



City of Albany, Oregon
Consolidated Annual Performance Evaluation and Report
For the Community Development Block Grant (CDBG)
2013 Program Year

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.*

This past fiscal year was the City's first year with Community Development Block Grant (CDBG) funding and the first year of the city's five-year 2013-2017 Consolidated Plan. Due to the federal government shut-down, the HUD CDBG contracts were not signed until November 15, 2013.

City staff and the Albany Community Development Commission (Commission) spent the 2013 program year developing program policies and applications for the housing rehabilitation, economic development, homeless housing assistance, and public services grants. The Commission evaluated grant applications and selected sub-recipients in April, 2014. Amendments to the 2013 Action Plan were required to specify programs and performance measures.

The 2013 CAPER shows little progress on activities through June 30, 2014 because many activities did not get under way until after July 1, 2015, after the 2013 Plan amendments were approved by HUD.

All of the 2013 activities and programs are in progress will be completed by June 30, 2015. The following activities are included in the 2013 Action Plan.

- Remove Barriers to Accessibility: The City will bring Periwinkle Path and Sunrise Park into compliance with current Americans with Disabilities Act (ADA) standards by making these facilities fully accessible.
- Improve the Quality of Affordable Housing: The City established a no-interest deferred loan program for housing rehabilitation located in Albany's low-income Census Tracts 204 and 208. Several single-family home applications are being processed.
- Increase Economic Opportunities: Sixteen low-income Albany residents have enrolled in microenterprise or small business training and advising programs through June 30, 2014. This training will result in new jobs created for low- and moderate-income (LMI) residents.
- Further Fair Housing: The City sponsored a free fair housing training for tenants in both English and in Spanish. Approximately 15 residents attended these events.

- Reduce the Number of Homeless Residents: In March, 2014, the City reviewed applications for homeless housing and awarded CDBG funds to Albany Helping Hands Shelter to help purchase and repair a house that will be used for permanent supportive housing. This will add four supportive housing beds for Albany's homeless residents.
- Public Services: 2013 CDBG funding was awarded to YouthBuild for job skills training and Family Tree Relief Nursery for child abuse prevention services. The child abuse prevention program was underway before the end of the program year and has served nine low-income Albany residents through August, 2014.
- Eliminate Blighting Influences in Low- and Moderate-Income Neighborhoods: A stretch of Periwinkle Path, a multi-use path, has not been replaced. It is 30 years old and has dangerous deteriorating concrete. Sunrise Park is consistently vandalized and is a location for illegal activities. These facility improvement projects will remove blighting conditions in Albany's low-income neighborhoods, benefiting many of Albany's LMI residents.

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)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Five Year Outcome	Actual – Strategic Plan	Percent Complete	Expected 2013 Program Year	Actual – 2013 Program Year	Percent Complete
Accessibility	Non-Homeless Special Needs	CDBG/ \$22,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0		50	0	0.0%
Accessibility	Non-Homeless Special Needs	CDBG/ \$22,000	Other	Other	50	0	0.0%	0	0	
Affordable Housing Opportunities	Affordable Housing	CDBG/ \$80,000	Rental units rehabilitated	Household Housing Unit	20	0	0.0%	2	0	0.0%
Affordable Housing Opportunities	Affordable Housing	CDBG/ \$80,000	Homeowner Housing Rehabilitated	Household Housing Unit	20	0	0.0%	2	0	0.0%
Economic Opportunities	Non-Housing Community Development	CDBG/ \$56,000	Facade treatment/business building rehabilitation	Business	2	0	0.0%	0	0	
Economic Opportunities	Non-Housing Community Development	CDBG/ \$56,000	Jobs created/retained	Jobs	40	3	7.5%	6	3	50.0%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Five-Year Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected 2013 Program Year	Actual – Program Year	Percent Complete
Economic Opportunities	Non-Housing Community Development	CDBG/ \$56,000	Businesses assisted	Businesses Assisted	150	16	10.7%	20	16	80.0%
Fair Housing	Affordable Housing Fair Housing	CDBG/ \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	100	15	15.0%	0	15	
Homelessness	Homeless	CDBG/ \$32,000	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	20	0	0.0%	4	0	0.0%
Homelessness	Homeless	CDBG/ \$32,000	Homelessness Prevention	Persons Assisted	50	0	0.0%	0	0	
Public Services	Affordable Housing Homeless Non-Homeless Special Needs	CDBG/ \$62,300	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	11	2.2%	40	11	27.5%
Removing Blighting Influences	Non-Housing Community Development	CDBG/ \$90,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	0	0.0%	2000	0	0.0%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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

The City of Albany has allocated funding to programs that will address the objectives in the Strategic Plan and the 2013 Action Plan:

- Remove Barriers to Accessibility: The Consolidated Plan identified curb ramp and sidewalk improvements in LMI areas as priorities. 2013 CDBG funding will make slope and ramp improvements to Periwinkle Path and numerous accessibility improvements at Sunrise Park. Sunrise Park improvements include adding accessible parking spaces, ramps, sidewalks, and new accessible play equipment. Both projects are also receiving 2014 program year funding.
- Improve the Quality of Affordable Housing: CDBG funds are being used for housing rehabilitation for Albany's LMI housing units located in the two target areas - Census Tracts 204 and 208. Several single-family home applications are being processed. To date, there has been no interest for rental rehabilitation. Plans are underway to do more targeted outreach to property owners in the two target areas. This program is ongoing.
- Increase Economic Opportunities: 2013 CDBG funds are supporting Albany residents' enrollment in microenterprise training and small business development courses and advising through the Linn-Benton Community College (LBCC) Small Business Development Center courses. Sixteen residents have enrolled in these programs through August 15, 2014; most are low- or moderate-income residents that own a microenterprise. The City developed a small grant program for new businesses and microenterprises to offset start-up costs or the costs to add jobs for LMI residents (LMI jobs).
- Further Fair Housing: The Consolidated Plan identified education and training of fair housing issues as a need. CDBG administrative funds were used to provide free fair housing training for tenants in English and in Spanish in the 2013 program year.
- Reduce the Number of Homeless Residents: CDBG funds are helping add four permanent supportive housing beds to transition Albany residents from homelessness into stable housing. This activity supports the goals to reduce homelessness.
- Public Services: The Action Plan identified the needs to provide economic opportunities to Albany's low-income residents and to support victims of domestic violence. The City allocated 15% of the 2013 CDBG award to public services. Two agencies were awarded funding in 13-14: Family Tree Relief Nursery is providing in-home child abuse prevention services for young children. The program helps to keep children out of foster care and helps to prevent homelessness for families. YouthBuild was awarded funding to provide job training to unemployed or low-income Albany residents.

- Eliminate Blighting Influences in Low- and Moderate-Income Neighborhoods: The Consolidated Plan identified park equipment replacement and walking trail improvements as priority needs to be addressed in Albany's low-income Census Tracts. 2013 CDBG funds will replace a 1,150-foot length of Periwinkle Path that has become unsafe due to old and deteriorating concrete. 2013 CDBG funds will replace the 1980s era park equipment at Sunrise Park with all new park facilities. The park is being redesigned to reduce vandalism and illegal activities that create blighting influences in this neighborhood. Both facilities are Albany's low-income census tract 208. The projects were in design or planning stages in the 2013 program year. Periwinkle Path will be replaced by November 1, 2014 and Sunrise Park improvements will be completed by June 30, 2015. Both projects are also receiving 2014 CDBG funds.

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	HOME	HOPWA
White	25	0	0
Black or African American	0	0	0
Asian	0	0	0
American Indian or American Native	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
Hispanic	3	0	0
Not Hispanic	0	0	0
Total	25	0	0

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

Narrative

Two programs reported assisting clients through June 30, 2014. The racial composition of residents assisted to-date is all White. The ethnicity of these 25 residents included three of Hispanic or Latino ethnicity, or 12 percent.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended by June 30, 2014
CDBG		1,600,000	60,758

Table 3 – Resources Made Available

Narrative

CDBG expenditures reimbursed through June 30, 2014, included planning and administrative costs, training, fair housing public education, microenterprise assistance, and small business assistance.

Most of the program year was spent on administration. Activities in this area included modifying the 2013 Action Plan; staffing the Community Development Commission; developing sub-recipient contracts, public service applications, and program brochures; updating the website; and entering projects and programs into IDIS (HUD's online system). Environmental reviews and planning for two community development projects have been ongoing (Periwinkle Path and Sunrise Park). Now that all of the sub-recipient agreements

are signed and programs are underway, a majority of the remaining 2013 CDBG allocation will be spent on program activities.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tracts 204&208	48%	56%	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Funds spent through June 30, 2014 have not been located in one of the City's target areas - Census Tracts 204 and 208. The City has allocated \$224,000 in 2013 CDBG funds to the two target areas through the following activities:

- \$40,000 for Sunrise Park improvements;
- \$50,000 for Periwinkle Path improvements;
- \$22,000 for removing barriers to accessibility;
- \$80,000 for housing rehabilitation; and
- \$32,000 for homeless housing.

Leveraging

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

The CDBG program has no match requirements. The following CDBG-funded activities are leveraging other funds:

- Housing Rehabilitation – CDBG funds are leveraging federal weatherization funds.
- Public Facility improvements – CDBG funds are leveraging City Parks and Recreation funds and City staff time estimated at \$30,000. Both facilities – Periwinkle Path and Sunrise Park - are located on public land.
- Small Business Management Program – CDBG funds are leveraging other funds from Linn Benton Community College to offer this program at an estimate of \$20,000.
- YouthBuild Job Training – CDBG funds will leverage \$35,000 in state and federal funds.

Table 5 – Fiscal Year Summary - HOME Match Report: Not Applicable -The City does not receive HOME funding.

Table 6 – Match Contribution for the Federal Fiscal Year: NOTE - Matching funds will be reported in HUD’s online system, IDIS, once activities are completed. No activities are complete.)

Table 7 – Program Income: Not Applicable - The City has no program income to report.

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	4	4
Number of Non-Homeless households to be provided affordable housing units	4	0
Number of Special-Needs households to be provided affordable housing units	4	0
Total	12	4

Table 8- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	4	0
Number of households supported through Acquisition of Existing Units	0	0
Total	4	0

Table 9 - Number of Households Supported

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

Homeless provided housing: 2013 and 2014 CDBG funds are being provided to Albany Helping Hands Shelter to help them acquire and improve two houses to be used as transitional housing. One house will provide beds for four homeless individuals; the other will serve two adults or one small family.

Non-homeless households provided housing units and housing rehabilitation of existing units: The City anticipates supporting four households through the housing rehabilitation deferred loan program. Two loans will close soon and a few other applications have been received. No projects are complete to date. The City has no concerns.

Special Needs Housing: Housing rehabilitation and essential repairs funding is available to help seniors stay in their homes or to address housing of other special needs residents. This need is currently being addressed without the need for CDBG resources.

Discuss how these outcomes will impact future annual action plans.

The City will evaluate whether or not there is a need to assist special needs populations with housing.

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

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-Income (<30%)	14	0
Low-Income (31-50%)	10	0
Moderate-Income (51-80%)	1	0
Total	25	0

Table 10 – Number of Persons Served

Narrative Information

Only three programs were underway by the June 30, 2014 – the microenterprise and small business development courses at Linn Benton Community College and the housing rehabilitation loan program. Clients are required to complete an income survey in order to be eligible for these activities.

The 2013 CDBG activities – including public services and public facilities improvements - will positively impact many low-and moderate-income Albany residents once completed.

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

A local non-profit public service agency, Jackson Street Youth Shelter, is receiving funding in the 2014 program year to do outreach and case management with Albany's homeless and unaccompanied youth. The agency assesses the needs of these residents and works to reconnect them with their families or provide them with the skills to live independently.

Addressing the emergency shelter and transitional housing needs of homeless persons

2013 CDBG program year funds are being used to acquire two transitional housing units by Albany Helping Hands Shelter. The housing units will be used to provide homeless residents stable housing that requires participation in a "life-skills" program. One house will accommodate four adults. The second house will accommodate two adults or one small family.

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

2013 CDBG funds are enabling the Family Tree Relief Nursery to expand their services to provide in-home infant child abuse prevention services. This program is intended to prevent children from entering the foster care system. In addition, the program helps parents gain valuable skills that can reduce their risk of becoming homeless.

The Albany Helping Hands Homeless shelter's life-skills program will help move people out of the homeless shelter and into supportive housing.

A 2014 CDBG Action Plan activity includes funding to Jackson Street Youth Shelter to provide case management to homeless and unaccompanied Albany youth. This program should reduce the number of youth in correctional institutions or help those leaving these institutions. The program helps youth gain skills to live independently and to address issues occurring within their families that caused them to become homeless.

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

As noted above, 2013 CDBG program year funds are being used to acquire two houses to be used for a homeless life skills program operated by the Albany Helping Hands Shelter. Funds have also been awarded to Albany Helping Hands for the 2014 Program year so they can complete acquisition of the second house. These houses will enable them to enroll an estimate of six long-term homeless adults in their life skills program. The program will provide housing and training to help integrate homeless residents out of homelessness into stable housing and back into society and permanent housing.

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

Actions taken to address the needs of public housing

The Linn Benton Housing Authority provides public housing and addresses needs of residents in public housing.

City of Albany CDBG funds are not currently allocated to addressing needs of public housing.

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

None.

Actions taken to provide assistance to troubled PHAs

None.

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 completed and adopted Albany's Analysis of Impediments to Fair Housing Choice and Fair Housing Plan in the 2013 program year and submitted it to HUD in April, 2014. In the 2014 program year, staff will evaluate policies that were identified in the Plan.

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

Actions taken to date to address obstacles to meeting underserved needs identified in the Consolidated Plan include the following:

- 2013 CDBG funds were allocated to Albany Helping Hands Shelter to help acquire two houses to be used as supportive housing with a life skills program. This activity will help long-term homeless residents gain important skills to help them integrate to a sustainable life style.
- 2014 CDBG funds were allocated to a local recovery center to offset costs for residents recovering from substance abuse obtain their G.E.D.
- 2013 CDBG funds are supporting Albany's YouthBuild program. The program provides job skills education and training in the construction industry to young adults. The agency estimates it will enroll ten Albany residents in the program this coming year.
- 2013 CDBG funds are providing in-house case management services to families with children at risk of child abuse. To date, nine Albany residents have benefited from these services.
- 2013 CDBG funds are paying for low-income Albany residents to enroll in microenterprise courses and receive technical assistance. This will help to add LMI jobs and the growth of microenterprises in Albany. To date, nine LMI residents have received microenterprise technical assistance or have enrolled in the courses.
- 2013 CDBG funds are also offsetting costs for small business owners to enroll in the Small Business Management Program with the goal that they will create at least one LMI job or that they are an LMI business owner. To date, four residents are enrolled in this program.
- 2013 CDBG funds are supporting a Spanish-speaking business advisor to provide assistance to Albany's Spanish-speaking entrepreneurs/business owners. Three residents have participated in this program.

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

Lead safety information is distributed to applicants applying for the housing rehabilitation loans and for any projects involving painted structures built before 1978. The housing rehabilitation policies specify the following actions for housing rehabilitation loans:

All contractors working on buildings constructed before 1978 must be lead-certified and use lead-safe work practices.

When homes constructed before 1978 are worked on, a lead hazard evaluation will be conducted on surfaces that are proposed to be disturbed, or it will be assumed that lead is present. Interim controls or standard treatments must be done on all applicable painted surfaces and presumed lead-based paint hazards by a qualified contractor.

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

During the 2013 program year, the City took the following actions to reduce the number of poverty-level families in Albany:

- Provided CDBG funding to support the Linn Benton Community College (LBCC) Small Business Development Center's Microbusiness Education and Outreach program. The program offers courses to low-income Albany residents to help launch new businesses and add jobs.
- Provided CDBG assistance to Albany businesses through reduced tuition to enroll in the LBCC Small Business Management Program, and grants to microenterprises or small businesses that create jobs or for a special economic development project.
- Provided CDBG assistance to public service agencies to provide jobs skills training for youth and young adults and to provide parenting skills to families with children at risk of child abuse.

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

During the 2013 program year, the City took the following actions to develop institutional structure:

- Albany is fortunate to have a comprehensive and effective delivery system of well-established programs and services. A large portion of staff time in 2013 was devoted to developing all of the City's CDBG contract templates and sub-recipient reporting and monitoring forms, as well as launching new programs and developing brochures as necessary.
- City staff has attended a few regional homeless board meetings and will be helping update the 10-year homeless plan. Staff is working with other regional agencies to identify Albany's roll in regional issues related to housing, health equity, transportation and community development, and determining how CDBG resources can be used to support regional programming.

- The City will work to integrate and coordinate projects within the City that would benefit Albany's low-income residents that may be eligible for CDBG funding.

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

Early in the 2013 program year, City staff met with the directors of the local housing authority, Habitat for Humanity, and community action agency to identify issues related to housing in Albany. Representatives also served on the CDBG task force that was charged with identifying the 2013 CDBG activities.

Staff has coordinated with the regional action agency, Community Services Consortium, to provide the housing rehabilitation loan program.

Staff attends regional meetings to foster coordination between housing and social service agencies. Fortunately, other agencies are working to make these connections, such as the 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 has planned the following actions to continue to expand housing opportunities and address any potential barriers to affordable housing:

1. Educate the community and policy makers about Albany's affordable housing needs.
2. Evaluate the following applicable Albany Development Code standards to ensure housing opportunities and housing variety can be achieved within neighborhoods:
 - infill garage or carport requirements;
 - accessory apartment standards;
 - planned development standards; and
 - lot size and housing type variety in new subdivisions.
3. Evaluate the Comprehensive Plan policies related to affordable housing and fair housing.
4. Increase awareness about fair housing laws through education and outreach to landlords, residents, developers, and the community at large.

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 has developed monthly and quarterly reports for subrecipients to complete. These reports track progress meeting Plan goals and objectives. Staff has also developed monitoring checklists for each type of CDBG activity.

Minority business outreach in 2013 included the following activities:

- Microenterprise services and one-on-one advising are being offered in Spanish.
- A database of minority and women-owned construction contractors was developed for the Periwinkle Path project. The bid announcement was mailed to all identified businesses in the Linn-Benton area.

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

Albany's Citizen Participation Plan requires a 30-day comment period on the CAPER. A public hearing is also held on the CAPER and to receive citizen input on community development needs that could be addressed in future action plans. The CAPER 30-day comment period and public hearing are publicized through a press release in the local paper and posted on the City's website. The notice is distributed to a list of local service and housing agencies.

The CAPER is available in print at Albany's two public libraries and also at Albany City Hall.

All meetings of the Community Development Commission are open to the public and the agendas and agenda packets are available on the City's website. Citizens are welcome to attend all meetings.

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.

The City is learning more about federal labor standards for construction contracts and the time needed to monitor all programs.

The City will likely direct funding to non-construction projects that can achieve the goals identified in the Plan. For example, building rehabilitation is not an eligible activity for the City's new small grant program for new businesses and microenterprises to offset start up costs or offset costs to add jobs. However, the grant program will support these businesses financially and help them create jobs.

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

No.

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

Not Applicable.