



CUMBERLAND COUNTY COMMUNITY DEVELOPMENT

PRESENTS

2015 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)



Public Review Period: September 2, 2016 through September 16, 2016

Public Hearing before the Cumberland County Board of Commissioners: September 19, 2016 @ 6:45 p.m.
at the Cumberland County Courthouse, Room 118, 117 Dick Street, Fayetteville, NC 28301

DRAFT

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CR-05 - Goals and Outcomes

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

The Program Year (PY) 2015 Consolidated Annual Performance Evaluation Report (CAPER) outlines the accomplishments and progress made on the strategies and goals outlined in the approved PY 2015-2019 Consolidated Plan prepared by Cumberland County, North Carolina (through the Community Development Department). The CAPER also includes activities funded in previous fiscal years with accomplishments reported during PY 2015. The County received \$768,447 through the Community Development Block Grant (CDBG) program \$258,368 through the Home Investment Partnership Program (HOME). The PY 2015 CAPER covers the time period starting July 1, 2015 to June 30, 2016 and is the first annual report of the Con Plan period. The main highlights proposed and implemented throughout the PY 2015 include achievements in affordable housing, homeless services, and community development programs. Cumberland County implemented programs funded through entitlements from two programs established by the U.S. Department of Housing and Urban Development (HUD):

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership

During the PY2015, Cumberland County major accomplishments include:

- Improving the quality of the housing and maintaining affordability for homeowners and renters;
- Renovated 20 units of a transitional housing facility which included replacement of major systems with energy efficiency products and extending the life of the units in order to maintain a facility utilized for homeless families in the community
- Increasing the number of affordable housing units availability in the community through new construction

BALSAWOOD PROJECT



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
Essential Services and Housing for the Homeless	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$20,601/ Continuum of Care: \$0 / PATH: \$33,818	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	5	0	0%	1	113	>100%
Essential Services and Housing for the Homeless	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$29,944 / Continuum of Care: \$0 / PATH: \$0	Homeless Person Overnight Shelter	Persons Assisted	5	0	0%	1	336	>100%
Essential Services and Housing for the Homeless	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$0 / Continuum of Care: \$0 / PATH: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	5	0	0%	1	0	0%
Essential Services and Housing for the Homeless	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$6,488 / Continuum of Care: \$0 / PATH: \$0	Homelessness Prevention	Persons Assisted	5	0	0%	1	29	>100%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Essential Services and Housing for the Homeless	Homeless	Competitive McKinney-Vento Homeless Assistance Act: \$0 / Continuum of Care: \$0 / PATH: \$0	Housing for Homeless added	Household Housing Unit	5	0	0%	1	0	0%
Expand Economic Opportunities for LMI Persons	Non-Housing Community Development	CDBG: \$0	Jobs created/retained	Jobs	5	0	0%	1	0	0%
Expand Economic Opportunities for LMI Persons	Non-Housing Community Development	CDBG: \$0	Businesses assisted	Businesses Assisted	2	0	0%	1	0	0%
Improve Access to Public Services (Human Services)	Non-Housing Community Development	CDBG: \$111,873	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	4470	89%	1000	4470	>100%
Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	CDBG: \$72,718	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0%	2	1	50%
Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	CDBG: \$30,706	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10	0	0%	1	8	>100%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	2	0	0%	1	0	0%
Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	CDBG: \$0	Buildings Demolished	Buildings	2	0	0%	0	0	0%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$465,142 / HOME: \$0 / General Fund: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1	0	0%	1	139	>100%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$0 / HOME: \$159,487 / General Fund: \$0	Rental units constructed	Household Housing Unit	5	0	0%	1	2	>100%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$176,675 / HOME: \$0 / General Fund: \$0	Rental units rehabilitated	Household Housing Unit	15	2	13%	3	2	67%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$ / HOME: \$209,450 / General Fund: \$0	Homeowner Housing Added	Household Housing Unit	10	0	0%	2	2	100%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$576,090* / HOME: \$223,738 / General Fund: \$76,835	Homeowner Housing Rehabilitated	Household Housing Unit	115	18	16%	23	18	78%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$ / HOME: \$0 / General Fund: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0%	1	0	0%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$ / HOME: \$0 / General Fund: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	0	0%	1	0	0%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$ / HOME: \$0 / General Fund: \$0	Housing for Homeless added	Household Housing Unit	5	0	0%	0	0	0%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$15,177 / HOME: \$0 / General Fund: \$0	Buildings Demolished	Buildings	1	0	0%	1	1	100%

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

*includes housing project delivery cost

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.

During the PY 2015, CCCD focused on the priorities identified in our 2015 Annual Action Plan:

- Increase affordable quality housing
- Essential services and housing for the homeless

Under these two specific goals, CCCD was able to:

- Successfully complete the rehabilitation and eliminate code violations that are immediate concerns to the health and safety of the homeowners on 29 properties and provided homeowners a decent safe living environment; and to maximize and leverage funding \$165,855 of program income was also utilized to assist in funding housing activities;
- To address homeless needs public services activities such as medication assistance, case management, support services; renovation of transitional housing facility to provide a suitable living environment.

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	1,459	0
Black or African American	2,539	6
Asian	43	0
American Indian or American Native	91	0
Native Hawaiian or Other Pacific Islander	3	0
Total	4,135	6
Hispanic	17	0
Not Hispanic	4,118	6

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

Narrative

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	-	6,973,800	1,511,546
HOME	-	3,433,500	346,814
Other	PATH	1,076,000	265,166

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
-	-	-	-

Table 4 – Identify the geographic distribution and location of investments

Narrative

Cumberland County does not identify geography as a basis for distribution of investments of funds. It is intended that the resources are utilized throughout the County's jurisdiction to benefit low and moderate income residents. The County's objective is to be flexible with the use of funds and other available resources to meet the needs countywide in the most effective and efficient ways to benefit the residents of Cumberland County.

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.

During the 2015 program year, approximately \$439,900 of federal funds leveraged approximately \$149,900 in public/private dollars that impacted the area of essential services and housing for the homeless.

In addition, \$183,872 of CDBG funds were leveraged \$79,816 County's general funds dollars for administering the federal programs.

The CoC Program administered through CCCD match requirement were met by using CDBG funds. The CoC grant funds require a 25% with the exception of leasing funds.

Matching requirement was satisfied through the County's general fund in the amount of \$76,834.82 for the HOME Entitlement program.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	76,835
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	76,835
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	76,835

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
1298	11/30/2015	26,518	0	0	0	0	0	26,518
1336	12/30/2015	5,396	0	0	0	0	0	5,396
1337	06/30/2016	16,535	0	0	0	0	0	16,535
1338	10/26/2015	3,182	0	0	0	0	0	3,182
1363	04/30/2016	5,510	0	0	0	0	0	5,510
1364	04/30/2016	3,950	0	0	0	0	0	3,950
1366	03/30/2016	2,091	0	0	0	0	0	2,091
1367	03/30/2016	11,003	0	0	0	0	0	11,003
1375	06/30/2016	2,649	0	0	0	0	0	2,649

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE REPORT

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	222,787	222,787	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	370,560	185,280	95,652	53,900	35,728	0
Number	6	3	2	1	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	185,280	0	185,280			
Number	6	0	6			
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

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	7	96
Number of Non-Homeless households to be provided affordable housing units	29	17
Number of Special-Needs households to be provided affordable housing units	0	1
Total	36	18

Table 11 – Number of Households

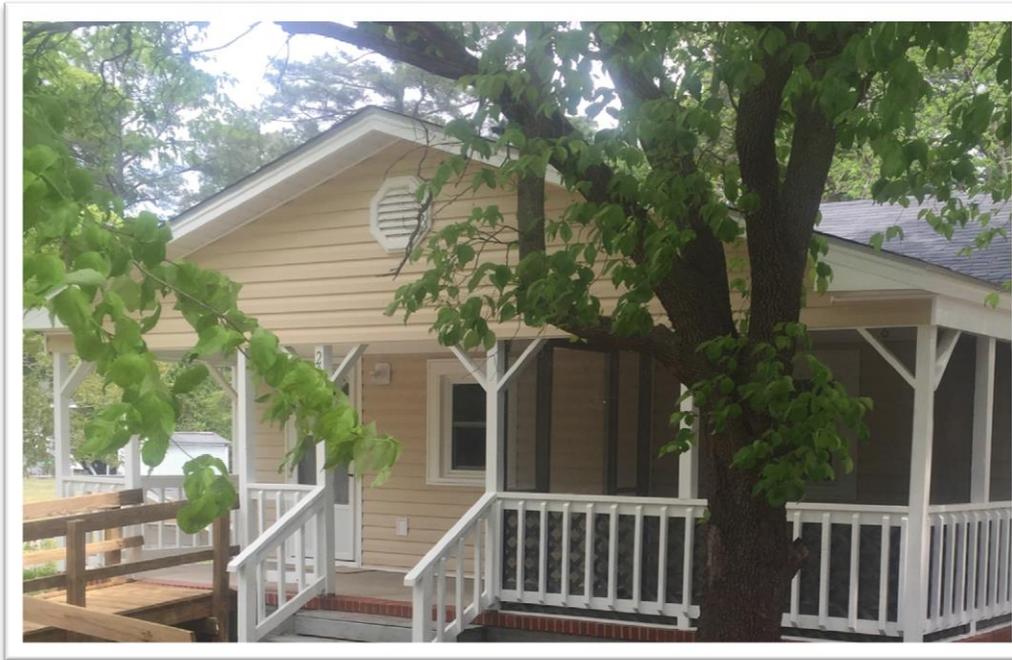
	One-Year Goal	Actual
Number of households supported through Rental Assistance	2	17
Number of households supported through The Production of New Units	2	5
Number of households supported through Rehab of Existing Units	22	16
Number of households supported through Acquisition of Existing Units	1	2
Total	27	23

Table 12 – Number of Households Supported

HOUSING REHABILITATION



Before



After

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

Discuss how these outcomes will impact future annual action plans.

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 Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	3	1
Low-income	4	2
Moderate-income	19	1
Total	26	4

Table 13 – Number of Persons Served

Narrative Information

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

Cumberland County's Community Development Department is an active member of the Fayetteville / Cumberland County Continuum of Care (CoC) on Homelessness and continues to serve as the lead agency for the CoC Notice of Funding Availability application process. The CoC has implemented a community-wide, coordinated intake/assessment system using a "no wrong door" approach to assessing the needs of person(s) experiencing homelessness. The CoC began with mainly a coordinated intake prescreening tool and has recently improved the process by including the assessment tool to be used by participating agencies (who serve as a portal) to conduct detailed assessments using the Vulnerability Index (VI) and Service Prioritization Decision Assistance Tool (SPDAT). This system allows the participating providers to assess and prioritize the households based on needs. Through this process, persons with higher needs are given higher priority.

Currently, several providers are participating and serving as the entry points for conducting intake. During intake clients are prescreened to determine the appropriate housing options. However, once the new coordinated assessment system has been approved, there will be portals in place to address certain homeless populations. The plan is to have a portal for homeless families, homeless individuals, homeless veterans, domestic violence victims, and homeless individuals/families with a mental illness.

In addition, Cumberland County's Community Development Department also manages the Projects for Assistance in Transition from Homelessness (PATH) which targets individuals with a severe mental illness and are literally homeless. The PATH program consists of 2 social workers, 1 benefits specialist, and 1 Peer Support Specialist. Through this program, the priority target population includes those living in the streets with a severe mental health disorder.

Cumberland County also serves as the lead agency and grantee for administering the Emergency Solutions Grant (ESG) to address the needs of the homeless by subcontracting with a nonprofit agency to manage a rapid re-housing program which targets those who are literally homeless. The nonprofit manages this program using a Housing First Model.

Addressing the emergency shelter and transitional housing needs of homeless persons

As grant for administering the Emergency Solutions Grant (ESG) to address the needs of the homeless, Cumberland County subcontracts with agencies such as the Salvation Army and the CARE Family Violence Center to operate a homeless shelter for individuals/families and victims of domestic violence. Other programs (not funded through ESG) that provide shelter to homeless persons include the Hope Center (for single women) and Genesis (for

individuals/families).

Cumberland County also serves as Grantee for two transitional housing programs for homeless families and domestic violence victims which include the Robin's Meadow Transitional Housing Program and the Care Center Transitional Housing Program, respectively. There are other transitional housing programs in the community that participates in the coordinated efforts of the CoC. These include Ashton Woods Transitional Housing Program for homeless families, Myrover-Reese Fellowship Homes for homeless persons with substance abuse disorder, and Sophia's Haven of Hope for homeless males, including veterans.

ASHTON WOODS TRANSITIONAL HOUSING



Before



After

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

Cumberland County will continue collaborating with the CoC to improving the community-wide, coordinated assessment system. The County supports the following efforts which aide in the prevention of homelessness:

The County will continue to apply for ESG Program funds to subcontract with agencies to implement homeless prevention activities. Services provided include assistance with rental assistance (including arrears), security deposits, utility deposits/payments and case management services. Through the coordinated intake/assessment process, individuals and families will have access to other programs including those managed by partnering agencies.

Discharge planning- Formalized discharge protocols have been implemented statewide in the areas of foster care, health care, mental health and corrections. Through participation in the CoC efforts the County continues to encourage compliance with these protocols at all levels.

The Housing Rehabilitation program continues to assist homeowners who may otherwise not be able to get loans to repair their homes. With this assistance homeowners may prevent their homes from deteriorating into life-threatening, unlivable and condemned states, thereby preventing one of the lesser-known causes of homelessness.

The County's Community Services Specialist continues to promote fair housing practices to encourage the prevention of homelessness through the provision of housing counseling, mediation of landlord tenant disputes, referrals, and training in fair housing law. The practical application of these services can prevent evictions and foreclosure which may result in homelessness.

Through the County's Homebuyers program, each down payment assistance or gap financing loan which the County makes must be preceded by a Homebuyer Workshop. These classes train prospective homebuyers in the skills necessary to maintain homeownership and prevent foreclosure.

Because medical expenses are a major contributor to financial problems that may precede a loss of housing, the County's Public Services funds support two programs which assist low-moderate income residents in paying prescription medical and dental expenses. Better Health of Cumberland County and Cumberland County Medication Access Program purchases prescription drugs for County residents who have been denied assistance from all other sources and have a monthly household income of 200% of the federal poverty guidelines.

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

Through the coordinated intake/assessment process, individuals and families will have access to permanent housing programs including those managed by partnering agencies. These programs include:

1. Safe Homes for New Beginnings (managed by Cumberland County): a permanent support housing program (5 units) for individuals who have a substance abuse disorder and who are literally homeless. This program also targets chronically homeless.
2. Bonanza (managed by Family Endeavors): a permanent support housing program (9 units) for individuals and families who are homeless with a disability.
3. Leath Commons (managed by Cumberland Interfaith Hospitality Network): a permanent support housing program (10) for families who are homeless and have a disability.
4. Rapid Re-Housing: a permanent housing program (managed by CEED) that provide short-term/medium term financial assistance to individuals and families.
5. Supportive Services for Veteran Families (managed by Family Endeavors): a permanent housing program that provide short-term/medium term financial assistance to veterans and their families.
6. HUD-VASH (managed by FMHA): permanent housing program that provide housing vouchers to eligible veterans.

In addition to housing, each of these programs offer comprehensive case management and supportive services in the form of education assistance, life skills classes, employment assistance, medical/mental health assistance and other vital services necessary to help individuals become self sufficient. Clients were able to receive financial assistance for security deposits, rental assistance and utility assistance and transition from being literally homeless to permanent housing.

Cumberland County continues to partner with local developers to increase the supply of affordable housing units in the community.

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

Actions taken to address the needs of public housing

Cumberland County has continued throughout the years and will continue to partner with Fayetteville Metropolitan Housing Authority (FMHA) and other agencies that provide affordable housing in our jurisdiction when funding is available. Currently, CCCD has partnered with FMHA in providing additional affordable housing through the redevelopment of Grove View Terrace. FMHA will demolish the existing 216 units and construct 270 units. This will bring 54 additional affordable units in the community.

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

Not applicable.

Actions taken to provide assistance to troubled PHAs

Not applicable - FMHA has been designated as a high performing housing authority and is not considered troubled.

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)

Currently CCCD is not aware of any negative effects of public policies that serve as barriers to affordable housing in our jurisdiction. CCCD has been successful in maintaining and removing barriers to affordable housing by:

1. Partnering with eligible organizations designated as Community Housing Development Organizations (CHDOs) to increase the production and supply of affordable housing in the community;
2. Continuing to offer low interest loans to investor-owners for rehabilitation of rental properties to rent to low and moderate income renters;
3. Providing loans, closing cost assistance grants, and mortgage credit certificates for potential low/moderate-income homebuyers; and
4. Encouraging the local CoC to use the Housing First Model to remove any barriers homeless persons may face while trying to access housing.

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

Lack of CDBG funding (public services) is the primary obstacle to meeting underserved needs. The County has allocated the maximum of 15% of its entitlement grant to public services each year to address other human services needs. For the PY2015, the County awarded two agencies with CDBG public service funds. The remaining public service funds were used as match for two transitional housing program activities. To address the lack of coordination of services in the community, the partnering agencies through the CoC has implemented this program year the community-wide coordinated intake referral process to address this obstacle. The CoC consists of a network of agencies that work together to meet the needs of its underserved populations, including the disabled, individuals dealing with substance abuse, and persons with mental, physical, or developmental disabilities.

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

CCCD has been continuously proactive in addressing lead-based based paint hazards through education and training. The following actions are taken:

1. Implementation of lead-based paint hazard reduction measures as part of our housing programs to comply with 24 CFR 35.
2. Contractors who rehabilitate homes built prior to 1978 are required to attend safe work practices training for lead-based paint. Contractors may take the safe work practices training through any qualified training provider. Under our Housing Rehabilitation Program, a certificate of completion of a safe work practices training is necessary to work

on homes built prior to 1978. CCCD does accept certificates of completion for safe work practicing training conducted by any safe work practices training provider.

3. Staff persons are trained in the new HUD/EPA regulations that require contractors to use safe work practices to mitigate lead-based paint hazards in private homes and childcare centers.
4. Distribution of the brochure to all housing rehabilitation program applicants on the hazards of lead-based paint (“The Lead-Safe Certified Guide to Renovate Right”).

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

CCCD has been proactive in addressing poverty-level families in the community through its programs and partnering with other human services agencies to alleviate the problem of excessive rent burdens for the poor by providing assistance through program such as housing rehabilitation, transitional housing and public services with obtaining medication for chronic illnesses and other medical needs.

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

CCCD has years of experience and well equipped to implement and coordinate activities among public, private and non-profit agencies. CCCD will continue strengthening existing partnerships and exploring new partnerships. Although over the years the funding has decreased, CCCD has streamlined processes for efficiency and effectiveness, in addition to searching for additional funding resources to strengthen its ability to serve the offer programs and services that improves the quality of life for the residents and meet the community needs.

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

CCCD enhances coordination between agencies by providing funding through a request for proposal process to eligible agencies to improve access of services.

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

CCCD continues to increase awareness of fair housing law for housing and service providers serving minorities and special populations through mainstream networking, literature, workshops and partnering with other agencies to promote and increase awareness.

1. CCCD partnered with Community Housing Development Organizations (CHDOs) to increase the production and supply of 2 additional affordable housing units in the Balsawood subdivision;
2. CCCD is partnering with FMHA to put CDBG funds in the demolition of old housing units for reconstruction of new subsidized housing units, of which 14 units will be designated for households whose incomes are 30% or below;
3. CCCD offered low interest loans to 2 investor-owners for rehabilitation of rental property to be rented to a low and moderate income household;

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

Cumberland County has standards in place to monitor activities for programmatic and contract compliance of the subrecipients. Projects and programs that are funded with CDBG, ESG, and HOME funds are subject to monitoring. All subrecipients receiving CDBG Public Services funds are monitored on a regular basis through the submittal of either monthly, quarterly, or one-time reports to the County, as identified in their funding agreements. For agencies that receive HOME or CDBG funds for development of housing, long-term affordability controls are monitored in accordance with the funding agreements.

Subrecipient monitoring includes:

Pre-disbursement / pre-monitoring conferences: are held to ensure that subrecipients understood the rules and requirements of the programs. During each conference, specific contract requirements, documentation and filing procedures, reporting requirements, and reimbursement procedures were explained to the subrecipient.

Desk reviews: are conducted periodically as requests for reimbursements are submitted by the subrecipients on a monthly basis to ensure timely expenditure of funds. The County disbursed its funds via a reimbursement process. The County reimbursed subrecipients only when a request for reimbursement was accompanied with supporting documentation such as copies of invoices, cancelled checks, receipts, time sheets, etc. Subrecipients were also required to submit budget summary reports so that these reports can be compared for accuracy. Activity summary reports are required to be submitted on a quarterly basis to monitor the subrecipient's progress towards meeting their goals.

Onsite monitoring visits: is performed during the program year on selected subrecipients. Some of the areas reviewed most often during onsite visits include:

1. Compliance with participant eligibility, income certification requirements, and documentation guidelines;
2. Acceptable and accurate internal control and financial management procedures, record keeping, file maintenance, and reporting;
3. Confidentiality procedures;
4. Progress towards meeting projected goals and timely use of funds;
5. Compliance with specific contractual requirements; and
6. Review of audit report

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.

To ensure that all citizens, public agencies, and other interested parties have the opportunity to review and comment on performance reports on housing and community development activities and the use of CDBG, HOME and ESG funds, the County ensures that the public is provided with reasonable and timely access to meetings, information and records. A draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is made available for public review for 15 days prior to submission to HUD. Notice of the comment period is published in the local newspaper and the draft is posted on the County's website. Hard copies are made available at 10 different locations to include Cumberland County Community Development's lobby, at the Cumberland County Board's office, Town Halls, and libraries. A public notice of the hearing is published at least two weeks prior to the hearing date. The hearing is held at the Cumberland County's Board meeting room.

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.

Cumberland County Community Development Development program objective remains comprehensive in nature and there is no plan to change our program objective.

However, as a result in our recent experiences and in review of our policies and procedures there is a need to make adjustments to improve on efficiencies that will produce a better product in serving the citizens in our jurisdiction.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

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 §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.

For the PY2015, Cumberland County Community Development conducted program reviews on the following apartment complexes:

1. Blanton Green (United Management)
2. Crosswinds I/II (United Management)
3. Dogwood Manor (United Management)
4. Golfview (United Management)
5. Haymount Manor (United Management)
6. Legion Crossings (United Management)
7. Legion Manor (United Management)
8. Southview Green (United Management)
9. Southview Villas (United Management)
10. Spring Lake Green (United Management)
11. Sycamore Park (United Management)
12. Pine Ridge Manor (Excel Property Management)

United Management apartment complexes were reviewed in June and July 2016 for the period July 1, 2015 to June 30, 2016. Excel Property Management was reviewed on August 31, 2016. CCCD staff also conducted a physical inspection on all apartment complexes. For both companies, there were no major issues. All minor issues were addressed prior to this report.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

Affirmative Marketing:

Both companies use a marketing strategy which includes utilizing various outreach methods and newspaper advertisements. Outreach efforts are made through churches, personal visits, site signs, and community contacts. The waiting list for prospective tenants continues to grow for all apartment complexes.

Tenant Selection and Lease Term:

The criteria for selecting tenants are based on the gross household income, household size, credit check, criminal background check, and monthly income for one, two, and three or more member

households. The lease is effective for 12 months. At the end of the term, the lease is renewable month to month.

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

HOME Program income for 2015 is detailed in the report PR09. Prior year program income funds were used for projects. The HOME program income receipts and program income vouchers numbers are depicted on the PR09.

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