



2013 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

**COMMUNITY DEVELOPMENT BLOCK GRANT
HOME INVESTMENT PARTNERSHIP PROGRAM**

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The 2013 Consolidated Annual Performance and Evaluation Report (CAPER) discusses the accomplishments of the 2013 Annual Action Plan (AAP) which is the 4th year of the 2010-2014 5-Year Consolidated Plan for Housing and Community Development. The 2013 Annual Action Plan allocated \$1,537,811 for Community Development Block Grant (CDBG) activities and \$539,003 for Home Investment Partnership Program (HOME) activities.

The 2013 allocations designated CDBG funds for the following projects:

Neighborhood Improvements:

- Demolition and Clearance
- Community Improvement Inspector
- Eastridge Park Improvements

Public Services:

- Jan Werner Adult Daycare
- Interfaith Hunger
- Transportation for the Homeless
- GSRC Dayroom Staff Salary
- PRPC- Child Care
- PRPC-FoodNET
- Wesley Community Center
- Family Support Services-Homeless Counseling

Housing Activities:

- Emergency Repair Grants
- Minor Housing Rehabilitation
- Rehab Support Administration

Administration:

- CDBG Program Administration

The 2013 allocations designated HOME funds for the following projects:

Administration:

- HOME Program Administration

Housing Activities:

- Major Housing Rehabilitation
- Rental Rehabilitation
- Homebuyer Assistance

Community Development Housing Organization (CHDO) Activities:

- Habitat for Humanity-New Construction
- Catholic Charities-Multi-Family Acquisition and Rental Rehab
- Habitat for Humanity- CHDO Operating
- Catholic Charities – CHDO Operating

Allocation priorities were based on the 2010-2014 Consolidated Plan for Housing and Community Development. Of the 23 approved projects, 20 are designated as high priority in the Consolidated Plan. Three projects (child care, homeless services, and multi-family residential rehabilitation) are designated as medium priority in the Consolidated Plan.

The 2013 Annual Action Plan set accomplishment goals for the activities listed which are outlined in the chart below. Actual accomplishments achieved during the 2013 program year are also recorded in CR-05- Goals and Objectives

In summary, the CDBG allocations for Neighborhood Improvement projects achieved all benchmark goals as outlined in the 2013 AAP with the exception of the Demolition and Clearance program. The 2013 AAP anticipated the demolition and clearance of 30 substandard structures, but achieved 18 demolitions due to the impact of the severe hailstorm in the spring of 2013. The ongoing consequences of this natural disaster in Amarillo resulted in disrupted work load for the Neighborhood Improvement Inspector and reduced the frequency of inspections and demolition of substandard structures. 2 of the 18 demolition projects completed in 2013 were significantly large multi-family buildings requiring extensive asbestos abatement and lengthened bidding processes. CDBG funds were expended at a higher rate for these larger projects. The City of Amarillo anticipates exceeding the proposed 30 structure benchmark for demolition in the 2014 program year.

All CDBG Public Service activities met and exceeded all benchmark goals of the 2013 AAP with one exception. The Transportation for the Homeless program served 80% of the anticipated annual goal of unduplicated persons predicted. This outcome reveals that while the same numbers of bus tickets were purchased and dispersed as in previous years, individual homeless persons utilized City bus tickets for transportation to employment opportunities and/or appointments for a longer period of time, rather than more persons receiving assistance on a one-time basis. The City of Amarillo, in coordination with the Amarillo Coalition for the Homeless, has recognized the benefit of serving fewer homeless persons with a longer period of assistance to ensure they adequately achieve employment and self-sufficiency and will plan future AAP's to reflect this approach.

During FY2013, the City of Amarillo CDBG Housing Activities exceeded annual goals for the Emergency Repair Grant program which met 101% of annual benchmarks. Additionally, the Minor Homeowner Repair program completed 2 homeowner repair projects and the Rehabilitation Support Administration Program provided operational support for two Community Development Inspectors.

The FY2013 HOME allocations funded the completion of 1 major homeowner rehabilitation project and the rehabilitation of 22 rental units. Due to the local market demand for affordable rental units, the City of Amarillo devoted resources to achieve 314% of the annual goal for rental rehabilitation projects. CHDO accomplishments included the construction of 4 new affordable homes by the Amarillo Habitat for Humanity. The acquisition and rehabilitation of 3 new rental units by the Catholic Charities of the Texas Panhandle were also completed. Ongoing training and technical support has been provided to the CHDO to strengthen its ability to provide future housing activities. Habitat for Humanity has increased its level of performance from previous years through technical assistance and ongoing training. The City of Amarillo remains committed to achieving productive outcomes with its HOME CHDO organizations. Due to the ongoing training and technical assistance provided to CHDOs during FY2013, the City of Amarillo anticipates that CHDO activities will be completed at an increased rate.

Lastly, the 2013 Annual Action Plan allocated HOME funds for the First-Time Homebuyer Program and anticipated assisting 30 new households. However, program restructuring under guidance from the U.S. Department of Housing and Urban Development (HUD) resulted in temporary suspension of that program in 2013. The City of Amarillo is currently developing new Homebuyer Program policies and procedures which are anticipated to resume in FY2014.

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– Program Year	Actual – Program Year	Percent Complete
Acquisition and Rehabilitation	Affordable Housing	HOME: \$105578	Rental units rehabilitated	Household Housing Unit	4	3	75.00%
Assisted Child Care	Non-Housing Community Development	CDBG: \$100000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	230	115.00%
Code Enforcement	Non-Housing Community Development	CDBG: \$61447	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	10000	9552	95.52%
Demolition and Clearance	Non-Housing Community Development	CDBG: \$90000	Buildings Demolished	Buildings	30	18	60.00%
Emergency Repair of Hazardous Conditions	Affordable Housing	CDBG: \$321259	Homeowner Housing Rehabilitated	Household Housing Unit	130	142	109.23%

General Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$54171	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3050	2827	92.69%
Homebuyer Assistance	Affordable Housing	HOME: \$48153	Direct Financial Assistance to Homebuyers	Households Assisted	30	0	0.00%
Homeowner Rehabilitation Assistance	Affordable Housing	CDBG: \$50000/ HOME: \$100000	Homeowner Housing Rehabilitated (Major and Minor Homeowner Rehabs)	Household Housing Unit	8	3	38.00%
New Housing Construction	Affordable Housing	HOME: \$104422	Homeowner Housing Added	Household Housing Unit	5	4	80.00%
Park Improvements	Non-Housing Community Development	CDBG: \$326435	Other-Park	Other	1	1	100.00%
Rental Rehabilitation	Affordable Housing	CDBG: \$100000	Rental units rehabilitated	Household Housing Unit	7	22	314.29%
Senior Services	Non-Homeless Special Needs	CDBG: \$65500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	510	527	103.33%
Youth Programs	Non-Housing Community Development	CDBG: \$11000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	60	101	168.33%

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.

Allocation priorities were based on the 2010-2014 Consolidated Plan for Housing and Community Development. Of the 23 approved projects, 20 are designated as high priority in the Consolidated Plan. Three projects (child care, homeless services, and multi-family residential rehabilitation) are designated as medium priority in the Consolidated Plan.

CR-10 - Racial and Ethnic Composition

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

91.520(a)

Race/Ethnicity	CDBG (Individuals)	HOME (Households)
White	2,329	11
Black or African American	850	9
Asian	7	1
American Indian or American Native	36	0
Native Hawaiian or Other Pacific Islander	3	0
Total	3225	21
Hispanic	655	3
Not Hispanic	2,570	18
Total	3225	21

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

Chart CR-10 shows the racial and ethnic status of unduplicated individuals assisted with CDBG programs. These include all public services programs. Of these 72% were white, 26% were black, 20% were hispanic, and 1% were of another racial category. The HOME program assisted 21 households. Of these, 52% were white, 43% were black, and 14% were Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year X
CDBG	Federal (HUD)	1,621,021	1,251,927
HOME	Federal (HUD)	1,072,217	26,950

Table 3 – Resources Made Available

The City of Amarillo was allocated CDBG entitlement funds in the amount of \$1,537,811 and anticipated additional resources from program income and unexpended prior year funds. HOME resources included an entitlement amount of \$539,003 and also anticipated program income and prior year unexpended funds to be available. The CR-15 table shows the resources anticipated for FY2013 and the actual amounts expended in program year 2013. These amounts reflect the usage of prior year funds in 2013.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide Amarillo	66	66	66% of the allocation was used to fund projects that took place city wide.
Community Development Target Area	34	34	34% of the allocation was used to fund projects that took place exclusively in the CDBG Target Area.

Table 4 – Identify the geographic distribution and location of investments

The City of Amarillo did not deviate from the planned geographic distribution of allocated funds as predicted in the 2013 Annual Action Plan. Projects exclusive to the CDBG Target area included the Eastridge Park renovations, Demolition and Clearance program, and the Community Improvement Inspector, making up 34% of the total allocation.

The majority of the allocation (66%) was expended on projects that occurred at scattered sites throughout the entire City of Amarillo. City wide projects include all public service programs and housing activities. Beneficiary eligibility for these programs was determined by household income, rather than physical location in a specific target area.

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 City of Amarillo did not utilize any publically owned land as leverage for any federal funds. However, \$100,000 in CDBG Public Service funds were leveraged to acquire an additional \$208,143 from the State of Texas for use for the Title IV Childcare Program which provided subsidized childcare to low and moderate income households.

Matching requirements for the HOME program were secured through non-Federal cash sources and costs of site preparation, construction materials, and donated labor for the new construction of 4 Habitat for Humanity homes.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	536,751
2. Match contributed during current Federal fiscal year	242,151
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	778,902
4. Match liability for current Federal fiscal year	114,538
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	664,364

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
2645	03/20/2014	59,837	0	0	0	9,592	0	69,430
2646	11/13/2013	36,941	0	0	0	11,324	0	48,265
2667	07/21/2014	43,260	0	0	0	5,692	0	48,952
2699	07/31/2014	22,157	0	0	0	5,596	0	28,554
2702	07/29/2014	11,323	0	0	0	6,990	0	18,314

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	276,723	0	0	43,999	0	232,724
Number	9	0	0	3	0	6
Sub-Contracts						
Number	60	0	0	6	12	42
Dollar Amount	225,904	0	0	11,861	33,098	180,945
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	276,723	0	276,723			
Number	9	0	9			
Sub-Contracts						
Number	60	4	56			
Dollar Amount	225,904	5,875	220,029			

Table 8– Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	7	0	0	2	0	5
Dollar Amount	939,251			29,998		909,253

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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	184	174
Number of Special-Needs households to be provided affordable housing units	0	0
Total	184	174

Table 11 – 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	5	4
Number of households supported through Rehab of Existing Units	145	167
Number of households supported through Acquisition of Existing Units	34	3
Total	184	171

Table 12 – Number of Households Supported

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

The Homebuyer program was suspended by the City of Amarillo which had anticipated acquisition of 30 units. Policies and procedures for the Homebuyer program are being restructured with guidance from HUD and will resume in FY2014. The acquisition of 3 rental units was accomplished with the purchase of 3 single-family units by Catholic Charities of the Texas Panhandle, a CHDO organization. Technical assistance and training was provided to CHDO organizations in 2013 to ensure housing activities will occur at a more rapid pace.

Rehabilitation of existing units exceeded annual expectations due to the completion of a project renovating a 16 unit multi-family apartment building, in addition to the completion of 6 other single-family rental rehabilitations. The City of Amarillo worked closely with landlords to

develop rental rehabilitation projects in 2013 to increase the number of decent affordable rental properties.

Discuss how these outcomes will impact future annual action plans.

In FY2013 the City of Amarillo began development of the new 5-Year Consolidated Plan for Housing and Community Development through a contract with a planning consultant. The 2015-2019 Consolidated Plan will include goals and priorities determined through a series of citizen engagement activities designed to collect information on community needs. Future annual action plans will be based on the determination of priorities in the 2015-2019 Consolidated Plan.

The outcomes that were not met in FY2013, specifically the suspension of the Homebuyer program occurred due to restructuring. The Homebuyer program is being restructured with guidance from HUD. The feasibility of resuming this project will be examined in future annual action plans depending on priorities identified in the 2015-2019 Consolidated Plan.

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	3,430	5
Low-income	302	22
Moderate-income	95	4
Total	3,827	31

Table 13 – Number of Persons Served

The above numbers reflect the income level of the persons served by CDBG and HOME programs including all housing and public service activities whose income by family size was required to determine eligibility. Of CDBG beneficiaries, 90% were extremely low income, 8% were low income, and 2% were moderate income. Of HOME beneficiaries, 16% were extremely low income, 71% were low income, and 13% were moderate income.

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:

Outreach to homeless persons (particularly unsheltered persons) is primarily conducted at the Guyon Saunders Resource Center Homeless Dayroom. This facility is open 365 days a year as a day shelter for homeless persons where they receive basic services such as laundry, mail, storage, internet access, and shelter from the elements during daytime hours when overnight homeless shelters are typically closed. They are also connected with case managers to assess individual needs and make appropriate referrals to services. The 2013 Annual Action Plan provided for \$40,000 in CDBG Public Service funds for the salary of the Guyon Saunders Dayroom Supervisor. The project anticipated serving 1605 unduplicated persons annually in the dayroom, but actual achievements were 1813 unduplicated persons, or 113% of the annual goal.

Addressing the emergency shelter and transitional housing needs of homeless persons:

The ongoing needs assessment for emergency shelter and transitional housing for homeless persons is addressed by the Amarillo Continuum of Care, a committee that meets monthly to work toward meeting homeless needs in the community and which is led by the City of Amarillo. Representatives of the committee include local emergency shelter organizations. In FY2013 the City of Amarillo was awarded \$861,646 in CoC funds from the Department of Housing and Urban Development for homeless programs. The CoC grant funded the 2013 Homeless Management Information System (HMIS) program, Transitional Housing program, the Shelter Plus Care program, and the Amarillo Homeless Legal Aid program. In FY2013 the Transitional Housing Program provided services to 122 persons; the Shelter Plus Care program provided services to 124 persons; and Legal Aid of Northwest Texas provided homeless legal services to 56 persons.

Additionally, services for persons in emergency shelter and transitional housing were provided by FY2013 CDBG funds through several public service programs. The Transportation for the Homeless Program was allocated \$10,500 to purchase city transit tickets for homeless persons to use for transportation to employment opportunities and appointments. The program purchased 8802 city bus tickets that were utilized by 752 unduplicated homeless persons.

Furthermore, Family Support Services was provided \$3,671 in CDBG public service funds to provide 200 hours of counseling to 110 unduplicated homeless persons from the swing office in the Guyon Saunders Resource Center. The program allowed homeless persons to access counseling services at one centrally located facility.

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 of Amarillo and Amarillo Continuum of Care place particular emphasis on programs to assist chronically homeless persons transition to permanent housing and independent living. The CoC funded Shelter Plus Care program provided permanent supportive housing for 11 chronically homeless persons with mental health conditions. The program includes ongoing supportive services to prevent persons from becoming homeless again.

Furthermore, the City of Amarillo PHA allows graduates of the CoC funded Supportive Housing Program to move directly onto the Section 8 Housing Choice Voucher program after expiration of their time in transitional housing, ensuring that they have ongoing housing stability.

While the City of Amarillo did not receive funding for homeless Rapid Re-Housing programs in FY2013, ESG funds have been awarded to Amarillo by the Texas Department of Housing and Community Affairs for FY2014 for Rapid Re-Housing. This will allow households who have become homeless and are residing in emergency shelter to reduce the period of time that they experience homelessness by having access to affordable housing units and housing stabilization services.

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:

The Amarillo Continuum of Care, chaired by the City of Amarillo Community Development Department, continued to incorporate discharge planning for persons who may become homeless after discharge from institutions such as health care facilities, mental health facilities, foster care, or corrections. Consultation with representatives of local institutions and agencies that address housing, health, social services, employment, education, and youth needs continued during the FY2013 year. The City of Amarillo as the Public Housing Agency was able to provide housing to 1 youth exiting from foster care, 68 homeless veterans, and 92 other low income households who were at risk of becoming homeless. Additional services will be available in the FY2014 program year through the Texas Emergency Solutions Grant (TX-ESG) that provide homeless prevention and stability services to households at risk of becoming homeless.

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

Actions taken to address the needs of public housing:

The City of Amarillo does not own or operate public housing. However, the Amarillo Public Housing Agency, administered by the City's Community Development Department, provides the Section 8 Housing Choice Voucher Program which provided rental assistance to 1445 households in FY2013. 162 new households were admitted to the program in FY2013. Ongoing housing needs continued to be the lack of decent affordable rental housing and limited financial resources to provide rental assistance. The HOME Investment Partnership Program made progress towards increasing the number of affordable units in Amarillo through the Rental Rehabilitation Program and the Habitat for Humanity New Construction Program, adding 26 new units to the marketplace. The Amarillo PHA has a waiting list for Section 8 housing of approximately 3145 with an average wait for assistance of 3 years. In FY2013 the Amarillo PHA closed the waiting list for Section 8 Housing to more efficiently process the current waiting list of persons in need of housing assistance.

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

The City of Amarillo PHA does not have any public housing units. However, participants of the Section 8 Housing Choice Voucher are represented by the Tenant Advisory Committee which meets annually to review the program and make recommendations for any changes. Participants on the Section 8 Housing Choice Voucher Program are also encouraged to enroll in the Family Self Sufficiency program which enables them to receive a fixed rental assistance while increases in wages are deposited into a savings account for use in advancing self-sufficiency such as tuition, payment of student loans or debts, or down payment for a home purchase. There were 42 households enrolled in the Family Self Sufficiency program in FY2013.

Actions taken to provide assistance to troubled PHAs:

There are no PHA's designated as troubled in Amarillo. The City of Amarillo PHA provides the Section 8 Housing Choice Voucher program to eligible residents within the city limits of Amarillo. Panhandle Community Services provides the Section 8 Housing Choice Voucher Program to eligible residents in the 26 surrounding rural counties of the Texas panhandle region.

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):

In FY2013 the City of Amarillo initiated a new Analysis of Impediments to Fair Housing Choice which will identify any negative affects of public policies that may serve as barriers to affordable housing. A request for proposals from consultant firms was issued, and a contract was awarded to JQUAD Planning Group to facilitate the completion of the Analysis of Impediments. The City of Amarillo began collecting data on current policies which will be analyzed and included in the final report. The completion of the Analysis of Impediments to Fair Housing Choice in FY2014 will also include recommended actions needed to facilitate the removal and amelioration of any negative effects of public policies serving 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.

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

The primary obstacle in meeting underserved needs in 2013 was a lack of adequate financial resources to serve the entirety of needs of low and moderate income residents in Amarillo. Actions taken to reduce this obstacle included the City's involvement and coordination with the private and non-profit sectors to raise additional funds for needed programs where ever possible. The City participated in the United Way annual fundraising program and also assisted in hosting the annual Beans and Cornbread Luncheon, an Amarillo Coalition for the Homeless event which raises additional funds for homeless service providers. The City of Amarillo collaborates with service providers and the larger community through entities such as the Amarillo 20/20 Project, the Amarillo Area Foundation, the Amarillo Association of Realtors, the Amarillo Continuum of Care, and the Amarillo Coalition for the Homeless. Interaction with the general public through the City Council and Community Development Advisory Committee, also identify and address obstacles to meeting underserved needs. The Community Development Advisory Committee, a panel of citizens representing all areas and demographics of the city, provided recommendations for allocation of resources based on analysis of greatest need.

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

Lead-based paint inspections are completed by Certified LBP Inspectors on the City of Amarillo Community Development Department staff. All properties built prior to 1978 are subject to lead-based paint inspections and required to meet federal LBP requirements prior to receiving federal assistance for renovations of properties or rental assistance. In FY2013 the City of Amarillo was involved in two HUD funded housing activities that required evaluation of lead-paint hazards: Housing Rehabilitation and the Section 8 Housing Choice Voucher Program. Requests for lease approvals for Section 8 Rental Assistance were evaluated for LBP when children under the age of six were in the household. When there were no children under six or the potential of a new birth, adoption, or foster-care situation, no further assessment was needed other than providing the applicants with information about lead hazards. If there was the presence or potential presence of a child under the age of six, a visual inspection of the property was conducted to determine the condition of the dwelling.

All housing rehabilitation projects constructed prior to 1978, regardless of the presence of children under six, were assessed for lead-paint hazards. Depending on the work to be performed, the level of assessment varied. If the rehabilitation did not involve disturbing paint and there were no children under the age of six in the household, then only a visual assessment and determination was required. If paint was going to be disturbed, then a more extensive assessment by a certified risk assessor was conducted.

In FY2013 Certified Lead-Based Paint Inspectors in the Community Development Department completed education to maintain licensure. Additionally, all landlords and contractors participating in HUD funded programs were invited to attend a Lead Renovators Certification Course hosted by the Apartment Association of the Panhandle, to further educate on the health risks of lead-based paint.

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

The City of Amarillo took action in FY2013 to reduce the number of poverty-level families by directing resources to those low to moderate income persons most in need as identified in through a citizen participation process which developed the 2010-2014 Consolidated Plan for Housing and Community Development. Programs funded through CDBG, HOME and the Section 8 Housing Choice Voucher Program reduced the impact of poverty on the lives of the very low and low income residents by increasing access to free or reduced-cost services and housing, making the essentials of life more affordable. In the 2013 program year,

- 3685 lower-income Amarillo residents were assisted with public services including child care, transportation, food, youth activities, homeless services and counseling.
- 171 Amarillo households were assisted with housing related services such as emergency repair grants, homeowner rehabilitation, and access to decent affordable housing through construction of new Habitat for Humanity homes or rental unit rehabilitations.

The City of Amarillo recognizes that it is unlikely that the City alone can measurably reduce the number of persons in poverty, as need continues to outweigh the financial resources available. However, directing financial resources to those most in need, continued engagement with service providers and non-profits most able to provide needed services, and strengthening and expanding existing services delivery systems were a priority focus of the City of Amarillo in the FY2013 program year.

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

In FY2013 the City of Amarillo worked with a variety of subrecipient non-profit organizations to develop and implement the projects and activities described in the 2013 Annual Action Plan. Technical assistance was provided throughout the program year to CDBG and HOME subrecipient organizations implementing 2013 activities. Additionally, technical assistance was provided to non-profits and community groups interested in developing projects for future funding consideration at the annual Grant Application Workshop, hosted by the Community Development Department. The two community-based organizations designated as Community Development Housing Organizations (CHDO's), Amarillo Habitat for Humanity and Catholic Charities of the Texas Panhandle, both had staff representatives attend the HUD sponsored "CHDO Capacity Building" trainings in FY2013.

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

To coordinate the various affordable housing programs with other private and public services providers, the City of Amarillo undertook the following actions in FY2013:

- Operated as the lead agency for the Amarillo Continuum of Care to administer homeless programs and evaluate additional homeless needs in the community.
- Worked as a member of the Amarillo Coalition for the Homeless in planning effective delivery systems for homeless services and addressing gaps in services.
- Grantee and Administrator of the Shelter Plus Care and Transitional Housing programs in partnership with Texas Panhandle Centers and Downtown Women's Center.
- Listed all assisted housing programs with the United Way 211 Texas Statewide referral system.
- Provided referrals to the private assisted housing projects in the Amarillo area.
- Provided technical assistance to developers, non-profits, coalitions and neighborhood groups interested in developing housing projects or special activities related to the CDBG and HOME programs.
- Participated in outreach events to educate the public and network with other agencies on housing programs available through the Community Development Office.
- Hosted the annual Realtors Day tour of City Hall to foster education and cooperation among housing providers on fair housing practices and housing programs offered by the City.
- The Community Development Office facilitated efforts to bring various groups together to achieve community goals, coordinate services or encourage joint projects.

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 completion of the Analysis of Impediments in 2014 will identify any impediments to fair housing choice in Amarillo. The Analysis of Impediments will also make recommendations for actions to be taken to overcome the effects of any impediments identified. The City of Amarillo participated in several community outreach events in 2013 to educate the public on fair housing practices.

CR-40 - Monitoring 91.220 and 91.230

Description of 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 of Amarillo conducted monthly monitoring reviews of projects' progress towards achieving annual goals set in the 2013 Annual Action Plan and the 5 Year Consolidated Plan. Additionally, on-site monitoring reviews were conducted at each subrecipient agency during the year to review project documents, financial practices, performance, and regulatory compliance. If any subrecipient agency is identified as underperforming in any area of the contract, technical assistance is provided by the Community Development staff to ensure success of the project. Of the 9 CDBG and HOME subrecipient agencies monitored in FY2013, 7 had no findings. The 2 CHDO agencies issued findings have taken corrective action and those findings have been closed.

Housing and Neighborhood Improvement projects funded with CDBG and HOME funds received additional onsite monitoring on a weekly basis for labor practices and compliance with Davis Bacon wage requirements. Throughout the course of construction, labor interviews are conducted with contractor employees on the job site and are compared with weekly certified payrolls submitted to the Community Development Office each month. Projects were not reimbursed for costs incurred until all required documentation and regulatory requirements were met.

To ensure long-term compliance with program requirements, agencies receiving funds for housing projects and community improvement projects submit monthly or quarterly reports of the low to mod-income eligible clients benefitting from the project. The City of Amarillo files liens against these properties for an affordability period to secure continued compliance with the program goals.

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

Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports:

The City of Amarillo incorporated citizen participation from the initial planning and allocation process of FY2013 CDBG and HOME funds, through the review and approval of annual performance reports. The Community Development Advisory Committee (CDAC) met in the spring of 2013 to review all proposed allocations of CDBG and HOME funding, review past performance of applicants and make recommendations for funding FY2013. The Community Development Advisory Committee is comprised of eleven citizen members from all areas of the City. All meeting agendas were publicized a minimum of 72 hours in advance to encourage participation from the community and distributed through the United Way Listserv and Homeless Coalition mailing lists which encompass several hundred community members and agencies. Any citizen interested in commenting was provided an opportunity to speak

during the public hearing. The Amarillo City Council conducted the final public hearing before approving of funding recommendations for FY2013 CDBG and HOME allocations.

Citizen review of performance included a 15 day comment period on the 2013 CAPER from November 24 through December 8 which was publicized in the Amarillo Globe News, on the City of Amarillo website, and distributed to the United Way listserv email list. A CDAC public hearing was held on December 15, 2014 to review the 2013 CAPER and solicit comments from the public on the performance of the 2013 programs. No comments were received.

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 of Amarillo did not make any changes in program objectives in FY2013.

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

No

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

N/A. The City of Amarillo does not have any BEDI's.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The following project addresses were inspected in FY13 per 92.504(d):

1605 NW 12th, 2126 Heather, 1613 NW 15th, 6713 NE 17th, 1612 NW 17th, 1613 NW 15th, 1406 Tenant, 1909 Gregory Apartments 1-6, 1911 Gregory Apartments 1-6, 1913 Gregory Apartments 7-10, 1905 Gregory Apartments 1-6, 1907 Gregory Apartments 1-6. A large of the units had damaged window and door screens damaged. Inoperable smoke detectors were also a common repair. All units were inspected per regulation.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City of Amarillo is active in marketing to all segments of the community to promote Affordable Housing Opportunities. Activities include regular communication with lenders, developers, landlords, community groups and agencies to promote affordable housing for low to moderate income individuals. The City is active in the Amarillo Coalition for the Homeless, Senior Ambassadors, Opportunity Conference, Interfaith Campaign for the Homeless and the Amarillo Continuum of Care. In addition funding and technical assistance is provided to two Community Housing Development Organizations; Amarillo Habitat for Humanity and Catholic Charities of the Texas Panhandle to provide affordable housing. In addition an increased effort has been made to contact and promote affordable housing opportunities to our Refugee populations. Marketing material such as flyers in multiple languages are used to facilitate Affordable Housing.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

For IDIS 2690, \$3162.00 of program income was used to assist three black non-Hispanic tenants that fell in the 30% - 50% of MFI income category.

For IDIS 2701, \$3698.26 of program income was used to assist two white non-Hispanic tenants that fell in the 30% -50% of MFI income category.

For IDIS 2688, \$1300.74 of program income was used to assist five white non-Hispanic tenants that fell between the 30% - 50% of MFI income category.