First Program Year CAPER

The CPMP First 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 1 CAPER Executive Summary response:

The Consolidated Annual Performance and Evaluation Report (CAPER) is mandated by the U.S. Department of Housing and Urban Development (HUD). The CAPER assesses the City's progress in completing activities identified in the 2010-2011 Community Development Block Grant (CDBG) Action Plan, which covers the period of July 1, 2010 through June 30, 2011. The CAPER reports the progress of meeting overall five-year Consolidated Plan goals and priorities, and identifies needs for improvement. Additionally, the CAPER reports on needs and services that are not funded in any way by the HUD grants that mandate this report, but do address the goals of the Consolidated Plan. The CPMP tool, which provides the guide for this report, assures that reporting requirements are not overlooked.

Questions regarding this report should be directed to:

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This report was made available for public review.

The City of Peoria receives and distributes Peoria's CDBG funds to eligible programs meeting a HUD defined National Objective. All of the city's program activities meet one or more of the following National Objectives:

- Benefits low and moderate income persons or households
- Addresses slums or blight
- Meets a particularly urgent need

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Staff of the Neighborhood and Revitalization Division of the Planning and Community Development Department have primary responsibility for planning, implementation, administration and oversight of programs and activities. The City's Council Not-for-Profit Review and Housing Subcommittee assists by providing citizen involvement in the process of establishing priorities and recommendations for funding. City Council approves the annual allocation of the budget. CDBG funded housing activities are also reported through the Maricopa County HOME Consortium.

The following missions are in place to further guide the use of funds:

City of Peoria Mission
The City's mission is to deliver services to the citizens that promote and enhance quality of life for our community.

Planning and Community Development Department Mission
The mission of the Peoria Planning and Community Development Department is to advance and revitalize the community through sustainable planning, preservation and neighborhood programs.

Neighborhood and Revitalization Division Mission
The mission of the Neighborhood and Revitalization Division is to promote and preserve the integrity and safety of neighborhoods. This work is accomplished by offering programs to revitalize older neighborhoods that are showing signs of deterioration and encouraging active citizen involvement. The Neighborhood and Revitalization Division also provides formal and informal training and educational information to Homeowners Associations and individual citizens as well as offering other programs funded by the Federal Government aimed at assisting individual citizens and not-for-profit entities in developing or maintaining the integrity of homes and neighborhood areas.

Community Development Block Grant Program Mission
The primary mission of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment and expanded economic opportunities for persons principally of low and moderate income.

During the year, the City conducted programs with a number of activities designed to address its Consolidated and Annual Plan goals and objectives. For the plan year, a total of $750,532 was available from CDBG resources and was allocated as follows:

Public Service
- Advocates for the Disabled - $5,000
- Benevilla - $66,000
- Homeward Bound - $5,000
- St. Mary's/Westside Food Bank - $9,500
- City of Peoria Utility Payment Assistance - $7,500
- Housing Our Communities Homebuyer Counseling - $5,000

These agencies provided public services including, but not limited to:
- Assistance to disabled clients in completing disability claims forms
- Disability education and counseling and homebuyer pre-purchase counseling
- Adult and disabled day care
- Transitional housing case management including utility payment assistance
- Emergency food supplies

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Public Facility Improvements

- Boys and Girls Club - $14,946
- Deep Within - $1,507
- Central Arizona Shelter Services - $8,766

These agencies performed the following public facility improvements:

- Renovations to the Wisotsky Branch location including insulation improvements and replacement of roofing. This location operates sports, fitness, arts, health and life skills activities as well as housing after school and summer programs
- Improvements at a local shelter as well as energy and safety improvements at a regional shelter facility

Housing

- Housing Our Communities (homebuyer assistance) - $75,000
- City of Peoria (emergency home repair) - $161,456
- Habitat for Humanity - $150,000
- Arizona Bridge to Independent Living (ABIL) - $35,000
- City of Peoria Code Compliance - $55,751

These agencies performed the following housing activities:

- Provided homebuyer assistance to qualified low to moderate income buyers in the form of soft-second loans
- Provided emergency home repair assistance such as roofing, plumbing and electrical repairs
- Acquired foreclosed housing for the purpose of rehabilitation and resale
- Assisted disabled residents in modifying their homes to maintain and enhance independent living
- Provided code enforcement activities to address blight and abatement of physical deterioration of neighborhoods

Administration

The City of Peoria was allocated $150,106 for the development of required documentation and federal operations compliance.

Actual spending and accomplishments for each of these activities are reported in the Integrated Disbursement Information System (IDIS) reports located at the end of this report.

The City of Peoria receives HOME Investment Partnership funds through an Intergovernmental Agreement with the Maricopa HOME Consortium of Entitlement Communities. Peoria participates with this consortium to determine affordable housing priorities on a regional basis. Staff participates in monthly planning and coordination activities as well as program oversight and monitoring. The lead agency is the Maricopa County Human Services Department. HOME funded activities are planned, reported and administered by Peoria and Maricopa County through the consortium.

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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.
   c. If applicable, explain why progress was not made towards meeting the goals and objectives.

2. 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.

Program Year 1 CAPER General Questions response:

Assessment of Goals and Objectives

The following table provides a synopsis of funding, expenditures and activity results for 2009-2010 grant projects:

Subrecipient Name	Allocated 2009-2010 Funds $	Funds from Prior Year $	Total Project Funding $	Expenditures $	Activity and Results
Advocates for the Disabled	5,000		5,000	3,349	Assisted 6 disabled clients in completing disability claims and provided outreach and referrals.
Arizona Bridge to Independent Living (ABIL)	35,000		35,000	34,876	This program assists disabled residents with modifying their homes to maintain and

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					enhance independent living and community participation. This funding assisted 11 persons with home modifications that removed physical barriers to the safe occupancy of the residence.
Benevilla	66,000		66,000	66,000	Funding provided adult day care to 63 elderly and disabled residents including wellness and quality of life counseling.
Boys and Girls Clubs	14,946	25,054	40,000	39,500	Renovations completed at the Wisotsky center in the Varney Neighborhood included flooring replacement and interior painting. This facility served 1,220 people during the plan year.
Central Arizona Shelter Services (CASS)	8,766		8,766	8,621	This funding replaced furniture at the single adult shelter (Vista Colina).
City of Peoria-Code Compliance	55,751	1,825	57,576	57,576	This funding was utilized to provide code enforcement activities to address blight and abatement of physical deterioration of neighborhoods.
City of Peoria-Emergency Home Repairs	161,456	1,482	162,938	158,338	Emergency home repairs were made to 44 homes assisting 64 occupants. Repairs address

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					health and safety issues and some incipient home problems.
City of Peoria-Utility Assistance	7,500		7,500	7,500	This funding was utilized to provide utility payment assistance to xxx residents.
Deep Within Recovery	1,507	8,493	10,000	10,000	This funding was coordinated with other grant funding to perform improvements to the HVAC system at this local shelter facility.
Habitat for Humanity	150,000		150,000	50,465	This funding was used to purchase a foreclosed property which will be rehabilitated and sold to an income eligible family.
Homeward Bound	5,000		5,000	5,000	Funding provided utility assistance and case management for 15 families living in transitional housing at Thunderbird Family Village.
Housing Our Communities – Homebuyer Assitance	75,000		75,000	13,639	This funding provided 2 qualified home buyers with zero percent, zero interest, no payment, non-amortizing loans for principal buy-down on housing.
Housing Our Communities – Homebuyer Counseling	5,000		5,000	3,717	xxxxxx
Prehab of Arizona dba A New Leaf	0	25,000	25,000	0	This funding is to assist with pre-construction costs

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					associated with a new behavioral health treatment center
St. Mary's/Westside Food Bank	9,500		9,500	9,500	This program provides a three to five day balanced supply of food for families and individuals experiencing a financial emergency. A total of 5,477 individuals received food through this program during the plan year.
Administration	150,106		150,106	104,670	Funding was utilized for the development of required documentation and federal operations compliance related to the grant.
Totals	750,532	61,854	812,386	572,751	

The City categorizes allocations as follows:

- Public Services
- Public Facility Improvements
- Housing
- Administration

Activities in these areas are accounted for in the tables above. In addition, funding from prior year activities that were either cancelled or completed with remaining funds are accounted for above. The City "reallocates" these funds as needed and according to the definition of a "substantial amendment" as provided in the Annual Action Plan. These funds may also be reallocated during the initial funding cycle.

As noted in the tables above, the City provided for minor rehabilitation of residences for disabled individuals through ABIL. Installation of items such as handicap ramps, grab bars and accessible facilities in one's own home is critical to allowing individuals with disabilities to live in a decent, safe and sustainable dwelling.

The City operated an Emergency Home Repair Program through the Neighborhood and Revitalization Division which provided broader repair assistance. A total of 44 households received assistance from this resource. Typically these projects require

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more skilled labor and equipment to complete the necessary improvements. These repairs have lasting positive impacts for the homeowner and neighborhood.

Rental assistance is provided through the City of Peoria's Housing Authority which is operated by the Housing Authority of Maricopa County (HAMC) through an Intergovernmental Agreement. All management functions such as hiring, procurement and contracting are the responsibility of HAMC by contract. The City does not employ any staff at the Housing Authority. However, it retains overall ownership of the assets, Board authority and serves as a liaison between the Federal government and HAMC, when necessary. The City's Public Housing Authority owns and operates 45 apartment style units and 25 scattered site single family detached housing units. The City, HAMC and HUD are working to permanently transfer the operations of Public Housing to HAMC. Although this would be a reduction to the units in the Peoria inventory of Public Housing, it would be an equal addition to the units in HAMC's inventory. The net effect is zero loss or gain to Public Housing units. The City, HAMC and HUD hope to finalize this during the upcoming plan year. The Housing Authority recently transferred 82 city vouchers in the Housing Choice Voucher (Section 8) Program along with all of the portable vouchers to the HAMC Section 8 Program. This transfer was approved by HUD and became effective July 1, 2011. The city believes this strong intergovernmental relationship has created personnel efficiencies for HAMC as well as providing public housing residents with access to a broader network of professionals and programs.

The City conducted new homeownership activities utilizing Habitat for Humanity for a land acquisition program as well as the purchase of a foreclosed home in our NSP3 Target Area. This home will be rehabilitated and sold to an income eligible family. Habitat for Humanity focuses its efforts in the Varney, Old Town and Sun Town neighborhoods, all of which are local target areas for the City. Habitat for Humanity has a strict and successful program of requiring "sweat equity" in homes by participants. The City also utilized the services of Housing Our Communities, Inc. to provide a homebuyer assistance program. This program provided zero payment, zero interest loans to 2 homebuyers this reporting period.

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The City has several referral sources for homeless and "at-risk" support services. It is not a requirement of the City that these referrals be current or former Peoria residents. Frequently, families receiving these services may be from Phoenix, Glendale or unincorporated Maricopa County and for various reasons have come to Peoria needing assistance. Primarily, homeless and at-risk support was provided by Central Arizona Support Services (CASS), Benevilla and the Foundation for Senior Living, which operates from the Peoria Community Center. CASS keeps records which indicate where the last zip code was that an assisted individual may have lived and more than 200 persons assisted indicated their last "stop" was in Peoria before coming to the shelter. Homeward Bound, City of Peoria "Allies in Quality Utility Assistance Program (AQUA)", Deep Within Recovery and Community Assistance Programs also provided data this year for homeless and support services assistance related to Peoria. A total of approximately 8,900 persons were assisted through these services this year.

Describe Changes to Program Based on Experiences

As a result of our experiences, the City has put great effort into combining funding from different programs to create larger projects. This includes combining HOME and CDBG funding whenever it is advantageous to the City and the community as well as actively pursuing Community Housing and Development Organization (CHDO) funding. Also, recognizing the limited funds provided for many activities, the City has utilized other grant awards to provide assitance to activities that would otherwise be funded by HUD. One example is the use of Energy Efficiency Community Block Grant (EECBG) funding to provide "green" upgrades at our Public Housing Administration Office. Another is the use of Neighborhood Stabilization Program 3 funding to purchase, rehabilitate and resell foreclosed properties in a local target area.

Fair Housing

Peoria continues to be committed to fair housing and to eliminating housing discrimination of any kind. During the plan year, the City contracted with a well known and highly regarded independent consultant to provide a new Analysis of Impediments to Fair Housing Choice. The research, surveying and interviews conducted for the AI did not identify any fair housing impediments within the City of Peoria. However, areas of improvement were identified and the following is a summary of the potential impediments and recommendations from the final report (issued July 2011):

Potential Impediment	Recommendation
Fair Housing Education and Outreach	Designate Fair Housing Officer position. Include fair housing duties within job description.
	Direct link on PHA webpage. Update other webpages
	Increase fair housing education and outreach via non-profit housing groups and other organizations
	Use Community Legal Services for fair housing complaint data. Use Fair Housing Officer position for

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	data analysis.
	Use Cable Channel 11, City newsletters, or both, for fair housing programming, education, and information
Fair Housing Testing	Fund Fair Housing testing
Fair Housing Data Collection and Follow Up	Establish feedback mechanism
Evaluate ADA Education and Needs	ADA information to builders
	Review of ADA housing needs

As this report was finalized in July 2011, the City is not prepared to respond to every item noted. However, the City has set time-frames to address the identified impediments and will report directly on those in the upcoming year.

The following strategies were utilized during the plan year to address Fair Housing concerns:

- Began a process of regular public advertisement that the City supports, and is a resource for information about, Fair Housing and Equal Opportunity (FHEO).
- Ensured FHEO requirements were reviewed at subrecipient monitorings.
- Staff participated in events sponsored by the Arizona Fair Housing Partnership.
- Staff participated in FHEO training provided by HUD and/or its technical advisors.
- Distributed FHEO information at an annual GAIN (Getting Arizona Involved in Neighborhoods) Night sponsored by the Police and Fire Departments.
- Provided fair housing training to landlords and residents through the Public Housing Authority.
- Planning and Community Development staff as well as Building Safety staff reviewed local ordinances for compliance with the Fair Housing Act and ADA.
- The City displayed fair housing posters in public buildings.
- Included the fair housing logo on local brochures and marketing information.
- The City adopted a proclamation declaring April to be observed as Fair Housing Month.
- The City maintained a fair housing web page with a direct link to the HUD Fair Housing Website.

In addition, the City funded the following programs:

- Housing Our Communities provided fair housing education and realtor training as part of its homebuyer education classes and counseling.
- Community Legal Services provided citizens with assistance with legal issues through the Removing Barriers to Justice Program.
- A Neighborhood Programs Coordinator serves as a Homeowners Association (HOA) liaison and supervisor of the Neighborhood Pride Program.

<u>Obstacles to Meeting Underserved Needs</u>

Obstacles to meeting underserved needs include conflicting objectives at the federal level, e.g., a goal to end chronic homelessness in ten years is juxtaposed against

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cuts in Housing Choice Voucher rental assistance and an increased movement of housing resources to homeownership. Reduced staff and budget cuts for the City and partner agencies has capacity stretched to the limit. Partner agencies may opt not to implement ongoing programs. In addition, new resources come with increased administrative burden, reduced timelines and little administrative funding. The City and partner agencies will continue to work on innovative ways to implement these programs within existing resources.

The City developed a number of activities which addressed our Five Year Consolidated Plan Goals and Objectives and helped meet underserved needs. These activities were strategic to ameliorating obstacles to eligible program participants. During the 2010-11 annual period, the City of Peoria addressed Annual Action Plan strategies through the following specific actions:

Public Services

- Advocates for the Disabled
  City-wide assistance to disabled clients in completing disability claims. Also includes education and counseling for the particular type of disability. Funding assisted 6 persons.

- Benevilla - Adult Day Health Services
  Provide adult day care to elderly and disabled Peoria residents including wellness and quality of life counseling. Funding assisted 63 persons.

- Homeward Bound Utility Payment Assistance/Case Management Program
  Utility assistance and case management for families who originally resided in Peoria and are now living in transitional housing at the Thunderbird Family Village. This project assisted 11 persons with utility payments and counseling.

- St. Mary's/Westside Food Bank Program
  Provides a three to five day balanced supply of food for families and individuals experiencing a financial emergency. Through all funding sources, more than 2,000 persons directly benefit from this service. This program is designed to assist those at or below 185% of the federal poverty guidelines.

- City of Peoria Utility Assistance Program
  Provides utility payment assistance for families who reside in Peoria. This program assisted xxx residents during the plan year.

- Housing Our Communites Homebuyer Counseling
  Assistance to homebuyers with HUD approved classes on credit, income management, job stability, mortgage qualification, home shopping and other responsibilities for successful homeownership. Also includes education and individualized counseling for the particular needs of the household. Funding assisted xxxx families in Peoria.

Public Facility Improvements

- Boys and Girls Club Facility Improvements
  Renovations to the Varney branch location (Wisotsky Center) at 11820 North 81st Avenue. This location provides after school and summer programs at the gym which include sport, fitness, arts, health and life skills activities. The

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project included insulation improvements and roofing replacement. More than 100 persons are provided benefits through this program on a weekly basis.

Continuum of Care/Facility Improvement

- Central Arizona Shelter Services
  This project replaced aging security systems and replaced energy inefficient windows with dual pane units at the Vista Colina Family Shelter which served xxxxx persons.

- Deep Within Recovery
  This project invested in the facility to replace cooling systems. This facility assisted 42 persons.

Housing

- Arizona Bridge to Independent Living (ABIL)
  This program assisted disabled residents of Peoria in modifying their homes to maintain and enhance independent living and community participation. Completed home modifications removed physical barriers to the safe occupancy of the residence. Funding assisted 11 persons.

- City of Peoria Code Compliance
  Provided for a City Code Compliance Technician to adress blight and abatement of physical deterioration.

- City of Peoria Community Development Emergency Home Repairs
  City staff coordinated emergency home repairs to 44 houses in Peoria. Repairs addressed health and safety issues and some incipient home problems. This program has been highly successful in keeping Peoria owners in decent, safe and sanitary housing.

- Habitat for Humanity Purchase/Rehab and Resell Program for Foreclosed Homes
  Focusing its efforts in our local target areas, Habitat for Humanity purchased a foreclosed home in our Sun Town neighborhood (NSP3 target area) which will be rehabilitated and sold to an income eligible family.

- Housing Our Communities Homebuyer Assistance
  This project provides homebuyer assistance to HUD eligible first time homebuyers. Qualified home buyers are provided with a zero percent, no payment, non-amortizing loan for principal buy-down on housing. Housing Our Communities assisted 2 home buyers with this funding.

Assistance went to address households whose income is at or below the poverty level. The basic causes of poverty are frequently factors over which the City has little or no control. Objectives during this reporting period have been specific to areas where the City may be able to have a positive impact, including:

- Encouraging non-profits dealing with poverty level households to conduct activities within Peoria City limits.

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- Supporting and encouraging projects which can develop jobs, enhance job skills and expand entry level opportunities.
- Promoting Section 3 to subrecipients and staff.

The Maricopa County HOME Consortium, of which Peoria is a member, produces one of the largest concerted efforts to extend limited resources and focus activities to be most beneficial for Peoria.

Leveraging Resources

The scope of services needed for low and moderate income households exceeds any combination of resources available to the City of Peoria. As defined in the Consolidated Plan, the categories of assistance such as homeless persons, victims of domestic violence, physically and mentally disabled, frail and or poor elderly, jobless, HIV positive persons, and so on, are the responsibility of a broad network of agencies, non-profits and government offices. The needs of these identified groups are growing. Our local challenge is to develop the correct priorities that will make the most impact and stimulate leveraging of other resources to address growing needs. Our current actions include knowledgeable referral to resources that may not be located within the jurisdictional boundaries of Peoria. We frequently make use of Peoria Community Centers and the common services (utilities, buildings, etc…) that are paid for by the City to provide needed community resources.

The City combines funding for affordable housing whenever feasible (e.g., utilizing HOME, CDBG and CHDO funding in concert). Also, the City works to garner funding from other federal agencies that may assist in HUD programs. This reporting period, we were successful in utilizing DOE funding from the EECBG grant to perform energy efficiency upgrades at the City's Public Housing Authority Administrative Office.

The Community Development Block Grant Program does not have matching requirements for funding.

Managing the Process

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

Program Year 1 CAPER Managing the Process response:

The City of Peoria receives and distributes Peoria's Community Development Block Grant (CDBG) funds to eligible programs meeting a HUD defined National Objective. Staff of the Neighborhood and Revitalization Division of the Planning and Community Development Department have primary responsibility for planning, implementation, administration and oversight of programs and activities. The City's Council Not-for-Profit Review and Housing Subcommittee assists by providing citizen involvement in the process of establishing priorities and recommendations for funding. City Council approves the annual allocation of the budget. CDBG funded housing activities are also reported through the Maricopa County HOME Consortium.

The City has many tiers of review for CDBG funded activities. City Executive Management is briefed on activities, progress, achievements and issues on a regular basis. The CDBG program is reviewed by an independent audit firm as part of the City's Single Audit process. The Maricopa County HOME Consortium provides a Peer

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Monitoring of the City for the HOME Program. Policies, procudures, accounting practices and record keeping are examples of items reviewed. The CDBG and HOME programs overlap greatly and the Peer Review effectively provides suggestions and an independent overview of both programs for this reason. The City was also the subject of an in-depth review by HUD in the prior planning year. The review produced no "findings" and a limited number of concerns. Subrecipient agreements and contractual relationships are routinely reviewed by Legal and Procurement staff, respectively.

The second tier for managing the process is through public outreach during the proposal submission process and the resulting contract development with subrecipients. This process has regular oversight from the Council subcommittee mentioned above. Program updates are provided to this Committee on a regular basis and all meetings are considered public hearings.

The third tier in our management process is consultation. The Consolidated Plan requires development of actions, planning and reporting on services that are provided by City departments, non-profit partners, other agencies and other governments. During the last year, consultations included:

- The Peoria Housing Authority
- The Housing Authority of Maricopa County
- Maricopa County HOME Consortium
- The City of Glendale
- The MAG Continuum of Care Committee on Homelessness
- City of Surprise and Avondale Neighborhood Services Departments
- State of Arizona Housing Program

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.

Program Year 1 CAPER Citizen Participation response:

Summary of Comments

The City took steps to advertise in the local paper, make public postings and accept comments on the CAPER and other actions taken by the City regarding program year

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2010-2011. An advertisement (see below) was published in the Peoria Times on the following dates:

- August 19, 2011
- September 2, 2011

The advertisement requested public comment and provided key contacts and availability of written material identifying the City's performance using HUD funds and this year's Annual Performance Report.

Public meetings were held on August 26, 2011 and September 9, 2011 to review the Draft CAPER and provide summaries of accomplishments related to the prior program year. The City provided IDIS reports with an overview explaining the information.

Funds Available, Income, Committed, Activity Description and Geographic Distribution by Census Tract

Peoria has concentrated many program efforts on building active housing ownership and rehabilitation programs within local target areas known as:

- Old Town
- Varney
- Suntown (NSP3 defined target area)

Funding is provided throughout the City on an "as needed" basis. The City also has a preference for programs which benefit the locally identified target areas. Individual direct benefit activities continue to be operated on a first come, first served basis. Applications for assistance may be made by coming to City Hall and completing necessary paperwork. Certain arrangements for assistance can also be made by phone, or if circumstances warrant, staff will provide direct assistance to the client.

The Public Housing Authority's conventional public housing (Parkview Estates) is located within Census tract 719.08. The MAP I attachment (following the CAPER narrative) defines key areas where resources have been used and identifies public housing and low mod area boundaries.

Public housing and public services activities were conducted in census tract 719.06, Habitat for Humanity housing, FHEO outreach, Public Housing, and multi-family housing were conducted in census tract 719.08 and the Emergency Home Repair Program was conducted in census tracts 719.06, 719.08, 719.09, 719.10 and 719.03.

Institutional Structure

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

Program Year 1 CAPER Institutional Structure response:

The City of Peoria receives and distributes Peoria's Community Development Block Grant (CDBG) funds to local non-profit service providers on a reimbursement basis under contract. Staff of the Neighborhood and Revitalization Division of the Planning

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and Community Development Department has primary responsibility for planning, implementation, administration and oversight of programs and activities. The City's Council Not-for-Profit Review and Housing Subcommittee assists by providing citizen involvement in the process of establishing priorities and recommendations for funding. City Council approves the annual allocation of the budget. CDBG funded housing activities are also reported through the Maricopa County HOME Consortium.

The City of Peoria receives HOME Investment Partnership funds through an Intergovernmental Agreement with the Maricopa HOME Consortium of Entitlement Communities. Peoria participates with this consortium to determine affordable housing priorities on a regional basis. Staff participates in monthly planning and coordination activities as well as program oversight and monitoring. The lead agency is the Maricopa County Human Services Department. HOME funded activities are planned, reported and administered by Peoria and Maricopa County through the consortium.

As with any detailed and wide-reaching program, there are identifiable strengths and weaknesses. A key strength is that the housing and community development delivery system is very broad based and allows for formation of many partnerships. Communication and cooperation between agencies, service providers and advocates is essential for effective problem solving and the efficient use of resources. Such communication is enhanced through the existence of groups like the Maricopa County HOME Consortium, Maricopa Association of Governments and the Arizona Chapter of the National Association of Housing Resource Officers.

The City of Peoria is strongly committed to meeting underserved needs in the community. As a result, the city draws additional financial support by allocating General Fund monies to city departments and non-profit partners on an annual basis. The city dedicates funding to neighborhood revitalization, neighborhood programs, public services and economic development.

The primary gap in the delivery of services is the lack of adequate financial resources to best serve the city's populations in need. There is an increasing lack of resources from local, state and federal sources. Equally lacking is a stable tax base due to property foreclosures and property devaluations. The scope of services needed for low and moderate income households exceeds any combination of resources in the Maricopa Consortium of Entitlement Communities.

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.

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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.

Program Year 1 CAPER Monitoring response:

Describe How and the Frequency With Which You Monitored Your Activities

The review and monitoring practices being implemented by the City of Peoria follow a seven step process. This process ensures a detailed description of an activity is on file and fully defined and ensures that projects use CDBG funds only for eligible activities. The proper classification of activities is critical because the CDBG program regulations place specific requirements on certain activities and not on others. For example, there is a regulatory limitation on the amount of funds which may be used for public services and program administration. These preliminary evaluations are conducted on an on-going basis to ensure that available CDBG resources will be used to primarily benefit low and moderate income persons. The following are the review steps:

- The first step is to determine if the activity is included within the listing of eligible activities in the CDBG regulations.
- The second step is to determine if the activity falls within a category of explicitly ineligible activities, despite its apparent inclusion within the listing of eligible activities. For example, while many public facilities are eligible for assistance, there is an explicit regulatory bar to providing assistance to "buildings for the general conduct of government."
- The third step is to determine if the proposed project meets one of the National Objectives of the CDBG program:
  - Benefits low and moderate income persons
  - Addresses slum and blight
  - Meets an urgent community development need
- The fourth step is to ensure that carrying out the activity will not result in the award violating the city's certification that at least 70% of CDBG funds will benefit low and moderate income persons over the fiscal year.
- The fifth step is to review proposed costs of the activity to determine if they appear to be necessary and reasonable and will otherwise conform to a federal document called "Cost Principles Applicable to Grants and Contracts with State and Local Governments." If a non-profit organization or educational institution is involved, then review of the project in the context of a federal document called "Cost Principles for Non-Profit Organizations" or "Cost Principles for Educational Institutions" is required, as applicable.
- The sixth step is to complete the environmental review and clearance procedures for the project and/or activity. The U.S. Department of Housing and Urban Development (HUD) and the City are prohibited by law from releasing funds for a CDBG activity until the City meets the responsibility with respect to environmental protection.
- The final step in our review is the actual site and activity evaluation. Site assessments determine if the project developed an activity as described in the

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grant proposal or as defined in the subrecipient or developer contract. Specific reviews are then conducted to "test" who is being served and how effectively the service delivery is being provided. If the project produces a specific product then an additional evaluation is conducted regarding its quality and meeting timing and implementation goals. All of these assessments are kept on file for later reviews and evaluation as needed. Each monitoring is performed utilizing the current Maricopa County HOME Consortium Monitoring Tool which is designed for use in both the CDBG and HOME programs.

Additional desk monitoring of invoices and reports are performed at the time staff authorizes reimbursement of costs according to compliance with requirements. Support and technical assistance will be provided as necessary to assure community needs and program requirements are met. Activity monitorings are often coordinated with other municipalities and agencies to eliminate duplication of efforts and improve effective use of resources.

The city contracts with an independent auditing firm to receive an annual Single Audit. For the purposes of the Single Audit, the CDBG Program is considered a "major" federal program thereby receiving detailed review from the auditor's on an annual basis.

Using the above guidelines, the City of Peoria monitors subrecipients and project activities at three key points:

- At project set-up (or contract signing) for environmental clearance
- At payment of invoice for compliance with stated project objectives
- Annually in a formal onsite review utilizing a comprehensive adopted monitoring tool

In our subrecipient monitoring, we review factors such as implementation, draws, client intake and eligibility and have general discussions with the subrecipient to determine if they are conducting activities which require a more in-depth review. We programmatically call any new project a "high-risk" project or activity and provide the subrecipient with technical assistance and guidance as they begin project implementation.

Results and Improvements

By June 30, 2011, all of the projects underway or completed had been monitored at some level. This plan year, emphasis was placed on formal review of Housing Our Communities. Although the formal monitoring was performed as a HOME Consortium and CHDO activity, all programs benefitted from the review including CDBG programs. Results of desk reviews of billings and the formal monitoring revealed that better substantiation of personnel charges should be included in reimbursement requests. This requirement is already being implemented.

Self-Evaluation

The programs covered by this CAPER addressed housing, homelessness, public services and public improvements. Activities were generally broken down as follows:

- Housing included emergency home repairs, homebuyer assistance, housing counseling, foreclosed home redevelopment. All of these activities assisted individual persons while promoting and sustaining neighborhoods.

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- Homeless services included homelessness prevention through emergency utility payments and direct assistance to shelter providers.
- Public services included direct assistance to providers and individuals for adult day care services, disability claims assistance and food programs.
- Public improvements included rehabilitation and energy upgrades to an adult day care facility and a local youth center.

As a recipient of HOME funding, the City is subject to a formal annual monitoring called a "peer review" monitorings. These are performed by the Lead Agency (Maricopa County) in conjunction with knowledgeable representatives from other participating communities and is based on the same criteria as a formal monitoring. The City had no findings in the plan year peer review monitoring.

The CDBG program was the subject of a formal monitoring review by HUD during the previous plan year. This extensive review of our programs and overall grant management did not result in any findings, but did address three (3) concerns which have been addressed. In addition, the local HUD Field Office provides on-going technical assistance and training on pertinent issues. Nationally, HUD offers webinars intended to assist grantees with improvements to their programs. Staff attends webinars regularly and participates in local initiatives as resources allow.

The CDBG program receives a formal review for the City Single Audit annually. This audit is performed by an independent certified public accounting firm. The review includes audits of program administration, adherence to regulations and financial performance and accountability. The program has no outstanding audit comments, concerns or findings at the conclusion of the program year.

Overall, we consider our program strained for resources, but meeting the federal, state and local operational requirements in a coordinated manner.

Lead-based Paint

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

Program Year 1 CAPER Lead-based Paint response:

Lead based paint is not allowed or sold for residential construction after 1978 which means a large majority of homes in Peoria are free of potential lead hazards. Approximately 1,400 homes in Peoria are pre-1970 construction and 4,900 were constructed during the 1970's decade. The older housing stock is mostly occupied by low and moderate income families.

The Arizona Department of Health Services does not list any zip codes in the City of Peoria as high risk areas for lead hazards. The CDBG Emergency Home Repair Program has performed varying types of rehabilitation work in some of these homes and more will be performed in the future. It should be noted that older homes are only considered to "possibly" contain lead hazards and actions are taken to determine the presence of this hazard at the time the activity environmental review is performed. During this plan year, two (2) homes in the Emergency Home Repair Program required lead based paint testing and neither required any type of lead hazard control activity.

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HUD has regulations to protect children from the hazards of lead-based paint in federally funded projects. The city provides the required notices and information about the hazards and risks of lead-based paint to all Emergency Home Repair Program participants. The city also makes the current lead brochure/handout from the United States Environmental Protection Agency available at community and neighborhood events. All applications requesting federal funding from the city for rehabilitation or emergency home repairs on units built prior to 1978 will have an inspection of the property for the presence of lead. A quantitative analysis must be done using either laboratory sampling or XRF testing. If lead based paint is found to be present, lead hazard control activities will take place as part of the activity. All regulations regarding lead hazard control, cleanup and disposal will be followed.

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.

Program Year 1 CAPER Housing Needs response:

The City is active in the coordination of affordable housing concepts and activities. Housing activities included emergency home repairs, homebuyer assistance, disability rehabilitation and foreclosed home purchase, rehabilitation and resale.

The City worked with Habitat for Humanity Central Arizona and Housing Our Communities to implement new affordable housing programs. In the prior year, Habitat purchased a large lot in the Varney neighborhood that will result in the addition of six (6) new affordable single family homes. Three (3) of those homes have been completed and are occupied by HUD income eligible families. The City's Emergency Home Repair program assisted 44 households during the year with repairs such as electrical wiring, roofing and plumbing. Housing Our Communities assisted 2 low and moderate income citizens with the purchase of their first home. Arizona Bridge to Independent Living (ABIL) provided rehabilitation assistance for disabled residents to improve access and safety in their dwellings.

Rental assistance was provided by the Public Housing Authority through the Section 8 and conventional public housing programs. Occupancy is consistently at 98% and the waiting list for assistance is lengthy. The Housing Authority is comprised mainly of elderly and/or disabled residents. However, the management is aware of CDBG homeownership and counseling programs available to all participants should they become financially self sufficient.
The City was notified that it was a recipient of NSP3 funding which will further our efforts to purchase, rehabilitate and resell foreclosed properties to eligible participants.

The City is meeting affordable housing goals in this category when evaluated against our Five Year Consolidated Plan.

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The Maricopa County HOME Consortium, of which Peoria is a member, produces one of the largest concerted efforts to extend limited resources and focus activities. Many of these activities benefit Peoria and several non-profits have come to the City through recommendations from the Lead Agency of the Consortium. HOME results in this category are reported in the Consortium's CAPER.

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.

Program Year 1 CAPER Specific Housing Objectives response:

The City has performed in meeting specific housing objectives of providing affordable housing. Specific results are reported in the Tables section of this CAPER on the CPMP table titled "Housing Needs Table."

Peoria utilized several different sources of funds to accomplish our goals during the past program year. The City of Peoria has relationships with affordable housing providers including Habitat for Humanity Central Arizona and Housing Our Communities. Habitat for Humanity successfully focuses efforts in the City's target neighborhoods of Varney, Old Town and Sun Town. In the prior year, Habitat purchased a large lot in the Varney neighborhood that will result in the addition of six (6) new affordable single family homes. Three (3) of those homes are now built and occupied by income eligible families. Housing Our Communities assisted two (2) families with the purchase of their first homes by providing homebuyer assistance. In addition, this organization provided pre-purchase counseling to xx persons. Arizona Bridge to Independent Living (ABIL) managed an improvement program which assisted disabled residents with modifying their homes to maintain and enhance independent living and community participation. Funding to ABIL assisted 11 persons with home modifications that removed physical barriers to the safe occupancy of the residence. The City's Emergency Home Repair program assisted 44 households during the year with repairs such as electrical wiring, roofing and plumbing.

The scope of services needed for low and moderate income households exceeds any combination of resources in the Maricopa Consortium of Entitlement Communities. As defined in the Maricopa County Consolidated Plan, the assistance for homeless persons, victims of domestic violence, physically and mentally disabled, frail and/or poor elderly, jobless and HIV Positive persons are the responsibility of a broad network of agencies, non-profits and government offices. The needs of these identified special needs groups are growing. Our local challenge is to develop

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priorities and regionally focused systems that will make the most impact and stimulate the leveraging of other resources to address growing needs. In addition, priority will be given to housing rehabilitation and emergency repair, home ownership assistance and other affordable housing projects. The City will also addresses specific needs through funding of and knowledgeable referral to human service providers, regardless of jurisdictional boundaries.

HUD defines renters as having "worst case" housing needs if they are unsubsidized renter households who have incomes at or below 50 percent of the area median income and pay more than half their income for rent and utilities or live in severely substandard rental housing. These households are most frequently assisted with Housing Choice Vouchers or Public Housing.

The City's Public Housing Authority owns and operates 45 apartment style units (Parkview Estates) and 25 scattered site single family detached housing units. Parkview Estates is designated for only disabled and/or elderly participants. The City, the Housing Authority of Maricopa County (HAMC) and HUD are working to permanently transfer the operations of Public Housing to HAMC. Although this would be a reduction to the units in the Peoria inventory of Public Housing, it would be an equal addition to the units in HAMC's inventory. The net effect is zero loss or gain to Public Housing units. The City, HAMC and HUD hope to finalize this during the upcoming plan year. The Housing Authority recently transferred 82 city vouchers in the Housing Choice Voucher (Section 8) Program along with all of the portable vouchers to the HAMC Section 8 Program. This transfer was approved by HUD and became effective July 1, 2011. The city believes this strong intergovernmental relationship has created personnel efficiencies for HAMC as well as providing public housing residents with access to a broader network of professionals and programs.

Public Housing Strategy

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

Program Year 1 CAPER Public Housing Strategy response:

The City of Peoria's Housing Authority is operated by the Housing Authority of Maricopa County (HAMC) through an Intergovernmental Agreement. The City's Public Housing Authority owns and operates 45 apartment style units (Parkview Estates) and 25 scattered site single family detached housing units. The City, the Housing Authority of Maricopa County (HAMC) and HUD are working to permanently transfer the operations of Public Housing to HAMC. Although this would be a reduction to the units in the Peoria inventory of Public Housing, it would be an equal addition to the units in HAMC's inventory. The net effect is zero loss or gain to Public Housing units. The City, HAMC and HUD hope to finalize this during the upcoming plan year. The Housing Authority recently transferred 82 city vouchers in the Housing Choice Voucher (Section 8) Program along with all of the portable vouchers to the HAMC Section 8 Program. This transfer was approved by HUD and became effective July 1, 2011.

The Housing Authority promotes the local Neighborhood Watch program at the apartment complex (Parkview Estates) and encourages all scattered site housing

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residents to participate in their neighborhood programs. The police department does provide a monthly statement of activity of all Housing Authority owned properties.

The Housing Authority maintains a resource list of agencies and organizations that provide services to victims of domestic violence. This resource list is available to all participants.

The Housing Authority works closely with the newly formed Resident Council to ensure that residents are well-informed on current and planned activities.

During the plan year, CDBG-R funding provided for the replacement of all HVAC elevated platforms and supports as well as providing necessary repairs and improvements to the community ramada.

The City provided funding from the Energy Efficiency Community Block Grant (EECBG) to make energy improvements to the Housing Authority's administration building. Improvements included replacing the existing air conditioning compressor and furnace/air handler unit, improved attic insulation, installed new duct lines to better distribute air in the building, made repairs to wall insulation and installed new weather stripping on exterior doors.

Utilizing Capital Fund Grant funding, the Housing Authority renovated scattered site single family homes this year. Some of the improvements included kitchen cabinet replacement, exterior painting, installation of energy efficient heat pumps, erection of block fences and duct work replacement.

Barriers to Affordable Housing

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

Program Year 1 CAPER Barriers to Affordable Housing response:

Whereas the City's General Plan provides the guidance and land use framework for the future development of the City, the Zoning Ordinance is the regulatory instrument governing existing development and redevelopment projects. The City's ten-year update to the General Plan was on the August, 2010 ballot for ratification in alignment with Arizona's statutory requirements. The ballot measure was passed by the voters. In the General Plan, there are policies promoting the development of infill areas, and in particular, the core areas of Old Town and the area around the Peoria Sports Complex where a mix of employment and housing types in close proximity to future transit options are proposed. Additionally, the City continues its regional efforts to bring commuter rail along the Grand Avenue corridor, which coupled with future General Plan land use changes, would encourage transit-oriented development options; that is providing an opportunity for transit-dependent and other income segments to live near and/or be connected with a larger employment and retail base.

The City continually assesses and modifies its codes and ordinances to remove outdated or ineffective provisions. Each year, staff-initated amendments are developed and forwarded to the City Council for action. Modifications to the zoning ordinance have allowed greater flexibility in recent years for the development of

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various housing types, including group homes and care facilities in residential districts. Looking ahead, as the City contemplates the location of transit-oriented development locations along Grand Avenue and other corridors, codes will likely require adjustment to respond to these locations. Some of these adjustsments may include reduced parking requirements, density and height increases and reduced processing timeframes.

Non-profit developers are already afforded a reduction in some development plan review fees. The entitlement fees or "planning fees" are assessed at 10% of the normally required fees. These fees include rezone and use permits, site plan review, design review and others.

The City actively pursues grant opportunities that would aid in the affordable housing mission. Housing Our Communities is combining CHDO and HOME funding to implement a homeownership program which will purchase and rehabilitate foreclosed properties and then re-sell them to HUD income eligible applicants. Their Homebuyer Assistance Program provided 2 qualified low to moderate income buyers with soft-second loans to purchase homes.

The City's Emergency Home Repair program provided repair assistance such as roofing, plumbing and electrical repairs to 44 households.

Habitat for Humanity acquired one (1) foreclosed home in a locally defined target area. This home will be rehabilitated and resold to an income eligible family.

Arizona Bridge to Independent Living (ABIL) assisted 11 disabled residents in modifying their homes to maintain and enhance independent living.

City leadership remains committed to responsible development of affordable housing, both rental and new construction.

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.

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Program Year 1 CAPER HOME/ADDI response:

The City of Peoria did not receive HOME ADDI funds to manage during the plan year. ADDI funds were managed and reported by the Maricopa County HOME Consortium of which the City is a member. Please refer to the Maricopa County HOME Consortium CAPER.

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.

Program Year 1 CAPER Homeless Needs response:

Peoria's homeless activities are planned and reported through the Maricopa County HOME Consortium. See the Maricopa HOME Consortium CAPER for a complete description of these activities.

The City shares responsibility for regional solutions to the problem of homelessness. While the Maricopa Association of Governments (MAG) administers the Continuum of Care process in Maricopa County, and as such prepares the Regional Plan To End Homelessness, the MAG Regional Continuum of Care Committee on Homelessness provides policy direction and leadership on homeless issues. The Department of Economic Security, Office of the Homeless Coordinator, also annually prepares the Current Status of Homelessness in Arizona.

The Continuum's Homeless Street Count is conducted annually, and was most recently conducted on January 25, 2011. Data specific to Peoria showed an overall 10% decline in the number of homeless individuals from the prior year. A total of 18 homeless individuals were reported of which 12 were chronically homeless. This information was provided by the Maricopa Association of Governments (MAG).

During the reporting period, the City provided CDBG funding to the following agencies for specific programs:

- Homeward Bound – Provided case management and utility payment assistance for residents in transitional housing.
- St. Mary's/Westside Food Bank – Provided emergency food boxes for homeless and at-risk individuals and families.
- Central Arizona Shelter Services (CASS) – Provided security system and energy efficiency improvements for the Vista Colina family facility.
- Deep Within – Provided rehabilitation of facility specific to HVAC replacement.
- City of Peoria – Provided utility payment assistance to help prevent homelessness.

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The City provided General Fund Grant funding to the following agencies for specific programs:

- Arizonans for Children, Inc. – Provided a children's visitation center for kids in protective custody.
- Central Arizona Shelter Services (CASS) – Provided general funding of salaries and operations.
- Community Information and Referral, Inc. – Operates a 24-hour help hotline.
- Community Information and Referral, Inc. – Operates the Maricopa Homeless Management Information System (HMIS).
- Shoebox Ministry – Provided toiletries for the homeless.
- Benevilla – Provided information and referrals.

The City will continue to participate and financially support organizations involved in the Maricopa County Continuum of Care process utilizing any combination of funding from CDBG, HOME and/or general fund grants. The Continuum has adopted a plan to end chronic homelessness. Peoria's most effective role in ending chronic homelessness is to lend financial support to organizations in the Continuum and/or at the local level which provide transitional shelter.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 1 CAPER Specific Housing Prevention Elements response:

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- City of Peoria – Provided utility payment assistance to help prevent homelessness.

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- Community Information and Referral, Inc. – Operates a 24-hour help hotline.
- Community Information and Referral, Inc. – Operates the Maricopa Homeless Management Information System (HMIS).
- Shoebox Ministry – Provided toiletries for the homeless.
- Benevilla – Provided information and referrals.
- Lighthouse – Provided emergency aid and assistance through the benevolence fund.

The City will continue to participate and financially support organizations involved with homeless prevention programs while a regional solution to end homelessness is developed.

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.

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Program Year 1 CAPER ESG response:

Not applicable. The City of Peoria 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

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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.

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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.

Program Year 1 CAPER Community Development response:

Assess CDBG Funds to Goals

The City's strategy for Community Development is directed at addressing the physical, social and economic problems within the City's neighborhoods. The City is focusing its efforts on revitalizing its aging and disinvested neighborhoods including its designated Old Town, Varney and Sun Town neighborhoods. City departments, in partnership with residents and private for profit and non-profit organizations, are working towards eliminating blighting conditions and addressing low income household needs. Please refer to the CPMP Community Development Needs Table for specific information.

Changes in Program Objectives

Foreclosure and neighborhood stabilization is at the forefront of issues for our City. Both are tied to Community Development. The City is directing more efforts to these areas and was awarded Neighborhood Stabilization Program 3 Funding from HUD which will be used specifically in the Sun Town neighborhood.

Assessment of Efforts

The program pursued all identified resources in the Annual Plan by executing contracts and agreements on time and pursuing all required clearances such as environmental reviews and release of funds. Funding through the HOME consortium related to CHDO development of muti-family rental housing expired on June 30, 2011 and it is uncertain if that funding will be made available in the upcoming year. Funding for this project also affects the disposition of CDBG funds for the related activity. This is expected to be determined in the upcoming fiscal year. There are no indications showing any actions or inactions by the City hindered implementation of the Consolidated or Annual Plan.

Funds Not Used for National Objectives

All funds used by the City of Peoria met National Objectives.

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Anti-displacement and Relocation

No displacement or relocation activities occurred during the plan year.

Low/Mod Job Activities

No economic development activities were undertaken during the plan year.

Low/Mod Limited Clientele Activities

The City conducts one activity using the Area Benefit and presumed clientele. This activity is for the Boys and Girls Club-Wisotsky Center. This Club is located in the local Target Area Varney Neighborhood. Census tract data for the determined service area shows the low/mod percent is 71%. This information is loaded into IDIS and is shown on reports later in this CAPER.

Program Income Received

The program did not generate any program income during the plan period.

Prior Period Adjustments

No prior period adjustments were made.

Loans and Other Receivables

The following CDBG loans are outstanding:

Program	Number of Loans	Terms	Outstanding Balance $
Emergency Home Repair	18	5-10 years	195,823
Homebuyer Assistance	22	5-10 years	266,621

All loans are forgivable, interest free, zero interest and zero payment deferred loans. No properties are for sale and no loans are in default.

Lump Sum Agreements

The City of Peoria does not have any lump sum agreements.

Housing Rehabilitation

The following activities fall under this category:

Agency	Description	Units	CDBG Funding $	Private Funding $
Arizona Bridge to Independent Living (ABIL)	Disabled home modifications	11	40,940	4,000

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City of Peoria	Emergency home repairs	44	158,338	0

Neighborhood Revitalization Strategies

The City does not have any approved Neighborhood Revitalization Strategy Areas.

Antipoverty Strategy

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

Program Year 1 CAPER Antipoverty Strategy response:

The City of Peoria is committed to providing its lowest income residents with quality housing and neighborhoods in addition to assisting these residents move out of poverty. The City's numerous housing and community development programs are targeted to improving the housing and neighborhood conditions of low income residents. In addition, the City funds human services activities directed towards at-risk youth, families and individuals. The City uses any combination of CDBG, HOME and general fund resources that are available to fund programs and services aimed at preventing or alleviating poverty. Following is a table listing the City's anti-poverty services:

Program Provider	Service Description
Advocates for the Disabled	Disability claims service
Arizonans for Children	Visitation center for children in foster care
Benevilla	Adult day center, counseling, emergency assistance payments and referrals
Big Brothers Big Sisters of Central Arizona	Youth counseling and mentoring
Boys and Girls Clubs of Metropolitan Phoenix	After school and summer youth programs
Central Arizona Shelter Services (CASS)	Emergency shelter and health services for homeless
City of Peoria Neighborhood & Revitalization Section	Emergency home repair and utility payment assistance programs
Civitan Foundation	Respite care and activities for developmentally disabled children and adults
Community Action Program (CAP)	Utility payments, utility deposits, mortgage payment to prevent foreclosure, rent payment to prevent eviction, first month's rent payment for those who are homeless, rental deposits for those who are homeless
Community Information and Referral, Inc.	Operation of Arizona 2-1-1 program and Homeless Management Information System (HMIS)
Community Legal Services	Legal aid

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Deep Within Recovery	Transitional shelter and counseling
Foundation for Senior Living	Delivery of nutritious meals to seniors in group settings or individual homes
Free Arts of Arizona	Weekly mentoring program
Glendale/Peoria YMCA	Youth first offender program for at-risk juveniles
Habitat for Humanity of Central Arizona	Affordable housing programs and homebuyer counseling
Homeward Bound	Self sufficiency and transitional housing
Housing Our Communities	Affordable housing programs and homebuyer counseling
Jobs for Arizona Graduates	Opportunity awareness training for at-risk teens in high school
Prehab of Arizona dba A New Leaf	JAG Youth center
Shoebox Ministries	Toiletries for homeless
St. Mary's Food Bank Alliance	Emergency food box program and home food delivery

These programs are provided either locally or regionally and all support anti-poverty. It is the City's goal to:

- Continue funding local and regional agencies that provide shelter, housing and supportive services to homeless and at-risk persons.
- Provide a CAP Agency and related services in the downtown/old town area.
- Operate and/or fund programs that assist low-income and special needs populations in Peoria.
- Operate programs to provide education, counseling and programs for at-risk persons.
- Support after school programs and mentoring programs that help at-risk youth that provide positive role models and promote healthy lifestyles.
- Provide homebuyer assistance programs for low and moderate first-time homebuyers.
- Provide funding for emergency services such as utility assistance and emergency home repairs.

These programs all support the broad category of anti-poverty assistance. While we expect a number of residents will experience improved economic conditions as a result of these programs and available assistance, the number of households that will move out of poverty is expected to be small.

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).

Program Year 1 CAPER Non-homeless Special Needs response:

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Please refer to the CPMP Non-Homeless Special Needs Table located in the Table Section of this CAPER for detailed information.

During the program year, non-homeless special needs were addressed with the following CDBG funding:

Agency	Program	CDBG Funding $
Advocates for the Disabled	Disability claims assistance	3,349
Arizona Bridge to Independent Living (ABIL)	Disabled home modifications	34,876
Benevilla	Adult day health services	66,000
City of Peoria	Utility payments assistance	7,500
St. Mary's/Westside Food Bank	Emergency food box program	9,500

Non-homeless special needs were further addressed with the following General Fund Grant funding:

Agency	Program	General Fund Grant Funding $
Alzheimer's Association	Family care consultation	5,000
Arizonan's for Children	Children's protective custody safe visitation	2,000
Benevilla	Information and referrals	7,500
Benevilla	Home services for elderly and disabled	7,500
Civitan Foundation	Respite care for disabled	3,000
Community Information and Referral, Inc.	24 Hour help hotline agency referrals	2,000
Foundation for Senior Living	Nutrition services for elderly and disabled	65,000
Solecito Services, Inc.	Home health equipment lending	3,000
St. Mary's/Westside Food Bank	Emergency food box program	8,500

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;

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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
         (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages

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that are not operational.

iii. 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).

Program Year 1 CAPER Specific HOPWA Objectives response:

Not applicable. The City of Peoria does not receive HOPWA funds.

OTHER NARRATIVE

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

Program Year 1 CAPER Other Narrative response:

Included on the following page are City maps displaying information such as the location of local target areas and targeted projects as well as low/mod block groups and City boundaries.

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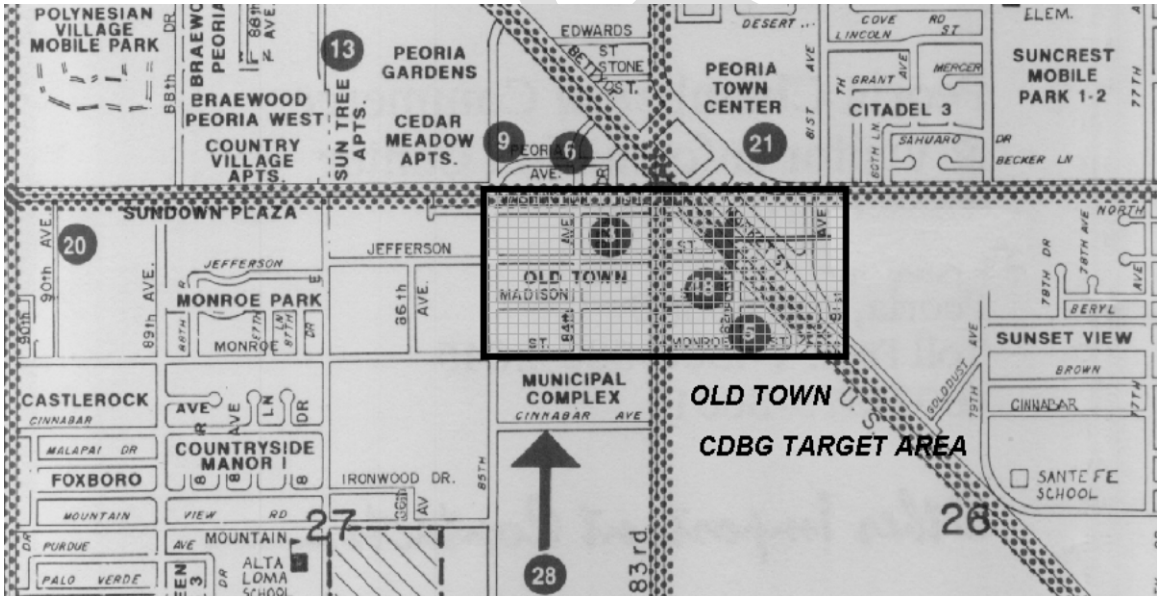
MAP I

These are the areas of project fund use during this reporting period which overlay identified boundaries of low and moderate income occupancy.



MAP II
These are the target area locations of Varney, Old Town and Sun Town.

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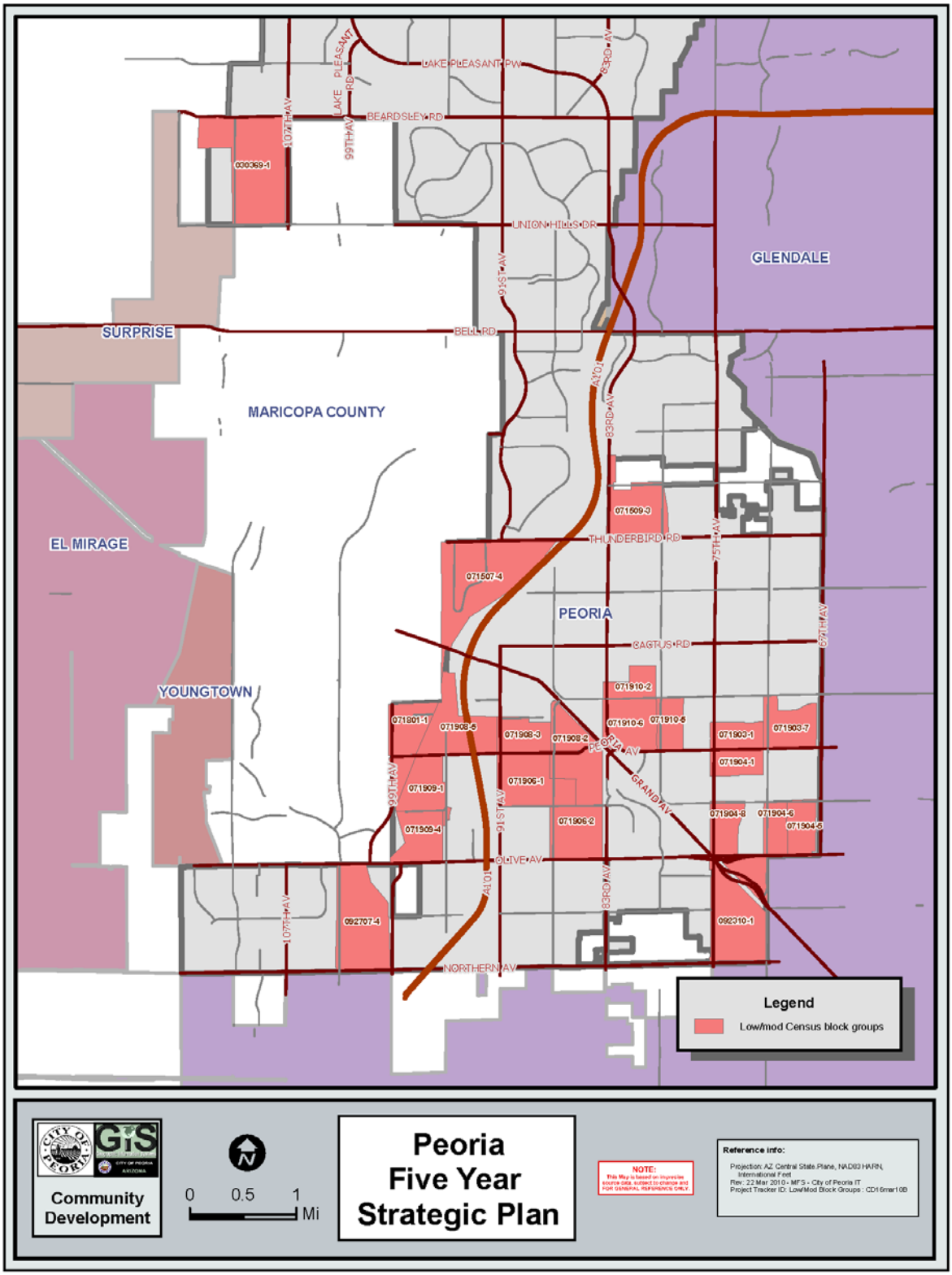
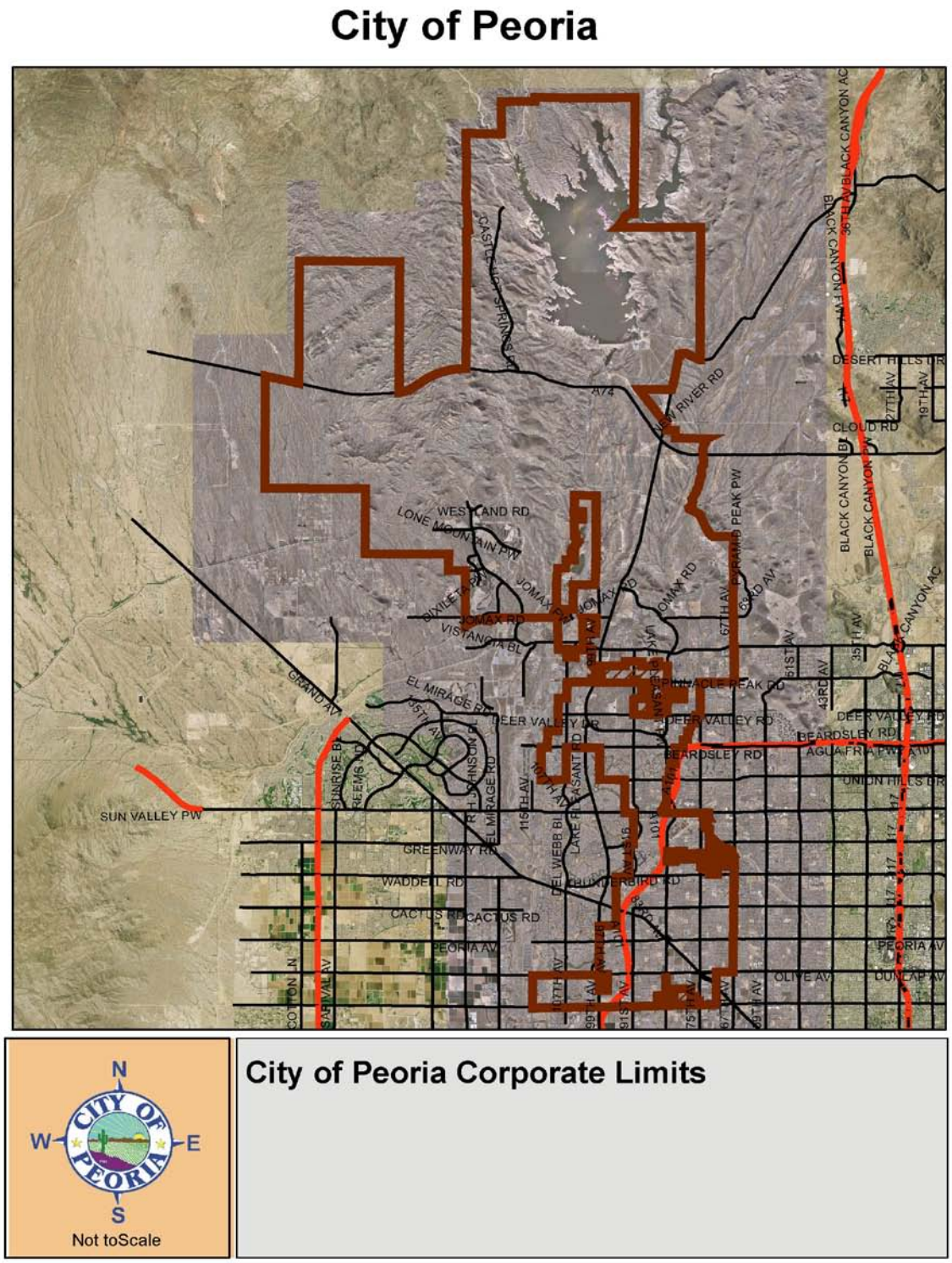
MAP III
This map shows Peoria's qualified low/mod Census tract block groups



MAP IV
This map shows the City of Peoria corporate limits.