

**Consolidated Annual Performance and Evaluation Report (CAPER)  
FY 2020**

**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 receiving 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) template.

The City of Columbia met all expenditure and funding commitment requirements in FY 2020. The City of Columbia completed a historic level of projects and expenditure of funds in FY 2020. A summary of expenditures can be seen in the following table:

<b>Housing Programs Division Expenditures January 1, 2020 thru December 31, 2020</b>				
	<b>CDBG</b>	<b>HOME</b>	<b>CDBG-CV</b>	<b>County CARES</b>
Administration	\$ 108,632.84	\$ 63,895.56		\$ 5,000.00
Planning	\$ 47,211.35			
Housing Rehab	\$ 167,279.61			
NRT Code Enforcement	\$ 25,679.03			
NRT Demolition	\$ 16,308.10			
Garth, Sexton, Oak Sidewalks	\$ 72,515.97			
Great Circle Facility Renovations	\$ 76,000.00			
Job Point Facility Vocational Training	\$ 73,960.00			
Mckee Street Sidewalks	\$ 149,835.42			
SIL Accessibility and Repair Program	\$ 80,469.58			
Food Bank Central Pantry	\$ 19,000.00			
Micro Enterprise	\$ 90,000.00		\$ 175,000.00	
Small Business Recovery	\$ 390,000.00			\$ 490,000.00
Rent Assistance			\$ 122,214.87	
Fair Housing Set-aside	\$ 0.00			
Homeownership Assistance	\$ 2,739.32	\$ 536,944.49		
CHDO				
<b>Total</b>	<b>\$1,319,631.22</b>	<b>\$ 600,840.05</b>	<b>\$ 297,214.87</b>	<b>\$ 495,000.00</b>

The charts on the following four pages correspond to CDBG and HOME Program regulation specific reporting criteria on goals and outcomes for FY 2020 CDBG and HOME funded projects.

## 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 \$1,319,631.22 in CDBG funds and \$600,840.05 in HOME funds during FY 2020. Major project completions include the following:

- Highest total annual division project expenditures and completion on record for combine annual CDBG and HOME
- \$1,060,000 in funds invested into MBE/WBE businesses in response to the COVID-19 Pandemic, which includes CDBG, HOME and County CARES Act funds
- Completion of stormwater improvements at Cullimore Cottages and significant progress on first five homes
- Homeownership Assistance provided to 50 new first-time homebuyer households
- Services for Independent Living completion of 19 projects improving accessibility and home maintenance of elderly and disabled households
- Completion of \$76,000 in renovations to Great Circle’s youth facility
- Job Point completion of vocational training for 11 students

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Acquisition & Demolition Program	Affordable Housing Non-Housing Community Development	CDBG: \$16,308.10	Buildings Demolished	Buildings	15	1	6.67%	3	1	33.33%

<b>CDBG Administration and Planning</b>	Non-Housing Community Development Administration	CDBG: \$155,844.19	Other	Other	5	1	20.00%	1	1	100.00%
<b>Code Enforcement</b>	Non-Housing Community Development	CDBG: \$25,679.03	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	325	136	41.85%	65	136	209.23%
<b>HOME Administration</b>	Administration	HOME: \$63,895.56	Other	Other	5	1	20.00%	1	1	100.00%
<b>Home Rehab &amp; Energy Efficiency Program</b>	Affordable Housing	CDBG: \$167,279.61 HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	54	2	3.70%	10	2	20.00%
<b>Homeless Facility Improvements</b>	Homeless	CDBG: \$0	Homeless Person Overnight Shelter	Persons Assisted	50	0	0.00%	50	0	0.00%
<b>Homeownership Assistance</b>	Affordable Housing	HOME: \$494,810	Direct Financial Assistance to Homebuyers	Households Assisted	100	50	50.00%	20	50	250.00%
<b>Housing Counseling and Education</b>	Affordable Housing Fair housing counseling	CDBG: \$2,739.32	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	155	50	32.26%	31	50	161.29%
<b>Improvement of Sidewalks</b>	Non-Housing Community Development	CDBG: \$149,835.42	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10500	2170	20.67%	2100	2170	103.33%
<b>New Home Construction</b>	Affordable Housing	HOME: \$42,134.49	Homeowner Housing Added	Household Housing Unit	13	1	7.69%	3	1	33.33%

<b>Public Facilities and Improvements</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$19,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	16,768	NA	100	16,768	NA
<b>Public Facilities and Improvements</b>	Public Facilities	CDBG: \$76,000	Public Facility for youth	Facilities	3	1	33.33%	1	1	100.00%
<b>Ramp and Home Accessibility Modifications</b>	Affordable Housing	CDBG: \$80,469.58	Homeowner Housing Rehabilitated	Household Housing Unit	142	19	13.38%	28	19	67.86%
<b>Rental Unit Construction or Rehabilitation</b>	Affordable Housing	CDBG: \$0/ HOME: \$0	Rental units constructed	Household Housing Unit	8	0	0.00%	2	0	0.00%
<b>Rental Unit Construction or Rehabilitation</b>	Affordable Housing	CDBG: \$0/ HOME: \$0	Rental units rehabilitated	Household Housing Unit	8	0	0.00%	2	0	0.00%
<b>Rental Vouchers for Homeless Populations</b>	Affordable Housing Public Housing	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	0	0.00%	80	0	0.00%
<b>Small Business Development &amp; Technical Assistance</b>	Non-Housing Community Development	CDBG: \$0	Businesses assisted	Businesses Assisted	15	0	0.00%	4	0	0.00%
<b>Small Business Recovery Loan Program</b>	Non-Housing Community Development	CDBG: \$390,000	Jobs created/retained	Jobs	26	26	100.00%	26	26	100.00%

<b>Vocational Training</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$73,960	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	63	11	17.46%	12	11	91.67%
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**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 2020 expenditures were high priority needs identified within the City’s 2020-2024 Consolidated Plan, or high priorities identified for responding to the COVID-19 Pandemic. The City provided CDBG funds for small business recovery assistance, vocational training, rehab and repair of affordable owner occupied housing, code enforcement, sidewalks and community facilities. Each of the projects funded were identified as the high priorities in the City's 2020-2024 Consolidated Plan. CDBG projects with significant progress can be seen below:

- Formulation and full implementation of Microloan Program and Small Business Recovery Loan Program resulting in 53 Microloans, 26 Small Business Recovery Loans through CDBG
- Job Point completion of training 13 students
- Services for Independent Living completion of 19 ramp and home accessibility projects
- Completion of improvements to Great Circle’s Youth facility
- Homebuyer assistance provided to 50 new first-time homebuyer classes
- Completion of McKee Street Sidewalks
- Rent Assistance to 19 households economically impacted by the COVID-19 Pandemic

## 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
White	55	34
Black or African American	61	15
Asian	20	2
American Indian or American Native	1	0
Native Hawaiian or Other Pacific Islander	1	0
<b>Total</b>	<b>138</b>	<b>51</b>
Hispanic	0	1
Not Hispanic	0	50

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

### Narrative

The City of Columbia Community Development Department Housing Programs Division (HPD) made significant gains to reaching minority populations through its programs. These gains were a direct result of increased formal and informal connections through community engagement efforts by relationships formed in minority populations. 51% of populations accessing City CDBG and HOME funded programs were minority populations in FY 2020. This number was 38% in FY 2019, representing a significant increase in ensuring CDBG and HOME funded programs are accessible to low to moderate income minority populations. These increases were a result of assistance and leadership from Columbia's NAACP, Minority Men's Network, CMCA's Woman's Business Center, REDI's Diversity Supplier Program, local volunteers, Second Baptist Church, United Community Church, Friendship Baptist, Tabernacle of Grace, Shiloh Church and Log Providence Baptist Church.

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

**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG-Annual	public - federal	2,178,085.02	1,319,631.22
CDBG-CV	Public - federal	573,474	297,214.87
HOME-Annual	public - federal	1,613,491.63	600,840.05

**Table 3 - Resources Made Available**

**Narrative**

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Eligible Area	20	22%	22% of projects complete were within CDBG Eligible area
Citywide	73	100%	100% of projects completed where within the City limits
NEIGHBORHOOD RESPONSE TEAM AREA	10	11.9%	11.9% of projects fell within the NRT Area. The CDBG Eligible Area and NRT Area have some overlapping boundaries, therefore 7 projects were within both geographic areas.

**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 leveraged additional private donations, local funds and the donation of land for two HOME funded projects. The City of Columbia provided assistance to Habitat for Humanity's Daycrew Loop development, which also received donated labor and materials for the project. The City of Columbia also expended \$83,770.30 in general revenue for the Cullimore Cottages project and also provided permit fee waivers for each of the 5 homes under construction.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	1,870,579.78
2. Match contributed during current Federal fiscal year	247,538.05
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	2,118,117.83
4. Match liability for current Federal fiscal year	60,306.16
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	2,057,811.67

**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
1101 N. 8 <sup>th</sup> Street	August 2020	\$83,770.30		\$102,500				\$186,270.30
6540 Daycrew Loop	August 2020	\$27,000.00						\$27,000.00
1100 Rear Coats	Sept. 2020	\$7,186.81						\$7,186.81
1102 Rear Coats	Sept. 2020	\$6,353.66						\$6,353.66
1104 Rear Coats	Sept. 2020	\$7,186.81						\$7,186.81
1106 Rear Coats	Sept. 2020	\$6,353.66						\$6,353.66
1108 Rear Coats	Sept. 2020	\$7,186.81						\$7,186.81

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	189,723.35	189,723.35	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>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	1					1
Dollar Amount	42,134.49					42,134.49
<b>Sub-Contracts</b>						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	1		1			
Dollar Amount			42,134.49			
<b>Sub-Contracts</b>						
Number	0					
Dollar Amount						

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

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0					
Dollar Amount	0					

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

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

The only contracted or subcontracted work funded through HOME funding in FY 2020 included work at 19 Third Avenue. HOME funding was primarily expended upon the Homeownership Assistance Program, Administration and construction projects previously funded and reported on in FY 2019, such as 7, 9 and 19 Third Avenue. A significant portion of annual contracted and subcontracted HOME MBE/WBE is completed through the Columbia Housing Authority’s redevelopment efforts, however CHA was not funded for FY 2020 projects. The City anticipates additional MBE/WBE contracts and subcontracts to be awarded through HOME funded projects funded through CHA in future program years.

## 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	20	0
Number of non-homeless households to be provided affordable housing units	26	70 (HOA, CCLT, VAC)
Number of special-needs households to be provided affordable housing units	28	19 (SIL)
<b>Total</b>	<b>74</b>	<b>89</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	20	18 (VAC)
Number of households supported through the production of new units	6	1 (HOAND)
Number of households supported through the rehab of existing units	38	21 (Rehab, SIL)
Number of households supported through the acquisition of existing units	20	50 (HOA)
<b>Total</b>	<b>84</b>	<b>90</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 did not receive report of homeless households provided affordable housing through the Columbia Housing Authority's Tenant Based Rental Assistance Program, however implementation did begin in late 2020. FY 2020 was the first year to implement CHA's TBRA Program and funding was not available to begin the program until September of 2020, therefore the City anticipates a significant increase in households served through TBRA in 2021. The City also saw a

reduction in special-needs households assisted in 2020 due to Services for Independent Living (SIL) temporarily shutting down some of its programs as a result of the COVID-19 Pandemic. City staff anticipates increases in projects completed for SIL in 2021, as well as an increase in special needs housing rehabilitated through Woodhaven in 2021. The City’s rehab program also experienced decreases in households served due to the impact of the COVID-19 Pandemic. The City did experience high productivity in serving non-homeless citizens with affordable housing, as well as households assisted through the acquisition of existing units. These areas of high productivity are a result of the City’s Homeownership Assistance Program and the Voluntary Action Centers emergency rent assistance program funded through CDBG-CV.

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

These outcomes will likely highlight the need to shift focus to ensuring homeless households are assisted through CHA’s TBRA program, as well as through homeless facility needs identified in the 5 year plan. These outcomes also highlight the need to support future LIHTC projects submitted to MHDC by CHA and other local tax credit developers.

**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 Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	35	0
Low-income	19	8
Moderate-income	46	42
<b>Total</b>	<b>100</b>	<b>50</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The data in the table above provides the number of households served by income levels as required and labeled by HUD. The data includes household information from Services for Independent Living’s Ramp Program, City Homeownership Assistance Program, City Home Rehabilitation Program, Job Point Vocational Training and the Voluntary Action Center’s Emergency Rental Assistance Program.

## **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 City of Columbia coordinates, supports, and participates in the Columbia Homeless Outreach Team, which provides street outreach to unsheltered individuals. The street outreach team is comprised of staff from the Columbia Police department, the Harry S. Truman VA Hospital, and behavioral healthcare providers Phoenix Programs (funded by the City of Columbia) and New Horizons. The City of Columbia coordinates the annual point in time count of persons experiencing homelessness and is a key partner in our community's bi-annual Project Homeless Connect events.

Through the coordinated entry process, our community tracks the exact number, name, and risk levels of all sheltered and unsheltered persons experiencing homelessness. Multiple coordinated entry access points have been established in the community. In some cases, serving as an access point is a requirement of City of Columbia social services contracts with community-based providers. The VI-SPDAT is used to determine individual risk and needs.

In response to the COVID-19 pandemic, homeless outreach efforts were sustained and additional local funds in the amount of \$25,250 were provided for outreach supplies.

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

The City of Columbia continues to strategically purchase social services to address homelessness, including: emergency shelter, mental health services, and housing case management. The City of Columbia has also coordinated with the faith community to develop and sustain the Turning Point homeless day center and the Room at the Inn winter emergency shelter, both of which are funded by the City of Columbia. In addition, the City of Columbia coordinates a network of warming/cooling centers throughout the community. The City also operates an overnight warming center program in cases of extreme cold weather. The overnight warming center is located in a City facility and is staffed by Columbia Police Department officers and homeless street outreach providers contracted by the City.

### **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 of Columbia provides and purchases a variety of services to prevent homelessness, including affordable healthcare and social services such as housing case management, employment services,

financial literacy education, out of school programming, and basic needs services. The City of Columbia also coordinates with the Columbia Housing Authority (CHA) to provide additional tenant based rental assistance through the HOME program. CHA will utilize these additional vouchers to help provide more assistance to households with housing insecurity or lack of housing.

Boone County has implemented the use of a brief mental health screener at jail intake, increasing our understanding of mental health needs at the individual and populations levels. The City of Columbia and Burrell Behavioral Health have partnered to create a Community Mental Health Liaison position dedicated to Boone County, to be housed in the Columbia Police Department.

In response to the COVID-19 pandemic, over \$150,000 in local pandemic relief funds were allocated for homeless prevention and rapid re-housing assistance. The HPD also allocated \$270,000 in CDBG-CV funds for emergency rent assistance to households economically impacted by the COVID-19 Pandemic in 2020 and will be providing another \$130,000 in CDBG-CV Round 3 in FY 2021.

**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 Functional Zero Task Force, comprised of City of Columbia staff and multiple human services, healthcare, and housing providers, convenes every two weeks to case conference people experiencing homelessness into permanent housing, prioritizing those of highest risk first.

The City of Columbia provides and purchases a variety of services to shorten, end, and prevent homelessness, including affordable healthcare and social services such as housing case management, employment services, financial literacy education, out of school programming, and basic needs services. The City of Columbia also coordinates with the Columbia Housing Authority (CHA) to provide additional tenant based rental assistance through the HOME program. CHA will utilize these additional vouchers to help provide more assistance to households with housing insecurity or lack of housing. The HPD also allocated \$270,000 in CDBG-CV funds for emergency rent assistance to households economically impacted by the COVID-19 Pandemic in 2020 and will be providing another \$130,000 in CDBG-CV Round 3 in FY 2021.

The City Municipal Court operates a community support docket to divert persons experiencing homelessness and veterans from the justice system by linking these persons with healthcare, human services, and housing.

In response to the COVID-19 pandemic, over \$150,000 in local pandemic relief funds were allocated for homeless prevention and rapid re-housing assistance.



## **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. In the summer of 2019, the Columbia Housing Authority has completed the renovation of 597 aging public housing units. The CHA is planning to renovate or replace an additional 34 units known as the Providence Walkway Apartments. An application for low-income housing tax credit funding will be submitted to the Missouri Housing Development Commission in the fall of 2021 with awards being announced in December 2021. The Columbia Housing Authority plans to renovate the last 86 public housing units in the next five 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. As a result of the COVID-19 pandemic, the CHA is not offering the FDIC Money Smart program through in-person classes and have pivoted to providing individualized financial education and homeownership education to participants in our Family Self-Sufficiency program. Our Resident Service Coordinators and Healthy Homes Specialists also offer individualized financial education services to their clients including assistance with budgeting, credit repair, tax filing referral, and basic financial education.

All public housing residents are encouraged to participate in their respective Resident Associations as well as the Resident Advisory Board. No in-person meetings have been held due to the COVID-19 pandemic.

All Columbia Housing Authority Board of Commissioners meetings are open to the public and publicized at our housing sites as well as on the Columbia Housing Authority's web site. Meeting agenda packets are available at the CHA Administration Building and the J.W. "Blind" Boone Community Center as well as on the web site.

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

The Columbia Housing Authority is not a troubled PHAs, therefore no actions have been taken.

## **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 Fair Housing Task Force (FHTF) completed its work with HPD staff in 2019 in assisting the City complete its Analysis of Impediments to Fair Housing Choice. Findings of the FHTF included recommending the City adopt a formal definition of affordable housing and households served, implement a housing trust fund, identify ways to support non-profit and for-profit developers in the siting of affordable housing, further collaboration with the Columbia Board of Realtors, the Chamber of Commerce, Columbia Public Schools and the County of Boone, and the procurement of a firm to assist in identifying additional policies and incentives to foster the development of more affordable housing. City staff has continued with implementing findings and actions of the Fair Housing Task Force AI in FY 2020.

City staff also coordinated organizing the Housing Summit in February of 2020. This event featured an evening event and work session with local developers, builders, community leaders and affordable housing providers on barriers to affordable housing. The event was attended by over 300 persons. Much of the feedback and input from the event has helped continue interest and discussion on specific actions to reduce barriers to affordable housing.

From January 1, 2020 through May 2020, HPD staff also worked with a student Capstone Project group from the University of Missouri-Columbia to review affordable housing efforts in Columbia in comparison to 15 other mid-sized college towns with similarities to Columbia. The students did an inventory of affordable housing policies, programs and support entities to foster the development of additional affordable housing. The report found that the City of Columbia was in the upper quartile of affordable housing efforts in comparison to other similarly sized communities. Specific areas where Columbia was a leader included its permit fee waiver ordinance, the Columbia Community Land Trust and its tenant-based rental assistance program. HPD staff will be assisting planning staff with including input and information obtained through the HPD efforts to help inform the update to the City's comprehensive plan.

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

City Housing Programs Division staff has been meeting periodically with local community members working to implement a 24 hour homeless facility with supportive services. Staff provided an in-depth framework for feasibility assessment and implementation to ensure a viable project proposal. Staff held additional informational meetings and stakeholder meetings as a part of planning for utilizing \$1.3 million additional CDBG funds through CARES Act. City staff notified homeless providers and talked through feasibility requirements, however a viable proposal was not formulated to move forward with a 24 homeless facility. Additional assistance with planning capacity may be required to make additional progress on this project,

as well as meeting the overall goal of a functional zero homeless population.

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

During 2020, 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)**

The City of Columbia continued its support for Job Point's vocational training programs to assist in reducing the number of poverty level families in Columbia. The goal of the training is to obtain employment or increased employment in areas of high demand, resulting in higher household incomes. The City of Columbia also continued operating its Homeownership Assistance Program in 2020 to assist in serving as a mechanism for lower income working households to gain access to the benefits of homeownership, which includes building household equity and wealth. 50 households in 2020 were served with the Homeownership Assistance Program and will now have the ability to build equity and wealth through homeownership.

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

The Housing Programs staff is currently 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 and local community partners.

The Columbia City Council approved upgrading a Housing Specialist to the Senior Housing Specialist in FY 2020. This newly upgraded position will assist the City in meeting its Fair Housing regulatory requirements and has transitioned to assisting the Housing Programs Manager with additional grant management duties. Housing Programs Division staff also anticipates hiring additional temporary staff in FY 2021 to assist with implementing CDBG-CV funding and other potential funding sources allocated

for recovery.

Previous staffing upgrades and changes supported by City Council have assisted in bringing greater awareness to the programs and leveraging additional collaboration with community partners. FY 2020 was the highest expenditure and production year on record for the Housing Programs Division. Approximately \$2.7 million in federal funds were expended in FY 2020, and a typical year consists of around \$1.5 million. The previous institutional changes and upgrading of staff helped create the capacity to take on this additional workload.

The Housing Programs Division made significant progress in partnership with the Columbia Community Land Trust in increasing organizational sustainability in 2020. The CCLT raised over \$100,000 in private donations in FY 2020 and started construction on its largest project. City staff also conducted a work session with City Council and provided recommendations to explore organizational sustainability and full separation from the City by January 1, 2022. City staff will continue to work with the CCLT Board and community partners to meet this goal for 2022.

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

**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 Council established the Fair Housing Task Force (FHTF) on February 19, 2018 to assist the City in meeting its Affirmatively Furthering Fair Housing (AFFH) Requirements. The FHTF held a variety of meetings, worksessions and public engagement sessions to deliberate on how the City of Columbia can affirmatively further fair housing in our community. In June of 2019, City Council approved the final report and fair housing task force resolution to inform 5-Year Consolidated Plan goals for FY 2020-2024. Policy actions associated with the report are as follows:

**SECTION 1.** The City Council hereby adopts the federal definition of affordable housing into its existing programs and policies defined as “housing for which the occupant(s) is/are paying no more than 30% of gross monthly income for gross housing costs including utilities.”

- Very low: 0-30% AMI
- Low: 30-50% AMI
- Low to moderate: 50-80% AMI
- Moderate income housing: 80-120% AMI

The Community Development Director shall keep on file an annual level of income thresholds based upon Area Median Income (AMI) and as annually updated by U.S. Department of Housing and Urban Development (HUD).

**SECTION 2.** The City Council directs staff to create a Housing Trust Fund Account to be located within the Housing Programs Division of the Community Development Department to be funded in accordance with the affordable housing strategy outlined within each 5-Year Consolidated Plan and

citizen participation plan under the Community Development Commission, as funds are available and while not removing funds from existing City priorities.

**SECTION 3.** The City Council directs staff to procure a firm to assist in developing a list of recommended policies and incentives to foster the development of affordable housing within the City of Columbia.

**SECTION 4.** The City Council directs staff to identify strategies for providing affordable housing in areas of high propensity to transit and employment centers, while ensuring any land or resources dedicated to affordable housing is completed through an open, transparent and competitive process.

**SECTION 5.** The City Council expresses support for working with the Chamber of Commerce, the Columbia Board of Realtors and other local partners to foster additional support for developers in navigating the development review process for the development of affordable housing.

**SECTION 6.** The City Council expresses support for collaborating with the County of Boone and the Columbia Public Schools to identify additional opportunities to support development and preservation of affordable housing, and prioritize reaching a functional zero for individuals that are chronically homeless

**SECTION 7.** The City Council expresses support for examining existing programs to identify policies to improve accessibility in housing for new housing, existing housing, renters and homeowner occupants.

Housing Programs Division staff and partners have completed or made significant progress on items in sections 1, 2, 4, 5, and 7. The City Council adopted a definition of affordable housing through the Fair Housing Task Force Resolution and staff has continued to share this definition and background information at a variety of forums, worksessions and neighborhood meetings. The City of Columbia has made significant progress with Section 5 by holding the Housing Summit in February of 2020. There were over 300 attendees at the Housing Summit from a broad cross section of the community. Housing Programs Division staff also made significant progress in creating partnerships and forming relationships through the County and CPS as it relates to Section 6. These relationships and partnerships were formed to assist staff in creating a Long Term Recovery Plan and inform budget allocations for responding to the COVID-19 Pandemic with federal resources.

## **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 2020. The City conducted the a risk assessment of currently funded organizations in 2020 and completed virtual monitoring for the following agencies:

- Food Bank Central Pantry
- Job Point-Vocational Training
- Services for Independent Living
- RAIN Waterbrook Place
- CHA-McBaine Townhomes
- CHA-Stewart Parker
- CHA-Bryant Walkway II
- Bethel Ridge I & II
- Hanover Gardens
- Gentry Estates

No major findings were observed. City staff will continue with monitorings in FY 2021 and shift back towards more intensive on-site monitorings of organizational files and projects.

## **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 Listerv on March 1, 2021 and a local newspaper of general circulation for comment on the FY 2020 CAPER. The notice included notification of a March 15, 2021 public hearing and 15 day comment period.

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

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

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

The following HOME funded rental projects were scheduled for onsite inspections, however due to the COVID-19 Pandemic, only desk top monitorings occurred in FY 2020. Staff plans to conduct onsite monitorings of these units in summer or fall of FY 2021.

- RAIN Waterbrook Place
- CHA-McBaine Townhomes
- CHA-Stewart Parker
- CHA-Bryant Walkway II
- Bethel Ridge I & II
- Hanover Gardens
- Gentry Estates

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

Housing Programs Division staff monitored each organization maintaining HOME funded units and their affirmative marketing plans and actions. Staff also conducted a more in-depth analysis of the Columbia Public Housing Authority's affirmative marketing plans due to their total number of HOME funded units and significant number of populations served.

CHA marketing activities are evaluated based on the size of the waiting list and the need to generate new applicants based on average monthly unit turnover and average time to lease-up new tenants. The demographics of the applicants will be monitored on a quarterly basis to compare applicant demographics of race, age, disability, income, and familial status to the general population demographics to determine if additional marketing efforts are needed to affirmatively promote fair housing and equal access to all eligible individuals.

The Columbia Housing Authority has a network of health and human service agency partners that the CHA works with to conduct outreach efforts to ensure that our most vulnerable populations have good access to our available housing options. Outreach efforts include direct agency contact to market vacancies and family self-sufficiency and independent living programs to agency clients. The CHA website is also a useful marketing tool for prospective tenants. Applications are available on the website as well as information about the waiting list and leasing process.

The CHA is also a member of the “Functional Zero Task Force” (FZTF) which is a network of local health and human service agencies working together to end chronic and Veteran homelessness. The FZTF is a working component of the “Balance of State” Continuum of Care. The FZTF maintains a “By Name” list of all homeless persons identified in Boone County and makes referrals from the “By Name” list to the CHA’s Continuum of Care voucher program as well as for Tenant-Based Rental Assistance (TBRA) funded with HOME funds from the City of Columbia.

The CHA is a partner with the Truman VA Hospital in Columbia in the HUD-VASH program. The Truman VA refers homeless Veterans to the CHA for a VASH voucher and the CHA provides the voucher with the Truman VA providing supportive services.

The CHA also conducts "Housing 101" sessions on a quarterly basis to help educate local caseworkers, social workers, and other agency personnel about the process for applying for housing. This training assists with recruitment efforts since agency personnel are more knowledgeable about the leasing process and more able to assist their clients.

**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 of Columbia received \$124,803.26 in CDBG Program Income and \$189,723.35 in HOME Program Income in FY 2020. All HOME Program Income funding was utilized for the Homeownership Assistance Program and administration costs associated with the program. CDBG Program Income was utilized for the Rehabilitation Program and administration costs. For FY 2020, participant households were 51% non-white in terms of demographics and program income for projects completed aligns with this metric.

**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 has allocated and expended close to \$500,000 in HOME funds for CHA renovation efforts that have resulted in a total estimated investment of \$75 million into our community for much needed improvements. The City also aligned its 2020-2024 Consolidated Plan goals with the Columbia Housing Authority goals for potential LIHTC funded projects and increased funding goals for LIHTC funded projects to \$1 million from 2020-2024.