



September 15, 2011

Michael Flores, CPD Representative
HUD - CPD
1 N. Central Ave, Suite 600
Phoenix, AZ 85004

Dear Michael,

Enclosed are an original and 2 copies of Gilbert's 2010-11 CAPER with cover letters from Gilbert's Town Manager, IDIS CDBG Financial and Activity Reports, and public comment ad. A completed copy of the CAPER Review Checklist is also enclosed for your use.

Draft copies of the CAPER were available on Gilbert's web page and by request during the 15 day comment period described in the enclosed newspaper ad. No comments were received.

If you have any questions, please contact me at 480-503-6893, TDD 480-503-6080, or Jessica.fierro@gilbertaz.gov.

Sincerely

A handwritten signature in black ink that reads "Jessica Fierro". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Jessica Fierro
Community Development Specialist

Enclosures





Gilbert

2010-2011

Consolidated Annual Performance and Evaluation Report (CAPER)

September 30, 2011

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

Community Services
Town Of Gilbert
90 E. Civic Center Dr.
Gilbert Rd. 85296

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TOWN OF GILBERT, ARIZONA
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
FISCAL YEAR 2010-11

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First Program Year CAPER

The CPMP First 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).

Executive Summary

Program Year 1 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, 2010 and June 30, 2011. 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 2010-11:

Community Development Block Grant (CDBG)	\$776,867
HOME Investment Partnership Funds (HOME)	\$222,850

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 2010-2011. The FY 2010-11 CAPER is an evaluation of the first 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 2010-11. Gilbert spent \$1,072,307 in CDBG and HOME funds on housing and community development activities and \$314,317 in local funds on homeless, special needs, youth, and other social services during 2010-11.

Through the Maricopa HOME Consortium, Gilbert reallocated \$600,000 in prior years HOME funds to the Affordable Rental Movement of Save the Family's 2010 Affordable Housing project. The project purchased, rehabilitated and leased five housing units to increase the stock of permanent affordable rental housing in Gilbert.

The following table indicates the total FY 2010-11 CDBG and HOME allocations, carry over balances, reallocations, expenditures, and remaining balances as of June 30, 2011.

CDBG FY 2010-11 Total Allocation: \$776,867					
	FY 10-11 Allocation	Previous Years Reallocated Funds	Prior Year Balance Carry Over	Current Year Expenditures	Balance Remaining
Sonora Town Water/Sewer Improvements*	\$0	\$0	\$454,329	\$5,872	\$448,457
Sonora Town Water/Sewer Improvements (CDBG-R)	\$0	\$0	\$179,986	\$26,675	\$153,311
Sonora Town Home Rehab & Reconstruction Program	\$110,000	\$190,000	\$0	\$0	\$300,000
Home Rehab & Emergency Repairs	\$250,000	\$0	\$38,946	\$224,934	\$64,012
Entrepreneur & Job Creation Programs	\$175,337	\$0	\$0	\$33,601	\$141,736
Public services – Gilbert Senior Center	\$116,530	\$0	\$0	\$116,530	\$0
Administration	\$125,000	\$0	\$0	\$72,902	\$52,098
Total	\$776,867	\$190,000	\$673,261	\$480,514	\$1,159,614
HOME FY 2010-11 Total Allocation: \$222,850					
	FY 10-11 Allocation	Previous Years Reallocated Funds	Prior Year Balance Carry Over	Current Year Expenditures	Balance Remaining
Affordable Rental Housing	\$0	\$600,000	\$0	\$591,793	\$8,207
Unallocated	\$222,850	\$0	\$0	\$0	\$222,850
Total	\$222,850	\$600,000	\$0	\$591,793	\$231,057

Fiscal year 2010-11 accomplishments are:

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

Gilbert provided \$116,530 in CDBG funds and \$314,317 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:

- 413 Gilbert individuals received assistance with homeless prevention, shelter, and transitional shelter expending \$153,143 in local funds;
- 794 Gilbert seniors and disabled residents received congregate and home delivered meals, senior activities and disability services expending \$116,530 in CDBG and \$27,215 local funds
- 1,827 Gilbert youth participated in prevention and intervention activities expending \$130,160 in local funds;
- 8,179 Gilbert individuals received other social services such as food boxes and arts and cultural activities expending \$8,000 in local funds.

Public Facilities/Infrastructure

In 2009, Gilbert spent \$63,106 in CDBG to complete design of a new sewer system for the Sonora Town neighborhood. Homes in the neighborhood have individual cesspool or septic sewer systems, some of which have failed or are inadequate for regular residential use. The project was expanded in early 2009 to utilize \$179,986 in CDBG-R, Recovery funds. The expanded project includes replacing water lines, street improvements to reduce localized flooding, and installing street lights.

The Sonora Town Water/Sewer/Lighting project continued in 2010. Work began in mid May but was stopped within two weeks due to contractor negligence. Construction will resume in September 2011 with a new contractor and is scheduled to be completed within 60 days.

Housing

Gilbert continued to provide services to reach the first 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:

- 28 low and moderate income households received emergency and minor home repairs expending \$224,934 in CDBG funds.
- Six units were purchased and rehabilitated for use as permanent affordable rental homes expending \$591,793 in HOME funds. All six units have been leased to income qualified Gilbert households.

In 2010, Gilbert allocated a total of \$300,000 to the Sonora Town Housing Rehabilitation and Reconstruction Program. It was anticipated that this program would begin after the completion of the Sonora Town infrastructure project, however, due to the infrastructure project delays, the rehabilitation program has been placed on hold.

Entrepreneur/Job Creation

Gilbert allocated \$80,000 in 2010-11 for a 2 year small business entrepreneur program. The program provides a series of educational workshops and one on one coaching for small businesses to assist them in retaining or expanding their businesses. In addition, \$95,337 was allocated for a new pilot job creation program called Human Capital Program. In 2010, the program was developed and began marketing. It is anticipated that job creation from this program will begin in 2011. Entrepreneur accomplishments include:

- 23 participants representing 20 small businesses participated in two, 10 week series of educational workshops. One on one business coaching was also provided for 7 businesses.
- 3 full time jobs were created and 1 part-time job was retained in Gilbert, expending \$33,601 in CDBG funds.

The Financial Summary and complete CAPER Report documenting the CDBG funds available and expended in Gilbert through June 30, 2010 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 1 CAPER General Questions response:

One Year Assessment

The programs described in this CAPER, combined with the current year programs are meeting Gilbert's Consolidated Plan and Annual Plan goals. Activities are targeted on a community wide or regional basis due to the nature of needs, population demographics and location of available services.

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

Public Service programs were funded at the 15% CDBG limit. \$116,530 in CDBG funds were allocated to a nonprofit for operation of the Gilbert Senior Center. CDBG funds were utilized to provide 629 residents with congregate meals at the Gilbert Senior Center and home delivered meals to homebound seniors and disabled individuals. In addition, activities and social opportunities were provided at the Gilbert Senior Center.

The Town of Gilbert also allocated \$314,317 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 financial assistance to prevent homelessness
- Senior and disabled supportive and educational services
- Intervention and prevention activities for at-risk youth

Agency/Program	Funding Allocated	Expenditures	Funding Source	HUD Outcome	Persons Assisted
Rental Housing Objectives					
ARM of Save the Family	\$600,000	\$591,793	HOME	DH-2	22
Owner Housing Objectives					
CSA Emergency Home Repair	\$250,000	\$224,934	CDBG	DH-1	28
Homeless Prevention Objectives					
A New Leaf- East Valley Men's Center	\$12,669	\$12,669	General Funds	SL-1	7
A New Leaf – EMPOWER Program	\$6,976	\$6,976	General Funds	SL-3	12
A New Leaf – La Mesita Shelter	\$5,347	\$5,347	General Funds	SL-3	18
Central Arizona Shelter Services	\$4,985	\$4,985	General Funds	SL-1	129
Child Crisis Center	\$21,275	\$21,275	General Funds	SL-3	111
Community Development: Public Facilities/Infrastructure Objectives					
Sonora Town Infrastructure	\$454,329	\$5,872	CDBG	SL-3	0
Community Development: Economic Development Objectives					
Entrepreneur & Job Creation Programs	\$175,337	\$33,601	CDBG	E0-1	28
Community Development: Public Services Objectives					
Gilbert Senior Center: Senior Meals	\$116,530	\$116,530	CDBG	SL-3	629
Anti-poverty Objectives					
Gilbert CAP Office	\$123,166	\$123,166	General Funds	SL-3	219
Non-homeless Special Needs Objectives Elderly/Disabled					
Alzheimer's Association	\$2,343	\$2,343	General Funds	SL-3	86
The Marc Center	\$3,156	\$3,156	General Funds	SL-3	4
Community Assistance					
United Food Bank	\$4,311	\$4,311	General Funds	SL-3	5,229
Youth Services Prevention/Intervention					
Big Brothers Big Sisters	\$1,877	\$1,877	General Funds	SL-3	2
Gilbert Boys & Girls Club	\$103,683	\$103,683	General Funds	SL-3	1,652
Child Crisis Center	\$21,275	\$21,275	General Funds	SL-3	111
Junior Achievement	\$3,325	\$3,325	General Funds	SL-3	62
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

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 Emergency and Minor Repair program is available to eligible residents in all areas of Gilbert. It assisted 28 Gilbert homeowners this year expending \$224,934 in CDBG funds.

Sonora Town Housing Rehabilitation Program:

Gilbert reallocated a total of \$300,000 in CDBG funds to the Sonora Town major housing rehabilitation and housing replacement program in 2010. The program was placed on hold during the program year due to delays on the Sonora Town Infrastructure project. Once the infrastructure program has been completed in program year 2011, the Town will evaluate the feasibility of reinstating the Sonora Town Rehabilitation Program.

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

Gilbert reallocated \$600,000 in HOME funds from a first time homebuyer program and a housing rehabilitation program to a new acquisition and rehabilitation program. The Town partnered with Affordable Rental Movement of Save the Family who purchased, rehabilitated and rented five permanent affordable rental units in Gilbert. All five units were leased in program year 2010 and the program has eight families on a waiting list when additional affordable rental units become available.

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

Funds were allocated to address infrastructure needs in the Sonora Town neighborhood at the SW corner of Gilbert Rd. and Warner Rd., a low income neighborhood in Gilbert. Gilbert allocated \$260,715 in 2009-10 CDBG funds for the design and construction of a new sewer system for the Sonora Town neighborhood. The neighborhood was annexed from Maricopa County and operates on a septic system rather than the Town's sewer system. The project was expanded in early 2009 to utilize \$179,986 in CDBG-R, Recovery funds. Using the results of a neighborhood assessment, the expanded project includes replacing water lines, street improvements, and installing street lights. Construction began in May 2011 and is expected to be completed by the end of 2011.

Job Creation / Retention / Entrepreneurship

Gilbert allocated \$80,000 in 2008-09 for a 2 year small business entrepreneur program available to residents and business throughout Gilbert. For the second year of program funding, two 10-week series of educational workshops were offered and had a total of 23

participants representing 20 small businesses. One on one business coaching was also provided for 7 businesses. These workshops and coaching have resulted in 3 jobs being created and 1 job being retained.

Affirmatively Further Fair Housing

The Town of Gilbert focused on outreach and education to affirmatively further fair housing during program year 2010. A comprehensive plan was created to be fully implemented in program year 2011 and includes additional outreach efforts to notify both landlords and tenants of their rights and responsibilities under the Fair Housing Act. Staff explored the possibility of implementing a Fair Housing Hotline to address specific questions and concerns of residents. The hotline will be implemented in 2011 as well as a tracking database identifying specific questions and the resolution of each received. In addition information brochures and literature will be mailed to all registered Gilbert landlords and tenants advising of their rights and responsibilities and the new Fair Housing Hotline.

In 2010, the Town maintained a Fair Housing page on the Town's website to provide basic information regarding fair housing and various local and state resources, including the Arizona Attorney General's contact information, to refer residents needing to file a complaint. A Resolution was adopted at a Town Council public hearing declaring April as Fair Housing Month. The meeting is rebroadcast to all homes in Gilbert with cable TV at least 10 times during the 2 weeks after the meeting. The meeting is also permanently available for web cast viewing via the Gilbert website, on demand, 24 hours a day, at no charge. In addition, Gilbert monitored federally funded subrecipients for compliance with fair housing laws.

Under Served Needs and Gaps in Service

The Town of Gilbert utilizes federal and general funds to support programs in an effort to address and overcome the obstacles of meeting underserved needs in the community. Due to the limited resources and community development staff available in Gilbert, the Town focuses on partnerships with other organizations and coalitions to address neighborhood and community issues.

The Town participates in the Gilbert Community Action Network (CAN) which is an ad-hoc committee of local community leaders, businesses, and non-profit organizations who partner and share resources to address social service needs in Gilbert.

Several years ago, the Town began the Neighbor 2 Neighbor program, which allows Gilbert residents to donate through their utility billing. One hundred percent of funds donated through the program are allocated through the Town's annual grant process to non-profits providing services to individuals and families experiencing a crisis.

Staff participated in the Maricopa HOME Consortium, the MAG Technical Assistance Committee and the Fair Housing Partnership to provide regional support to various issues.

Finally, the Town staffs the Community Services Committee which is resident volunteer committee to review funding applications and make annual funding recommendations to Mayor and Council. Funding priorities are developed based on feedback supplied by the community and target funds for services identified as being a high priority. Discussions have taken place in 2010 to formally create a permanent Commission to address Gilbert's community needs. It is anticipated that a formal Community Services Commission will be created in program year 2011. The Commission's charge will be to conduct an annual

needs assessments, tour local non-profit organizations, and develop new partnerships with other funding sources and organizations to further provide social and housing services in Gilbert.

Leveraged Resources

Gilbert's 2010-11 allocations of \$776,867 in CDBG funds and \$222,850 in HOME funds were leveraged with \$314,317 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 \$10,586,097 in state, county, local, and private fund sources to 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 1 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 Specialist, assisted the Community Services Committee 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. In the case of non-compliance, the Town has a remediation and termination clause in all contracts, however, the Town did not have to terminate any contracts during 2010.

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 1 CAPER Citizen Participation response:

A draft of the 2010-2011 CAPER was posted on the Town of Gilbert's website on Monday, August 22, 2011 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 East Valley Tribune on Monday August 22, 2011 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, August 22, 2011 through Thursday, September 8, 2011. 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:

No public comments were received.

Institutional Structure

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

Program Year 1 CAPER Institutional Structure response:

The Town of Gilbert took great strides in 2010 to help overcome gaps in institutional structures and to enhance coordination. In November, 2010, the Community Development staff position was moved from the Town's Business Development department to the Community Services department. It was determined that this department change would provide greater community coordination and information dissemination regarding federally funded programs and services available to Gilbert residents.

In 2010, the Town implemented a comprehensive single funding process for social service, affordable housing, community development, arts and culture activities. This funding process allocates general funds, Neighbor 2 Neighbor funds, CDBG, and HOME funds. The Community Services Committee participates in the allocation of Town federal and general funds.

The Community Services Committee is made up of Gilbert residents who volunteered their time and talent to aiding in reviewing and evaluating funding applications received during

the annual allocation process. The Committee developed initial funding recommendations and presented them to Mayor and Town Council for final approval.

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 1 CAPER Monitoring response:

Monitoring

The Town of Gilbert systematically monitors federally funded projects and activities to ensure that compliance is being met and maintained and that sufficient progress is being made towards completion.

Monitoring is accomplished in a variety of ways. During the funding application process, projects are identified as being eligible for federal funding and a review of the organization is conducted to ensure the organizational capacity is sufficient to carry out proposed activities. The review consists of past monitoring results, audits, management letters and responses to management letters, if applicable.

Organizations contracted for services must report activities every six months identifying program demographics and status of measurable outcomes as specified in their funding contract. In addition, on-site monitoring is conducted to review client files for income

eligibility, financial records and systematic procedures to ensure that programs are meeting all local, state, and federal requirements.

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 Town of Gilbert began as a small agriculture town and then experienced significant population growth for over the past 20 years. In 2010, the Town experienced new growth in housing and business development while offering programs and services to sustain existing neighborhoods. Gilbert community development staff has utilized federal and general funds to promote neighborhood stabilization and economic growth. Specific objectives identified by the Town for community development have steadily been met, although not without delays and barriers to overcome.

Federal and general funded activities have provided the following:

- Public services to homeless, families in crisis, elderly, disabled and at-risk youth
- Housing repair assistance to maintain and sustain Gilbert's current housing stock
- Infrastructure improvements to assist low income neighborhoods with increased livability
- Economic development opportunities to increase employment opportunities for those unemployed and underemployed
- Increase in affordable housing stock for low and moderate income renters

The activities and strategies are making an impact on identified needs as the output and outcome measurements of each activity are analyzed and indicate progress towards meeting the needs. Funding is prioritized annually to target resources to particular needs with the intent on making a larger impact to a community or neighborhood problem.

Unfortunately, the recession, reduction in staff and reduction of resources have slowed progress toward meeting identified objectives and goals. As the Town faces budget deficits, reduced funding from the state and other economic factors, the resources once available for community development activities have been steadily reduced over the past three years. New Town Council members lack an understanding of federal funding and the positive impact to the community, thereby reducing political will to maintain funding and projects at previous levels.

To address delays and barriers, Town staff has provided outreach and education to new Town Council members to better educate them on federal funding and projects. In addition, staff has proposed a standing recommending commission composed of Gilbert residents to better educate the community and provide innovative solutions for the Town of Gilbert and

community development needs. The creation of the Commission is anticipated for the fiscal year 2012 funding process.

The Town continues to collaborate with regional partners to discuss similar difficulties in other jurisdictions and share solutions and best practices to overcome obstacles.

Lead-based Paint

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

Program Year 1 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 2010-2011.

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 1 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 2010-2011, the Town of Gilbert provided CDBG and HOME funding for two of the three high priority objectives, emergency home repair and acquisition of rental housing. The third high priority objective, major home rehabilitation and reconstruction were placed on hold until the corresponding infrastructure project in the same neighborhood is completed.

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 1 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 2010, 28 households received emergency and minor home repair improvements to remedy a health or safety concern, expending \$224,494 in CDBG funds.

Gilbert increased the affordable rental housing stock by partnering with ARM of Save the Family who purchased, rehabilitated and leased five rental housing units, expending \$591,793.13 in HOME funds and assisting 22 individuals.

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	\$600,000			3	5
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		\$300,000		20	0
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		\$250,000		25	28
HUD Outcome Code Key		Availability/Accessibility		Affordability		Sustainability	
Decent Housing		DH-1		DH-2		DH-3	

Renters Assisted by Income					
	5 – Year Goal		Year 1 Goal		Percent Completed
	Planned	Actual	Planned	Actual	
0-30% AMI	2	0	0	0	0%
31-50% AMI	10	3	3	3	30%
51-80% AMI	5	2	0	2	40%
Owners Assisted by Income					
	5 – Year Goal		Year 1 Goal		Percent Completed
	Planned	Actual	Planned	Actual	
0-30% AMI	60	10	12	10	17%
31-50% AMI	65	10	13	10	15%
51-80% AMI	25	8	5	8	32%

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 1 CAPER Public Housing Strategy response:

Not Applicable

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 1 CAPER Barriers to Affordable Housing response:

Barriers to affordable housing in Gilbert include:

- Declining Property Values: Gilbert’s single family median sales price has declined 49% from the 1st Quarter peak of \$331,000 in 2006 to the March 2011 median price of \$163,781. Even with this significant decline, \$163,000 is still beyond what a moderate income family can afford.
- Homebuyers: The current foreclosure and financial market is having a negative impact on homebuyers. Many buyers are staying out of the housing market at this time due to the continuing decline in home values. Some first time homebuyers are having more difficulty purchasing a home because their lender is unwilling or unable to finance a first time homebuyer, even though the buyer was working with a HUD approved nonprofit housing counseling agency.
- 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.

- 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.

Staff has provided information on the Gilbert Community Development webpage and speaks with residents often about the importance of pre-purchase housing counseling and the benefits of education in the home buying process, including purchasing foreclosures in Gilbert. Staff will continue to review ways in which Gilbert can eliminate barriers to affordable housing since typical methods such as residential infill programs and impact fee reimbursement for affordable unit construction is not feasible at this time in Gilbert.

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 1 CAPER HOME/ADDI response:

Gilbert's First Time Homebuyer Program ended in December 2009. It was a traditional homebuyer assistance and counseling project operated by Community Housing Resources of Arizona.

In 2010, there were no activities that utilized the remaining \$2,173 Gilbert ADDI funds. It is anticipated that these funds will be transferred to another jurisdiction for use in 2011, as there are currently no programs in Gilbert to utilize ADDI funding.

HOME funds were utilized in 2010 for the acquisition, rehabilitation and rental of affordable housing units within Gilbert. A total of \$591,793 in HOME funds purchased five housing units, assisting 22 individuals. Gilbert partnered with ARM of Save the Family to administer Gilbert's permanent affordable rental project. ARM utilized agency staff to complete minor rehabilitation of the units and did not bid rehabilitation work to the community. Therefore, there were no activities in 2010 related to Minority and Women Owned Business Enterprises.

HOME assisted rental units were purchased in late fiscal year 2010. Inspection and monitoring of properties are scheduled for early fiscal year 2011.

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 2010.

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 1 CAPER Homeless Needs response:

Gilbert supports regional efforts to combat homelessness and participates in the Maricopa County Continuum of Care through the Maricopa Association of Governments. Gilbert prioritizes funding for programs that provide emergency and transitional housing for homeless individuals and families. Financial support is also provided to programs that provide case management, financial assistance and educational opportunities to prevent homelessness.

Gilbert does not have a local homeless shelter within its jurisdiction; however, in 2010, Gilbert provided general funds to provide support to several regional homeless service providers including the Central Arizona Shelter Services facility in downtown Phoenix and the East Valley Men's Center, Save the Family Foundation and La Mesita in Mesa. The Gilbert CAP Office Homeless Prevention program was also allocated local funds to assist Gilbert households at imminent risk of becoming homeless.

Actions to address needs of homeless persons and families			
	Expenditure	Number	Source
Bed Nights for Homeless	\$41,128	8,006	Gilbert General Funds
Shelter Support	\$291,629	987	CDBG & General Funds
Homeless Prevention	\$123,166	219	Gilbert General Funds

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 1 CAPER Specific Homeless Prevention Elements response:

In 2010, Gilbert provided \$455,923 in CDBG and general funds to partner organizations providing public services in the form of basic food and shelter assistance. The Gilbert CAP Office Homeless Prevention program provided one-time payments to landlords, mortgage companies, or utility companies on behalf of households facing eviction or utility shut-off. The Gilbert CAP Office Homeless Prevention program assisted 219 Gilbert households at imminent risk of becoming homeless with one-time utility and/or eviction prevention assistance in the form of rental or mortgage assistance.

In addition, funds were allocated to support homeless shelter operation, case management and support for families facing homelessness, educational opportunities on budgeting, parenting, and permanent housing solutions for both homeless and those at risk of becoming homeless. The Gilbert Senior Center Congregate and Home Delivered Meals program provided 8,502 meals for 629 elderly or disabled Gilbert residents. Basic needs support allowed elderly and disabled residents to remain in their homes and live independently.

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	\$12,669	7
A New Leaf – EMPOWER Program	Transitional housing and support for young adults aging out of foster care	Transitional	General Funds	\$6,976	12
A New Leaf – La Mesita Shelter	Transitional housing and support for homeless families with children	Transitional	General Funds	\$5,347	18
Central Arizona Shelter Services	Homeless shelter and supportive services	Emergency	General Funds	\$4,985	129
Child Crisis Center	Supportive services for families at risk of homelessness	Supportive	General Funds	\$21,275	111
Community Services of Arizona	Gilbert CAP Office	Supportive	General Funds	\$123,166	219
Community Services of Arizona	Gilbert Senior Center	Supportive	CDBG/ General Funds	\$136,037	629
Save The Family	Case management and supportive services for homeless families with children	Supportive	General Funds	\$11,151	28
TOTALS:				\$321,606	1,153

Emergency Shelter Grants (ESG)

Gilbert doesn't receive ESG funding.

Community Development

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

Program Year 1 CAPER Community Development response:

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

The following table provides an assessment of relationship of CDBG funds to goals and objectives related to the area of Community Development.

Summary of Community Development Accomplishments Town of Gilbert FY 2010-11 Program Year			
Housing	Priority Need Level	Funds Expended	Fund Source
Emergency & Minor Home Repair	High	\$224,934	CDBG
Housing rehabilitation	High	\$0	CDBG
Creation of affordable rental housing	High	\$591,793	HOME
Public Facilities/Infrastructure	Priority Need Level	Funds Expended	Fund Source
Sonora Town Water/Sewer	Medium	\$5,872.07	CDBG
Public Services	Priority Need Level	Funds Expended	Fund Source
Senior Services	High	\$116,530	CDBG
Economic Development	Priority Need Level	Funds Expended	Fund Source
Entrepreneur & Job Creation Programs	High	\$33,600	CDBG

The following table illustrates the Town's accomplishments with respect to Race/Ethnicity, Income and Special Needs populations

Benefit	Housing Activities		Job Creation Low/Mod Jobs LMJ	Public Facility -	Public Services Low/Mod Client LMI
	Emergency & Minor Home Repair Low/Mod Client LMI	Affordable Rental Housing Low/Mod Client LMI			
Very Low Income (30% AMI)	11	-	3	-	148
Low Income (31 -50% AMI)	9	13	-	-	195
Moderate Income (51-80% AMI)	8	11	1	-	286
Total Individuals or Households Served	28	24	4	-	629
Female HH	5	4	-	-	402
Elderly (62+)	10	0	-	-	558
Disabled	6	0	-	-	170

Race/Ethnicity of Community Development Accomplishments		
Race/Ethnicity	All	Hispanic
White	581	73
Black/African American	38	
Asian American	17	
American Indian		
Native Hawaiian or Pacific Islander	7	
American Indian or Alaskan Native and White	4	
Asian and White		
Black / African Amer. and White	4	
American Indian or Alaska Native and Black / African American		
Other Ethnicity	32	
Total	683	73

Emergency Home Repairs

The Emergency and Minor Home Repair program has been successfully providing assistance to Gilbert homeowners in need of home repairs for 14 years. The program assisted 28 households this year. The program expended \$224,933 and will continue in 2011-12.

Job Creation / Retention

Gilbert allocated \$80,000 in 2009-10 for a two year small business entrepreneur program. The program provided two 10-week series of educational workshops with one on one business coaching for the program’s graduates. 2010 was the second year of funding. The workshops and coaching have resulted in 3 low and moderate income jobs being created and 1 job being retained in 2010-11. A total of \$33,600 in CDBG funds was expended.

Public Facility/Infrastructure Activities

Gilbert allocated \$260,715 in 2009-10 CDBG funds for the design and construction of a new sewer system for the Sonora Town neighborhood. The neighborhood was annexed from Maricopa County and operates on a septic system rather than the Town’s sewer system. The project was expanded in early 2009 to utilize \$179,986 in CDBG-R, Recovery funds. Using the results of a neighborhood assessment, the expanded project includes replacing water lines, street improvements, and installing street lights. Construction began in May 2011 and is expected to be completed by the end of 2011.

CDBG Public Services

Community Services of Arizona’s Congregate / Home Delivered (Senior) Meals Program assisted 629 elderly or disabled persons with congregate meals provided at the Gilbert Senior Center and delivered meals to homebound elderly and disabled persons. In addition, the program provided activities and social opportunities for seniors at the Gilbert Senior Center.

2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

Changes in Program Objectives

No changes were made to community development program objectives during 2010-11. The Sonora Town Rehabilitation and Reconstruction Program was placed on hold due to delays in the Sonora Town infrastructure program. The rehabilitation program is scheduled to begin in years 4 and 5 of the consolidated planning period.

3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

Assessment of Efforts

Gilbert dedicated all resources identified in the Consolidated plan for housing activities to increase and maintain available, affordable, quality housing for low and moderate income families. No Certifications of Consistency with the Consolidated Plan were issued and all inquiries into Consolidated Plan implementation are documented and a matter of public record. The record shows no contrary action or willful inaction.

4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.

Funds Not Used for National Objectives

Not Applicable. 100% of CDBG funds were used to meet national objectives.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

Anti-displacement and Relocation

No CDBG or HOME funded activities caused displacement.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

In 2010, CDBG funded economic development activities created three jobs and retained 1 job. All positions were filled by a low to moderate income person. These jobs created and retained were achieved through the Town's Front Runner Program. The Program offers technical assistance to entrepreneurs and small businesses on day to day business operations which allow them to sustain or expand the business. In addition, one on one business coaching is offered to assist in specific business topic areas.

The Front Runner Program expended \$33,600 in 2010 for an average of \$8,400 per FTE position created or retained. The positions created/retained are as follows:

- Craft Worker (skilled) 1 created
- Laborer (unskilled) 1 created
- Manager 1 created
- Office clerical 1 retained

For fiscal year 2010, the Front Runner program offered two 10-week training sessions for technical assistance to maintain or expand a small business. A total of 23 small business participants representing 20 businesses participated in the two 10-week course and 7 businesses received one on one coaching.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

The Sonora Town Waster/Sewer/Lighting project has completed the design phase. When the general infrastructure systems are completed, Gilbert will income qualify the residents of each home before providing assistance to connect the home to the new sewer system. The connection of homes to sewer will be reported as a housing rehab project, due all the construction work done to connect the homes to the sewer lines being done on private property. The public improvement part of the project will be reported as a separate low/mod area benefit project.

8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.

Program Income

No CDBG or HOME program income was received or expended in 2010-11. There were no float funded activities, no other program income, and no CDBG or HOME funded property was sold.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

Prior Period Adjustments

Not Applicable. Gilbert had no prior period adjustments.

10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

Rehabilitation Loans and Receivables

There are 52 outstanding loans that were funded with CDBG, HOME, or ADDI funds, with a principal balance of \$567,622.

Gilbert Rehabilitation Loan Portfolio					
Activity	Type of Loan	Number of Loans	CDBG	HOME/ ADDI	Total
Homebuyer, gap financing	100% due on sale or move out	13	\$44,350	\$414,272	\$498,141
Septic to sewer conversion	Forgivable at 10%/yr	39	\$109,040	-	\$109,040
Total		52	\$153,390	\$414,272	\$567,622

11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

Lump Sum Agreements

Not Applicable. Gilbert had no lump sum agreements.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

Activity	Funding Source	Amount Allocated	Amount Expended	Units Completed
Gilbert Emergency and Minor Home Repair Program	CDBG	\$250,000	\$224,933.53	28
Sonora Town Rehabilitation and Reconstruction Program	CDBG	\$300,000	\$0	0
TOTAL Housing Rehabilitation Activities:			\$224,933.53	28

In 2010, Gilbert’s Sonora Town Rehabilitation and Reconstruction Program was placed on hold due to delays in the Sonora Town infrastructure project. The rehabilitation program was scheduled to begin once the infrastructure project was completed.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Gilbert doesn’t have any Neighborhood Revitalization Strategies.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 1 CAPER Antipoverty Strategy response:

During 2010, Gilbert provided CDBG funding to two entrepreneurial programs to create and retain jobs and reduce the number of persons living below the poverty level.

The Front Runner program provides technical assistance and one on one business coaching to small businesses in Gilbert to assist in sustaining or expanding their business and creating or retaining jobs. In 2010, the Front Runner program offered two 10-week training sessions for technical assistance and resources to maintain or expand a small business. A total of 20 small businesses participated in the two 10-week courses and 7 businesses received one on one coaching. This program resulted in 3 jobs being created for low to moderate income workers and 1 job being retained by a low income individual.

The Human Capital Program was funded with CDBG for the first time in 2010. The program offers reimbursement for training of unemployed or underemployed individuals applying for work with a small business. No expenditures were made during the year, however, the program was developed, marketed and has the first potential business in the application process to participate. It is anticipated that the program will create and retain 11 jobs for low to moderate income Gilbert residents.

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 1 CAPER Non-homeless Special Needs response:

The following table describes the federal and local expenditures to address Gilbert non-homeless special needs populations:

Agency Name	Program Description	Funding Source	Allocation Amount	Outcome/ People Served
Elderly/Disabled				
Community Services of Arizona	Gilbert Senior Center – congregate and home delivered meals and senior activities	CDBG/ General Funds	\$136,037	629
Alzheimer’s Association	Support groups and referrals for individuals and families dealing with Alzheimer’s disease	General Funds	\$2,343	86
East Valley Adult Resources	East Valley RSVP – volunteer opportunities for active seniors to participate in their community	General Funds	\$2,209	75
The Marc Center	Assistance to individuals filing for disability benefits and claims	General Funds	\$3,156	4
TOTAL ELDERLY/DISABLED ASSISTANCE			\$143,745	794
Community Assistance				
Community Services of Arizona	Gilbert CAP Office – emergency financial assistance and referrals	General Funds	\$123,166	219
United Food Bank	Emergency and supplemental food	General Funds	\$4,311	5,229
TOTAL COMMUNITY ASSISTANCE			\$127,477	5,448
Youth Services Prevention/Intervention				
Big Brothers Big Sisters	One on One mentoring for at risk youth	General Funds	\$1,877	2
Gilbert Boys & Girls Club	After school activities and prevention services	General Funds	\$103,683	1,652
Child Crisis Center	Safe haven for youth at risk of being abused and or neglected	General Funds	\$21,275	111
Junior Achievement	Financial education for youth	General Funds	\$3,325	62
TOTAL YOUTH SERVICES:			\$130,160	1,827
TOTAL NON-HOMELESS SPECIAL NEEDS:			\$401,382	8,069

Specific HOPWA Objectives

Program Year 1 CAPER Specific HOPWA Objectives response:

Not applicable. Gilbert doesn't receive HOPWA funding.

Include any CAPER information that was not covered by narratives in any other section.

Program Year 1 CAPER Other Narrative response:

PR 26 - CDBG Financial Summary Report	
Grantee	GILBERT , AZ
Program Year	2010
PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	776,867.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
06 RETURNS	24660.04
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	801,527.04
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	197,993.72
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	197,993.72
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	81,080.92
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	279,074.64
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	522,452.40
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	197,993.72
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	197,993.72
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	68,340.28
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	68,340.28
32 ENTITLEMENT GRANT	776,867.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	776,867.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	8.80%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	81,080.92

38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	81,080.92
42 ENTITLEMENT GRANT	776,867.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	776,867.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	10.44%



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
CDBG Activity Summary Report (GPR) for Program Year 2010
GILBERT

Date: 14-Sep-2011
Time: 17:01
Page: 1

PGM Year: 2007

Project: 0004 - SONORA TOWN HOUSING REHABILITATION

IDIS Activity: 88 - SONORA TOWN HOUSING REHABILITATION

Status: Canceled
Location: SONORA TOWN NEIGHBORHOOD, SW CORNER OF GILBERT RD. AND WARNER RD. GILBERT, AZ 85296

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Rehab, Single-Unit Residential (*14A) National Objective: LMH

Initial Funding Date: 10/25/2007

Financing
Funded Amount: 0.00
Drawn Thru Program Year: 0.00
Drawn In Program Year: 0.00

Description:

HOUSING REHABILITATION OF LOW AND MODERATE INCOME OWNER AND RENTAL OCCUPIED RESIDENTIAL PROPERTY IN THE SONORA TOWN NEIGHBORHOOD. THE PROJECT MAY BE FUNDED OVER SEVERAL YEARS.

Proposed Accomplishments

Housing Units : 4

Actual Accomplishments

Number assisted:

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

Income Category:

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

Annual Accomplishments

Year # Benefitting

2009 Project on hold while new sewer system is installed in the Sonora Town neighborhood. Rehab program expected to become active in calendar year 2011, expanded to include reconstruction.

2007 THE SONORA TOWN HOUSING REHAB PROGRAM HAS BEEN AVAILABLE TO THE SONORATOWN NEIGHBORHOOD SINCE AUGUST 2007. ONE APPLICATION HAS BEEN RECEIVED THAT WAS DETERMINED TO BE BEYOND REHAB AND A CANDIDATE FOR REPLACEMENT HOUSING. ADDITIONAL PUBLICITY WAS DONE IN LATE SUMMER 2008, RESULTING IN 2 MORE APPLICATIONS BEING RECEIVED.

2008 Over the 2 years that this program was available, there were 2 applications completed. Both homes were determined to be beyond rehabilitation. These homes are candidates for the major housing rehabilitation and reconstruction project that it expected to begin after the Sonora Town sewer project is complete.

PGM Year: 2008

Project: 0003 - SONORA TOWN SEWER CONVERSION

IDIS Activity: 93 - SONORA TOWN WATER, SEWER AND LIGHTING

Status: Open

Location: SONORA TOWN NEIGHBORHOOD GILBERT, AZ 85296

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Water/Sewer Improvements (03J)

National Objective: LMA

Initial Funding Date: 02/02/2009

Financing

Funded Amount: 260,715.00

Drawn Thru Program Year: 88,547.78

Drawn In Program Year: 5,872.07

Description:

CONVERT THE NEIGHBORHOOD FROM THE EXISTING CESSPOOL OR SEPTIC SYSTEM TO THE CITY SEWER SYSTEM.
PROJECT EXPANDED USING CDBG-R TO INCLUDE NEW WATER LINES AND STREET LIGHTING.

Proposed Accomplishments

People (General) : 1,000

Total Population in Service Area: 37

Census Tract Percent Low / Mod: 100.00

Annual Accomplishments

Year # Benefitting

2008 Project design is 50% complete. Using \$179,982 in CDBG-R funds, the project has been expanded to include water line replacement, street improvements to reduce local flooding, and installing streetlights. Construction will be reported as 2 projects, with construction on private property to connect homes to the new sewer lines reported as a housing rehabilitation project.

2009 Design work is 100% complete for this project. Construction began in May 2011 then had to be stopped due to contractor negligence. Construction is scheduled to begin with a new contractor in September 2011 with estimated completion by the end of calendar year 2011.

PGM Year: 2008

Project: 0004 - GILBERT SMALL BUSINESS AND ENTREPRENEUR JOB CREATION

IDIS Activity: 94 - GILBERT SMALL BUSINESS JOB CREATION

Status: Completed

Location: 90 E Civic Center Dr 90 E. Civic Center Dr. Gilbert, AZ 85296-3463

Objective: Create economic opportunities

Outcome: Sustainability

Matrix Code: Micro-Enterprise Assistance (18C)

National Objective: LMJ

Initial Funding Date: 10/29/2008
Financing 80,000.00
 Drawn Thru Program Year: 80,000.00
 Drawn In Program Year: 8,412.50

Description:
 PROVIDE TRAINING AND OTHER SUPPORT FOR SMALL BUSINESSES TOHELP THEM GROW AND
 PROVIDE LOW AND MODERATE INCOME JOBS.

Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	19	9
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	1	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	1	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	23	9
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	2
Low Mod	0	0	0	4
Moderate	0	0	0	13
Non Low Moderate	0	0	0	4
Total	0	0	0	23
Percent Low/Mod				82.6%

Annual Accomplishments

Year # Benefiting
 2009 17

Accomplishment Narrative

A 10 week series of educational workshops was presented for entrepreneurs and small business persons to help them grow their businesses. Two sessions of the 10 week series were presented in 2009-10, as part of this 2 year program. Session graduates were also eligible to receive 1 on 1 business coaching.

2008 6

2 10-week workshop series were offered this year. 47 participants representing 35 businesses attended the 2 programs. After the first workshop series 1 on 1 business coaching was added to the program. The workshops and coaching have resulted in 1 full time and 3 part time (1.5 FTE)low/mod jobs being created and 2 full time low/mod jobs being retained. 3 additional workshop series will be presented in 2009-10.

PGM Year: 2009

Project: 0002 - CSA- Gilbert Emergency Home Repairs & Minor Rehabilitation

IDIS Activity: 97 - CSA- Gilbert Emergency Home Repairs & Minor Rehabilitation

Status: Completed

Location: 650 N Arizona Ave 650 N. Arizona Ave. Chandler, AZ
85225-6713

Objective: Provide decent affordable housing

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 10/27/2009

Financing **Description:** Provide low and moderate income Gilbert households with emergency home repairs and minor rehabilitation including remediation of health and safety concerns.

Funded Amount: 241,230.00

Drawn Thru Program Year: 241,230.00

Drawn In Program Year: 38,946.06

Proposed Accomplishments

Housing Units : 25

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	27	13	0	0	27	13	0	0
Black/African American:	2	0	0	0	2	0	0	0
Asian:	2	0	0	0	2	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	1	0	0	0	1	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	32	13	0	0	32	13	0	0

Female-headed Households: 9

Income Category:

	Owner	Renter	Total	Person
Extremely Low	16	0	16	0
Low Mod	9	0	9	0
Moderate	7	0	7	0
Non Low Moderate	0	0	0	0
Total	32	0	32	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

2009 32 Provided emergency and minor home repairs for 30 owner occupied Gilbert homeowners. Activities include roof repairs and replacement, AC and heating repairs and replacements, plumbing repair, tub/shower replacement, kitchen repairs, and flooring replacement.

PGM Year: 2009

Project: 0003 - Sonora Town Water and Sewer Project

IDIS Activity: 98 - Sonora Town Water and Sewer Project

Status: Open

Location: Sonora Town neighborhood SW corner of Warner Rd. and Gilbert Rd. Gilbert, AZ 85296

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Public Facilities and Improvement (General) (03) National Objective: LMA

Initial Funding Date: 10/27/2009

Financing
Funded Amount: 276,290.00
Drawn Thru Program Year: 0.00
Drawn In Program Year: 0.00

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 37
Census Tract Percent Low / Mod: 100.00

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

2009 Design work is 100% complete for this project. Construction began in May 2011 but was stopped due to contractor negligence. Construction is scheduled to resume with a new contractor in September 2011 with completion estimated by the end of calendar year 2011.

PGM Year: 2010

Project: 0001 - Gilbert Program Administration

IDIS Activity: 100 - Program Administration

Status: Completed

Location: , Objective: National Objective:
Matrix Code: Planning (20) Outcome: National Objective:

Initial Funding Date: 10/13/2010

Financing
Funded Amount: 97,561.93
Drawn Thru Program Year: 81,080.92
Drawn In Program Year: 81,080.92
Description:
Provide program planning and administration for the Gilbert CDBG and HOME programs.

Proposed Accomplishments

Annual Accomplishments **Accomplishment Narrative**

PGM Year: 2010
Project: 0004 - CSA- Senior Center Program
IDIS Activity: 101 - Senior Center programs

Status: Open
Location: 130 N Oak St Gilbert, AZ 85233-5411

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) **National Objective:** LMC

Initial Funding Date: 02/23/2011
Financing Funded Amount: 116,530.00
 Drawn Thru Program Year: 68,340.28
 Drawn In Program Year: 68,340.28

Proposed Accomplishments
 People (General) : 368

Actual Accomplishments
 Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	541	67
Black/African American:	0	0	0	0	0	0	31	0
Asian:	0	0	0	0	0	0	14	0
American Indian/Alaskan Native:	0	0	0	0	0	0	4	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	7	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	32	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	629	67

Female-headed Households: 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	137
Low Mod	0	0	0	206
Moderate	0	0	0	286
Non Low Moderate	0	0	0	0
Total	0	0	0	629

Annual Accomplishments **Accomplishment Narrative**

Year # Benefiting The Gilbert Senior Center provided 8,502 congregate and home delivered meals to 629 eligible senior and disabled residents. The Center also provided recreational and social opportunities for seniors including Cake walk, card bingo, horse racing, bunco, bingo, tai chi, chair exercises as well as live music on Tuesdays and Thursdays.

PGM Year: 2010

Project: 0005 - Gilbert Emergency and Minor Home Repair Program

IDIS Activity: 102 - CSA - Emergency and Minor Home Repair Program (2010)

Status: Open
Location: scattered sites Gilbert, AZ 85296

Objective: Create suitable living environments
Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A) National Objective: LMH

Initial Funding Date: 04/22/2011

Financing
 Funded Amount: 500,000.00
 Drawn Thru Program Year: 54,935.31
 Drawn In Program Year: 54,935.31

Description:

Provide emergency home repair and minor home rehabilitation for low-income Gilbert residents to remedy poor health and safety conditions.

Proposed Accomplishments

Housing Units : 49

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	23	6	0	0	23	6	0	0
Black/African American:	2	0	0	0	2	0	0	0
Asian:	3	0	0	0	3	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	28	6	0	0	28	6	0	0

Female-headed Households: 0

Income Category:

Owner Renter Total Person

Extremely Low	11	0	11	0
Low Mod	9	0	9	0
Moderate	8	0	8	0
Non Low Moderate	0	0	0	0
Total	28	0	28	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

2010 28

The Gilbert Emergency and Minor Home Repair Program assisted 28 households with air conditioners, roofs, plumbing and electrical work. These repairs qualified as health and safety hazards and each homeowner income qualified for the program.

PGM Year: 2010

Project: 0003 - Front Runner Entrepreneur Program

IDIS Activity: 103 - TOG - Front Runner Entrepreneur Program (2010)

Status: Open

Objective: Create economic opportunities

Location: 90 E Civic Center Dr 90 E. Civic Center Dr. Gilbert, AZ
85296-3463

Outcome: Sustainability

Matrix Code: ED Technical Assistance (18B)

National Objective: LMJ

Initial Funding Date: 04/22/2011

Description:

Provides 10-week business classes and one-on-one consulting for small businesses and microenterprise businesses to promote increased jobs for low and moderate income individuals.

Financing

Funded Amount: 75,000.00

Drawn Thru Program Year: 21,487.50

Drawn In Program Year: 21,487.50

Proposed Accomplishments

Jobs : 2

Actual Accomplishments

Number assisted:

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

Female-headed Households: 0 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	2
Low Mod	0	0	0	1
Moderate	0	0	0	1
Non Low Moderate	0	0	0	0
Total	0	0	0	4
Percent Low/Mod	100.0%			

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

2010 4 The Gilbert Front-Runner Program provided two 10-week technical assistance classes to entrepreneurs and small businesses. A total of 23 individuals representing 20 businesses participated in the two training sessions and seven businesses received one on one coaching. The technical assistance and one on one business coaching is provided to help entrepreneurs and small businesses retain or expand their businesses. The trainings resulted in 3 new jobs created for low to moderate income persons and 1 low to moderate job was retained.

PGM Year: 2010

Project: 0002 - Human Capital Job Training Program

IDIS Activity: 104 - TOG Human Capital Job Training Program

Status: Open

Location: 90 E Civic Center Dr-90 E. Civic Center Dr. Gilbert, AZ
85296-3463

Objective: Create economic opportunities

Outcome: Sustainability

Matrix Code: Employment Training (05H)

National Objective: LMCSV

Initial Funding Date: 04/22/2011

Financing

Funded Amount: 95,337.00

Drawn Thru Program Year: 0.00

Drawn In Program Year: 0.00

Description:

Provide workforce development training plans that train low and moderate income persons in an effort to meet the workforce needs of the industry

Proposed Accomplishments

People (General) : 11

Actual Accomplishments

Number assisted:

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

American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	0	0	0	0	0	0	0

Female-headed Households: 0

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

Annual Accomplishments

Year # Benefitting
2010

Accomplishment Narrative

The Human Capital program was developed to provide essential training for unemployed and underemployed workers for companies expanding their business. The businesses must be expanding and creating/retaining jobs for low to moderate income people in order to qualify for assistance. During this program year, the Human Capital program was developed, implemented and marketed to Gilbert businesses. While no expenditures were made, there was one business in the application process and it is anticipated that jobs will be created and expenditures made during the 2011 program year.

Total Funded Amount: \$1,742,663.93
Total Drawn Thru Program Year: \$635,621.79
Total Drawn In Program Year: \$279,074.64

**PUBLIC NOTICE – TOWN OF GILBERT
ANNUAL REPORT AVAILABLE FOR REVIEW AND COMMENT**

The draft Comprehensive Annual Performance Report (CAPER) covering the Gilbert FY2010/11 Community Development Block Grant (CDBG) activities is now available for review and comment. This report indicates the goals, objectives, and accomplishments of activities undertaken with CDBG Federal Entitlement funds during the fiscal year. The CAPER will be submitted to the Department of Housing and Urban Development, Community Planning and Development, Phoenix Office for review and approval on Sept. 30, 2010.

The report may be requested in electronic or paper format by calling 480-503-6893, or may be viewed on line at:

<http://www.gilbertaz.gov/busdev/housing/>

Comments on the Gilbert CAPER must be received, in writing, no later than:

6:00 p.m., Sept. 8, 2011 at:
Jessica Fierro, Community services Division
Town of Gilbert
90 E. Civic Center Dr., Gilbert AZ, 85296

or by email to:
Jessica.fierro@gilbertaz.gov



Persons with disabilities are encouraged to contact (480) 503-6893 or TDD (480) 503-6080 for any special facilities including alternative formats that may be required. To the extent possible, additional reasonable accommodations will be made within the time constraints of the request.



 **FILE COPY**

THE ARIZONA REPUBLIC

PUBLIC NOTICE TOWN OF GILBERT ANNUAL REPORT AVAILABLE FOR REVIEW AND COMMENT

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90 E. Civic Center Dr., Gilbert AZ, 85296

or by email to:
Jessica.fierro@gilbertaz.gov

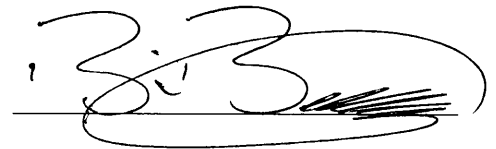
Persons with disabilities are encouraged to contact (480) 503-6893 or TDD (480) 503-6080 for any special facilities including alternative formats that may be required. To the extent possible, additional reasonable accommodations will be made within the time constraints of the request. 

STATE OF ARIZONA }
COUNTY OF MARICOPA } SS.


Brian Billings, being first duly sworn, upon oath deposes and says: That he is a legal advertising representative of the Arizona Business Gazette, a newspaper of general circulation in the county of Maricopa, State of Arizona, published at Phoenix, Arizona, by Phoenix Newspapers Inc., which also publishes The Arizona Republic, and that the copy hereto attached is a true copy of the advertisement published in the said paper on the dates as indicated.

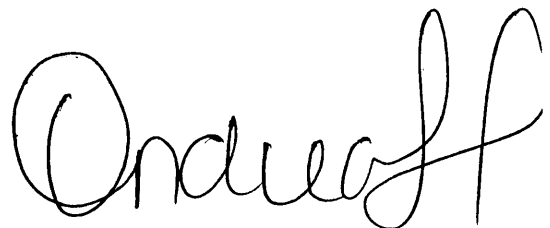
**The Arizona Republic
Zones 12/16**

August 19, 2011



Sworn to before me this
19TH day of
August A.D. 2011

 **ONDREA SHEPPARD**
Notary Public - Arizona
Maricopa County
My Comm. Expires Aug 3, 2014



Notary Public

Annual Performance Report HOME Program

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

OMB Approval No. 2506-0171
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/M) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410	This report is for period (mm/dd/yyyy) Starting 07/01/2010	Ending 06/30/2011	Date Submitted (mm/dd/yyyy) 08/22/2011
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Part I Participant Identification

1. Participant Number	2. Participant Name Town of Gilbert		
3. Name of Person completing this report Jessica Fierro	4. Phone Number (Include Area Code) 480-503-6893		
5. Address 90 E. Civic Center Dr.	6. City Gilbert	7. State AZ	8. Zip Code 85296

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period 0	2. Amount received during Reporting Period 0	3. Total amount expended during Reporting Period 0	4. Amount expended for Tenant-Based Rental Assistance 0	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 0
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Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
A. Contracts					
1. Number	0				
2. Dollar Amount					
B. Sub-Contracts					
1. Number	0				
2. Dollar Amount					
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number					
2. Dollar Amount					
D. Sub-Contracts					
1. Number					
2. Dollar Amounts					

Part IV Minority Owners of Rental Property

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	0					
2. Dollar Amount						

Part V Relocation and Real Property Acquisition

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

	a. Number	b. Cost	Minority Business Enterprises (MBE)				
Households Displaced	a. Total		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	f. White Non-Hispanic
1. Parcels Acquired	0						
2. Businesses Displaced	0						
3. Nonprofit Organizations Displaced	0						
4. Households Temporarily Relocated, not Displaced	0						
5. Households Displaced - Number	0						
6. Households Displaced - Cost							

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0171
(exp. 12/31/2012)

Part I Participant Identification

1. Participant No. (assigned by HUD)		2. Name of the Participating Jurisdiction		3. Name of Contact (person completing this report)	
Town of Gilbert		Jessica Fierro		Match Contributions for Federal Fiscal Year (yyyy)	
5. Street Address of the Participating Jurisdiction		7. State		4. Contact's Phone Number (include area code)	
90 E. Civic Center Dr.		AZ		480-503-6893	
6. City		8. Zip Code			
Gilbert		85296			

Part II Fiscal Year Summary

1. Excess match from prior Federal fiscal year	\$	140000
2. Match contributed during current Federal fiscal year (see Part III.9.)	\$	10000
3. Total match available for current Federal fiscal year (line 1 + line 2)	\$	150000
4. Match liability for current Federal fiscal year	\$	146132.30
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)	\$	3867.70

Part III Match Contribution for the Federal Fiscal Year

1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
ARM Save the Family	7/12/2010					20852.57		20852.57
ARM Save the Family	8/5/2010					30398.96		30398.96
Arm Save the Family	10/12/2010					34160.92		34160.92
ARM Save the Family	10/12/2010					31411.69		31411.69
ARM Save the Family	10/12/2010					286.99		286.99
ARM Save the Family	12/13/2010					29021.17		29021.17

**Consolidated Annual Performance Evaluation Report (CAPER) Review Checklist
updated 10/16/2007**

When reviewing the CAPER, please bear in mind:

- Ascertain whether the activities undertaken during the year were in compliance with program requirements, (eligible, met national objectives, etc.).
- Check if any Integrated Disbursement and Information System (IDIS) information needs to be updated and identify any technical assistance needs.
- Refer to the 24 CFR Parts 91 and 570, "Consolidated Plan Revisions and Updates; Final Rule," in the Federal Register, Volume 71, Number 27, published on February 9, 2006. **NEW**
- Refer to the "Notice of Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs, Federal Register, Volume 71, Number 44" published on March 7, 2006. **NEW**
- Please add/attach to this checklist any comments, notes, relevant e-mails and correspondence, etc.

Submission

1. Was the report received on time? YES NO If not, grantee should be advised of importance of statutory deadline for submission.
2. Is the report properly authorized by the chief executive or designee? YES NO
If no, a signed cover letter should be obtained. (See cover letter from Manager DeWitt)
3. Does the report cover the appropriate program year? YES NO
4. The grantee is a recipient of the following program allocations that should be covered under this reporting period.

Check as appropriate: CDBG HOME ADDI ESG HOPWA

Citizen Participation

1. Is there evidence that the 15-day comment period for citizens was provided?
 YES NO 33 page If not, such information should be obtained.
2. Were there any citizen comments? YES NO 11 page
3. If yes, did the grantee summarize the responses to the citizen comments?
 YES NO NA page

General Questions

1. Does the report include a self-evaluation? YES NO 13 page

2. Geographic Distribution of Investments

- a. Does the report describe the geographic distribution and location of investments? (91.520(a)) YES NO 8-9 page (See individual accomplishments)
- b. If yes, were investments made in areas of low-income and minority concentration? YES NO NA 8 page If no and if there is a minority population not being served, then please discuss with FHEO. (See Public Facilities/Infrastructure)

3. Has the grantee provided a summary of any of the following actions?:

- a. obstacles to serving under served needs? YES NO NA 9 page
- b. foster and maintain affordable housing? YES NO NA 14 page
- c. eliminate barriers to affordable housing? YES NO NA 16 page
- d. overcome gaps in institutional structures? YES NO NA 11-12 page
- e. public housing and resident initiatives? YES NO NA 16 page
- f. lead-based paint hazards? YES NO NA 14 page
- g. compliance and monitoring? YES NO NA 12-13 page
- h. reduce number of families in poverty? YES NO NA 25 page
- i. other (if a yes, identify in space below)? YES NO NA page

For performance measurement information, please refer to the Con Plan/Action Plan Tables (*optional to use* because the grantee may create their own format to provide the same information) **NEW**:

- o Table 1A Homeless and Special Needs Populations
- o Table 1B Special Needs (Non-Homeless) Populations
- o **Table 1C*** Summary of Specific Housing/Community Development Objectives
- o **Table 2A*** Priority Housing Needs/Investment Plan Table/Goals/Activities
- o **Table 2B*** Priority Community Development Needs
- o **Table 2C*** Summary of Specific Housing/Community Development Objectives
- o **Table 3A*** Summary of Specific Annual Objectives
- o **Table 3B*** Annual Housing Completion Goals
- o Table 3C Consolidated Plan Listing of Projects

* These Tables may have the grantees' CAPER accomplishments information. There is also a new Section 108 Loan Guarantee Accomplishments Report.

Note: in the CPMP Tool, these tables are called "Priority Housing Needs Worksheet," "Homeless Needs Worksheet," "Community Development Worksheet," "HOPWA Worksheet," "Non-homeless Needs Worksheet," "Specific Objectives Worksheet," "Projects Workbook," and "Section 108 Report Worksheet."

- 4. Does the report include a summary of objectives and outcomes, including a comparison of proposed versus actual outcomes of each outcome measure? (91.520) **NEW** YES NO 15-16 page

- a. Did the grantee explain why progress was not made towards goals and objectives?
(91.520) **NEW** YES NO 13 page (See self-evaluation)
5. Does the summary of accomplishments identify the following categories of persons assisted with housing (refer to Section 215 definition of affordable housing for rental and homeownership in 92.252 and 92.254):
- a. number of extremely low-income (0-30% of MFI) renter households assisted?
 YES NO NA 16 page
 - b. number of extremely low-income (0-30% of MFI) owner households assisted?
 YES NO NA 16 page
 - c. number of low-income (31-50% of MFI) renter households assisted?
 YES NO NA 16 page
 - d. number of low-income (31-50% of MFI) owner households assisted?
 YES NO NA 16 page
 - e. number of moderate-income (51-80% of MFI) renter households assisted?
 YES NO NA 16 page
 - f. number of moderate-income (51-80% of MFI) owner households assisted?
 YES NO NA 16 page
 - g. number of homeless individuals/families assisted?
 YES NO NA 18-19 page
 - h. number of non-homeless special needs persons?
 YES NO NA 26 page
(special needs persons includes elderly, frail elderly, persons with mental, physical, and/or developmental disabilities, persons with alcohol or other drug addiction, persons with HIV/AIDS and their families and public housing residents (91.215) **NEW**).
6. Did the grantee include information on meeting the needs of homeless persons? (91.100, 91.205, and 91.210)? **NEW** YES NO NA 18-19 page (includes homeless prevention and emergency, transitional, permanent supportive, and permanent housing for the homeless, chronically homeless, and different homeless subpopulations).

Questions for all Programs:

1. Are the projects/activities eligible and categorized correctly? If not, identify the projects/activities that may be ineligible.
- CDBG YES NO NA page
(check matrix codes and national objectives, refer to **PR03**)
- HOME YES NO NA page
- ESG YES NO NA page
- HOPWA YES NO NA page
2. During the past program year did the grantee meet timeliness of expenditures requirements?
- CDBG YES NO NA page (1.5 standard 60 days prior to end of program year)
- HOME YES NO NA page (24 months commitment / 5 year disbursement)
- ESG YES NO NA page (180 days commitment / 24 month expenditure)

HOPWA ___ YES ___ NO X NA ___ page (balance should not exceed 3 years of funds)

3. Are there any relocation or displacement issues (i.e. with acquisition, rehabilitation or demolition activities)? If yes, please notify the Relocation Specialist.

CDBG ___ YES X NO ___ NA
HOME ___ YES ___ NO X NA
ESG ___ YES ___ NO X NA
HOPWA ___ YES ___ NO X NA

4. Using both IDIS and any supplemental information, has the grantee identified:

a. program income generated? (**Refer to PR26 for CDBG or PR27 and Annual Performance Report HUD 40107 form for HOME**).

CDBG X YES ___ NO ___ NA 23 page
HOME ___ YES ___ NO X NA ___ page
ESG ___ YES ___ NO X NA ___ page
HOPWA ___ YES ___ NO X NA ___ page

b. If yes, is the program income (general program income or revolving loan) reported in the CAPER the same amount reported in IDIS? (**Refer to PR26 for CDBG or PR27 and Annual Performance Report HUD 40107 form for HOME**)

CDBG ___ YES ___ NO X NA ___ page
HOME ___ YES ___ NO X NA ___ page
ESG ___ YES ___ NO X NA ___ page
HOPWA ___ YES ___ NO X NA ___ page

Please note: for the CDBG program, program income may be generated from revolving funds, float-funded activities, sale of real property, other loan repayments, prior period adjustments, loans outstanding or written off, parcels of CDBG-acquired property available for sale, or lump sum drawdowns.

5. Regarding data in IDIS, has the grantee:

a. Entered performance measurement data (including objectives, outcomes, and outputs) **NEW** ?

CDBG X YES ___ NO ___ NA (**PR83 and if applicable PR84**)
HOME ___ YES ___ NO X NA (**PR85**)
ESG ___ YES ___ NO X NA (**PR81**)
HOPWA ___ YES ___ NO X NA (**PR80 and PR82**)

b. According to IDIS, are there any slow-moving projects (i.e. more than 2 years)? If yes, please describe. Refer to **PR02**.

CDBG X YES ___ NO ___ NA
HOME ___ YES ___ NO X NA
ESG ___ YES ___ NO X NA
HOPWA ___ YES ___ NO X NA

- c. Are any activities reported as the Activity Status Code in IDIS, "Underway" or "Funds Budgeted", but should be "Completed"? If yes, please explain.
 CDBG YES NO NA
 HOME YES NO NA
 Are HOME activities "Completed" within 120 days of final draw (see PR22 report "Status of Activities")
 ESG YES NO NA
 HOPWA YES NO NA
 Check if there are any unexpended funds for "Completed" activities and if any funds needs to be reprogrammed.
- d. Did the grantee complete beneficiaries' data (i.e. race/ethnicity, income category, etc.)? **NEW** YES NO NA 16,20,21 page
 CDBG YES NO NA
 (for CDBG is extremely low-income, low-income, moderate-income households beneficiaries data collected (91.215.(a)))?
 HOME YES NO NA
 ESG YES NO NA
 HOPWA YES NO NA

Community Development Block Grant (CDBG)

1. Identify the percent of CDBG funds the grantee determined was used for activities considered to benefit persons of low and moderate income: 100 % (Please refer to the Financial Summary Report or PR26 for the information)
 - a. Did the grantee expend at least 70% of its annual CDBG funding, excluding Planning/Administration expenses, to benefit low and moderate income persons over the period certified to in its Annual Action Plan (1, 2 or 3 years)? YES NO NA page (See IDIS CDBG Financial Summary)
 - b. If no, did the grantee provide a summary of why funded activities did not meet the national objective requirements and of the steps that grantee has taken to ensure that this will not happen again? YES NO NA page
 - c. If the grantee is using a multiyear certification, identify the years in the Specific CDBG Certification: Year(s) 2009, 2010, 2011.
 - d. If multifamily unit housing structures are assisted with CDBG funds, did the grantee properly calculate the amount of CDBG funds counted toward the 70% certification to benefit low and moderate income persons? YES NO NA page
2. Did program activities trigger one-for-one replacement requirements?

YES NO NA page (No demolition activities).

 - a. If so, has the jurisdiction replaced units on a one for one basis as required by Section 104(d)? YES NO NA page
 - b. Were publicly assisted housing units (Section 8 or public housing) demolished? YES NO NA page

3. For economic development, did the grantee report the number of:
 - a. businesses assisted during reporting period?
 YES NO NA 23 page
 - b. jobs created/retained during reporting period?
 YES NO NA 23 page
 - c. extremely low-, low-, and moderate-income persons assisted during reporting period? YES NO NA 16, 20 page
 - d. activities for which the low/mod jobs national objectives have not been met, is the required narrative included? YES NO NA page

4. For limited clientele activities not qualifying under the presumed benefit category, is the required narrative included? YES NO NA 21, #7 page

5. Did the grantee describe and meet Neighborhood Revitalization Strategy Areas (NRSAs) outputs and outcomes/accomplishments? YES NO NA page

6. Is the total expenditure of funds consistent in the narrative with what is reported in IDIS **NEW**? YES NO NA 3 page (Also see IDIS CDBG Financial Summary)

7. What is the percent of funds expended during the year for public service activities? 15.00 %. If more than 15%, then the grantee has exceeded the public service cap. (Please note, if the grantee has undertaken public service activities within an approved NRSA using a CBDO, then the disbursements for these activities should be excluded from the analysis. If an activity is recategorized as public service, please recalculate the overall percentage of funds for public service. Please check that the public service funding amount in the narrative is consistent with what is reported in IDIS.) Please refer to **PR03 and PR26**.

8. What is the percent of funds obligated during the year for planning/admin activities? 16.10 %. If more than 20%, then the grantee has exceeded the Planning/Administration cap. (Please check that the planning/admin funding amount in the narrative is consistent with what is reported in IDIS) Please refer to **PR03 and PR26**.

9. Was the amount of program income held by the grantees as of the last day of the program year more than 1/12th of the entitlement's grant? YES NO NA 23 page Please exclude Revolving Loan Funds and any interest earned from program income from this calculation. Please refer to **PR01 and PR09**. (570.504(b)(iii)).
 - a. If yes, did the grantee return excess program income to HUD to be placed in the grantee's line of credit? Please check with Program Support. YES NO NA page

 - b. Has any interest earned on revolving loan fund program income been returned to the U.S. Treasury? Please check with Program Support. YES NO NA page (If the Financial Summary or **PR26** reflects revolving loan fund program income and no interest has been returned check with grantee regarding status of returning grant funds).

HOME

1. For the Participating Jurisdictions' (PJs) match:
 - a. What is the match requirement for the period covered by the CAPER:
 25% 12.5% 0% NA
 - b. If the match requirement is either 12.5% or 0%, was the grantee determined to be fiscally distressed, or due to the PJ receiving a Presidentially Declared Disaster designation? Fiscally Distressed Disaster Area NA
 - c. If the match reduction is due to disaster area designation, what is the period covered by the match reduction in Federal Fiscal Years?
 - d. Has the **HOME Match Report HUD-40107-A form** been submitted with the CAPER? YES NO NA (If the report has not been submitted, the PJ should be requested to submit it).
 - e. Based upon the amount of HOME funds expended during the PJ's program year, did the PJ contribute the appropriate amount of match (25%, 12.5%)? YES NO NA page

2. For HOME jurisdictions with completed rental housing projects, are the results of on-site property inspections noted in the narrative? YES NO NA page

3. Does the CAPER contain an assessment of the PJ's affirmative marketing actions? (91.520(d) and 92.351(a)) YES NO NA page If no, notify FHEO.

4. Does the CAPER contain an assessment of the PJ's outreach efforts and a report of contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs)? (refer to the Annual Performance Report HOME Program **Part III of the Annual Performance Report HUD-40107 form**? (91.520(d) and 92.351(b)) YES NO NA page If no, notify FHEO.

Emergency Shelter Grant (ESG)

1. Did the grantee provide a description of the sources of funds used to meet match requirements of the ESG program? YES NO NA page

2. Have the match requirements been met (42 USC 11375(a)(1))? YES NO NA page

3. Are the ESG caps met for **NEW**:
 - a. ESG services (30% cap)? YES NO NA page
 - b. Homeless prevention (30% cap)? YES NO NA page
 - c. Operating staff costs (10% cap)? YES NO NA page
 - d. Administration (5% cap)? YES NO NA page

Housing Opportunities for Persons With AIDS (HOPWA)

1. Has the grantee summarized activities carried out to meet needs, evaluation of meeting objectives, leveraging public and private resources, how funds were distributed, barriers or

trends, description of sponsor selection (including grassroots faith-based and other community organizations), and monitoring/oversight process? YES NO NA
___page

2. Has the grantee identified activities that provide short-term rent, mortgage, utility assistance payments to prevent homelessness; tenant-based rental assistance; and/or units provided in housing facilities that are being developed, leased, or operated with HOPWA funds (91.220 (l)(3))? **NEW** YES NO NA ___page
3. Have other resources used in conjunction with HOPWA funds been identified? YES NO NA ___page
4. Has the grantee completed the HOPWA accomplishment data Chart 1, 2 and 3 (see HOPWA CAPER Measuring Performance Outcomes, HUD 40110-D, Rev 1/2006)? **NEW** YES NO NA ___page

Other Issues:

1. Are there any grantee staff or management capacity issues? YES NO NA If yes, please describe. *(If you have any thoughts on this, please share them with our Dept. Director.)*
2. Is the grantee in need of technical assistance or training? YES NO NA If yes, please describe. *(Let me know if you have any suggestions on this.)*
3. Are there any other comments? YES NO If yes, please describe.

Signature Page

CPD Representative (Date)

Program Manager (Date)

Director (Date)