**CITY OF DECATUR, ALABAMA**

**CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**

**(CAPER)**

**FY 2023-2024**



PREPARED BY:

COMMUNITY PLANNING AND DEVELOPMENT

DEPARTMENT

CITY OF DECATUR

DECATUR, ALABAMA

**Submitted to:**

**U. S. Department of Housing and Urban Development**

**June 18th 2024**

**CITY OF DECATUR, ALABAMA**

###### **ELECTED OFFICIALS**

**Honorable Tab Bowling Mayor**

**Jacob Ladner Council President (District 3)**

**William Jackson Council Member (District 1)**

**Kyle Pike Council Member (District 2)**

**Hunter Pepper Council Member (District 4)**

**Carlton McMasters Council Member (District 5)**

**Community Planning and Development Department**

##### Allen Stover

##### Community Development Manager

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#### **EXECUTIVE SUMMARY**

##### CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

##### (CAPER)

## EXECUTIVE SUMMARY

The Consolidated Annual Performance and Evaluation Report (CAPER) documents the actions taken by the City of Decatur to implement programs and activities as proposed in the Five Year Consolidated Plan and the 2023 - 2024 Action Plan. The Action Plan delineates for the annual year those programs that will allow the City to meet the goals and objectives proposed in the five year Consolidated Plan covering years 2020-2025.This report is basically a performance and accomplishment summary covering how federal resources provided by the Community Development Block Grant (CDBG) and other dollars were used to support those needs identified in the Consolidated Plan and those programmed expenditures outlined in the Action Plan.

The City of Decatur is a federally designated entitlement community that receives funding under the Community Development Block Grant (CDBG) program. For the 2023-2024 program year $413,317.00 in CDBG funds plus 25,000.00 in 2022-2023 program income for a total of $438,317.00 was allocated to support activities that benefited low and moderate income persons. This annual report reflects the actual expenditures and accomplishments of the City in the administration of the CDBG program for the period covering April 1, 2023 – March 31, 2024. This report is divided into three major sections.

The first section includes the Major Grantee Narrative Statements. The five year goals and objectives are discussed along with a description of the programs implemented and progress made during the year by priority and goal. This section also addresses the City's fair housing efforts, affordable housing activities, continuum of care narrative, leveraged resources, and self-evaluation.

The CDBG Narrative Statements follows in the second section with programs and accomplishments, supporting demographic data, and fund expenditure details for CDBG activities.

The CDBG Financial Summary, which includes a line-item balance sheet and detailed financial summary of expenditures for the year, is provided in section three of the report.

Following the major sections is a report on how the City solicited public participation on this document and appendices including the required HUD and IDIS reports.

In summary, the City of Decatur, through its CDBG programs has: 1) created affordable housing initiatives with funds for first time home buyers; 2) provided funds for youth programs; and 3) addressed a variety of community needs through public service sub-recipients and other initiatives. Our program activities are impacting and improving the quality of life for the low to moderate income citizens of Decatur.

**General Narrative A**

The City of Decatur addressed Priority Needs designated in the 5-year Consolidated Plan and 1-year Action Plan and listed our accomplishments during the 2023-2024 Program Year in Table 2 - Performance Summary, on pages

30-31 of this document.

Community Development Block Grant funds was used to support Public Service providers during the 2023-2024 Program Year. The total number of persons served during this reporting period was 6,056 (pg. 2 of PR23). A detailed description of our public service activities can be found on pages 19-20.

Three Public Facility project were funded during the 2023-2024 Program Year. These were infrastructure for a Single Family Housing Development Project at what was once Stonegate Apartment complex. Because of excess crime problems the Department of Housing and Urban Development Department donated this complex to the City in exchange the City Demolished the structures and Agreed to construct single family homes.

The City of Decatur is home to many beautiful parks. One of those parks are the Davis Court along the Tennessee River.

CDBG fund were used to address the needs of low and moderate income residents from multiple racial groups including Caucasians, African Americans, Asian and Hispanics (pg.3 of PR23). We are especially proud that we continue to serve a growing number of Hispanic residents since this segment of our population continues to increase.

Community Development Block Grant funds were dispersed throughout the City of Decatur based on the specific program (see Map #2 – CDBG Target Areas pg. 7b).

**Affirmatively Furthering Fair Housing – General Narrative B**

During the 2023-2024 Program Year we continued our partnership with the Community Action Partnership of North Alabama to provide Housing Counseling for first-time homeowners in conjunction with our Down-Payment Assistance Program. As a result of our survey conducted during our 2020-2021 Program Year, it was noted that new homeowners were in need of counseling in regards to credit repair, budgeting, homeowner responsibility, and predatory lending. These are just a few of the topics covered during this mandatory course for Down Payment or Closing Cost assistance.

The impediments as part of the Fair Housing Plan analysis were as follows:

Race City Schools Real Estate Practices

Insurance Practices Landlord Practices Governmental Regulations

Households with Children Bank Lending Practices

In an effort to overcome identified impediments, the City of Decatur met with local banking officials, realtors, and mortgage company representatives to explain our Down-Payment Assistance Program and encourage their continued and increased participation in the future.

The City of Decatur also produced 6 Fair Housing pamphlets which we have placed in 22 sites throughout the City where protect classes could receive information on fair housing issues. The City will rotate these pamphlets every couple months to get continual educational information in the community.

**Affordable Housing – General Narrative C**

The City of Decatur assisted 5 moderate income renter households in becoming homeowners during this program year. We did not assist any extremely low or low income renter or owner households, nor did we assist any homeless persons or homeless persons with special needs through our affordable housing program.

The City of Decatur did reached its annual Homeownership Goal outlined in our 2020 - 2025 Consolidated Plan to assist 30 families annually, we having assisted a total of 5 this year and 576 households since 2000. Because of our Allocation being so late we were not able to meet our goal for the year.

The City of Decatur continues to carry out Code Enforcement activities throughout the city with our efforts being outlined on page 17. The Code Enforcement efforts support our goal of assuring that people are living in decent and safe housing. The Community Planning and Development Department currently has six full-time Code Enforcement Officers dedicated to improving the quality of housing throughout the City. As a result of this workforce, two Code Enforcement Officers work primarily in the City’s target areas and have built strong relationships with the residents in an effort to assist them personally with their housing and neighborhood needs. The salary for the two Code Enforcement Officer’s is paid 100% from the City’s General Fund in an effort to leverage our CDBG dollars.

The City of Decatur did not specifically address the needs of persons paying rents that exceeded 50% of their monthly income or those that had been involuntarily displaced other than to make them aware of our Down-Payment Assistance Program and assist them with the process. Additionally, the City did not address the needs of persons with disabilities.

**Continuum of Care – General Narrative D**

The City of Decatur is an active participant in the North Alabama Coalition on the Homeless (NACH). Several agencies providing services to the homeless throughout Morgan County attend the monthly NACH meetings in Huntsville and serve in elected positions. The agencies from Morgan County that are currently participating in NACH are the United Way of Morgan County, the Morgan County Salvation Army, the American Red Cross, and the Morgan County Mental Health Association.

The City has continued to work with local agencies providing services to the homeless and those persons who are not homeless but in need of supportive housing.

In 2001, the City of Decatur joined the North Alabama Coalition on the Homeless (NACH) to address the needs of the Homeless in our community. We have since partnered with the Salvation Army in applying for two Emergency Shelter Grants, and administering the one that we were awarded.

The City of Decatur partnered with the United Way of Morgan County in the preparation and analysis of a Community Needs Assessment. Housing needs of any kind were not listed as a community priority, nor was supportive housing services for persons with HIV/AIDS. After a full analysis of the data was completed it was determined that many of the supportive housing needs required by residents were being met by agencies located outside of the City of Decatur. In particular, services for persons with HIV/AIDS are offered in Huntsville which is approximately 20 miles to the east of Decatur.

We will continue to monitor the need for supportive housing services in Decatur and will support agencies that locate to our City with the express purpose of offering these services.

**Other Actions – General Narrative E**

The City of Decatur is committed to continuing to foster and maintain affordable housing through our down-payment assistance program and housing counseling. We will also continue to partner with local financial institutions in an effort to eliminate barriers to affordable housing by making our residents aware of the Affordable Housing Programs (AHP) many of these institutions have in place. We will also continue to support Public Service Providers, including the Decatur Housing Authority, Which address the need of the underserved in our community. Providers that serve youth throughout the City through tutoring and mentoring programs continued to receive CDBG funding this Program Year; Their benefits have been well documented.

The Community Planning and Development Department continues to work with the City’s Building Department to identify ways that substandard housing can be rehabilitated in such a way that it’s safe for habitation and not so costly that it no longer is affordable, therefore lessing the impact of regulation on the availability of affordable housing.

As a part of our down-payment assistance program, staff visually inspects every house to determine if there is a lead-based paint hazard. Staff created a checklist that is used for every inspection that documents the condition of exterior and interior surfaces. All completed checklist become a part of the property file. If a hazard is identified, funds are not released until the hazard has been eliminated.

Staff conducts annual compliance and monitoring visits for all of our sub-recipients. During these visits we review financial records, participant income data, program goals and accomplishments. In addition we conduct an inventory of all equipment purchased with CDBG funds. Our Monitoring and Standards Procedures can be read in their entirety on pages 23-24.

We have been able to serve the under-served, public housing residents, and families in poverty by meeting with these groups monthly at the Zone One Community meeting held at the Turner-Surles Community Resource Center. This center is closely located to one of the City’s Public Housing Developments in our largest Target Area, and is the location of several of our CDBG programs. Community Planning and Development staff offers a variety of information and services at these meetings and works individually with residents to assist them with housing, educational, and institutional issues. Staff also serves on the FEMA Board’s Emergency Food and Shelter National Program which distributes funds to organizations charged with reducing the number of families in poverty in Decatur.

**Leveraging Resources – General Narrative F**

During this program year the City leveraged CDBG Funds with General Fund resources to pay salaries and benefits for three staff members The Department’s Manager is funded by 25% CDBG and 75% General fund its Senior Office Assistant’s salary was paid at a rate of 0% CDBG and 100% General Fund. The department’s Grants Administrator position was funded at a rate of approximately 5% by the CDBG grant and 95% by the City’s General Fund. The salary for the two Code Enforcement Officers assigned to the City’s Target Areas was paid 100% by the City’s General Fund. The City also provides office space to Community Planning and Development staff at no cost.

The total amount of CDBG program funds committed during this program year was $438,317.00. The total amount of funds expended for CDBG during program year was $437,905.00 (pg. 1 of PR26). Program Income generated during the program year was $25,000.00 (pg. 1 of PR26).

**Citizen Report – General Narrative G**

All of the HUD Documents made available to the public are included in this document in the Appendix. All of the comments received from the public are also included in Appendix B, page 35.

The Consolidated Plan, Annual Action Plan, CAPER, Fair Housing Plan, Neighborhood Revitalization Strategy Area Plan, and copies of information shared at our public meetings are available for public review during normal business hours. During the commenting periods for our reports these documents are made available for review at the Wheeler Basin Public Library, the Decatur Housing Authority main office, and at the Turner-Surles Community Resource Center. The Executive Summary’s is also available for review on the City’s web site.

**Self-Evaluation – General Narrative H**

A detailed Self Evaluation is on page 25.

**Programmatic Narratives**

**CDBG Narratives**

The City of Decatur does have an approved Neighborhood Revitalization Strategy Area (NRSA) and we did not set any goals for this program year. However, the Northwest Community Development Corporation (CDC) did accomplish several task outlined in the NRSA Document approved in 2002. The NRSA was created to foster a stronger sense of community ownership and responsibility by the residents of Northwest Decatur. The Northwest CDC is a principal component of the NRSA. The strategic action plan has served as a guide for the formulation and implementation of specific actions related to the revitalization effort. Initiatives undertaken by the Northwest CDC have resulted in:

* the attainment of its 501(c) 3
* preparation of three grant applications(employment focused, health education focused, and community beautification focused )
* Reclamation of four boarded up houses resulting in their resell and rehabilitation
* Created partnerships with the North Alabama Skills Center and The Decatur Diabetes Coalition
* Activities to expand social capital by offering seminars on creating non-profit organizations and preparing 501(c) 3 applications.
* Homeownership program

It is our hope that during the next program year the Northwest CDC will be in a position to set goals for submission in our Action Plan.

The percent of funds expended during the year for public service activities is 9.8% (pg. 1 of PR26).

The percent of funds expended during the year for planning and administrative activities is 11.

17.62% (pg.2 of PR26).

Our Public Facilities projects for the year was Austinville Park & Davis Court Park Improvements.

The amount of program income held by the City of Decatur on the last day of the program year was not more than 1/12 of our grant.

The City of Decatur did not earn any interest on CDBG funds during the program year.

All program cost appear to be reasonable.

The City of Decatur has not had any problems meeting the 1.5 years test 60 days prior to the end of our program year.

The grantee’s Line of Credit balance at the end of the program year was $476,704.79; less than 1.5 times our grant amount (pg. 1 or PR26).

All activities undertaken during the year were eligible activities and met a National Objective.

All of the City’s Project look to be on a track for completion and none appear to be slow moving.

Of the contracts that was awarded during this grant year no new hires were needed so Section 3 was not triggered.

##### SECTION I

##### MAIN NARRATIVE STATEMENTS

**MAIN NARRATIVE STATEMENTS**

**NARRATIVE STATEMENT**

1. **All Grantees Must Submit a Narrative Statement Addressing the Following:**

**A. Assessment of five year goals and objectives**

The City's five year Consolidated Plan began with fiscal year 2020 and will end in Fiscal Year 2025 (April 1, 2020 – March 31, 2025). For each of the goal areas, measurable objectives were established. The programmatic outcomes and benchmarks were designed as Performance Measurements that could be accomplished with the necessary human and financial resource.

**I. HOUSING GOALS AND PRIORITIES - HIGH PRIORITY**

The housing initiatives include CDBG funded housing rehabilitation, home ownership initiatives, and affordable housing developments.

**Priority 1 (High): Promote Homeownership**

**Goal: Increase Homeownership in Low and Moderate Income Neighborhoods**

**Measures: Assist 30 First-Time Homebuyers Annually**

**Implemented Activities**

**The Home Ownership Made Easy (H.O.M.E.) Program:** This program offers ½ the required down payment or reasonable closing cost assistance, not to exceed $4,500, to persons who are eligible to receive support based on their income, and have completed the housing counseling program. During 2023-2024 Program Year, 5 individuals completed applications for this program. Of this number, 5 completed the counseling program resulting in 5 new, first-time homeowners. During this program year we missed our objective of assisting 30 families but are optimistic next year the program will rebound.

This program was cooperatively conducted with the Community Action Partnership of North Alabama, Inc. The Community Action Partnership has an established Housing Counseling Program, with trained and certified housing counselor. All H.O.M.E. Program participants are required to complete the Housing Counseling Program. Figure 1 shows the steps in the process.

Screening of

Applicants (CDD)

Credit Review of Applicants (CDD)

Applications submitted to the

Community Development Dept. (CDD).

**(5)** Applications received in 2023-2024 program)

**5 HOME** applicants completed Homeownership Counseling course

**5** Applicants successfully became homeowners through the program in 2023 2002009

**5** Applicants referred to Homeownership Counseling

**5 completed**

**FIGURE 1: Home Ownership Made Easy (H.O.M.E.) Program Steps**

Total monies expended on the implementation of the H.O.M.E. Program during the 2023-2024 Program Year was $22,500.00.

.

By making this program available to our low and moderate income residents, home ownership is made possible for many low and moderate income families. In many cases, participation in this program may break several generational cycles of renting and receiving rent subsidies.

There is a strong commitment to attract targeted segments of the population to apply for the funds available through the H.O.M.E. program. Efforts have been made to inform the “hard-to-reach” population through the use of commercial media, informational flyers, personal contact, and neighborhood organizations.

Participation in the H.O.M.E. program was evaluated by recording demographic data on the applicants for the past year (2023-2024). The breakdown of the applicants is shown on Table 1.

## TABLE 1

## Characteristics of Applicants for the H.O.M.E. Program

## (Program Year 2022-2023)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Household Status | # | Race | # | Income Level | # |
| Female Head | 4 | White | 4 | Very Low – 30% Median Income | 0 |
| Male Head | 1 | Black/AA | 0 | Low – 50%  Median Income | 0 |
|  |  | Hispanic | 0 | Low/Moderate – 80%  Median Income | 5 |

The Community Planning and Development Department has entered into an agreement with the Community Action Partnership of North Alabama to provide housing counseling to persons who have applied for the H.O.M.E. Program. The major components of the housing counseling programs covered are:

* Responsibilities of Homeownership
* City Housing Code Compliance
* Mortgage Securing Process

For Program Year 2023-2024, 5 applicants completed all phases of the housing counseling program. There were a total of 5 persons who made application during this Program Year, confirming the need for additional financial counseling for Decatur residents. The Department is committed to supporting Public Service organizations dedicated to filling this need in the future.

We are also keenly aware that Fair Housing practices are an important and necessary part of any Homeownership activity. As a result, the City of Decatur is committed to supporting agencies that deal with this issue. In an effort to address this issue, a Fair Housing Analysis and Identification of Impediments process was started during the 2020 Program Year and completed during the 2020 Program Year. The analysis included documenting the following and reporting how these identified issues influence fair housing in the City of Decatur.

Eight members of the Community Planning and Development staff have been trained in lead base paint monitoring, and as a result, visual assessments were conducted for each home that was purchased through the H.O.M.E. Program during the 2022-2023 Program Year. Documentation of these inspections are placed in each H.O.M.E. Program File.

**Priority 2 (Medium): Support efforts that Promote Neighborhood Identity and Sense of Place**

**Goal: Encourage Affordable Housing Infill within Target Area Neighborhoods while Supporting Neighborhood Pride and Private Investments**

**Measures: Increase Recreation Spaces, Code Enforcement Efforts, and Reclaim Houses for Homeownership in Target Area Neighborhoods**

**Implemented Activities**

Code enforcement has been an important component of the CDBG program as a part of our overall goal to improve the quality of life for Decatur residents.

Code Enforcement activities conducted in the CDBG target areas in program year 2023-2024 include:

* Seven (7) property maintenance violation notices were issued in the CDBG target areas accounting for 9% of all property maintenance notices. Nineteen (19) unsafe buildings were processed in the CDBG target areas, representing 39% of all unsafe buildings processed throughout the City;
* Four (4) demolitions were carried out in the target areas with $33,000 leveraged General Fund dollars;
* 1,601 City-Wide Inspection Request were received resulting in 1,207 violations being issued City-Wide during this time period; and
* Sixty-six (66) Weed Abatements were carried out in CDBG target areas with general fund monies.

The aging of the housing stock within the CDBG target areas greatly attributes to the high level of code enforcement activity. The increased number of Property Maintenance violations and the decreased number of Unsafe Building Violations

is a direct reflection of our efforts to help preserve housing stock and to promote affordable housing. In addition to routine Code Enforcement activities, an increased effort was placed on the elimination of dilapidated accessory structures that were being used in connection with illegal activity. Code enforcement staff initiated the criminal prosecution of 76 property owners within the target area during this period. Staff also performed more than 4,280 inspections city wide during that same time period. Code enforcement staff assisted indigent property owners who were cited for a lack of maintenance.

**II: PUBLIC SERVICE GOALS AND PRIORITIES**

**Priority 1 (High): Meet the Basic Needs of Low and Moderate Income Residents**

Goal: Increase Access to Food, Shelter, Healthcare and other Basic Needs for Decatur’s Low and Moderate Income Residents

Measures: Increase Opportunities for Social and Self Improvement Activities at the Turner-Surles Community Resource Center

Priority 2 (High): Increase Opportunities for Low and Moderate Income Youth

Goal: Guide the Transition of Low and Moderate Income Youth into Adulthood and Equip them for Successful Living

Measures: Improve the Quality of Life for 20% of Low and Moderate Income Youth Through Structured Public Service Activities

Priority 3 (High): Increase Opportunities for Low and Moderate Income Families

Goal: Support and Sustain the Social and Economic Health of Low and Moderate Income Families

Measure: Improve Educational Attainment, Job Training, and Economic Opportunities for 10% of the Families Participating in CDBG Supported Public Service Activities

Priority 4 (High): Increase Opportunities for Seniors and other Special Needs Groups

Goal: Provide Support to Seniors and other Special Needs Groups to Enhance their Quality of Life

Measure: Increase Programming for Senior and Special Needs Groups by 20%

Implemented Activities

One of the major recipient groups of CDBG public service dollars are the youth in the City of Decatur. Much of the funds that serve the needs of youth are granted to the City of Decatur’s Department of Youth Services (DYS) through a sub-recipient agreement. This Department has programs in place that support the CDBG public service objective. The following is a discussion of programs and activities that were undertaken through the use of CDBG dollars for the 2023-2024 Program Year. Services were provided in conjunction with several Public Service organizations.

Decatur Youth Services (DYS) Department ($19,539.74):

During the 2023-2024 program year, 2520 unduplicated participants participated in Decatur Youth Service year round CDBG funded programs. Thousands of children were served through City-Wide leveraged activities including the summer free lunch program, the Annual Back To School Jam, and Annual Lock-In programs.

Specific programs that were funded with CDBG dollars are as follows:

**Camp Safe Haven**

**Summer Basketball League**

**Northwest Athletic Association (NWAA) Youth League**

**Tutorial Program**

**Fatherhood Program**

**Friend to Friend Mentoring Program**

**Teen Resource Center’s Night/Weekend Program**

**Decatur Youth Enrichment ($1,800.00):** The purpose of the Decatur Youth Enrichment Program is to improve the study habits of area youth, keep them busy after school and direct and encourage them to use their talents for life’s work. There were several activities conducted by the Decatur Youth Enrichment Program. They include:

-Read to Me Program -Self Esteem Seminars

-Drug Prevention Seminars -Tutoring Sessions

-Sewing/Homemaking Classes -Computer Classes

-Music Classes

Population Served: 45 low/moderate income youth.

Decatur Police Department Alternative Choices Program (ACES) ($1,480.00)

ACES is a weeklong summer program, held at five different locations over the summer months, designed to present youth with alternatives to drugs and gangs while providing them with positive role models.

Population Served: 90 low/mod income youth

Volunteer Center of Morgan County ($5,000): The Volunteer Center of Morgan County operates a Heat Relief Program for elderly residents throughout Morgan County who have no means to cool their homes during the summer months. Air Conditioners are given to the elderly who have documented medical conditions and Fans are provided to any elderly resident that request one. This year funding was also made available for the construction of wheelchair ramps for clients.

Population Served: 27 Clients

Parents and Children Together (P.A.C.T.) ($1,996.92): Parents and Children together has worked diligently since 1978 to prevent child abuse and neglect by providing family strengthening programs in Morgan County. CDBG funds were used to make repairs to donated cars as a part of “The Caring Car Program”. These donated cars were then given to low/mod income Decatur Residents for transportation to and from work. This program is a part of the Welfare to Work Program.

Population Served: 5 low/mod income Welfare to Work participants

Mental Health Association of Morgan County ($476.84): The Mental Health Association of Morgan County’s mission is to work for America’s mentally ill and be victorious over mental illness. The Association’s Alzheimer’s Patients and Family Project Care program assist low income families of Alzheimer’s Patients with nutritional supplements, incontinence products, and respite care.

Population Served: 2 low income elderly Alzheimer’s patients

Morgan County Commission on Aging ($14,548.90)

The Morgan County Commission on Aging carries out daily Senior activities at the Turner-Surles Community Resource Center. This program attracts 68 Senior Citizens (55 years old and older) on average daily – Monday – Friday from 8:00 am to 3:00 pm. Seniors are involved in several social, educational, and health related activities at the Center, also provided space for free tax preparation to low-income persons.

1. **AFFIRMATIVELY FURTHERING FAIR HOUSING**

In August 1998, the Fair Housing Ordinance (# 90-2962) was amended to ensure stronger compliance with the aim and spirit of the National Fair Housing Act. During the 2023-2024 Program Year, the analysis of fair housing choices and impediments to fair housing was analyzed, completed, and submitted to HUD. Two surveys were developed in Program Year 2020, distributed, and tabulated to assess the nature and extent of impediments to fair housing in Decatur, Alabama. A presentation was made to the Morgan County Board of Realtors regarding the Fair Housing Analysis. Following the presentation the group completed the survey in an effort for staff to gain their input on fair housing issues in the City.

The second survey was printed in the Decatur Daily for public response and was posted on the City's web page. The findings from each of these surveys were tabulated.

From the general population survey, the factors that were indicated by 50% or more of the respondents as negatively influencing housing choice in the City were: Race, Schools, Bank Lending Practices, Real Estate Practices, Insurance Practices; Landlord Practices; and Government Regulations.

Seventy percent of the Realtor surveys identified *income* and *schools* as the strongest factors affecting housing choice in Decatur. Lending practices of banks, governmental regulations, and transportation were indicated as factors affecting housing choice by 50% or more of the realtors. The development of strategic actions to address the impediments found will continue to be a priority of the Departments.

**C.** **AFFORDABLE HOUSING**

The demand for affordable housing assistance remained high again this program year. The creation of opportunities for persons of low and moderate income to become homeowners is a priority goal in the Consolidated Plan. The Home Ownership Made Easy (H.O.M.E) program was highly successful in soliciting applicants for the funds available for this program. A total of 5 applications were received. For program year 2023-2024, 5 persons were successful in becoming homeowners through this program. Credit counseling continues to be a major priority concern as the Community Planning and Development Department seeks to assist more persons who desire to become homeowners.

1. **CONTINUUM OF CARE**

As noted under the "Homeless and Special Needs Population" goals discussion, a Continuum of Care Interest group organized in fiscal year 2000 and decided to join the already established North Alabama Coalition on the Homeless (NACH) during fiscal year 2001. As a member of NACH, the Decatur group participated in prioritizing projects for the COC 2020 Super NOFA application to HUD and in January of 2013 a COC Strategy to End Chronic Homelessness was adopted by the City Council. The City also entered into a sub-recipient agreement with NACH to assist with operating expenses.

1. **OTHER ACTIONS**
2. A Neighborhood Revitalization Strategy Plan developed for the Northwest Decatur Community received approval from the U.S. Department of Housing and Urban Development in fiscal year 2001. This plan outlines the strategic steps that will be undertaken principally through the Community Development Corporation that has been established. The approval of the Decatur NRSA makes it the first approved in the State of Alabama. Work began in fiscal year 2002 to study Northwest Decatur’s traffic, housing, and economic trends in hopes that new businesses and will locate to this part of the City.
3. The Community Development Department provided technical assistance to sub-recipient applicants and devised a more formal process for monitoring the sub-recipients. Two meetings were held with potential sub-recipients to review the agreement and answer questions pertaining to the requirements prior to receiving funding.
4. **LEVERING RESOURCES**

Levering resources remained a major tool the City used to advance the program goals under public services. The public service activities supported by CDBG funds were leveraged with City and State funds to serve 6,056 individual in our targeted population; persons of low and moderate income.

1. **CITIZEN COMMENTS**

The draft copy of the CAPER was made available for citizen comments from May 9th – May 24th 2023. Copies of the draft CAPER made available for citizen review at City Hall, the Wheeler Basin Public Library, the Decatur Housing Authority, and the Turner-Surles Community Resource Center. The Draft CAPER was also presented to the Zone One Community Committee at their June meeting. No public comments were received.

**H. MONITORING STANDARDS AND PROCEDURES**

The City of Decatur currently receives only CDBG funds direct from HUD. The Department of Community Planning and Development has the responsibility for administering these program dollars. The specific nature of that responsibility involves documenting the needs, developing plans and carrying out approved programs, projects, and activities in compliance with state and federal regulations. This responsibility also includes ensuring that sub-recipients of funds carry out their programs according to applicable laws and regulations.

The monitoring procedures and process is designed and implemented to assure the following:

* The projects are developed and implemented according to all applicable local, state, federal laws and procedures;
* The projects funded through sub-recipients follow all local, state, federal policies and regulations;
* Charges against projects are eligible cost and in accordance with applicable regulations and the grant agreement.
* Projects are managed and carried out in a timely manner;
* Programs have procedures in place to protect against fraud;
* Sub-recipients remain capable of fulfilling the scope of their agreements; and
* All other applicable laws are being adhered to.

**Management of Monitoring Activities**.

The monitoring procedures implemented involve both internal administrative monitoring and field monitoring.

To assure that the City fulfills the goals of the Consolidated Plan and Annual Action Plan, internal administrative monitoring involves review and analysis of the following.

1. Approved application
2. Grant agreements and contracts
3. Environmental and historic significance reviews
4. Drawdown request for reimbursement
5. Budget updates or changes
6. Litigation matters
7. Citizen complaints
8. Audit reports
9. Monthly project update reports
10. Annual CAPER

## Field monitoring involves the City conducting:

* Periodic on-site monitoring of project and program activities
* Neighborhood site reconnaissance, specifically target neighborhoods
* Visits for all sub-recipients (at least once during the program year and once after completion of the sub-recipient program)

**The internal and external management and monitoring activities will cover the following:**

### Review and Monitoring Activities

* Applicant meeting threshold criteria
* Grant or regulatory agreement, to include compliance requirements
* Environmental review (including flood insurance, historic preservation)
* Local record keeping requirements
* Review of drawdown of funds
* Real property acquisition
* Labor standards (wage decisions/payroll/reviews/employee interviews)
* Housing rehabilitation (program guidelines, housing quality stands, write up/cost estimates, inspections)
* Review of operations/maintenance, essential services and homeless prevention services cost.
* New Housing Construction
* Fair Housing/EEO
* Close out report (review)
* Financial and compliance audits

**I. SELF EVALUATION**

***Are the activities and strategies making an impact on identified needs?***

The past fiscal year's activities were guided by the goals of the five year Consolidated Plan and the Annual Action Plan. Key actions that were undertaken are making an impact on the identified needs and include: a) developing a response form to encourage public comments on documents made available for public comment; and; b) budgeting more funds for the operation and maintenance of the Community Resource Center, and the Decatur H.O.M.E. Program.

***What indicators would best describe the results?***

Examples of activities that were undertaken during this fiscal year that are having a significant impact in meeting identified needs would be the H.O.M.E program. Under this program 575 families have become home owners since the beginning of this program in 2000. The Turner Surles Resource Center has become a signal anchor for the Community, representing a place used not only by N.W. residents but it also connects the N.W. to the larger Community by bringing outsider into the Community. The Seville Subdivision has seen 16 new homeowners purchase home with 2 other homes complete awaiting closing and 2 other homes near completion.

***What barriers may have a negative impact on fulfilling the strategies and overall visions?***

In regard to the H.O.M.E program, credit issues still are a continuing barrier to the homeownership goals of many of the applicants. There was high interest in the programs with 16 applicants completing the first application, however, credit histories were a major barrier for some, and resulted in 16 applicants completing the process.

***What is the status of Grant Programs*?**

The H.O.M.E. program and many of the public service programs funded through the CDBG grant have been in operation for many years. These programs provide effective and reliable services and during this program year reached a larger audience having a greater impact on the under-served.

***Are any activities or types of activities falling behind schedule?***

No, all activities were on schedule during this Program Year.

***Are grant disbursements timely?***

Yes, grant disbursements are timely.

***Do actual expenditures differ substantially from letter of credit disbursement?***

No, actual expenditures do not differ substantially from the letter of credit disbursement.

***Are major goals on target?***

Yes, major goals are on target.

***What adjustments or improvements to strategies and activities might meet our needs more effectively?***

This fiscal year is the fifth year of our 2020 - 2025 Five Year Consolidated Plan. This year's efforts have met or surpassed the established benchmarks.

The Department will continue to work with potential sub-recipients to help in the process of proposal development so that needed programs can be supported and necessary documentation is provided.

**SECTION II**

**CDBG NARRATIVE STATEMENTS**

**CDBG NARRATIVE STATEMENTS**

1. All Grantees Receiving CDBG Entitlement Funds Must Submit a Narrative Statement Addressing the Following Issues:
2. *Assess the relationship of the use of CDBG funds to the priorities, needs, goals. and specific objectives identified in the Consolidated Plan, including an analysis of the extent to which CDBG funds were distributed among different categories of housing needs identified in the Consolidated Plan. Special attention should be given to the highest priority activities identified and evaluation of the extent to which CDBG funds were used for activities that benefited low and moderate income persons (HCDA Section 104(e) and 24 CRF 91.520 (c)).*

The City of Decatur has used it CDBG funds to support the goals established in the Five Year Consolidated Plan and for projects identified in the 2023-2024 Annual Action Plan. Funds used for projects and programs focused on housing needs, public service projects and activities, and infrastructure needs in CDBG target areas. High priority was given to increasing home ownership we were unable to reach our annual goal of assisting 30 families assisting 5 this Program Year, and 534 families since 2000.

1. *Nature and reason for any changes in program objectives*.

There were not changes in program objectives during this program year.

1. *Individual program summary for CDBG Activities*

The City of Decatur has actively pursued the tasks and steps necessary to implement the annual program. Table 2 contains the detailed information on CDBG activities during the 2023-2024 Program Year.

Section III of this report also includes detailed information on the CDBG program funds. The individual program data includes detailed descriptions of the program, the project's geographic distribution, demographic information concerning participants, and funds budgeted/expended.

1. *Funds used exclusively for the three national objectives:*

CDBG funds were used in support of the achievement of the three national objectives. The City met the three national objectives by serving low and moderate income persons and by helping to eliminate slum and blight through various city programs. One Hundred Percent (100%) of our CDBG grant was used to serve low and moderate income individuals (pg. 1 of PR26).

We did not have any program objective changes this program year.

The City of Decatur did not indicate that we would pursue any outside resources in this report, and as a result, no certifications for consistency were required. The City did not hinder any other HUD programs nor did we hinder any plan implementation by action or willful inaction.

1. *Activities specified for the program year involving acquisition, rehabilitation, or demolition of occupied real property.*

We did not have any programs involving acquisition, rehabilitation or demolition of occupied real property.

1. *Economic development activities undertaken where jobs were made available to low or moderate income persons but were not taken by them.*

No jobs were made available during the 2023-2024 Program Year because the City did not undertake any Economic Development activities.

1. *Activities during the program year which served a limited clientele not falling within one of the categories of presumed limited clientele low and moderate income benefits.*

There were no program activities of this nature.

1. *Activities that generated program income to revolving funds, program income from float funded activities, income from the sale of real property, other loan repayments, prior period adjustments, loans outstanding or written off, parcels of CDBG-acquired property available for sale, lump sum draw-down payments.*

Program income in the amount of $25,000.00 (pg.1 of PR26) was generated during program year 2023-2024 from the sale of real property and loan repayments.

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1. *For each type of rehabilitation program for which projects/units were reported as completed during the program year, provide a narrative description that identifies the type of program and the number of projects/units completed for each, the total CDBG funds involved in the program, and other public and private funds involved in the project.*

The City partnered with Community Action Partnership of North Alabama to perform 5 owner occupied rehabilitations assisting 1 who was Caucasian 4 who were black all were elder.

**TABLE 2**

**PERFORMANCE SUMMARY FOR**

**PROGRAM YEAR 2023-2024**

**2020-2025 CDBG FIVE YEAR CONSOLIDATED PLAN**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GOAL**  **AREA** | **Priority Level** | **Goal** | **Benchmarks/Measures** | **Program Year (2023-2024) Accomplishments** |
| HOUSING | **Priority 1:** (high) Promote homeownership | Increase homeownership in low to moderate income neighborhoods | Assist 30 first-time homebuyers annually. | 5 first time homebuyer approved for the year (total five year expected units 150) |
|  | **Priority 2:** (medium**)**  Support efforts that promote neighborhood identity and sense of place | Affordable housing infill within target neighborhoods supporting neighborhood pride and stimulate private investments | Linear miles of recreation and walking spaces; increase code enforcement efforts, and reclamation of houses for homeownership in low income neighborhoods | Technical assistance that supported the NWCDC in developing their neighborhood improvement plan through homeownership program |
| PUBLIC SERVICES | **Priority 1**: (high) Basic needs of low and moderate income residents met | Increase access to food, shelter, healthcare and other basic needs for Decatur’s low and moderate income residents | Opportunities for social and self improvement activities increased by availability of new and accessible space of the Turner/Surles Center | Provided program/operational support to non-profits organizations (whose activities support basis needs of low and moderate income residents) and Turner/Surles Resource Center in target area. |
|  | **Priority 2:**  (high) Low and moderate income youth | Guide the successful transition of youth into adulthood and equip for successful living | Improve the quality of life for 20% of low and moderate low income youth | Provided program support to 3 organizations that provide mentors and services for youth; total of 2650 youth impacted |
|  | **Priority 3:** (high)  Low and moderate income families | Support and sustain social and economic health of low and moderate income families | Education, job training and economic opportunities improved for 10% of this population | Supported 1 organization that provided either housing, financial counseling or support for Welfare to Work initiatives for 5 families |
|  | **Priority 4**: (high) Seniors and other special needs groups | Provide support to seniors and other special needs groups to enhance their quality of life | Support for senior service programs increase by 20% | Supported 3 organizations that provided daily services to 97 seniors/special needs citizens; along with space in Turner Surles Resource Center to support Senior Citizen Programs |

**SECTION III**

**IDIS REPORTS**

**SUMMARY ACCOMPLISHMENTS AND**

**PROGRAM INFORMATION**

**APPENDIX A**

**APPENDIX B**