14H	LMH	\$14,942.52
2022	2	2015	6758835	Rehab Administration			14H	LMH	\$21,962.05
2022	2	2015	6758838	Rehab Administration			14H	LMH	\$14,396.64
							14H	Matrix Code	\$146,168.14
Total									\$575,730.61

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	1015 Project	1015 Activity	voucnr Number	Activity to	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2022	3	2019	6715389	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$755.26
2022	3	2019	6715395	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$755.26
2022	3	2019	6715494	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$755.26
2022	3	2019	6715495	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$5,030.39
2022	3	2019	6715790	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$1,028.32
2022	3	2019	6758000	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$377.63
2022	3	2019	6758008	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$1,460.52
2022	3	2019	6758835	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$1,132.89
2022	3	2019	6758838	No	Housing Start-Up	B22MC400002	EN	05Z	LMC	\$9,876.82

05Z Matrix Code \$21,172.35
\$21,172.35
\$21,172.35

No Activity to prevent, prepare for, and respond to Coronavirus

Total

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	UDIS Project	UDIS Activity	voucher Number	Activity Name	matrix Code	National Objective	Drawn Amount
2021	1	1962	6691729	2021-2022 Program Administration	21A		\$5.00
2022	1	2013	6715389	CDBG Administration	21A		\$10,923.52
2022	1	2013	6715395	CDBG Administration	21A		\$22,264.63
2022	1	2013	6715494	CDBG Administration	21A		\$18,343.13
2022	1	2013	6715495	CDBG Administration	21A		\$16,325.89
2022	1	2013	6715790	CDBG Administration	21A		\$13,812.48
2022	1	2013	6758000	CDBG Administration	21A		\$6,801.95
2022	1	2013	6758008	CDBG Administration	21A		\$14,169.11
2022	1	2013	6758835	CDBG Administration	21A		\$19,058.60
2022	1	2013	6758838	CDBG Administration	21A		\$11,152.57
						21A Matrix Code	<u>\$132,856.88</u>
Total							<u>\$132,856.88</u>



PART I: SUMMARY OF CDBG-CV RESOURCES

01 CDBG-CV GRANT	1,273,256.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL CDBG-CV FUNDS AWARDED	1,273,256.00

PART II: SUMMARY OF CDBG-CV EXPENDITURES

05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	979,981.27
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	22,314.06
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	1,002,295.33
09 UNEXPENDED BALANCE (LINE 04 - LINE8)	270,960.67

PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT

10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	955,079.03
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	955,079.03
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	979,981.27
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	97.46%

PART IV: PUBLIC SERVICE (PS) CALCULATIONS

16 DISBURSED IN IDIS FOR PUBLIC SERVICES	955,079.03
17 CDBG-CV GRANT	1,273,256.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	75.01%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	22,314.06
20 CDBG-CV GRANT	1,273,256.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	1.75%

LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10

No data returned for this view. This might be because the applied filter excludes all data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11

No data returned for this view. This might be because the applied filter excludes all data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	9	1923	6594339	Meal Delivery	05Z	LMC	\$25,000.00
	10	1924	6594336	Housing Start Up	05Z	LMC	\$178.14
			6594339	Housing Start Up	05Z	LMC	\$2,047.72
			6594341	Housing Start Up	05Z	LMC	\$931.34
			6594342	Housing Start Up	05Z	LMC	\$2,124.97
			6594343	Housing Start Up	05Z	LMC	\$311.89
			6594977	Housing Start Up	05Z	LMC	\$2,527.98
			6594980	Housing Start Up	05Z	LMC	\$678.34
			6594981	Housing Start Up	05Z	LMC	\$1,991.00
			6594983	Housing Start Up	05Z	LMC	\$7,720.54
			6594987	Housing Start Up	05Z	LMC	\$25.50

6594990	Housing Start Up	05Z	LMC	\$187.68
6594993	Housing Start Up	05Z	LMC	\$1,848.00
6594994	Housing Start Up	05Z	LMC	\$1,848.00
6594995	Housing Start Up	05Z	LMC	\$308.00
6690172	Housing Start Up	05Z	LMC	\$3,352.56
6690175	Housing Start Up	05Z	LMC	\$3,377.63
6690179	Housing Start Up	05Z	LMC	\$1,207.22
6690183	Housing Start Up	05Z	LMC	\$1,888.15
6690186	Housing Start Up	05Z	LMC	\$3,460.52
6395870	Rental Assistance	05Q	LMC	\$2,350.00
6398873	Rental Assistance	05Q	LMC	\$4,250.00
6400112	Rental Assistance	05Q	LMC	\$8,567.00
6402340	Rental Assistance	05Q	LMC	\$21,531.34
6403372	Rental Assistance	05Q	LMC	\$8,698.00
6404438	Rental Assistance	05Q	LMC	\$15,438.00
6404853	Rental Assistance	05Q	LMC	\$6,060.00
6406048	Rental Assistance	05Q	LMC	\$9,976.00
6406615	Rental Assistance	05Q	LMC	\$8,698.00
6407395	Rental Assistance	05Q	LMC	\$16,274.00
6408531	Rental Assistance	05Q	LMC	\$7,688.00
6409001	Rental Assistance	05Q	LMC	\$11,590.00
6410316	Rental Assistance	05Q	LMC	\$9,498.00
6410854	Rental Assistance	05Q	LMC	\$11,368.00
6410856	Rental Assistance	05Q	LMC	\$11,698.00
6412240	Rental Assistance	05Q	LMC	\$16,858.00
6412842	Rental Assistance	05Q	LMC	\$15,908.00
6413418	Rental Assistance	05Q	LMC	\$10,520.00
6415176	Rental Assistance	05Q	LMC	\$11,398.00
6415669	Rental Assistance	05Q	LMC	\$7,366.00
6417474	Rental Assistance	05Q	LMC	\$10,036.00
6418165	Rental Assistance	05Q	LMC	\$8,438.00
6420090	Rental Assistance	05Q	LMC	\$10,960.00
6420662	Rental Assistance	05Q	LMC	\$10,398.00
6421408	Rental Assistance	05Q	LMC	\$14,146.00
6422560	Rental Assistance	05Q	LMC	\$10.00
6424720	Rental Assistance	05Q	LMC	\$9,752.00
6428159	Rental Assistance	05Q	LMC	\$5,830.00
6431412	Rental Assistance	05Q	LMC	\$10,708.00
6434085	Rental Assistance	05Q	LMC	\$13,516.50
6434655	Rental Assistance	05Q	LMC	\$9,084.00
6436189	Rental Assistance	05Q	LMC	\$9,298.00
6438719	Rental Assistance	05Q	LMC	\$7,146.00
6441146	Rental Assistance	05Q	LMC	\$8,256.00
6442385	Rental Assistance	05Q	LMC	\$12,478.00
6443662	Rental Assistance	05Q	LMC	\$6,568.00
6446516	Rental Assistance	05Q	LMC	\$10,548.00
6450456	Rental Assistance	05Q	LMC	\$8,580.00
6457245	Rental Assistance	05Q	LMC	\$11,850.00
6471704	Rental Assistance	05Q	LMC	\$9,770.00
6474671	Rental Assistance	05Q	LMC	\$18,285.67
6481528	Rental Assistance	05Q	LMC	\$14,812.00
6485118	Rental Assistance	05Q	LMC	\$12,828.00
6490130	Rental Assistance	05Q	LMC	\$18,735.00
6496837	Rental Assistance	05Q	LMC	\$10,342.00
6499906	Rental Assistance	05Q	LMC	\$13,909.00
6515636	Rental Assistance	05Q	LMC	\$8,399.00
6521291	Rental Assistance	05Q	LMC	\$12,650.00
6521670	Rental Assistance	05Q	LMC	\$13,188.00
6528689	Rental Assistance	05Q	LMC	\$12,257.00
6534228	Rental Assistance	05Q	LMC	\$6,004.00
6539215	Rental Assistance	05Q	LMC	\$2,079.00
6542759	Rental Assistance	05Q	LMC	\$7,839.00
6552007	Rental Assistance	05Q	LMC	\$9,832.00
6557878	Rental Assistance	05Q	LMC	\$4,002.00
6569100	Rental Assistance	05Q	LMC	\$8,382.00
6575055	Rental Assistance	05Q	LMC	\$4,700.00

			6578720	Rental Assistance	05Q	LMC	\$13,003.00
			6611326	Rental Assistance	05Q	LMC	\$4,650.00
			6690186	Rental Assistance	05Q	LMC	\$5,700.18
			6766146	Rental Assistance	05Q	LMC	\$51,293.43
12	1925		6594326	Homeless Services Technician	05Z	LMC	\$4,014.18
			6594328	Homeless Services Technician	05Z	LMC	\$4,052.06
			6594329	Homeless Services Technician	05Z	LMC	\$4,052.06
			6594336	Homeless Services Technician	05Z	LMC	\$5,538.66
			6594337	Homeless Services Technician	05Z	LMC	\$6,006.24
			6594339	Homeless Services Technician	05Z	LMC	\$4,642.55
			6594341	Homeless Services Technician	05Z	LMC	\$5,049.96
			6594342	Homeless Services Technician	05Z	LMC	\$4,238.77
			6594343	Homeless Services Technician	05Z	LMC	\$5,121.60
			6594977	Homeless Services Technician	05Z	LMC	\$17,658.40
			6594980	Homeless Services Technician	05Z	LMC	\$3,691.24
			6594981	Homeless Services Technician	05Z	LMC	\$14,583.32
			6594983	Homeless Services Technician	05Z	LMC	\$17,798.27
13	1926		6594987	Street Outreach Program	05Z	LMC	\$7,902.15
			6594988	Street Outreach Program	05Z	LMC	\$17,296.12
			6594990	Street Outreach Program	05Z	LMC	\$6,640.13
			6594991	Street Outreach Program	05Z	LMC	\$7,303.21
			6594993	Street Outreach Program	05Z	LMC	\$3,514.50
			6594994	Street Outreach Program	05Z	LMC	\$3,611.34
			6594995	Street Outreach Program	05Z	LMC	\$3,006.00
			6690172	Street Outreach Program	05Z	LMC	\$1,852.00
			6690175	Street Outreach Program	05Z	LMC	\$96.75
			6690179	Street Outreach Program	05Z	LMC	\$96.72
			6690183	Street Outreach Program	05Z	LMC	\$4,388.97
			6690186	Street Outreach Program	05Z	LMC	\$3,366.86
			6690198	Street Outreach Program	05Z	LMC	\$3,469.90
			6690199	Street Outreach Program	05Z	LMC	\$7,473.93
			6762357	Street Outreach Program	05Z	LMC	\$2,457.90
			6766136	Street Outreach Program	05Z	LMC	\$4,130.61
			6766140	Street Outreach Program	05Z	LMC	\$4,130.54
			6766141	Street Outreach Program	05Z	LMC	\$126.57
			6766143	Street Outreach Program	05Z	LMC	\$60,626.52
			6766146	Street Outreach Program	05Z	LMC	\$128.70
Total							\$955,079.03

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Plan Year	IDIS Project	IDIS Activity	voucher Number	Activity Name	matrix Code	national Objective	Drawn Amount
2019	9	1923	6594339	Meal Delivery	05Z	LMC	\$25,000.00
	10	1924	6594336	Housing Start Up	05Z	LMC	\$178.14
			6594339	Housing Start Up	05Z	LMC	\$2,047.72
			6594341	Housing Start Up	05Z	LMC	\$931.34
			6594342	Housing Start Up	05Z	LMC	\$2,124.97
			6594343	Housing Start Up	05Z	LMC	\$311.89
			6594977	Housing Start Up	05Z	LMC	\$2,527.98
			6594980	Housing Start Up	05Z	LMC	\$678.34
			6594981	Housing Start Up	05Z	LMC	\$1,991.00
			6594983	Housing Start Up	05Z	LMC	\$7,720.54
			6594987	Housing Start Up	05Z	LMC	\$25.50
			6594990	Housing Start Up	05Z	LMC	\$187.68
			6594993	Housing Start Up	05Z	LMC	\$1,848.00
			6594994	Housing Start Up	05Z	LMC	\$1,848.00
			6594995	Housing Start Up	05Z	LMC	\$308.00
			6690172	Housing Start Up	05Z	LMC	\$3,352.56
			6690175	Housing Start Up	05Z	LMC	\$3,377.63
			6690179	Housing Start Up	05Z	LMC	\$1,207.22
			6690183	Housing Start Up	05Z	LMC	\$1,888.15
			6690186	Housing Start Up	05Z	LMC	\$3,460.52
11	1919		6395870	Rental Assistance	05Q	LMC	\$2,350.00
			6398873	Rental Assistance	05Q	LMC	\$4,250.00
			6400112	Rental Assistance	05Q	LMC	\$8,567.00
			6402340	Rental Assistance	05Q	LMC	\$21,531.34

6403372	Rental Assistance	05Q	LMC	\$8,698.00
6404438	Rental Assistance	05Q	LMC	\$15,438.00
6404853	Rental Assistance	05Q	LMC	\$6,060.00
6406048	Rental Assistance	05Q	LMC	\$9,976.00
6406615	Rental Assistance	05Q	LMC	\$8,698.00
6407395	Rental Assistance	05Q	LMC	\$16,274.00
6408531	Rental Assistance	05Q	LMC	\$7,688.00
6409001	Rental Assistance	05Q	LMC	\$11,590.00
6410316	Rental Assistance	05Q	LMC	\$9,498.00
6410854	Rental Assistance	05Q	LMC	\$11,368.00
6410856	Rental Assistance	05Q	LMC	\$11,698.00
6412240	Rental Assistance	05Q	LMC	\$16,858.00
6412842	Rental Assistance	05Q	LMC	\$15,908.00
6413418	Rental Assistance	05Q	LMC	\$10,520.00
6415176	Rental Assistance	05Q	LMC	\$11,398.00
6415669	Rental Assistance	05Q	LMC	\$7,366.00
6417474	Rental Assistance	05Q	LMC	\$10,036.00
6418165	Rental Assistance	05Q	LMC	\$8,438.00
6420090	Rental Assistance	05Q	LMC	\$10,960.00
6420662	Rental Assistance	05Q	LMC	\$10,398.00
6421408	Rental Assistance	05Q	LMC	\$14,146.00
6422560	Rental Assistance	05Q	LMC	\$10.00
6424720	Rental Assistance	05Q	LMC	\$9,752.00
6428159	Rental Assistance	05Q	LMC	\$5,830.00
6431412	Rental Assistance	05Q	LMC	\$10,708.00
6434085	Rental Assistance	05Q	LMC	\$13,516.50
6434655	Rental Assistance	05Q	LMC	\$9,084.00
6436189	Rental Assistance	05Q	LMC	\$9,298.00
6438719	Rental Assistance	05Q	LMC	\$7,146.00
6441146	Rental Assistance	05Q	LMC	\$8,256.00
6442385	Rental Assistance	05Q	LMC	\$12,478.00
6443662	Rental Assistance	05Q	LMC	\$6,568.00
6446516	Rental Assistance	05Q	LMC	\$10,548.00
6450456	Rental Assistance	05Q	LMC	\$8,580.00
6457245	Rental Assistance	05Q	LMC	\$11,850.00
6471704	Rental Assistance	05Q	LMC	\$9,770.00
6474671	Rental Assistance	05Q	LMC	\$18,285.67
6481528	Rental Assistance	05Q	LMC	\$14,812.00
6485118	Rental Assistance	05Q	LMC	\$12,828.00
6490130	Rental Assistance	05Q	LMC	\$18,735.00
6496837	Rental Assistance	05Q	LMC	\$10,342.00
6499906	Rental Assistance	05Q	LMC	\$13,909.00
6515636	Rental Assistance	05Q	LMC	\$8,399.00
6521291	Rental Assistance	05Q	LMC	\$12,650.00
6521670	Rental Assistance	05Q	LMC	\$13,188.00
6528689	Rental Assistance	05Q	LMC	\$12,257.00
6534228	Rental Assistance	05Q	LMC	\$6,004.00
6539215	Rental Assistance	05Q	LMC	\$2,079.00
6542759	Rental Assistance	05Q	LMC	\$7,839.00
6552007	Rental Assistance	05Q	LMC	\$9,832.00
6557878	Rental Assistance	05Q	LMC	\$4,002.00
6569100	Rental Assistance	05Q	LMC	\$8,382.00
6575055	Rental Assistance	05Q	LMC	\$4,700.00
6578720	Rental Assistance	05Q	LMC	\$13,003.00
6611326	Rental Assistance	05Q	LMC	\$4,650.00
6690186	Rental Assistance	05Q	LMC	\$5,700.18
6766146	Rental Assistance	05Q	LMC	\$51,293.43
6594326	Homeless Services Technician	05Z	LMC	\$4,014.18
6594328	Homeless Services Technician	05Z	LMC	\$4,052.06
6594329	Homeless Services Technician	05Z	LMC	\$4,052.06
6594336	Homeless Services Technician	05Z	LMC	\$5,538.66
6594337	Homeless Services Technician	05Z	LMC	\$6,006.24
6594339	Homeless Services Technician	05Z	LMC	\$4,642.55
6594341	Homeless Services Technician	05Z	LMC	\$5,049.96
6594342	Homeless Services Technician	05Z	LMC	\$4,238.77
6594343	Homeless Services Technician	05Z	LMC	\$5,121.60

		6594977	Homeless Services Technician	05Z	LMC	\$17,658.40
		6594980	Homeless Services Technician	05Z	LMC	\$3,691.24
		6594981	Homeless Services Technician	05Z	LMC	\$14,583.32
		6594983	Homeless Services Technician	05Z	LMC	\$17,798.27
13	1926	6594987	Street Outreach Program	05Z	LMC	\$7,902.15
		6594988	Street Outreach Program	05Z	LMC	\$17,296.12
		6594990	Street Outreach Program	05Z	LMC	\$6,640.13
		6594991	Street Outreach Program	05Z	LMC	\$7,303.21
		6594993	Street Outreach Program	05Z	LMC	\$3,514.50
		6594994	Street Outreach Program	05Z	LMC	\$3,611.34
		6594995	Street Outreach Program	05Z	LMC	\$3,006.00
		6690172	Street Outreach Program	05Z	LMC	\$1,852.00
		6690175	Street Outreach Program	05Z	LMC	\$96.75
		6690179	Street Outreach Program	05Z	LMC	\$96.72
		6690183	Street Outreach Program	05Z	LMC	\$4,388.97
		6690186	Street Outreach Program	05Z	LMC	\$3,366.86
		6690198	Street Outreach Program	05Z	LMC	\$3,469.90
		6690199	Street Outreach Program	05Z	LMC	\$7,473.93
		6762357	Street Outreach Program	05Z	LMC	\$2,457.90
		6766136	Street Outreach Program	05Z	LMC	\$4,130.61
		6766140	Street Outreach Program	05Z	LMC	\$4,130.54
		6766141	Street Outreach Program	05Z	LMC	\$126.57
		6766143	Street Outreach Program	05Z	LMC	\$60,626.52
		6766146	Street Outreach Program	05Z	LMC	\$128.70
Total						\$955,079.03

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

<u>Plan Year</u>	<u>IDIS Project</u>	<u>IDIS Activity</u>	<u>Voucher Number</u>	<u>Activity Name</u>	<u>Matrix Code</u>	<u>National Objective</u>	<u>Drawn Amount</u>
2019	8	1922	6758741	Administration CV	21A		\$22,314.06
Total							\$22,314.06

CAPER Reconciliation Program Year CARES CDBG CV

Part I: Summary of CDBG Resources

Reconciliation

Unexpended balance at end of program year 6/30/2023:	\$	137,801.00
Reconciling items:		
Add:		
IDIS Balance	\$	270,960.27
Deduct:		
Grantee CDBG liabilities	\$	133,159.27
Subrecipient CDBG liabilities		
		<hr/>
Total reconciling balance:	\$	137,801.00
Unreconciled difference:	\$	-
		<hr/>

Calculation of Balance of Unprogrammed Funds

		From PR26
Add:		
Unexpended funds July 2022	\$	137,801.00
Program Income received	\$	-
Funds available during report period	\$	137,801.00
Program income expected to be received but not yet realized		\$0.00
		<hr/>
Subtotal for Program Year	\$	137,801.00
Deduct:		
Funds Budgeted from Prior Years on July 1, 2023		
B19 CDBG CV1	\$	-
B19 CDBG CV3	\$	137,801.00
	\$	137,801.00
		<hr/>
Difference	\$	-
Administration	\$	27,686.00
Supplies/Start up kits	\$	23,982.00
Housing Navigator	\$	66,388.00
Cell/laptop service	\$	2,582.00
Rental Assistance	\$	17,163.00
	\$	137,801.00
		<hr/>