



DRAFT

CITY OF DALTON

2016 Consolidated Annual Performance and Evaluation Report (CAPER)

July 1, 2016-June 30, 2017

Prepared for submission to the
U.S. Department of Housing and Urban Development
For the City of Dalton Community Block Grant (CDBG)



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 goals of the 2016 Annual Action Plan (AAP) were:

- Increase and Improve Affordable Housing-Public Facilities with carry over funds from 2015 project.
- Reduce Homelessness-Public Service
- Code Enforcement
- ADA Improvements-Public Facilities
- Administration and Planning

The City awarded two Public Service projects and one City Public Facilities project to meet the goals of the 2016 AAP. The City also funded Code Enforcement in a City target area. A 2015 Public Facility project at the Housing Authority of the City of Dalton (HACD) for \$72,369 of HVAC improvements was completed in January 2017.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
ADA Improvements	Non-Homeless Special Needs ADA Compliance	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1	1	100.00%			
ADA Improvements	Non-Homeless Special Needs ADA Compliance	CDBG: \$	Other	Other	7965	7965	100.00%	7965	7965	100.00%
Administration and Planning	Administration and Planning	CDBG: \$	Other	Other	5	3	60.00%	1	1	100.00%
Code Enforcement	Code Enforcement Officer	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	1000	1339	133.90%	500	531	106.20%
Enrich Community Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	29	39	134.48%			
Enrich Community Services	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Increase and Improve Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$	Rental units rehabilitated	Household Housing Unit	12	2	16.67%			

Prevent/Reduce Homelessness-Public Facility	Homeless	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1359	1359	100.00%			
Prevent/Reduce Homelessness-Public Facility	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	1712	279	16.30%			
Prevent/Reduce Homelessness-Public Facility	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds		0				
Prevent/Reduce Homelessness-Public Facility	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted		0				
Reduce Homelessness-Public Service	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	275	1200	436.36%			
Reduce Homelessness-Public Service	Homeless	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	5	6	120.00%			
Reduce Homelessness-Public Service	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	28		1340	321	23.96%
Reduce Homelessness-Public Service	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	55	219	398.18%	250	279	111.60%

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 met or exceeded the annual goals outlined in the 2014-2018 Consolidated Plan by executing the CDBG Program by completing the following projects in PY2016:

All Public Service projects addressed the priorities and goals of the City's Annual Action Plan- Family Promise case management at homeless day center and Northwest Georgia Family Crisis Center (NWGFCC) children/client advocate in the transitional or emergency housing center. For a total of \$21,288 in CDBG funds expended.

City's Civic Drive Park Playground renovation and ADA 100% accessible upgrades were completed. Total of \$270,767 in CDBG funds. This includes the reallocation of \$4157.35 from Administration funds to complete the project. Reallocation is in Appendix 3.

City Code Enforcement in a local target area. A total of 531 citations were issued. With 497 of the issues being corrected by the resident or a local nonprofit organization. Total of \$21,620 in CDBG funds expended. This included the reallocation of \$6,600 from Administration funds to complete the grant year of code enforcement in the CDBG local target area. Reallocation is in Appendix 3.

The City had 1 carry over project from 2015 that was completed in 2016: HACD HVAC improvements was completed in January 2017. Total of \$72,369 in CDBG funds.

Dalton Whitfield Community Development Corporation (DWCDC) provided assistance to the CDBG administration office for homelessness non-housing and administration duties as a contracted with the City.

The completion of these projects were in compliant with CDBG regulations, no actions or willful inactions were taken to hinder the progress of the projects described in the Consolidated Plan, and all funds with the exception of administration and planning were committed to the benefit of low to moderate persons living in the City of Dalton, thus meeting the National Objectives for the CDBG 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	483
Black or African American	113
Asian	3
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
Total	600
Hispanic	98
Not Hispanic	502

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

Narrative

The table above lists the numbers of beneficiaries by race and ethnicity assisted with CDBG funds for PY 2016. The number of White served includes 7 from other races not listed in the chart but are included in the PR23 report. These numbers are from the HUD PR23 report- attached in Appendix 4.

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	CDBG	391,147	461,352
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

During the PY 2016, the City of Dalton had \$391,147 available in CDBG funds. The table above illustrates the amount of funding made available during the PY2016 but does not account for unspent prior years funds. Total amount expended in prior years funds total \$81,753 (as noted on line 1 of PR26-CDBG Financial Summary Report) and the total funds expended in PY2016 were \$461,351.66 (line 15 of PR26). PR-26 report is in Appendix 4.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
LMI Census Tracts	80	83	Admin Funds reallocated to Code Enforcement and Playground projects

Table 4 – Identify the geographic distribution and location of investments

Narrative

The CDBG funds were allocated to projects with the greatest impact on the City's local target area of LMI Census Tracts (4, 5.02, 10, and 13). Due to \$10,757.35 of administration funds being reallocated to Code Enforcement and the playground projects the allocation percentage to LMI Census Tracts increased to 83%. The City's LMI target map is attached in Appendix 2.

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 does not require matching funds. The City tracts sub-recipients matching funds to use in the application grading process. For PY 2016 Other Funding totaled \$62,321.00. See Table in Appendix 2.

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
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	30	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	30	0

Table 6 – Number of Households Supported

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

WAITING ON information from Family Promise to complete chart and outcomes

Discuss how these outcomes will impact future annual action plans.

The City is working with HACD and DWCDC to review the current project scope for CDBG funds. The City wants to maximize results achieved with CDBG funding. Affordable housing is a high priority for CDBG

program but due to limited funds and projects that meet the City and CDBG requirements the City is continually looking for better ways to impact the LMAs.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

The table above includes all numbers served and entered in to IDIS. The numbers are from Public Service projects that assisted with housing and homeless issues. The City of Dalton is not a HOME Grantee.

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 has actively encouraged and supported the efforts of sub-recipients and other community based organizations to seek other Federal, State, and local public and private sector resources to address the identified needs of homeless persons, those at risk of becoming homeless, and special needs populations.

The City funded public service projects with CDBG funds to address homeless persons and contracted with one non-profit to assist with Administration of the CDBG program:

1. DWCDC provided intake assessments for low income and/or homeless persons to qualify them for assistance. DWCDC receives Rapid Rehousing grant funds, ESG, local government funds from Whitfield County, and the City of Dalton to assist homeless families with short and long term housing assistance. The City funds DWCDC with administration funds.
2. There are currently 15 host Churches participating in the local Family Promise Program chapter of the national affiliate. Homeless families stay at each church during the evening for one week and the adults and non-school age children spend their time at a day center receiving counseling and assistance from a social worker. The address and phone number of the day center is used by the program participants while they conduct job searches. Other life skill classes are provided to the adult member of the household. As many as 50 volunteers provide various types of activities, resources, and other support from each church the week they are the host to the families.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City funded 1 project to assist with transitional housing needs:

The North West Georgia Family Crisis Center (NWGFCC) provides emergency shelter and transitional housing to women and children of domestic violence. CDBG funds provided a children's advocate for the crisis center. The NWGFCC provided assistance to 321 homeless women and children in PY2016.

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

While there are agencies that provide homeless services and housing options in Dalton, there is a significant lack of data that clearly documents homeless needs specifically for the City. Most agencies numbers are by counties. Due to this lack of data, it is difficult to establish specific needs for this category. In the 2016, Point In Time Count (DWCDC), the City of Dalton had 123 homeless persons and Dalton Public Schools had over 300 students that met the McKinney Vento definition of homelessness and were without fixed and adequate nighttime residence. The students where in shelters or "doubled up" in housing. In PY2016, all public service funds were used to address homeless and transitional housing needs.

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

The City has not adopted any specific strategies to address homelessness and the priority need of homeless persons. This is due largely to the lack of existing combined data on homeless people in the City. At the current time, the City utilizes each non-profits service data to review the needs on an individual basis. Agencies in the health services, publically funded institutions, and state/local health and child welfare were not contacted by the City of Dalton during the Annual Action Plan/Citizen Participation public hearings. The City obtains information from DWCDC through their partner agencies and local health systems contacts to address funding for low income persons.

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

Actions taken to address the needs of public housing

The City of Dalton does not manage any public housing. Public housing within the City's jurisdiction is managed by the Housing Authority of the City of Dalton (HACD). HACD currently has 584 (with 481 livable to rent) units in the City. The City staff maintains a close relationship with HACD. The City also coordinates with other service agencies through DWCDC. The DWCDC has connections with numerous local organizations to address the needs of homelessness, mental health, and disabled persons

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

None at this time. The HACD is a privately managed housing authority. The HACD and the DWCDC hosted eight classes for the residents to cover budgeting, credit repair and home buyers education.

Actions taken to provide assistance to troubled PHAs

None at this time. The HACD is not a HUD funded Public Housing Authority (PHA) and is not classified as a troubled PHA.

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 and DWCDC worked with local non-profit agencies to allocate resources for transportation programs for the elderly, disabled, or low-income residents, as well as, work with Whitfield County to review transportation planning efforts to advocate public infrastructure improvements that align with the goal of expanding housing choice. In search for a solution for the education, testing, and enforcement, the City has worked with local agencies to increase the public's awareness of housing discrimination, the process for filing a complaint, and the opportunity for legal representation. The CDBG Office participated in Dalton/Whitfield County Homeless Connect in April 2017. This is a community awareness program promoting information on fair housing and low income services available in the area. Flyer in Appendix 2.

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

The City funded two local agencies whose projects are related to improving the affordability and availability of LMI housing. Family Promise offer transitional housing and case management to assist with permanent housing. NWGFCC provides emergency and transitional housing for women and children in domestic violence situations.

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

The City will continue to follow the local building codes and regulations on lead based paint (LBP) inspections and removal. The Whitfield County building inspector's office services the City of Dalton and currently adopts the State of Georgia requirements for LBP abatement. The City did not fund or undertake any housing activities that disturbed LBP. All CDBG sub-recipients are required to follow local and HUD requirements when disturbing LBP.

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

Within the City, there are several programs designed to assist households with incomes below poverty level. These programs are provided by local non-profits. The City directed residents to these agencies for

antipoverty assistance programs. The City's highest poverty levels correspond with the target areas for CDBG funding. The City funded some of the non-profits for housing needs and will continue in the future.

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

The City currently does not have the organizational capacity to address the homeless population and/or persons with special needs. Therefore, the City relies on the local non-profits to provide this service. This is an area the City supports with CDBG funds.

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

The City maintained contact with HACD throughout the grant year and provided support as needed. The City also worked with DWCDC and local organizations to better document homeless and housing needs. The City/DWCDC participated in the Dalton/Whitfield County Homeless Connect in April 2017.

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

Dalton CDBG program funded two sub-recipients that addressed fair housing through their transitional housing programs: Family Promise supplied a case manager for classes at their Day Center and NWGFCC client advocate in their transitional housing and emergency shelter.

Overall, the 2016 CDBG program funded a total of \$39,762.50 towards fair housings activities in the City of Dalton. See funding breakdown in Appendix 2 (Tables-Fair Housing projects).

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 established procedures to ensure that the CDBG program and sub-recipients comply with federal program requirements, City polices, and meet local and national goals. Monitoring responsibilities were carried out by the CDBG Program Manager, Finance Director, and City Auditors. To ensure that all sub-recipients were in compliance with all applicable laws and regulations, activities for each agency are reviewed, as described below:

To ensure compliance, the application process was evaluated and documents of eligibility was recorded by standardize grading form. Sub-recipients were placed under contract for all CDBG funds. Monthly service reports were required from all agencies to document that at least 51% of clients benefited had low or moderate incomes. All drawdowns were received and reviewed by CDBG Program Manager prior to requesting funds. The program manager utilized a Risk Analysis Matrix for all sub-recipients to create a desktop review and provided onsite motoring and assistance as needed. The risk analysis focused on the following key areas: financial, management, national objective, and planning. Each sub-recipient was analyzed and graded based on risk assessment. Scores are low risk (0-30 points); moderate risk (31-50 points) and high risk (51-100 points). All the sub-recipients were at a low or moderate risk. A sample of the Risk Analysis is in Appendix 5. The scores are in the miscellaneous tables in Appendix 3-Montoring Summary. The City Auditor conducted onsite financial monitoring. All reviews were acceptable by the City. A sample of the review form and results are attached in Appendix 5.

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's Citizen Participation Plan meets HUD requirements referenced at 24 CFR 91.105(b) for citizen participation in all HUD grants programs. The City encourages increased participation in its housing and community development programs, particularly by persons of low and moderate income residents.

A draft of the PY2016 CAPER was available for public comment for a 30-day period that commenced on August 4, 2017 – September 5, 2017. Opportunity to comment on the CAPER was advertised in English and Spanish in the Dalton Daily Citizen News. The CAPER was also advertised on the CDBG page of the City’s website at www.cityofdalton-ga.gov in both English and Spanish. To ensure affirmative steps to solicit participation in the CAPER preparation process from other protected classes to include racial, ethnic, religious minorities, families with children, and persons with disabilities, the City distributed notice of the public hearing through DWCDC. DWCDC distributed the notice through a wide network of non-profit organizations and local agencies. Ad in Appendix 3.

A public hearing was held on August 22, 2017 at 2 PM at Dalton City Hall 300 West Waugh Street, Dalton, GA 30720. Citizens were given the opportunity to review the draft and provide written comments. A copy of the advertisement is in the Appendix 3.

The City did not receive any comments on the draft of the PY2016 CAPER. The comments and attendance log in in the Appendix 3.

The City authorized the submission of the CAPER on September 18, 2017 during Mayor and Council meeting. Resolution is attached in Appendix 2.

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 has not made any major changes to the objectives of the CDBG program in the last year. The program continues to focus on public services, public facilities improvements, code enforcement, and ADA improvements at City owned parks.

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

No

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

CR-45 - CDBG 91.520(c)

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