



Town of Gilbert
Consolidated
Annual
Performance and
Evaluation Report

2016-2017

Community Development Block Grant
Home Investment Partnership

September 28, 2017

Additional information related to this report is available upon request at:

Community Resources
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Town of Gilbert, 2016 Program Year Two CAPER

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Town of Gilbert, 2016 Program Year Two CAPER

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.

For the Fiscal Year 2016-2017 and the second year of the five year plan, it was proposed that Gilbert would utilize funds for the Emergency and Minor Home Repair Program to alleviate health and safety hazards for seventy (70) Gilbert homeowners and begin the process for begin Phase I the Page Park Center Renovation project. The Page Park Center Renovation project proposes the rehabilitation of a Town owned facility to provide a centralized location for low and moderate income Gilbert residents to receive medical, dental, mental health, and resource services.

The emergency and minor home repair program (EMHR) assisted 50 homeowners during the year, which was comprised of 76 individuals served. In addition, staff assisted an additional 4 households by completing an on-site assessment and referring them to alternative resources including Gilbert Cares, an organization partnering with Gilbert to assist homeowners in need. The EMHR program was successful in repairing and replacing HVAC systems (24%), making plumbing repairs (24%), assisting with roof replacements or repairs (6%), electrical repairs (2%), general repairs (12%) and use of multi-disciplines (32%) for low and moderate income residents. Although the support provided was shy of the goal for the year, the program is on track to meet the expected number of households over the five year plan.

The Page Park Center Renovation project is a multi-year project and it continued to move forward in the second year with the completion of design construction documents. Due to the delay in funding notification, construction was delayed and began in June 2017. There continues to be input and active involvement of six major stakeholders who will assist in providing future services. The construction phase of the project is anticipated to be completed by March 2018.

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
Emergency & Minor Home Repair	Affordable Housing	CDBG: \$250,000	Homeowner Housing Rehabilitated	Household Housing Unit	178	118	66.29%	75	50	66.67%
Gilbert Page Park Center	Non-Homeless Special Needs	CDBG \$496,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	875	0	0.00%	300	0	Renovation in progress
Homelessness	Homeless	General Fund: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	650	499	76.77%	100	104	104%
Public Facilities, Improvements and Infrastructure	Non-Housing Community Development (all projects over 5 years)	CDBG: \$1,585,750 (over 5 years)	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5425 (over 5 years)	0	0.00%	300	0	0.00%

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.

Gilbert continues to utilize the Community Needs Assessment that was completed in 2014 to focus on the identified gaps in resources and prioritize populations in need of additional services in Gilbert. Families in crisis, individuals with behavioral health and substance use issues and low to moderate income individuals and families were identified as the top three populations in need residing in Gilbert.

One of the highest priority activities utilizing CDBG to meet community needs is the renovation of Page Park Center. The renovation will accommodate non-profit providers who will offer services and resources for uninsured, underinsured and low-income adults and children. Consequently, in FY 2016-2017 the primary objective of Gilbert was to complete construction drawings and bid out the Page Park project so that construction could begin during FY17-18. A total of \$99,482,53 in CDBG funds was expended to complete the last phase.

The plan also outlines proposed strategies for the expenditures of Gilbert's CDBG funds with the mission to provide a suitable living environment by revitalizing low- to moderate income neighborhoods and generating affordable housing opportunities. Specifically, Gilbert's Emergency and Minor Home Repair program assisted low and moderate residents with alleviating health or safety hazards in their home. Of those residents, 17% were very low income, 74% were low income and 11% qualified as moderate income and a total of more than \$233,000 of CDBG funds were used in support of the program.

Furthermore, Gilbert received \$200,023 in HOME funds for Fiscal Year 2016-2017 and was able to add one additional affordable rental home in Gilbert through a contract with Save the Family bringing the total number of permanent affordable rental homes in Gilbert to fourteen (14).

Finally, Gilbert leverages general fund dollars with non-profit providers to enhance services for Gilbert residents. In 2016-2017, 17 different organizations were assisted with grant funding totaling \$417,000. The organizations funded focused on families in crisis, low/moderate income individuals, the elderly/seniors, homeless individuals and families, special needs individuals, and youth.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	48
Black or African American	2
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	50
Hispanic	19
Not Hispanic	31

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

Narrative

N/A

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	856,245	505,293
HOME	HOME	200,023	200,023
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

In 2016, expenditures of \$99,482 supported the Page Park Center renovation project and an additional \$233,096 was expended on the Emergency and Minor Home Repair program. In addition, Gilbert expended \$417,000 in general fund dollars to support 21 different social service programs provided by 17 organizations to Gilbert residents.

Furthermore, Gilbert received \$200,023 in HOME funds for Fiscal Year 2016-2017 and was able to add one additional affordable rental home in Gilbert through a contract with Save the Family bringing the total number of permanent affordable rental homes in Gilbert to fourteen (14).

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Heritage District	80	70	Page Park renovation
Town-wide	20	30	Services are provided to income eligible residents town-wide

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Heritage District continues to be the main focus of CDBG funds with the renovation of Page Park Center which is located in the Heritage District area. The area of the Page Park Center includes U.S. Census Tracts 422401 and 422403 which contain Gilbert's highest concentration of low-to moderate-income residents and both block groups exceed the HUD exception threshold for Gilbert.

The Emergency and Minor Home Repair (EMHR) program does assist qualifying resident’s town wide. Specifically, 30% of funds are committed to the EMHR program and 20% is used for admin which is also considered a town wide impact. If administration costs are removed than the split would be 70% Heritage District and 30% Town wide.

Leveraging

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

The Town of Gilbert partners with local and regional non-profit partners to implement and administer many of the housing and human services programs in Gilbert. As such, non-profit partners are able to leverage Gilbert funds with other private, state, and local funds to provide additional services and support for Gilbert residents receiving assistance through the program.

If a non-profit provider is a recipient of Gilbert HOME funds, they are required to provide the non-federal match before receipt of HOME funds. Match funds are documented and monitored to ensure federal regulations are followed. In FY 2016-2017, ARM of Save the Family, Gilbert's recipient of HOME funds provided \$50,005 in non-federal match to assist in purchasing and rehabilitating one permanent affordable rental home in Gilbert.

Finally, Gilbert completed the construction documents for the Page Park Renovation project. This project leverages funds by utilizing a vacant, existing publicly owned facility located in the Gilbert Downtown Heritage District. As stated previously, the renovation of Page Park Center is proposed to be used as a comprehensive resource center for uninsured, underinsured and low-income adults and children.

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	1	1
Number of Special-Needs households to be provided affordable housing units	0	0
Total	1	1

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	0	0
Number of households supported through Rehab of Existing Units	70	50
Number of households supported through Acquisition of Existing Units	1	1
Total	71	51

Table 5 – Number of Households Supported

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

Gilbert partnered with a non-profit organization to purchase and rehabilitate one single family dwelling unit to be used as permanent affordable rental housing which has increased Gilbert's affordable rental housing stock from 13 to 14 units.

Although Gilbert does not utilize the Tenant Based Rental Assistance program funds through CDBG or HOME, general funds are provided to the local Gilbert Community Action Program (CAP) office that provides emergency financial assistance to help individuals and families avoid eviction and prevent homelessness. Gilbert awarded the CAP office \$123,000 in 2016 and the CAP office provided 870 direct financial assistance payments utilizing all of the available funding sources.

In addition, Gilbert allocated \$85,500 in general fund dollars to support five organizations that provided services to the homeless including emergency and transitional housing. The organizations included Child Crisis Center, Central Arizona Shelter Services, A New Leaf (Family Shelter, Men's Center & Women's Center), the House of Refuge and Save the Family whom combined assisted 99 individuals with housing needs.

Furthermore, Gilbert funded the Emergency & Minor Home Repair program, Alzheimer's Association, East Valley Adult Services, Mercy Housing and Aid to Adoption of Special Kids (AASK). Each of these organizations work with children, the disabled and elderly. The EMHR program, which utilizes CDBG funds, assisted 14 elderly and 21 handicapped individuals with their home needs. In addition, \$31,500 was provided to the other organizations who served over 946 individuals.

Discuss how these outcomes will impact future annual action plans.

Gilbert continues to look strategically at how to best utilize CDBG funds for housing needs. With the limited dollars available, the focus has been on increasing the affordable rental home stock in Gilbert, assisting low and moderate income homeowners to allow them to stay in their homes, and leveraging general fund dollars to support entities that are able to provide additional housing resources for Gilbert residents. For example, this past year Gilbert created a new partnership with Gilbert Cares whose organizational mission is to integrate all of the resources of our community, with an emphasis on obtaining volunteer support from organized youth groups, in refurbishing and maintaining the homes of the elderly, the disabled, and families-at-risk throughout Gilbert. As a new partnership, the value of services provided will be incorporated into the next annual report. As Gilbert continues to grow and change it is anticipated that the need may change from infrastructure to housing. Gilbert is committed to keeping affordable housing as a priority consideration and also continues to work toward finding additional resources to assist homeowners in need.

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	11	0
Low-income	33	1
Moderate-income	6	0
Total	50	0

Table 6 – Number of Households Served

Narrative Information

The Emergency and Minor Home Repair program serviced 50 households who income qualify for participation in the program. All program qualifiers are required to be homeowners, not renters. Of these, 12 were female head of household, 14 were elderly and 21 were handicapped or disabled. The single family dwelling unit purchased to be used as permanent affordable rental housing has a requirement of serving a family that is low income (60% or below AMI) and is a renter, not an owner.

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

Gilbert continues to participate in the Maricopa County Regional Continuum of Care (CoC) and is a member of the Maricopa Association of Governments (MAG). Gilbert provides support to the Maricopa Continuum of Care and regional homeless service providers including A New Leaf (emergency shelters for homeless men, women and families), Central Arizona Shelter Services (emergency shelter for men & women), House of Refuge (transitional housing for families), Catholic Charities Community Services (domestic violence shelter), Child Crisis Center (temporary housing for children), and Save the Family (homeless families intervention program) that provided assistance to 109 homeless individuals and families including the chronically homeless, veterans and unaccompanied youth. Gilbert provided \$90,500 in general fund dollars to support these providers. Gilbert also participated and contributed data in preparation for funding to support the regional homeless assistance programs by participating in MAG's regional Point-In-Time Homeless Street Count and MAG's annual Heat Relief Campaign. In addition, Gilbert contributed \$5,000 in funding to the non-profit organization, Shoebox Ministry, whom focuses on providing toiletries for the homeless and working poor serving 639 individuals this past year.

Addressing the emergency shelter and transitional housing needs of homeless persons

Homeless individuals' needs are assessed at a regional level by contacting a centralized intake system in which individuals information is taken, needs are assessed and appropriate placement to an emergency, transitional or other shelter/services are provided as available. The Town of Gilbert annually contributes general funds to regional homeless service providers in order for homeless Gilbert residents to receive assistance and shelter as needed.

In fiscal year 2016-2017 Gilbert provided a total of \$173,500 in general funds and voluntary donations to non-profit organizations to assist in preventing homelessness for adults. Several regional shelters including a New Leaf, Central Arizona Shelter Services, and House of Refuge were supported to provide emergency and transitional shelter to homeless individuals and families and victims of domestic violence to avoid them living on the streets. A total of 89 individuals received 1,770 bed nights in a clean, safe environment. Gilbert also funded the Gilbert CAP office that provides emergency financial assistance to families in crisis and on the verge of being evicted therefore causing homelessness. A total of 1,966 individuals and families received emergency financial assistance which included rent, mortgage or utilities assistance to help in alleviating a crisis and avoiding eviction or utility shut-offs.

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

Although Gilbert does not have a specific transition plan for those who are discharged from publicly funded institutions such as health care facilities, mental health facilities, etc.; staff work closely with both the fire and police departments to communicate Town staff resources and community resources available. In addition, as we outlined in our annual action plan, the Town of Gilbert committed to supporting the Gilbert Community Action Program (CAP) utilizing general funds. The CAP office provides emergency financial assistance, case management and referrals for other services to assist individuals and families from being evicted and becoming homeless. Those Gilbert households seeking financial assistance through the Gilbert CAP office typically have very limited or no cash resources to use as personal safety nets.

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

Gilbert supports the regional efforts of the CoC, the Continuum of Care. This group has identified goals to end homelessness which includes mechanisms to ease the transition for people exiting emergency and transitional housing to permanent supportive housing. Actions include continuing case management and wrap-around supportive services for individuals who have found permanent supportive housing to assist with the transition and to alleviate any obstacles that may occur which would cause them to lose their permanent housing and return to emergency or transitional housing. Gilbert's community needs assessment identified homeless individuals and families as the fifth prioritized population group needing additional services which continues to keep Gilbert's focus on supporting regional homeless services and domestic violence programs that provide emergency shelter, transitional shelter and support services to Gilbert's residents. In regards to veterans, Gilbert is home to the Southeast VA Health Care clinic and the Town is supporting the development of a Welcome Home Veterans Park on Town property which will provide additional resources.

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

Actions taken to address the needs of public housing

The Town of Gilbert does not have its own Housing Authority therefore there are no Public Housing or Section 8 programs based in Gilbert. Gilbert falls under the jurisdiction of Maricopa County's Section 8 program which assists participants located in Gilbert. The Town has no immediate plan to establish a Housing Authority to administer Public Housing and Section 8 programming in Gilbert. This is due to the high administrative cost of operating the program compared to the number of units that would be allocated to Gilbert and no increased benefit from HUD in the form of additional vouchers or funding.

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

The Town of Gilbert does not have any public housing. However, Gilbert continues to strive to keep residents in their own homes by offering the emergency and minor home repair program to low and moderate income homeowners. In addition, Gilbert partnered with Gilbert Cares who also focuses on rehabilitation of homes to keep families in place. In addition, Gilbert provides general fund dollars to East Valley Adult Resources whose mission is to empower and support Gilbert older adults and their families to remain independent and engaged in our communities.

Actions taken to provide assistance to troubled PHAs

The Town of Gilbert does not have a public housing administration.

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)

Gilbert continued to work with internal departments to review any possible negative effects on public policies, fees and charges, and zoning ordinances to ensure they did not provide barriers to affordable housing efforts. There were no specific barriers or negative effects identified in fiscal year 2016-2017.

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

Gilbert identified the obstacles as the on-going maintenance needs and replacement costs of the older built environment in north Gilbert, the aging of homes in north Gilbert, and increased need for services due to population growth. To address the identified obstacles, Gilbert targeted capital improvements in north Gilbert including the second phase of the renovation of Page Park Center to serve low and moderate income families, provision of home improvements through the Emergency and Minor Home repair program, and establishing a community partnership that will allow for continued improvements of Gilbert homes. In addition, to support the increased need for services Gilbert provided assistance through its general fund for senior activities, senior meals and health assessments, services for at-risk youth, emergency & supplemental food distribution, and rental assistance.

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

Gilbert has newer housing stock, of which 41% were built between 1990 and 1990, 31% were built between 2000 and 2004. Over 90% of Gilberts housing stock was built after 1990. Gilbert's Emergency and Minor Home Repair program is the mechanism utilized by Gilbert to address lead based paint hazards. For last fiscal year, Gilbert assisted 16 homeowners whose homes were built prior to 1978 and completed an on-site inspection done by an EPA certified Risk Assessor. This check is coupled with the environmental review.

In addition, Gilbert has in place that any program that utilizes CDBG or HOME funds is researched to obtain the year in which the home was built. Each home older than 1978 is inspected by a certified Lead Based Paint inspector to ensure there are not hazards appearing on the property. If such hazards are present, Gilbert will contract with a consultant to test the level of lead based paint hazard to determine the appropriate mitigation techniques.

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

Gilbert supported various public service programs with its own general funds to assist in reducing the number of poverty level families. Specifically, Gilbert funded programs that focused on providing emergency financial assistance to prevent eviction and utility shut offs, employment training and job search information, child care assistance, and case management. These vital services assisted persons in maintaining their housing, employment and offering a stable environment for dependents.

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

The Town Manager's Office houses the Community Resources section, which administers and implements the plan through partnerships with public and private entities. An Assistant to the Town Manager oversees the Community Resources Supervisor, who in turn is responsible for the administration of the CDBG and HOME programs. The Housing Rehabilitation Specialist is responsible for managing the Town's Emergency and Minor Home Repair Program and is a direct report to the Supervisor. This section also works with the Town's Capital Improvement Project team (CIP), parks & recreation staff, and private consultants and contractors to carry out infrastructure projects. Most activities are performed by sub recipients, contractors or contracted service providers (Providers) and governed by binding contracts entered into between the Provider and the Town of Gilbert. The contract contains a scope of work, schedule of completion, budget and operational provisions through which Gilbert can determine provider compliance with all applicable regulations, and performance measures.

As identified in the annual action plan, there are very few service providers physically located in the Town of Gilbert. Therefore, Gilbert continued to partner with regional service providers and planning partnerships such as the Maricopa Association of Governments (MAG), to find new ways to provide services in the most efficient and effective manner. The Town has partnered with MAG in regional planning activities that identify strategies for overcoming regional homelessness, transportation issues, domestic violence, and aging services. Gilbert also participated in volunteer recruitment, days of service, and engages the faith community to assist in areas where service providers need assistance in outreach. Furthermore, Gilbert continued to provide funding to support the regional providers who assist in serving Gilbert residents.

Gilbert continued to also focus on closing the gap regarding local service providers by continuing the process for renovation of the Page Park Center to allow for service providers to have a presence in Gilbert.

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

Gilbert continued to collaborate with public and private housing and social service agencies to meet the goals and objectives of the Consolidated Plan. This included attending MAG and HOME meetings, special meetings and/or participation on relevant task forces such as the Mayor's Behavioral Health and Substance Use Coalition, Gilbert for Our City, Gilbert Cares and various stakeholders involved in the planning of the Page Park Renovation project.

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

Gilbert is a member of the Maricopa County HOME Consortium and participated in the Regional Analysis of Impediments to Fair Housing Choice. One impediment noted was the lack of education regarding fair housing laws. Gilbert created web pages with a variety of housing resources, information, and educational documents that are available to the public and are also used as a resource for other departments and non-profit providers

to assist those with questions. In addition, in FY 2016-2017 Gilbert provided funding to the AZ Fair Housing Center who hosted four workshops to increase awareness and educate the local community on fair housing.

The analysis also found that the cost of affordable housing limits housing choice. Gilbert continues to utilize its HOME funds to provide additional affordable housing within Gilbert as recommended. Maricopa County Housing Authority administers Section 8 housing choice vouchers on behalf of Gilbert. Vouchers may be used by participants Town-wide which decreases the opportunity of poverty concentration in specific areas of Gilbert. Gilbert has three Low Income Housing Tax Credit multi-family apartment complexes which are all located on public transit routes. Finally, Gilbert extended a bus route to provide access to those at the House of Refuge (transitional housing) to allow for better mobility.

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

Gilbert employs a Community Resource Supervisor to administer all CDBG and HOME funded projects and contracts plus a Housing Rehabilitation Specialist to administer the Emergency and Minor Home Repair Program. It is the responsibility of these positions to ensure compliance with requirements of the programs involved and create the comprehensive planning requirements.

The Town of Gilbert utilizes standards to monitor all CDBG funded activities to ensure long-term compliance of regulations. Each program/project funded with CDBG is reviewed to ensure it meets national CDBG objectives and complies with CDBG eligibility. A public process is utilized to determine funding priorities, strategies and goals for use of CDBG funds that aligns with both Town Council priorities and Town Strategic Initiatives. Each funded activity must enter into a contractual obligation with Gilbert to ensure that contracted services and Scope of Work activities are carried out as agreed-to, and to ensure compliance with federal regulations. This includes a subcontractor requirement to provide outreach to minority and Section 3 businesses when applicable. Documentation is provided from subcontractors to include outreach efforts and procurement of minority and Section 3 businesses for a CDBG funded project.

Each project is analyzed for eligibility, past performance, community impact and measurable outcomes that must ultimately benefit the Town of Gilbert. An environmental review is completed for each project and a Notice to Proceed is issued prior to any federal funds being expended.

Organizations contracted for services must report activities every quarter identifying program demographics and status of measurable outcomes as specified in their funding contract. In addition, financial reimbursements are required monthly with appropriate back up demonstrating that expenses were incurred for appropriate line items and that budgetary requirements are being met.

For fiscal year 2016-2017, Gilbert completed internal spot checking of Emergency and Minor Home Repair client files to ensure compliance is maintained. Monthly review of budget and financial expenditures of the program are completed and discussed among staff to ensure annual budget projections are followed. In addition, Gilbert completes an annual risk assessment to determine whether contracts need an on-site monitoring or desk monitoring. On site monitoring's conducted every two years. One contract was issued for HOME funds in FY 2016-17 and an on-site monitoring was completed with no findings. A HOME Consortium monitoring tool was utilized to ensure all regulations, contract provisions and budgetary expectations were completed.

In addition, CDBG funds were utilized to contract with an architectural firm to complete the Page Park Renovation project building construction drawings. Monthly phone calls and/or meetings took place to ensure measurable goals and budgets were being met and on schedule.

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.

Gilbert's fiscal year 2016-2017 CAPER report was posted on Gilbert's Community Resources webpage for the required 15 day comment period from Wednesday, September 6, 2017 through Wednesday, September 20, 2017. Solicitation of public comments and notification of where to find the report is publicized on Gilbert's Facebook page, through Gilbert's Twitter account, and Gilbert's Home page. It was determined this was a more widely utilized mechanism to encourage public comment rather than posting in a public newspaper. A hard copy of the report was available for viewing at the Southeast Regional Library, Town of Gilbert Offices, Gilbert Community Center and Gilbert CAP office.

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.

Following the completion of Gilbert's community needs assessment, Gilbert had a clearer picture of the specific needs and vulnerable populations in Gilbert. Gilbert used the results and recommendations in the needs assessment to complete its CDBG 5 Year Consolidated Plan to better align CDBG resources with priorities and needs identified in the needs assessment.

During the first annual plan year, Gilbert was presented with a new opportunity for partnership to provide much needed services to Gilbert low and moderate income residents. The original goal was to begin implementation of the Heritage District Infrastructure Replacement Project utilizing CDBG funds; however, the project was put on hold to further explore renovation of a vacant Town owned building to provide CDBG eligible services to Gilbert residents. Although this opportunity did not fundamentally change the objective of the Town to complete infrastructure improvements, it was determined that the proposed renovation of Page Park Center would provide a larger impact for the low to moderate income community and better meet the needs identified in the needs assessment rather than completing the original infrastructure improvements. Therefore, Gilbert postponed use of funds for the Heritage District Infrastructure Replacement Project and proceeded in year two with creation of the documents necessary for the renovation of Page Park.

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

No

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

Gilbert does not receive ESG funds

Reports

Certification of Consistency with the Consolidated Plan

U.S. Department of Housing
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.
(Type or clearly print the following information:)

Applicant Name: Phoenix/Mesa/Maricopa County Continuum of Care-AZ 502

Project Name: Refer to attached list.

Location of the Project: Town of Gilbert, AZ

Name of the Federal Program to which the applicant is applying: Continuum of Care Program Funding

Name of Certifying Jurisdiction: Town of Gilbert

Certifying Official of the Jurisdiction Name: Melanie Dykstra

Title: Community Resources Program Supervisor

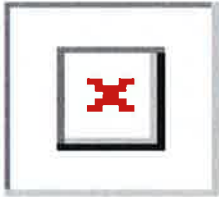
Signature: 

Date: 9-1-17

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

Current CDBG Timeliness Report
 Grantee : GILBERT, AZ

PGM YEAR	PGM START DATE	TIMELINESS TEST DATE	CDBG GRANT AMT	--- LETTER OF CREDIT BALANCE ---		DRAW RATIO		MINIMUM DISBURSEMENT TO MEET TEST	
				UNADJUSTED	ADJUSTED FOR PI	UNADJ	ADJ	UNADJUSTED	ADJUSTED
2016	07-01-16	05-02-17	856,245.00	1,388,853.48	1,388,853.48	1.62	1.62		
2017	07-01-17	05-02-18	UNAVAILABLE	1,275,544.58	1,275,544.58	*****	*****	GRANT UNAVAILABLE FOR CALCULATION	



PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	858,681.42
02 ENTITLEMENT GRANT	856,245.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,714,926.42

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	438,933.99
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	438,933.99
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	207,286.02
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(42,826.14)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	603,393.87
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,111,532.55

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	438,933.99
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	438,933.99
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

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

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	856,245.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	856,245.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	207,286.02
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	(42,826.14)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	164,459.88
42 ENTITLEMENT GRANT	856,245.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	856,245.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.21%



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PGM Year: 2016
Project: 0001 - 2017 Emergency Minor Home Repair
IDIS Activity: 129 - 2016- Gilbert Emergency & Minor Home Repair Program
Status: Completed 6/30/2016 12:00:00 AM
Location: 1377 E Loma Vista St Gilbert, AZ 85295-4901
Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Rehab, Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 10/28/2015

Description:
 Gilbert Emergency & Minor Home Repair will assist 85 households with health or safety related issues within the home for income eligible homeowners.

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$136,446.79	\$0.00	\$0.00
		2014	B14MC040511		\$0.00	\$136,446.79
		2015	B15MC040511	\$113,720.59	\$85,485.00	\$113,720.59
Total	Total			\$250,167.38	\$85,485.00	\$250,167.38

Proposed Accomplishments

Housing Units : 85

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	63	22	0	0	63	22	0	0
Black/African American:	4	0	0	0	4	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	67	22	0	0	67	22	0	0



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Female-headed Households: 24 0 24

Income Category:

	Owner	Renter	Total	Person
Extremely Low	19	0	19	0
Low Mod	36	0	36	0
Moderate	12	0	12	0
Non Low Moderate	0	0	0	0
Total	67	0	67	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
-------	--------------------------	--------------

2016 The Gilbert Emergency and Minor Home Repair Program assisted 67 low to moderate income homeowners with health and safety related repairs within their homes. Of the 67 households served, 42% were elderly; 39% were disabled, and 30% were female Head of Households. The majority of repairs requested continue to be HVAC related, especially air conditioning repair or replacement, roofing and plumbing.



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PGM Year: 2015
Project: 0002 - CDBG Administration
IDIS Activity: 130 - FY2016 - CDBG Administration
Status: Completed 12/15/2016 12:00:00 AM
Location:
Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 10/28/2015

Description:
 Administration for CDBG program
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC040511	\$130,473.10	\$42,917.45	\$130,473.10
Total				\$130,473.10	\$42,917.45	\$130,473.10

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	0	0

Female-headed Households: 0

Income Category:
Owner **Renter** **Total** **Person**



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Extremely Low	0
Low Mod	0
Moderate	0
Non Low Moderate	0
Total	0
Percent Low/Mod	0

Annual Accomplishments

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



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PGM Year: 2016

Project: 0003 - 2016 - Page Park Center Facility Renovation Project

IDIS Activity: 131 - 2016 - Gilbert Wellness & Resource Center

Status: Open
Location: 132 E Bruce Ave Gilbert, AZ 85234-5750

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Facilities and Improvement (General) (03)
National Objective: LMA

Initial Funding Date: 04/21/2016

Description:

The Gilbert Wellness & Resource Center will utilize CDBG funds to rehabilitate an existing Town facility to be utilized by non-profit partners to provide health, wellness, education and resources to income eligible residents.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$331,271.98	\$0.00	\$0.00
		2014	B14MCO40511		\$120,352.74	\$124,770.93
		2015	B15MCO40511	\$543,836.02	\$0.00	\$0.00
		2016	B16MCO40511	\$424,996.00	\$0.00	\$0.00
Total	Total			\$1,300,104.00	\$120,352.74	\$124,770.93

Proposed Accomplishments

Public Facilities : 1
 Total Population in Service Area: 233,028
 Census Tract Percent Low / Mod: 66.30

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
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2016	The Town of Gilbert proposes to utilize CDBG funds to renovate and rehabilitate a Town-owned facility in which non-profit partners will provide medical, dental, behavioral health and family resource services.	
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PGM Year: 2016
Project: 0002 - 2016- CDBG Administration
IDIS Activity: 132 - FY2017-CDBG Administration
Status: Open
Location: Objective:
 Outcome:
 Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 10/25/2016

Description:

Funding for administration of CDBG programs for the Town of Gilbert.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2015	B15MC040511	\$6,281.39	\$6,281.39	\$6,281.39
		2016	B16MC040511	\$164,967.61	\$158,087.18	\$158,087.18
Total	Total			\$171,249.00	\$164,368.57	\$164,368.57

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	0	0
Female-headed Households:	0							



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Income Category:	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

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



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PGM Year: 2016
Project: 0001 - 2017 Emergency Minor Home Repair
IDIS Activity: 133 - 2017-Gilbert EMHR program
Status: Completed 6/30/2017 12:00:00 AM
Location: 433 S Seawynnds Blvd Gilbert, AZ 85233-6760
Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 10/25/2016

Description:
 Funding for home repair assistance to low and moderate income homeowners
Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2016	B16MCO40511	\$233,096.25	\$233,096.25	\$233,096.25
Total				\$233,096.25	\$233,096.25	\$233,096.25

Proposed Accomplishments

Housing Units : 75

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	46	19	0	0	46	19	0	0
Black/African American:	2	0	0	0	2	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	3	0	0	0	3	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	51	19	0	0	51	19	0	0

Female-headed Households: 7



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	11	0	11	0
Moderate	34	0	34	0
Non Low Moderate	6	0	6	0
Total	51	0	51	0
Percent Low/Mod	88.2%		88.2%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2016	Assisted 51 homeowners with repairs related to health and safety of their homes. Specifically, completed 12 plumbing repairs, 12 air conditioning repairs, 1 electrical, 4 roofing, 6 general, and 16 homes with multiple repair areas. Average household size was 2.46 and of those homeowners, services was provided to 6 Elderly Only, 7 female Head of Household Only, 12 Disabled Only, 12 Elderly & Disabled, 2 Disabled & Female Head of Household and 2 Elderly & Female Head of Household.	



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Total Funded Amount:	\$2,085,089.73
Total Drawn Thru Program Year:	\$902,876.23
Total Drawn In Program Year:	\$646,220.01

Maricopa HOME Consortium 2016-2017 CAPER

HOME Consortium Contribution Format & Content Instructions

- Contributions are being solicited for each of the eCon Planning Suite IDIS templates in the enclosed Word document for HOME funded activities in your jurisdiction. These include the relevant templates that the lead agency is required to include. Questions that require your contributions or narratives throughout the plan are highlighted.
- Contributions are due to Regina Marette MaretteR@mail.maricopa.gov and Carissa Cyr CyrC@mail.maricopa.gov at Maricopa County on or before **Friday, August 18, 2017**.
- HOME APR and Match Reports (separate excel doc with two tabs) are due to Maricopa County on or before August 18, 2017.
- Maricopa County as the lead agency will be inserting all related information that you provide in the enclosed word document.
- Participating Grantees (the HOME Consortium members) will be responsible for creating, inputting information, and submitting their respective CDBG or CDBG/ESG CAPER Templates to HUD.
- Due to an overall character limit to each question of the the CAPER, we ask that your comments be **focused and concise**. Our approach is to add the information that you provide to the Discussion section of each template, unless the combined narratives exceeds the character limit in IDIS. In this case, your information will be compiled in the Appendix.

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 Town of Gilbert contracted with a non-profit organization to purchase, rehabilitate and rent one single family home to a low-income family with dependents. This purchase increased our total permanent affordable housing stock to 14 total units.

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)

Gilbert accomplished its goals and objectives by utilizing its FY 2016-2017 HOME allocation of \$200,023 to purchase, rehabilitate and rent a single family home to low income renters with dependent children.

Provide total HOME and CDBG expenditures for all *affordable housing* activities during FY 16/17 (July 1, 2016 - June 30, 2017).

HOME Funds Expended	\$200,023
CDBG Funds Expended	\$ 233,096.25

	HOME Dollars Allocated	HOME Dollars Expended	CDBG Dollars Allocated	CDBG Dollars Expended	Proposed # of Units/Persons Assisted	Actual # of Units/Persons Assisted	Description of Accomplishments
Acquisition of Land and/or Construction of New Housing for Owner Occupants							
Acquisition and Rehabilitation for Resale of Single Family Homes	200,023	200,023			1	1	Purchased and rented one permanent affordable rental home in Gilbert
Acquisition and/or Rehabilitation of Rental Housing							

Homebuyer Assistance							
Owner Occupied Housing Rehabilitation or Reconstruction			260,000	233,096.25	70	50	Assisted 50 Gilbert homeowners with emergency home repair and minor rehabilitation
TBRA							
HOME Program Administration							

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.

One of the highest priority activities utilizing CDBG to meet community needs is the renovation of Page Park Center. The renovation will accommodate non-profit providers who will offer services and resources for uninsured, underinsured and low-income adults and children. Consequently, in FY 2016-2017 the primary objective of Gilbert was to complete construction drawings and bid the Page Park project so that construction could begin during FY17-18. A total of \$99,482,53 in CDBG funds was expended to completed the last phase.

The plan also outlines proposed strategies for the expenditures of Gilbert's CDBG funds with the mission to provide a suitable living environment by revitalizing low- to moderate income neighborhoods and generating affordable housing opportunities. Specifically, Gilbert’s Emergency and Minor Home Repair program assisted low and moderate residents with alleviating health or safety hazards in their home. Of those residents, 17% were very low income, 74% were low income and 11 % qualified as moderate income and over \$233,000 of CDBG funds were used in support of the program.

Furthermore, Gilbert received \$200,023 in HOME funds for Fiscal Year 2016-2017 and was able to add one additional affordable rental home in Gilbert through a contract with Save the Family bringing the total number of permanent affordable rental homes in Gilbert to fourteen (14).

Leveraging

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

The Town of Gilbert requires non-profit partners receiving HOME funds to provide the 25% non-federal match required by the HOME program. Affordable Rental Movement of Save the Family provided a total of \$50,005 in match funds to leverage the total \$200,023 received from Gilbert to purchase rehabilitate one single family home to be utilized as permanent affordable rental housing.

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 (FROM AAP)	Actual
Number of homeless households to be provided affordable housing units		
Number of non-homeless households to be provided affordable housing units	1	1
Number of special-needs households to be provided affordable housing units		
Total	1	MUST MATCH TABLE 12 TOTAL

Table 1 – Number of Households

	One-Year Goal (FROM AAP)	Actual
Number of households supported through rental assistance		
Number of households supported through the production of new units		
Number of households supported through the rehab of existing units		
Number of households supported through the acquisition of existing units	1	1
Total	1	MUST MATCH TABLE 11 TOTAL

Table 2 – Number of Households Supported

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

The Town of Gilbert met its goals and outcomes by adding one permanent affordable rental unit to Gilbert's housing stock, bringing the total number of units available to fourteen (14).

Discuss how these outcomes will impact future annual action plans.

Gilbert will continue to strategize the best and most impactful way to utilize HOME funds to increase affordable housing opportunities in Gilbert.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income		5
Low-income		
Moderate-income		
Total		5

Table 3 – Number of Persons Served

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.

Gilbert utilizes its HOME funds to increase its affordable rental housing stock. These rentals are for households with dependent children whose income is at or below 60% of the area median income. This provides affordable housing opportunities for those who pay more than half of their income towards rent, homeless or in danger of being homeless households and those with disabilities.

Narrative Information (optional)

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

While Gilbert does not currently utilize CDBG or HOME funds to address needs of homeless persons, Gilbert did allocate \$417,000 in general funds to non-profit partners to meet basic and critical needs for vulnerable populations in Gilbert. This includes homeless persons and homeless families with dependent children.

Addressing the emergency shelter and transitional housing needs of homeless persons

Gilbert funded \$75,500 to five non-profits that provide emergency shelter, transitional housing, and support services for homeless persons. In addition, \$153,000 was provided to other non-profits that support basic needs for homeless persons or those in danger of becoming homeless such as emergency rental assistance to avoid addiction, food boxes and clothing.

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

Gilbert provided \$417,000 in general funds to 17 non-profit partners in FY16-17 to provide a wide variety of basic needs services including housing, food, clothing, services for the elderly, emergency financial assistance, youth prevention and mentoring programs and foster care assistance.

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

Many of our homeless non-profit partners provide case management, workforce development, and benefit

assistance to assist homeless persons and families to gain sustainable, affordable housing, increase their wage earning potential, increase their education and receive eligible benefits. This in turn, provides more stability for families to reduce the risk of becoming homeless again.

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

Actions taken to address the needs of public housing

The Town of Gilbert does not have public housing.

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

N/A

Actions taken to provide assistance to troubled PHAs

N/A

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)

Gilbert continued to work with internal departments to review any possible negative effects on public policies, fees and charges, and zoning ordinances to ensure they did not provide barriers to affordable housing efforts.

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

In FY 2016-2017 Gilbert met with several community stakeholders to partner in new ways which allows expansion of service to be provided within Gilbert geographic boundaries. One new partnership is Gilbert Cares which assist homeowners with basic landscaping and painting needs not accommodated by the Emergency and Minor Home Repair program. In addition, it is anticipated that through the renovation of the Page Park Center new services will be available in Gilbert beginning in mid-2018 which will lesson the barrier of transportation to receive services.

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

All homes assisted with HOME or CDBG funds are inspected for lead-based paint hazards. All clients residing in those homes receive informational brochures on lead-based paint and must sign that they received and understood the material.

For activities involving lead-based paint requirements identify the number of units/persons assisted in reducing lead-based paint hazards in each category.

Category	Units/Persons Assisted
Housing Choice Voucher	
HOME Assisted Rental Units	1
Single Family Housing Rehabilitation	10
Emergency Repair	40
Assisted Homeownership	

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

Gilbert continued to assist in reducing the number of poverty-level families by funding non-profit partners who provide case management, food boxes, emergency clothing, emergency financial assistance and utility assistance.

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

Gilbert continues to meet with community stakeholders and partners to increase institutional structure. This included the creation of the behavioral and substance abuse coalition, participating in meetings with faith organizations and meeting with regional partners to strategize on better meeting the needs of our community.

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

Gilbert continued to collaborate with public and private housing and social service agencies to meet the goals and objectives of the Consolidated Plan. This included ongoing meetings, special meetings and/or participation on relevant tasks forces such as the Mayor's Behavioral Health and Substance Use Coalition, Gilbert For Our City, Gilbert Cares and various stakeholders involved in the planning of the Page Park Renovation project.

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

In FY 2016-2017 Gilbert provided funding to the AZ Fair Housing Center who hosted four workshops to increase awareness and educate the local community on fair housing.

For activities that may involve possible displacement (acquisition, rehab, or demolition of occupied real property) describe steps taken to minimize displacement. Identify if the grantee has a Displacement Mitigation Plan and briefly describe the grantees strategy to minimize displacement.

Gilbert does not allow purchases of property that may need significant rehab or may cause displacement to current occupants. If this was the case, Gilbert would not provide approval for the home purchase. There was no displacement in FY 2016-2017.

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

Gilbert completes an annual risk assessment to determine whether contracts need an on-site monitoring or desk monitoring. On site monitorings are conducted every two years. One contract was issued for HOME funds in FY 2016-17 and an on-site monitoring was completed.

# of Organizations/Activities Monitored FY16/17	1
# of Findings	0
# of Findings Resolved	
# of Concerns	0
# of Concerns Resolved	

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.

CR-50 - HOME 91.520(d)

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

# of Properties within Affordability Period	14
# of Properties Monitored	0
# of Units Inspected	14
# of Units that Passed Minimum Property Standards	14

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

All homes are inspected on an annual basis during lease renewal. There were no significant issues detected during FY 2016-17.

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

Gilbert's partner agency, ARM of Save the Family, received HOME funds to increase the permanent affordable housing stock in Gilbert. ARM is responsible for providing affirmative marketing techniques to ensure equal access to available units.

Describe other actions taken to foster and maintain affordable housing. 91.220(k)

Gilbert continued to strategize and utilize federal funds to best meet the affordable housing needs within the community by providing HOME funds to assist low-income renters and providing CDBG funds to assist low-income homeowners to stay in their homes by alleviating hazardous and safety related issues.

