



**City of Albany, Oregon
Community Development Block Grant**

**2018 Program Year
Consolidated Annual Performance Evaluation and Report**

Submitted to HUD: September 27, 2019

Revisions submitted December 9, 2019

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Albany receives an annual Community Development Block Grant (CDBG) entitlement from the U.S. Department of Housing and Urban Development (HUD). As a recipient of CDBG funds, the City is required to prepare a five-year strategic plan that identifies community needs, prioritizes these needs, and establishes goals and objectives to meet these needs. This five-year plan is called the Consolidated Plan.

Each year the City is also required to provide the public and HUD with an assessment of its accomplishments towards meeting the goals and objectives identified in the 2018-2022 Consolidated Plan. This report is called the Consolidated Annual Performance Evaluation and Report (CAPER). The CAPER also evaluates Albany's progress toward meeting the one-year goals identified in the Annual Action Plan. This CAPER covers progress made in the 2018 federal program year, which corresponds to Albany's 2018-2019 fiscal year.

The 2018 Federal program year was Albany's first year of the 2018-2022 Consolidated Plan. The City received an allocation of \$410,906 in CDBG funds to address needs identified in the five-year Consolidated Plan. The City carried over about \$330,000 from prior years into the 2018 program year and spent \$575,948 to address strategic plan goals.

Between July 1, 2018 and June 30, 2019, CDBG funds provided services to more than 2,600 low- and moderate-income Albany individuals and households with the following programs: housing rehabilitation, affordable housing acquisition, small business assistance, emergency shelter and case management to homeless youth and adults, healthy food boxes, beds and furniture, child abuse prevention, and senior companions. Carryover CDBG funds helped to finish installation of a new parking lot and play equipment at Sunrise Park.

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
Create affordable housing opportunities	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$40,400	Homeowner Housing Added	Household Housing Unit	2	1	50.00%	1	1	100%
Create affordable housing opportunities	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$21,600	Direct Financial Assistance to Homebuyers	Households Assisted	10	2	20.00%	2	2	100.00%
		CDBG: \$0	Buildings Demolished	Buildings	2	0	0.00%	0	0	-
Preserve affordable housing	Affordable Housing	CDBG: \$134,581.86	Homeowner Housing Rehabilitated	Household Housing Unit	15	3	20.00%	3	3	100.00%
Create economic opportunities	Economic Development	CDBG: \$8,175	Homelessness Prevention	Persons Assisted	50	16	32.00%	20	16	80.00%
Create economic opportunities	Economic Development	CDBG: \$8,000	Businesses assisted	Businesses Assisted	10	4	40.00%	0	4	-

Improve access to opportunities	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	0	0.00%	500	0	0.00%
Provide needed public services	Homeless Non-Homeless Special Needs Fair housing	CDBG: \$7,223.60	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	1939	387.80%	250	1939	775.60%
Reduce and prevent homelessness	Homeless	CDBG: \$45,066.55	Homeless Person Overnight Shelter	Persons Assisted	500	380	76.00%	170	380	223.53%
Reduce and prevent homelessness	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	--	0	0	-
Reduce and prevent homelessness	Homeless	CDBG: \$19,400	Homelessness Prevention	Persons Assisted	30	37	123.00%	10	37	370.00%

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.

Maintain and Improve Affordable Housing: This is an ongoing goal that was carried over into the 2018-2022 Consolidated Plan. The 2018 Action Plan allocated CDBG funds to improving the livability and reducing costs of low- and moderate-income (low-mod) housing through housing

rehabilitation no interest deferred loans. In 2018, rehabilitation activities for three houses owned by low-and moderate-income households were completed (2017 funding) and five houses have been approved for housing rehabilitation loans and are in various stages of rehabilitation. The housing rehabilitation loan program is managed by Willamette Neighborhood Housing (now going by DevNW following the merger with NEDCO).

Increase Economic Opportunities: CDBG-funded programs have provided microenterprise training and technical assistance to low- and moderate-income residents. Small grants have been awarded to businesses to create jobs for low- and moderate-income residents.

Increase Affordable Housing Opportunities: Two low-mod households became Albany homeowners when down-payment assistance loans closed in 2018. Albany Area Habitat for Humanity purchased an existing house that was sold to a low-income Albany resident for affordable housing. These accomplishments were funded with prior year resources.

Reduce Homelessness: Public services grants were prioritized to reducing homelessness and provide services to Albany residents experiencing homelessness, or those at risk of homelessness. The following activities were supported in 2018:

- Emergency shelter and case management services at Albany's youth shelter.
- Emergency shelter and food boxes at Signs of Victory Mission.
- Family Tree Relief Nursery which provides child abuse prevention services to at-risk families to prevent foster care placements.

Provide Needed Public Services to Low- and Moderate-Income and Special Needs Residents:

- Cascades West Council of Governments provided senior companion services to home-bound seniors.
- Furniture Share delivered dining room tables, beds, and food boxes to Albany residents.

Remove Barriers to Accessibility: Sunrise Park improvements in the low-mod Census Tract 208 included completing a full park remodel of an existing 1980s park that had no parkig lot. The park is centrally located between an elementary school and a middle school and is surrounded by residential development. The remodel included adding a new parking lot with ADA accessible parking stalls, a completely new park with new play equipment including ADA accessible curb ramps and new accessible sidewalks throughout the park as well as a permanent accessible

portable toilet.

Remove Blighting Influences in Low- and Moderate-Income Neighborhoods: The 2018-2022 Consolidated Plan identified the need to remove blighting influences in Sunrise Park in the local target area Census Tract 208. The City completed the park remodel project which included replacing dated and unsafe play equipment with new equipment, adding a parking lot, relocating the amenities to a more visible and accessible location, and adding lighting. Phase 2, in progress, will include a new path and more lighting. The park remodel has already reduced vandalism and incidents of illegal activities at the park.

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
White	6,605
Black or African American	108
Asian	66
American Indian or American Native	772
Native Hawaiian or Other Pacific Islander	22
Total	7,573
Hispanic	1,460
Not Hispanic	6,113

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

Narrative

Between July 1, 2018 and June 30, 2019, CDBG programs served more than 2,600 residents with CDBG programming through public services, housing rehabilitation, and economic development opportunities. Of these, 74 percent of the residents assisted were white, and almost 23 percent were American Indian or Alaskan Native. The ethnicity of Albany's residents served included 326 of Latino/Hispanic origin representing 12.4 percent of those served.

Residents living in the Census Tract 208.2 where Sunrise Park is located were included in the figures above since the the majority of the park remodel was completed and the park opened this past summer. Census Tract 208.2 has 6,327 residents, including 33 Black or African American, 56 Asian, 174 American Indian or Native, and 9 Native Hawaiian or Other Pacific Islander. Resident of Hispanic Origin numbered 1,134 or 17.9 percent.

Most of the residents and families supported with CDBG-funded programs were extremely low-income, earning 30 percent or below of the median family income. Several residents served were children, including unaccompanied youth, children in families identified as at risk of child abuse, or children of families receiving housing rehabilitation.

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	public - federal	410,906	575,948

Table 3 - Resources Made Available

Narrative

In 2018, the City was allocated \$410,906 in CDBG Funds and had a carryover balance of \$330,084 from prior years. The City spent a total of \$575,948 by June 30, 2019.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 204	10	24	Housing rehab, accessibility improvements, youth shelter services
Census Tract 205	0	4	Child abuse prevention services and daycare
Census Tract 208.1	10	8	Emergency shelter services
Census Tract 208.2	20	40	Remove blighting influences, increase accessibility, affordable housing property acquisition

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City spent about 75 percent of its non-administrative funds in local target area Census Tracts 204, 208.01 and 208.02 by June 30, 2019. The City believes that incremental investments in these Census Tracts will gradually remove blighted conditions and improve safety and livability which may encourage more private investment in these areas. CDBG expenditures in Albany's low- and moderate-income Census Tracts included the following activities:

- Affordable housing rehabilitation
- Affordable housing property acquisition
- Youth shelter nights and services
- Emergency shelter nights and services
- Child abuse prevention services
- Sunrise Park remodel

- Small business grant

Recipients of furniture and fresh food boxes are likely to live in these census tracts, but actual location is unknown.

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.

CDBG program activities in 2018 leveraged a match of \$190,662 for grant expenditures between July 1, 2018, and June 30, 2019. Most of the leverage funds were private. The following 2018 CDBG-funded activities and leveraged funds are provided below (not all were reported by June 30, 2019):

- Family Tree Relief Nursery Child Abuse Prevention Program – leveraged \$25,500 in private funds for the child abuse prevention program.
- Jackson Street Youth Services (JSYS) Albany House – CDBG funds are essential in JSYS efforts to raise private funds and seek grants for the youth shelter’s operations, leveraging \$227,957.
- Habitat for Humanity leveraged \$134,600 to purchase a home.
- Signs of Victory Mission leveraged volunteer staff time and donations valued at \$97,813.
- Furniture Share leveraged \$65,000 in donations and grants, and more than \$500,000 in donated furniture.
- Oregon Homegrown Foods leveraged more than \$25,000 in grants for rehabilitating their new location.

No publicly owned land within the City of Albany was used to address housing, homelessness, or other special needs identified in the Consolidated Plan in PY 2018.

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	0	0
Number of Non-Homeless households to be provided affordable housing units	5	2
Number of Special-Needs households to be provided affordable housing units	0	0
Total	5	2

Table 5 – 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	0	0
Number of households supported through Rehab of Existing Units	3	3
Number of households supported through Acquisition of Existing Units	2	3
Total	5	6

Table 6 – Number of Households Supported

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

HOMELESS HOUSEHOLDS PROVIDED HOUSING ASSISTANCE:

Homeless persons provided affordable housing - 0 received direct CDBG assistance. [2018 CDBG funds helped Signs of Victory Mission Shelter provide food and services to 351 homeless residents and Jackson Street provided shelter to 29 Albany youth.]

NON-HOMELESS HOUSEHOLDS PROVIDED HOUSING ASSISTANCE:

Number of Households Supported through Rehab of Existing Units with CDBG: Willamette Neighborhood Housing Services (WNHS) received funding to continue the housing rehabilitation no-interest loan program in 2018. Three housing rehabilitations from 2017 wrapped up in the 2018 program year.

- **Extremely low-income owner** households assisted - 0
- **Low-income owner** households assisted - 1
- **Moderate-income owner** households assisted -2
- **Middle-income owner** households assisted - 0

Acquisition of Existing Units with CDBG: Carryover funds helped Albany Area Habitat for Humanity acquire one low-mod single-family residential property. Willamette Neighborhood Housing Services (WNHS) homebuyer “extra step” loans helped two households become homeowners.

- **Homeless households** assisted – 0
- **Extremely low-income renter** households assisted - 0
- **Low-income renter** households assisted - 2
- **Moderate-income renter** households -
- **Middle-income renter** households assisted - 0
- **Homeless persons** provided affordable housing - 0 [2018 CDBG funds helped Signs of Victory Mission Shelter provide food and services to 351 homeless residents and Jackson Street provided shelter to 29 Albany youth.]

Discuss how these outcomes will impact future annual action plans.

Due to the increased costs of housing, qualified applicants for the home buyer assistance have not found housing that is affordable to purchase. Consequently, home buyer assistance programs were not funded in 2019 because prior year funds remain to continue the program. The City did not receive any proposals that would increase the supply of affordable housing through acquisition and/or rehab and new construction during the 2018 application process. The City will issue a second request for proposals in the fall for the carryover funding and the 2020 program year. Agency consultations are underway to identify housing needs and opportunities that may be ready to proceed - such as housing for Albany’s special needs populations, including demand for more supportive housing for formerly homeless residents.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	2,558	0

Low-income	47	0
Moderate-income	10	0
Total	2,615	0

Table 7 – Number of Households Served

Narrative Information

In the 2018 program year, most of the residents supported through CDBG programs had extremely low incomes, earning 30 percent or less of the median family income (MFI), or were below poverty level.

In the 2018 program year, Albany’s CDBG supported programs served 2,623 residents with public services (homeless employment services, child abuse prevention, youth shelter services, shelter and food box distribution), small business grants, housing rehabilitation, and homebuyer down-payment assistance. The income of residents served in 2018 included 2,558 extremely low-income residents; 47 low-income residents, 10 moderate-income residents, and 8 residents in households earning more than 80% of the median income. The total number of homeless residents served was 380.

The Sunrise Park improvements were completed in Census Tract 208, serving 6,030 residents, including many children and youth. Phase 2 is underway, which will provide a new, more direct path with lighting

Ninety-eight percent of the residents assisted directly with CDBG funds in PY 2018 were extremely low-income, earning 30 percent or less of the median family income (MFI) or below poverty level.

ACTIONS TAKEN TO ADDRESS WORST CASE HOUSING NEEDS:

- In the 2018 program year, 147 Albany households received homeless prevention assistance from CSC to prevent eviction from rentals or doubled-up situations; most of these were severely rent-burdened households.
- CSC provides utility assistance and emergency housing assistance to extremely low income, low-income and moderate-income households
- CSC provided rapid rehousing for 35 homeless households.
- Albany Helping Hands Shelter opened a transitional house for women and women with children to move homeless residents into stable housing.
- Linn County Health Services and C.H.A.N.C.E. provide housing vouchers for residents in recovery from addiction and those with mental disabilities and individuals discharged from correctional facilities and institutions.

OTHER ACTIONS TAKEN TO FOSTER AND MAINTAIN AFFORDABLE HOUSING:

The City continues to meet with area housing and service providers to assess opportunities and projects that may be ready to proceed and apply for CDBG assistance – including partners for property

acquisition, housing rehabilitation, new construction, and is exploring how to establish a land bank or land trust. At this time, CDBG funds are supporting the rehabilitation and weatherization of existing affordable housing units and are helping LMI residents become homeowners. CDBG funds are available for real property acquisition for new or improved affordable housing.

The City adopted standards to reduce the review time for affordable housing developments and work on creating developing clear and objective standards for residential development is nearing completion.

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 took the following actions in the 2018 program year to reduce and end homelessness within the community:

1. A City Solutions Team was formed to directly connect residents in crisis or need with services directly at time of contact/need.
2. The City prepared a survey for homeless residents, including chronically homeless residents who used the warming centers in November and December 2018. The City received 52 surveys that provided valuable information on causes of homelessness and on priority needs. According to a survey results, the top causes of homelessness were family issues, insufficient income, lack of affordable housing, drug and alcohol addiction, and evictions.
3. City staff attended monthly meetings of the Homeless Engagement and Resource Team (HEART). HEART members coordinated efforts to address needs identified in the *Linn County Ten Year Plan to Address Issues Around Homelessness*. Members have been working on a coordinated entry system that will make it easier to learn more about a client, and the services that they are already being provided, to better identify unmet needs and avoid duplication of services.
4. The City participated in the annual homeless resource fair, which provides a variety of services (medical, dental, vision screenings, healthcare sign ups, identification, shelter services, haircuts, etc.) to Albany's homeless and extremely low-income residents at risk of becoming homeless.
5. The Community Services Consortium (CSC) held an annual "stand down" (resource fair) for veterans and continues to provide services to veterans, and rapid rehousing assistance to homeless residents.

Addressing the emergency shelter and transitional housing needs of homeless persons

The provision of shelter, transitional, and permanent supportive housing for homeless Albany residents is provided by several area non-profits, Oxford Houses and houses owned by faith-based organizations.

The City provided public service grants to the two local adult shelters and the local youth shelter for shelter operations, case management, food boxes, education, and employment services for homeless individuals and unaccompanied youth. All three shelters provide mainstream services such as meals, clothing, blankets, showers, and hygiene supplies. Two local churches also provide dinner and supplies to chronically homeless residents.

- Albany Helping Hands (AHH) shelter has 110 beds, daily meal service, laundry, and a seasonal warming center for 35 additional homeless persons. In the 2018 PY, AHH opened a house for women with children (up to nine people).
- Signs of Victory Ministries (SOV) shelter has a capacity of 105 beds. SOV provided 18,555 overnight stays, and 63,223 meals between November 2018 and June 30, 2019.
- The local Albany House youth shelter operated by Jackson Street Youth Services provides ten beds for unaccompanied youth and includes opportunities for longer stays. Jackson Street served 22 Albany youth by June 30th with shelter, case management and services using the “positive youth development” approach. Jackson Street opened a new house in Albany that provides transitional housing for youth ages 18 to 24 that are ready to live independently but need affordable housing.

Supportive Housing

- Albany Helping Hands currently operates seven transitional supportive houses with a capacity of approximately 34 people/beds including one for women, and women with children. Albany Helping Hands staff provides ongoing support to residents.
- Oxford House Chapter 19 – operates ten “clean and sober” houses in Albany: one for women only, three for women with children, and six for men.
- God Gear operates eight recovery houses in Albany.
- Albany Partnership for Housing (APH) provided five units of supportive housing serving formerly homeless people, and residents with mental health and other special needs. APH provides ongoing support services to residents in their affordable rental units.

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

In 2018, CDBG funds filled the gap in needs provided by other public and private agencies to prevent and reduce homelessness through a variety of programs. Homeless or at risk residents and families come through the local Coordinated Entry process established by the community action agency, Community Services Consortium (CSC).

a) Homeless Prevention: Albany has a network of social services and government agencies that work together to help Albany’s low- and extremely-low income families avoid becoming homeless.

- The Family Tree Relief Nursery provided social services, counseling, education, and support to high-risk families with young children, to reduce child abuse and homelessness. The program

helps parents gain skills to reduce their risk of becoming homeless and losing their children to foster care. Children also spend time in a therapeutic classroom. All of the children served in 2018 stayed living safely with their families.

- Jackson Street Youth Services provided shelter and case management to 29 homeless and unaccompanied Albany youth in 2018. Youth are either reconnected with their families or move into transitional living. These services prevent the number of youths going into correctional institutions and are available to help those leaving these institutions.
- CSC helped to prevent homelessness through education, job search, food and nutrition, and housing programs. In 2018, CSC helped 105 households with various supportive housing and rental assistance programs.
- Greater Albany Public School District operates FACT (Families and Community Together), which is a team of family service consultants that link schools, students, and families with available community services in Albany. FACT's goals are to enhance student education by supporting and empowering students and families to access educational, health, and community services.

b) Helping residents discharged from publicly funded institutions and systems of care: Linn County Parole and Probation and Samaritan Albany General Hospital work closely with the Albany Police Department, Linn County Health Services, local shelters, and other agencies to secure housing placements prior to residents being discharged, or are brought to shelters when permanent housing is not secured. The network of Albany area agencies coordinate support for discharged residents through the "coordinated entry/re-entry" process. Young women at Oak Creek Correctional Facility are not discharged until a permanent plan for housing or care facilities are in place.

c) Linn County Health serves residents with mental and physical disabilities, and/or addictions get into housing and receive the services and support they need to prevent homelessness. C.H.A.N.C.E. provides housing services to residents in recovery and with mental disabilities.

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

Local emergency shelters provide individual assessments to unsheltered residents to assess their needs in addition to providing shelter, mainstream services, meals, and supplies. 2018 CDBG activities supported the following efforts to reduce homelessness:

Signs of Victory Shelter (SOV) – Required clients to develop a plan to transition out of homelessness, provided on-site wellness services, clothes closet, and drove residents to appointments and interviews.

Jackson Street Youth Services provided overnight shelter and counseling/case management to 29 of Albany's homeless and at-risk youth. The Positive Youth Development approach promotes self-sufficiency through building life and leadership skills.

Programs not supported with CDBG funds but that provide critical services to Albany residents included:

- Albany Helping Hands shelter provided shelter and transitional housing to chronically homeless residents and women with children experiencing homelessness until they can get into safe and supportive housing.
- Community Services Consortium (CSC) provided 37 Albany households with rapid rehousing programs and leveraged funding from the HOME Tenant-Based Rental Assistance program to cover move-in costs and subsidize the rent of homeless residents while they work towards stabilizing their households. CSC uses a housing first model and coordinated entry system to work through the waiting list. Referrals come from community service agencies.
- CSC also provided supportive services to Veterans and Veteran families including reaching out to homeless or near homeless veterans through services and the homeless resource fair for veterans and providing case management services focused on obtaining permanent housing solutions.
- Albany has ten Oxford Houses and eight other recovery houses. Houses are democratically run, self-supporting, drug-free homes for those in recovery from drug and alcohol addiction.
- Substance Abuse: Community Helping Addicts Negotiate Change Effectively (C.H.A.N.C.E.) provides recovery support services to help residents through recovery and works directly with many residents coming out of jail. The agency helps residents obtain housing, skills, resources, support, recreational activities, and guidance needed for long-term recovery, so they become healthy productive members of their families and community.
- The Homeless Engagement and Resources Team (HEART): Includes representatives from numerous service and government agencies that work together to prevent and reduce homelessness, including the City of Albany, and Samaritan Health Services. HEART puts on an annual homeless resource fair the third Thursday in May. Intake forms are collected to assess homeless needs. The event draws both sheltered and unsheltered homeless residents and connects them to numerous services and agencies.

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

Actions taken to address the needs of public housing

Albany has no public housing, as defined by the Department of Housing and Urban development. Linn-Benton Housing Authority (LBHA) provides affordable housing units and manages the Section 8 Housing Choice Voucher program for the two county region.

The City consulted with LBHA and the Albany Partnership for Housing regarding needs that could be addressed with CDBG funds. LBHA, Linn County Health Services, and Albany Partnership for Housing recently entered into a new partnership that will provide eleven beds of supportive housing in a group home for residents with mental or developmental disabilities.

Albany Partnership also partners with Linn County Health Services to provide one permanent supportive house for up to five residents with mental disabilities.

Discussions on future collaborations to address needs is ongoing.

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

LBHA works with residents participating in their Family Self Sufficiency program and in the individual development account savings programs to help them save enough money to become homeowners. CDBG grant funds are available to provide home buyer down payment assistance grants to these clients to help them become homeowners.

Actions taken to provide assistance to troubled PHAs

The local public housing authority is not classified as a troubled PHA. Therefore, no actions have been taken to assist LBHA.

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 of Albany's land use policies support affordable housing. Development tools and incentives include density bonuses for affordable housing and provisions for accessory apartments. Additional affordable housing strategies were identified for further evaluation in the Consolidated Plan.

The City and its sub-recipients have tried to concentrate housing rehabilitation funds and public improvements into the City's lowest income areas - Census Tracts 204, 205, 208.1, and 208.2 to improve the livability and sustainability of these lower-income neighborhoods.

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

City staff and Community Development commissioners held agency consultations with all area agencies to identify obstacles to meeting the needs of underserved populations. Addressing and preventing homelessness was determined to be the highest priority to meet underserved needs.

In 2018, CDBG funds supported three non-profit agencies that worked to reduce homelessness and support individuals and households at risk of becoming homeless. Funds provided emergency shelter to unaccompanied youth with the goal of providing them with safe, permanent housing. Family Tree Relief Nursery used CDBG funds to provide staff to work with at-risk families to strengthen families, improve parenting skills, and overcome other stresses to keep families together, and prevent homelessness. CDBG funds provided an employment coordinator position at Albany Helping Hands shelter to work with chronically homeless residents to help them become employed and more self-sufficient so that they can transition into permanent housing. Signs of Victory shelter received funds to provide food boxes to poverty-level households and to serve residents at the emergency shelter.

Many other programs are in place locally to provide services to special needs residents, including services for the elderly and disabled, residents with addiction and mental disabilities, and victims of domestic violence.

The City will continue to work with public and governmental agencies to identify ways to collaborate resources and programming to address underserved needs in the next five-year plan.

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

The 2018 Action Plan identified the following actions to be taken to address lead-based paint hazards.

- Housing Rehabilitation Program Delivery: The City developed lead safe housing checklists and procedures for the housing rehabilitation programs managed by Community Services Consortium (CSC) and Willamette Neighborhood Housing Services (WNHS). Lead hazard information is distributed to all applicants applying for the housing rehabilitation assistance and for any projects involving painted structures built before 1978. Rehab recipients must sign a lead disclosure form and documentation of receipt of the Lead Safety brochure. When rehabilitation projects involve homes constructed before 1978, a lead paint inspection is conducted on surfaces that are proposed to be disturbed. A notice of lead testing results is mailed to the resident. If lead is present, the Lead Paint Evaluation notice is mailed to residents. CSC and WNHS staff check lead certifications required by contractors. The subrecipients work with the contractors to assess the amount of disturbance, if any, and compliance with the EPA Renovate, Repair, and Painting laws in addition to HUD's federal regulations. Projects over \$5,000 require a Risk Assessment report when lead is present or presumed. It is mandatory that all contractors use lead-safe work practices and interim controls or standard treatments on all applicable painted surfaces and presumed lead-based paint hazards by a qualified contractor.
- General Public Awareness: The City distributes lead hazard information pamphlets to residents seeking information about housing repairs to historic homes. The City provides links to lead safety information and brochures produced by the EPA and HUD from the City's website.

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

As the local action agency, Community Services Consortium utilizes state, federal, and other funding sources to provide a variety of anti-poverty programs to prevent homelessness including outreach and assessment of the needs of the homeless and veterans, short term rental and utility assistance, rapid rehousing assistance and housing navigation, housing education, employment and budgeting services, and food and nutrition programs and resources.

During the 2018 program year, the City took the following actions to reduce the number of poverty-level families in Albany:

- Provide public services: In 2018, the City allocated 15 percent of its entitlement award to public service grants. Five agencies and programs were selected for funding to serve Albany's lowest income residents, homeless residents, and at-risk children.
- Homebuyer down payment assistance: The City continued to offer down payment assistance programs to help low-income residents become homeowners and earn equity. Due to the strong housing market, there was no new activity with 2018 funds; however, Habitat for Humanity was able to acquire a property that enabled a low-income single-mother to become a home owner.
- Housing rehabilitation loans: Helped to rehabilitate and weatherize three low- and moderate-income households in 2018 and six rehabilitation projects are in progress.
- Increased economic/job opportunities: The City awarded two microenterprises a small grant to offset costs to hire additional employees. One grant was completed and resulted in two new

jobs. Free one-on-one advising and courses at the Linn Benton Community College served four businesses and 16 residents in PY 2018.

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

The backbone of the institutional delivery system is the City of Albany Community Development department, which administers the CDBG programs. The City continued to partner with many agencies through the City's CDBG grant programs and started new programs with new partner agencies, which helped to strengthen the institutional structure.

Conversation and coordination are ongoing with other primary institutional service providers to ensure that CDBG funds are used for gaps in services and to leverage success of other programs. The CDC consulted with Linn County Health Services, Department of Human Services, Oregon Cascades West Council of Governments, Community Services Consortium, and all agencies that provide services to Albany's homeless and special needs populations. Many of these agencies also participate in the Homeless Engagement and Resource Team (HEART) monthly meetings. City staff corresponds with these agencies and service providers periodically to assess existing programs, performance, and help identify gaps in needs that could be supported with CDBG-funded activities and programs.

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

The City took the following actions to enhance coordination between public and private housing and social service agencies in 2018:

- The Community Development Commission (CDC) consulted with affordable housing providers, health, mental health, and service agencies in group settings to learn more about community needs, and to foster collaboration among providers. The CDC meetings provided an opportunity for enhancing the existing coordination and delivery structure of the area's housing, homeless, health, and social service providers.
- City staff and the CDC hosted a housing forum to discuss the issue of severe rent burden in the area and gave an opportunity for Linn-Benton Housing Authority, Willamette Neighborhood Housing Services, Community Services Consortium, Albany Partnership for Housing and Community Development, and Albany Area Habitat for Humanity to discuss Albany's housing needs, projects, and ideas for partnerships.
- Staff consulted with Linn Benton Housing Authority, Albany Partnership and Linn County Mental Health to discuss the needs of Albany's residents with mental disabilities. An existing residence was rehabilitated with outside funding and eleven residents will be provided housing with supportive services once complete.
- City representatives participated in the Homeless Engagement and Resource Team (HEART) meetings. HEART is comprised of various social services, health, housing, homeless advocates, and governmental agencies that work collaboratively to identify the needs of Albany's homeless

and at-risk residents.

- Staff attended regional meetings intended to foster coordination and collaboration between housing and social service agencies. Several local agencies serve a multi-county region including Linn Benton Health Equity Alliance, the Linn Benton Housing Authority, and the Community Services Consortium.

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 took the following action in 2018 to overcome the effects of impediments identified in *Albany's Analysis of Impediments to Fair Housing Choice and Plan*.

- Lack of Understanding of Fair Housing Laws: The City held a fair housing training for shelter providers, staff, elected and appointed officials. Eleven service providers and about 30 staff and appointed officials attended the fair housing trainings. The City and Community Services Consortium also provided fair housing brochures and responded to complaints about potential fair housing issues.
- Linguistic and Cultural Barriers: The City of Albany and Community Services Consortium local offices both have fluent Spanish-speaking staff members that can respond to complaints and potential fair housing violations. A training for residents in Spanish is planned for October 2019.
- Discriminatory Rental Housing Practices: The Fair Housing Council of Oregon (FHCO) received two allegations from Albany residents with physical or mental disabilities. FHCO provided the training workshop for City elected and appointed officials. City staff monitored rental housing ads in Albany for discriminatory elements and found none.

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 follows these monitoring steps annually:

A: Pre-Assessment: During the application process for Albany CDBG funding, subrecipients were evaluated on the capacity of the organization and the organization's ability to meet national objectives, federal regulations, and complete the project. The City provided a Subrecipient Handbook to all potential applicants to review prior to submitting requests for funding.

B: Subrecipient Orientation: City staff met with each subrecipient agency prior to signing the contract to discuss the scope of work, federal regulations, performance measures, and to review the Subrecipient Handbook. Staff reviewed all contractual obligations and applicable federal requirements, and explained how to document national objectives compliance, and overall administrative and financial management record keeping.

C: Quarterly Monitoring: The City requires subrecipients to submit quarterly reports in order to monitor progress and identify issues on an ongoing basis and to be able to offer technical assistance to subrecipients as needed. Quarterly reimbursement requests are encouraged so that financial records can be monitored quarterly.

D: Risk Assessment for In-Depth On-Site Monitoring: The City developed risk assessment criteria to determine which subrecipients to monitor in depth each year.

1. Quarterly Desk Review Findings: More than two consecutive errors, incomplete reports, or resubmittals trigger a technical assistance site visit and may be grounds for monitoring.
2. New Subrecipients or Organizational Change: First-time CDBG subrecipients, or subrecipients experiencing organizational change or key program staff turnover, will be considered higher risk subrecipients.
3. Performance and Administrative History: Subrecipients with previous findings or concerns are considered higher risk and will be monitored to ensure corrective actions have not been fully implemented.
4. Complexity of the Activity: Housing rehabilitation programs and economic development programs have complex federal regulations, and by their nature are the highest risk programs. When housing rehabilitation projects include houses constructed before 1978, at least one project is monitored for lead-based paint compliance.

While certain activities or programs are more complex and may present more risk than others, the City

tries to monitor every organization on-site at least once in a three-year cycle.

E. Lead Paint Monitoring: To ensure compliance with lead based paint standards, the City developed a step-by-step instruction guide and process checklists regarding lead based paint requirements for housing rehabilitation projects. The City will be monitoring the first housing rehab project for a pre-1978 house once it is completed to ensure compliance with all federal lead-based paint regulations.

The City conducted on-site monitoring of one public service subrecipient, a down payment assistance activity, and monitored a housing rehabilitation loan for a house built before 1976 business grant recipient. File and on-site monitoring found all client income, expenditure, lead paint compliance, and other documentation in compliance.

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 followed its Citizen Participation Plan regarding the CAPER and a public hearing on the annual report. The plan requires a 15-day comment period and notice of public hearing.

A notice of the 15-day comment period and public hearings on Albany's 2018 CAPER was published in the Albany Democrat Herald and a notice was posted on the City's web site on August 30, 2019. The City distributed it to the media and created a social media release about opportunities to comment on the CAPER and community needs.

The Community Development Commission (CDC) held a public hearing September 16, 2019 and the Albany city council held a hearing September 25, 2019. Comments were received through September 25, 2019.

The CAPER was available on the City's web site and in print at Albany's two public libraries and also at Albany city hall beginning August 30, 2019. The City's press release and website content were viewable in Spanish, the most common language of minorities. The CAPER press release was distributed to all area agencies that work with low and moderate income residents, residents of Hispanic Origin and residents with a disability including Linn County Health Services, Department of Human Services, Cascades West Council of Governments Senior and Disability Services, Linn Benton Housing Authority and CHANCE (Community Helping Addicts Negotiate Change Effectively).

Both hearings gave opportunities to hear public comments on the 2018 annual performance report and on community needs. Rod Porsche, executive director of Albany Area Habitat for Humanity, expressed support and thanks at the CDC hearing for the CDBG program funds for property acquisition for affordable housing and expressed the need for more land for future builds. Resident Stephanie Lowe attended the CDC hearing to learn more about the CDBG programs and suggested that more jobs and job skills training might help residents get into housing. George Matland and Gale Meehan, both of

whom volunteer for the Signs of Victory shelter, expressed gratitude to the Council for CDBG grant funds for shelter operations and the impact the funds have made on moving clients into housing.

All CDC meetings were open to the public and the agendas and agenda packets were made available on the City's website. All public meeting agendas and public meeting notices includes the following language, "The location of this meeting is accessible to the disabled. If you have a disability that requires accommodation, please notify the City Manager's Office in advance of the meeting: CAdmin@cityofalbany.net/ 541-704-2307 or 541-917-7519." The commission includes a Spanish speaking resident originally from Columbia and a member of the City's Human Relations Commission.

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.

2018 was the first year of Albany's 2018-2022 Consolidated Plan. No changes in the jurisdiction's strategic plan program objectives are anticipated at this time.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

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