



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

2018-2019

Community Development Block Grant Home Investment Partnership

September 5, 2019

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

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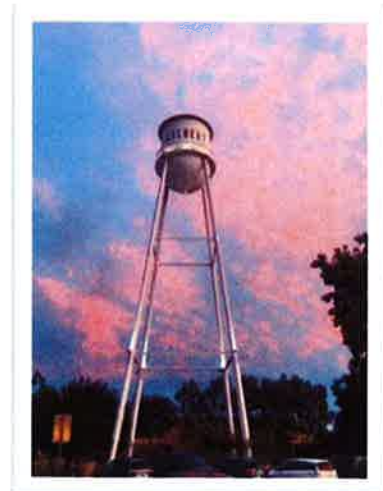


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CR-05 - Goals and Outcomes

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 2018-2019 and the fourth 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 fifty eight (58) Gilbert homeowners and complete an infrastructure project in the Heritage District, specifically improvements to the water lines.

The emergency and minor home repair program (EMHR) assisted seventy eight (78) homeowners during the year, far exceeding the original goal. The EMHR program was successful in repairing and replacing HVAC systems (27%), making plumbing repairs (17%), assisting with roof replacements or repairs (11%), health & safety (12%), and multi-discipline repairs (30%) for low and moderate income residents. With the number of households assisted this year, the program has met and exceeded the total number anticipated over the five-year plan. Furthermore, all allocated funding of \$270,000 was expended on the program and additional funding of \$26,527.76 was transferred to the program from administrative and project savings to meet and complete the demand for service.

The water line project was located in the Heritage District near the north east side of Gilbert Road and Elliot Road, specifically on Linda Lane and North Penny Place. Substantial completion of the 8-inch water line was completed in June 2019 with final project elements accomplished August 2019. This project benefitted 24 homeowners and was done within budget.

In addition, the Heritage Center began operation in June 2018 and included AZCEND- CAP office and Family Resource Center, WIC, and Southwest Behavioral and Health Services. Dignity Health Foundation Children's Dental Clinic, Hearing and Vision Screening Program, Immunization Clinics and Healthier Living workshops started early 2019. Total served this past program year of all services was 8460 individuals and included 1775 therapy sessions, 3578 nutrition education sessions, 999 direct financial assistance payments and 153 dental sessions.

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: \$1,250,000	Homeowner Housing Rehabilitated	Household Housing Unit	178	252	141.57%	58	78	134.48%
Gilbert Wellness & Resource Center	Non-Homeless Special Needs	CDBG: \$496,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	875	8460	966.86%	800	8460	1057.5%
Homelessness	Homeless	General Fund: \$150,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	650	729	112.15%	130	130	100%
Public Facilities, Improvements and Infrastructure	Non-Housing Community Development	CDBG: \$1,585,750	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5425	10337	190.54%	24	24	100.00%

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 is in the final year of utilizing the 2014 Community Needs Assessment 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. This plan will be updated in 2019 and will provide additional insights to guide Gilbert in the future.

One of the highest priority activities utilizing CDBG to meet community needs is 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, 50% were very low income, 32% were low income and 17% qualified as moderate income and \$287,638 of CDBG funds were used in support of the program.

The plan also outlined expenditures of Gilbert's CDBG funds to replace the aging infrastructure in the Heritage District, specifically on Linda Lane and North Penny place. This project was substantially completed in June 2019 and is expected to come in at budget, with current expenditures of \$403,146.27 at substantial completion.

Furthermore, Gilbert received \$275,276 in HOME funds for Fiscal Year 2018-2019 and the completion of sale was in August, adding a three bedroom affordable rental home in Gilbert through a contract with ARM of Save the Family. This acquisition brings the total number of permanent affordable rental homes in Gilbert to sixteen (16).

Finally, Gilbert leverages general fund dollars with non-profit providers to enhance services for Gilbert residents. In 2018-2019, 22 different non-profit organizations were assisted with funding for 24 programs totaling \$442,000. 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	70
Black or African American	5
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	75
Hispanic	29
Not Hispanic	49

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

Narrative

The numbers in table 2 are representative of the families assisted with the Emergency and Minor Home Repair program. In addition, the Heritage Center served the following demographics. White: 4357; Black/African American: 1183; Asian: 214; American Indian/Alaskan Native: 165; Native Hawaiian/Other Pacific Islander: 14; American Indian/Alaskan Native and White: 1; Asian and White: 2; Black/african American and White: 4; Other: 2520. This included 1071 Hispanic ethnicity as well.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	947,837	1,172,632

Table 3 - Resources Made Available

Narrative

In 2018, expenditures of \$403,146.27 supported the water line improvement project and there will be additional expenditures attributed to the project when final invoices are tallied. An extra \$26,527.76 was expended on the Emergency and Minor Home Repair program to meet the demand for service with total expenditures of \$296,527.76. In addition, Gilbert expended \$22,191.91 to complete the punch list items for the Heritage Center (formerly named Page Park Center) and \$442,000 in general fund dollars to support 24 different social service programs provided by 22 organizations to Gilbert residents.

Furthermore, Gilbert received \$275,276 in HOME funds for Fiscal Year 2018-2019 and the completion of sale was in August, adding a three bedroom affordable rental home in Gilbert through a contract with ARM of Save the Family. This acquisition brings the total number of permanent affordable rental homes in Gilbert to sixteen (16).

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Heritage District	60		Water Line Replacement
Town-wide	40		Services are provided to income eligible residents town-wide

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Heritage District continued to be the main focus of CDBG funds with the repair and replacement of water lines for Linda Lane and N Penny Place which is located in the Heritage District area. The area of Linda Lane includes U.S. Census Tracts 4224.02 which contains 32.26% low to moderate income residents.

The Emergency and Minor Home Repair (EMHR) program does assist qualifying resident's town wide. Specifically, 31% 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 14% of the homeowners assisted.

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 2018-2019, ARM of Save the Family, Gilbert's recipient of HOME funds committed \$68,819 in non-federal match to assist in purchasing and rehabilitating one permanent affordable rental home in Gilbert.

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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	58	79
Number of households supported through Acquisition of Existing Units	1	0
Total	59	79

Table 6 – Number of Households Supported

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

Gilbert is partnering with a non-profit organization to purchase and rehabilitate one single family dwelling unit to be used as permanent affordable rental housing. The acquisition is in progress and when completed it will increase Gilbert's affordable rental housing stock from 15 to 16 units meeting its goal.

The Emergency Minor Home Repair exceeded its goal of serving 58 homeowners by assisting 78 residents and the program has already met the expected number of households over the five year plan. Furthermore, the allocated funding of \$260,000 was utilized on the program and additional funding of \$26,527.76 was transferred to the program from administrative and project savings and in order to meet and complete the demand for service of the 78 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 2018 and the CAP office provided 1,789 unduplicated Gilbert residents 999 direct financial assistance payments utilizing all of the available funding sources.

In addition, Gilbert allocated \$95,700 in general fund dollars to support six organizations that provided services to the homeless including emergency and transitional housing. The organizations included Catholic Charities, Child Crisis Center, A New Leaf (Family Shelter and Men's Center), the House of Refuge, Chrysalis and Save the Family whom combined assisted 130 individuals with housing needs.

Furthermore, Gilbert funded the Alzheimer's Association, East Valley Adult Services, Mercy Housing, About Care 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 31 elderly and 43 disabled individuals with their home needs. The outside organizations were provided \$38,000 in general funds and they served over 631 unduplicated 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 new funding partnership with About Care, an organization whose mission is empower independent living, resulted in 116 new residents and 727 on-going residents to receive assistance that allowed them to stay in their home.

Finally, Gilbert has seen an increase in residential density and multi-family residential uses. As of 2018, Gilbert has 667 acres of multifamily development that includes over 11,700 units or 14% of the total housing units. It is anticipated that multifamily units will continue to be developed in Gilbert and nearly 77% of the recently approved multi-family unites are planned for Cooley Station, the SanTan Village area, and Agritopia. A 3-story complex is also planned for the Heritage District.

Gilbert is committed to keeping a variety of housing options 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	39	0

Low-income	25	0
Moderate-income	14	0
Total	78	0

Table 7 – Number of Households Served

Narrative Information

The Emergency and Minor Home Repair program serviced 78 income qualified households this past fiscal year, an increase of 35% from the prior year. All participants are required to be homeowners, not renters. Of these, 7 were female head of household, 31 were elderly and 43 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.

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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), 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 130 homeless individuals and families including the chronically homeless, veterans and unaccompanied youth. Gilbert provided \$95,700 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 638 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, 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 130 individuals received 3,989 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 999 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 outlined in the 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 "anticipate, create and help people."

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. Big Brothers/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, Midwest Food Bank, Open Arms Care Center 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 finalized 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 and there are currently ~75 vouchers in use. 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 provides general fund dollars to East Valley Adult Resources, About Care 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 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.

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 replacement of water lines for Linda Lane residents in the Heritage District. In addition, the Heritage Center began operation to serve low and moderate income families and we continue to provide home improvements through the Emergency and Minor Home repair program. The contracted non-profit providers offering services at the Heritage Center are closing 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 86% 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 12 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, now Heritage Center, to host non-profit social services has enhanced Gilbert's institutional structure. Gilbert continues 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 Heritage Center.

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.

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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 2018-2019. 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 Introduction to Housing Activities and Introduction to Low Mod Activity area.

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 water line project and 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 5, 2019 through Thursday, September 19, 2019. 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 Heritage Center.

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 2018-2019 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 beginning operation of the Heritage Center.

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

No

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

NA