



## City of Albany

# 2019 Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant Programs

### CR-05 – Goals and Outcomes

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

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

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

The City of Albany receives an annual Community Development Block Grant (CDBG) entitlement from the U.S. Department of Housing and Urban Development (HUD). As a recipient of CDBG funds, the City is required to prepare a five-year strategic plan that identifies community needs, prioritizes these needs, and establishes goals and objectives to meet these needs. This five-year plan is called the Consolidated Plan.

Each year the City is also required to provide the public and HUD with an assessment of its accomplishments toward meeting the goals and objectives identified in the 2018-2022 Consolidated Plan. This report is called the Consolidated Annual Performance Evaluation and Report (CAPER). The CAPER also evaluates Albany's progress toward meeting the one-year goals identified in the Annual Action Plan. This CAPER covers progress made in the 2019 federal program year, which corresponds to Albany's 2019-2020 fiscal year.

The 2019 Federal program year was Albany's second year of the 2018-2022 Consolidated Plan. The City received an allocation of \$380,311 in CDBG funds to address needs identified in the five-year Consolidated Plan. The City carried over about \$408,000 from prior years into the 2019 program year and spent \$368,899 by June 30, 2020, to address strategic plan goals.

Between July 1, 2019, and June 30, 2020, CDBG funds provided services to more than 2,200 low- and moderate-income Albany individuals and households with the following programs: housing rehabilitation, small business assistance, emergency shelter and case management to homeless youth and adults, healthy food boxes, beds and furniture, child abuse prevention, and senior companions for shut-in seniors and persons with disabilities.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

*Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.*

Goal	Category	2019 Allocation	Indicator	Unit of Measure	Expected 2018-2022 Plan	Actual 2018-2022 Plan	2018-2022 % Complete	Expected 2019 PY	Actual – 2019 PY	Percent Complete
Prevent and respond to COVID-19	Affordable Housing	CSC: \$105,000	Emergency Housing Assistance	Households Assisted	30	0	0.00%	30	0	0.00%
		Community Lending Works: \$90,000	Emergency Business Assistance	Businesses Assisted	9	0	0.00%	9	0	0.00%
	Jobs			9	0	0.00%	9	0	0.00%	
	Economic Development	\$25,804	Emergency Food and Supplies	Households /Persons	70	233	332.00%	70	233	332.00%
Preserve affordable housing	Affordable Housing	DevNW: \$120,000	Homeowner Housing Rehabilitated	Household Housing Unit	20	7	35.00%	3	4	133.33%
Create affordable housing opportunities	Affordable Housing	\$0	Homeowner Housing Added	Household Housing Unit	1	1	100.00%	0	0	---
		DevNW: \$28,200 carryover	Direct Financial Assistance to Homebuyers	Households Assisted	4	2	50.00%	2	0	0.00%
	Non-Homeless Special Needs	\$0	Buildings Demolished	Buildings	1	0	0.00%	0	0	--
Create economic opportunities	Economic Development	LBCC: \$18,000	Other/Homelessness Prevention	Persons Assisted	50	26	52.00%	0	10	---
		City Grants: \$20,000	Jobs created/retained	Jobs	0	5	---	13	4	30.77%
		Community Lending Works: \$89,311	Businesses assisted	Businesses Assisted	10	8	80.00%	13	3	23.08%

Goal	Category	2019 Allocation	Indicator	Unit of Measure	Expected 2018-2022 Plan	Actual 2018-2022 Plan	2018-2022 % Complete	Expected 2019 PY	Actual – 2019 PY	Percent Complete
Improve access to opportunities	Non-Housing Community Development	Sunrise Park: \$0	Public Facility or Infrastructure Activities	Persons Assisted	1,000	1,000	100.00%	0	1,000	---
Provide needed public services	Homeless Non-Homeless Special Needs Fair housing	Furniture Share: \$9,000 CWCOG: \$2,500	Public service other than Low/Mod Income Housing Benefit	Persons Assisted	500	4,118	823.60%	500	2,179	420.00%
		Family Tree: \$9,000	Homelessness Prevention	Persons Assisted	10	37	370.00%			
Reduce and prevent homelessness	Homeless	Shelters: \$36,500	Homeless Person Overnight Shelter	Persons Assisted	500	400	80.00%	400	20	5.00%

**Table 1 - Accomplishments – Program Year and Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

When the Novel Coronavirus pandemic (COVID-19) hit the City in early February of 2020 and word of CARES Act funding being allocated through the CDBG programs became likely, the City began evaluating the 2019 priorities and programs for unallocated or unspent funds that could be redirected to helping businesses and residents during the pandemic. The City adopted Substantial Amendment #1 to the 2019 Action Plan in late April 2020 that incorporated the CARES Act CDBG award and changed priorities and funding allocations in order to prepare for, prevent, and

respond to impacts and needs due to COVID-19. The 2019 plan goals were revised to the following in order of priority:

- Prevent and respond to COVID-19
- Create economic opportunities
- Reduce and prevent homelessness
- Provide needed public services
- Preserve affordable housing

Prevent and Respond to COVID-19: The City allocated CDBG-CV funding to agencies providing emergency housing assistance, small business assistance, emergency food boxes, and prevention supplies in order to prevent, prepare for, and respond to impacts of COVID-19. These programs are underway helping Albany residents and businesses.

Increase Economic Opportunities: Unallocated 2019 funds were reallocated to increase economic opportunities during the COVID-19 pandemic. These funds were combined with some CARES Act CDBG-CV funds to create an emergency grant program for businesses with 25 or fewer employees impacted by COVID-19, with the purpose to create or retain jobs. The 2019 CDBG-funded programs also provided microenterprise training and technical assistance to low- and moderate-income residents, one-on-one advising to businesses and two small grants were awarded to businesses to create jobs for low- and moderate-income residents.

Reduce and Prevent Homelessness: Public services grants were prioritized to shelters to help reduce homelessness and provide services to Albany residents experiencing homelessness, or those at risk of homelessness. Due to compliance issues and concerns, only one of three agreements was executed by the end of the program year. Homelessness remains a priority and the City is ready to allocate these funds once management changes. CDBG-CV funds were used to purchase coronavirus prevention supplies (masks, sanitizer, soap, cleaners, etc.) for all shelters.

Provide Needed Public Services to Low- and Moderate-Income and Special Needs Residents:

- Cascades West Council of Governments provided senior companion services to low-mod home-bound seniors.
- Furniture Share delivered dining room tables, beds, and food boxes to Albany residents below the poverty line.
- Family Tree Relief Nursery provided 23 families with in-home services and their children with therapeutic childcare and other wrap around services.

Preserve Affordable Housing: The owner-occupied housing rehabilitation no-interest deferred loan program managed by DevNW received funding to improve livability of Albany's aging housing stock. Four rehabilitations were completed in 2019 and five are underway. There is a awaiting list for the program.

## CR-10 – Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	2,052
Black or African American	94
Asian	9
American Indian or American Native	57
Native Hawaiian or Other Pacific Islander	11
<b>Total</b>	<b>2,223</b>
Hispanic	99
Not Hispanic	2,124

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

### Narrative

Between July 1, 2019, and June 30, 2020, CDBG programs served more than 2,200 residents with CDBG programming through public services, housing rehabilitation, and economic development opportunities. Of these, 92 percent of the residents assisted were white, four percent were African American, and five percent were of Latino/Hispanic origin.

Most of the residents and families supported with CDBG-funded programs were extremely low-income, earning 30 percent or below of the median family income. Several residents served were children, including unaccompanied youth, children in families identified as at risk of child abuse, or children of families receiving housing rehabilitation.

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public – federal	\$380,311	\$368,899
CDBG-CV	public – federal	\$220,804	\$0

Table 3 - Resources Made Available

### Narrative

Due to COVID-19, the City amended the 2019 Action Plan to add the 2020 CDBG-CV funds to the plan and to reallocate almost \$90,000 to help address the needs created by the pandemic and to prevent the spread of the pandemic. The COVID-19 activities are underway, representing roughly \$340,000; however, expenditures started after the PY close of June 30, 2020.

The CDBG-CV funds and reallocated 2019 and 2018 funds are allocated to the following activities:

- **Emergency Housing Assistance:** Community Services Consortium (CSC) was allocated \$105,000 to manage the emergency housing program. The program is up and running. CSC received other CARES Act funds to provide rent relief, so the City's CDBG funds are being used to provide low-mod homeowners impacted by COVID-19 with up to three months of mortgage assistance. The program got started in late July.
- **Emergency Business Assistance:** The City awarded a total of \$208,311 (\$90,000 in CARES Act CDBG-CV and the rest in 2019 and 2018 funds) to Community Lending Works to provide emergency business grants to businesses with fewer than 25 employees impacted by COVID-19. These funds were used to leverage additional emergency funds from the state to enable the City to offer a total of \$365,000 to help businesses impacted by COVID-19.
- **Emergency Food Boxes and Supplies:** The Salvation Army received \$20,000 to distribute two weeks worth of food to Albany households impacted by COVID-19. To date, the City has purchased and distributed 5,000 masks, eight touch-free thermometers, many gallons of hand sanitizer, soap and cleaning supplies to the local shelters to prevent the spread of COVID within these facilities.

**Identify the geographic distribution and location of investments**

<b>Target Area</b>	<b>Planned Percentage of Allocation</b>	<b>Actual Percentage of Allocation</b>	<b>Narrative Description</b>
Census Tract 204	20	20%	Housing rehab, youth shelter services, microenterprise development
Census Tract 205		9%	housing rehabilitation
Census Tract 208.01	8	2%	Emergency shelter services; Child abuse prevention services and daycare
Census Tract 208.02	5	35%	Remove blighting influences, increase accessibility, housing rehabilitation, senior companion services

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

About two-thirds of the City’s CDBG expenditures by June 30, 2020, were in local target area Census Tracts 204, 205, 208.01, and 208.02. The City hopes incremental investments in these areas will gradually remove blighted conditions and improve safety and livability which may encourage more private investment in these areas. CDBG activities and expenditures in Albany’s low- and moderate-income Census Tracts are listed below.

Census Tract 204 activities

- Two microenterprises in this Census Tract received reimbursements and created low-mod jobs
- One owner-occupied housing rehabilitation was completed in this tract and another is underway
- Jackson Street emergency youth shelter services and case management to youth ages 10 to 18
- Fair housing training for shelter providers, city staff, and elected and appointed officials was conducted at Albany City Hall located in this tract

Census Tract 205 activities

- One owner-occupied housing rehabilitation was completed in this tract and another is underway.

Census Tract 208.01 activities

- Family Tree Relief Nursery, located here, provides family supports, in home visits, and therapeutic childcare to prevent child abuse
- Two emergency shelters located in this target area were awarded 2019 PY funds; however, contracts were not executed due to monitoring and compliance concerns at one shelter, and staff turnover at the other

Census Tract 208.02 activities

- Reimbursement for Sunrise Park improvements was processed in 2019, accounting for the high expenditure rate in this target area

- One owner occupied housing rehabilitation is in progress in this tract
- The senior companion program is based in this Census Tract

## **Leveraging**

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

CDBG-CV: The City's CARES Act allocation was used to leverage \$165,000 in grants from the state to provide emergency business grants to Albany businesses.

### CDBG:

Several nonprofit service providers use the federal 2019 CDBG awards to leverage funding from private foundations, state and local funding, as well as donated goods and volunteers. The following 2019 CDBG-funded activities and leveraged funds are provided below:

- Family Tree Relief Nursery uses CDBG funds to leverage private donations of \$6,000 and local contracts with health providers amounting to \$25,000.
- Jackson Street Youth Services used the City's CDBG support to leverage more than \$234,000 in total consisting of private donations of \$44,000, a federal basic center grant of \$78,000, state grant of \$37,500, and other grants and contracts totaling \$73,500.
- Furniture Share distributed 1,247 furniture items valued at \$93,525 and 2,071 boxes of food valued at \$51,775. Volunteers put in 620 hours. Other local funds totaling \$47,088 helped to pay for staff costs and overhead.
- The senior companion program managed by Cascades West Council of Governments utilized eleven low-income seniors to provide companionship to homebound Albany seniors. The volunteer companions put in more than 3,591 hours in the 2019 PY.
- Microenterprises supported through the CDBG program leverage their own private funds and capital. In 2019, the CDBG funds leveraged approximately \$5,000 in private funds.

## CR-20 – Affordable Housing 91.520(b)

Evaluation of the jurisdiction’s progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0*
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	0*
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	4	4
Number of households supported through Acquisition of Existing Units	2	0
<b>Total</b>	<b>26</b>	<b>4</b>

Table 6 – Number of Households Supported

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

HOMELESS HOUSEHOLDS PROVIDED HOUSING ASSISTANCE: City CDBG funds were not used directly to provide affordable housing to residents experiencing homelessness. Funds are used to provide services and support to help residents move into permanent housing.

***\*In FY 2019, Community Services Consortium (CSC) provided rapid rehousing assistance to 51 homeless persons representing 24 households.***

NON-HOMELESS HOUSEHOLDS PROVIDED HOUSING ASSISTANCE:

- a. Number of Households Supported through Rental Assistance (CDBG-CV): ***\*CSC served 94 Albany households with emergency rent assistance in FY 2019.*** When the 2019 Action Plan was amended to add the CARES Act award, the City anticipated providing emergency rent relief to Albany

residents. Since the plan was adopted CSC received \$3.5 million in CARES Act funds to provide rent relief in Linn, Benton, and Lincoln counties. The City CDBG-CV funds are being used to provide emergency housing assistance for homeowners. The program got underway in July 2020.

- b. Number of Households Supported through Rehab of Existing Units with CDBG: DevNW received funding to continue the housing rehabilitation no-interest loan program in 2019. Four owner-occupied housing rehabs were completed in the 2019 program year.
  - **Extremely low-income** owner households assisted – 0
  - **Low-income** owner households assisted – 1
  - **Moderate-income** owner households assisted – 3
  - **Middle-income** owner households assisted – 0
- c. Acquisition of Existing Units with CDBG: Carryover funds remain to provide down payment assistance to Albany residents to help them become homeowners. Due to the high cost of housing and the economic impact of COVID-19, no applications were successfully processed for this activity.

**Discuss how these outcomes will impact future annual action plans.**

Due to the increased costs of housing, qualified applicants for home buyer assistance have not found housing that is affordable to purchase. Consequently, home buyer assistance programs were not funded in 2019 or 2020 because prior year funds remain to continue the program. The City amended the 2019 Plan to reallocate funds originally intended to increase the supply of affordable housing through acquisition and/or rehab to emergency support for local businesses.

COVID-19 will likely result in further amendments to existing Plans to ensure unspent or unallocated funds are used to mitigate the impacts of COVID-19 on businesses and residents.

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

Household income is used to determine eligibility for most of Albany’s activities; however, the outcome is typically the number of persons served, rather than the number of households served. Household income data is provided for the housing rehabilitation activities and a second table is provided indicating the income of persons served by other programs.

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	3	0
Moderate-income	1	0
<b>Total</b>	<b>4</b>	<b>0</b>

**Table 7 – Number of Households Served**

Number of PERSONS Served	CDBG Actual
Extremely Low-income	2,096
Low-income	95
Moderate-income	30
<b>Total</b>	<b>2,221</b>

### Narrative Information

In 2019 CDBG funds provided low-mod residents and households with public services (child abuse prevention, shelter services, shelter and food box distribution, senior companions), small business grants, microenterprise development and housing rehabilitation. Most of the residents supported through CDBG programs had extremely low incomes, earning 30 percent or less of the median family income (MFI), representing 95 percent of those served.

#### ACTIONS TAKEN TO ADDRESS WORST CASE HOUSING NEEDS in 2019:

- Community Services Consortium (CSC) provided rapid rehousing to 51 Albany homeless persons representing 24 households. Albany’s homeless persons and households are extremely low-income.
- CSC also provides homeless prevention assistance in the form of rent relief and utility assistance to prevent eviction from rentals or doubled-up situations to 94 Albany households, representing 238 people. Most of those served are severely rent-burdened households and are extremely low-income, low-income and moderate-income households.
- City CDBG funds will be used to provide emergency mortgage assistance to extremely low-income, low-income and moderate-income homeowner households.
- Albany Helping Hands Shelter operates six transitional houses for men and one for women and women with children to move homeless residents into stable housing.
- Linn County Health Services and C.H.A.N.C.E. provide housing vouchers for residents in recovery from addiction and those with mental disabilities and individuals discharged from correctional facilities and institutions. The emergency shelters also provide housing, food, and clothing to individuals discharged from correctional facilities and institutions.

#### OTHER ACTIONS TAKEN TO FOSTER AND MAINTAIN AFFORDABLE HOUSING:

2019 CDBG funds continued to support the rehabilitation of Albany’s affordable housing stock. The City consults with area housing and service providers to assess opportunities and projects that may be ready to proceed and apply for CDBG assistance – including partners for property acquisition, housing rehabilitation, and new construction and is exploring how to establish a land bank or land trust.

Due to the COVID-19 pandemic, CARES Act and CDBG funds are being used to prevent evictions of extremely low-, low-, and moderate-income renters and homeowners through emergency rent and mortgage assistance and utility assistance.

## **CR-25 – Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City made the following progress in the 2019 program year to reduce and end homelessness within the community:

1. The City Solutions Team responded to over 200 calls to help residents in crisis or need with services directly at time of contact/need.
2. The Linn County Outreach team visits homeless camps throughout the county to engage residents, build trust, provide supplies, assess needs, and encourage these individuals to seek supportive services.
3. City staff attended monthly meetings of the Homeless Engagement and Resource Team (HEART). Meetings occurred every two weeks between April and July due to COVID-19 pandemic to determine needs to prevent the spread of the virus and ensure safe shelter for residents and needs of unsheltered homeless residents.
4. The annual homeless resource fair was cancelled due to COVID-19.

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

The provision of shelter and transitional and permanent supportive housing for homeless Albany residents is provided by several area non-profits, Oxford Houses, and houses owned by faith-based organizations.

The City provided public service grants to the local shelters and has purchased supplies to prevent the spread of COVID-19 in the shelters, and set up hand washing stations at one shelter. Due to the pandemic, numbers are down at two emergency shelters. The City and Linn County have been on stand-by to provide tents and cots to ensure safe distancing within the shelter spaces.

Linn County Health Services and C.H.A.N.C.E. provide housing vouchers for residents in recovery from addiction and those with mental disabilities and individuals discharged from correctional facilities and institutions. The emergency shelters also provide housing, food, and clothing to individuals discharged from correctional facilities and institutions.

#### Transitional and Supportive Housing

- Albany Helping Hands currently operates seven transitional supportive houses with a capacity of approximately 34 people/beds including one for women, and women with children. Albany Helping Hands staff provides ongoing support to residents.
- Oxford House Chapter 19 – operates ten “clean and sober” houses in Albany: one for women

only, three for women with children, and six for men.

- God Gear operates eight recovery houses in Albany.
- Albany Partnership for Housing (APH) provided five units of supportive housing serving formerly homeless people and residents with mental health and other special needs. APH provides ongoing support services to residents in their affordable rental units.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

CDBG funds have helped to fill the gap in needs provided by other public and private agencies to prevent and reduce homelessness through a variety of programs. Homeless or at risk residents and families come through the local Coordinated Entry process established by the community action agency, Community Services Consortium (CSC).

a) Homeless Prevention: Albany has a network of social services and government agencies that work together to help Albany's low- and extremely-low income families avoid becoming homeless.

- The Family Tree Relief Nursery provided social services, counseling, education, and support to high-risk families with young children, to reduce child abuse and homelessness. The program helps parents gain skills to reduce their risk of becoming homeless and losing their children to foster care. Children also spend time in a therapeutic classroom. All of the children served in 2019 stayed living safely with their families.
- Jackson Street Youth Services provided shelter and case management to 20 homeless and unaccompanied Albany youth in 2019. Youth are either reconnected with their families or move into transitional living. These services prevent a number of youths going into correctional institutions and are available to help those leaving these institutions.
- CSC helped to prevent homelessness through education, job search, food and nutrition, and housing programs. In 2019, CSC helped households with various supportive housing and rental assistance programs.
- Greater Albany Public School District operates FACT (Families and Community Together), which is a team of family service consultants that link schools, students, and families with available community services in Albany. FACT's goals are to enhance student education by supporting and empowering students and families to access educational, health, and community services.

b) Helping residents discharged from publicly funded institutions and systems of care: Albany's ten Oxford Houses provide affordable housing for residents being discharged from correctional facilities that have addictions. Linn County Parole and Probation, C.H.A.N.C.E., and Samaritan Albany General

Hospital work closely with the Albany Police Department, Linn County Health Services, local shelters, and other agencies to secure housing placements prior to residents being discharged, or are brought to shelters when permanent housing is not secured. The network of Albany area agencies coordinate support for discharged residents through the “coordinated entry/re-entry” process. Young women at Oak Creek Correctional Facility are not discharged until a permanent plan for housing or care facilities are in place.

- c) Linn County Health serves residents with mental and physical disabilities and/or addictions get into housing and receive the services and support they need to prevent homelessness. C.H.A.N.C.E. provides housing services to residents in recovery and with mental disabilities.

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

Due to the COVID-19 pandemic, efforts to assist chronically homeless continues, but the pandemic has created additional challenges in addressing housing needs for these residents. Resources are being directed to prevent homelessness during the pandemic.

That said, Albany’s local emergency shelters provide individual assessments to unsheltered residents to assess their needs in addition to providing shelter, mainstream services, meals, and supplies. Clients are supposed to develop plans to transition out of homelessness.

Programs not supported with CDBG funds but that provide critical services to Albany residents included:

- Albany Helping Hands shelter provided shelter and transitional housing to chronically homeless residents and women with children experiencing homelessness until they can get into safe and supportive housing.
- Community Services Consortium (CSC) provides Albany households with rapid rehousing programs. CSC uses a housing first model and coordinated entry system to work through the waiting list. Referrals come from community service agencies.
- CSC also provided supportive services to Veterans and Veteran families including reaching out to homeless or near homeless veterans through services and the homeless resource fair for veterans and providing case management services focused on obtaining permanent housing solutions.
- Albany has ten Oxford Houses and eight other recovery houses. Houses are democratically run, self-supporting, drug-free homes for those in recovery from drug and alcohol addiction.
- Substance Abuse: Community Helping Addicts Negotiate Change Effectively (C.H.A.N.C.E.) provides recovery support services to help residents through recovery and works directly with many residents coming out of jail. The agency helps residents obtain housing, skills, resources,

support, recreational activities, and guidance needed for long-term recovery so they become healthy productive members of their families and community.

- The Homeless Engagement and Resources Team (HEART): Includes representatives from numerous service and government agencies that work together to prevent and reduce homelessness, including the City of Albany and Samaritan Health Services. HEART puts on an annual homeless resource fair the third Thursday in May. Intake forms are collected to assess homeless needs. The event draws both sheltered and unsheltered homeless residents and connects them to numerous services and agencies.

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

### **Actions taken to address the needs of public housing**

Albany has no public housing, as defined by the Department of Housing and Urban development. Linn-Benton Housing Authority (LBHA) provides affordable housing units and manages the Section 8 Housing Choice Voucher program for the two county region.

The City consulted with LBHA and the Albany Partnership for Housing regarding needs that could be addressed with CDBG funds. LBHA, Linn County Health Services, and Albany Partnership for Housing recently entered into a new partnership that will provide eleven beds of supportive housing in a group home for residents with mental or developmental disabilities.

Albany Partnership also partners with Linn County Health Services to provide one permanent supportive house for up to five residents with mental disabilities.

Discussions on future collaborations to address needs is ongoing.

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

LBHA works with residents participating in their Family Self Sufficiency program and in the individual development account savings programs to help them save enough money to become homeowners. CDBG grant funds are available to provide home buyer down payment assistance grants to these clients to help them become homeowners.

### **Actions taken to provide assistance to troubled PHAs**

The local public housing authority is not classified as a troubled PHA. Therefore, no actions have been taken to assist LBHA.

## **CR-35 – Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City of Albany prepared a package of amendments to the Albany Development Code to streamline the process for needed housing and ensure clear and objective standards for needed housing. These amendments are anticipated to be adopted by the City Council in September 2020.

The City completed a Housing Needs Analysis in PY 2019 that identifies the City’s housing needs to 2040. The analysis is proposed for adoption in October 2020. The City recently hired a consultant to help the City modify the Development Code to allow more “middle” housing types that may provide more affordable housing choices and diversify the City’s housing stock. The City also identified affordable housing strategies that will be evaluated with this next round of Development Code and Comprehensive Plan amendments.

The City and its sub-recipients have tried to concentrate housing rehabilitation funds and public improvements into the City’s lowest income areas – Census Tracts 204, 205, 208.1, and 208.2 to improve the livability and sustainability of these lower-income neighborhoods.

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

The City continues to evaluate the highest priority needs for the City’s limited CDBG funds to address the needs of Albany’s low- and moderate-income residents and to help residents and businesses impacted by COVID-19 and to prevent the spread of COVID-19. As noted earlier in this report, the City initiated amendments to the 2018 and 2019 Action Plans to reallocate funds to address priority needs, including those of underserved residents. The City is targeting resources to minority and underserved residents.



City staff and Community Development commissioners held agency consultations with all area agencies to identify obstacles to meeting the needs of underserved populations. Addressing and preventing homelessness was determined to be the highest priority to meet underserved needs.

In 2019, CDBG funds supported three non-profit agencies that worked to reduce homelessness and support individuals and households at risk of becoming homeless. Funds provided emergency shelter to unaccompanied youth with the goal of providing them with safe, permanent housing. Family Tree Relief Nursery used CDBG funds to provide staff to work with at-risk families to strengthen families, improve parenting skills, overcome other stresses to keep families together, and prevent homelessness. CDBG funds provided an employment coordinator position at Albany Helping Hands shelter to work with chronically homeless residents to help them become employed and more self-sufficient so they can transition into permanent housing. Signs of Victory shelter received funds to provide food boxes to poverty-level households and to serve residents at the emergency shelter.

Many other programs are in place locally to provide services to special needs residents, including services for the elderly and disabled, residents with addiction and mental disabilities, and victims of domestic violence.

The City will continue to work with public and governmental agencies to identify ways to collaborate resources and programming to address underserved needs in the next five-year plan.

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

The 2019 Action Plan identified the following actions to be taken to address lead-based paint hazards.

- Housing Rehabilitation Program Delivery: DevNW uses lead-safe housing checklists and City procedures for the housing rehabilitation programs. Lead hazard information is distributed to all applicants applying for the housing rehabilitation assistance and for any projects involving painted structures built before 1978. Rehab recipients must sign a lead disclosure form and documentation of receipt of the Lead Safety brochure. When rehabilitation projects involve homes constructed before 1978, a lead paint inspection is conducted on surfaces that are proposed to be disturbed. A notice of lead testing results is mailed to the resident. If lead is present, the Lead Paint Evaluation notice is mailed to residents. DevNW staff check lead certifications required by contractors. The subrecipients work with the contractors to assess the amount of disturbance, if any, and compliance with the EPA Renovate, Repair, and Painting laws in addition to HUD's federal regulations. Projects over \$5,000 require a Risk Assessment report when lead is present or presumed. It is mandatory that all contractors use lead-safe work practices and interim controls or standard treatments on all applicable painted surfaces and presumed lead-based paint hazards by a qualified contractor.
- General Public Awareness: The City distributes lead hazard information pamphlets to residents seeking information about housing repairs to historic homes. The City provides links to lead safety information and brochures produced by the EPA and HUD from the City's website.

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

As the local action agency, Community Services Consortium utilizes state, federal, and other funding sources to provide a variety of anti-poverty programs to prevent homelessness including outreach and assessment of the needs of the homeless and veterans, short-term rental and utility assistance, rapid rehousing assistance and housing navigation, housing education, employment and budgeting services, and food and nutrition programs and resources.

During the 2019 program year, the City took the following actions to reduce the number of poverty-level families in Albany:

- Emergency Business Grants: The City reallocated money to provide emergency business grants to Albany's small businesses impacted by COVID-19 in order to help these businesses retain or rehire employees.
- Increased economic/job opportunities: The City awarded two microenterprises a small grant to offset costs to hire additional employees and two prior year grants were completed. The four businesses created a total of ten low-mod jobs. Free one-on-one advising and courses at the Linn-Benton Community College served three businesses and 10 residents in PY 2019.
- Provide public services: In 2019, the City allocated 15 percent of its entitlement award to public service grants. Five agencies and programs were selected for funding to serve Albany's lowest income residents, elderly residents, homeless residents, and at-risk children.
- Housing rehabilitation loans: Helped to rehabilitate and weatherize four low- and moderate-income households in 2019 and five rehabilitation projects are in progress.

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

The backbone of the institutional delivery system is the City of Albany Community Development department, which administers the CDBG programs. The City continued to partner with many agencies through the City's CDBG grant programs and started new programs with new partner agencies, which helped to strengthen the institutional structure.

Conversation and coordination are ongoing with other primary institutional service providers to ensure CDBG funds are used for gaps in services and to leverage success of other programs. The CDC consulted with Linn County Health Services, Department of Human Services, Oregon Cascades West Council of Governments, Community Services Consortium, and all agencies that provide services to Albany's homeless and special needs populations. Many of these agencies also participate in the Homeless Engagement and Resource Team (HEART) monthly meetings. City staff corresponds with these agencies and service providers periodically to assess existing programs, performance, and help identify gaps in needs that could be supported with CDBG-funded activities and programs.

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

The City took the following actions to enhance coordination between public and private housing and social service agencies in 2019:

- The Community Development Commission (CDC) consulted with affordable housing providers and health, mental health, and service agencies in group settings to learn more about community needs and to foster collaboration among providers. The CDC meetings provided an opportunity for enhancing the existing coordination and delivery structure of the area's housing, homeless, health, and social service providers.
- Staff consulted with Linn-Benton Housing Authority, Albany Partnership, and Linn County Mental Health to discuss the needs of Albany's residents with mental disabilities. An existing residence was rehabilitated with outside funding and eleven residents will be provided housing with supportive services once complete.
- City representatives participated in the Homeless Engagement and Resource Team (HEART) meetings. HEART is comprised of various social service agencies; health, housing, and homeless advocates; and governmental agencies that work collaboratively to identify the needs of Albany's homeless and at-risk residents.
- Staff attends regional meetings intended to foster coordination and collaboration between housing and social service agencies. Several local agencies serve a multi-county region including Linn-Benton Health Equity Alliance, the Linn-Benton Housing Authority, and the Community Services Consortium.

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

The City took the following action in 2019 to overcome the effects of impediments identified in the *2018 Update Albany's Analysis of Impediments to Fair Housing Choice and Plan*.

- Embracing Diversity: City staff encouraged the appointment of persons of color to the Community Development Commission and continues to reach out to agencies that work with persons of color to assess needs and identify impediments to fair housing.
- Lack of Understanding of Fair Housing Laws: The City planned fair housing trainings in Spanish for the spring of 2020; however, due to COVID-19 and lack of funding from the Fair Housing Council of Oregon these trainings were cancelled.
- Linguistic and Cultural Barriers: The City of Albany and Community Services Consortium local offices have worked to hire employees fluent in Spanish so they can respond to complaints and potential fair housing violations.

## CR-40 - Monitoring 91.220 and 91.230

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City follows these monitoring steps annually:

**A: Pre-Assessment:** During the application process for Albany CDBG funding, subrecipients were evaluated on the capacity of the organization and the organization's ability to meet national objectives, federal regulations, and complete the project. The City provided a Subrecipient Handbook to all potential applicants to review prior to submitting requests for funding and these documents are available on the City website.

**B: Subrecipient Orientation:** City staff met with each subrecipient agency prior to signing the contract to discuss the scope of work, federal regulations, performance measures, and to review the Subrecipient Handbook. Staff reviewed all contractual obligations and applicable federal requirements and explained how to document national objectives compliance and overall administrative and financial management record keeping.

**C: Quarterly Monitoring:** The City requires subrecipients to submit quarterly reports in order to monitor progress and identify issues on an ongoing basis and to be able to offer technical assistance to subrecipients as needed. Quarterly reimbursement requests are encouraged so financial records can be monitored quarterly.

**D: Risk Assessment for In-Depth On-Site Monitoring:** The City developed risk assessment criteria to determine which subrecipients to monitor in depth each year.

1. Quarterly Desk Review Findings: More than two consecutive errors, incomplete reports, or resubmittals trigger a technical assistance site visit and may be grounds for monitoring.
2. New Subrecipients or Organizational Change: First-time CDBG subrecipients, or subrecipients experiencing organizational change or key program staff turnover, will be considered higher risk subrecipients.
3. Performance and Administrative History: Subrecipients with previous findings or concerns are considered higher risk and will be monitored to ensure corrective actions have been fully implemented.
4. Complexity of the Activity: Housing rehabilitation programs and economic development programs have complex federal regulations, and by their nature are the highest risk programs. When housing rehabilitation projects include houses constructed before 1978, at least one project is monitored for lead-based paint compliance.

While certain activities or programs are more complex and may present more risk than others, the City tries to monitor every organization on-site at least once in a three-year cycle.

*Due to site visits and monitoring of one emergency shelter subrecipient (compliance with health issues and City Codes) the City withheld funds from the grantee.*

*The City is scheduling phone and virtual monitoring meetings for September 2020 for two public services subrecipients and is monitoring one housing rehabilitation activity to ensure compliance with federal lead-based paint requirements.*

**E. Lead Paint Monitoring:** To ensure compliance with lead based paint standards, the City developed a step-by-step instruction guide and process checklists regarding lead based paint requirements for housing rehabilitation projects.

### **Citizen Participation Plan 91.105(d); 91.115(d)**

#### **Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City followed its Citizen Participation Plan regarding the CAPER and a public hearing on the annual report. The plan requires a 15-day comment period and notice of public hearing.

A notice of the 15-day comment period and public hearings on Albany's 2019 CAPER was published in the Albany Democrat-Herald and on the City's web site on September 8, 2020. The City distributed it to the media and created a social media release about opportunities to comment on the CAPER and community needs.

The Community Development Commission (CDC) will hear public comment on the CAPER on September 21, 2020, and the Albany City Council hearing is September 23, 2020. Comments will be received through September 23, 2020.

The CAPER was available on the City's web site on September 8, 2020. The City's press release and website content were viewable in Spanish, the most common language of minorities. The CAPER press release was distributed to all area agencies that work with low- and moderate-income residents, residents of Hispanic origin and residents with a disability including Linn County Health Services, Department of Human Services, Cascades West Council of Governments Senior and Disability Services, Linn-Benton Housing Authority, and CHANCE (Community Helping Addicts Negotiate Change Effectively).

All CDC meetings were open to the public and the agendas and agenda packets were made available on the City's website.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

In order to respond to economic impacts of the COVID-19 pandemic and prevent the spread of COVID, the City adopted substantial amendments to the following plans to add the CARES Act funds, and change priorities and allocations of 2018 and 2019 funds:

- 2018 Annual Action Plan;
- 2019 Annual Action Plan;
- 2018-2022 Consolidatd Plan; and
- 2019 Citizen Participation Plan.

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

No.

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