

# **CDBG FIFTH PROGRAM YEAR**

## **DRAFT CAPER**

**2015-2016**



**Public Review Comment Period**

**September 1- September 19, 2016**

City of Delano  
1015 11<sup>th</sup> Avenue  
Delano, CA 93215

Public Review Comment Period  
**September 1- September 19, 2016**

City of Delano  
1015 11<sup>th</sup> Avenue  
Delano, CA 93215

**Fifth Program Year CAPER**

# Table of Contents

General Questions .....	3
Managing the Process.....	7
Citizen Participation.....	8
Institutional Structure.....	9
Monitoring .....	10
Lead-Based Paint.....	13
Housing Needs .....	14
Specific Housing Objectives .....	14
Public Housing Strategy .....	15
Barriers to Affordable Housing .....	16
HOME/American Dream Down Payment Initiative (ADDI) .....	16
Homeless Needs.....	18
Specific Homeless Prevention Elements.....	19
Emergency Shelter Grants .....	19
Community Development.....	21
Antipoverty Strategy.....	26
Non-Homeless Special Needs .....	28
Specific HOPWA Objectives .....	28

## APPENDICES

**Appendix 1:** Public Notice and Summary of Public Comments

**Appendix 2:** CDBG FINANCIAL SUMMARY REPORT (PR26)

**Appendix 3:** CDBG ACTIVITY SUMMARY REPORT (PR03)



# Fifth Program Year CAPER

The CPMP Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

## GENERAL

### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 5 CAPER Executive Summary response:

### General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
2. If applicable, explain why progress was not made towards meeting the goals and objectives. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

CAPER General Question's response:

**1a. Accomplishments attained for the reporting period:** In Fiscal Year (FY) 2015-16, the City's CDBG entitlement allocation was \$652,009. The City's goals and objectives were to undertake the following activities:

Activity	Planned Accomplishment	Actual Accomplishment
2015 Rehab of Fire Station	1 Public Facility	0 Public Facilities
2015 City Hall Upgrades	1 Public Facility	0 Public Facilities
2015 Glenwood Center Upgrades	1 Public Facility	1 Public Facilities
Domestic Violence Shelter on-site improvements (2 <sup>nd</sup> Y of Funding)	1 Public Facility	1 Public Facility
2015/2016 CDBG Program Administration	1 Year of Admin	1 Year of Admin

**1b. Breakdown of the CDBG funds spent on grant activities:** The table below provides a breakdown of CDBG funds spent on activities for each goal and objective (Note: the table includes CDBG funds from prior years expended during FY 2015-16):

Activities by Action Plan Year	CDBG Budget Amount	Previously Expended	Expended in 2015-16
<b>2015-16 Activities</b>			
2015 Rehab of Fire Station	\$57,027.00	\$0.00	\$0.00
2015 City Hall Upgrades	\$57,029.06	\$0.00	\$0.00
2015 Glenwood Center Upgrades	\$57,027.00	\$0.00	\$0.00
Domestic Violence Shelter on-site improvements	\$270,051.00	\$0.00	\$55,353.19
Section 108 Loan Repayment	\$0.00	\$0.00	\$0.00
2015/2016 Admin and Monitoring	\$130,401.00	\$0.00	\$55,799.33
<b>2014-15 Activities</b>			
Domestic Violence Shelter on-site improvements	\$206,029.00	\$0.00	\$206,029.00
Ellington St. Gym Rehabilitation	\$194,497.00	\$0.00	\$194,497.00
Infrastructure Activities	\$100,000.00	\$0.00	\$0.00
General Administration	\$125,131.00	\$36,070.57	\$89,060.43
PI-Rehab of Gym on Ellington St.	\$107,380.00	?	?
<b>2012-13 Activities</b>			
Street Improvements at Domestic Violence Shelter Site	\$89,632.65	\$0.00	\$89,632.65

**1c. If applicable, why progress was not made towards meeting the goals and objectives:** The City continued its efforts to undertake and complete CDBG-funded activities that addressed the priority needs and goals identified in the Consolidated Plan. During the 2015-16 report period several projects initiated in prior years were completed. Two projects funded at the beginning of the 2015-16 report period did encounter delays:

- 2015 City Hall Upgrades were designed; however, the construction contract was not awarded until on August 15, 2016. Project is expected to be completed by November 18, 2016.
- Rehabilitation of Fire Station #34 was also designed during the report period. Bids for the project will solicited in October 2016. The Fire Station rehabilitation project was delayed due to the pending completion of replacement of water and sewer systems adjacent to the station.

**2. Manner in which the City would change its program as a result of its experiences:** The changes the City would make as a result of its experiences would be to conduct some initial due diligence on projects. Projects are now analyzed and undergo a feasibility evaluation prior to committing any HUD funds. Such actions would have saved the City time and resources. As a result of this experience the City conducts an initial project feasibility review as part of its program.

**3a. Affirmatively Furthering Fair Housing - summary of impediments to fair housing choice:** Prior to 2014, the City of Delano was covered by the State of California's Consolidated Plan and Analysis of Impediments (AI) to Fair Housing Choice. In 2014, the City prepared its own AI. The AI identified the following impediments to fair housing choice:

- Lack of Affordable Housing Opportunities
- Lack of Access to Financing
- Lack of Awareness on Fair Housing Services

**3b. Affirmatively Furthering Fair Housing - actions taken to overcome effects of impediments:** The following actions/activities were taken during FY 2015-16 to address the impediments to fair housing choice identified in the City's AI:

- The City of Delano has set up a Fair Housing complaint intake toll-free hotline. City Staff will be responsible for the intake of the calls and the referral to the appropriate agency such as Department of Fair Employment & Housing (DFEH).
- Upon request, the City provided a list of affordable housing resources in the City.
- The City focused efforts on providing affordable housing opportunities that are available to low-income households and are designated as family units to offer housing choices for household types other than seniors.
- The City made an effort to provide and expand homeownership opportunities for households that speak a language other than English. Flyers regarding first-time homebuyer programs are printed in English and Spanish. The City will continue to expand its effort to reach Delano residents through increased marketing.
- The City worked with local lenders to promote the City's First-Time Homebuyer Program. Program information was provided in English and Spanish. Information regarding the program was available at City Hall, the public library, and at community events where fair housing choice in general was promoted by the City. The City also partnered with local realtor and lending institutions and conducted community workshops, and distributed flyers regarding private and City-sponsored first-time homebuyer programs.
- The City provided brochures and information regarding homeownership, rental assistance, and housing rehabilitation assistance programs in English and Spanish.
- The City has prepared and posted educational flyers regarding housing rights and examples of fair housing violations to better educate residents and property managers about fair housing. The information was made available through the City's website, and was provided in both English and Spanish.
- The City conducted outreach, particularly among White and Asian households, who are under-represented in the Section 8 housing rental assistance program. Information was provided in multiple languages.

- The City worked with the Housing Authority of the County of Kern (HACK) to increase outreach and education regarding the Section 8 housing rental assistance program, particularly to encourage property owners and managers to accept Section 8 vouchers.
- The City will amend the zoning ordinance to address revised State laws that requires cities to expand opportunities for the siting of emergency homeless shelters. The City will continue to allow the establishment of transitional and supportive housing that functions as residential uses in residential zones consistent with similar residential uses.
- The City worked with local lenders to provide information regarding government-backed financing for low- and moderate-income residents. The City encouraged local lenders to provide information in English and Spanish.

On an ongoing basis, the City will continue implementing the following actions to continue addressing impediments to fair housing choice:

- The City will consider partnering with agencies to provide credit and financial counseling services, including assisting potential homebuyers build up credit and equity, clear bad credit, and providing education on affordability and financial responsibility of homeownership.
- As funding permits, the City will work with other fair housing advocates to conduct additional fair housing workshops in Delano to educate residents about fair housing rights.
- The City will monitor complaints regarding unfair/predatory lending, and will assess lending patterns using the data collected under the Home Mortgage Disclosure Act (HMDA) and other data sources.
- The City will participate with HUD in efforts to improve access to homeowner's insurance, and to investigate predatory lending in the home purchase, home improvement, and mortgage refinancing markets.
- In conjunction with apartment owners/manager associations, the City will work to reach out to owners of small rental properties regarding fair housing laws.
- The City will explore the adoption of a reasonable accommodation ordinance to further fair housing choice for persons with disabilities.
- The City will provide information on reasonable accommodation and on often utilized disability adjustments to housing units. Information will be available at City Hall and at the Regional Medical Center in English and Spanish languages.

**4. Actions taken to address obstacles to meeting underserved need:** The primary obstacles to meeting the needs of “underserved” residents in the City of Delano are rapid population growth, high cost of housing, insufficient funding for down payment assistance, the lack of knowledge of available services within the City, and scarce land to build affordable housing.

The following are some of the programs implemented or supported by the City to eliminate obstacles to meeting underserved needs:

- The Low-Rent Public Housing Program administered by the Housing Authority of the County of Kern
- The Density Bonus Ordinance
- The Low Income Tax Credit Program
- First-Time Home Buyer Loan Program.

Additionally, the City addressed economic opportunity needs in the community. The City of Delano has an agreement with Mission Community Services to provide an entrepreneurial training program and business counseling for residents in Delano. These services assist existing small businesses and start-up businesses improve business or success rate by providing counseling and training. According to the Consolidated Plan, economic development was identified in the medium to high priority need.

**5a. Leveraging Resources - progress in obtaining “other” public and private resources to address needs:** Most of the projects that were funded by the City of Delano with federal funds are matched with other funds. The source of “other” funds HOME, CalHOME, and General Fund.

**5b. Federal resources from HUD leveraged other public and private resources:** As outlined above, a variety of other public and private resources were utilized by the City to address priority housing and community needs and leverage HUD funds. The table below provides a summary of these resources:

Funding Source	Amount Utilized in FY 2015-16
State HOME	\$98,713
CalHOME	\$454
General Fund	\$542,361

**5c. Match requirements:** The CDBG program does not require matching funds.

## Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

CAPER Managing the Process response:

The City of Delano has taken several actions to ensure compliance with all federal, state, local laws and regulations. This is accomplished through written correspondence, desk monitoring and on-site visits. The City also complied with citizen participation requirements by holding meetings and public hearings.

Internally, there are a number of control mechanisms in place to ensure compliance, including working cooperatively with other City departments such as Planning, Public Works, and Finance. For example, through a system of checks and balances, work does not begin on

a project until a Notice to Proceed (NTP) is issued by the Economic Development Department. A project does not receive NTP status until all appropriate departments through regular staff meetings have cleared the project.

### Citizen Participation

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

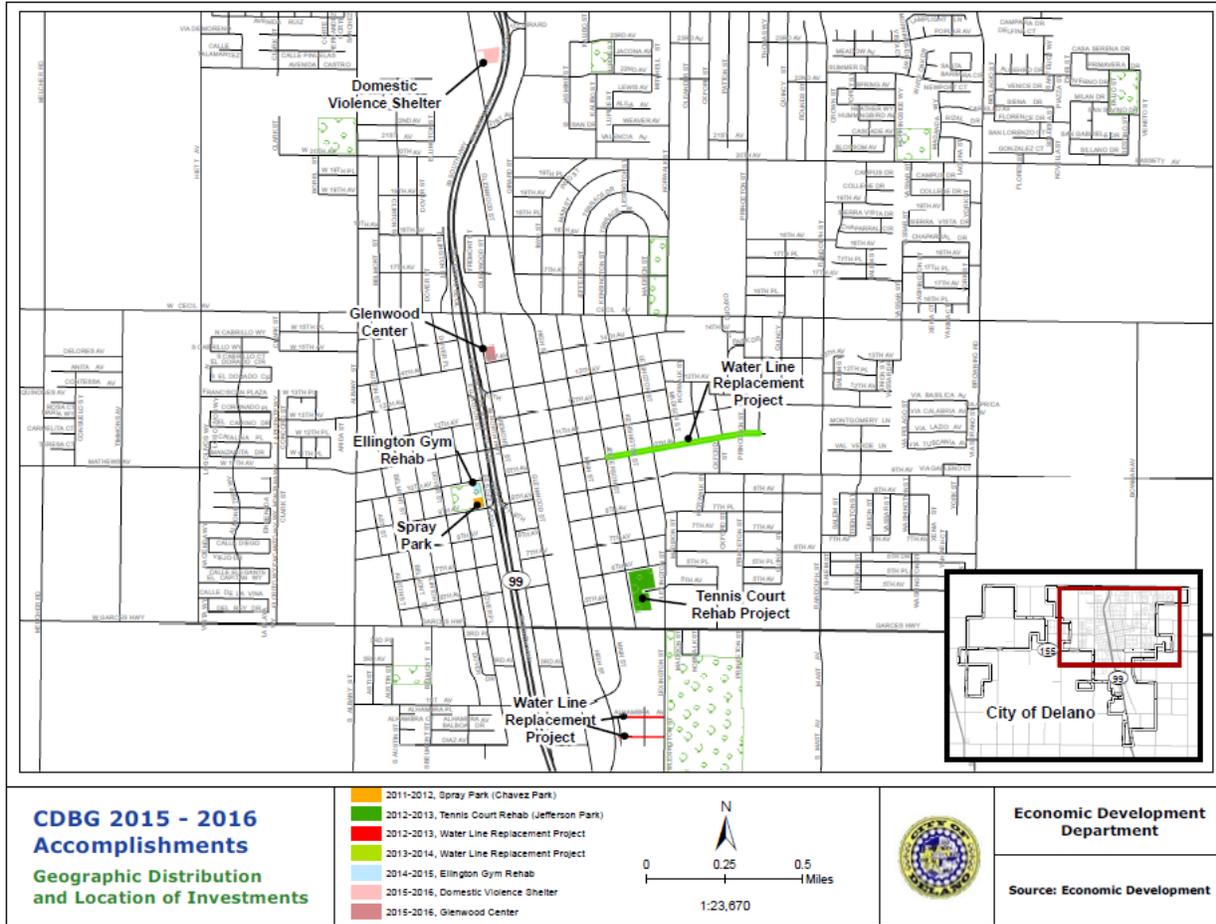
\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

CAPER Citizen Participation response:

1. **Summary of citizen comments:** The draft 2015-16 CAPER was made available for public review and comment for the required 15 days beginning September 1, 2016. Notices were published in the local newspaper in English and Spanish. The CAPER was also placed on the City’s web ([www.cityofdelano.org](http://www.cityofdelano.org)). The required public hearing was held on September 19, 2016. A copy of the notice and summary of public comments is provided as **Appendix 1**.
2. **Federal funds made available to further the objectives of the Consolidated Plan:** The following CDBG funding was utilized by the City to address the objectives of the Consolidated Plan during the 2015-16 report period:

2015-16 CDBG Grant	\$652,009
Program Income	\$0
Funds committed	\$
Funds expended	\$

The map below provides a visual overview of the distribution of CDBG funds during FY 2015-16. Funding was primarily focused in **Census Tracts 4800, Block Group 3???**.



## Institutional Structure

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

CAPER Institutional Structure response:

The City of Delano’s Consolidated Plan identified the primary gap in the City’s institutional structure as a lack of knowledge of available resources, services, and programs for lower-income people and persons with special needs.

To overcome this gap, the City has aggressively marketed available services. The City advertised in newspaper ads and provided informational booths at street fairs. In addition, staff was present during highly attended community events such as City Walk, a health promoting event where information was offered on affordable housing, housing rehab, FTHB, and a variety of other services and programs offered by the City though not funded with entitlement funds.

In an effort to “get the word out,” the City has made large strides in reaching 12,000 households by posting flyers, holding community meetings, and publishing a monthly newsletter.

A more recently identified gap is the need for shelter and services for victims of domestic violence. These individuals, as well as the City's homeless population, must often travel over 45 miles to Bakersfield or outside the Kern County limits to access services. In 2011, the City of Delano applied for and received an Emergency Housing and Assistance Program Capital Development Grant from the State to construct a 24-bed shelter for victims of domestic violence. Construction of the shelter began in FY 2014-15, and was completed during the 2015-16 report period; however, presently, the facility is not furnished or staffed. The City is working to form an agreement with the Kern County Alliance to run the facility. Over a two-year period (FY 2014-15 and FY 2015-16) the City has allocated over \$476,000 in CDBG funds for shelter on-site improvements such as grading and drainage of the site, provided pedestrian and vehicle access to the site, and provided site lighting.

## Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self-Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.
  - f. Identify indicators that would best describe the results.
  - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
  - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
  - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

CAPER monitoring response:

- 1. Activity monitoring and frequency:** The City of Delano has developed a monitoring system involving desk monitoring and on-site monitoring to ensure that CDBG-funded activities are carried out in a timely manner and in accordance with applicable federal regulations.

Desk monitoring is carried out annually and includes a detailed application review to ensure compliance with CDBG program national objectives and eligibility. On an ongoing basis, program staff reviews CDBG project expenditures for cost reasonableness and adequate documentation. On-site monitoring ensures consistency with the information in the application and contract. The objectives of monitoring are to assure that: the projects are carried out as described, the projects are implemented on a timely manner, and that the projects are operating in a manner that minimizes the opportunity for fraud, waste, and mismanagement.

While housing activities are not carried out with CDBG funds, the City has implemented a monitoring process to ensure proper administration of public funds. Self-Help Enterprises (SHE) administers and monitors the First-Time Home Buyer and Home Repair programs for the City of Delano utilizing State HOME and CAL-Home funding. SHE inspects the homes before, during, and after construction to ensure compliance with local, state, and federal regulations. In turn, the City monitors Self-Help Enterprises to ensure proper use of funds.

**2. Results of monitoring including any improvements:** During the 2015-16 report period the City conducted a monitoring of housing files. The results of this monitoring were satisfactory.

**3. Self-Evaluation**

**a. Describe the effect programs have in solving neighborhood and community problems.**

Since the City became a CDBG Entitlement community it has focused resources on public infrastructure and facility improvements. Projects that have been selected for funding primarily address a community need. During the 2015-16 report period, funding was allocated to address the needs of victims of domestic violence, rehabilitation of a community gymnasium and a community center, improving community fire protection, and addressing the needs of disabled adults.

**b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.**

Each of the activities summaries above address a priority need identified in the City's Consolidated Plan. Once completed, respective public facilities will provide the City will new venues to provide new or expanded services to residents, particularly lower income residents.

**c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.**

As previously outlined, the City of Delano does not currently utilize CDBG funds for housing activities such as housing rehabilitation or homebuyer assistance. The City has received and utilizes State funds; however, the City has invested significant CDBG resources to develop a shelter for victims of domestic violence. The City allocated CDBG funds to improve public facilities such as Fire Station Number 34, Glenwood Community Center, Ellington Gymnasium, and ADA improvements to City Hall. All of these facilities serve a critical role in the community, specifically areas of the community where a majority of residents are of low and moderate-income. CDBG funds were not utilized to expand economic opportunities for lower income residents; however, non-CDBG funds were

utilized to fund Mission Community Services in assisting and counseling Delano entrepreneurs and startup business.

- d. **Indicate any activities falling behind schedule.** At the end of the 2015-16 report period two projects had not yet started; Rehab of Fire Station No. 34, and ADA upgrades to City Hall. The 2015 City Hall ADA Upgrades project was designed during the report period; however, the construction contract was not awarded until August 15, 2016 to Sebastian Construction. This project is expected to be completed by November 18, 2016. The 2015 Rehab of Fire Station was also designed during the report period; however, bids will be solicited by October 2016. The project was delayed due to the pending completion of water and sewer mains adjacent to the station.
- e. **Describe how activities and strategies made an impact on identified needs.** As indicated above, CDBG-funded activities are geared toward addressing specific needs in the community. Projects such as facility improvements provide lower income residents with safe and updated facilities to participate in community events and recreation programs. Fire station improvements are intended to improve emergency response times thus creating a safer living environment for service area residents. Finally, a new shelter and service center will provide a safe temporary home for victims of domestic violence. Non-CDBG funds were utilized to expand homeownership opportunities and improve the City's housing stock by providing loans and grants to qualified households.
- f. **Identify indicators that would best describe the results.** "Results" are best measured by comparing planned versus actual accomplishments. During the five years of the current Consolidated Plan cycle, the City has consistently met planned goals and objectives. Consistent with the 2011-2016 Consolidated Plan, no CDBG funding was allocated for public service grants or housing activities. The Consolidated Plan indicated that housing programs would be carried out with State HOME and CalHome resources. The City had also anticipated utilizing local redevelopment funds for housing activities (this funding resources was eliminated by the governor and the legislature in 2012). No five-year goals were established for housing programs.

The Consolidated Plan indicated the City would invest CDBG funding to undertake significant public improvements. For example, the Consolidated Plan indicated the City would pursue the acquisition of a site suitable for development of a homeless shelter. Consistent with the Plan, the City has utilized CDBG funding over the past three years to support the development of a shelter for victims of domestic violence. Similarly, the Consolidated Plan called for utilizing CDBG funds for construction or upgrading of community and recreation facilities including a new gymnasium, retrofitting an existing community center into a technology center, and various upgrades to parks and other recreation facilities. These activities were completed or are underway during the past five-year period. With respect to infrastructure improvements, the Consolidated Plan

called for CDBG funding for upgrades to water lines, and street/alley repairs and resurfacing. During the past five years, these activities have been carried.

- g. **Identify barriers that had a negative impact on fulfilling the strategies and overall vision.** HUD's recent decision to no longer fund transitional housing has made it difficult for the City (and regional partners) to plan for the operation of the new shelter for victims of domestic violence. Without SuperNOFA funding for services, the City may need to allocate limited CDBG resources for shelter operations; however, this will not sufficiently fund operations for the Domestic Violence Center.
- h. **Identify whether major goals are on target and discuss reasons for those that are not on target.** As indicated above, at the end of the 2015-16 report period two projects had not yet started; Rehab of Fire Station No. 34, and ADA upgrades to City Hall. The reason for these delays has been outlined above.
- i. **Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.** As outlined above, the City will need to consider utilizing CDBG funds to help operate the shelter for victims of domestic violence. The City has entered into discussions with regional partners to operate the shelter.

## Lead-based Paint

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

CAPER Lead-based Paint response:

The City of Delano does not utilize HUD entitlement funds for lead-based paint hazards, however, it has taken effective measures to significantly reduce or eliminate lead-based paint risks with other funding. Whenever the City anticipates using State funds to rehabilitate housing built prior to January 1, 1979, program policies and procedures require an assessment report for Lead Based Paint (LBP) above allowable levels. A certified lead consultant performs a home inspection. If lead is detected, a LBP report is prepared that identifies the location and extent of the paint. The lead must be mitigated during the rehabilitation of the home. The lead consultant works closely with the rehabilitation contractor by providing step by step instructions on how to abate the lead hazards properly in order to contain any airborne particles from being spread and to properly dispose of the hazard. All parties (e.g., homeowner and contractor) sign an acknowledgment of the lead abatement consultation. Once the work is completed a final inspection is done by the certified lead consultant to document that all lead has been cleared.

The City also coordinates with other agencies, such as the Kern County Public Health, to educate the community regarding lead-based paint hazards. Information regarding lead-based paint is also provided to the public on the City website at [www.cityofdelano.org](http://www.cityofdelano.org).

# HOUSING

## Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

CAPER Housing Needs response:

During the 2015-16 report period, the City of Delano did not utilize HUD entitlement funds to carry out housing programs; however, it did contract with Self-Help Enterprises, to implement two housing programs: Housing Rehabilitation grants and loans with CalHOME and State HOME funds, and First Time Homebuyer Buyer (FTHB) Loans utilizing State HOME funds. Self-Help Enterprises reports it assisted one household with housing rehabilitation assistance and one household with homebuyer assistance during the report period.

The City used various forms of outreach and marketing to increase the public's awareness of these programs. For example, the City staffed informational booths and distributed program flyers and brochures at various community events. The City also advertised the programs in the local newspaper.

The City and Self-Help Enterprises' annual housing goal was to provide two to three FTHB loans and four to five Housing Rehab loans. As indicated above, in FY 2015-16, the City assisted one eligible First-Time Homebuyers with State HOME funds, and also completed one housing rehabilitation project that utilized CalHOME and State HOME funds.

## Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

CAPER Specific Housing Objectives response:

- 1. Progress in meeting specific objective of providing affordable housing:** The City of Delano does not utilize HUD entitlement funds to provide affordable housing; however, other funds were used to assist in meeting the affordable housing needs. First-Time Homebuyer assistance was provided with State HOME funds. A total of \$27,713 was utilized during the 2015-16 report period to assist one Low-income household. In addition, the City also assisted one Very-low Income homeowner with a housing rehabilitation loan for \$71,000 and a grant

of \$454. Over the five-year period of the Consolidated Plan a total of 38 first time homebuyers and eight homeowners were assisted.

- 2. Progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households:** As previously outlined, the City does not utilize CDBG funds to undertake housing activities. The City does utilize State HOME funds to assist first time homebuyers. Because HOME funds are utilized, the City has ensured that all program policies, loan agreements, and covenants comply with Section 215 requirements (e.g., limit home purchase price to 95% of area median home price and resale provisions.) No funding is utilized to undertake rental housing.
- 3. Efforts to address “worst-case” housing needs and housing needs of persons with disabilities:** The City undertook efforts to work with agencies, such as the Kern County Homeless Collaborative, Habitat for Humanity, and other service providers to address these “worst case” housing needs such as CRLA, and Clinica Sierra Vista, Community Action Plan of Kern, and the Housing Authority of County of Kern. The City also allows for home accessibility loans and grants through it State HOME and Cal HOME housing rehabilitation programs.

## Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

CAPER Public Housing Strategy response:

The City of Delano does not operate a public housing authority that administers HUD’s rental assistance programs. The Housing Authority of the County of Kern (HACK) administers these Low Income Public Housing (LIPH) Program. According to the Housing Authority there are a total of 936 LIPH units in Kern County. HACK owns and operates 14 housing complexes throughout the region including three in Delano:

- Valle Vista: 62 units (one-bedroom to four-bedroom units)
- Homer Harrison: 50 units (two-bedroom to four-bedroom units)
- Maganda Park: 20 single family homes (two-bedroom to four-bedroom homes)
- Casa Hernandez

As of January 27, 2015, there were 13,001 households in Kern County on the Public Housing waitlist.

In recent years, HACK has made significant improvements to the public housing developments it owns and operates. Improvements include the exterior modernization of 50 units at the Homer Harrison and Valle Vista developments in Delano. With respect to tenant initiatives, HACK began

a youth construction training program and expanded services to seniors. HACK has also started a housing counseling program focused on assisting renters and first time homebuyers. Furthermore, HACK expanded partnerships with faith-based organizations to improve services to seniors and disabled residents. Finally, HACK continues to seek input from public housing residents via its Resident Initiatives Programs. Furthermore, Resident Initiatives' staff continues to work with residents to form resident councils at all sites, and to develop leadership at all sites.

## Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

CAPER Barriers to Affordable Housing response:

The Consolidated Plan identified the following barriers to affordable housing:

- Environmental Regulations
- Not in my Back Yard Phenomenon (NIMBY)
- Housing Development costs
- Tight credit market and the lack of primary financing and insufficient down payment assistance for low income households
- The Williamson Act limits land available for the construction of new affordable housing units.
- The elimination of the Redevelopment Agencies (RDA) in California has severely impacted affordable housing opportunities. The City of Delano's RDA set-aside funds were used to support various affordable housing projects.

To overcome these barriers, the City has applied to the State for housing funds. The City has been successful in these efforts having received and utilized State HOME and CalHOME funds for housing rehabilitation and homebuyer assistance. Additionally, as previously reported, the City did apply for Emergency Housing and Assistance Program Capital Development Grant from the State – funds were utilized to build the shelter for victims of domestic violence.

## HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.

- b. Describe the HOME jurisdiction's affirmative marketing actions.
- c. Describe outreach to minority and women owned businesses.

CAPER HOME/ADDI response:

The City of Delano does not receive HOME/ADDI entitlement funds.

# HOMELESS

## Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

CAPER Homeless Needs response:

**1. Identify actions taken to address needs of homeless persons:** The City of Delano is a participating jurisdiction in the Kern County Continuum of Care. This plan contains goal and objectives designed to reduce homelessness throughout the Kern County region. The Continuum of Care Plan focuses on seven facets of homeless assistance: prevention, outreach/assessment, emergency shelter, transitional housing, permanent housing, permanent supportive housing and supportive services. The Kern County Homeless Collaborative conducted the 2015 Homeless Census, a 24-hour effort from Thursday, January 22 to Friday, January 23<sup>rd</sup>. The census identified 953 homeless individuals during that 24-hour period, 16 of which were identified in the Delano area.

While the City did not utilize CDBG funds to support social service programs to assist the homeless, it did allocate over \$270,000 in 2015 CDBG funds to support the development of a shelter for victims of domestic violence. (Note: An additional \$206,000 in CDBG funding was allocated for this project in FY 2014-15.)

**2. Actions to help homeless persons make the transition to permanent housing and independent living:** In 2012, the City of Delano was awarded Emergency Housing and Assistance Program Capital Development (EHAPCD) funds in the amount of \$1 million to construct a domestic violence shelter. Construction of the shelter was completed during FY 2015-16. Presently, the City is working with regional partners to develop funding shelter operation resources. Supportive services to be provided will promote self-sufficiency and long-term stability through provision of:

- A secure, confidentially located facility
- Food and clothing
- Individualized case management with goal setting and safety planning
- Individual counseling services for clients including education in the dynamics of domestic violence and sexual assault, and breaking the cycle of violence
- Group counseling to help build self-esteem and confidence
- Life skills training, such as, health and hygiene, parenting classes, money management

- Job skills training and education/GED classes to enhance employment opportunities
- Access to homeless court to remove legal barriers to employment or housing
- Protective and child custody orders
- Housing and employment searches and placement

**3. New Federal resources obtained from Homeless SuperNOFA:** The City of Delano has not applied for new Federal resources from the Homeless SuperNOFA funds. As indicated above, the City and regional partners are seeking resources to operate the domestic violence shelter. HUD has recently chosen to no longer support transitional housing projects, placing an emphasis on rapid rehousing and permanent supportive housing projects instead. The City and partners will explore ways to adapt the shelter operations to possibly meet HUD's new funding emphasis.

### Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

CAPER Specific Housing Prevention Elements response:

Presently, no social service agencies in the City of Delano provide direct services to the homeless; however, the City maintains a working relationship with the Greater Bakersfield Legal Assistance and other regional service providers to provide supportive services that assist individuals avoid homelessness.

As previously outlined, in 2012, the City of Delano was awarded \$1 million in Emergency Housing and Assistance Program Capital Development (EHAPCD) funds for the construction of a homeless shelter for victims of domestic violence. The shelter was completed in May 2016. Over \$476,000 in CDBG funds have been allocated to support the construction of this shelter facility (on-site improvements). In addition to providing up to 24 shelter beds, support services to be provided at the facility will help individuals obtain safe, temporary housing to escape an abusive situation.

In order to accommodate present and future homeless needs, the City of Delano amended its zoning ordinance to allow for homeless shelters and transitional housing by right in areas of the City zoned residential. The City also established Administrative Processing Guidelines to encourage the development of, or conversion of properties to homeless shelter/housing. Incentives are offered in the form of reductions in development requirements and fees.

### Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
  - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

CAPER ESG response:

**The City of Delano does not receive ESG funds.**

# COMMUNITY DEVELOPMENT

## Community Development

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

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
  - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
  - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
  - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
  - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
  - a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

10. Loans and other receivables
  - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
  - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
  - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
  - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
  - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
  - a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.
  - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
  - a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
  - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

CAPER Community Development response:

## 1. Relationship of CDBG Funds to Goals and Objectives

- a. **Use of CDBG funds in relation to priorities, needs, goals, and specific objectives in the Consolidated Plan:** All activities funded with CDBG resources during the 2015-16 report period addressed Consolidated Plan priority needs. These projects included construction or rehabilitation of public infrastructure and facilities that primarily benefit lower income persons or persons with special needs (e.g., disabled adults and victims of domestic violence).
- b. **Progress made toward meeting goals for providing affordable housing using CDBG funds:** As previously reported, aside from CDBG funding for on-site improvements at the shelter for victims of domestic violence, City did not utilize CDBG funds to undertake housing activities during the 2015-16 report period. State housing funds were utilized for housing rehabilitation and homebuyer assistance programs.
- c. **The extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons:** According to the City’s 2015 CDBG Financial Summary Report (**Appendix A**), 100% of CDBG funds expended during the 2015-16 report period benefitted low and moderate-income households. **Appendix B**, the Grantee Performance Report, provides details regarding the specific activities and accomplishments achieved during the 2015-16 report period.

- 2. Changes in Program Objectives:** No program objectives changes were undertaken during the 2015-16 program year.
- 3. Assessment of Efforts in Carrying Out Planned Actions**
  - a. Pursued of resources indicated in the Consolidated Plan:** As summarized on page 10, the City utilized State HOME and Cal-Home during the 2015-16 report period.
  - b. Provided certifications of consistency in a fair and impartial manner:** In past years, the City has processed requests for certification of consistency with the Consolidated Plan on an as requested basis; however, there were no requests for certifications received during the 2015-16 program year.
  - c. Grantee did not hinder Consolidated Plan implementation by action or willful inaction:** The City of Delano certifies that in its administration of the CDBG program it complied with Consolidated Plan rules, regulations, and certifications required by HUD of its grantees. Furthermore, the City did not hinder implementation of the Consolidated Plan by action or willful inaction.
- 4. Funds Not Used for National Objectives**
  - a. Indicate how use of CDBG funds did not meet national objectives:** All CDBG funds expended during the 2015-16 report period meet one of the three program national objectives.
  - b. Indicate how the City did not comply with overall benefit certification:** As previously indicated, the City complied with the overall low and moderate-income benefit certification, i.e., 100% of expended CDBG funds benefitted low and moderate-income persons.
- 5. Activities that involve acquisition, rehabilitation or demolition of occupied real property:** The City did not undertake any CDBG-funded activities that resulted in the displacement or relocation of households, businesses, farms or nonprofit organizations during the 2015-16 report period.
  - a. Steps taken to minimize displacement resulting from the CDBG-assisted activities:** NA
  - b. Steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the**

**Housing and Community Development Act of 1974, and whether or not they were displaced, and the nature of their needs and preferences: NA**

**c. Steps taken to ensure timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations: NA**

**6. Economic development activities:** During the 2015-16 report period, the City of Delano did not utilize CDBG funds to develop economic opportunities for lower income residents; however, the City partnered with the Employers' Training Resource (ETR) to ensure employment opportunities were made available to low and moderate-income Delano residents. The ETR provided Workforce Investment Act-eligible clients with basic skills instruction, vocational work activities and other employment-related services. The ETR also provided special assistance to unemployment insurance clients, persons with disabilities, youth, welfare recipients, and seasonal migrant farm workers. The City referred new and existing businesses to the ETR for hiring needs.

The City also complied with HUD's Section 3 requirements that helped ensure first consideration for new employment opportunities, resulting from the expenditure of CDBG funding, was be given to low- and moderate-income residents or local Section 3 business concerns.

**7. Low/Mod Limited Clientele Activities not falling within one of the categories of presumed limited clientele low and moderate income benefit**

**a.** Describe the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income: Activities slated for CDBG funding during the 2015-16 report period were qualified by addressing an area-wide benefit or limited clientele. City staff ensured that the service area of respective projects served at least 51% low- and moderate-income households. Other activities were qualified as direct benefit activities that addressed the needs of presumed beneficiaries, i.e. victims of domestic violence and adults with disabilities.

**8. Program income received:** The City of Delano did not receive CDBG program income during the 2015-16 report period.

**9. Prior period adjustments made during the reporting period for expenditures**

**a. The activity name and number as shown in IDIS:** During the 2015-16 report period, funds were returned to the City's Line of Credit (LOC) for \_\_\_\_\_, HUD Activity

number \_\_\_\_\_. (Need info - CDBG Financial Summary Report indicates there was a return of funds to the LOC ... need info)

- b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported: \_\_\_\_\_
- c. The amount returned to line-of-credit or program account: \$71,269.96
- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments: \_\_\_\_\_

**10. Loans and other receivables:** As indicated above, the City of Delano has not funded loans with CDBG funds therefore there is no information to report at this time.

- a. List of principal balance for float-funded activities outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received: NA
- b. Total number of other loans outstanding and the principal balance owed as of the end of the reporting period: NA
- c. Total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness: NA
- d. Total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period: NA
- e. List of the parcels owned by the City that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period: NA

**11. Lump sum agreements:** The City of Delano does not have any lump sum agreements.

- a. Name of the financial institution: NA
- b. Date the funds were deposited: NA
- c. Date the use of funds commenced: NA
- d. Percentage of funds disbursed within 180 days of deposit in the institution: NA

**12. Housing Rehabilitation: During the 2015-16 report period, the City did not utilize CDBG funds for housing rehabilitation.**

**a. Type of program and number of projects/units completed for each program: NA**

**b. Total CDBG funds involved in the program: NA**

**c. Other public and private funds involved in the project:** The City utilized State receives HOME and CalHOME funds to rehabilitate one housing unit during the 2015-16 report period. A total of \$71,454 in State HOME funds was expended. (Additional State HOME funds were utilized to assist one first time homebuyer during the report period.)

**13. Neighborhood Revitalization Strategies:** The City of Delano does not have a Neighborhood Revitalization Strategy.

### Antipoverty Strategy

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

CAPER Antipoverty Strategy response:

According to the U.S. Census Bureau, approximately 30.2% of Delano residents live below the poverty level. This figure includes 40.9% of children under the age of 18, and 21.0% of adults age 65 and older.<sup>1</sup> Actions taken by the City during the 2015-16 report period, to reduce the number of persons living below poverty include the following:

- Address the needs engendered by poverty: The City focused on job training and creation by collaborating with the Employer’s Training Resource (ETR). By partnering with the ETR, the City helped ensure that the local labor force was appropriately trained to meet the needs of local employers. Other actions taken by the City include participation in a job fest was held in June 16, 2016 by the Kern County Department of Human Services. Over 70 local employers made jobs available to local residents and surrounding communities.
- Increase the supply and availability of decent, safe and affordable housing necessary for low income families to live healthy, productive lives: The City uses State funds to support a First Time Home Buyers assistance program and an Owner Occupied Housing Rehabilitation program. During the 2015-16 report period, a total of \$99,167 in State HOME and CalHOME funds were utilized to assist one household purchase their primary residence and one household rehabilitate their primary residence.

---

<sup>1</sup> “SELECTED CHARACTERISTICS OF PEOPLE AT SPECIFIED LEVELS OF POVERTY IN THE PAST 12 MONTHS,” 2010-2014 American Community Survey 5-Year Estimates (Table S1703)

- Developing comprehensive public facility improvement strategies that support a viable community and primarily benefit low-moderate income person: During the 2015-16 report period, over \$712,300 in CDBG funding was utilized to carry out several capital improvement projects. Activities included 2014-15 Street Improvements, Ellington Gymnasium Rehabilitation, and on-site homeless shelter improvements (victims of domestic violence). Funding was also allocated to fund improvement to the Glenwood Community Center, Fire Station No. 34, and ADA improvements to City Hall.
- Increase the effectiveness of existing programs through better collaboration and efficient implementation: The City's Economic Development Department regularly meets with other City departments to ensure the coordinated implementation of CDBG-funded and non-CDBG funded projects. Meetings present an opportunity review project status, discuss project issues, and strategize on options to address issues. The City also works with Kern County to pursue joint projects and is an active participant in the Kern County Homeless Collaborative. These efforts to join efforts help to enhance program efficiencies and reduce the number of people living at poverty level by increasing the number of people accessing City programs.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

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

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

CAPER Non-homeless Special Needs response:

During the 2015-16 report period, the City of Delano continued to support activities that will ultimately benefit special need populations. Specifically, CDBG funds were allocated for ADA upgrades to City Hall. This project will allow all residents, regardless of disability, to access the services offered by the City. Additionally, as reported, a significant amount of CDBG funding has been allocated to support the development of a shelter for victims of domestic violence – a HUD-considered special need population. In addition to a safe housing option, the facility will provide a wide variety of services for households seeking a new start.

### Specific HOPWA Objectives

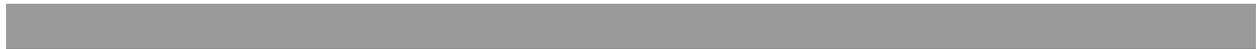
\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
  - a. Grantee Narrative
    - i. Grantee and Community Overview
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
      - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
      - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
      - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
      - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations

- (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- ii. Project Accomplishment Overview
  - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
  - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
  - (3) A brief description of any unique supportive service or other service delivery models or efforts
- iii. Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.  
Barriers or Trends Overview
  - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
  - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
  - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
  - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

CAPER Specific HOPWA Objectives response:

**The City of Delano does not receive HOPWA funds.**



## OTHER NARRATIVE

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

CAPER Other Narrative response:

In June 2016, the City of Delano was approved to borrowed \$2,190,000, under HUD's 108 Loan Program. Funding will be utilized to construct a Community Center. The project is currently out to bid. CDBG fund will be utilized to repay the loan. The first loan payment of \$80,473.94 was paid during the 2015-16 report period.

**APPENDIX 1:  
PUBLIC NOTICE AND SUMMARY OF PUBLIC COMMENTS CDBG**

**APPENDIX 2:  
CDBG FINANCIAL SUMMARY REPORT (PR26)**

**APPENDIX 3:  
CDBG ACTIVITY SUMMARY REPORT (PR03)**