

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 Pima County Department Community Development and Neighborhood Conservation (CDNC) has made strides in carrying out strategic plan goals, such as providing decent, affordable rental and owner-occupied housing, addressing homelessness, conducting community and rural development, and supporting services to special needs populations. The program administration of Pima County's CDBG and ESG funds via the Annual Action Plan competitively provides funding to social and human service programs and small capital projects guided by the priorities outlined in the Consolidated Plan. The intent of this CAPER is to outline the expenditures, programs, projects, and accomplishments for the last quarter of program year 2016 (July 1 through September 30, 2016) and the first 9 months of the federal fiscal year 2017 (October 1, 2016 through June 30, 2017). Pima County CDNC staff is continuously uploading program/project accomplishments into IDIS as they are reported from Subrecipients via ZoomGrants. The figures detailed in the below tables are subject to change as subrecipients are in the process of submitting accomplishment reports to CDNC program staff.

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
Acquisition Rehabilitation Resale	Affordable Housing	Affordable Housing Bonds: \$ / HOME funds through Tucson-Pima Consortium: \$	Homeowner Housing Added	Household Housing Unit	55	28	50.91%			
Administration	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / ESG: \$ / Continuum of Care: \$ / FEMA Emergency Food & Shelter Program: \$ / HOME funds through Tucson-Pima Consortium: \$	Other	Other	5	5	100.00%	1	1	100.00%
Beds for Homeless Individuals and Families	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	20	18	90.00%			

Brownfields Remediation	Non-Housing Community Development	CDBG: \$ / EPA Brownfields: \$	Brownfield acres remediated	Acre	5	6	120.00%			
Commercial Structure Rehabilitation	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		2	0	0.00%
Commercial Structure Rehabilitation	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	0	0.00%			
Commercial Structure Rehabilitation	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	0	0		2	1	50.00%
Community Facilities and Infrastructure	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Neighborhood Reinvestment Bonds: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50000	47949	95.90%	50000	74594	149.19%
Community Facilities and Infrastructure	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Neighborhood Reinvestment Bonds: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	200	0	0.00%	0	0	

Demolition of Unsafe Vacant Structures	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	20	0	0.00%	2	1	50.00%
Emergency Shelter	Homeless	ESG: \$ / Continuum of Care: \$ / FEMA Emergency Food & Shelter Program: \$ / Outside Agency Program: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		1010	988	97.82%
Emergency Shelter	Homeless	ESG: \$ / Continuum of Care: \$ / FEMA Emergency Food & Shelter Program: \$ / Outside Agency Program: \$	Homeless Person Overnight Shelter	Persons Assisted	2000	556	27.80%			
Home Purchase Assistance	Affordable Housing	HOME funds through Tucson-Pima Consortium: \$	Direct Financial Assistance to Homebuyers	Households Assisted	100	55	55.00%			

Homelessness Prevention	Homeless	ESG: \$ / FEMA Emergency Food & Shelter Program: \$	Homelessness Prevention	Persons Assisted	300	1316	438.67%	130	183	140.77%
Housing and Services for Special Populations	Homeless Non-Homeless Special Needs	HOPWA-C: \$	HIV/AIDS Housing Operations	Household Housing Unit	200	45	22.50%	60	98	163.33%
Human and Public Services	Affordable Housing Non-Housing Community Development	CDBG: \$ / FEMA Emergency Food & Shelter Program: \$ / Outside Agency Program: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	620				
Human and Public Services	Affordable Housing Non-Housing Community Development	CDBG: \$ / FEMA Emergency Food & Shelter Program: \$ / Outside Agency Program: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1000	0	0.00%			

Human and Public Services	Affordable Housing Non-Housing Community Development	CDBG: \$ / FEMA Emergency Food & Shelter Program: \$ / Outside Agency Program: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	74000	12771	17.26%	100000	136074	136.07%
Human and Public Services	Affordable Housing Non-Housing Community Development	CDBG: \$ / FEMA Emergency Food & Shelter Program: \$ / Outside Agency Program: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Outreach, Support Services and Case Management	Homeless	ESG: \$ / Continuum of Care: \$ / Outside Agency Program: \$	Other	Other	500	0	0.00%	0	0	

Owner Housing Development	Affordable Housing	Affordable Housing Bonds: \$ / HOME funds through Tucson-Pima Consortium: \$	Homeowner Housing Added	Household Housing Unit	50	0	0.00%			
Owner-occupied Housing Rehabilitation	Affordable Housing	CDBG: \$ / Housing Rehabilitation Program: \$	Homeowner Housing Rehabilitated	Household Housing Unit	1500	203	13.53%	300	174	58.00%
Preservation of Expiring Rental Units	Affordable Housing Non-Homeless Special Needs	Affordable Housing Bonds: \$ / National Housing Trust Fund: \$	Other	Other	30	0	0.00%			
Rapid Rehousing/TBRA	Affordable Housing Homeless Non-Homeless Special Needs	ESG: \$ / Continuum of Care: \$ / HOME funds through Tucson-Pima Consortium: \$50000	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1200	138	11.50%	203	91	44.83%

Rental Housing Development	Affordable Housing	Affordable Housing Bonds: \$ / HOME funds through Tucson-Pima Consortium: \$ / National Housing Trust Fund: \$	Rental units constructed	Household Housing Unit	100	24	24.00%			
Rental Housing Rehabilitation	Affordable Housing	Affordable Housing Bonds: \$ / HOME funds through Tucson-Pima Consortium: \$ / National Housing Trust Fund: \$	Rental units rehabilitated	Household Housing Unit	95	4	4.21%			

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.

CDNC provided services to low- and moderate- income communities throughout Pima County. During each annual Citizen Participation Plan, Pima County makes it clear that it will prioritized available CDBG funds in unincorporated areas, in addition to, the City of South Tucson, the Town of Marana, the Town of Oro Valley, and the Town of Sahuarita per HUD Urban County Cooperative Agreements. In FY 16-17, Pima County

staff worked with local agencies and community groups to implement the goals of not only the Annual Action Plan, but also of the 5 Year Consolidated Plan. Pima County's primary CDBG funded activity is Housing Rehabilitation followed by Public Service, Infrastructure, and Community Public Facilities. Pima County also sets aside CDBG funds to support Demolition, Brownfields, and Commercial facade activities that directly leverage other local, state and federal resources and revitalization initiatives identified in both the HUD Consolidated and *PimaProsper*s comprehensive plan.

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	ESG
White	768	795
Black or African American	55	199
Asian	4	11
American Indian or American Native	64	92
Native Hawaiian or Other Pacific Islander	0	17
Total	891	1,114
Hispanic	664	567
Not Hispanic	227	680

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

Narrative

In summary, and when tabulating data from the auto-populated table above, Program Year 2016 PR 23 CDBG Summary of Accomplishment reports, and ESG eCart Data, Pima County has assisted nearly 2,500 (2,481) families/households with HUD entitlement grant funds.

For CDBG, the data for the above referenced table was auto-populated when Pima County initiated the CAPER in IDIS. Pima believes this data correlates to accomplishments inputted into IDIS for non-housing LMC activities including Public Service and non-LMA public facilities/infrastructure activities. In addition to the nearly 600 families assisted, whom are primarily White and Hispanic, PR 23 CDBG Summary of Accomplishment reports generated for Program Year 2016 indicates 476 households were assisted with Housing activities with just under a majority, 45% or 173 of households, identifying as Hispanic, for a possible total of 1,367 families/households assisted with CDBG for Program Year 2016. The PR 23 2016 report has been attached in this CAPER which also indicates 63,586 person were assisted with non-housing CDBG, most likely LMA, activities.

For ESG, unlike CDBG data auto-populated from the CAPER and from Micro Strategy reports (PR-23), the ESG data is directly from eCART - Q12 accounting for total clients, not by family.

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	CDBG	2,746,437	2,675,171
HOME	HOME	692,968	133,768
HOPWA	HOPWA		
ESG	ESG	456,111	231,976
Other	Other	5,619,659	4,761,515

Table 3 - Resources Made Available

Narrative

CDNC funds numerous Subrecipients consisting primarily of nonprofit organizations, government entities, schools, and fire districts. Organizations and activities funded CDBG and ESG are selected annually through a competitive Community Planning Application process administered via the Pima County's Citizen Participation Plan. Subrecipients funded ESG and CDBG home repair, public services and fair housing funds are award a firm one-year contract to provide services as outlined in their applications. Any unspent funds are recaptured and made available to either performing agencies within the same program year, or identified and made available as carry-over, "prior-year resources," in the forthcoming Annual Action Plan. For eligible construction type community public facility and infrastructure activities, CDBG typically serves as gap funding, which have unique and varying timelines and contract start dates as agencies secure other resources. In other words, Subrecipient contracts for CDBG construction activities may be multi-year. For Program Year 2016, Pima County made available and added \$132,947 in recaptured funds from prior years, as identified during its Citizen Participation Plan, to its \$2,613,490 HUD allocation for a total of \$2,746,437 made available for eligible CDBG activities. Pima County adheres to HUD Remediation Plan policies to ensure construction projects are completed timely.

Pima County is a participating jurisdiction with the City of Tucson for HOME Consortium funds identified in the table above, which are made available via an open and continuous application process for new construction projects. For ESG, two years of entitlement funds are replected. Finally, and most importantly, HUD entitlement funds provided to Pima County directly leverage \$5,619,659 programed and an estimated \$4,761,515 expended from other local, state, and federal resources the support CDBG, HOME, and ESG activities.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Ajo	4	4	
AMADO	1	1	
ARIVACA	4	4	
AVRA VALLEY	0	0	
CATALINA	0	0	
CITY OF SOUTH TUCSON	9	9	
Continental	0	0	
Countywide	80	80	
DREXEL HEIGHTS/VALENCIA WEST AREA	1	1	
Eligible Target Area	21	21	
FLOWING WELLS NEIGHBORHOOD REVITALIZATION STRATEGY AREA	2	2	
LITTLETOWN	0	0	
Rillito	0	0	
RILLITO	0	0	
ROBLES JUNCTION	0	0	
SAHUARITA	2	2	
SOUTH NOGALES	0	0	
TOWN OF MARANA	5	5	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Unincorporated Pima County and incorporated jurisdictions outside the City of Tucson are eligible to apply for CDBG funds from Pima County. Some areas are eligible for designation as a Target Area, which supports the CDBG National Objective of providing benefit to low- and moderate-income persons on an area basis. Pima County has worked with communities not certified as Target Areas to identify methods that may be employed to support continued community improvements.

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.

Pima County leverages a significant amount of financial resources and social service capacity through Affordable Housing Initiatives, the Pima County Housing Center and the Community and Rural Development programs primarily utilizing HUD entitlement funding. The Outside Agency and Neighborhood Reinvestment Programs employ a wide array of additional state, federal and local funding to fully leverage HUD funds. The Neighborhood Reinvestment bond also increased the funding limit from the original 1997 bond election (\$150,000 to \$500,000) with the reduced funding from other entities. With the 2004 bonds, the Neighborhood Reinvestment bonds were able to target rural areas that also had high levels of stress. Neighborhood Reinvestment bond funding also had matching funding from various sources. In 1997, Neighborhood Reinvestment leveraged matching funds of approximately 11 million, and in 2004, approximately \$8 million. Currently all 1997 Neighborhood Reinvestment bond funding (\$5 million) has been allocated by the Board of Supervisors and all 41 projects have been completed. Additionally, all bond funding (\$20 million) from 2004 Neighborhood Reinvestment bond funding has been allocated to 56 community projects.

The Affordable Housing General Obligation Bond Program stimulates the local economy by creating construction jobs, increasing demand for local building materials and services, resulting in increased sales taxes. In addition, the new housing units provide an increase in the property tax base and help to create stability for the new occupants as well as for the community.

During the past fiscal year, the Affordable Housing Bond Program supported the several new rental projects serving single women transitioning from homelessness, large families transitioning to homeownership and seniors and veterans.

Projects receiving bond funds remain affordable for a period of 30 years as required by state statute and through the recording of affordability restrictions at the Pima County Recorder's Office. Another benefit of the program is the diversity and amount of outside sources invested locally. While the per unit leverage is noted in Table C, overall, the bond fund projects leveraged \$1,118,000 in HOME funds, \$19,600,000 in Low Income Housing Tax Credits (LIHTC), \$3,146,000 in private loans, over \$700,000 in local fees waived, \$522,000 in developer equity, and over \$90,000 in other grants.

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	0	28
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	28

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	109	0
Number of households supported through Rehab of Existing Units	4	0
Number of households supported through Acquisition of Existing Units	0	0
Total	113	0

Table 6 – Number of Households Supported

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

Pima County primarily utilizes HOME funds and other non-CDBG resources to complete and conduct affordable housing activities. Pima County is a participating jurisdiction (PJ) with the City of Tucson for HOME funds with associated affordable housing goals and outcomes incorporated into the City of Tucson CAPER.

As such, affordable housing goals and outcomes reflected in this section may seem low since the CAPER and IDIS is only capturing CDBG, and possibly ESG, accomplishments and activities. Pima County primarily utilizes CDBG for Home Repair, Public Service, Demolition, Commercial Façade, Public Facilities, and Infrastructure projects. CDBG had not been prioritized in Pima County’s Consolidated Plan for TRBA, acquisition, or rehabilitation of existing units, as reflected in the above referenced tables.

Nonetheless, Pima County has utilized HOME and GO BOND funds to complete 139 affordable housing activities as reported in the City of Tucson CAPER listed below by (Affordable Housing Activity / PY2016 Goal / PY2016 Outcomes):

HOME Homebuyer Assistance:	33/28
Homeownership Development:(HOME):	0/0
Homeownership (GO BOND):	12/0
TBRA Pilot (HOME):	3/0
Rental Development (HOME):	26/11
Rental Development (GO Bonds):	6/100

Pima County

continue to fund HOME downpayment assistance program, in addition to new or rehabilitated rental projects.

Discuss how these outcomes will impact future annual action plans.

Since CDBG is not primarily utilized for Affordable Housing goals and outcomes, there are no anticipated impacts to future annual 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 Households Served	CDBG Actual	HOME Actual
Extremely Low-income	4	0
Low-income	2	0
Moderate-income	0	0
Total	6	0

Table 7 – Number of Households Served

Narrative Information

Again, the above reference numbers reflect households assisted with CDBG and ESG. However when incorporating HOME funds, as reported in the City of Tucson's CAPER, the number of households increases by 143 as listed below (Number of Households Served / HOME and Leveraged non-CDBG Actual):

Extremely Low-income: 5
 Low-income: 101
 Moderate-income: 37
 Total: 143

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

The Tucson Pima Collaboration to End Homelessness Continuum of Care is implementing its strategic plan by engaging community leaders, locating additional housing providers, focusing resources and efforts on the most vulnerable populations, securing funding, and implementing strategies to address chronic homelessness. Efforts to expand Rapid Rehousing have increased in Pima County. Two agencies serving Pima County residents in rural areas such as Green Valley and Marana, where emergency shelters don't exist, are providing Rapid Rehousing services with best practice models as shared by the National Alliance to End Homelessness.

Local and national data were reviewed and discussed with key community stakeholders in a series of individual interviews following the 2016 PIT count. These additional data sources, as well as local interviews support the interpretation of PIT count data and may shed light on populations not counted or otherwise invisible during the 2016 data collection time frame. Moreover, this supplemental evaluation allows for review of barriers and opportunities that may exist in housing and other services necessary to improve outcomes in the Pima County effort to reduce homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

ESG funded several nonprofit partners that run emergency shelters in FY 16-17. The beneficiaries were Primavera Foundation's Casa Paloma and the Greyhound Family Emergency Shelter, and EMERGE's emergency shelter. Each shelter addresses various populations, specifically single women, and single women with children, families and individuals living with domestic abuse. These agencies enter all their bed availability into HMIS, promoting the most efficient allocation of resources amongst the emergency shelter providers to meet client needs.

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

ESG is used in conjunction with SHP funding to provide employment training for homeless individuals. Other nonprofit partners, such as Primavera Foundation and Our Family Services, provide their own employment training to the homeless individuals receiving support services. In FY 16-17, ESG provided additional funds for homeless prevention programs, outreach, emergency vouchers, and rapid-rehousing services to help low-income individuals and families avoid becoming homeless.

Two local service organizations in Pima County, Primavera Foundation and Our Family Services, have taken steps to improve their response to family homelessness by developing a coordinated intake system via a Pathways Home grant. This system aims to quickly connect families to housing services available throughout Pima County and has been successful to the point that there are not enough resources to meet the community need.

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 ESG program in FY 16-17 increased the supply of permanent, supportive housing. ESG incorporates accessibility standards into rehabilitation and development guidelines on a regional basis. Support in-home services for the homebound, such as elderly and disabled persons were provided. CDNC staff worked cooperatively with workforce investment agencies, employers, and nonprofit agencies to provide job training and employment services for vulnerable populations. In addition, the program provided support additional social services for caregivers. The Research Housing First/Pathway to Housing program is a possible model for providing housing and mental health services. Any client receiving supportive services through ESG receive bus vouchers for free transportation services for childcare, medical appointments or employment opportunities. These services, as well as other ESG-funded activities has prioritized Housing First as a model for helping homeless persons transition to permanent housing and independent living, as well as preventing homelessness in vulnerable populations, such as youth, veterans, and chronically homeless.

Pima County is dedicated to ending homelessness for veterans, those who are chronically homeless and youth and families within the next few years. Service providers who serve these populations look forward to a coordinated entry system that is accessible, transparent and provides up-to-date

information about community resources. A coordinated entry system shows promise in aiding service providers to address the essential needs of those who are most vulnerable and linking individuals to programs that will best address their current needs. Through continuous improvements to community-wide systems, innovative programming, and the continued hard work of our dedicated and experienced service professionals, Pima County will continue to make progress toward ending homelessness in this community.

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

Actions taken to address the needs of public housing

Pima County's Housing Rehabilitation programs helped maintain existing public housing and affordable housing for low and moderate-income families, plus addressed energy conservation issues. The program was successful in maintaining and repairing existing affordable housing stock, and benefitting owner-occupied homeowners. To receive CDBG funding, CDNC is required to comply with federal Fair Housing legislation, including developing an Analysis of Impediments of Fair Housing Choice. The AI addresses the following goals and priorities: Eliminate all forms of illegal housing discrimination, actively promote fair housing choice for all persons, provide opportunities for inclusive patterns of housing occupancy, actively promote housing that is accessible by all, particularly persons with disabilities, and foster compliance with the nondiscrimination provisions of the Fair Housing Act.

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

Pima County and the City of Tucson jointly funded a county-wide homebuyer down payment assistance program through their federal HUD HOME Investment Partnership Program (HOME Program). Eligible low-income homebuyers must complete a homebuyer education course in order to qualify for the down payment assistance, which is provided by local HUD, certified housing counselors.

A major shift in rental housing occurred following the loss of homeownership through foreclosure for many Pima County residents. Rather than lease a traditional apartment, many renters are choosing single family dwellings. The increased presence of renters in homeowner subdivisions has created new challenges for the residents and homeowner associations that manage them. Renters unaccustomed to homeownership responsibilities need help in maintaining their homes. The county's housing center in partnership with local HUD approved housing counseling agencies is encouraging new types of education that will help renters and owners to live harmoniously.

The county continues to support the Downpayment Assistance for first time homebuyers who are required to complete an eight-hour homebuyer education workshop provided by one of the local HUD approved housing counseling agencies. These agencies also provide post-purchase counseling. Homeowner stewardship programs are provided by the Pima County Community Land Trust (a local nonprofit, not a county agency) currently situated in the Pima County Housing Center. The land trust conducts stewardship workshops at the housing center.

Developers of affordable housing who request county gap funding for homeownership development projects are required to include homebuyer education by a local HUD approved housing counseling

agency in their project design and implementation.

Actions taken to provide assistance to troubled PHAs

Fortunately, none of the PHA's in Pima County have been identified as 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)

As a requirement to receive CDBG funding, HUD's Fair Housing and Equal Opportunity Division (FHEO), requires entitlement jurisdictions such as Pima County to Affirmatively Further Fair Housing (AFFH) and comply with applicable federal Fair Housing legislation. Part of this requirement involves developing an Analysis of Impediments to Fair Housing Choice (AI) to guide Pima County's respective Consolidated Plan and policies. The AI addresses the following goals and priorities:

Eliminate all forms of illegal housing discrimination; actively promote fair housing choice for all persons; provide opportunities for inclusive patterns of housing occupancy regardless of race, color, religion, sex, familial status, disability, and national origin; actively promote housing that is structurally accessible to, and usable by, all persons, particularly persons with disabilities; and foster compliance with the nondiscrimination provisions of the Fair Housing Act.

In the last year, via Pima County's Comprehensive Plan, PimaProsper, staff has been working diligently to create infill incentive districts in the Community Development Target Areas of Flowing Wells, Dodge/Kleindale and along the Benson Highway corridor to provide both regulatory and financial relief to spur revitalization of existing land uses. In addition to supporting job producing small businesses, promoting the development of safe, decent and affordable housing in this areas is a community driven priority.

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

All Pima County CDBG projects meet the national objectives of benefitting low- and moderate-income persons; preventing or eliminating slums or blight; and meeting urgent community needs.

Pima County highly values working with local communities and organizations in order for them to articulate their needs, issues and concerns. In the past years, these efforts to support and build agency capacity have been more important than ever as the County is under constant scrutiny for his programming and grant manage efforts fringe groups and the current political climate. CDNC has adopted a strategy to aggressively promote Pima County and the Department as an agency that can effectively manage grant funds, implement innovative programs and leverage resources. These aims are

being pursued by the following strategies:

Pima County CDBG-funded demolition, brownfields and clearance, and commercial facade programs have been programmed to address fiscal barriers to revitalization and will be fully incorporated into Pima County's Infill Incentive District Initiatives.

Increased efforts continue to identify models for economic development in rural communities, utilizing a regional approach to education, skill development and capacity building for residents in at least three target areas.

Determine effectiveness of current contractual relationship with our participating jurisdiction partner and whether there is a fair distribution of funds from the state of Arizona to Pima County.

Seek representation on local, state, and national panels, commissions, and task force groups that address common problems and search for creative solutions.

Strategic efforts provide information to elected officials and administrators on the value of programs and the effectiveness of funding to develop the greatest community benefit.

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

Pima County's home repair program, including its home repair subrecipients and contractors, follow strict guidelines (i.e. the Lead Safe Housing Rule (LSHR)) when proposed rehabilitations take place on a pre-1978 housing structures, including applicable public facilities. Depending on the level of monetary assistance allocated to each project, Pima County ensured that, at minimum, residents and occupants of

pre-1978 structures are provided a lead hazard information pamphlet and required to sign an acknowledgement form of potential lead based hazards. For more involved projects, Pima County aimed to identify and address lead hazards, including the completion of a lead hazard evaluation and reduction, if hazards were identified during the evaluation. In recognizing the importance to reduce lead hazard exposure, especially for children under 6 years of age, Pima County, in partnership with several local non-profit community agencies and health providers, was successful in securing a \$1.6 million Lead-Based Paint and Lead Hazard Reduction Demonstration Grant Programs grant.

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

The Affordable Housing General Obligation Bond Program stimulates the local economy by creating construction jobs, increasing demand for local building materials and services in addition to creating financial wealth for the occupants of new homeowners who become taxpayers giving back to the community. During the past year, Pima County HOME and General Obligation Bond Funds (G.O. Bond Funds) supported various housing types (ownership, rental and transitional) for very low, low and moderate-income individuals and families throughout unincorporated and incorporated Pima County. In addition, ESG funds have assisted numerous families with rapid rehousing and homeless prevention activities.

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

Pima County and the City of Tucson continue to maintain the HOME Consortium and collaborate on policies and procedures as well as other projects that include CDBG and Homeless/Special Populations. Pima County the City of Tucson have formed the CDBG Transitional/Shelter collaborative. This is a joint effort for the next five years to provide improvements to these housing units, and provide decent housing and suitable living environments for residents.

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

As a result of the creation of the CDBG Transitional/Shelter collaborative, the agencies participating in this project have formed a steering committee with Habitat for Humanity Tucson as the lead agency to ensure that the improvements made are safe, green and healthy. Pima County staff participates in numerous meetings throughout the year in unincorporated communities, the Town of Sahuarita and the Town of Marana to address the needs of the community and provide technical assistance in the preparation. Staff attends other events throughout Pima County. Pima County provides subrecipients of HUD entitlement funding for two local jurisdictions, the City of South Tucson and the Town of Marana

for eligible CDBG activities including home repair, clean up, graffiti abatement and youth programs.

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

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

Monitoring is the principal means by which CDNC assures compliance with federal requirements and ensures that performance goals are being met. Per 2 CFR 200, risk assessments are conducted for all awarded subrecipients which indicates the level of monitoring to be conducted. Staff monitoring of subrecipients is an ongoing process involving continuous communication and evaluation. Such a process involves frequent telephone conversations, written correspondence, analysis of quarterly reports and audits, and periodic meetings. While monitoring is only required on a yearly basis, CDNC staff keeps fully abreast of compliance with program requirements and the extent to which technical assistance is needed by the agencies, at times on a quarterly basis.

The output-outcome measurement system and database assists in quantifying the impact made by three grant programs: CDBG, ESG and OA. The system and database provided is in conjunction with the three primary HUD-defined outcomes: availability/accessibility, affordability and sustainability. Three objectives are used to achieve these outcomes: creating suitable living environments, providing decent affordable housing and creating economic opportunities. In addition, in collaboration with the HUD Regional Office, the Continuum of Care, Tucson Pima Collaboration to End Homelessness and the City of Tucson ESG nonprofit organizations provide client data through the Homeless Management Information System, as discussed prior. The HMIS reports provide outcomes-based reporting, including measures to reduce the number of homeless, recidivism into homelessness, chronic homelessness and measures as defined by HUD and TPCH.

Finally, it should also be noted the HUD Field staff had the opportunity in PY 2016 to monitor Pima County.

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 CDNC department complies with all public notice requirements for HUD-mandated plans and reports. The department is also committed to giving County residents a voice in funding and project design processes. This commitment ensures that local needs are addressed with CDNC funding and establishes trust with residents as they observe and help determine the use of taxpayer dollars. All programs have an established goal of citizen involvement and participation. Some of the programs have Board of Supervisors-appointed Commissions and Committees. Program staff works at the most locally defined level, with neighborhood organizations, citizen coalitions, nonprofit councils and advisory bodies. Program staff develop effective outreach to the rural areas, attend citizen meetings in unincorporated communities, participate with fire districts and school districts, nonprofits, service organizations and citizen groups. The County and HUD versions of the Annual Action Plan, Consolidated Plan, and CAPER are all submitted for 15-30 days of public comment, announced via an advertisement in the Daily Territorial, a local news source for announcements in Pima County. The Citizen Participation Plan is carried out annually with the ultimate goal of engaging the community in active participation to discuss their needs. These public sessions are also intended to inform the public of the County activities and allocated resources that will impact these communities. Public notices and advertisements announcing public meetings are published at a minimum of three weeks prior. Finally, Pima County works directly with its Communications Department to develop and distribute a “paper CAPER,” attached.

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.

At this time, Pima County CDNC does not anticipate any changes in program objectives.

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

No

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

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	PIMA COUNTY
Organizational DUNS Number	033738662
EIN/TIN Number	866000543
Identify the Field Office	SAN FRANCISCO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Tucson/Pima County CoC

ESG Contact Name

Prefix	Mr
First Name	John
Middle Name	0
Last Name	Matheny

Suffix 0
Title Program Coordinator

ESG Contact Address

Street Address 1 2797 E. Ajo Way 3rd Floor
Street Address 2 0
City Tucson
State AZ
ZIP Code 85713-
Phone Number 5207248779
Extension 0
Fax Number 0
Email Address john.matheny@pima.gov

ESG Secondary Contact

Prefix Mr
First Name Daniel
Last Name Tylutki
Suffix 0
Title Sr. Program Manager
Phone Number 5207246754
Extension 0
Email Address daniel.tylutki@pima.gov

2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2016
Program Year End Date 06/30/2017

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: PRIMAVERA FOUNDATION
City: Tucson
State: AZ
Zip Code: 85701, 2600
DUNS Number: 148847700
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 10000

Subrecipient or Contractor Name: PRIMAVERA FOUNDATION GREYHOUND SHELTER

City: Tucson

State: AZ

Zip Code: 85713, 3994

DUNS Number: 148847700

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 10000

Subrecipient or Contractor Name: TUCSON CENTER FOR WOMEN & CHILDREN DBA EMERGE

City: Tucson

State: AZ

Zip Code: 85716, 3426

DUNS Number: 842812067

Is subrecipient a victim services provider: Y

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 48952

Subrecipient or Contractor Name: OUR FAMILY SERVICES, INC.

City: Tucson

State: AZ

Zip Code: 85716, 4012

DUNS Number: 148763402

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 20000

Subrecipient or Contractor Name: Green Valley Assistance Services

City: Green Valley

State: AZ

Zip Code: 85614, 1805

DUNS Number: 942783969

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 10000

Subrecipient or Contractor Name: PC COMM SVS/Community Action Agency

City: Tucson

State: AZ

Zip Code: 85713, 6223

DUNS Number: 033738662

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Unit of Government

ESG Subgrant or Contract Award Amount: 50000

Subrecipient or Contractor Name: Pima County Sullivan Jackson

City: Tucson

State: AZ

Zip Code: 85713, 6223

DUNS Number: 033738662

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Unit of Government

ESG Subgrant or Contract Award Amount: 20000

Subrecipient or Contractor Name: Interfaith Community Services

City: Tucson

State: AZ

Zip Code: 85741, 2502

DUNS Number: 809419398

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 46917

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	96
Children	87
Don't Know/Refused/Other	0
Missing Information	0
Total	183

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	38
Children	53
Don't Know/Refused/Other	0
Missing Information	0
Total	91

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	495
Children	359
Don't Know/Refused/Other	0
Missing Information	0
Total	854

Table 18 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	495
Children	493
Don't Know/Refused/Other	0
Missing Information	0
Total	988

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	629
Children	633
Don't Know/Refused/Other	0
Missing Information	0
Total	1,262

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	97
Female	532
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
Total	629

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	633
18-24	127
25 and over	502
Don't Know/Refused/Other	0
Missing Information	0
Total	1,262

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	109	0	0	109
Victims of Domestic Violence	386	2	38	346
Elderly	8	3	0	5
HIV/AIDS	4	0	0	4
Chronically Homeless	34	0	0	34
Persons with Disabilities:				
Severely Mentally Ill	100	4	2	94
Chronic Substance Abuse	58	1	2	55
Other Disability	118	8	5	105
Total (Unduplicated if possible)	817	18	47	752

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	0
Total Number of bed-nights provided	0
Capacity Utilization	0.00%

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CDNC has not captured the above pieces of data for prior year CAPER's or other department reports. CDNC staff will amend this discrepancy in future data collection efforts for beds provided and their outcomes.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	0	24,111	53,579
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	2,775
Expenditures for Housing Relocation & Stabilization Services - Services	0	6,000	17,396
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	30,111	73,750

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Expenditures for Rental Assistance	0	47	2,271
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	12,348	2,000
Expenditures for Housing Relocation & Stabilization Services - Services	0	7,147	6,153
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	19,542	10,424

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Essential Services	0	7,004	12,093
Operations	0	18,079	47,313

Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	0	25,083	59,406

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Street Outreach	0	2,077	0
HMIS	0	0	0
Administration	0	0	11,583

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2014	2015	2016
	0	76,813	155,163

Table 29 - Total ESG Funds Expended

11f. Match Source

	2014	2015	2016
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	30,869

State Government	0	0	17,550
Local Government	0	0	58,999
Private Funds	0	0	60,050
Other	0	29,223	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	29,223	167,468

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2014	2015	2016
	0	106,036	322,631

Table 31 - Total Amount of Funds Expended on ESG Activities

Attachment

15 Day Comment Period Advertisement

PUBLIC NOTICE

Public Comment Requested for
2016-2017

Consolidated Annual Performance And
Evaluation Report

Pima County is accepting comments on
the draft Consolidated Annual Perfor-
mance and Evaluation Report (CAPER).
The report provides information on ac-
complishments and expenditures of the
Community Development Block Grant
(CDBG), Emergency Shelter Grant
(ESG) Program, and the Home Invest-
ment Partnership (HOME) Program, for
the period covering July 1, 2016 through
June 30, 2017.

A draft of the CAPER will be available
September 11-26, 2017 at the following
location:

Pima County Community Development
and Neighborhood Conservation Depart-
ment

2797 East Ajo Way, 3rd Floor Tucson,
AZ. 85713

Contact: Erin Badger

Phone: (520) 724-6767

Email: erin.badger@pima.gov

Fax: (520) 724-6796

To view the draft document visit our
website @ Comments will be accepted
through September 26, 2017 at 5:00
p.m. and may be delivered, faxed,
emailed or mailed.

Published: Daily Territorial Newspaper
Announcements Section

PUBLISH: The Daily Territorial
Sept. 11, 2017

Citizen Participation Sign In Sheets



FY 17-18 CDBG ESG Technical Assistance
7/28/17

PLEASE SIGN IN

Name	Agency/Organization	Telephone #	E-Mail
Linda Macmill	CHRAPA	520-405-4872	finance@chrapa2.org
PAUL VASQUEZ	ISDA	(620) 387-3229	paul@isdqnet.org
Hannah Lyon	PC CONL		
CAMMIE DIZZIM	PRIMARCA	882-5283	CDizzim@primarca.org
Danielle Valencia	TUL	791-9577-2/8257	
Ernie Garcia	"	302-7744	
Nina Sajovic	Ajo CSA	520-405-4872	nina@ajpcsa.com
Penny Buckley	Sister Jose's	520-909-3905	admin@sisterjose.org
Kathy Deh	Sister Jose's	520-909-3905	KMD38@MSN.COM

Name	Agency/Organization	Telephone #	E-Mail
Helen Schaefer	SISTER JOSE WCC	909-3905	grants@sisterjose.org
Elizabeth Walk	PEEP INC	896-4644	ewalker@peep.org
Keeli Garcia	Dona Prudencia Partnership	711-2111 or 1114	rgarcia@thopartnership.us
Rachel Beaty	SWFHC	798-1568	rachel@swfhc.com
Esther Rodriguez	SWFHC	798-1568	esther@swfhc.com
Sandy Napaja	CPLC	918-6771	sandy.napaja@cplc.org
Lorena Olivas	CPLC	602-2570700	lorena.olivas@cplc.org
Erin Tangen	CPLC	602-2570700	erin.tangen@cplc.org
Katie Cannon	Tucson Clean & Beautiful	837-6833	katie.gannon@trustfortucson.org
Laura Kerr	CFB	449-8348	lkerr@communityfoodbank.org
Virginia Pearson	CFB		vpearson@communityfoodbank.org
Michael Celine	CFB		mollins@communityfoodbank.org
Dion Kolastro	CFB		
April Schiller	ICS	520-247-6049	aschiller@icstucson.org
Tracy Koslawski	DHFD	419-5863	tkoslawski@drexelfire.org



**FY 17-18 CDBG ESG Technical Assistance Session
7/28/17**

PLEASE SIGN IN

Name	Agency/Organization	Telephone #	E-Mail
Melissa Benjamin	Our Family Services	520-323-1728 x235	mbenjamin@ourfamilyservices.org
Russell Lowes	Watershed ^{Mgt} Group	520-254-3783	rlowes@watershedmg.org
Courtney Marble	Habitat Tucson		courtneym@habitat-tucson.org
Melissa Gomez	Amistades, Inc.	520-882-8777	melissagomez@amistadesinc.org
Meggie Crowder			
Deane Stoltz	Interfaith Commons		dston@interfaithcommons.org
Robin Myers	Emerge!	520-750-7315	rmyers@emergecenter.org
Jennifer Ferguson	Our Family Svcs	520-323-1728-107	jferguson@ourfamilyservices.org
Lourdes Aquino	South Tucson	520-792-2424 x335	laquino@southtucson.org

Name	Agency/Organization	Telephone #	E-Mail
SIXTO MOLINA	CITY OF SANTA TUCSON	792-2424 x348	Smolina@Santatucson.org
Kat Rodriguez	CHRNA	745-2055	office@chrna.org
CHRIS KANG	VALLEY ASSISTANCE SERVICES	606-5946	C.KANG@VALLEYASSISTANCE SERVICES.ORG
Atelita Gyaliz	Immigration Protection	481-4891	agyaliz@partnership.us
Terry Alexander	IC-S	297-6049 ext 533	talalexander@icstucson.org

FY 2016-17 ESG CDBG Technical Assistance
Sign-in Sheet
June 16, 2016

NAME/AGENCY (PLEASE PRINT)	PHONE NUMBER	E-MAIL
Michelle Pitot YWCA	884-7810 x110	mpitot@ywcathucson.org
Erin Stamos UofA	520 626 3939	getamps@email.arizona.edu
Patrick Rivers UH Dan Aiers Southwest Community Center	520-621-0088	privers@email.arizona.edu
	520-250-1232	swcomcenter@gmail
Amy Bass Pasadera AMRAD project	520 360 5282	abass@pasadera.network.org
Jason Thopp Our Family	520-323-1700	jthopp@ourfamilyservices.org
Terri Patt-Smith	520-297-6049	tpattsmith@icstucson.org
Julie Hamann	520-323-1708	jhamann@ourfamilyservices.org
Laurie Macerbo	→ 111	lmacerbo@ourfamilyservices.org
Jacque Shaffer	520-297-6049	jshaffer@icstucson.org
Adrienne Williams LCS	297-6049x388	awilliams@icstucson.org

**FY 2016-17 ESG CDBG Technical Assistance
Sign-in Sheet
June 16, 2016**

NAME/AGENCY (PLEASE PRINT)	PHONE NUMBER	E-MAIL
Elsa Pratt/Community Food Bank	520-882-3280	ep Pratt@communityfoodbank.org
Jim Heinzelmann/Sahuarita Unified	⁵²⁰ 625-3502 x1301	jheinzelmann@sahuarita.net
Amiee Wunderbloom/FWCLL	201-5909	windygodoo@yahoo.com
Gina Romero /SAAVF	829-7386	gromero@saaavi.us
Diane Kostuk /SAAVI	" "	dkostuk@saavi.us
Matthew Fornoff/Community Food Bank	520-882-3311	mfornt@communityfoodbank.org
Merrill Meadows /PCMRP	520-488-2015	merrillmeadows@pcma.gov
Tereha Ellis /TUL	520-791-9522	Tellis@tucsonurbanleague.org
Cynthia Domunguez /TUL	" "	cdomunguez@tucsonurbanleague.org
Debbie Chandler	907-4464	exec.director@arc-az.org
Reganna Bejarano	^{X-1062} 623-4383	rbejarano@arc-az.org

FY 2016-17 CDBG/ESG TECHNICAL ASSISTANCE SESSION

SIGN IN SHEET

WEDNESDAY, JUNE 16, 2016

NAME/AGENCY (PLEASE PRINT)	PHONE NUMBER	E-MAIL
Jacob Gouge, Faith Boice/Amistades	520 882-8111	jacobgouge@amistadesinc.org
Beveling / CATT		
Linda Coronado Hyva Water Coop	520 682-7331	customer service @avva.water.com

FY 2016-17 CDBG/ESG TECHNICAL ASSISTANCE SESSION

SIGN IN SHEET

WEDNESDAY, JUNE 16, 2016

NAME/AGENCY (PLEASE PRINT)	PHONE NUMBER	E-MAIL
Tony Bruno SAAF	520-547-6100	TBruno@saafo.org
Mirza Moreno-Torres ^{Pima Housing Partnership}	520-791-2111 x106	mmoreno@thepartnership.us
Rocio Garcia ^{Pima Housing Partnership}	(520)791-2111 x104	rgarcia@thepartnership.us
Patricia Portillo	520-793-1906	patenciapr@cupda2.org
Christine Byler ^{Town of Marana}	382-1920	cbyler@marana.gov
Lisa Shafer ^{Town of Marana}	382-1909	lshafer@marana.gov
Jane McClure ^{Marana}	382-2620	jmcclure@marana.gov
Megan Lee Pasadena	404-3078	mlee@pasadenanetwork.org
KEITH JEFFERY ^{PRIMAVERA}	623-5111 X 1810	keffery@PRIMAVERA.ORG
Lori Kinder ^{Compass Affordable Housing}	647-9652	LKinder@compassaffordablehousing.org

FY 2016-17 CDBG/ESG TECHNICAL ASSISTANCE SESSION

SIGN IN SHEET

WEDNESDAY, JUNE 16, 2016

NAME/AGENCY (PLEASE PRINT)	PHONE NUMBER	E-MAIL
Laura Thome COPD	792-1906	laurat@copdaz.org
Carrie Nelson CHRPA	745-2055	chrpa@chrpa2.org
Kate Spaulding Pima Prevention Partnership	917-7874	kspaulding@thepartnership.us
Linda Walter (Valley Asst)		lwalter@valleyassstanceervices.org
Joey Zimmerman ""		j.zimmerman@valleyassstanceervices.org
Ricardo Fernandez FWSB	120-647-7237	rfernandez@fwsb.org
Martha Molina	520-696-8561	martha.molina@fwsb.org
PATRICIA DeVito	995-3869	mpdevito@aol.com
Rebecca Myers Emerge Center		rebeccam@emergecenter.org
Oscar Panni NFHT	326-1217 x234	oscar@habitat-houston.org

FY 2016-17 CDBG/ESG TECHNICAL ASSISTANCE SESSION

SIGN IN SHEET

WEDNESDAY, JUNE 16, 2016

NAME/AGENCY (PLEASE PRINT)	PHONE NUMBER	E-MAIL
Chicanos Por la Causa Jesus Chuchó Ruiz	520-791-9855	jesus.ruiz@cpic.org
CHRIS KANE VALLEY ASSISTANCE SERVICES NINA SAJOVE	(620) 625-5766	C.KANE@VALLEYASSISTANCESERVICES.ORG
AJO CENTER FOR SUSTAINABLE AG Jenn Parlin	520-425-4872	ajocsa@hotmail.com
University of Arizona - The Gardens Kistole Robin Myers	520-621-0474	jparlin@email.arizona.edu
Emerge Center against Domestic Abuse	520-750-7215	rmyers@emergecenter.org
Monique Mata FWUSD	520-696-8855	Monique.Mata@fwusd.org
Talitha Fox SAFF	547-6097	tfox@saff.org
Tanya Moreno - primavera	882-5383	tmoreno@primavera.org
Southwest Community Center Dan Ayers	520-250-1232	swcomcenter@gmail



Citizens Participation Session
Robles Ranch Community Center
November 1, 2016

PLEASE SIGN IN

Name	Agency/Organization	Telephone #	E-Mail
Jim Cathcart	Friends of Robles Ranch	520 822 5206	jcath1145@q.com
Wayne Barnett	Pima County NRPR	822-4408	Wayne-barnett@pima.gov
Toni Schenk	Friends of Robles Ranch	520-237-9493	russntoni@MSN.COM
Sandy Pedersen	Friends of Robles Ranch	520 822-4024	Pedersen111@msn.com
Pats King	"	520 822-1065	emilkrach@gmail.com
Getz Hughes	"	520-427-2843	olassiter@angel.com
Trish Hastings-Sargent	Fence Post (Local Newsletter)	520-247-8222	trish@th5-studio.com
Tahnee Jackson	myFriends Club	520-591-4026	Jazzyjackson@aol.com
Walter Jackson	the FORR	520-404-2298	SoulRevol07@gmail.com

Jan DeLuna

Jan Michale

JEFF McQUEEN

Bob + Betty Hill

RBB@hiker@juno.com

Ann Shores

530-825-7714

Jan Meyer

530 825 - 5781

CARTEA THOMAS

OTHOMAS@P.Com

BOB WRIGHT

RWRIGHT141@GMAIL.COM



PIMA COUNTY
COMMUNITY DEVELOPMENT

Annual Action Plan
5/18/2017

PLEASE SIGN IN

Name	Agency/Organization	Telephone #	E-Mail
Daniel Lytle		520 724	dancel.lytle@pima.gov
Erin Badger	CDNC	520-624-6767	erin.badger@pima.gov
Hannah Lyon	CDNC	978-877-7355	hannah.lyon@pima.gov
SULTAMAN ADEJUNGBI	CDNC		sadejunobi@Pima.gov
Josue L. Ica	CDNC	724-60765	josue.lica@



PIMA COUNTY
COMMUNITY DEVELOPMENT

Citizens Participation Plan
Southwest Community Center
October 3, 2016

PLEASE SIGN IN

Name	Agency/Organization (If Applicable)	Telephone #	E-Mail
Genevieve Ayers	Southwest Community Center	520 2-890 6991 (520) 578-0922	SWComCenter@gmail.com
Daniel J. Ayers	SWCC	520 578-0922	swcomcenter@gmail.com
Christine Ivory	SWCC	527-728-7743	" "
Joe H. Smalls	SWCC	(520) 578-0922	None
Estela Torres	SWCC	²⁸² (520) 282-3544	None
Jenny Cleninger	SWCC	(520) 883-7614	NONE
Manny Castro	SWCC	(520) 578-0922	None



PIMA COUNTY
COMMUNITY DEVELOPMENT

**Citizens Participation Plan
Southwest Community Center
October 3, 2016**

PLEASE SIGN IN

Name	Agency/Organization (If Applicable)	Telephone #	E-Mail

Meeting Date: _____

Flowing Wells Neighborhood Association and Community Coalition

Name	Address & Zip Code	On Mailg List?	Phone No.	e-mail address
Elizabeth Davidson	4100 N. Romero 95705	Yes		
ANGIE WEHRKAMP	7718 W PALMYRA ST	YE	887-5146	
Cliff & Dee (Curtis)	4100 N Romero Rd 95705	Yes	520-322-2028	
Robert Vanross	221 E Jacinto		912-891-52	
Sarah Huckaby	4117 W. Bagnoni Ln.	NO	284-8197	
James Huckaby	4117 N.	NO	same	
Doris Palmer	209 W. Amy Drive	NO	909-5701	
Larry Evans	2841 W. PALMETTO ST		888-5614	
JOHN DONGSEZ	6151 N. ELM TREE LN	NO		
GABE GABRYSCH	GUEST			
Larrah & Pete Laplander	6131 N. ORANGE TREE LN	Yes	531-0308	
Barbara Impeas	6121 N. ELM TREE LN.	NO	404-3884	
P. Ruth McKenna	4686 N. HEARD WY.	NO		
Dottie Huetzi	5202 N. Papaya Ave	yes	887-7052	
Mary Jackson	5210 N. Papaya Ave	no	293-2975	
Janice Bottorff	4100 N Romero Rd.	yes	887-2973	
Musley James	4100 N Romero Rd	yes	888-9694	
Frances Ruiz	1242 W. McMullan St	NO	292-1746	FrancesmadridRuiz@gmail.com
Kara Kibell				
Tren Koysh	4651 Nardine Trucee	yes	887-9696	
Pattie Jones	5380 N. Royal Palm Dr	No	236-1758	

C4PR-Citizens for Picture Rocks

Date: 11-15-16

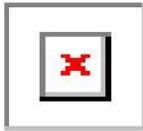
	NAME	EMAIL	PHONE
1	Adam Bernal	adam.bernal@pima.gov	682-7166
2	Margaret "Peggy" Cleal	peggy.wccc@yaho.com	
3	Janice Tom A. Kernone	jtclemons@fokota.com.net	520-682-8591
4	Sheryl Vofere		
5	Yvonne Jackie Allen		
6	Lee Lansing	lylansing@hotmail.com	520-404-2934
7	Jill Peterson		682-7122
8	Vicki Fleming		
9	Paul Fleming		
10	Dave + Pat Robinson	dave.robinson47@yahoo.com	928-486-1529
11	Decca Grove	della.grove@gmail.com	243-3661
12	Chris + Dorothy Banks		682-7229
13	Chime de Zuberdt	jaine.dezubeldia@gmail.com	603-1804
14	Kath Wins	passkitt@earthlink.net	444-2182
15	Robin Nicholson		404-3280
16	Rex + Tammy Richardson	rexttrina2@gmail.com	480-800-8657
17	Ron + Esther Richardson	estroner@yahoo.com	520-682-8993
18	Daniel Tyntti	daniel.tyntti	520-724-6754
19	Erin Badger	erin.badger@pima.gov	520-724-6767
20	Sosne Vicer	josue.vices@pima.gov	724-6765
21			
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ESG eCart 2016



ESG-CAPER-Reporti
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PR-23 Summary of Accomplishments



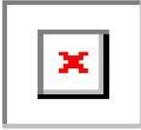
U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Summary of Accomplishments
 Program Year: 2016

DATE: 09-29-17
 TIME: 17:14
 PAGE: 1

PIMA COUNTY

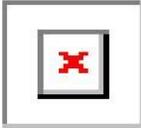
Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed	
Acquisition	Clearance and Demolition (04)	1	\$1,470.59	1	\$2,536.22	2	\$4,006.81	
	Total Acquisition	1	\$1,470.59	1	\$2,536.22	2	\$4,006.81	
Economic Development	Micro-Enterprise Assistance (18C)	1	\$19,599.44	0	\$0.00	1	\$19,599.44	
	Total Economic Development	1	\$19,599.44	0	\$0.00	1	\$19,599.44	
Housing	Rehab; Single-Unit Residential (14A)	8	\$923,398.55	10	\$197,560.92	18	\$1,120,959.47	
	Total Housing	8	\$923,398.55	10	\$197,560.92	18	\$1,120,959.47	
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	2	\$1,327.72	4	\$50,000.00	6	\$51,327.72	
	Homeless Facilities (not operating costs) (03C)	1	\$1,674.21	2	\$0.00	3	\$1,674.21	
	Neighborhood Facilities (03E)	3	\$212,197.83	8	\$169,107.91	11	\$381,305.74	
	Parks, Recreational Facilities (03F)	2	\$8,219.84	2	\$60,082.85	4	\$68,302.69	
	Solid Waste Disposal Improvements (03H)	0	\$0.00	1	\$131,298.80	1	\$131,298.80	
	Water/Sewer Improvements (03J)	1	\$1,633.57	2	\$0.00	3	\$1,633.57	
	Street Improvements (03K)	1	\$15,625.18	0	\$0.00	1	\$15,625.18	
	Fire Station/Equipment (03O)	1	\$57,734.53	4	\$16,817.60	5	\$74,552.13	
	Health Facilities (03P)	2	\$19,389.68	1	\$14,811.00	3	\$34,200.68	
	Total Public Facilities and Improvements	13	\$317,802.56	24	\$442,118.16	37	\$759,920.72	
	Public Services	Public Services (General) (05)	5	\$40,409.43	5	\$31,177.39	10	\$71,586.82
		Senior Services (05A)	0	\$0.00	1	\$7,793.41	1	\$7,793.41
Youth Services (05D)		5	\$85,416.53	6	\$54,269.76	11	\$139,686.29	
Crime Awareness (05I)		1	\$15,093.35	1	\$11,321.46	2	\$26,414.81	
Health Services (05M)		1	\$7,395.77	2	\$17,582.32	3	\$24,978.09	
Neighborhood Cleanups (05V)		2	\$27,602.85	2	\$7,113.75	4	\$34,716.60	
Food Banks (05W)		0	\$0.00	2	\$5,705.58	2	\$5,705.58	
Total Public Services		14	\$175,917.93	19	\$134,963.67	33	\$310,881.60	
General Administration and Planning	General Program Administration (21A)	3	\$419,211.75	4	\$0.00	7	\$419,211.75	
	Fair Housing Activities (subject to 20% Admin Cap) (21D)	0	\$0.00	2	\$40,592.16	2	\$40,592.16	
	Total General Administration and Planning	3	\$419,211.75	6	\$40,592.16	9	\$459,803.91	



PIMA COUNTY

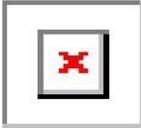
Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Grand Total		40	\$1,857,400.82	60	\$817,771.13	100	\$2,675,171.95



PIMA COUNTY

CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

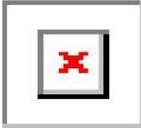
Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Acquisition	Clearance and Demolition (04)	Housing Units	0	1	1
	Total Acquisition		0	1	1
Economic Development	Micro-Enterprise Assistance (18C)	Persons	8	0	8
	Total Economic Development		8	0	8
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	170	306	476
	Total Housing		170	306	476
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	Public Facilities	5,420	33,295	38,715
	Homeless Facilities (not operating costs) (03C)	Public Facilities	0	342	342
	Neighborhood Facilities (03E)	Public Facilities	4,830	45,154	49,984
	Parks, Recreational Facilities (03F)	Public Facilities	4,830	29,860	34,690
	Solid Waste Disposal Improvements (03H)	Public Facilities	0	910	910
	Water/Sewer Improvements (03J)	Persons	0	16,743	16,743
	Street Improvements (03K)	Persons	6,865	0	6,865
	Fire Station/Equipment (03O)	Public Facilities	4,830	22,655	27,485
	Health Facilities (03P)	Public Facilities	3,380	1,115	4,495
	Total Public Facilities and Improvements		30,155	150,074	180,229
Public Services	Public Services (General) (05)	Persons	37,315	50,443	87,758
	Senior Services (05A)	Persons	0	50	50
	Youth Services (05D)	Persons	832	1,033	1,865
	Crime Awareness (05I)	Persons	4,830	4,830	9,660
	Health Services (05M)	Persons	11,055	5,364	16,419
	Neighborhood Cleanups (05V)	Persons	8,545	8,035	16,580
	Food Banks (05W)	Persons	0	23,736	23,736
	Total Public Services		62,577	93,491	156,068
Grand Total		92,910	243,872	336,782	



PIMA COUNTY

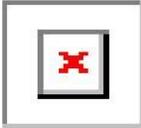
CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Housing	White	0	0	392	173
	Black/African American	0	0	15	2
	Asian	0	0	4	0
	American Indian/Alaskan Native	0	0	7	1
	Native Hawaiian/Other Pacific Islander	0	0	2	0
	American Indian/Alaskan Native & White	0	0	1	0
	Black/African American & White	0	0	2	0
	Amer. Indian/Alaskan Native & Black/African Amer.	0	0	1	0
	Other multi-racial	0	0	52	36
	Total Housing	0	0	476	212
	Non Housing	White	42,053	12,704	0
Black/African American		3,833	27	0	0
Asian		409	4	0	0
American Indian/Alaskan Native		391	16	0	0
Native Hawaiian/Other Pacific Islander		22	0	0	0
American Indian/Alaskan Native & White		20	0	0	0
Asian & White		1	0	0	0
Black/African American & White		16	2	0	0
Amer. Indian/Alaskan Native & Black/African Amer.		1	0	0	0
Other multi-racial		16,840	140	0	0
Total Non Housing		63,586	12,893	0	0
Grand Total	White	42,053	12,704	392	173
	Black/African American	3,833	27	15	2
	Asian	409	4	4	0
	American Indian/Alaskan Native	391	16	7	1
	Native Hawaiian/Other Pacific Islander	22	0	2	0
	American Indian/Alaskan Native & White	20	0	1	0
	Asian & White	1	0	0	0
	Black/African American & White	16	2	2	0



PIMA COUNTY

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Grand Total	Amer. Indian/Alaskan Native & Black/African Amer.	1	0	1	0
	Other multi-racial	20,476	140	52	36
	Total Grand Total	67,222	12,893	476	212



PIMA COUNTY

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	96	0	0
	Low (>30% and <=50%)	52	0	0
	Mod (>50% and <=80%)	28	0	0
	Total Low-Mod	176	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	176	0	0
Non Housing	Extremely Low (<=30%)	0	0	792
	Low (>30% and <=50%)	0	0	105
	Mod (>50% and <=80%)	0	0	264
	Total Low-Mod	0	0	1,161
	Non Low-Mod (>80%)	0	0	38
	Total Beneficiaries	0	0	1,199

CAPER 2016 Checklist

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT COMPLETENESS CHECKLIST

Grantee: <u>Pima County</u>	Program year: <u>2016</u>
Reviewed by: _____	Date: _____
Programs covered by the report: <input checked="" type="checkbox"/> CDBG <input type="checkbox"/> CDBG-Section 108 <input type="checkbox"/> HOME <input checked="" type="checkbox"/> ESG <input type="checkbox"/> HOPWA <input type="checkbox"/> HTF	
Date CAPER due: 9/30/2017	
Date CAPER received (see timestamp below "Status" on CR-00):	

System Troubleshooting Guide: This checklist contains an IDIS CAPER troubleshooting guide with information on current screen and download issues. For example, supplemental and attached information provided by the grantee may not download into the Word document. Reviewers using a Word download should also check the referenced screen to pull up and review attached supplemental information. For a complete e-Con Planning Suite troubleshooting guide, access it at: <https://www.hudexchange.info/resources/documents/Troubleshooting-Guide-Consolidated-Plan-Template-in-IDIS.pdf>.

IDIS Reports for CAPER Review: For additional assistance in completing a CAPER review, CPD staff may want to use the PR03, PR23, PR26, PR33, PR91, PR 108, and PR109 reports. Updated instructions on how to review the PR26 Report may be found in the *Troubleshooting Guide for the PR26 CDBG Financial Summary Report* distributed to all field offices. The guide may also be accessed at <https://www.hudexchange.info/resource/2652/updated-instructions-completing-cdbg-financial-summary-report-pr26/>.

Consortia CAPERS: All consortia grantees – lead and participating – are responsible for submitting their own CAPERS. Consortia CAPERS are not connected in the system. Each member can create their own separately.

New Checklist Review Items:

The following information has been incorporated into this version of the checklist:

- **HTF specific requirements** – HUD will release new HTF screen enhancements Fall 2017. The screen enhancements have been built into this checklist and will apply to CAPERS associated with FY2018 plans and onward. HTF financial review should still be completed as instructed.

	Yes	No	Comments/Verification
Citizen Participation 91.105(d)(2), 91.115(d)			
Is there evidence the 15-day comment period for citizens was provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is there a summary of comments received?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There were no citizen comments received.
CR-05: Goals & Outcomes 91.520(a) & 91.520(d)			
Did the report provide an assessment of progress in carrying out its strategic plan and Action Plan (including the HTF allocation plan)? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the report provide an assessment of how the use of funds, particularly CDBG, addressed the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified? (91.520(d))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p><i>Notes: The grantee should cite specific examples from the two tables on CR-05 to highlight specific accomplishments and, if applicable, explain why progress was not made toward meeting specific goals, objectives, and proposed outcomes. Additional content can also be provided by the grantee as uploaded document to the CR-05 screen. Reviewers should note-These uploads will not appear in the downloaded word report.</i></p>			
CR-10: Racial & Ethnic Composition of Families Assisted			
Did the grantee provide the racial/ethnic data for accomplishments? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p><i>Notes: This table is read-only and cannot be edited. Information in the table is from activity accomplishment data entered by the grantee during the program year into IDIS. ESG Specific: Accomplishments associated with ESG projects are recorded in the Homeless Management Information System (HMIS) and are not recorded in IDIS. ESG recipients will report this data in the eCart tool which grantees will attach to the CR-00 screen.</i></p>			
CR-15: Resources and Investments			
For each target area, the system will carry forward the planned percentages of allocation from the Action Plan. If no target areas are identified in the Strategic Plan or the HTF allocation plan (for HTF grantees) does the narrative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All target areas include planned percentages of allocation from the Action Plan.

	Yes	No	Comments/Verification
discuss the geographic distribution and location of investments? (91.520(a))			
Is there a description of how any publicly owned land or property located within the jurisdiction was used to address the needs identified in the plan? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee explain how federal funds leveraged additional resources (private, state, and local funds)? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is there a description of how HOME and ESG matching requirements were satisfied? (91.520(a))	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The City of Tucson is the consortia lead for HOME.
Fiscal Year Summary – HOME Match (HUD 40107-A Report)			
1. Excess match from prior Federal fiscal year. This should be the amount of carry-over from the previous year’s match report. (Line 5 from prior year report)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Applicable. The City of Tucson is the consortia lead for HOME.
2. Match contributed during current Federal fiscal year. This should be the total listed from the Match Contribution table on this screen. (Sum of column 9)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
3. Total match available for current Federal fiscal year (Line 1 + Line 2). System calculated.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
4. Match liability for current Federal fiscal year. This should be the same amount as that listed on the PR33 Home Match Liability Report under the column Match Liability Amount for the current fiscal year.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
5 Excess match carried over to next Federal fiscal year (Line 3- Line 4). System calculated	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Match Contribution for the Federal Fiscal Year			
Is the PJ’s method of identifying the project understandable in case CPD needed to review this information? <i>If the project is HOME –funded, it is recommended to use the IDIS activity number as the project number. For match projects that are not HOME-funded, a numbering system that includes the prefix “NON” should be recommended.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A

	Yes	No	Comments/Verification
Do the dates the match was contributed fall within the correct Federal Fiscal Year for this reporting period (Column 2)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
HOME Program Income			
Verify amount received during reporting period by using the PR09 Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – City of Tucson is the consortia lead for HOME.
Verify the total amount expended during reporting period by using the PR07 Report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Verify the amount expended for TBRA by using the PR05 or PR07 Report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Verify the balance on hand at end of reporting period by using the PR09 Report.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
<p><i>Notes: Expenditure data on the CR-15 screen is generated by IDIS based on drawdowns completed during the program year. Drawdowns made after the CAPER is generated will not appear on this screen. The grantee may update values in both columns to reflect draws made after the CAPER is begun.</i></p> <p><i>HOME-specific: Section 220(a) of the HOME Statute requires participating jurisdictions (PJs) to make matching contributions based on the amount of HOME funds disbursed from the PJ's HOME Investment Trust Fund during the <u>Federal fiscal year</u>. Consequently, PJs must report matching contributions based on the Federal fiscal year, NOT the PJ's program year. The amount reported is based on the Federal fiscal year immediately preceding the end of the PJ's program year. For example, if the last day of a PJ's program year is March 31, 2015, the timeframe for reporting match would be October 1, 2013 through September 30, 2014. If the last day of a PJ's program year is September 30, 2015, the timeframe for reporting match would be October 1, 2014 through September 30, 2015. The IDIS PR33 Report identifies the PJ's matching liability amount for each Federal fiscal year.</i></p>			
CR-20: Affordable Housing			
Did the grantee provide the actual number of households provided affordable housing units in the program year? Use the PR-03 and PR23 reports to assist in the review.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p><i>Note: This table contains information entered by the grantee into the Action Plan. The table only includes the grantee's goals for the number of homeless, non-homeless, and special needs households to be provided</i></p>			

	Yes	No	Comments/Verification
<p><i>affordable housing within the program year using funds made available to the jurisdiction as specified in their Annual Action Plan on screen AP-55 – Affordable Housing. For the purpose of this section, the term “affordable housing” is defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership. The numbers reported for actual should be consistent with the accomplishments reported at the Activity level in IDIS. Several reports, including the PR23 – Summary of Accomplishments for CDBG and HOME, can help the jurisdiction determine the actual number of ELI, LI, and MI renter and owner households that were provided affordable housing units during the program year. The grantee should be asked to revise the numbers in its Annual Action Plan, if the one-year goal field includes numbers that do not meet the definition of “affordable housing” as defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership. Other housing units assisted that do not meet the definition of “affordable housing” in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership may be discussed separately. These estimates should not include the provision of emergency shelter, transitional shelter, or social services.</i></p>			
Did the grantee provide the actual number of households supported?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p><i>Note: This table lists the goals and actual number of affordable housing units produced in the program year for each type of housing assistance (rental assistance, production of new units, rehabilitation of existing units, and acquisition of existing units). The One-Year Goal field is system-generated based on the information from screen AP-55 – Affordable Housing in the Annual Action Plan. The numbers reported in the Actual field should be consistent with the accomplishments reported at the Activity level in IDIS. Several reports, including the PR23 – Summary of Accomplishments for CDBG & HOME, can help the jurisdiction determine the actual counts for the program year. Grantees can adjust these values to correct actual numbers. For the purpose of this section, the term “affordable housing” is defined in the HOME regulations at 24 CFT 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership.</i></p>			
Did the grantee discuss the difference between goals & outcomes and any problems encountered in meeting these goals? 91.520	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee discuss how these outcomes will impact future annual Action Plans?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee provide the actual number of households provided affordable housing with both CDBG, HOME and HTF funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of extremely low –income renter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
households?			
The number of extremely low income owner households?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of low income renter households?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of low income owner households?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of moderate income renter households?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of moderate income owner households?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of middle income persons served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of homeless persons served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is the number of owner and renter households assisted meet the Section 215 definition of affordable housing included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p><i>Note: This table should display the number of persons assisted at each income level who received housing assistance during the program year. The numbers reported for actual based on accomplishments entered into IDIS at the activity level. Incorrect numbers may be the result of accomplishments entered after the CAPER was created. Several reports, including the PR23 – Summary of Accomplishments, can help the jurisdiction determine the actual counts for the number of households that were provided affordable housing units during the program year. Grantees can adjust these values in the system to correct actual numbers. Compare the number of ELI, LI, MI, and homeless households provided affordable housing with narrative for the strategic plan goals summary screen SP-45 to determine progress in meeting the strategic plan goal. For the purpose of this section, the term “affordable housing” for all program accomplishments is defined in the HOME regulations at 24 CFT 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership.</i></p> <p><i>. Other housing units assisted that do not meet the definition of “affordable housing” in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership, may be discussed separately. These estimates should not include the provision of emergency shelter, transitional shelter, or social services.</i></p>			
Did the grantee provide additional narrative regarding the information provided by these tables? Is there an evaluation of progress in meeting its specific objective of providing affordable housing assistance during the	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
reporting period? Each type of owner and renter household should be discussed (ELI, LI, Mod, MI, Homeless)			
Is there a summary of the efforts to address “worst case needs”, and progress in meeting the needs of persons with disabilities? Worst-case housing needs are defined as low-income renter households who pay more than half of their income for rent, live in seriously substandard housing, which includes homeless people, or have been involuntarily displaced. The needs of persons with disability do not include beds in nursing homes or other service-centered facilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee describe other actions taken to foster and maintain affordable housing? 91.220(k); 91.520(a). This info may also be on the CR-50 screen.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
States Only: Did the state include the coordination of LIHTC with the development of affordable housing? 91.320(j); 92.520(a). This info may also be on the CR-50 screen.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-25: Homeless and Other Special Needs			
Does the report the grantee’s progress in reaching out to homeless persons, especially unsheltered persons, and assessing their individual needs? 91.520(c)(1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Address the emergency shelter and transitional housing needs of homeless persons? 91.520(c)(2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Address helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(a) Likely to become homeless after being discharged from publicly funded institutions and systems of care, such as health care facilities, correction programs, mental health facilities, foster care and other youth facilities? (91.520(c)(4)(ii)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(b) Receiving assistance from public or private agencies that address housing, health, social services, employment, education or youth needs? 91.520(c)(4)(ii). The grantee should explain how the jurisdiction is implementing a homeless	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.			
Address 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 experienced homelessness, facilitating access for homeless individuals and families to affordable units, and preventing individuals and families who were recently homeless from becoming homeless again? 91.520(c)(3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-30: Public Housing			
Did the grantee identify actions taken to address the needs of public housing? 91.520(a)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to encourage public housing residents to become more involved in management and participate in homeownership? 91.520(a)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If grantee has a troubled PHA, did it identify actions to provide assistance to this PHA?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-35: Other Actions			
Did the grantee describe actions taken to remove or improve 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to address obstacles to meeting underserved needs? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to reduce lead-based paint hazards? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to reduce the number of poverty-level families? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
Did the grantee identify actions taken to develop institutional structure? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to enhance coordination between public and private housing and social service agencies? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to overcome the effects of any impediments identified in the grantee's analysis of impediments to fair housing choice or AFH? 91.520(a)	<input type="checkbox"/>	<input type="checkbox"/>	
CR-40: Monitoring			
Did the grantee describe the standards and procedures used to monitor activities and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and comprehensive planning requirements? This should include all CPD funds received: CDBG (including Section 108, if applicable), HOME, HTF, ESG & HOPWA.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee describe efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports, including minorities, non-English speaking persons and persons with disabilities? 91.520(a)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-45: CDBG Grantees			
Did the grantee specify the nature of, and reasons for, any changes in the grantee's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences? 91.520(d)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Applicable – Pima County CDNC does not anticipate any changes in program objectives.
Does the grantee have an existing Section 108 guaranteed loan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes, did the grantee report accomplishments and program income on any open activities during the last year?			N/A
Does the grantee have any open Brownfields Economic Development Initiative (BEDI) grants?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

	Yes	No	Comments/Verification
If yes, did the grantee describe grant accomplishments and program outcomes during the last year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
<p>NOTE: Section 108 recipients and BEDI grantees should describe program accomplishments and outcomes following instructions for Section 108 reporting contained in Chapters 8 and 9 of the IDIS Online for CDBG Entitlement Communities Training Manual at: https://www.hudexchange.info/resource/2685/idis-online-for-cdbg-entitlement-communities-training-manual/. Review IDIS PR03 Report to determine extent to which extremely low-income, low-income, and moderate-income served by each activity where information on income by family is required to determine the eligibility of the activity. 91.520(d) Review jurisdictions with a HUD-approved neighborhood revitalization strategy to determine progress against benchmarks for the program year.</p>			
CR-50: HOME Grantees			
Did the grantee 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, including:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A – City of Tucson is the consortia lead on HOME.
A list of projects that should have been inspected on-site this program year based upon the schedule in §92.504(d)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
An indication of which of these were inspected and a summary of issues that were detected during the inspection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
A description of how it will remedy the situation for those properties that were not inspected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Did the grantee provide an assessment of the jurisdiction’s affirmative marketing actions for HOME units and programs? §92.351(a)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Did the grantee provide data on the amount and use of program income for projects? This response should include the number of projects and owner and tenant characteristics in the projects?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A

	Yes	No	Comments/Verification
Did the grantee describe other actions taken to foster and maintain affordable housing? 91.220(k); 91.520(a). This info may also be on the CR-20 screen.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
States Only: Did the state include the coordination of LIHTC with the development of affordable housing? 91.320(j); 92.520(a). This info may also be on the CR-20 screen.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
CR-55: HOPWA Grantees			
Did the jurisdiction provide the actual numbers of households receiving HOPWA assistance for each eligible type of housing assistance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
<i>Note: The table on CR-55 lists the one year goals and actual number of households receiving HOPWA assistance for each eligible type of housing assistance. The One-Year Goal Field is based on the information entered on the AP-70 screen (HOPWA Goals) in the Action Plan. The IDIS accomplishments screens are going through design changes and grantee have not been reporting correctly in these data fields. In this screen, the numbers reported must be manually entered for actual should be consistent with the accomplishment data reported in the jurisdictions HOPWA Paper CAPER.</i>			
CR-56: HTF Grantees/Subgrantee – This screen will be released October 2017. It will apply to CAPERs beginning with FY2018 action plans.			
Did the jurisdiction describe the HTF program's accomplishments and the extent to which the jurisdiction complied with its approved HTF Allocation Plan and the requirements of 24 CFR part 93?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Data on emergency transfers requested under 24 CFR 5.2005(e) and 24 CFR 92.359, pertaining to victims of domestic violence, dating violence, sexual assault, or stalking, including data on the outcomes of such requests? (New VAWA Rule: Reporting requirements became effective May 15, 2017.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
Did the grantee describe other actions taken to foster and maintain affordable housing? §91.320(j) and §91.220(k); 91.520(a). This info may also be on the CR-20 screen.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A

	Yes	No	Comments/Verification
States Only: Did the state include the coordination of LIHTC with the development of affordable housing? 91.320(j); 92.520(a). This info may also be on the CR-20 screen.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
CR-60: ESG Grantees			
Did the grantee complete all of the required ESG recipient and subrecipient information? 91.520(g)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	For Q1: "Grantee and ESG Contact Information," IDIS has locked the section from editing. All CoCs and subrecipients provided are current.
<i>Note: This information can be confirmed in each grantee/PJ profile.</i>			
CR-65: ESG Persons Assisted			
<p><i>Starting with their 2015 CAPER submissions, ESG recipients will report accomplishments on persons assisted through ESG-funded projects using the ESG-CAPER Annual Reporting Tool (eCart). eCart is a Microsoft Excel spreadsheet that is configured to load subrecipient-level, aggregate information from an HMIS. The information in eCart replaces all data previously collected on screen CR-65. Recipients will attach the eCart to screen CR-00 to fulfill the new requirement and no longer need to manually enter data into the tables on screen CR-65. Recipients should leave all tables on screen CR-65 blank.</i></p> <p><i>To review the report information in the eCart, click on screen CR-00, scroll to the bottom of the screen, and click on "View" for the uploaded Excel attachment. The eCart must be in Excel format. Other formats, such as PDF, cannot be accepted. Once open, six tabs are visible in the Excel file:</i></p> <ul style="list-style-type: none"> • Introduction: This tab contains the eCart Guide, which instructs recipients on how to use the eCart tool. • Import Data: This tab contains the recipient's contact information and program year (reporting period). • Check Your Data: This tab indicates: a) if a subrecipient's project is uploaded more than once; and b) if the "total persons reported" in each table is equal to the appropriate number of persons reported in Q6a – Report Validations Table (located on the "Combined Report" tab). Use this tab to determine if recipients have met the 25% data quality threshold. • Report with Filters: Use this tab to view filtered data, based on the filters you select on the Data Tab. Data can be filtered by Organization (subrecipient(s)), Project type (component type(s)), and Project name(s). You are not required to use the filter function for your CAPER review. • Combined Report: Use this tab to view recipient-level report totals (all subrecipient data included, data for all component types combined (unless the question is specific to only certain components)). This tab is identical to the "Report by Project" tab, but it is not designed to be filtered—it provides a total report for all data on the eCart "Data" tab. • Data: This tab contains all subrecipient level data, which is used to populate the report tables on the "Combined Report" and "Report with Filters" tabs. To use the filter function, first apply the filter on the "Data" tab and move to the "Report with Filters" tab to see the actual report on the screen. The "Report with Filters" tab shows the full report with the totals according to the filters selected. There is a filter table showing the selected filters on the "Data" tab. 			

	Yes	No	Comments/Verification
<i>Refer to eCart (ESG-CAPER Annual Reporting Tool) and Guide on the HUD Exchange for more detailed information about the eCart's functionality.</i>			
Did the jurisdiction complete Q5a. HMIS or Comparable Database Data Quality?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q6a. Report Validations Table?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction resolve all validation errors? <i>(Check the "Check Your Data" tab to see if any errors are listed. If the error rate exceeds 25% for a project, recipients have been instructed to explain why data could not be corrected & the plan to resolve the errors in a narrative text box on CR-65).</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q6b. Number of Persons Served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q7a. Number of Households Served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q9a. Number of Persons Contacted? (ES-NBN and SO only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q9b. Number of Persons Engaged? (ES-NBN and SO only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q10a. Gender of Adults?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q10b. Gender of Children?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q10c. Gender of Persons Missing Age Information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q10d. Gender by Age Ranges?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q11. Age?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q12a. Race?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q12b. Ethnicity?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
Did the jurisdiction complete Q13a1. Physical and Mental Health Conditions at Entry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q13b1. Physical and Mental Health Conditions of Leavers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q13c1. Physical and Mental Health Conditions of Stayers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q14a. Persons with Domestic Violence History?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q15. Residence Prior to Project Entry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q20a. Type of Non-Cash Benefit Sources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q21. Health Insurance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q22a2. Length of Participation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q22c. RRH Length of Time between Project Entry Data and Residential Move-in Date? (RRH only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q22d. Length of Participation by Household Type?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q23. Exit Destination – More than 90 Days? (RRH only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q23a. Exit Destination – All Persons? (SO, ES, and HP only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q23b. Homeless Prevention Housing Assessment at Exit? (HP only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q24. Exit Destination – 90 Days or Less? (RRH only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction complete Q25a. Number of Veterans?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
Did the jurisdiction complete Q26b. Number of Chronically Homeless Persons by Household?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-70: ESG Assistance Provided			
Did the jurisdiction report on shelter utilization rates for ESG expenditures? 91.520(g)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CDNC has not captured shelter utilization rates for prior CAPER's or other department reports. CDNC staff will amend this discrepancy in future data collection efforts for beds provided and their outcomes.
Did the jurisdiction report on project outcomes data measured under the performance standards developed in consultation with the CoC(s) that were established in the recipient's action plan (screen AP-90)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CDNC has not captured shelter utilization rates for prior CAPER's or other department reports. CDNC staff will amend this discrepancy in future data collection efforts for beds provided and their outcomes.
CR-75: ESG Expenditures			
Did the jurisdiction report the dollar amount from each of the three most recent fiscal year allocations that were expended during the recipient's program year for each ESG component, as well as match sources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>The most recent and accurate data sets available are displayed in CR-75. Prior year (2014) data not all available.</u>
<i>Note: CPD Reps should review this table in IDIS. Totals in tables 11e and 11g in the MS Word download currently exclude the 'Street outreach' values in table 11d from the total calculation.</i>			

FINANCIAL ANALYSIS:

To ensure the integrity of the CAPER, a comprehensive review of both programmatic and financial analysis should be performed. The financial review evaluates the fiscal integrity and financial capacity of the grantee and can be used as a part of the Annual Community Assessment. This section examines the financial data for accuracy, necessity, and compliance with Federal cost principles and agency. Deficiencies found during the financial analysis do not affect the determination as to whether or not the CAPER is satisfactory; however, any violations in the following regulatory requirements could result in a monitoring finding.

	Yes	No	Comments/Verification
CAPER Financial Analysis			
CDBG Grantee: (PR26) – <i>Note use the PR26 Troubleshooting Guide to verify calculations are correct, particularly in regard to PI and SI for both annual allocations and Section 108 loan guarantees.</i>			
Was the 70% low/mod overall spending requirements for CDBG met? (PR26 Report)	<input type="checkbox"/>	<input type="checkbox"/>	
If this is a multi-year certification, review period covered.	<input type="checkbox"/>	<input type="checkbox"/>	
Has the grantee exceeded the 20% administrative cap for CDBG?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the grantee exceeded the 15% public service cap for CDBG?	<input type="checkbox"/>	<input type="checkbox"/>	
HOME PJ: (PR 22, PR25, PR49, PR27)			
Has the PJ exceeded the 10% administrative cap for HOME?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the PJ met the 15% CHDO set-aside for HOME?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the PJ met its 24-month HOME commitment requirement? (Does not apply to deadlines that occur in 2016- 2019).	<input type="checkbox"/>	<input type="checkbox"/>	
Has the PJ met its five-year HOME expenditure requirement? (Does not apply to FY 2015 grant and later).	<input type="checkbox"/>	<input type="checkbox"/>	
HTF Grantee: (PR 108 and PR109) If a jurisdiction has received HTF funds, this section should be reviewed.			
Has the grantee exceeded the 10% administrative cap for HTF?	<input type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
Has the grantee met its 24-month HTF commitment requirement?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the grantee met its five year HTF expenditure requirement?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the grantee met its HTF activity spending requirements? (Minimum 80 percent for rental housing, maximum of 10 percent for homeownership housing) 24 CFR 93.200(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	
Has the grantee met its HTF income targeting requirements per 24 CFR 93.250?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the grantee exceeded the 1/3% operating cost cap for HTF, per 24 CFR 93.200?	<input type="checkbox"/>	<input type="checkbox"/>	
HOPWA Grantee: (paper APR CAPER)			
<i>Note: Use the paper APR CAPER until the IDIS accomplishment screen is fully functional.</i>			
Has the grantee exceeded the 3% administrative cap for HOPWA or the 7% administrative cap by project sponsors under HOPWA?	<input type="checkbox"/>	<input type="checkbox"/>	
Did the jurisdiction 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?	<input type="checkbox"/>	<input type="checkbox"/>	
ESG Grantee: (PR91, PR93)			
Has the jurisdiction exceeded the 7.5% administrative cap for ESG?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the amount of ESG funds for street outreach and emergency shelter activities exceed the greater of 60% of the jurisdiction's fiscal year ESG grant or the amount of FY2010 ESG funds committed for homeless assistance activities?	<input type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
Is the jurisdiction on track to meet the 24-month expenditure deadlines? (See the ESG Operating Instructions for guidance about possible corrective actions when the expenditure deadline has not been met.)	<input type="checkbox"/>	<input type="checkbox"/>	

CONCLUSION AND RECOMMENDATION:

Based on my review of this report, in accordance with all applicable regulations, I find this report to be

Satisfactory

Unsatisfactory

Comments: Type comments here.

SIGNED:

Reviewer: _____ Date: _____

Program Manager: _____ Date: _____

CPD Director: _____ Date: _____

CAPER Troubleshooting Guide: This chart outlines known system issues and the interim solution.

Screen	Table Name	System issue	Interim Solution
CAPER Set-up for Consortia	Setting up CAPERS for Consortia members	How Consortia members set up CAPERS in the system.	All consortia grantees - lead and participating - are responsible for submitting their own CAPERS. CAPERS are not connected to the system. A consortia member can generate their own separately.
CR-25	First 2 textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first two textboxes.	Please manually add the text in the MS Word download. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment.
CR-30	First 2 textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first two textboxes.	Please manually add the text in the MS Word download. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment.
CR-35	First 6 textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first six textboxes.	Please manually add the text in the MS Word download. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment.
CR-35	Second and third textboxes	The on-screen label for the 2nd text box is incorrectly repeated as the label for the 3rd text box. The label for the 3rd text box should be "Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)."	Please respond to the meeting underserved needs question and answer the lead-based paint question in the third text box. When the plan is submitted, the third text box appears in the MS Word download.
CR-40	First textbox	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first textbox.	Please manually add the text in the MS Word download. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment.
CR-50	Second and third textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the second and third textboxes.	Please manually add the text in the MS Word download. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment. When the plan is submitted, the Office will be able to view the inserted objects when available for public comment.
Screen	Table Name	System issue	Interim Solution
CR-60	ESG Recipient Information	Unable to add a subrecipient to the subrecipient list.	If the subrecipient list available through CR-60 does not include a subrecipient, it is because the entity was not included in the list of funded ESG activities in IDIS. However, jurisdictions may be able to use the screens to add an ESG subrecipient to an activity if the subrecipient is available. After the subrecipient has been added, it will appear on the selection list generated on screen CR-60 and can be selected by completing the CAPER. The instructions for setting up an ESG subrecipient are in Section 6.2 of the IDIS Guide for ESG and be accessed at https://www.hudexchange.info/resource/1857/using-emergency-solutions-grants-esg-program/ . If the user is unable to add a subrecipient to an activity because the funds for that activity are from a jurisdiction that should submit an AAQ to the HUD Exchange, the jurisdiction should submit an AAQ to the HUD Exchange.

CR-75	Other Grant Expenditures	Totals in tables 11e and 11g in the MS Word download currently exclude the 'Street outreach' values in table 11d from the total calculation	Please manually add the text in the MS Word document for public comment. When the plan is submitted for review, users will be able to view the screens where users have entered responses.