



Gilbert

2012-2013

Consolidated Annual Performance and Evaluation Report (CAPER)

September 30, 2013

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

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TOWN OF GILBERT, ARIZONA
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
FISCAL YEAR 2012-13

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Third Program Year CAPER

The CPMP Third Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

Program Year 3 CAPER Executive Summary response:

Gilbert became a Community Development Block Grant, or CDBG entitlement community at the beginning of fiscal year (FY) 1997-98. Gilbert has received HOME Investment Partnership funds as part of the Maricopa HOME Consortium since FY1998-99. This report covers Gilbert's activities between July 1, 2012 and June 30, 2013. These activities were financed with CDBG, HOME Investment Partnership Funds, Gilbert general funds and other resources identified by subrecipients including state, local and private funds. Housing activities reported here are also part of the Maricopa Consortium annual plan and CAPER annual report.

Gilbert received the following allocations from the U.S. Department of Housing and Urban Development in 2012-13:

Community Development Block Grant (CDBG)	\$748,413
HOME Investment Partnership Funds (HOME)	\$175,038

The Town of Gilbert's Consolidated Annual Performance and Evaluation Report (CAPER) provide a summary of activities and expenditures accomplished with CDBG and HOME funds for fiscal year 2012-2013. The FY 2012-13 CAPER is an evaluation of the third year of the Town's Five Year Consolidated Plan (2010-2015). Also included in this report are other funds expended to help achieve the Town of Gilbert's goals identified in the Five Year Consolidated Plan.

Gilbert's CDBG and HOME program expenditures were combined with other local and private resources including Gilbert general funds in 2012-13. Gilbert spent \$607,087 in CDBG funds and \$245,580 in HOME funds on housing and community development activities and \$297,000 in local funds on homeless, special needs, youth, and other social services during 2012-13.

Through the Maricopa HOME Consortium, Gilbert allocated \$119,962 in prior years HOME funds and \$175,038 of Gilbert's FY 12/13 HOME allocation for a total of \$295,000 to the Affordable Rental Movement of Save the Family's Affordable Housing project. In FY 2012/13, the project purchased, rehabilitated and leased two housing units to increase the stock of permanent affordable rental housing in Gilbert. Since beginning this project in Gilbert, Save the Family has purchased, rehabilitated and leased a total of ten (10) affordable rental housing units.

The following table indicates the total FY 2012/13 CDBG and HOME allocations, carry over balances, reallocations, expenditures, and remaining balances as of June 30, 2013.

FY 2012-13 CDBG			Total Allocation: \$748,764			
	FY 12-13 Allocation	Prior Year(s) Project Allocation	Total Project Budget	Prior Year Project Expenditures	FY 12-13 Expenditures	Balance Remaining
A New Leaf, EVMC Renovations	\$18,000	\$0	\$18,000	\$0	\$0	\$18,000
A New Leaf, La Mesita New Construction	\$25,000	\$0	\$25,000	\$0	\$0	\$25,000
CASS Facility Improvements	\$30,512	\$0	\$30,512	\$0	\$30,330	\$182
Page Commons, Water Heater Replacement	\$43,010	\$0	\$43,010	\$0	\$41,800	\$1,210
Home Rehab & Emergency Repairs	\$250,000	\$60,553	\$310,553	\$60,553	\$250,000	\$0
Voluntary Demolition Program	\$0	\$25,000	\$25,000	\$200	\$0	\$24,800
Heritage District Pedestrian Safety Project	\$144,576	\$329,585	\$474,161	\$66,022	\$0	\$408,139
Public services – Gilbert Senior Center	\$112,315	\$0	\$112,315	\$0	\$75,019	\$37,296
Administration	\$125,000	\$0	\$125,000	\$0	\$106,659	\$18,341
Total	\$748,413	\$415,138	\$1,163,551	\$126,775	\$503,808	\$532,968
FY 2012-13 HOME			Total Allocation: \$175,038			
	FY 12-13 Allocation	Prior Year(s) Project Allocation	Total Project Budget	Prior Year Project Expenditures	FY 12-13 Expenditures	Balance Remaining
Affordable Rental Housing	\$174,063	\$366,517	\$540,580	\$245,580	\$0	\$295,000
Unallocated	\$975	\$0	\$0	\$0	\$0	\$975
Total	\$175,038	\$366,517	\$540,580	\$245,580	\$0	\$295,975

Fiscal year 2012-13 accomplishments are:

Social Services- Homeless, Senior, Disabled, Youth and Special Needs

Gilbert provided \$112,315 in CDBG funds and \$297,000 in local general funds to local and regional social service providers for youth, homeless, senior and disabled, prevention and intervention, and other social services. Accomplishments include:

Homeless Housing and Support Services:

- 279 homeless Gilbert individuals received emergency and transitional housing, basic needs, and support services to assist them with stabilization and provide the next step towards self-sufficiency. A total of \$30,000 in funds were expended for these efforts;

CDBG Public Services and Non-homeless Special Needs:

- A total of 1,218 elderly, disabled and homebound Gilbert seniors received congregate and home delivered meals, senior activities and disability services, transportation, well checks, and education about Alzheimer's disease expending \$75,019 in CDBG and \$23,166 in Gilbert general funds. These services help Gilbert seniors maintain their independent living and increase their quality of life;

Anti-poverty Services

- 305 Gilbert residents experiencing a crisis received emergency financial assistance for rent, mortgage and utilities expending \$140,966 in general funds. Without this limited emergency assistance, families would be faced with utility shut-offs, additional deposits and possibly eviction and homelessness;

Youth Services (Prevention/Intervention)

- 2,439 Gilbert youth participated in a variety of programming designed to prevent juvenile delinquency and to provide intervention techniques for at-risk youth. Services included after school structured activities, mentoring, education and involvement, rewards for good behavior and character and financial literacy. These services expended a total of \$128,000 in general funds.

Public Facilities/Infrastructure

In FY 2012-13, Gilbert participated in a variety of regional and local capital improvement projects allocating a total of \$511,449 in 12/13 funds and \$414,787 in previous years CDBG funds.

Gilbert contributed CDBG funds to two (2) capital projects for A New Leaf, one to assist with new construction of their homeless family emergency shelter and the other to make facility improvements at their single adult male emergency homeless shelter. Both projects are large in scale and have multiple city CDBG funds contributing to the whole project. While there were no expenditures for Gilbert funds for these projects in 12/13, planning, engineering and environmental activities took place in preparation of bid proposals for construction. A total of \$43,000 in CDBG funds were allocated to these two projects. It is expected that expenditures will be received in FY 13/14.

Gilbert also contributed CDBG funds along with the City of Peoria to Central Arizona Shelter Services to provide bathroom improvements at their single adult male emergency shelter. These improvements were completed and a total of \$30,330 was expended on this project.

In FY 12/13 the Town allocated \$43,010 to Mercy Housing Southwest, the non-profit property manager of Page Commons to install energy efficient water heaters in 100

affordable senior housing units. The hot water heaters are estimated to save each resident up to \$100 per year in utility cost savings. These improvements were completed in FY 12/13 with a total expenditure of \$41,800.

The Town implemented a new program in FY 12/13 called the Voluntary Residential Demolition program to assist Gilbert homeowners with the removal of blighted structures on their property. The target location was the downtown Heritage district in Gilbert which has some of the oldest housing stock in the Town. One applicant participated and work has been underway to demolish a blighted structure in this area. This structure is across the street from an elementary school and down the street from the Gilbert Boys & Girls Club. It has a residential structure that has been vacant for the past twenty years. There has been illegal activity conducted in the structure over the years and contains a large (150 plus) feral cat population. The owners have not had the financial means to demolish the structure and were eager to participate in the Town's new program. The structure was tested for both lead based paint and asbestos and came back positive for asbestos. While little has been expended on this project in FY 12/13, a large amount of coordination was completed during the year including owner approvals, environmental review and hazardous waste testing, utility termination and coordination with a local animal shelter to help remove the cats. It is anticipated that demolition will occur in August 2013.

Finally, the Town allocated a both current year and previous year's CDBG funds to the Downtown Heritage District Pedestrian Safety project. The Heritage District continuously expands with new businesses, restaurants and events, thereby attracting larger numbers of people driving, walking, biking and parking in the area. There is a lack of parking and adequate sidewalks making it difficult for residents to safely move throughout the downtown area. The increased congestion is also causing parking to spill into the surrounding neighborhoods creating increased hazards for residents. The Pedestrian Safety project will address installing ADA accessible sidewalks, curb ramps and lighted crossings to provide safe and fluent walking areas, specifically for those with disabilities. Two flashing beacon's will be installed at two intersections to allow for additional crossing areas for pedestrians to safely get from one side of downtown to the other. This project will be completed in conjunction with the Town's downtown parking garage creating a safe, pedestrian friendly downtown area and making the neighborhoods free of downtown traffic. A total of \$474,161 in CDBG funds was allocated to this project. It is anticipated that engineering plans will be complete in August 2013, construction bidding to be complete by October and construction to begin November 2013.

Housing

Gilbert continued to provide services to reach the third year housing goals of the Consolidated Plan. Housing services included the Gilbert Emergency and Minor Home Repair Program funded with CDBG funds and increased the stock of permanent affordable rental housing utilizing HOME funds.

Accomplishments included:

- 53 low and moderate income households received emergency and minor home repairs expending \$310,553 in CDBG funds. These families are now safe from hazardous home conditions that without assistance would still be present and potentially gotten worse.
- Two units were purchased and rehabilitated for use as permanent affordable rental homes expending \$245,580 in prior year HOME funds. Both units have been leased to income qualified Gilbert households.

The Financial Summary and complete CAPER Report documenting the CDBG funds available and expended in Gilbert through June 30, 2013 are available on Gilbert's webpage at www.gilbertaz.gov/communitydevelopment. Please contact Maricopa County Community Development at 602-372-1524 for detailed financial reports on Gilbert's HOME funded housing activities.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice.
 - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
 - a. Identify progress in obtaining "other" public and private resources to address needs.
 - b. How Federal resources from HUD leveraged other public and private resources.
 - c. How matching requirements were satisfied.

Program Year 3 CAPER General Questions response:

One Year Assessment

The Town of Gilbert met the proposed number of individuals and households to be served in FY 12/13 under all goals and objectives identified in the Annual Action Plan. Activities during the year were targeted on a community wide or regional basis when applicable to provide the largest impact to those in need in relation to the activities and goals to be achieved during the year. Below is an assessment of the total accomplishments in relation to the goals set forth under each activity category:

Public Service Goal: Improve services for low and moderate income persons.

The Town of Gilbert funded one program allocating 15% of CDBG public service dollars to Chandler Christian Community Center to administer the Gilbert Senior Nutrition Program. A total of \$112,315 in CDBG funds and \$23,166 in general funds were utilized to provide 1,218 elderly, frail, disabled, and/or homebound Gilbert residents with congregate and home delivered meals. In addition, social and recreational activities were provided to seniors attending the Gilbert Senior Center to promote healthy living and independence.

In addition, the Town of Gilbert also allocated \$297,000 in Gilbert general funds to public service activities providing services for homeless, youth, senior, disabled, and other populations. Services were provided in various locations in Gilbert and throughout the metro area. All services were available to eligible residents throughout Gilbert.

Public services activities included:

- Emergency and transitional housing for the homeless
- Support for regional homeless assistance providers

- Basic needs assistance including emergency financial assistance, food boxes, and utility assistance
- Senior and disabled supportive and educational services
- Intervention and prevention activities for at-risk youth

Owner Occupied Housing Goal: Improve the quality of owner occupied housing

Emergency home repair and housing rehabilitation programs helped to maintain existing affordable housing for low and moderate income families and address issues of health and safety concerns as well as barrier removal for the disabled. The Gilbert Emergency and Minor Repair program is available to eligible residents in all areas of Gilbert. The program provided assistance to 53 Gilbert homeowners and expended \$310,553 in FY 11/12 and 12/13 CDBG funds. By assisting Gilbert homeowners with emergency repairs, the program allows the residents to utilize their funds in other ways to stabilize their crisis and help to maintain their stability. In addition, keeping homeowners in their homes helps to maintain stability in the neighborhoods and reduces the amount of vacant and/or foreclosures within the community. The Town wants to keep residents in their homes rather than using their limited resources for emergency repairs which may in turn cause them to fall behind on their mortgage payments or lead to foreclosure.

Affordable Housing Goal: Increase the number of quality affordable housing units for low and moderate income households

Gilbert expended \$245,580 in HOME funds from Maricopa County to increase the affordable housing stock in Gilbert by two additional units. There are now a total of ten (10) affordable housing units in Gilbert which are operated by Affordable Rental Movement of Save the Family. Save the Family purchased, rehabilitated and leased the two units to income eligible families in need of permanent affordable rental housing. Save the Family also provides supportive services to these families to assist them in remaining stable and to help move them from affordable to permanent market rate housing.

Three Low Income Tax Credit rental apartment developments continue to provide additional affordable housing for low and moderate income families in Gilbert. San Clemente opened in South Gilbert in late 2005 and provides 303 one, two and three bedroom apartments and town homes with numerous amenities. The Groves in northeast Gilbert offers one, two, or three bedroom apartments for individuals and families. Page Commons senior housing development opened in 2005 and provides 100 units of 1 and 2 bedroom units for independent seniors at or below 30%, 50%, or 60% of the median income. Page Commons is located next door to the new Gilbert Senior Center that has several senior programs including congregate and home delivered meals.

Public Facility/Infrastructure Goal: Improve quality and quantity of neighborhood facilities for low-income persons and improve infrastructure in low-income neighborhoods

In FY 2012-13, Gilbert participated in a variety of regional and local capital improvement projects allocating a total of \$511,449 in 12/13 funds and \$414,787 in previous years CDBG funds.

Gilbert contributed CDBG funds to two (2) capital projects for A New Leaf, one to assist with new construction of their homeless family emergency shelter and the other to make facility improvements at their single adult male emergency homeless shelter. Both projects are large in scale and have multiple city CDBG funds contributing to the whole project. While there were no expenditures for Gilbert funds for these projects in 12/13, planning,

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Agency/Program	Funding Allocated FY 12/13	Expenditures	Funding Source	HUD Outcome	Persons Assisted
Rental Housing Objectives					
ARM of Save the Family	\$300,000 Previous Years Funding	\$245,580	HOME	DH-2	8
TOTAL	\$300,000	\$245,580			8
Owner Housing Objectives					
Emergency Home Repair	\$250,000 (\$60,553) Previous Years Funding	\$310,553	CDBG	DH-1	53
TOTAL	\$250,000	\$310,553			53
Homeless Prevention Objectives					
A New Leaf- East Valley Men's Center	\$5,000	\$5,000	General Funds	SL-1	18
A New Leaf – EMPOWER Program	\$5,000	\$5,000	General Funds	SL-3	207
A New Leaf – La Mesita Shelter	\$5,000	\$5,000	General Funds	SL-3	20
Central Arizona Shelter Services	\$5,000	\$5,000	General Funds	SL-1	21
Save the Family	\$5,000	\$5,000	General Funds	SL-1	13
TOTAL	\$25,000	\$25,000			279
Community Development: Public Facilities/Infrastructure Objectives					
A New Leaf – East Valley Men's Center Renovations	\$18,000	\$0	CDBG	SL-3	0
A New Leaf – La Mesita New Construction	\$25,000	\$0	CDBG	SL-3	0
CASS – Facility Improvements	\$30,512	\$30,330	CDBG	SL-3	21
Page Commons – Energy Efficiency Improvements	\$43,010	\$41,800	CDBG	SL-3	100
Voluntary Demolition Project	\$25,000	\$200	CDBG	SL-3	0
Heritage District Pedestrian Safety Project	\$144,576 (\$329,585 in Previous Years Funding)	\$66,022	CDBG	SL-3	0
TOTAL	\$286,098	\$138,352			121
Community Development: Public Services Objectives					
Gilbert Senior Center: Senior Meals	\$136,037	\$75,019	CDBG/ General Funds	SL-3	1,218
Anti-poverty Objectives					
Gilbert CAP Office	\$123,166	\$123,166	General Funds	SL-3	172
The Salvation Army	\$17,800	\$17,800	General Funds	SL-3	133
TOTAL	\$140,966	\$140,966			305
Non-homeless Special Needs Objectives					
United Food Bank	\$3,000	\$3,000	General Funds	SL-3	16,673
TOTAL	\$3,000	\$3,000			16,673
Youth Services Prevention/Intervention					

A New Leaf – Mayfield Alternative Youth Center	\$3,000	\$3,000	General Funds	SL-3	66
Gilbert Boys & Girls Club	\$125,000	\$125,000	General Funds	SL-3	2,373
TOTAL ALL SOURCES	1,269,452	\$1,066,470			21,096
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

Affirmatively Further Fair Housing

The Town identified five impediments to fair housing choice in its Analysis of Impediments to Fair Housing Choice. The Town continued to make progress on each of the goals and strategies to address each impediment. Specific activities are explained below.

Impediments and Actions

IMPEDIMENT: Town of Gilbert residents experience housing discrimination and do not realize they are being discriminated against and do not know the resources or processes to file complaints.

GOAL: Prevent Housing Discrimination

Strategy: Dedicate town staff and Council support to publicly acknowledge to the Town’s residents efforts to prevent housing discrimination within the Town of Gilbert.

Activity 1: Maintain a Fair Housing Coordinator to facilitate fair housing activities in Gilbert

Implementation period: Ongoing through 5-year Consolidated Planning Period 2010-2015

Status: Completed (April 2011)

Rationale: Upon filling the staff vacancy of the Community Development Specialist, it was clarified in the job description that this position would coordinate all fair housing activities on behalf of the Town of Gilbert.

Proposed Investment: 5% staff time of the Community Development Specialist position, or approximately \$2,935 annually.

Activity 2: Adopt a Proclamation declaring April as Fair Housing Month

Implementation period: Ongoing through 5-year Consolidated Planning Period 2010-2015

Status: To be completed April 2013 and annually thereafter

Rationale: The Town will complete this task annually in April of each year. The Proclamation will be conducted at a public Council meeting and the Proclamation will be clearly displayed in public view of the Parks & Recreation lobby.

Proposed Investment: There is no cost other than staff and Council time to complete a Proclamation.

Strategy: Implement specific and targeted activities to inform Town of Gilbert residents of signs of housing discrimination, how to file complaints, and provide resources and referrals to residents experiencing housing discrimination.

Activity 1: Publish notices about the right to fair housing through website, city publications, and other sources.

Implementation period: Ongoing throughout consolidated planning period of 2010-2015.

Status: Website update completed August 2011. City publications (100% complete)

Rationale: A Fair Housing page was always maintained on Gilbert's website, however, the page was updated in August 2011 to provide direct links for complaint filing and updated with a more user friendly format and reduced reading level language to describe fair housing. The Town has developed two Fair Housing Brochures; 1) 10 Most Common Housing Mistakes developed for landlords, real estate agents, developers, etc. and; 2) Gilbert Fair Housing, developed for tenants, general public, and information/referral resources. It is anticipated that 10 Most Common Housing Mistakes brochure will be sent to every resident that registers their home as a rental with the Town of Gilbert which was implemented in April 2012. In addition, the Town has distributed the Gilbert Fair Housing brochure at new venues including 1,200 flyers distributed during the Gilbert Day's Event and 1,000 flyers distributed at Gilbert's Fall Music & Halloween Festival.

Proposed Investment: Posting and formatting of Fair Housing webpage took two (2) staff hrs estimated to cost \$56.00. Brochure development took five (5) staff hrs estimated to cost \$140. A total of 1,500 brochures have been printed and distributed in various locations and events costing \$525. Approximately 450 homes are registered annually as rentals – brochure copy and mailing costs are \$300.00.

Activity 2: Participate in The Fair Housing Partnership public awareness and activities

Implementation period: On-going throughout consolidated planning period of 2010-2015

Status: Implemented in July 2012

Rationale: The Town of Gilbert participated in the Arizona Fair Housing Partnership until 2009. Town staff has tried to contact the Arizona Fair Housing Partnership to confirm Gilbert's partnership and begin attending regular meetings; however, the organization has not had a partnership meeting since March 2011. Gilbert staff has since become a member of the Arizona Fair Housing Center and Southwest Fair Housing Center and began participating in regional activities and meetings surrounding fair housing in Arizona.

Proposed Investment: Staff time, mileage, and training participation with an Arizona Fair Housing partner coalition will cost \$800 annually.

Activity 3: Maintain a call log for fair housing complaints and referrals

Implementation period: Implemented in September 2011 and will be maintained throughout the consolidated planning period from 2010-2015

Status: Completed (September 2011)

Rationale: A call log was created in September 2011 to track any calls received from residents to the Town of Gilbert regarding housing discrimination or any other fair housing issue. The call log records the date, caller information, nature of inquiry, referral/resource provided, and whether a complaint was made. From September 2011 through March 2013, twelve calls have been received and recorded on the call log.

Proposed Investment: There was no cost to create the call log. Staff time to take calls, record and provide resources and referrals is reflected in the 5% times spent on Fair Housing activities as noted above.

Activity 4: Make fair housing referrals to the HUD Fair Housing hotline and/or Arizona Attorney General's Office

Implementation period: Implemented in August 2011 and on-going throughout the consolidated planning period of 2010-2015

Status: Complete and on-going

Rationale: With the creation of the call log and updates to the website, Town staff has and will continue to make referrals to the HUD Fair Housing Hotline and/or the Arizona Attorney General's office. Of the twelve calls received to date, eight were referred to HUD and AZ Attorney General's office. The remaining four were referred to our local legal aid agency for assistance with a landlord/tenant issue, not a fair housing issue.

Proposed Investment: There is no cost to make referrals for fair housing issues.

IMPEDIMENT: Town of Gilbert residents are not familiar with Fair Housing issues and do not understand their rights to fair housing choice.

GOAL: Increase Public Awareness of Fair Housing Issues

Strategy: The Town of Gilbert will utilize various opportunities and mechanisms to provide Town residents with information and referral information regarding fair housing issues.

Activity 1: Annually distribute a flyer about Fair Housing Month through nonprofits, Gilbert offices, and other sources.

Implementation period: Implemented March 2012 and in March annually throughout the consolidated planning period of 2010-2015.

Status: Information is disseminated through the Town's Channel 11, website, Neighborhood Services newsletter, Parks & Recreation Activity Guide as screen shots on monitors located at all recreation facilities in Town.

Rationale: While historically the Town has adopted April as Fair Housing Month, there have been little to no activities during the month of April to support Fair Housing. Town staff proposes to utilize April annually as the month to concentrate on the dissemination of fair housing information and to host fair housing activities within the jurisdiction. Anticipated activities include hosting informational seminars for both landlords and tenants (separately), disseminate brochures through the Town's utility bills, and include fair housing and referral information in Town employee publications.

Proposed Investment: Depending on the number of activities to be planned for each April, costs are anticipated to be \$4,500 annually.

Activity 2: Annually work with utility services to deliver a brief message on fair housing through the monthly utility bills.

Implementation period: April 2014 and annually in the month of April through the consolidated planning period of 2010-2015

Status: Not complete – to be completed in April 2014 and annually thereafter

Rationale: In order to reach the largest amount of Gilbert residents, Gilbert proposes one of the Fair Housing Month activities to include a short message in the April utility bills. The message will provide a brief statement regarding Fair Housing and will provide the Town's Fair Housing website address and contact information for the Town's Fair Housing Coordinator.

Proposed Investment: It is anticipated that inclusion of the message in the Town's utility bills with cost \$1,500 annually. This includes the printing and insertion of the Fair Housing information into the utility bills.

Activity 3: Annually work with other communities to sponsor or put on a fair housing training for area residents on a variety of fair housing issues.

Implementation period: Fall – spring of 2014 and every other year throughout the consolidated planning period 2010-2015.

Status: Not complete. Gilbert will begin discussions during summer of 2013.

Rationale: The Town of Gilbert plans on providing two informational seminars every other year. One seminar will be developed for housing professionals and landlords. The second seminar will be developed for general resident information and tenants. Gilbert has spoken with the City of Chandler to partner on these events in which Chandler expressed great interest. It is anticipated that concrete discussions will take place during the summer of 2013 with the first of the two seminars planned for fall of 2013.

Proposed Investment: It is anticipated that the Town of Gilbert will host one of the two proposed seminars at an approximate cost of \$1,500 every other year.

Activity 4: Display fair housing posters and make fair housing materials available in Gilbert's housing and other public resource offices.

Implementation period: Ongoing throughout the consolidated planning period of 2010-2015

Status: Complete. Town staff distributes copies of the Gilbert Fair Housing brochure in various Town hall locations available to the public, the Town's local senior center, Community Action Program (CAP office), and two libraries and three (3) Gilbert run recreation centers. These brochures are tracked and replenished as needed.

Rationale: Town staff disseminates fair housing materials in a variety of venues and formats to reach a broad range of residents. In addition to keeping fair housing materials stocked at all Gilbert run facilities, staff has included an ad regarding fair housing and reference to Gilbert's fair housing webpage in the Town's four annual Recreation Guides. The Recreation Guides are available on-line only but receive on average 15,000 resident views per guide. Staff is able to track the number of hits to the fair housing webpage which began in July 2012. In addition, the Town has televisions located in all recreation facilities with rolling information which runs during facility business hours. The Town has placed a screen shot of fair housing information and referral to the Town's fair housing webpage on the rolling information screens throughout the year.

Proposed Investment: There is no cost to run an ad in the Recreation Guides or include information on the rolling screens as this will be provided in-kind by the Town's Community Services department.

Activity 5: Maintain a fair housing page on the Gilbert website with links to HUD Fair Housing, Arizona Attorney General Civil Rights Division, and other fair housing resources.

Implementation period: On-going throughout the consolidated planning period of 2010-2015.

Status: Completed August 2011 and on-going.

Rationale: A Fair Housing page was always maintained on Gilbert's website, however, the page was updated in August 2011 to provide direct links for complaint filing and updated with a more user friendly format and reduced reading level language to describe fair housing. Town staff is in the process of redesigning the Town's website which is anticipated to be complete in the fall 2013. With the redesign, staff will explore the possibility of converting the webpage to Spanish to be more easily accessed by non-English speaking residents. Currently, Spanish fair housing information is only available in paper copies.

Proposed Investment: Posting and formatting of Fair Housing webpage took two (2) staff hrs estimated to cost \$56.00. Ongoing updates to the Fair Housing webpage have no costs other than staff time.

IMPEDIMENT: Town of Gilbert residents are unaware of predatory lending practices and do not know how to prevent foreclosure of their home or resources available to assist with preventing foreclosures.

GOAL: Prevent Foreclosures and Predatory Lending

Strategy: The Town of Gilbert will provide educational opportunities to residents to help identify predatory lending practices and to provide resources and referrals to local nonprofits and agencies that may assist in preventing foreclosures.

Activity 1: Make information and brochures available to the public with information on foreclosure prevention and loan mitigation opportunities.

Implementation period: To be implemented during the fall of 2013 and ongoing thereafter through the consolidated planning period of 2010-2015.

Status: Not complete

Rationale: Staff proposes to develop brochures and make available to the public information on foreclosure prevention and loan mitigation opportunities. This has not been completed to date and is scheduled for completion during the fall of 2013. Dissemination of information will be coordinated through the Town's various resident communication opportunities and will partner with the Town's Neighborhood Services Department through the Congress of Neighborhoods and registered HOA's in Gilbert. This provides the largest opportunity to disseminate information to current Gilbert homeowners.

Proposed Investment: Depending on the number of copies and direct mailings of brochures, proposed costs are anticipated to be \$1,000 - \$1,200 annually.

Activity 2: Work with Arizona Foreclosure Prevention Task Force and other organizations to encourage loan modifications and discourage predatory lending.

Implementation period: On-going through the consolidated planning period of 2010-2015

Status: Not complete

Rationale: During the previous consolidated planning period (2004-2009), the Town of Gilbert was heavily involved in the Arizona Foreclosure Prevention Task Force and participated in two east valley foreclosure prevention events. Current staff proposes to add links and resources from the Arizona Foreclosure Prevention Task Force webpage to Gilbert's webpage to offer a direct access to information and resources. In addition, staff proposes to explore future partnership opportunities between the Town of Gilbert and the Arizona Foreclosure Prevention Task Force.

Proposed Investment: There are currently no costs associated with referrals to the Arizona Foreclosure Prevention Task Force.

Activity 3: Encourage and refer residents to information and classes on homebuyer education and foreclosure prevention provided by nonprofit agencies.

Implementation period: On-going through the consolidated planning period of 2010-2015

Status: On-going

Rationale: In August 2011, Town staff updated the new homebuyer and homeowner resources webpage located on the Town's website. Staff receives approximately 5-10 calls per month requesting information about first-time home buying opportunities in Gilbert. While the Town does not currently offer a Down Payment Assistance Program or fund any nonprofits providing homebuyer counseling, staff refers callers to non-profit certified homebuyer counseling agencies and emphasizes to callers the importance of becoming fully knowledgeable about the home buying process to avoid predatory lending and reduce the risk of foreclosure in the future.

Proposed Investment: There are currently no costs associated with referrals for home buying education or foreclosure prevention.

IMPEDIMENT: Town of Gilbert residents are unaware affordable housing options with disability accessibility and the rights of tenants in need of accessibility modifications. Disabled residents are also not aware of their housing choice rights in regards to their disability.

GOAL: Increase Disability Accessibility

Strategy: The Town of Gilbert will provide opportunities for residents to become educated about their housing rights in relation to a disability and the Town will provide resources and referrals to residents in need of accessible affordable housing options within Gilbert.

Activity 1: Annually partner with other East Valley cities and nonprofits to sponsor a community event on fair housing and disability issues.

Implementation period: Activities under this goal will take place during the last two years of the consolidated planning period of 2013 and 2015.

Status: Not complete

Rationale: The Town will research activities performed by other East Valley cities and nonprofits relating to fair housing and disability issues. The Town will offer to partner and host community events related to this topic. If no such events exist, the Town will approach other east valley cities and non-profits to host an event in the east valley.

Proposed Investment: Depending on the size of the event and number of east valley city or non-profit partnerships, it is anticipated that a community event could cost \$1,000 - \$1,500.

Activity 2: Provide information and resources for Gilbert staff on accessibility and the need for accessible units

Implementation period: On-going throughout the consolidated planning period of 2010-2015.

Status: 25% completed. The anticipation completion date is May 2014 and on-going thereafter.

Rationale: Since April 2011 to date, the Town has received five (5) calls from disabled residents inquiring about accessible affordable housing options. The Town has assisted these residents with obtaining a viable accessible affordable rental home(s). The Town has placed on its webpage, information pertaining to LIHTC multi-family affordable rental options, but has not obtained information about the number of accessible units available in each complex. Staff proposes to conduct a thorough inventory of accessible housing options to include on the Town's website and to more accurately make referrals for inquiring residents. It is anticipated this task to be completed by the end of March 2014.

Proposed Investment: The proposed investment includes staff time as stated on page 2 above and does not anticipate further costs.

Activity 3: Encourage development of accessible and adaptable housing units on all projects receiving federal funds

Implementation period: On-going throughout the consolidated planning period of 2010-2015.

Status: On-going

Rationale: The Town of Gilbert does not currently have any projects involving the development of accessible housing units. The Town has contracted with a non-profit utilizing HOME funds to purchase and rehabilitate single-family homes for permanent affordable rentals however, only two (2) of the ten homes purchased to date can be fully adaptable for accessibility. The Town has had discussions with the Maricopa HOME Consortium to partner with other jurisdictions on multi-unit dwelling projects to increase the amount of affordable and accessible rental units. The discussions are preliminary but would assist the Town greatly in increasing affordable and accessible housing units by pooling multiple jurisdictions' federal resources. The Town will

continue to explore ways to increase and encourage accessible affordable housing choices in Gilbert.

Proposed Investment: No costs are associated with this activity at this time.

IMPEDIMENT: Town of Gilbert residents are unaware affordable housing options with disability accessibility and the rights of tenants in need of accessibility modifications. Disabled residents are also not aware of their housing choice rights in regards to their disability.

GOAL: Improve Public Policies and Public Support for Fair Housing

Strategy: In order to improve public policies and engage public support for fair housing, Town of Gilbert staff must stay educated on fair housing topics to provide the best referrals and resources to residents and to develop or improve the planning and zoning codes consistent with fair housing and disability access requirements.

Activity 1: Provide information on fair housing training to interested Development Services and other Town of Gilbert staff.

Implementation period: on-going throughout the consolidated planning period of 2010-2015.

Status: Complete and on-going

Rationale: Town staff is committed to participating in fair housing training and notifying other interested Town staff of available training opportunities. The Community Development Supervisor attended a HUD sponsored Fair Housing Training on October 25-27, 2011 and will be attending Arizona Fair Housing Association training in May 2013.

Proposed Investment: The fair housing training in October cost \$910 in travel and staff time. It is anticipated that annual staff training on fair housing costs will be approximately \$1,200

Activity 2: Review Gilbert planning and zoning codes to ensure consistency with fair housing and disability access requirements in the Fair Housing Act.

Implementation period: Fall of 2012 and ongoing throughout the consolidated planning period of 2010-2014.

Status: Anticipated to begin fall of 2013

Rationale: Staff has reviewed the Town of Gilbert's current planning and zoning codes and did not identify specific barriers in regards to fair housing and disability access. However, staff proposes to complete a more in depth review of planning and zoning codes and meeting with applicable departments to determine whether additional measures should be taken to increase disability accessibility and further fair housing choice.

Proposed Investment: There is not cost for reviewing planning and zoning codes other than staff time previously described on page 2 above.

TOTAL ANNUAL PROPOSED INVESTMENT: \$16,016

**TOTAL CONSOLIDATED PLANNING PERIOD PROPOSED INVESTMENT: \$64,064
(FY 2011 through FY 2015)**

Under Served Needs and Gaps in Service

Fiscal Year 12/13 was the first year implementation of the Town's General Fund Drawdown Policy. This policy, adopted by Council in 11/12, will reduce the amount of general funds available for non-profit services over the next five years until it reaches zero. The Town

reduced the general funds 10% from \$330,000 to \$297,000. This creates an obstacle in meeting underserved needs and filling in gaps in services as the resources are being decreased and demand for services increase.

Town staff continues to educate Council, public officials and the general public regarding the needs, gaps in services, leveraged resources utilized by non-profits and the interconnectivity of various funding sources that allow programs and services to operate cost effectively.

In June 2013, the Town asked Maricopa Association of Governments for assistance in creating an economic impact statement outlining the impact both in Gilbert and regionally if the Town stopped providing financial resources for human services. This assessment will be presented to Town Council in August 2013 at their Council retreat.

The Town continues to provide its limited resources to programs and services that are the most cost effective and provide the most impact for Gilbert residents. The Town also continues to cultivate partnerships with other grass roots Gilbert organizations such as the Gilbert Community Action Network and For Our City. Both of these organizations support local non-profits by providing fundraising events, volunteer opportunities and disseminate education and outreach material to the general public.

Leveraged Resources

Gilbert's 2012-13 allocations of \$748,413 in CDBG funds and \$175,038 in HOME funds were leveraged with \$297,000 in local Gilbert funds. The Gilbert funds are General Funds to support local and regional nonprofit social service providers. Gilbert's CDBG and HOME funds also leveraged an additional \$5,215,643 in state, county, local, and private fund sources received by funded nonprofits that provide the services described in this report.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 3 CAPER Managing the Process response:

The Town of Gilbert has one Community Development position that administers all CDBG and HOME funded projects and contracts. The Town receives CDBG funds as an entitlement community and receives HOME funds as an active member of the Maricopa County HOME Consortium.

A single annual allocation process, facilitated by the Community Development Supervisor, in developing annual funding priorities, review and evaluate funding applications and create federal and general fund recommendations for Mayor and Town Council. Community Development staff reviewed all federal projects for adherence to 24 CFR part 570.208 with respect to meeting one of the CDBG National Objectives as well as alignment with local priorities and Town General Plan Strategic Initiatives.

Town staff encouraged public participation in both the consolidated planning process as well as the annual planning process through a variety of public hearings at both the Community Services Committee meetings, Town Council meetings, public notices in newspaper publications and on the Town's website.

Most CDBG and HOME funded activities were carried out through non-profit partnerships that entered into a formal contract with the Town. The contract specifies all local, state and federal regulations and performance measures. Staff monitored CDBG subrecipients for compliance and performance criteria. Any deficiencies discovered were supplied in writing to the subrecipient and additional technical assistance was provided to resolve said deficiencies.

Finally, Community Development staff participated in local and regional collaborations to support local and regional housing and social service initiatives. Staff also participated in HUD sponsored training and other training opportunities related to program administration and federal requirements.

Citizen Participation

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 3 CAPER Citizen Participation response:

A draft of the 2012-2013 CAPER was posted on the Town of Gilbert's website on Monday, September 2, 2013 at www.gilbertaz.gov which provided details and contact information for the 15-day public comment period. In addition, a display ad was published in the Arizona Republic on Monday, September 9, 2013 notifying the public of the availability of the CAPER for review and how to make public comments. The 15-day comment period ran from Monday, September 9, 2013 through Tuesday, September 24, 2013. Documentation of the public notice can be found in the Appendices. CAPER, attachments, and IDIS reports are available to the public, in a variety of formats including electronic formats at no cost.

Public Comments:

Comments will be inserted after the close of the public comment period.

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 3 CAPER Institutional Structure response:

The Town of Gilbert has legal authority and responsibility for determining goals and priorities and for contractual agreements related to CDBG funding for housing and community development. A public hearing was held in October 2012, in which Town Council approved the recommended funding priorities presented by staff. The funding priorities

included services for community assistance, homeless services, elderly and disabled assistance, youth services, emergency home repair, and public facility improvements.

The Town administered a comprehensive single funding process for social service, affordable housing, and community development activities. This funding process allocated general funds, Neighbor 2 Neighbor funds, CDBG, and HOME funds. In May 2013, staff presented funding recommendations to Town Council which in turn approved a total of \$297,000 in general funds, \$8,000 in Neighbor 2 Neighbor funds, and \$748,413 in CDBG funds.

Finally, Gilbert collaborated with local and regional partners to help facilitate solutions and funding for social service and housing issues. As a member of the Maricopa HOME Consortium, Gilbert has ongoing relationships with all the other entitlement communities in the metro Phoenix area. In addition, Gilbert Community Development staff participates in a local initiative, Gilbert Community Action Network (CAN). The Gilbert CAN is an ad-hoc coalition of local non-profit leaders, residents and business owners who meet regularly to discuss and collaborate on local issues and projects.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 3 CAPER Monitoring response:

Monitoring

The Town of Gilbert monitored one-hundred percent (100%) of subrecipients completing projects with 2012-13 CDBG. Site visits were conducted and staff monitored the following to ensure funds were expended accordingly, organizations had system in place, and federal regulations were followed:

- Policies and procedures including but not limited to: personnel hiring practices, procurement, records retention, affirmative marketing, grievance procedures, Limited English Proficiency, Conflict of Interest and more;

- Financial policies and procedures including but not limited to: audits and management letters, accounting policies, payroll registers, reimbursement processes, Match schedules (as applicable) and more;
- Program files including but not limited to: income verification, legal residency, housing policies, demographic information, client's rights and notices and more;
- Performance measurements including but not limited to: quarterly reports, organization reports and annual plans, logic models, etc.

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.

Technical assistance is given on an on-going basis to provide clarification of regulations, answer questions, and offer solutions should a barrier arise during program implementation.

Gilbert also participated with other communities in a team monitoring as part of the Maricopa HOME Consortium monitoring team. Through the Maricopa HOME Consortium, Gilbert has maintained contact with other cities and Maricopa County who fund many of the same agencies as Gilbert. Concerns resulting from their individual on-site monitoring visits, joint monitoring visits with multiple cities, and management of their contracts were shared with the Consortium members.

Self Evaluation

The activities and strategies identified in the Town of Gilbert's five year Consolidated Plan are implemented incrementally over each year during that planning period. FY 12/13 is the third year of the five year plan and the Town has made strides and had to overcome barriers to achieve results. While the Town continues to be one of the top growing communities in the Valley, the Town receives a relatively small amount of federal resources to accomplish community development tasks. The Town must strategically utilize resources in order to make the largest impact for the community and for residents.

In FY 12/13, CDBG funds were utilized for the Gilbert Emergency and Minor Home Repair Program. This program was brought "in-house" after Community Services of Arizona was no longer providing programming. The Town contracted with a former CSA employee to administer the program and implemented procedures to operate as a Town program. In the past year, the program has seen an increase in first-time clients after strategic marketing was conducted in targeted neighborhoods. By bringing the program in-house, the Town is able to better track the need, demographics and be proactive in providing services to aging neighborhoods. In FY 12/13 38% of the clients served by this program were elderly, 19% were disabled, and 9% were female head of households. This confirms that services are being provided to our most vulnerable residents.

The Town strives to make progress toward meeting priority needs and specific objectives identified in the Consolidated Plan. Facility improvements and infrastructure objectives continue to be met to provide sustainability for programs and neighborhoods. Unfortunately, the Town has not been able to meet its original objectives of increasing the affordable housing stock and providing opportunities for new homeowners.

The Town has remedied its timeliness in spending CDBG funds and has continued to complete projects and draw expenses. Staff continues to review projects for viability to continue to utilize CDBG in the future.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 3 CAPER Lead-based Paint response:

According to the 2005-2009 American Fact Finder (U.S. Census) there are less than 1,000 housing units in Gilbert that have the potential for lead based paint. However, the Gilbert Emergency and Minor Repair program provides education and information regarding lead hazards to homeowners participating in the program. Lead testing and abatement is conducted as part of the program as necessary. Lead based paint hazard requirements are followed for all housing programs including providing notice to participants and testing surfaces when required. No lead hazards were encountered by the program in 2012-2013.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 3 CAPER Housing Needs response:

The Town of Gilbert identified three objectives as high priority and two objectives as medium priority to foster and maintain affordable housing in Gilbert's Consolidated Plan. The objectives are as follows:

High Priority:

- Single family housing emergency repair and minor home rehabilitation
- Single family housing major rehabilitation and reconstruction
- Acquisition and/or rehabilitation of rental housing

Medium Priority:

- Homebuyer assistance
- New rental housing

In FY 2012/13, the Town of Gilbert provided CDBG and HOME funding for two of the three high priority objectives. A total of \$250,000 in 12/13 funds and \$60,553 in previous years CDBG funds were allocated to single family emergency repair and minor home rehabilitation assisting 53 Gilbert homeowners remedy unsafe and hazardous conditions in their home.

The Town did not allocated federal funds to the second highest priority of single family housing major rehabilitation and reconstruction. The Town has met major obstacles in trying to create a viable program that will benefit residents due to the current Council priorities. The Town will need to evaluate this as a priority during the next consolidated planning period.

The Town allocated its HOME funds to purchase rehabilitate and lease two (2) new permanent affordable housing units in the Town of Gilbert. At the end of FY 12/13, the Town has a total of ten (10) affordable housing units added to its housing stock.

The Town did not invest any federal funds in medium priority housing needs for FY 12/13. Staff will also need to evaluate these items as a priority during the next consolidated planning period due to different Council priorities.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 3 CAPER Specific Housing Objectives response:

Gilbert's emergency and minor home repair program helps maintain safe, accessible and quality homes for low and moderate income households. In 2012, 53 households received emergency and minor home repair improvements to remedy a health or safety concern, expending \$250,000 in 12/13 CDBG funds and \$60,553 in previous years CDBG funds.

Gilbert increased the affordable rental housing stock by partnering with ARM of Save the Family who purchased, rehabilitated and leased two rental housing units, expending \$245,580 in previous years HOME funds.

Activity	Specific Objectives	Outcome/ Objective	HOME \$	CDBG \$	Other Resources	Annual Expected Number	Actual Number
Rental Housing Objectives						Units	
1.1 Acquisition & Rehab of rental units.	Acquisition & rehab of rental units	DH-2	\$245,580			2	2
1.2 Acquisition & Development Assistance of new rental housing	New rental housing	DH-2				0	
Owner Housing Objectives						Units	
2.1 Rehab of existing owner units.	Rehab of existing owner units	DH-1	\$99,377	17		20	17
2.2 Provide homebuyer down payment support.	Provide homebuyer down payment support	DH-2				0	

2.3 Provide emergency repair program support.	Provide emergency repair program support	DH-1	\$211,176	36		25	36
HUD Outcome Code Key		Availability/ Accessibility		Affordability		Sustainability	
Decent Housing		DH-1		DH-2		DH-3	

Renters Assisted by Income					
	5 – Year Goal		Year 3 Goal		Percent Completed
	Planned	Actual	Planned	Actual	
0-30% AMI	2	1	1	1	50%
31-50% AMI	10	9	3	1	90%
51-80% AMI	5	3	0	0	60%
Owners Assisted by Income					
	5 – Year Goal		Year 3 Goal		Percent Completed
	Planned	Actual	Planned	Actual	
0-30% AMI	60	49	12	21	82%
31-50% AMI	65	73	13	29	112%
51-80% AMI	25	15	5	3	60%

Gilbert’s worst case housing needs are addressed through the County’s Section 8 program and low-income tax credit multi-family housing units. The Town of Gilbert has a total of three LIHTC housing complexes for a total of 631 low income units of which 100 are specifically for elderly housing.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 3 CAPER Public Housing Strategy response:

There are no Public Housing or Section 8 programs based in Gilbert. Maricopa County’s Section 8 program assists participants located in Gilbert. The Town has no plans to establish a Section 8 program within 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.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 3 CAPER Barriers to Affordable Housing response:

- **Homebuyers:** The Town of Gilbert continues to have the most new housing permits across the valley. New housing developments are being created in South Gilbert, however, many of these new homes are unattainable to first time homebuyers. The Town’s median home price in 2012 is \$243,000 which has increase 21.2% since the previous year. With the strict lending regulations and large down payments required, typical first time homebuyers are unable to purchase within the new housing developments. The majority of the housing stock in Gilbert is fairly new, less than 20 years old, making resale properties high in purchase price as well. The median list price in Gilbert is \$299,900.

In FY 12/13 the Town did not offer a down payment assistance or first time homebuyer program to assist buyers with purchase of a new home. The Town did refer to local HUD approved housing counseling agencies and encouraged buyers to become educated about the home buying process and other regional homebuyer resources.

- Create New Affordable Housing: Gilbert is a fairly new city with very few smaller parcels of residential land that are vacant or in need of redevelopment. This provides significant barriers to the creation of new affordable housing.

The Town of Gilbert has large areas of residential land available in southern Gilbert and many of those areas are being developed for single family residences, however, they have all been master planned communities and many of which are not feasible for low to moderate income homeowners to purchase without significant subsidies or resources. The Town does not have a first time homebuyer program therefore, many looking to purchase a home for the first time are looking to other communities that have federally funded home buyer assistance programs to purchase older homes within their communities.

- Affordable Rentals: There are very few smaller (less than 25 units) multifamily rental developments in Gilbert. This makes it very difficult to acquire existing multifamily housing to convert to affordable and/or special needs housing. Some multifamily rental properties were converted to condos in recent years, providing more affordable homes for purchase but reducing the number of more affordably priced rental units. The median rental rate in Gilbert is \$1,152 per month making affordable rentals difficult for low-mod income residents.

The Town has three apartment complexes built with LIHTC funds and one of those complexes are for elderly residents age 55 and older. However, Gilbert's population continues to grow and the demand for affordable rental housing leaves few openings in these complexes. The Town has funded ARM of Save the Family for the past three years to purchase, rehabilitate and lease vacant homes in Gilbert to increase the affordable housing stock, however, three years of funding have developed ten (10) units, while helpful, is still far below the demand and need for affordable housing.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.

- c. Describe outreach to minority and women owned businesses.

Program Year 3 CAPER HOME/ADDI response:

In Year 3, Gilbert utilized its HOME funds to make further progress towards the goal of increasing affordable housing units in Gilbert. The Town allocated \$175,038 in FY 12/13 HOME funds to Affordable Rental Movement of Save the Family which purchased, rehabilitated and leased two permanent affordable rental units to income qualified renters. ARM utilized agency staff to complete minor rehabilitation in the units and did not bid rehabilitation work to the community. Therefore, there were no activities in 2012 related to Minority and Women Owned Business Enterprises.

The Town provided affirmative marketing actions in a variety of ways. Gilbert provided information of the Town's HOME funded rental units to the Town Council which resulted in a newspaper article in the Arizona Republic. While the Town's First Time Home-buyer Program was cancelled in late 2009, the Town maintains information on the Community Development webpage referring residents to other sources of down payment assistance and housing counseling services.

In cases when HOME funded activities have contracting opportunities, the Town provides outreach to minority and women owned businesses by contacting a list of eleven organizations notifying them of such opportunities. Gilbert did not have any contracting opportunities with HOME funds in 2012.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 3 CAPER Homeless Needs response:

Gilbert supported regional efforts to combat homelessness and participated in the Maricopa County Continuum of Care through the Maricopa Association of Governments, which includes a Gilbert Town Councilmember. In FY 12, housing needs for homeless individuals was identified by Town Council as an approved funding priority for the second year, specifically programs that provide emergency and transitional housing for homeless individuals and families.

While the Town of Gilbert does not have a local homeless shelter within its jurisdiction, the Town allocated \$30,000 to six regional homeless services providers that provide emergency shelter, transitional shelter and homeless support services. A total of 314 homeless individuals previously residing in Gilbert were assisted by these six providers. In addition, the Gilbert CAP Office and the Salvation Army were allocated a combined \$140,966 in general funds to assist 305 individuals and families at imminent risk of

becoming homeless.

Actions to address needs of homeless persons and families			
	Expenditure	Number	Source
Bed Nights for Homeless	\$30,000	2,158	Gilbert General Funds
Shelter Support	\$30,000	279	CDBG & General Funds
Homeless Prevention	\$140,966	305	Gilbert General Funds

Many of the regional homeless service providers offered a variety of services in addition to basic needs to help homeless persons transition to permanent housing and independent living. Gilbert funds helped to support services such as job preparation and job placement, child care, educational goal attainment, parenting skills, budgeting, health related services, and drug and alcohol dependency issues. Many homeless individuals must overcome a variety of barriers before being able to live independently and transition into permanent housing. Basic necessities include helping homeless persons obtain identification,

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Homeless Prevention Elements response:

In 2012, Gilbert provided a total of 165,966 in CDBG and general funds to non-profit organizations to assist in preventing homelessness. Several regional shelters were supported to provide emergency and transitional shelter to homeless individuals and families to avoid them living on the streets or having to double up in other housing units. Gilbert also funded organizations that provided emergency financial assistance to families in crisis and on the verge of being evicted therefore causing homelessness. A total of 305 families received emergency financial assistance to avoid homelessness. Other supportive services were provided such as food, clothing and utility assistance to alleviate the crisis and allow families to utilize their resources towards rent payments and to avoid eviction.

Agency Name	Program Description	Funding Category	Funding Source	Allocation Amount	Outcome/ People Served
A New Leaf- East Valley Men's Center	Homeless shelter for single adult men	Emergency	General Funds	\$5,000	18
A New Leaf – EMPOWER Program	Transitional housing and support for young adults aging out of foster care	Transitional	General Funds	\$5,000	207
A New Leaf – La Mesita Shelter	Transitional housing and support for homeless families with children	Transitional	General Funds	\$5,000	20
Central Arizona Shelter Services	Homeless shelter and supportive services	Emergency	General Funds	\$5,000	21
Chandler Christian Community Center	Gilbert CAP Office	Supportive	General Funds	\$123,166	172
The Salvation Army	Eviction Prevention	Supportive	General Funds	\$17,800	133
Save The Family	Transitional housing and support for homeless families with children	Transitional	General Funds	\$5,000	13
TOTALS:				\$165,966	584