



CITY OF GRANTS PASS

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

PY 2018-19 COMPREHENSIVE ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

**SUBMITTED FOR HUD APPROVAL
OCTOBER 22, 2020
APPROVED BY HUD – DECEMBER 28, 2020**

CR-05 - Goals and Outcomes

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

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

The Program Year 2018-19 Annual Action Plan was the fourth developed under the City's new CDBG program and the fourth year of activities implemented under the City's first Consolidated Plan, adopted in 2015. HUD allocated \$341,405 in CDBG funding for activities during PY 2018-19, which was scheduled to begin on October 1, 2018. City staff and its grant recipients, who implement many of the activities listed in the Action Plan, began implementing projects in October, 2018. Some of those projects are still active. The program year ended on September 30, 2019.

It is expected that any activities outstanding from PY 2018-19 will be completed during PY 2019-20. Accomplishments are shown in Table 1, below.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 2015-19 Outcome	Actual 2015-19 Outcome	Five Year Percent Complete	Expected 2018 Program Year	Actual 2018 Program Year	PY 2018 Percent Complete
1. Emergency Housing Assistance	Homeless	CDBG: \$18,000	Homelessness Prevention	Persons Assisted	25	119	476.00%	6	16	266.67%
2. Homeowner Weatherization and Energy Efficiency	Affordable Housing	CDBG: \$55,069	Homeowner Housing Rehabilitated	Household Housing Unit	44	19	43.18%	3	0	0.00%
3. Microenterprise education assistance	Non-Housing Community Development	CDBG: \$4,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	135	94	69.63%	16	0	0.00%
4. Teen Training Services	Non-Housing Community Development	CDBG: \$18,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	75	1004	1,338.67%	75	283	377.33%

5. Supportive Services for Homeless Youth	Homeless	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	600	524	87.33%	150	179	119.33%
6. Supportive Services for Homeless Youth	Homeless	CDBG: \$5,000	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
7. Housing Rehab, ADA accessibility improvements	Affordable Housing	CDBG: \$75,506	Rental units rehabilitated	Household Housing Unit	0	57		0	57	
8. Assistance new affordable housing construction	Affordable Housing	CDBG: \$70,480	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	10	0	0.00%		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 City of Grants Pass has allocated funding to address the Consolidated Plan priorities and objectives in the PY 2018-19 Action Plan as listed below.

1. Emergency Housing Assistance: The Consolidated Plan identified the need to provide short-term financial assistance to those at risk of homelessness or the loss of utility services as a high priority to the community. The City partnered with the United Community Action Network to implement this program via UCAN’s existing assistance network. It was estimated that the funds allocated to this activity would provide 6 individuals with short-term assistance; ultimately, the activity assisted 16 individuals the program year.
2. Homeowner Weatherization and Energy Efficiency: The Consolidated Plan identified the need to improve housing affordability, specifically through strategic weatherization upgrades aimed at reducing on-going utility bills, as a high priority. The City partnered with UCAN to implement this program, as this organization currently manages a weatherization program in connection with local utility providers and the Department of Energy. Limited use of this program was experienced during prior program years, and the activity was not implemented during the program year.
3. Microenterprise Education Assistance: The Consolidated Plan identified the provision of microenterprise education assistance as a high priority to the community. To meet this goal, the City partnered with the Small Business Development Center at Rogue Community College, with whom the City has worked on several similar projects in the past. The program provides a tuition waiver, funded by the City’s CDBG program, to qualified LMI residents of Grants Pass. During PY 18-19, the SBDC provided assistance utilizing funds from the prior program year, which is where those accomplishments are recorded.
4. Teen Training Services: The Consolidated Plan identified the need to provide targeted assistance to LMI youth in the community that will foster economic opportunities for their future. The City partnered with the Boys and Girls Club of the Rogue Valley to provide tuition assistance to qualified LMI youth interested in participating in the Club’s programming, which includes the recent addition of the Be Great by 8 initiative. The Club was able to provide assistance to 283 youth during the program year, far exceeding their goal of 75 youth assisted with CDBG funds.
5. Maslow Project: The Consolidated Plan identified the need to provide assistance to community youth who are currently homeless or at risk of becoming homeless. The Maslow Project provides school-based services for youth aged 0-21 that attend schools in Grants Pass. Maslow Project utilized City CDBG funds to provide services to 179 homeless youth in Grants Pass, exceeding the original goal of assisting 150 youth.
6. Hearts With a Mission (operations): The Consolidated Plan identified the need to provide assistance to community youth who are currently homeless or at risk of becoming

homeless. Hearts With a Mission, a Medford-based non-profit that is licensed by the State of Oregon as a Child Caring Agency to provide services for homeless, runaway, and transitional living youth, ages 10-17, opened a new homeless youth shelter in Grants Pass during PY 2016-17. During PY 2018-19, the City provided CDBG funds to assist with providing additional bed-nights of shelter; however, those funds were not obligated until the end of the program year. As such, accomplishments will be reported in the PY 2019-20 CAPER.

7. Homeowner Rehabilitation: The Consolidated Plan identified the need to improve housing affordability, specifically through strategic rehabilitation projects aimed at addressing unmet rehabilitation needs for qualified LMI homeowners. These needs are above and beyond those that can be addressed through the weatherization program, and include repairs to the building envelope (roofing, siding, windows, etc.), systems (electrical, plumbing, HVAC, etc.), and the removal of architectural barriers. Preliminary work on this activity occurred during PY 2017-18, but no funds were expended. The City entered into an agreement with the Housing Authority of Jackson County at the beginning of PY 2018-19 to repair faulty sewer laterals at two of their affordable housing complexes in Grants Pass. This work ultimately occurred. Additionally, the City granted funds to Family Solutions to renovate two of their youth facilities in Grants Pass. These activities did not begin until PY 2019-20 and will be reported as such.
8. Site Acquisition/Site Improvements: The Consolidated Plan identified the need to provide additional affordable housing units, and the strategic plan called for the use of program funds to either acquire a suitable site for the development of units, or the use of program funds to assist with necessary public infrastructure improvements to facilitate the development of affordable units. The City is partnering with Habitat for Humanity of Grants Pass in the development of additional housing units. Specifically, program funds are being allocated to Habitat to install required frontage improvement that will enable them to subdivide the property for development. The activity did not begin during the program year.

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
White	475
Black or African American	4
Asian	7
American Indian or American Native	11
Native Hawaiian or Other Pacific Islander	2
Total	499
Hispanic	42
Not Hispanic	457

Narrative

During the 2018-19 program year, the City's CDBG program served 499 Grants Pass residents through its public services, housing rehabilitation, and economic development activities. Of those assisted, 95% self-identified racially as white. Ethnically, 8% of residents served identified themselves of Hispanic/Latino origin.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public - federal	\$359,073	\$77,942

Table 2 - Resources Made Available

Narrative

Of the \$359,073 in funds available for expenditure during PY 2018-19, \$311,060 were allocated for activities during the program year. Of the funds allocated, the City expended \$77,942 on eligible activities between October 1, 2018 and September 30, 2019. The remaining funds are still committed to eligible activities and will be spent in subsequent program years.

Identify the geographic distribution and location of investments

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

Table 3 – Identify the geographic distribution and location of investments

Narrative

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

Leveraging

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

The CDBG program has no requirement for a local match, and the City did not have any publicly owned land or property available to address the needs identified in the Consolidated Plan. That fact notwithstanding, recipients of CDBG funds from the City frequently use other resources to augment and expand programming. For example:

- The Boys and Girls Club of the Rogue Valley leveraged a total of \$32,199 in additional resources to augment funds obtained from the City.
- The Maslow Project leveraged a total of \$49,210 in additional resources to provide services for homeless youth.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	15	67
Number of Special-Needs households to be provided affordable housing units	0	0
Total	15	67

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	7	10
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	8	57
Number of households supported through Acquisition of Existing Units	0	0
Total	15	67

Table 6 – Number of Households Supported

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

The City's Program Year 2018-19 Action Plan did not anticipate the provision of providing additional affordable housing units in the community, which is reflected in Table 6, above. The City did anticipate providing resources to those at risk of becoming homeless through the Emergency Housing Assistance program administered by UCAN. The City anticipated assisting 7 households with Emergency Housing Assistance funding during the program year; in reality, 10 households were able to receive assistance.

A project started during PY 2017-18 but not fully implemented until PY 2018-19 was the renovation of sewer infrastructure at two properties owned and operated by the Housing Authority of Jackson County. Funds were used to repair failing sewer laterals at two multifamily properties in Grants Pass, and ensured that 57 income-restricted housing units remained viable and available to community residents.

Discuss how these outcomes will impact future annual action plans.

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

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	37	0
Low-income	16	0
Moderate-income	14	0
Total	67	0

**Table 7 – Number of Households Served
Narrative Information**

During PY 2018-19, the City's CDBG program assisted 67 households through emergency rental assistance and/or the rehabilitation of existing income-restricted housing units. All households were classified as extremely low-, low-, or moderate-income.

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

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

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

As described in the Consolidated Plan, the City has been working with local Continuums of Care to reach the local homeless population during Program Year 2018-19. This year saw the continuation of the partnership with the Maslow Project, a local agency whose sole purpose is to reach homeless youth, aged 0-21, assessing their individual needs, and connecting them to community resources. Additionally, Hearts With a Mission partnered with the City to utilize CDBG funds for shelter operations and shelter renovations. The City has also been working with UCAN, an agency that works directly with homeless persons in the community, to prevent homelessness resulting from eviction.

Addressing the emergency shelter and transitional housing needs of homeless persons

One activity in the Program Year 2018-19 Action Plan address the emergency shelter and transitional housing needs of local homeless persons--the partnership with Hearts With a Mission, a local youth homeless shelter. The City provided CDBG funds to support operations at their facility. In addition to the stated activity in the PY 2018-19 action plan, there was a carry-over project from PY 2017-18--repairs to the Talsunne Safe House, a safe and confidential location for women and children fleeing domestic violence, operated by the Women's Crisis Support Team.

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 Consolidated Plan identifies the prevention of homelessness as a high priority to the community and dedicates CDBG funding to local agencies that provide emergency housing assistance to those at risk of becoming homeless. To that end, the City partnered with UCAN during Program Year 2018-19 to provide emergency housing assistance to households at immediate risk of eviction or the disconnection of utilities due to financial emergencies. UCAN was able to provide assistance to 10 households and prevent the eviction or termination of utility

services for 16 individuals during the Program Year.

The City also partnered with the Maslow Project during PY 2018-19 to provide outreach and services to homeless youth aged 0-21. With assistance from the City, Maslow Project was able to provide additional services to 179 homeless school children during the program year.

The City does not have any additional information on individuals that are or have been discharged from publicly-funded institutions, nor does the City have any direct information regarding those who are receiving assistance from public or private agencies.

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

The Consolidated Plan identifies the need for transitional housing as a high priority. No resources were dedicated during PY 2018-19 to directly provide additional transition housing opportunities. Resources were dedicated to provide additional access to the Hearts With a Mission shelter for homeless youth, and repairs to the Talsunne Safe House, which is a safe and confidential facility for women and children fleeing domestic violence, were completed.

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

Actions taken to address the needs of public housing

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

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

None. Not applicable.

Actions taken to provide assistance to troubled PHAs

None. Not applicable.

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

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

The City's land use policies support affordable housing, including provisions for a wide array of housing types to meet diverse housing needs. Despite that, there has been little response from the local development community in the construction of additional affordable housing units. Ultimately, the City Council established a standing Housing Advisory Committee, made up of housing advocates and providers, and supported by City staff, which is currently seeking a multi-faceted solution to address the affordable housing crisis facing our community. The Committee has made several recommendations to the Council on actions that the City might take to promote new residential development. These recommendations, which include actions like system development charge (SDC or impact fee) deferrals, establishing a construction excise tax, and relaxing accessory development unit development standards, are under consideration by the City Council.

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

As described in the Program Year 2018-19 Action Plan, the City worked with local agencies, including UCAN, the Boys and Girls Club, Family Solutions, and the Maslow Project to address obstacles to meeting the needs of underserved residents of Grants Pass. The City expended its reach during the Program Year while developing its priority activities for the upcoming 2019-20 Action Plan.

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

The majority of activities undertaken as part of the City's CDBG program for PY 2018-19 did not have an impact on lead-based paint exposure. However, the City does provide information on lead-based paint in the Community Development office at City Hall. One project, the repainting of Talsunne Safe House, a single dwelling originally constructed before the World War I, required lead-based paint safe practices due to the building's age and the age of those residing on-site. Talsunne was closed during the project, and as required by Oregon laws, the contractor hired followed LBP safety precautions.

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

During the 2018-19 program year, the City took the following actions to reduce the number of poverty-level families:

- Provided CDBG funds to UCAN that assisted 10 households with emergency housing assistance to avoid eviction or the disconnection of utility services due to short-term financial emergencies.
- Partnered with the Boys and Girls Club of the Rogue Valley to provide free access to their programming. Funds from the City's CDBG program allowed the Club to reach 391 youth from LMI families.
- Partnered with the Maslow Project to provide outreach and supportive services to 179 homeless youth attending schools in Grants Pass.
- Provided funds to the Housing Authority of Jackson County to replace failing sewer laterals at two of their multifamily properties, preserving 57 income-restricted housing units.

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

The Program Year 2018-19 Action Plan included the following activities aimed to develop and improve institutional structures:

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

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

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

- Attended monthly meetings of the Josephine County Housing and Community Development Council, the PHA that serves the needs of community members with its Section 8, VASH, and other HUD-based housing assistance programs; and
- Established a standing Housing Advisory Committee, consisting of housing stakeholders and backed with City staff, to assist the City Council in making policy changes that will address the community's affordable housing crisis.

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

During PY 2015-16 the City engaged a qualified consultant to assist in data collection, public outreach and involvement, analysis, and recommendations to overcome institutional barriers to fair housing choice. The City Council reviewed the final product and approved its adoption. By and large, very few impediments to fair housing choice were identified, and most impediments might be resolved through continued outreach and education, particularly to the rental

community, which is where the majority of impediments were observed. Public sector impediments identified included a difficulty siting publicly-assisted housing developments, the need for ongoing outreach and education on the subject of fair housing laws, and a possible inconsistency in zoning codes and definitions relating to “family”.

During PY 2016-17, the City Council established a Housing Advisory committee, which is engaging the local housing development community, and providing needed educational opportunities that will seek to address the above referenced deficiencies in fair housing.

During PY 2017-18, City staff worked with the Housing Advisory Committee to research possible solutions to housing access and choice. Several recommendations have been brought to the City Council for additional comment and consideration.

During PY 2018-19, City staff continued work with the Housing Advisory Committee on solutions to housing access and choice. City staff also collaborated with other communities in southern Oregon, under guidance from the Fair Housing Council of Oregon, on the identification of fair housing issues that are present in the region.

CR-40 - Monitoring 91.220 and 91.230

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

The City, with input from HUD, developed a CDBG grant recipient agreement in accordance with applicable federal requirements for the 2015-16 program year. This agreement structure set up the programmatic requirements and delivery expectations of the City's block grant program, and established a quarterly reporting and reimbursement process that will allowed City program managers early opportunities to work with grant recipients should programmatic issues occur.

In September, 2017, HUD staff conducted an on-site monitoring of City CDBG programs from PYs 2015-16 and 2016-17 to determine performance and compliance with applicable federal regulations. HUD staff identified two findings and three concerns, which the City has addressed. Additionally, City staff observed proper monitoring techniques that will be utilized while conducting programmatic reviews of CDBG subrecipients.

No minority-owned businesses were identified in the 2018-19 Program Year. Recipient agreements require good-faith efforts to provide minority and women-owned businesses an opportunity to participate in the performance of the contract.

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

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

The City published a notice in the Grants Pass Daily Courier advertising a combined public meeting scheduled on April 2, 2019 for the purpose of soliciting input from the general public and CDBG stakeholders on the City's PY 2018-19 activities. The same notice was posted on the City's website and public notice display board, and also emailed directly to agencies and interested parties. This meeting also solicited comments to draft the PY 2019-20 Action Plan. Several comments were received regarding community priorities for the PY 19-20 Action Plan but no comments were received regarding PY 2018-19 activities.

Notice announcing the public comment period of the draft CAPER was published on August 20, 2020 for the comment period beginning on September 5. The draft CAPER was made available for review in print at the Grants Pass City Hall and the Josephine County Courthouse, and electronically on the City's website. No comments were received.

Notice announcing the City Council's public hearing on the draft CAPER was published on October 14, 2020 and the public hearing was conducted on October 21, 2020. No comments were received.

CR-45 - CDBG 91.520(c)

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

Grants Pass, like many other smaller CDBG grantees, sees the most efficient method of implementing program objectives via programmatic partnerships stymied by regulatory caps on the use of CDBG funds for public service activities. Annual CDBG allocations are not large enough to conduct many brick-and-mortar projects and, without a community-based development organization active in Grants Pass, use of CDBG funds to develop new units of affordable housing is particularly difficult. Demand for CDBG funds for public service activities, such as emergency housing and homeless support, far outpaces the 15% cap imposed by HUD regulations. The City is working with its community partners to fully understand reasons why resources are being under utilized and what actions the City might take to overcome any obstacles.

At this time, there have not been any substantiated changes to the City's program objectives; however, the City is preparing to explore modifying its solicitation process, particularly for construction projects, as part of the next Consolidated Planning process. It is hoped that seeking partners with fully ripe development plans will help the City avoid delays in project delivery and result in a more timely expenditure of CDBG funds.

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

No

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

Not applicable.