

**Consolidated Annual Performance and Evaluation Report (CAPER)  
FY 2017**

**Report Summary:**

The Consolidated Annual Performance and Evaluation Report (CAPER) is an annual report required by the U.S. Department of Housing and Urban Development (HUD) , in order for the City to continue to receive Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funding. The CAPER is a reporting document detailing CDBG and HOME expenditures and accomplishment data within HUD’s required Integrated Disbursement & Information System (IDIS). The data contained within this report is formatted through HUD’s online reporting system (IDIS). The City of Columbia met all expenditure and funding commitment requirements in FY 2017 and had significant project accomplishments. A summary of expenditures can be seen in the following table:

<b>FY 2017 CDBG and HOME Expenditures</b>		
	<b>CDBG</b>	<b>HOME</b>
Administration	\$ 107,814.95	\$ 24,881.89
Planning	\$ 40,866.70	
Housing Rehab	\$ 166,995.67	\$ 113,835.16
NRT Code Enforcement	\$ 35,308.30	
NRT Demolition	\$ 86,023.23	
Worley Intersection	\$ 10,124.99	
Centro Latino	\$ 5,947.30	
Job Point Vocational Training	\$ 95,200.40	
Homebuyers Class	\$ 3,277.50	
SIL Accessibility and Repair Program	\$ 99,198.59	
Fair Housing Set-aside	\$ 15,565.83	
Bus Shelters	\$ 14,642.98	
Boone County Family Resources	\$ 19,680.00	
Homeownership Assistance		\$ 247,492.28
CHDO (Habitat, CMCA, Job Point)		\$ 42,633.45
CHA Stuart Parker Rehabilitation		\$ 25,000.00
<b>Total</b>	\$ 700,646.44	\$ 453,842.78

The following items respond to CDBG and HOME Program regulation specific reporting criteria.

## **CR-05 - Goals and Outcomes**

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

The City expended \$700,646.44 in CDBG funds and \$453,842.78 in HOME funds during FY 2017. Major project completions include the following:

- Significant Homeownership Assistance Program participation with 35 participants.
- Homebuyer Education provided to 174 attendees
- Services for Independent Living with the completion of 35 projects improving accessibility and home maintenance of elderly and disabled households.
- Completion of Boone County Family Resources Apple Tree Lane property demolition and reconstruction.
- Job Point completion of vocational training for 15 students.
- Significant completion of the Lynn Street Cottages.
- Final draw on the completion of the Columbia Housing Authority Stuart Parker Development.
- Completion of CMCA's 3606 Woodside Drive residential construction.
- Implementation of Columbia Community Land Trust, Inc.
- Legal Department staff completion of Fair Housing Training to 114 professionals.

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

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

Goal	Category	Source	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Bus Shelters	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	4229	84.58%	1,000	4229	422.90%
Code Enforcement	Affordable Housing	CDBG	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	375	274	73.06%	75	127	169.33%
Community Facility Improvements	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	153	102.00%	30	34	113.33%
Fair housing counseling	Affordable Housing Public Housing	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	50	35	70.00%	10	15	150.00%
Fair housing education to households	Affordable Housing Public Housing	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	150	95	63.33%	30	48	160.00%
Fair housing education to housing professionals	Affordable Housing Public Housing	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	115	115.00%	20	72	360.00%
Homebuyer Assistance	Affordable Housing	HOME	Direct Financial Assistance to Homebuyers	Households Assisted	60	99	165.00%	12	35	291.67%

Homebuyer education	Affordable Housing	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	450	446	99.11%	90	174	193.33%
Microlending	Non-Homeless Special Needs	CDBG	Businesses assisted	Businesses Assisted	15	1	6.67%	4	0	0.00%
New housing construction	Affordable Housing	HOME	Homeowner Housing Added	Household Housing Unit	15	6	40.00%	3	1	33.00%
Owner Occupied Rehabilitation	Affordable Housing	CDBG & HOME	Homeowner Housing Rehabilitated	Household Housing Unit	55	16	29.09%	8	7	87.50%
Removal of dilapidated structures	Affordable Housing Non-Housing Community Development	CDBG	Buildings Demolished	Buildings	15	6	40.00%	2	1	50.00%
Rental production	Affordable Housing	HOME	Rental units constructed	Household Housing Unit	4	2	50.00%	4	2	50.00%
Rental production	Affordable Housing	HOME	Rental units rehabilitated	Household Housing Unit	6	7	116.67%	4	7	175.00%
Repair of existing housing	Affordable Housing	CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	200	108	54.00%	40	40	100.00%

Sidewalk Projects	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	5845	116.90%	1000	3658	365.80%
Vocational Training	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	70	40	57.14%	14	15	107.14%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

All FY 2017 expenditures were high priority needs identified in the City's Consolidated Plan. The City provided CDBG funds for vocational training, affordable housing, sidewalks, fair housing, and renovation and expansion of facilities serving youth. All of the projects funded were identified as the highest priorities in the City's 2015-2019 Consolidated Plan. CDBG projects with significant progress can be seen below:

- Completion of Worley intersection and crosswalk improvements for ADA.
- Services for Independent Living with the completion of 35 projects improving accessibility and home maintenance of elderly and disabled households.
- Job Point completion of vocational training for 15 students.
- Significant progress on Lynn Street homes.
- Significant Homeownership Assistance Program participation with 35 participants.
- Demolition of 1 dilapidated property (6 Fourth Avenue).

## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
<b>Race:</b>		
White	33	25
Black or African American	19	10
Asian	1	1
American Indian or American Native	3	3
Native Hawaiian or Other Pacific Islander	2	2
<b>Total</b>	<b>58</b>	<b>41</b>
<b>Ethnicity:</b>		
Hispanic	0	2
Not Hispanic	55	39

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

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Resources Made Available	Amount Expended During Program Year
CDBG	1,589,866.30	700,646.44
HOME	1,154,255.10	453,842.78
Energy Inspections	8,800	0
Total	2,752,921.40	1,154,489.22

Table 3 - Resources Made Available

### Narrative

The City of Columbia met all CDBG and HOME expenditure and funding commitment requirements in FY2017. The City experienced a significant increase in expenditures in the Homeownership Assistance Program, due to additional funding for the program and a significant outreach and marketing of the program. The City expended \$247,492.28 in HOME funds for the Homeownership Assistance Program, resulting in 35 first-time homebuyers and over \$4 million in private mortgages.

The City also completed 3 sidewalk projects: N. Garth, Worley and Clinkscales and Elleta Blvd. The City expended a significant level of CDBG funding on job training for low-income at-risk youth through Job Point's training programs, resulting in 11 students prepared for additional training or employment. A summary of City CDBG and HOME expenditures can be seen below:

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation
Neighborhood Response Team	25%	39%
CDBG Eligible Area	75%	64%
Citywide	25%	36%

Table 4 – Identify the geographic distribution and location of investments



## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The City of Columbia procured \$119,100.96 in additional match funding compliant with HOME match requirements. The sources of match came from donations to Show-Me Central Habitat for Humanity, City general revenue provided for downpayment assistance, waived permit fees and city funds expended on Columbia Community Land Trust planning and feasibility efforts.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	1,703,448.96
2. Match contributed during current Federal fiscal year	138,320.00
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	1,841,768.96
4. Match liability for current Federal fiscal year	25,735.17
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	1,816,033.79

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
6437 Daycrew Loop	2017					24,900		\$24,900
6524 Daycrew Loop	2017					26,020		\$26,020
6528 Daycrew Loop	2017					25,440		\$25,440
1008 Nth 8 <sup>th</sup>	2017					21,120		\$21,120
4610 Alan	2017					22,740		\$22,740
MME	2017					3,500		\$3,500
Koonse Glass-mirrors	2017					1,400		\$1,400
Rogers Fries – Appraisals	2017					1,700		\$1,700
Whirlpool Corp.	2017					4,500		\$4,500
Square D	2017					1,200		\$1,200
MMS Auditors	2017					5,800		\$5,800

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	\$143,183.13	\$143,183.13	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	<b>Total</b>	<b>Minority Business Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Contracts</b>						
Number		5	0	0	0	0
Dollar Amount	\$181,468.61	\$123,425.50				
<b>Sub-Contracts</b>						
Number		0	0	0	0	0
Dollar Amount						
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Number		5	0			
Dollar Amount	\$181,468.61	\$123,425.50				
<b>Sub-Contracts</b>						
Number		0	0			
Dollar Amount						

**Table 8 – Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property</b> – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Dollar Amount						

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced						
Nonprofit Organizations Displaced						
Households Temporarily Relocated, not Displaced						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Cost						

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	35	0
Number of non-homeless households to be provided affordable housing units	32	64
Number of special-needs households to be provided affordable housing units	40	35
<b>Total</b>	<b>107</b>	<b>99</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	7	7
Number of households supported through the rehab of existing units	52	47
Number of households supported through the acquisition of existing units	12	35
<b>Total</b>	<b>71</b>	<b>89</b>

Table 12 – Number of Households Supported

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

The City of Columbia ended its Tenant Based Rental Assistance (TBRA) funded through the Columbia Housing Authority in FY 2015. TBRA was not identified as a high priority when compared to other affordable housing activities during the public input process for the 2015-2019 Consolidated Plan. The City met its goals for producing new affordable owner occupied homes in 2017 and greatly exceeded its goals for homeownership assistance with 35 participants. The City is significantly behind in rehabilitation of existing housing, however the minor home repair program is exceeding program goals. The Columbia Housing Authority completed and fully leased its Stuart Parker development which will result in additional HOME funded outcomes of 7 rental units in FY 2017.

**Discuss how these outcomes will impact future annual action plans.**

These outcomes will impact future annual action plans in 2 ways. The Community Development Commission (CDC) will likely review outcomes towards 5-year goals and determine if the next years'

recommended allocations can be put towards goals that are lagging behind. Second, the City will likely continue to support additional Homeownership Assistance Program efforts, due to increased the demand for that program. The housing market changes in different cycles and low-income first time homebuyers are more adversely impacted by downturns in the housing market. The City is working to broaden the availability for homeownership opportunities for low to moderate income households, while market conditions are favorable.

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

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	<b>34</b>	<b>10</b>
Low-income	<b>3</b>	<b>2</b>
Moderate-income	<b>4</b>	<b>36</b>
<b>Total</b>	<b>41</b>	<b>48</b>

**Table 13 – Number of Persons Served**

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**  
Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Basic Needs Coalition conducts point in time counts and coordinates project homeless connect. The point in time counts allows participant agencies to assess the level of homelessness needs in the community, as well as provide referral services and resources to homeless persons. Project homeless connect provides a multitude of services and referrals for homeless populations in Columbia. The City's 2017 Winter Point in Time Count resulted in identifying 220 sheltered/unsheltered individuals experiencing homelessness in Boone County.

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

The City expended \$43,000 in 2017 on the Wilkes Blvd United Methodist church for renovations to its facility for homeless day center services. Renovations will allow for more locker room space, improved accessibility, exterior security and expanded day center space.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City's Division of Human Services works to address the causes and effect of poverty by purchasing, coordinating and providing social services in our community, including: medication assistance, utility assistance, dental pain relief, pregnancy testing, pregnancy support, health insurance/coverage, health families home visiting program.

Each year, the Division of Human services enters into purchase of service contracts with community-based organizations to assist in delivering essential social services to low-income populations. The Division of Human Services administers close to \$900,000 in local general revenue to assist social service providers serving these populations.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City contributed to helping homeless persons make the transition to permanent housing and independent living by providing funds for facilities operated by agencies that serve these populations and by expanding affordable housing options to these populations. Welcome Home provides emergency housing for homeless veterans. CDBG funding to this project will help expand emergency shelter funding for homeless veterans. CHA is also partnering with Welcome Home along with the VA to ensure veterans have additional transitional housing and supportive services.

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

### **Actions taken to address the needs of public housing**

The Columbia Housing Authority is the first housing authority in the state of Missouri to be accepted into the HUD Rental Assistance Demonstration (RAD) Program. By the summer of 2018 the Columbia Housing Authority will have renovated 507 public housing units. Another 90 units are currently being renovated and these renovations will be complete in late 2018 (Bryant Walkway II Apartments – 36 units) and in the summer of 2019 (Bryant Walkway Apartments – 54 units) The Columbia Housing Authority plans to renovate the last 120 public housing units in the next four years.

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

The Columbia Housing Authority has two Family Self-Sufficiency Coordinators, three Resident Services Coordinators, and two Healthy Homes Connections Family Specialists. All of these staff are able to refer public housing residents or Section 8 Housing Choice Voucher Program participants to our Section 8 Homeownership program. We offer the 10-week FDIC Money Smart program free of charge 4 times year. Money Smart is a comprehensive financial education program designed to help participants clean up their credit scores, improve their money management skills, and understand the process for purchasing a home.

All public housing residents are encouraged to participate in their respective Resident Associations as well as the Resident Advisory Board.

All Columbia Housing Authority Board of Commissioners meeting are open to the public and publicized at our housing sites as well as on our web site. Meeting agenda packets are available at all our housing sites as well as on our web site.

### **Actions taken to provide assistance to troubled PHAs**

The Columbia Housing Authority has not been engaged in assisting troubled PHAs.



### **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City finished the process of writing and adopting a new Unified Development Code of Ordinances to improve local public policies for land use, zoning, building codes, growth limitations and other policies. The City Council adopted a new UDO in 2017. The City Council has also recently approved the establishment of a Fair Housing Task Force to assist the City in meeting its Affirmatively Furthering Fair Housing (AFFH) Requirements. City staff conducted research and provided a report to Council in December of 2017 outlining a proposed process to begin in 2018.

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

The City expended City general revenue to assist in expanding and improving the Wilkes Blvd United Methodist's Turning Point program serving homeless persons with day center resources. A homeless drop-in center has been identified as a project to reduce risks to exposure and connect homeless persons with additional services.

The City and County also allocated additional funding to Job Point in FY 2017 to fund job training activities for low-income persons exiting the prison system. These efforts are in place to help with improved re-entry of ex-offenders into our community.

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

During 2017 the City continued its compliance with lead-based paint hazard reduction mandates. The City continues to use Pharos Group for lead hazard evaluation activities, although administrative staff is also trained in lead paint procedures. Rehabilitation procedures are designed to comply with HUD regulations for the reduction of lead-based paint hazards. These procedures apply to all housing built before January 1, 1978 which is assisted with CDBG or HOME funds, including homebuyer assistance and the owner-occupied housing rehabilitation program.

For homeownership programs, property is inspected by a licensed lead-based paint inspector employed by the City for evidence of deteriorated paint conditions; if deteriorated paint is found, a lead hazard evaluation is completed. All lead hazard evaluations are performed by a State-licensed Risk Assessor and include testing of painted surfaces that are deteriorated or will be disturbed during repair work and taking appropriate dust wipe samples. Hazard control procedures include abatement and interim controls, as is deemed appropriate for the situation, followed by work that is completed using safe work practices and required clean-up techniques. Procedures also include relocation of households with small children and relocation of other households when interior hazard control activities occur and living outside containment areas is not possible. The City is working with subrecipients conducting home repair programs to ensure compliance with lead paint requirements.

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

Two primary activities in place to reduce the number of poverty level families is the funding of Job Point's Vocational Training program. The goal of the training is to obtain employment or increased employment in areas of high demand, resulting in higher household incomes. The City's Homeownership Assistance Program is also a mechanism for lower income working households to gain access to the benefits of homeownership. 35 households in 2017 were served with this program and will now have the ability to build equity and wealth through homeownership.

The City of Columbia has also adopted a City-wide strategic plan with social equity as its core mission. The City has developed several cross-functional teams to improve social equity in Columbia and the key question the City is working to address is, How can we strengthen our community so all individuals thrive? The City is working within five categories to address this question: social equity, public safety, infrastructure, economy and operation excellence.

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

The City increased its CDBG Administration funding from 16% to 18% in FY2015 in order help fund an additional housing specialist position. The additional position became fully operational in 2016. This additional position has helped increase production in the homeownership program and minor home repair programs, as well as allowed supervisory staff the flexibility to make progress on forming the Columbia Community Land Trust organization.

Columbia Community Land Trust (CCLT) is a nonprofit, community-based corporation established as a community land trust in Columbia, Missouri to create and preserve a permanent supply of affordable homes for low-income households otherwise unable to afford homeownership.

The CCLT was incorporated on November 3, 2016 and held its first board meeting on January 10, 2017, approving by-laws and establishing the CCLT as a new organization.

Community Land Trust (CLT) Organizations are non-profit community based corporations with the purpose of creating and preserving permanently affordable housing. CLTs provide homeownership opportunities to lower income households that otherwise would not be able to afford homeownership. CLTs also maintain a long-term relationship with CLT properties and ensure they remain affordable and well maintained. CLTs separate the ownership of the land from the improvements (physical structure) through the use of a 99-year ground lease. The ownership of the land is retained by the CLT to ensure that the improvements are sold at an affordable price to an eligible and qualified buyer.

“Community” Land Trusts typically qualify for 501(c)(3) status and maintain a three-part governance structure. The CCLT models this structure by maintaining 1/3 of its governing board representation with Community and Business Leaders, 1/3 Neighborhood Representatives and 1/3 CLT Homeowners. This board structure fosters an environment where the key stakeholders govern organizational policy decisions.

The CDBG staff also upgraded its Administrative Support Assistant to an Administrative Technician, which has helped gain additional capacity and expertise in tracking Columbia Community Land Trust

expenditures. The CDBG and Housing Programs staff is currently still located at a store front location on 500 E. Walnut. This location allows for greater visibility and accessibility of the City's HUD funded programs, as well as greater collaboration between dedicated staff members. The cost of moving to this location and rent is covered by City general revenue.

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

The Community Development Department has implemented a new software system called, "Neighborly". This system integrates all the CDBG staff functions including its annual RFP, loan portfolio, internal housing programs, sub-recipient management, and Columbia Community Land Trust property management.

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

The City completed implementation of its fair housing website in 2015 and also hosted several educational events in 2017 for low to moderate income households and local Realtors, Property Managers and housing professionals. Plans are underway for another Fair Housing Symposium in April of 2018. The City has also expanded its efforts in the Homeownership Assistance Program to increase mobility by increasing the downpayment assistance amount. The increase in downpayment assistance amount has increased the average participant new home purchase price and allowed greater access to higher opportunity neighborhoods and newer housing stock.

*CR-40 - Monitoring 91.220 and 91.230*

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City continued to monitor project completion data and expenditures for all projects completed in 2017. The City conducted the a risk assessment of currently funded organizations in 2017 and has completed on-site monitoring for the following agencies:

- Job Point
- Services for Independent Living
- Welcome Home
- Columbia Housing Authority
- Central Missouri Community Action

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

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City provided notice to Columbia citizens through its local newspaper on March 7, 2018 for comment on the FY 2017 CAPER. The notice included notification of a March 19, 2018 public hearing and 15 day comment period.

### **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Columbia does not foresee any major changes in program objectives as result of the FY 2017 CAPER. The City does anticipate guiding future funding decisions and focus on particular programs based on 2017 performance data. The City anticipates potentially removing the microloan objectives, however this will be evaluated as the City begins its planning for the FY 2020 – FY 2024 Consolidated Plan in the coming year.

### *CR-50 - HOME 91.520(d)*

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

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

The City conducted visits on the following sites for 2017:

- Hanover Estates (I, II, & III)
- Bethel Ridge (I & II)
- McBaine Townhomes
- RAIN Stone Street
- 305 Benton

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

Each organization with HOME funded units is required to undertake affirmative marketing actions as part of leasing its HOME funded units. Each organization is monitored for ensuring affirmative marketing actions and materials can be verified.

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

The City utilized \$143,183.13 in HOME program income in FY 2017. These funds were used exclusively for the Owner-Occupied Rehabilitation Program and Homeownership Assistance Program.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City also allocated an additional \$200,000 in general revenue funds for the development of 4 new cottage housing style homes to place within the new Columbia Community Land Trust organization. The

new Columbia Community Land Trust organization has been incorporated and approved its by-laws. The first 4 CCLT homes were substantially completed by end of 2017 and the City expects final completion and sale to occur in April of 2018.