



Town of Gilbert  
Consolidated  
Annual  
Performance and  
Evaluation Report  
(CAPER)

2017-2018

Community Development Block Grant  
Home Investment Partnership

September 28, 2018

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

#### **91.520(a)**

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

For the Fiscal Year 2017-2018 and the third 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 sixty five (65) Gilbert homeowners and complete the Page Park Center renovation project. The Page Park Center Renovation project proposed 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 56 homeowners during the year, which was comprised of 159 individuals served, double the number of individuals served last year. In addition, staff assisted an additional 9 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 (27%), assisting with roof replacements or repairs (6%), electrical repairs (6%), health & safety (5%), glass repairs (6%) and general repairs (26%) 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. Furthermore, not only was all allocated funding of \$260,000 utilized on the program but additional funding of \$27,638 was transferred to the program from administrative and project savings and in order to meet and complete the demand for service.

The Page Park Center Renovation project was a multi-year project and the focus of the third year plan was to finalize the renovation. Substantial completion of the facility was achieved in June 2018 and organizations began operating July 2018. There continues to be input and active involvement of six major stakeholders who are the foundational partners in providing services at the facility.

#### **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: \$260,000	Homeowner Housing Rehabilitated	Household Housing Unit	178	174	97.75%	65	56	86.15%
Gilbert Wellness & Resource Center	Non-Homeless Special Needs	CDBG: \$451,009	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	875	0	0.00%	0	0	Renovation completed June 2018
Homelessness	Homeless	General Fund: \$150,000 (over 5 years)	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	650	599	92.15%	130	215	165%
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	1853	34.16%	0	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 to accommodate non-profit providers who will offer services for the uninsured, underinsured and low-income adults and children. In FY 2017-2018 Gilbert completed substantial renovation and identified an operator of the facility. A total of \$1,377,736.43 in CDBG funds was expended to complete the substantial renovation. It is anticipated that some additional funds will be expended to close out the project with punch list items.

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, 35% were very low income, 47% were low income and 18% qualified as moderate income and \$287,638 of CDBG funds was used in support of the program.

Furthermore, Gilbert received \$201,990 in HOME funds for Fiscal Year 2017-2018 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 fifteen (15).

Finally, Gilbert leverages general fund dollars with non-profit providers to enhance services for Gilbert residents. In 2017-2018, 21 different non-profit organizations were assisted with funding totaling \$430,700. 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)

	<b>CDBG</b>
White	52
Black or African American	3
Asian	0
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>56</b>
Hispanic	20
Not Hispanic	36

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

**Narrative**

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	888,761	524,614
HOME	HOME	201,990	201,990
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

### Narrative

In 2017, expenditures of \$1,377,736 supported the Page Park Center renovation project and an additional \$287,638 was expended on the Emergency and Minor Home Repair program. In addition, Gilbert expended \$430,700 in general fund dollars to support 23 different social service programs provided by 21 organizations to Gilbert residents.

Furthermore, Gilbert received \$201,990 in HOME funds for Fiscal Year 2017-2018 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 fifteen (15).

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Heritage District	60	59	Page Park Renovation
Town-wide	20	41	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, 32% of funds were committed to the EMHR program and the rest is used for administration which is also considered a town wide impact. The EMHR program also assisted homeowners in the Heritage District, totaling 16% of the homeowners assisted. Therefore, if that was added to the Heritage District, the split would be 75% Heritage District and 25% 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 2017-2018, ARM of Save the Family, Gilbert's recipient of HOME funds provided \$50,500 in non-federal match to assist in purchasing and rehabilitating one permanent affordable rental home in Gilbert.

Finally, Gilbert reached substantial completion in the renovation of the Page Park Center. This project leveraged 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 will 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
<b>Total</b>	<b>1</b>	<b>1</b>

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	65	56
Number of households supported through Acquisition of Existing Units	1	1
<b>Total</b>	<b>66</b>	<b>57</b>

Table 6 – 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 14 to 15 units meeting its goal.

The Emergency Minor Home Repair was shy of meeting its goal of serving 65 homeowners; the program is on track to meet the expected number of households over the five year plan. Furthermore, not only was all allocated funding of \$260,000 utilized on the program but additional funding of \$27,638 was transferred to the program from administrative and project savings and in order to meet and complete the demand for service of the 56 homeowners who requested assistance.

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 2017 and the CAP office provided 1,031 direct financial assistance payments utilizing all of the available funding sources.

In addition, Gilbert allocated \$98,700 in general fund dollars to support seven organizations that provided services to the homeless including emergency and transitional housing. The organizations included Catholic Charities, Child Crisis Center, Central Arizona Shelter Services, A New Leaf (Family Shelter and Men's Center), the House of Refuge, Chrysalis and Save the Family whom combined assisted 288 individuals with housing needs.

Furthermore, Gilbert funded the 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 or the elderly. The EMHR program, which utilizes CDBG funds, assisted 18 elderly and 25 handicapped individuals with their home needs. The outside organizations were provided \$31,500 in general funds and they served over 1,242 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. The partnership established with Gilbert Cares, an organization whose mission is obtain volunteer support from organized youth and adult groups to refurbish and maintain the homes of the elderly, the disabled, and families-at-risk throughout Gilbert, resulted an additional 6 homeowners being assisted.

Gilbert also recently approved a zoning ordinance amendment creating an overlay zoning district that provides additional flexibility for lot coverage and reduced setbacks in the Heritage District for all residential zoning districts. Therefore, if the cost of land is high, builders are able to construct additional residences on a small parcel.

Finally, Gilbert has seen an increase in residential density and multi-family residential uses. Last fiscal year, the planning commission approved over 1,678 units for development and it is anticipated that multifamily units will continue to be developed in Gilbert as is showcased by the 240 pending permits this fiscal year.

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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	20	0
Low-income	26	1
Moderate-income	10	0
<b>Total</b>	<b>56</b>	<b>1</b>

**Table 7 – Number of Households Served**

### **Narrative Information**

The Emergency and Minor Home Repair program serviced 56 income qualified households this past fiscal year, an increase of 9% from the prior year. All participants are required to be homeowners, not renters. Of these, 10 were female head of household, 18 were elderly and 25 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), Chrysalis (domestic violence shelter) and Save the Family (homeless families intervention program) that provided assistance to 288 homeless individuals and families including the chronically homeless, veterans and unaccompanied youth. Gilbert provided \$98,700 in general fund and voluntary donations 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 477 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.

The regional shelters including a New Leaf, Central Arizona Shelter Services, My Sister's Place, Chrysalis and House of Refuge were supported financially by Gilbert 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 177 individuals received 1,578 bed nights in a clean, safe environment. Gilbert also funded the Gilbert CAP office with \$123,000 to assist in providing emergency financial assistance to families in crisis and on the verge of being evicted therefore causing homelessness. A total of 603 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.

In addition, the Boys and Girls Club of Gilbert received \$115,000 in general fund dollars to offer scholarships to low and moderate income working parents. The scholarships assist in covering child care costs for the working parents while providing a safe and educational environment for their school-aged children.

**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**

It is generally less expensive and more effective to prevent a problem before it becomes a problem than it is to solve a problem once it already exists. It is important to the town that all of its residents flourish in our community. Because of that, making sure that low income individuals and families avoid the perils of becoming homeless and given opportunities to thrive is essential to the town's mission which is "a service organization committed to enhancing the quality of life and serving with integrity, trust and respect."

Last year, Gilbert selected many nonprofit organizations that would provide services to our low income Gilbert residents. Some of the services that were provided last year were from organizations such as the Boys and Girls Club, who provided low to no cost after school child care for working parents who are not able to afford the high cost of regular daycare. Junior Achievement of Arizona provided a financial literacy and workforce readiness in classroom program for low income students to help them learn the skills, behaviors, and attitudes they will need in order to be successful and hopefully will help these

children break the cycle of poverty. Big Brothers and Big Sisters and Aid to the Adoption of Special Kids were also funded by Gilbert and offered mentoring programs to Gilbert youth, focusing on connecting at-risk kids with a strong adult role model that help the kids become better well-rounded individuals. Hope for Addiction was another recipient of funds and the organization provided support for those struggling with addiction and helping them transition and find a new life free from addiction including support in job searching, housing, schooling, financial guidance, court and counseling services. Gilbert also chose to fund United Food Bank and Matthew's Crossing Food Bank whom provide support to families in need who then do not have to choose between paying rent or buying food.

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 keeps 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. Furthermore, Gilbert is in the process of finalizing the extension of an agreement with Mesa to utilize VASH vouchers in Gilbert.

## **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, an organization that focuses on rehabilitation of homes to keep families in place. In addition, Gilbert provides general fund dollars to East Valley Adult Resources and Mercy Housing Southwest whose mission is to empower and support Gilbert older adults and their families to remain independent and engaged in our communities by being able to stay in their own homes.

### **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 partners with Affordable Rental movement (ARM) of Save the Family to administer our permanent affordable rental housing program in Gilbert. ARM uses our allocated HOME funds to purchase, rehabilitate and rent one single family attached Gilbert home to a financial eligible family. Household members may also participate in supportive services including money management, increasing employability, and pursuing education.

Gilbert also recently approved a zoning ordinance amendment creating an overlay zoning district that provides additional flexibility for lot coverage and reduced setbacks in the Heritage District for all residential zoning districts. Therefore, if the cost of land is high, builders are able to construct additional residences on a small parcel.

Finally, Gilbert has seen an increase in residential density and multi-family residential uses. Last fiscal year, the planning commission approved over 1,678 units for development and it is anticipated that multifamily units will continue to be developed in Gilbert as is showcased by the 240 pending permits this fiscal year.

### **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 final 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. The contracted non-profit providers offering services at the Heritage Center will close the gap on serving the unmet needs of residents in Gilbert for medical, dental, nutritional, counseling, and other resources. The location is central for Gilbert residents and provides services to underinsured and uninsured residents.

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 and supplemental food distribution, and rental assistance.

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

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 13 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 and 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 were very few service providers physically located in the Town of Gilbert. Therefore, the renovation of the Page Park Center to host non-profit social services will enhance Gilbert's institutional structure. 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 also partnered with MAG in regional planning activities that identify strategies for overcoming regional homelessness, transportation issues, domestic violence, and aging services. Finally, Gilbert participated in volunteer recruitment, days of service, and engages the faith community to assist in areas where service providers need assistance in outreach.

**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. The analysis 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 that 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 as necessary 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.

The program supervisor attended various HUD-sponsored training sessions as well as participated in webinars during 2017-2018. These efforts were to ensure staff remains current with new and/or revised federal regulations regarding HUD funded programs. Staff attended training sessions and/or webinars in the areas of IDIS and E-Con Planning Suite, CDBG/ HOME Trainings, HUD Regional Meeting, and HEROS Tiered Environmental Review.

For fiscal year 2018-2019, 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 is conducted

every two years. 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 outside contractor to complete the Page Park Renovation project building renovation. Weekly 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 2018-2019 CAPER report was posted on Thursday, September 6, 2018 through Thursday, September 20, 2018. 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. The social media posts reached 1,564 people through Facebook, had 2,633 impressions on twitter, and 6,002 reaches on Instagram.

**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.**

As of this time the Town of Gilbert has made no changes to the programs and objective stated in the 2017-2018 Action Plan. Gilbert has stayed true to its primary goals set forth in the Consolidated Plan, including expending additional funds on the emergency and minor home repair program and completing the renovation of the Page Park facility.

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

No

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

# Attachment

## Gilbert Accomplishment Summary

### Gilbert Accomplishments Summary 2017-2018

Agency/Program	Funding Allocated FY 17/18	Program Focus	Funding Source	HUD Outcome	Persons Assisted
<b>Rental Housing Objectives</b>					
ARM of Save the Family	\$201,990	Permanent Affordable Rental Housing	HOME	DH-2	2
<b>TOTAL</b>	<b>\$201,990</b>				<b>2</b>
<b>Owner Housing Objectives</b>					
Emergency Home Repair	\$287,638	Emergency and Minor Home Repair Assistance	CDBG	DH-1	159
<b>TOTAL</b>	<b>\$287,638</b>				<b>159</b>
<b>Homeless Prevention Objectives</b>					
A New Leaf- East Valley Men's Center	\$8,000	Emergency shelter for homeless men	General Funds	SL-1	12
A New Leaf - La Mesita Shelter	\$6,500	Emergency shelter for homeless families	General Funds	SL-3	11
Catholic Charities Community Services	\$20,000	My Sister's Place domestic violence shelter	General Funds	SL-3	13
Central Arizona Shelter Services	\$10,000	Regional emergency shelter for homeless men & women	General Funds	SL-1	28
Child Crisis Center	\$5,000	Temporary housing for children in crisis	General Funds	SL-1	6
Chrysalis	\$10,000	Domestic violence victim services	General Funds	SL-1	73
House of Refuge	\$24,200	Transitional housing for families	General Funds	SL-1	113
Save the Family	\$15,000	Homeless families intervention program	General Funds	SL-1	11
Shoobox Ministry	\$5,000	Toiletries for the homeless	General Funds	SL-3	477
<b>TOTAL</b>	<b>\$103,700</b>				<b>744</b>
<b>Community Development: Public Facilities/Infrastructure Objectives</b>					
Page Park Center Renovation	\$451,009	Building renovation for use as a resource center	CDBG	SL-3	0
<b>TOTAL</b>	<b>\$451,009</b>				<b>0</b>
<b>Community Development: Public Services Objectives</b>					
<b>Anti-poverty Objectives</b>					
AZCEND	\$123,000	Gilbert CAP Office-emergency financial assistance & referrals	General Funds	SL-3	603
United Food Bank	\$10,000	Emergency and supplemental food	General Funds	SL-3	114592
Child Crisis Center	\$15,000	Family education	General Funds	SL-3	188
Matthew's Crossing Food Bank	\$5,000	Meals to Grow-food backpacks for youth	General Funds	SL-3	639
<b>TOTAL</b>	<b>\$153,000</b>				<b>116,022</b>
<b>Non-homeless Special Needs Objectives</b>					
Aid to Adoption of Special Kids	\$5,500	Gilbert foster/adoption support program	General Funds	SL-3	37
Alzheimer's Association	\$5,000	Alzheimer's family support programs	General Funds	SL-3	491
East Valley Adult Resources	\$6,000	Retired senior volunteer program	General Funds	SL-3	101
Gilbert Senior Center: Senior Meals	\$137,000	Congregate & home delivered meals and senior activities	General Funds	SL-3	480
Mercy Housing Southwest	\$15,000	Resident services for seniors	General Funds	SL-3	613
<b>TOTAL</b>	<b>168,500</b>				<b>1,722</b>

## Gilbert Accomplishments Summary 2017-2018

Youth Services					
Big Brothers Big Sisters	\$5,000	Mentoring services	General Funds	SL-3	9
Child Crisis Center	\$5,000	Adoption & foster care	General Funds	SL-1	21
Junior Achievement	\$5,000	Financial literacy program for low-income students	General Funds	EO-3	1704
Gilbert Boys & Girls Club	\$115,000	After school activities and prevention services	General Funds	SL-3	1237
<b>TOTAL</b>	<b>\$130,000</b>				<b>2,971</b>
<b>TOTAL ALL SOURCES</b>	<b>\$1,044,828</b>				<b>121,620</b>
HUD Outcome Code Key	Availability/Accessibility		Affordability	Sustainability	
Decent Housing	DH-1		DH-2	DH-3	
Suitable Living Environment	SL-1		SL-2	SL-3	
Economic Opportunity	EO-1		EO-2	EO-3	

# Reports

## Reports

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1. IIOME CAPER Contributions
2. HOME Match Report
3. HOME Annual Performance Report
4. PR26-CDBG Financial Summary Report
5. PR56-CDBG Timeliness Report
6. PR03-CDBG Activity Summary Reports
7. Semi-Annual Labor Standards Enforcement Report
8. Certification of Consistency with the Consolidated Plan



## **Maricopa HOME Consortium 2017-18 CAPER Contributions**

### **Instructions**

- This format is being used to capture CAPER contributions for HOME funded activities in your jurisdiction. Questions that require contributions or narratives throughout the CAPER template are highlighted.
- Contributions (enclosed Word doc), and the HOME APR and Match Reports (two separate sheets in an Excel doc) are due on or before **Wednesday, August 15, 2018**.
- Submit all CAPER contributions to Carlssa Cyr [Carlssa.Cyr@maricopa.gov](mailto:Carlssa.Cyr@maricopa.gov) and Regina Marett [Regina.Marett@maricopa.gov](mailto:Regina.Marett@maricopa.gov) at Maricopa County.
- Maricopa County as the lead agency will be inserting all related information provided into the appropriate CAPER sections, or the Appendix if IDIS character limits are exceeded.
- HOME Consortium members will be responsible for creating in IDIS, inputting information, and submitting their respective CDBG or CDBG/ESG CAPER Templates to HUD.

CAPFR

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OMB Control No: 2506-0117 (exp. 07/31/2015)





## 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 15 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 2017-2018 HOME allocation of \$201,990 to purchase, rehabilitate and rent a single family home to low income renters with dependent children.

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 funds was to meet community needs for access to services. This objective was met by the renovation of Page Park Center. The renovation of the vacant building was designed to accommodate non-profit providers who will offer services and resources for uninsured, underinsured and low-income adults and children. Consequently, in FY 2017-2018 the primary objective of Gilbert was to complete the renovation of the facility.

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, 35% were very low income, 47% were low income and 18% qualified as moderate income and a total of \$287,638 of CDBG funds were used in support of the program.



### Leveraging

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

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 \$50,500.00 in match funds to leverage the total \$201,990 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.

	Actual
Number of homeless households to be provided affordable housing units	
Number of non-homeless households to be provided affordable housing units	1
Number of special-needs households to be provided affordable housing units	
<b>Total*</b>	<b>1</b>

Table 1 – Number of Households

	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
<b>Total*</b>	<b>1</b>

Table 2 – Number of Households Supported

\*Total in Table 11 Must Match Total in Table 12, per IDIS.

**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 fifteen (15).

**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 and it is Gilbert's intent that with the increased funding allocation for the next



fiscal year, Gilbert will be able to purchase a larger home to support a bigger family unit.

**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. On average, current tenants pay approximately 25% of their annual income toward rent. Using HOME funds provides Gilbert the opportunity to purchase homes that provide an affordable and safe environment to those who are at risk of paying more than half of their income towards rent, homeless or in danger of being homeless, 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 CD 36 or HQMF funds to address needs of homeless persons, Gilbert did allocate \$430,700 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. In addition, Gilbert participated in the annual point in time count to specifically identify homeless persons and determine if resources could be provided.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Gilbert allocated \$93,700 to seven non-profits that provide emergency shelter, transitional housing, and support services for homeless persons. In addition, \$138,000 was provided to three non-profits that support basic needs for homeless persons and to those in danger of becoming homeless. The organizations supply food and emergency rental assistance to avoid eviction.

### **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 \$430,700 in general funds to 21 non-profit partners in 2017-2018 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**

CAPER

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OMB Control No: 2506-0117 (excl. 07/31/2015)



**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 help homeless persons and families to gain sustainable, affordable housing, increase their wage earning potential, grow 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 recently approved a zoning ordinance amendment creating an overlay zoning district that provides additional flexibility for lot coverage and reduced setbacks in the Heritage District for all residential zoning districts. Therefore, if the cost of land is high, builders are able to construct additional residences on a small parcel.

In addition, Gilbert has been allowing rezoning to increase residential density and permit multi-family residential uses. Last fiscal year the planning commission approved over 1678 units for development.

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

In FY 2017-2018 Gilbert contracted with non-profit providers to provide services at the Heritage Center focused on expanding medical, dental, nutritional and counseling services, as well as additional resources to Gilbert residents. The location is central for Gilbert residents and provides services to underinsured and uninsured residents.

**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	





<b>HOME Assisted Rental Units</b>	<b>1</b>
<b>Single Family Housing Rehabilitation</b>	
<b>Emergency Repair</b>	<b>56</b>
<b>Assisted Homeownership</b>	

**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 and service 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 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 completion 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)**

Historically, Gilbert has been known as a large-lot single family community. In recent years, the Town has rezoned several properties to allow for higher densities, which typically creates moderate income housing developments.



**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 did not purchase any property that needed significant rehab or caused displacement to current occupants. If this was the case, Gilbert would not provide approval for the home purchase. There was no displacement in FY 2017-2018.



**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-three years. One contract was issued for HOME funds in FY 2017-2018 and a desk monitoring was completed.

<b># of Organizations/Activities Monitored FY17/18</b>	1
<b># of Findings</b>	0
<b># of Findings Resolved</b>	
<b># of Concerns</b>	0
<b># of Concerns Resolved</b>	

**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**

<b># of Properties within Affordability Period</b>	15
<b># of Properties Monitored</b>	0
<b># of Units Inspected</b>	15
<b># of Units that Passed Minimum Property Standards</b>	15

**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 2017-2018.

**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 continues 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.



**HQME Annual Performance Report**

Directions: Please complete the highlighted sections below.

Participant Information		
Name of the Participating Jurisdiction	Reporting Period Start	Reporting Period End
Town of Gilbert	7/1/2016	6/30/2017

Name of Person Completing this report:	Melanie Dylstra
Contact's Phone Number:	480-503-6956
Address of the Participating Jurisdiction:	50 E Civic Center Dr Gilbert AZ 85296

Program Income - Enter the program amounts for the reporting period. In block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based Rental Assistance.

1. Balance on hand at beginning of reporting period	2. Amount received during reporting period	3. Total amount expended during reporting period	4. Amount expended for TBRA	5. Balance on hand at end of reporting period
\$	\$	\$	\$	\$
	\$ -	\$ -	\$ -	\$ -

Table 7 - Program Income

Minority Business Enterprises and Women Business Enterprises - Indicate the number and dollar value of contracts for HQME projects completed during the reporting period.

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number						
Dollar Amount						

<b>Sub-Contracts</b>						
Number	0					
Dollar Amount	\$ -					

	Total	Women Business Enterprises	Male
<b>Contracts</b>			
Number	1	Bumble Bee	
Dollar Amount	\$ 6,035.00		

<b>Sub-Contracts</b>			
Number	0		
Dollar Amount	\$ -		

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property - Indicate the number of HQME assisted rental property owners and the total amount of HQMF funds in these rental properties assisted during the reporting period.

Minority Property Owners	
--------------------------	--

	Total	Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Number	0					
Dollar Amount	0					

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	Number	Cost
Parcels Acquired		
Businesses Displaced	0	
Nonprofit Organizations Displaced	0	
Households Temporarily Relocated, not Displaced	0	

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
None	0					
Cost	\$ -					

Table 10 – Relocation and Real Property Acquisition



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,111,532.55
02 ENTITLEMENT GRANT	888,761.00
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 (FORM 51 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)	2,000,293.55

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,665,374.34
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,665,374.34
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	110,124.25
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,775,498.59
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	224,794.96

**PART III: LOW/MOD 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	1,665,374.34
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,665,374.34
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	Pr: Pr: Pr:
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	888,761.00
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)	888,761.00
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	110,124.25
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 + LINE 39 + LINE 40)	110,124.25
42 ENTITLEMENT GRANT	888,761.00
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)	888,761.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.28%





Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2017  
 GILBERT, AZ

DATE: 09-25-18  
 TIME: 13:05  
 PAGE: 2

**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**  
 Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**  
 Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	131	5090638	2016 - Gilbert Wellness & Resource Center	032	LMA	\$283,531.50
2016	3	131	6113991	2016 - Gilbert Wellness & Resource Center	032	LMA	\$446,646.66
2016	3	131	6141179	2016 - Gilbert Wellness & Resource Center	032	LMA	\$218,771.50
2016	3	131	6169334	2016 - Gilbert Wellness & Resource Center	032	LMA	\$333,759.23
2016	3	131	6178937	2016 - Gilbert Wellness & Resource Center	032	LMA	\$95,007.52
					<b>032</b>	<b>Matrix Code:</b>	<b>\$1,377,736.41</b>
2017	3	134	6098850	FY2018 - Gilbert Emergency & Minor Home Repair Program	14A	LMH	\$65,071.79
2017	3	134	6113991	FY2018 - Gilbert Emergency & Minor Home Repair Program	14A	LMH	\$90,077.94
2017	3	134	6141179	FY2018 - Gilbert Emergency & Minor Home Repair Program	14A	LMH	\$60,450.54
2017	3	134	6169334	FY2018 - Gilbert Emergency & Minor Home Repair Program	14A	LMH	\$52,101.21
2017	3	134	6178937	FY2018 - Gilbert Emergency & Minor Home Repair Program	14A	LMH	\$19,936.50
					<b>14A</b>	<b>Matrix Code:</b>	<b>\$287,637.91</b>
<b>Total</b>							<b>\$1,665,374.34</b>

**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**  
 Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	1	135	6098850	FY2018-CDBG Administration	21A		\$26,428.12
2017	1	135	6113991	FY2018-CDBG Administration	21A		\$24,000.50
2017	1	135	6141179	FY2018-CDBG Administration	21A		\$25,588.54
2017	1	135	6169334	FY2018-CDBG Administration	21A		\$24,466.65
2017	1	135	6178937	FY2018-CDBG Administration	21A		\$8,578.41
					<b>21A</b>	<b>Matrix Code:</b>	<b>\$118,124.25</b>
<b>Total</b>							<b>\$118,124.25</b>

IDIS - PR56

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

DATE: 09-25-18  
TIME: 13:03  
PAGE: 1

Current CDBG Timeliness Report  
Grantee : GILBERT, AZ

FYM YEAR	FYM START DATE	TIMELINESS TEST DATE	CDBG GRANT AMT	--- LETTER OF CREDIT BALANCE ---		DRAW RATIO UNADJ ADJ	MINIMUM DISBURSEMENT TO MEET TEST	
				UNADJUSTED	ADJUSTED FOR PI		UNADJUSTED	ADJUSTED
2017	07-01-17	05-02-18	888,761.00	923,657.54	923,657.54	1.04	1.04	1.04
2018	07-01-18	05-02-19	UNAVAILABLE	388,806.99	388,806.99	*****	*****	*****

GRANT UNAVAILABLE FOR CALCULATION



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Activity Summary Report (GPR) for Program Year 2017  
GILBERT

Date: 25-Sep-2018  
Time: 13:09  
Page: 1

**PGM Year:** 2016  
**Project:** 0003 - 2018 - Faye Park Center Facility Renovation Project  
**IDIS Activity:** 121 - 2018 - 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:** Other Public Improvements Not Listed  
**National Objective:** LMA  
in 03A-03S (03Z)

**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	Pre-2015		\$331,271.98	\$0.00	\$0.00	\$0.00
	2014	B14MCOM0511		\$206,901.05		\$331,271.98
	2015	B15MCOM0511	\$579,321.92	\$579,321.92		\$579,321.92
	2016	B16MCOM0511	\$465,061.57	\$465,061.57		\$465,061.57
	2017	B17MCOM0511	\$438,371.00	\$126,851.89		\$126,851.89
<b>Total</b>			<b>\$1,814,026.47</b>	<b>\$1,377,736.43</b>		<b>\$1,502,907.36</b>

**Proposed Accomplishments**

Public Facilities : 1  
Total Population in Service Area: 233,028  
Census Tract Percent Low / Mod: 88.30

**Annual Accomplishments**

Years	Accomplishment Narrative	# Benefiting
2018	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. The design of the building renovation began in 2016. 2017-The renovation of the building began in July 2017 and the majority of the construction was completed by May 2018. Final punch list items continued to be completed through September of 2018. Services were able to begin in the facility starting July 2018. The project was completed under budget and funds were re-allocated July 2018.	



U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
 CDBG Activity Summary Report (GPR) for Program Year 2017  
 GILBERT

Date: 25-Sep-2018  
 Time: 13:09  
 Page: 2

**PSM Year:** 2018  
**Project:** 0002 - 2016 - CDBG Administration  
**ENS Activity:** 132 - FY2017-CDBG Administration  
**Status:** Completed 7/11/2017 12:00:00 AM  
**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		\$6,281.59	\$0.00	\$6,281.59
<b>Total</b>			\$164,368.57	\$0.00	\$164,368.57

**Proposed Accomplishments**

**Actual Accomplishments**

Number assisted:

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



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Eblouement and Information System  
CDBG Activity Summary Report (CAPR) for Program Year 2017  
GILBERT

Date: 25-Sep-2018  
Time: 13:09  
Page: 3

Income Category:	Count	Percent	Total	Person
Extremely Low	0		0	
Low Mod	0		0	
Moderate	0		0	
Non Low Moderate	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.



U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
**CDBG Activity Summary Report (QPR) for Program Year 2017**  
**GILBERT**

Date: 25-Sep-2018  
 Time: 13:09  
 Page: 6

**PGM Year:** 2017  
**Project:** 0003 - FY2018 Cllbert Emergency & Minor Home Repair Program  
**IDS Activity:** 134 - FY2018- Gilbert Emergency & Minor Home Repair Program  
**Status:** Open  
**Location:** 435 S Seelyeada Blvd Gilbert, AZ 85233-8780  
**Objective:** Create suitable living environments  
**Outcome:** Sustainability  
**Matrix Code:** Rehab; Single-Unit Residential (14A) **National Objective:** 1.MH

**Initial Funding Date:** 11/22/2017  
**Description:**  
 Gilbert Emergency & Minor Home Repair will assist 65 households with health or safety related issues within the home for income eligible homeowners.  
**Financing**

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2017	517M0040511	\$287,637.91	\$287,637.91	\$287,637.91
<b>Total</b>				<b>\$287,637.91</b>	<b>\$287,637.91</b>	<b>\$287,637.91</b>

**Proposed Accomplishments**

Housing Units : 65

**Actual Accomplishments**

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	52	20	0	0	52	20	0	0
Black/African American:	3	0	0	0	3	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	1	0	0	0	1	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
<b>Total:</b>	<b>56</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>20</b>	<b>0</b>	<b>0</b>
Female-headed households:	11		0		11		0	



U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
 CDISC Activity Summary Report (GPR) for Program Year 2017  
 GILBERT

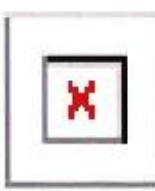
Date: 25-Sep-2018  
 Time: 13:09  
 Page: 7

Income Category:	Owner	Renter	Total	Person
Extremely Low	20	0	20	0
Low Mod	26	0	26	0
Moderate	10	0	10	0
Non Low Moderate	0	0	0	0
Total	66	0	66	0
Percent Low/Moderate	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2017	Assisted 58 homeowners with repairs related to health and safety of their homes. Specifically, completed 28 plumbing repairs, 24 air conditioning repairs, 1 heating, 5 electrical, 7 glaz, 5 roofing, and 32 general repairs. The 58 households represented 188 individuals with an average household size was 2.80. Of those homeowners, services was provided to 3 Elderly Only, 10 Female Head of Household Only, 10 Disabled Only, 15 Elderly & Disabled, and 6 Disabled & Female Head of Household.	

U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
 CDBG Activity Summary Report (GPR) for Program Year 2017  
 GILBERT



**PGM Year:** 2017  
**Project:** 0007 - FY18 CDBG Administration  
**IDIS Activity:** 135 - FY2018-CDBG Administration  
**Status:** Open  
**Location:** ,  
**Objective:**  
**Outcome:**  
**Main Code:** General Program Administrator (21A) **National Objective:**

**Initial Funding Date:** 11/20/2017  
**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	2017	B17M0040511	\$162,752.00	\$110,124.25	\$110,124.25
<b>Total</b>			<b>\$162,752.00</b>	<b>\$110,124.25</b>	<b>\$110,124.25</b>

**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
<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Female-headed Households:								

Incident Category: **Owner** **Renter** **Total** **Person**





U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
 CBIS Activity Summary Report (ASR) for Programs Year 2017  
 GILBERT

Date: 25-Sep-2018  
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Extremely Low	0
Low Mod	0
Moderate	0
Non Low Moderate	0
Total	0
Percent Low/Mod	0

**Annual Accomplishments**

MC data retrieved for this view. This report is because the applied filter conditions all exist.



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Integrated Disbursement and Information System  
CDBG Activity Summary Report (CAPR) for Program Year 2017  
GILBERT

Date: 25-Sep-2018  
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Total Funded Amount: \$2,661,881.29  
Total Drawn thru Program Year: \$2,297,734.34  
Total Drawn in Program Year: \$1,775,498.99

<b>Semi-Annual Labor Standards Enforcement Report - Local Contracting Agencies (HUD Programs)</b>	<b>U.S. Department of Housing and Urban Development Office of Labor Relations</b>	<b>HUD FORM 4710</b> OMB App. and Number: 2501-0013 (Exp. 06/30/2012)
---	---	---

Agency Name: <b>Town of Gilbert</b>	Agency Type: (e.g., Local, State, Tribal, etc.) <b>CDBG</b>	State: <b>AZ</b>	L9200 Agency ID # (HUD Use Only)
Period Covered: Check One and Enter Year(s)			
<input type="checkbox"/> Period 1: October 1, _____ to March 31, _____		<input checked="" type="checkbox"/> Period 2: April 1, <b>2018</b> to September 30, <b>2018</b>	
Agency Contact Person: <b>Melanie Dykstra</b>	Agency Contact Phone/E-mail: <b>480-503-5956 melanie.dykstra@gilbertaz.gov</b>		

**PART I - CONTRACTING ACTIVITY\***  
*Pertains ONLY to projects awarded during the reporting period.*

1. Number of prime contracts subject to the Davis-Bacon and Related Acts (DBRA) and/or the Contract Work Hours and Safety Standards Act (CWHSSA) awarded this period 0  
 Note: Do not include contracts included in previous semi-annual reports

2. Total dollar amount of prime contracts reported in item 1 above \$0

3. List for each contract awarded this period:

Project Name/Number	Contract Amount	Wage Decision Number	Wage Decision Lock-In Date
<b>EXAMPLE:</b>			
"Boys Club Renovation # CDB4005-68"	"\$0,000,000.00"	"FL040001/Mod 3, 5/25/04, Building"	"07/02/04 bid open date" ← Lock
NA	NA	NA	NA

\*Use additional pages if necessary

**WHAT IS THE LOCK-IN DATE?** For contracts entered into pursuant to competitive bidding procedures, the bid opening date "locks-in" the wage decision provided that the contract is awarded within 90 days. If the contract is awarded more than 90 days after bid opening, the contract award date "locks-in" the wage decision. For contracts, purchase orders or other agreements for which there is no bid opening or award date, use the construction start date as the lock-in date. However, for projects receiving assistance under Section 8 of the U.S. Housing Act of 1937 or contracts involving a project wage determination, the lock-in rules may vary from above. See Department of Labor Regulations, 29 CFR, Part 1, Section 1.6 and/or HUD Handbook 1344.1, or consult the HUD Labor Relations staff.

**WHAT IT ISN'T:** Do not use the wage decision publication date, unless that happens to correspond to one of the trigger events described above. If you are not sure about any of this, please feel free to contact the Labor Relations staff in your state or region.

Form 4710 (Rev. 06/2012)	Page 1 of 2	© 2012 HUD-710 (7-100004)
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**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-AZ502

Project Name: Please refer to attached list.


Location of the Project: Town of Gilbert, AZ

Name of the Federal Program to which the applicant is applying: FY2018 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: 06/13/2016

# Public Documents

## Public Documents

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1. Public Notice flyer
2. Web page public notice
3. Twitter post
4. Facebook post
5. Social media statistics

# Consolidated Annual Performance and Evaluation Report

2017-2018 (CAPER)

## Public Notice Community Development Block Grant (CDBG) Home Investment Partnership (HOME)

Town of Gilbert FY 2017-2018 CDBG Consolidated Annual  
Performance and Evaluation Report Public Notice

The Town of Gilbert has made available for public review and comment Gilbert's 2017-2018 CDBG CAPER. The document is available to allow for public comment and feedback on the accomplishments that had been outlined in the last annual action plan.

The CAPER provides a summary of Gilbert's performance in accomplishing the goals and objectives identified in the FY 2017-2018 Annual Action Plan that focused on the community needs, goals, and priorities in the areas of affordable housing, human services, community development and other programs designed to improve the quality of life for low- and moderate income Gilbert residents.

The public is encouraged to review a draft of the plan available on the Town's website <http://www.gilbertaz.gov/housing/> or review a copy of the document at one of the following locations:

- Town of Gilbert Offices 50 E Civic Center Dr Gilbert 85296
- Southeast Regional Library 775 N Greenfield Rd Gilbert 85234
- Gilbert Community Center 130 N Oak St Gilbert 85233
- CAP office (in Heritage Center) 132 W Bruce St Gilbert 85233

The comment period is open until Wednesday, September 20, 2018.

Persons with disabilities or requesting information in other languages are encouraged to contact Melanie Dykstra at 480-503-6966, TTY 480-503-6080 or [Melanie.dykstra@gilbertaz.gov](mailto:Melanie.dykstra@gilbertaz.gov) to request information in an alternate format or language. To the extent possible, additional reasonable accommodations will be made within the time constraints of the request.



September 6, 2018



Community Resources  
Town of Gilbert

### Town of Gilbert

50 E Civic Center Dr.  
Gilbert AZ 85286

Phone: 480-503-8943

E-mail:

[melanie.dykstra@gilbertaz.gov](mailto:melanie.dykstra@gilbertaz.gov)



## Public Notice-Draft CAPER

The Town of Gilbert Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) for Fiscal Year 2017-2018 is available for public review and comment. The CAPER draft is a summary of Gilbert's performance in accomplishing the goals and objective identified in the FY2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment partnership (HOME) program. During FY2017-2018 Gilbert expended CDBG and HOME funds to provide citizens with quality living environments and access to resources. A description of each activity, along with accomplishments achieved is provided in the draft CAPER.

**The draft CAPER will be available for public review and comment from Thursday, September 6 2018 though Thursday September 20, 2018.**

Citizens who would like more information of the draft CAPER or who would like to make comments, may contact Melanie Dykstra, Community Resources Supervisor at (480) 503-6956, email [Melanie.dykstra@gilbertaz.gov](mailto:Melanie.dykstra@gilbertaz.gov) or visit 50 E Center Dr., Gilbert 85296

Review a copy of the plan here: [CAPER 2017-2018 DRAFT](#).

A copy is also available at the following locations:

Town of Gilbert offices	50 E Civic Center Dr Gilbert 85296
Southeast Regional Library	775 N Greenfield Rd Gilbert 85234
Gilbert Community Center	130 N Oak St Gilbert 85233
Heritage Center	132 W Bruce Ave Gilbert 85233





**Gilbert, Arizona** ✓ @GilbertYourTown · Sep 7

#GilbertAZ's draft Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) is now available for public review and comment through September 20th.

Learn more  [bit.ly/2KU9skl](https://bit.ly/2KU9skl)



**PUBLIC NOTICE**

# **Gilbert's Consolidated & Annual Performance & Evaluation Report (CAPER)**

**IS NOW AVAILABLE FOR PUBLIC REVIEW • COMMENT**



1

3

Timeline Photos



**PUBLIC NOTICE**

# Gilbert's Consolidated Annual Performance & Evaluation Report

Like Comment Share



**Gilbert Town Hall**

Page Liked - September 18

**REMINDER:** Gilbert's draft Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) is available for public review and comment through September 20th.

**What is the CAPER?** It's a document summarizing the results of Gilbert's FY2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HIP) Program. Through these programs, Gilbert was able to provide citizens with affordable housing, vibrant neighborhoods and quality living environments. [View](#)

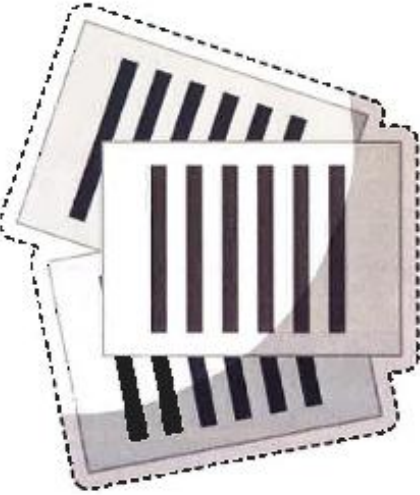
Learn more [E6Ljy2KUSdI](#)

2

Like Comment Share



Write a comment...



**PUBLIC NOTICE**

# **City of Gilbert's Consolidated Annual Performance and Financial Valuation Report (CAPER)**

**AVAILABLE FOR PUBLIC REVIEW + COMMENT**



**Gilbert Town Hall**

Page Liked | September 16

**REMINDER: Gilbert's draft Consolidated Annual Performance Report (CAPER) is available for comment through September 20**

**What is the CAPER? 🤖 It's a document summarizing the results of Gilbert's Annual Action Plan for the Community Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program. Through these programs, Gilbert was able to provide affordable housing, viable neighborhood quality living environments. 🏡**

Learn more [bit.ly/2KU9skl](https://bit.ly/2KU9skl)



Like



Comment



Write a comment

## CAPER Social Media Stats 2018

### Facebook

**Gilbert Town Hall**  
Published by Gilbert Town Hall on September 14, 2018 at 10:00 PM EDT

Gilbert's draft Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) is now available for public review and comment through September 20th.

What is the CAPER? It's a document summarizing the results of Gilbert's FY2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Program. Through these programs, Gilbert was able to provide citizens with affordable housing, stable neighborhoods and quality living environments.

Learn more [http://bit.ly/2KUSk5d](#)

**Gilbert Town Hall**  
Published by Gilbert Town Hall on September 14, 2018 at 10:00 PM EDT

REMINDER: Gilbert's draft Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) is available for public review and comment through September 20th.

What is the CAPER? It's a document summarizing the results of Gilbert's FY2017-2018 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Program. Through these programs, Gilbert was able to provide citizens with affordable housing, stable neighborhoods and quality living environments.

Learn more [http://bit.ly/2KUSk5d](#)



PUBLIC NOTICE

### Gilbert's Consolidated Annual Performance & Evaluation Report (CAPER)

IS NOW AVAILABLE FOR PUBLIC REVIEW + COMMENT

900 people reached

Boost Post

Like · Comment · Share · Dislike

1 Share



PUBLIC NOTICE

### Gilbert's Consolidated Annual Performance & Evaluation Report (CAPER)

IS NOW AVAILABLE FOR PUBLIC REVIEW + COMMENT

858 people reached

Boost Post

Like · Comment · Share · Dislike

### Twitter



Gilbert, Arizona @GilbertAZ  
REMINDER: #GilbertAZ's draft Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) is available for public review and comment through September 20th.

Learn more <http://bit.ly/2KUSk5d>  
[pic.twitter.com/GilbertAZ](https://twitter.com/GilbertAZ)

Impressions	1,173
Total engagements	10
Retweets	4
Link clicks	2
Profile clicks	2
Media engagements	1
Likes	1



Gilbert, Arizona @GilbertAZ  
#GilbertAZ's draft Community Resources Consolidated Annual Performance and Evaluation Report (CAPER) is now available for public review and comment through September 20th.

Learn more <http://bit.ly/2KUSk5d>  
[pic.twitter.com/GilbertAZ](https://twitter.com/GilbertAZ)

Impressions	1,160
Total engagements	10
Likes	3
Retweets	3
Link clicks	2
Profile clicks	4
Media engagements	1

CAPER Social Media Stats 2018

Instagram

