

2008-2009

CONSOLIDATED ANNUAL
PERFORMANCE AND EVALUATION
REPORT (CAPER)
FOR HOUSING & COMMUNITY
DEVELOPMENT IN SUBURBAN
MONROE COUNTY

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Maggie Brooks
County Executive



Home Improvement Before



Home Improvement After



Seneca Place Rental Housing



Fourth Program Year CAPER

The CPMP Fourth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 4 CAPER Executive Summary response:

The Consolidated Annual Performance and Evaluation Report (CAPER) is prepared for four federal grants to Monroe County: the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program, which includes the American Dream Downpayment Initiative (ADDI) and the Emergency Shelter Grant (ESG). The CAPER includes program performance and accomplishments for the 2008-2009 program year, which began August 1, 2008 and ended July 31, 2009.

The purpose of Monroe County's CAPER is to communicate accomplishments to County residents of progress on community development and housing needs, the use of federal dollars to meet those needs and our intent to encourage public commentary on these efforts. The CAPER also serves as a reporting mechanism to HUD on the progress of various programs.

The CAPER provides an opportunity for Monroe County to describe success in meeting the community development objectives of the CDBG and ESG Programs and the affordable housing objectives of the HOME and ADDI Programs for the 2008 program year. The CDBG and ESG Programs cover 17 towns and 10 villages in suburban Monroe County. All municipalities in Monroe County are members of the Monroe County Community Development Consortium with the exception of the towns of Greece and Irondequoit, and the City of Rochester. The towns of Greece and Irondequoit are members of the HOME Program consortium only, bringing the HOME consortium membership to 19 towns and 10 villages. The towns of Greece and Irondequoit apply directly to HUD and receive their own CDBG grants each year. The City of Rochester also receives its own HUD allocations for these programs.

Monroe County's 2008 Community Development allocation was \$3,182,787 for the CDBG, ESG and HOME Programs, including ADDI funds. Program income was \$692,027 for all programs. Funds were directed toward accomplishing the following primary program goals and objectives:

- a. Develop affordable rental and homeownership opportunities for all low to moderate-income residents, without discrimination
- b. Repair and conserve existing housing stock
- c. Improve access to and quality of public facilities
- d. Replace deteriorated infrastructure with safe utilities
- e. Provide job training and economic development opportunities for low-mod income persons and persons with special needs
- f. Provide essential public services, particularly those that promote homeownership, fair housing and housing stability
- g. Revitalize deteriorated neighborhoods to eliminate crime and economic decay

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice.
 - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
 - a. Identify progress in obtaining "other" public and private resources to address needs.
 - b. How Federal resources from HUD leveraged other public and private resources.
 - c. How matching requirements were satisfied.

Program Year 4 CAPER General Questions response:

1. a. & b. Assessment of Goals and Objectives

EXPENDITURES BY OBJECTIVE AND NEED (Program - \$ Assistance)

A. Repair and conserve existing housing stock

Home Improvement Program (CDBG - \$106,544, 14 completed projects)
Home Improvement Program (HOME - \$506,439, 68 completed projects)
Home Improvement Loan Program (CDBG - \$29,754)
Lead Paint Assessment Program (CDBG - \$3,505)
Project Delivery HIP (CDBG - \$25,000)

B. Develop affordable rental and homeownership opportunities for all low to moderate-income residents, without discrimination

ADDI First-Time Homebuyer Program (ADDI - \$102,514, 16 Homebuyers)
First-Time Homebuyer Program (HOME - \$218,486, 42 Homebuyers)
First-Time Homebuyer New Construction Program (HOME - \$15,000, 1 Homebuyer)
Homeless Continuum of Care (Technical Assistance)
Home Ownership Assistance Program (CDBG - \$112,727)
Rental Housing Development (HOME - \$1,116,325)
Suburban Landlord/Tenant Counseling and Housing Hotline (CDBG - \$47,333)

C. Replace deteriorated infrastructure with safe utilities

Brighton Sidewalk (CDBG-\$9,000)
Brighton Sewer (CDBG - \$43,500)
Brockport Sewer (CDBG - \$40,000)
East Rochester Sidewalks (CDBG - \$50,000)
Gates Sidewalk (CDBG - \$50,000)
Honeoye Falls ADA Crosswalk (CDBG- \$13,747)
Pittsford Sidewalk (CDBG - \$52,803)

Scottsville Sidewalk (CDBG - \$30,893)
Wheatland Sidewalk (CDBG - \$10,000)
Webster Village Watermain (CDBG-\$12,486)

D. Improve access to and quality of public facilities

Hamlin Park Improvements (CDBG - \$3,250)
Honeoye Falls ADA Platground (CDBG- \$25,000)
Mendon Semmel Road Park ADA (CDBG - \$24,800)
Ogden Senior Center ADA (CDBG - \$10,000)
Penfield ADA Community Center (CDBG - \$40,000)
Pittsford ADA (CDBG- \$600)
Riga Buffalo Road Park (CDBG - \$34,190)
Sweden ADA Walkway (CDBG) - \$30,000)
Sweden Senior Center (CDBG - \$10,000)
Webster Kent Park ADA Improvements (CDBG - \$42,797)
Monroe County ADA Playground (CDBG - \$30,766)

E. Provide essential public services, particularly those that promote homeownership, fair housing and housing stability, and fill gaps in public services

- Fair Housing

Fair Housing Outreach and Education Program (CDBG - \$54,836)
Foreclosure Prevention Program (CDBG - \$86,250)
Mortgage Relief (CDBG - \$11,334, 5 grants)

- Crime Prevention & Security Training for Elderly Persons

Lifespan's Home Safety & Security for Seniors (CDBG - \$54,044)

- Provide Homeless Assistance

Homeless Continuum of Care (Technical Assistance)
VOA Working Wardrobe (CDBG - \$5,000)
Salvation Army (ESG - \$85,093)

F. Provide job training and economic development opportunities for low-mod income persons and persons with special needs

- Create and Retain Jobs for Lower Income Persons

ED Grant & Loan Fund (CDBG - \$275,000, 4 loans)
Section 108 Loan Guarantee Authority (CDBG)

- Revitalize Neighborhoods

Partners in Community Development (CDBG - \$6,000)

- Provide Job Training & Business Services

Section 108 Loan Guarantee Authority (CDBG)

2. Program Changes

The County has implemented significant changes to the home improvement program in the 2009 program year, enabling more residents to access grants for needed home improvements, and to provide larger grant amounts to allow for the ever-increasing costs of rehabilitation. The program changes include increasing the grant income eligibility to all households at or below 80% of area median income. Previously, the HIP program guidelines provided those with incomes between 61-80% with a grant for half of the project and the opportunity to apply for a low-interest loan for

the other half or fund half of the project cost themselves. In the 2009 program year, all low and moderate income households will be eligible for a full grant and grant limits have been increased from \$7,500 to \$10,000. Over the last year, it has become increasingly necessary for grant amounts to be increased on a case-by-case basis in order to accomplish needed health and safety repairs. The program allowable liquid asset limit has also been increased from \$20,000 to \$50,000. Program requirements for disability grants have not changed. Households with a disabled member with incomes at or below 80% AMI are eligible for an additional grant of up to \$2,500 for accessibility improvements. The 2009 income limits have increased, effective 4/27/09, which will also increase the pool of potential HIP program participants. All proposed HIP program changes became effective at the start of the 2009 program year on August 1, 2009, with the exception of the increased income limits, which went into effect on April 27, 2009.

3. Affirmatively Furthering Fair Housing

The Monroe County Department of Planning and Development and the Towns of Greece and Irondequoit conducted the Analysis of Impediments to Fair Housing Choice in Monroe County utilizing HUD guidelines. They are now in the process of working with a consultant to determine relevant activities and to formulate a Fair Housing Action Plan (FH Action Plan). Representatives of local governments met to review the AI's conclusions and recommendations. Working with the consultant, they designed a plan to identify specific activities that would further enhance housing choice for county residents. As a result of these meetings, the consultant conducted personal interviews with representatives of local governments, providers of both market rate and assisted housing and housing advocates concerned with homelessness and the needs of elderly and disabled residents. The purpose of these interviews was to identify current barriers to housing choice, activities that currently address housing choice and best practices designed to address impediments to housing choice.

In addition to personal interviews of housing professionals, the consultant has conducted two focus groups; one for housing providers and advocates, the other for low-income protected class members. The provider focus group was convened to identify current barriers to housing choice. The protected class focus group was designed to identify barriers and elicit concerns of individual members of protected classes in identifying and obtaining appropriate housing. Both focus groups were asked to offer proposed solutions to identified barriers. The consultant is now in the process of preparing a report categorizing priorities to address current barriers to housing choice addressed through the initial review process and the individual interviews and focus groups. The report will identify effective initiatives to be undertaken with relevant activities and measures for each initiative, which will be incorporated in the FH Action Plan. Consistent with the AI, the FH Action Plan will also meet jurisdictional requirements for Fair Housing Planning and Implementation, as mandated by HUD's Office of Fair Housing and Equal Opportunity (FHEO)

4. Homeless Continuum of Care (CoC)

Monroe County remains an active member on the Homeless Continuum of Care Team. The CoC requested funding under the 2008-09 CoC Super NOFA to finance seventeen (17) local projects. In February 2009, HUD announced that all seventeen (17) Rochester-Monroe County CoC proposed and recommended projects received funding awards totaling \$8,859,080. This funding announcement includes one-year through five-year project renewals. An adjustment was made by HUD to accommodate the increased fair market rents (FMR) for the Rochester Housing Authority's Tenant Rental Assistance Program.

On February 26, 2009 the CoC facilitated the first meeting of a community Rapid Re-Housing Committee (RRH) to develop a RRH model to reduce the amount of time homeless households are homeless and to prevent households from returning to homelessness. The model

will include a general intake system and common assessment tool process. Planning efforts of the RRH Committee have been prioritized to facilitate the development of a Homeless Prevention/Rapid Re-Housing model to prevent homelessness and stabilize households. To ensure that program participants are linked to ongoing assistance, such as Section 8 housing vouchers, intensive case management, or assertive community treatment, the RRH model will coordinate closely with other community resources.

5. a. & b. Leveraging Resources

The Department of Planning and Development makes maximum use of its financing tools and continues to develop programs that pool Community Development funds together with other departmental resources for initiatives that serve low and moderate-income persons in Monroe County. CDBG, particularly the ED Grant and Loan Fund, HOME funds and COMIDA financing are often blended together to provide accommodations for business start-ups, expansions and relocations from other areas or used to finance affordable housing developments that may qualify for bond financing.

The Towns of Greece and Irondequoit administer their own CDBG Program, therefore, the HOME Program is the only program administered by the County on behalf of the Towns of Greece and Irondequoit. In addition to securing other federal and state funds to complement Community Development funds, Monroe County pools resources with the following non-profits in the development of affordable housing: United Way of Greater Rochester, Greater Rochester Housing Partnership, Bishop Sheen Ecumenical Housing Foundation, Rochester Housing Authority, Housing Opportunities, Inc., Rural Opportunities, Inc., Urban League of Rochester, Habitat for Humanity, ISLA Housing and Development Corp., Providence Housing Development Corporation and Lifetime Assistance Incorporated.

The HOME Program attracts substantial private and other public dollars into its funded projects. The potential sources of these leveraged funds (other than match funds) are many: investor equity, including tax credit syndications; homebuyer down payments; private rental and home ownership loans; and, other state, federal and local housing and community development programs and foundations.

c. Match Requirements

Monroe County carried forward \$1,391,145 in match from the 2007 program year. During the 2008 program year, Monroe County allocated \$1,958,754 in HOME funds. This allocation includes \$102,514 in ADDI funds, which do not have a match requirement, therefore, the HOME match liability is calculated on \$1,856,250 and equals \$464,062. During this period, Monroe County earned \$225,500 in match which, combined with the amount remaining from 2007, will allow the County to carry forward \$1,616,645 in match for the 2009 program year. (See attached Match Log for detailed information.)

Managing the Process

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

Program Year 4 CAPER Managing the Process response:

The Annual Action Plan is prepared and implemented in compliance with HUD guidelines to encourage maximum coordination and participation from public and private sector leaders and agencies that play a critical role in carrying out Community Development activities. All aspects of

the County's public participation plan were strictly followed to ensure compliance with program and comprehensive planning requirements. During the program year, Monroe County also took steps to continue the implementation of performance measures and associated changes to IDIS and the CPMP Tool.

Monroe County has developed good working relationships, regular communication, and shares a community vision with many non-profits, banks, private industry, government agencies at all levels, public institutions, local developers and private residents. Because CDBG and HOME activities require the endorsement, commitment and, in some cases, assistance from these agencies, extensive outreach is done to ensure their involvement, partnership and integration of goals. Monroe County's Citizen Participation Plan is a successful tool in the solicitation of constructive commentary from the community as a whole. Agencies respond in many different ways and forums such as municipal meetings including County Legislature sessions, submittal of funding applications from a variety of housing, public service and community agencies dedicated to meeting the needs of special population groups and other educational, health care and business/industrial institutions. Proposals are received annually from a variety of government agencies, housing advocacy groups, special interest agencies, contractors and developers, faith-based groups and private citizens. Community Development funds are used to leverage resources from other government programs, non-profit initiatives and private industry incentives in the implementation of programs to maximize program outcomes and increase the number of beneficiaries.

Citizen Participation

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

Program Year 4 CAPER Citizen Participation response:

1. Summary of Citizen Comments

First Public Hearing held January 7, 2009

The first public hearing on the development of the 2009 Action Plan was held on Wednesday, January 7, 2009 at 9:30 a.m. to obtain public comments and input on the planning process. The meeting was held at the Watts Conference Center, which is ADA accessible. The hearing was videotaped and is available to the public upon request. The hearing was held before the allocation amounts were released by HUD. Patricia Stevens, Community Development Manager, conducted the hearing and informed the public of the following:

"Monroe County expects to receive an allocation of about \$3.2 million from the U.S. Department of Housing and Urban Development (HUD) in 2009. This amount represents allocations for the Community Development Block Grant (CDBG) in the amount of \$1.9 million, the HOME Investment Partnership Program (HOME) in the amount of \$1.2 million, and the Emergency

Shelter Grants Program (ESG) in the amount of \$84,000. These estimates are comparable to the actual levels of funding approved by HUD for these programs in Monroe County for the 2008 program year. Program income for the CDBG and HOME Programs in 2009 is expected to make available an additional \$300,000, for a combined total of \$3.5 million.

Funds will be used to continue existing programs and to identify new housing and community development activities that principally benefit low to moderate-income individuals.

Low to moderate-income persons are invited to participate in the Consolidated Plan process by proposing projects that serve community needs and by commenting on projects proposed by local Towns, Villages and community service agencies.

In accordance with federal regulations, a notice of funding availability was published in the December 17, 2008 issues of The Shopping Bag Advertiser and The Daily Record to solicit participation from the public in the planning process for 2009 and to encourage comments from private individuals, consortium members and community service agencies.

Community Development is accepting project proposals for grants that will be made available on or after August 1, 2009. CDBG project applications are due Friday, February 13, 2009 at 5:00 p.m. Applications for funding are available on the table near the exit, if you would like one. If you require assistance completing your application, please contact the appropriate staff member listed in the instructions. We will be happy to assist you.

Upon conducting a detailed assessment of existing programmatic and economic changes impacting the feasibility of potential affordable housing projects, the County has decided to extend last year's 2008-09 HOME Rental Housing Program funding commitments to two (2) priority rental projects.

Both funding commitment extensions will remain in effect during the 2009-10 RHP program year to develop Union Meadows II in the Town of Chili and Blakes Landing in the Town of Clarkson. As a result, Community Development did not issue an annual HOME Rental Housing Program 2009-10 NOFA in December 2008.

Priority activities are those which develop affordable rental and homeownership opportunities for all low to moderate-income residents, without discrimination; repair and conserve existing housing stock; improve access to and quality of public facilities; replace deteriorated infrastructure with safe utilities; provide job training and economic development opportunities for low-mod income persons and persons with special needs; provide essential public services, particularly those that promote homeownership, fair housing and housing stability; and revitalize deteriorated neighborhoods

The program area for the CDBG Program includes all municipalities in Monroe County with the exception of the City of Rochester and the Towns of Greece and Irondequoit. The HOME Program area consists of all suburban towns and villages in Monroe County, excluding the City of Rochester. To be eligible for funding, projects must principally benefit low to moderate-income persons and comply with other regulations of the CDBG, HOME or ESG Programs."

Twenty-six people, including speakers and CD staff members, attended the first hearing. There were two public speakers who expressed comments, which are summarized as follows:

Commenter #1: Steve Fowler, Recreation Director for the Town of Parma, commented on the value of the Community Development Block Grant funds received by the Town of Parma over the 20+ years he has worked there in the Parks and Recreation Department. He stated that there

have been significant improvements to the town parks that have had dramatic impact and thanked the County for their support.

Commenter #2: Willard Barham, Building Inspector for the Village of Webster, also offered his thanks for the past grants awarded to the Village for infrastructure improvements. He stated that the Village has aging infrastructure and that Community Development Block Grant funds have been critical in upgrading these systems. The shortage of State funding is having a significant impact on municipalities and the CDBG funds are more important than ever in updating public facilities. He also thanked CD staff for their support and assistance over the years.

Second Public Hearing held May 13, 2009

The second public hearing on the development of the 2009 Action Plan and the Substantial Amendments to the 2008 Action Plan was held on May 13, 2009 to obtain public comments and input on the planning process. The meeting was held at the CityPlace Building 3rd Floor Auditorium, 50 West Main Street, in Rochester, which is ADA accessible. The hearing was videotaped and is available to the public upon request. The Steering Committee meeting was held immediately following the Public Hearing, at 10:30 a.m. Ten people, including CD staff members, attended the second public hearing. Hearing and Steering Committee meeting materials were also direct mailed to all Steering Committee Members who were not in attendance. Patricia A. Stevens, Community Development Manager, conducted the hearing and informed attendees of the following:

“Thank you for attending the second public hearing for 2009 on Monroe County’s Annual Action Plan for Housing and Community Development in Suburban Monroe County. The purpose of this public hearing is to gather citizen input on the 2009 Annual Action Plan and the proposed projects. This public hearing is also being held to gather citizen input on the Substantial Amendments to the 2008 Annual Action Plan. This forum is required by the U.S. Department of Housing and Urban Development (HUD). It includes the following programs: Community Development Block Grant, the HOME Investment Partnerships Program and the Emergency Shelter Grants Program. In addition, programs under the American Recovery and Reinvestment Act of 2009 that include CDBG-R and the Homeless Prevention Fund, referred to as the Homeless Prevention and Rapid Re-housing Program (HPRP).

I will first introduce the 2009 Annual Action Plan and the proposed projects then subsequently, give details on the American Recovery and Reinvestment Act of 2009 (Recovery Act).

In 2009, Monroe County expects to receive an allocation of \$3,416,066 from HUD. This amount represents allocations for the Community Development Block Grant (CDBG) Program in the amount of \$1,923,498, the HOME Investment Partnerships Program (HOME) in the amount of 1,407,952 and the Emergency Shelter Grants Program (ESG) in the amount of \$84,616. Estimated program income is \$300,000 for the CDBG Program and \$50,000 for the HOME Program. Thus the combined estimated total program resources represents an overall increase of \$98,445 over 2008 levels, specifically an increase of \$23,015 in CDBG, an increase of \$75,648 in HOME and a decrease of \$218 in ESG funds.

Funds will be used to continue existing programs and identify new housing and community development activities that principally benefit low to moderate income households.

Low to moderate income persons are invited to participate in the Consolidated Plan process by proposing projects that serve community needs and by commenting on projects proposed by local towns, villages and community service agencies and private, non-profit developers.

In accordance with Federal regulations, a Notice of Funding Availability was published in the April 22, 2009 issues of The Shopping Bag Advertiser and The Daily Record to solicit participation from the public in the planning process for 2009 and to encourage comments from private individuals, consortium members and community service agencies.

Monroe County accepted project proposals for grants and loans on February 13, 2009 for CDBG projects. Funds will be made available on or after August 1, 2009.

Priority activities are those which repair and conserve existing housing stock; improve access to and quality of public facilities; replace deteriorated infrastructure with safe utilities; provide job training and economic development opportunities for low-mod income persons and persons with special needs; provide essential public services, particularly those that promote homeownership, fair housing and housing stability; and revitalize deteriorated neighborhoods.

Towns and villages applied to receive grants for projects which are listed in the Annual Action Plan and in the public notice. Twenty-one public works proposals, totaling over \$912,046 were received. Grants are targeted to those communities with the greatest need based on the number of low to moderate income census block groups. Public Service project requests totaled \$434,061, which exceeds the allowable limit. All approved Public Service projects are free of charge to program participants and are listed in the Annual Action Plan.

A HOME Rental Housing Program NOFA was not issued for the 2009 Program Year. Projects requested in 2007 and 2008 were resubmitted and were issued funding commitments from the 2009 HOME allocation. The County will support two priority rental projects in the 2009 Program Year to develop Union Meadows II in the Town of Chili and Blakes Landing in the Town of Clarkson.

The program area for the CDBG Program includes all municipalities in Monroe County, with the exception of the City of Rochester and Towns of Greece and Irondequoit. The HOME Program area consists of all suburban towns and villages in Monroe County, excluding the City of Rochester. All projects must benefit low to moderate-income persons and comply with additional program Federal regulations.

In addition to our annual program allocations, Monroe County will receive 2009 Recovery Act funding. This allocation is considered by HUD to be a supplemental appropriation. As such, HUD is treating the use of its CDBG-R to be a Substantial Amendment to our current, approved Consolidated Plan and 2008 Annual Action Plan. The Recovery Act is designed to provide a boost to our economy and create jobs, restore economic growth and strengthen America's middle class. As announced on February 25, 2009, Monroe County is to receive a CDBG-R allocation of \$515,914 and a HPRP allocation of \$789,300.

The CDBG-R program investments will support infrastructure projects that are ready to go. Funds are to be used primarily for economic development, housing, infrastructure and other public facilities activities that will quickly spur economic investment, increase energy efficiency and create and retain jobs. Priority will be given to projects that can award contracts in 120 days from the date funds are made available. An additional requirement is that all iron, steel and manufactured goods used in infrastructure projects be produced in the United States.

Monroe County issued a Notice of Funding Availability on March 20, 2009, to obtain proposals from Community Development Consortium municipalities to be prepared to allocate the CDBG-R funds within the 120-day deadline. There were eleven public facilities improvement project proposals submitted in response to this NOFA and one public service project. All proposed projects have been evaluated for consistency with the overarching goals of the Recovery Act as

well as all applicable CDBG regulations. A complete list of proposed projects for the CDBG-R funding is available at this hearing and will be included in the Substantial Amendment to the 2008 Action Plan, which will be posted on our website at www.monroecounty.gov. The public comment period for the CDBG-R Substantial Amendment and the proposed projects will be May 13 – June 1, 2009. All comments received will be included in the final submission to HUD on June 5, 2009.

In addition to the CDBG-R funding, Monroe County will receive a grant allocation under the Recovery Act of 2009 for the Homeless Prevention and Rapid Re-Housing Program (HPRP) in the amount of \$789,300. To obtain these HPRP funds, Monroe County is required to prepare and submit a Substantial Amendment to the 2008 Annual Action Plan by May 18, 2009.

The HPRP funding will provide financial assistance and services to either prevent individuals and families from becoming homeless or help those who are experiencing homelessness to be quickly re-housed and stabilized. The funds are intended to target individuals and families who would be homeless but for this assistance. The funds will provide for a variety of assistance including case management, housing relocation and stabilization and short or medium term rental assistance.

Monroe County will issue a Notice of Funding Availability to obtain proposals from homeless service providers and supportive housing agencies to allocation the HPRP funds through a competitive process, pursuant to HUD regulations.

Monroe County appreciates your comments on these programs and thanks you for attending this morning."

There were no public speakers at the second public hearing.

The following two written comments were received during the public comment period:

Written Comment #1: Morton Wexler, Mayor of the Village of Brockport wrote: "The Village of Brockport would like to thank you for including us in the Community Development Block Grant (CDBG) program. The \$40,000 for the Facade Improvement Program and \$8,700 for the Clinton Street Revitalization Study will be of tremendous assistance. Once again, thank you for including the Village of Brockport in the CDBG program."

Written Comment #2: Sandra Frankel, Supervisor of the Town of Brighton wrote: "The Town Board and I wish to express our support for the inclusion of our South Clinton Avenue Sidewalk Construction Project at an amount of \$50,000. With these funds, supplemented by Town funds, we will construct this needed sidewalk connection. This will provide for safe pedestrian access to this income-eligible area. Thank you for recognizing the needs of our community. Please enter this comment into the record."

The public is given an opportunity to review the Consolidated Annual Performance and Evaluation Report (CAPER), prepared in October of each year. The 2008 CAPER was made available to the public through the public participation process outlined in the 2005-2010 Strategic Plan. A summary notice was published in The Daily Record and Messenger Post Newspapers on October 7, 2009 and contained a minimum 15-day public comment period which ended October 26, 2009. The public is encouraged to obtain a complete copy of the CAPER or view it in its entirety at our offices or on the Monroe County website. Comments may be submitted in writing or via email to mcplanning@monroecounty.gov. Monroe County did not receive any comments from the public in regard to the 2008 CAPER by the conclusion of the public comment period.

2. Monroe County's 2008 Consolidated Plan allocation was \$3,182,787 for the CDBG (\$1,900,483), HOME Programs (\$1,282,304), including ADDI funds and ESG (\$85,093). Program

income was \$692,027 for all programs. CDBG and HOME funds were distributed throughout suburban Monroe County. Programatically, the most housing rehabilitation projects were in Gates, Henrietta and East Rochester; new home buyers most frequently purchased in Greece and Irondequoit; programs administered by The Housing Council had participants from every town and village in suburban Monroe County; and, CDBG-funded public works projects were underway or completed in nearly every eligible municipality.

Institutional Structure

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

Program Year 4 CAPER Institutional Structure response:

CD will continue to work closely with all applicable public, private and government entities within Monroe County's organizational structure to further enhance collaboration and communication and improve program delivery. Toward this goal, County staff meets with Rochester Housing Authority (RHA) staff periodically to coordinate HOME funded affordable housing efforts through the Section 8 Program and other services provided by RHA. Organizational changes in 2006-07 temporarily prevented RHA from participating in the CoC. During special meetings with RHA, County staff and CoC members successfully conveyed the importance of RHA's continued role in the CoC. As a result, RHA management staff is once again assuming a leadership role in the CoC.

CD staff participation in the CoC continues to expand. In August 2007, a CD staff member became the first Chairperson of the CoC Team. During the 2008-09 program year, CD staff continued to actively participate on all of the six (6) CoC Subcommittees: Executive Committee; Homeless Management Information System (HMIS) Committee; Ten-Year Plan to End Homelessness Committee; Project Monitoring Committee; Nominating/Membership Subcommittee and the Monitoring Subcommittee. In addition, CD staff participates on the Severe Weather Plan Subcommittee.

Staff continues to coordinate activities and outreach with the Manager of Monroe County's Office of Faith Based & Community Initiatives to effectively implement HUD guidelines for the equitable treatment of faith-based organizations.

ED Staff coordinates the CDBG funded Economic Development (ED) Grant and Loan Fund with new programs developed in the community and the agencies that administer them, including The Entrepreneurs Network that offers intensive training and mentoring for high-tech entrepreneurs.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.

- f. Identify indicators that would best describe the results.
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 4 CAPER monitoring response:

1. and 2. CDBG and HOME Program Monitoring

Community Development's monitoring strategy for the CDBG and HOME Programs consists of the use of standard Monroe County financial practices together with the standards, systems and procedures derived from the federal regulations and objectives. These guide us in successfully measuring fiscal, regulatory and programmatic performance and compliance of all activities funded by the Consolidated Plan. Our policies are effective in establishing project eligibility compliance with primary and national objectives as well as compliance with other areas of grant administration. These policies also apply to the activities of the HOME Program to provide the most effective methods of reviewing, evaluating, and monitoring performance of all sub-grantees and project elements. The policies utilize methods such as risk analysis to guide the selection process and follow-up procedures such as progressive sanctions to effectively prevent and remedy problem areas.

CD staff administers the consolidated plan programs and maintains financial compliance by using uniform procedures that closely scrutinize the legitimacy and appropriateness of project costs. The system focuses on the training of sub-grantees in reporting fiscal and programmatic data simultaneously to achieve timely reimbursements. Sub-grantees submit claim vouchers with companion progress reports and statistical data to obtain payment of project costs or services performed. Materials which must accompany the vouchers are specific to each project but generally include invoices for project materials purchased, personnel records for labor involved, a detailed scope of services performed, and other official data needed to evidence project costs. Narrative documentation, which must accompany each voucher, includes program status reports, a description of services performed, and a breakdown of project beneficiaries by income, age, residence in our program area, ethnic background, and other appropriate data. After evaluation and staff approval, vouchers are sent to the Controller's Office for payment. Sub-grantees usually receive payment within 3 weeks through the County's bi-monthly payment schedule.

Monitoring of Specific Activities - The activities funded through the CDBG and HOME Programs consist principally of housing rehabilitation and new construction of affordable housing facilities, activities to prevent homelessness and direct homeless assistance projects, community services including fair and affordable housing counseling and technical assistance, public works and utility infrastructure, public facility improvements, particularly ADA alterations, economic development loans to businesses and grants for employment services and neighborhood revitalization, and community planning studies.

HOME Program Activities - Records for the CAPER are kept for all activities to insure compliance with program regulations and our housing strategies. These include income certification, rent levels, ethnic groups served, family size, type of unit, sales price of housing unit or other data needed to insure compliance. Prior to disbursement of funds, all activities must comply with housing priorities and strategies of the Consolidated Plan. The program is evaluated annually in this regard.

On-site inspections of HOME assisted rental units are conducted to determine compliance with the property Housing Quality Standards (HQS) of 24 CFR 92.251 and to verify that the information submitted by the owners is in accordance with the requirements of 24 CFR 92.252. Inspections must be based on a sufficient sample of units to ensure compliance with all Section 8 Housing Quality Standards at 24 CFR 92.504.

The purpose of the HOME Program's ongoing monitoring requirements for rental projects is to ensure that:

- the project owner maintains the appropriate mix of very low-income and low-income tenants throughout the compliance period;
- the project owner properly collects the required information and annually determines the income eligibility of tenants in the assisted units;
- the owner collects rents that do not exceed the HOME maximum rents, when adjusted for tenant-paid utility allowance; and
- the owner maintains the units in accordance with Housing Quality Standards (HQS).

Certifications of Consistency with the Consolidated Plan - All HUD proposed homeless and/or housing applications that require a Certification of Consistency with the Consolidated Plan must be reviewed prior to issuance of executed Certifications of Consistency. The County reserves the right to request updates on Consolidated Plan certified activities and/or conduct site visits to ensure consistency with the original proposed activities and long-term compliance.

Community Service Sub-recipients - Our comprehensive oversight system ensures that sub-recipients who perform services comply with all applicable federal regulations governing their administrative, financial and programmatic operations and to verify compliance with program delivery, performance objectives, schedules and budgets. We conduct several in-house reviews of project materials which include a complete evaluation of the project applications, contract agreements, progress reports, vouchers, and financial audit materials. Of particular concern is the sub-recipient's data on beneficiaries, which is described in detail in each progress report. Monitoring visits are conducted on sub-recipients to insure that services are provided in accordance with federal regulations. Most programs have specific monitoring forms to record activities in progress and to identify the type and size of populations served. This provides us with the necessary data to evaluate performance and the project's effectiveness in reaching target recipients, achieve program objectives and compliance with regulations, to formulate monitoring strategies, and to recommend appropriate follow-up actions. In-depth project reviews are conducted annually to insure that all guidelines have been met. Future funding is contingent on the positive results of these reviews. Where the sub-recipient is developing and/or operating housing, records are reviewed to insure that income certification, rent levels and other requirements are met.

Construction Activities For Housing, Economic Development, Public Works Utility Infrastructure, and Facility Improvements - These projects are evaluated closely at the proposal stage for CDBG eligibility and environmental review clearance. Procurement standards generally require the use of the competitive public bid process and in some cases, the Request for Proposal (RFP) process, when municipal labor forces do not perform the project. Contract agreements between CDBG and sub-grantees are specific in citing compliance with federal regulations and are used as a monitoring resource document. All applicable federal acts and executive orders are referenced in these contracts, as well as in the construction bid documents. CD prepares all bid notices for publication in newspapers of general circulation to include general federal regulations, specifically labor standards provisions as they relate to Davis Bacon Wage Rates, EEO, the federal funding clause, and Section 3 provisions. CD staff ensures that the construction bid documents contain all necessary forms, regulations and requirements in a section titled "Special Conditions - Federal

and State Requirements" (EEO, Labor Standards, federal certifications, M/WBE Plan, Section 3 Provisions, etc.) to make potential bidders aware of federal project funding and related requirements. This section is revised periodically to reflect the most current HUD forms available through the HUD website. We continue to include specific federal certifications that must be signed by bidders as part of the bid proposal, which now contains all state, federal and local certifications.

All contractors and subcontractors are reviewed by HUD prior to participation in projects to ensure that they are not listed on any federal lists of suspended and debarred contractors. In addition, our standard County contract now contains a Debarment Certification, in accordance with the Monroe County Law Department. This certification must be signed by each sub-grantee as part of the contract execution, which helps ensure that Monroe County is not contracting with a firm or agency that appears on any suspended or debarred list.

CDBG and HOME construction projects are monitored closely with multiple inspections and site visits, starting with an initial visit to verify the posting of HUD notices. Progress inspections are conducted to verify performance of the activity, particularly before voucher payments are processed. Employee interviews are conducted with an employee of each prime and subcontractor. Final inspections by CD staff are performed to verify the satisfactory completion of the project, evidenced by photos. More technical inspections are performed by project engineers to verify satisfactory completion.

Housing Rehabilitation Activities - The Home Improvement Program (HIP) funded by CDBG and HOME, is our primary housing rehab activity. Use of the following system enables us to operate this program effectively, efficiently and in compliance with federal regulations. Applications are taken on a first-come, first-served basis throughout the year with priority given only to health and safety emergencies. Selection criteria for eligible households includes: income at or below 80% AMI, cash or liquid assets below \$20,000, and the property must be owner-occupied with all property taxes paid to date. The applicant must have owned the home for at least one year prior to applying for assistance. Improvements must be approved and evidenced as eligible before funding is committed. Notices of approval or denial are sent out immediately to inform applicants of their status, accompanied by referrals to other programs as appropriate.

The Housing staff provides all construction management services. Direct rehab supervision is provided by the general contractor, selected by the homeowner, with the oversight of the CDBG Rehabilitation Specialist. The Specialist performs initial, in-progress, and final inspections to determine that improvements are eligible prior to funding and in accordance with federal Housing Quality Standards (HQS). Upon completion, they must meet or exceed HQS requirements. The Specialist also performs preliminary environmental reviews on each project, inspects properties for lead-based paint hazards and alerts health officials of potential and existing threats, prepares work specifications, assists homeowners in obtaining estimates, and provides other technical assistance and problem resolution. The Lead Based Paint federal regulations have been in place since September 1, 2000. Of all CDBG and HOME activities, these regulations apply most to housing rehab projects.

The Housing staff prepares program grant and loan agreements and monitors projects during the recapture period by filing and recording mortgages against each property.

Economic Development Activities - The CDBG funded ED Revolving Loan component of the Economic Development Grant and Loan Fund is our principal resource for providing low interest loans to for-profit businesses for projects that create and retain jobs. The County has opted to use the HUD guidelines and objectives for evaluating project costs and financial requirements as a framework for financially underwriting and selecting projects for funding.

Monitoring procedures determine eligibility of the for-profit businesses by demonstrating that the assistance is appropriate. The process is more comprehensive because our written assistance agreements between the County and the businesses incorporate a detailed description of the documentation required for job creation and retention activities. These contracts include a commitment to make at least 51% of jobs, on a full-time equivalent basis, available to low-mod income persons and provide training for those jobs that require it; a listing by job title of permanent jobs to be created, identifying those jobs available to low-mod income persons, those requiring special skills or education and part-time jobs; a description of actions to be taken to insure first consideration of low-mod income persons for jobs; a listing by job title of permanent jobs filled, those available to low-mod income persons and a description of how first consideration was given. For job retention activities, similar data is included to evidence that in the absence of funding, the jobs would be lost.

The following documents to evidence compliance with the income benefit requirements are obtained, evaluated and recorded: the size and annual income of the assisted low-mod income person's family, or substitutions to evidence that the person qualifies for another program having criteria at least as restrictive, residence in an eligible low-mod income census tract, evidence of homeless status, or that the person is a referral from a government employment agency qualified to determine the person's low-mod income status, or qualifies under the "limited clientele" criteria of the national objectives, or if the assisted person signs a certification stating that his income meets the HUD criteria.

Other activities eligible through the ED Grant and Loan Fund include job training, development, and placement services, neighborhood revitalization projects, technical assistance to Section 3 start-up businesses, and employment and training for persons with special needs. Because of the nature of these activities in providing community services through consultants, we use the same monitoring system used for community service sub-recipients, which is listed above.

Monitoring Tools

The CAPER and IDIS continue to be used as effective monitoring resource documents since they describe and document the financial status of all projects and programs. They serve as an accurate measure of performance in terms of eligible beneficiaries served, program target areas addressed, matching dollars with priority needs, identifying primary activities funded, and generally, in displaying information in a format from which data can be easily extracted.

Contract Agreements are developed by CD staff for each project and are used as a mechanism to insure compliance with County legal requirements, to provide guidance to sub-grantees on performing projects in accordance with national objectives and related federal, state and other applicable regulations, as a means of documenting data required by federal record keeping regulations, and subsequently as an important project resource document.

Cooperation Agreements are executed between Monroe County and town and village members of the Monroe County Community Development Consortium every three years to enable those members who wish to continue participating in the CDBG and HOME Programs to do so. Non-members, if any, are invited to join the consortium when these agreements are renewed every three years.

Town/Village Board Resolutions are required to accept CDBG grants for specific projects. In addition, the Monroe County Legislature must pass a resolution to approve the annual Consolidated Plan, together with CDBG and HOME annual action plans, prior to its submission to HUD.

Progress Reports and Voucher Payment Requests are required from all sub-grantees on special forms developed for tracking activity progress and reporting on income and ethnic data.

Other resource documents include Monroe County internal audits, independent financial audit reports of sub-recipients, Site Visit Reports on public service sub-recipients, Inspection Reports of construction projects, Construction Bid Documents and certifications contained in bid proposal sections, the Environmental Review Record File, the Procurement Documentation File and detailed project application forms and eligibility analysis files.

3. Self Evaluation

Projects from the 2008 CDBG and HOME Action Plans were selected for funding because they implemented the housing and community development strategies that address our primary program goals and objectives in housing, economic development, community services and public works/facility improvements.

All major goals outlined in the 2008 Action Plan are on target, particularly public works/facilities improvements, community services and housing.

Economic Development Evaluation

The ED Loan Fund provided low-interest loans totaling \$275,000 to 4 local companies (American Packaging, Corp., Zeller, Corp., Brinkman Precision and Stefan Sydor Optics, Inc.) for equipment acquisition, infrastructure and leasehold improvements, real estate and working capital activities involved in business start-ups, expansions and relocations.

Our strategy continues to merge ED Loan funds with an array of other public resources in an effort to leverage private capital investments by existing and new businesses for job growth. ED Loan funds are used in conjunction with CDBG Section 108 Loan Guarantee authority, CDBG grants for utility infrastructure, financing from Monroe County's Industrial Development Agency (COMIDA), the New York State Urban Development Corporation and the SBA 504 Program. Another strategy involves enhancing ED Loan funds through CDBG participation and the use of resources from other County initiatives created to spur economic growth. They are: the GreatRate Interest Subsidy Program, the GreatRebate Program, the Enhanced Jobs Plus Property Tax Abatement, the Monroe Fund, the Empire Zone Program, and programs on foreign trade zone assistance.

The ED Grant component of the CDBG-funded Economic Development Fund supports projects that provide assistance to disadvantaged businesses that employ very low-income persons; job training and development activities for displaced workers, unemployed persons and under-employed residents; neighborhood revitalization and self-sufficiency initiatives; and grants to agencies that provide jobs for persons with special needs.

Employment Evaluation

The key to CDBG employment strategies lies in adopting and actively participating in Monroe County's economic development initiatives while identifying community resources to implement them. We have increased support for major employment efforts, which are integrated into the goals and objectives of the Economic Development Division and its resources. Staff concentrates on County programs designed to create and retain jobs.

Public Works and Facility Improvements Evaluation

At the close of the 2008 program year, twenty-two public works and facility improvement projects had been completed, with nine projects underway.

Utility Infrastructure - Neighborhood Improvements continue to be a high priority with our CDBG member communities because of the age of deteriorated infrastructure in suburban Monroe County. Our strategy to address these needs included nine sidewalk replacement or new construction projects with \$207,443 in CDBG funds to assist residents in the Towns of Gates and Wheatland and Villages of East Rochester, Scottsville and Honeoye falls.

Handicapped Accessibility - CDBG funds have been used to retrofit public facilities with accessible restroom facilities and compliant parking improvements in accordance with the ADA. Consortium members prioritized the need for ADA improvements due to the growing elderly population; increase in number of mobility impaired residents; efforts to provide recreational and educational opportunities to the growing number of persons with disabilities; and general ADA compliance requirements.

Communities continue to focus on recreational facilities such as municipal parks, senior centers and community facilities that receive public use. In particular, public parks built adjacent to town and village offices are priorities. A total of seven parks and recreational facility projects in Honeoye Falls, Mendon, Hamlin, Riga, Sweden Webster and a Monroe County Park received more than \$187,000 in CDBG funds for improvements. These projects benefit elderly and mobility-impaired persons, as well as disabled children who will have access to ADA playgrounds and other compliant facilities that now provide safe access.

CDBG Housing Activities Evaluation

The CDBG Home Improvement Grant and Loan Program helped low to moderate-income residents finance home repairs to correct serious housing deficiencies. As indicated earlier in this report, 82 housing rehabilitation projects were completed during the program year throughout consortium member communities. There were 14 projects funded through CDBG and 68 funded through HOME.

CDBG strategies to provide affordable housing opportunities and promote housing stability for lower income persons are also addressed through projects such as the Housing Council's Fair Housing Education and Outreach program, Landlord/Tenant Counseling program, and the Foreclosure Prevention and Predatory Lending programs. Accomplishments for the three programs are detailed as follows:

Fair Housing Promotion, Education and Outreach Program - activities designed to promote and expand fair and affordable housing and suburban development opportunities, increase community acceptance of the benefits of diverse populations, and raise community awareness of fair housing. During the program year, thirty-nine housing education seminars were conducted with 560 workshop participants and four Homebuyer Financial Education workshops were conducted with 49 workshop participants. The rental registry is currently accessed via the Housing Council website and was downloaded to reach 27,830 people. In addition, 12,752 "Fair Housing" Booklets and other related documents that include fair housing information, i.e. "Tenant's Rights and Responsibilities" were also downloaded. Approximately 1,350 publications were provided to persons through the information center at The Housing Council. 35 persons downloaded the "Analysis of Impediments to Fair Housing, Monroe, NY (AI)" study via The Housing Council's website. 83 discrimination/fair housing inquiries came through the housing hotline, bringing the total number of suburban beneficiaries to 2,200 total participants and the total number of persons

to receive fair housing related information via The Housing Council's information center and website to 41,967.

Foreclosure Prevention and Predatory Lending Services Program - individualized counseling services to lower-income homeowners on foreclosure prevention, home equity conversion and predatory lending. The program also included 106 foreclosure prevention cases, 15 predatory lending cases, 6 mortgage relief grants and 18 Home Equity Conversion Mortgage (HECM) mandatory counseling cases resulting in 10 HECM cases processed, bringing the total number of beneficiaries to 145. Through expansive outreach efforts, 911 defaulting households received information regarding the foreclosure prevention services and resources that are made available at the The Housing Council.

Suburban Landlord/Tenant Services Program - seminars and one-on-one counseling sessions for suburban landlords to better educate them regarding lower income tenants in an effort to provide additional housing units for this income group. Includes housing counseling hotline services for landlords and tenants. 1,879 of the housing hotline calls received regarding landlord/tenant and rental housing issues were from persons in consortium member communities. 7 property management workshops were held with 90 attendees bringing the total number of beneficiaries to 1,969. In addition, The Housing Council has created an online one-stop-shop for local landlords, absentee or out-of-town landlords, and property managers at www.ROCLandlord.com. Providing one location to direct landlords to proper resources and service providers ensures that needed affordable rental units are placed in the market in a timely manner. This website also includes a calendar of events, and relevant federal, state, and local governmental information.

The Home Ownership Assistance Program, administered by Providence Housing Development Corporation, provides counseling, education, referral and financial assistance to lower-income persons of Monroe County, served over 399 families during the program year. The long-term credit counseling component enables some of the County's lowest income residents to become eligible for home ownership. In the past year, Monroe County provided purchase subsidy to 59 first-time homebuyers through this program. The total HOME subsidy provided was \$336,000 (\$218,486 HOME, \$102,514 ADDI and \$15,000 first time homebuyer new construction). Average subsidy was \$5,695 per first-time homebuyer. First-time homebuyers purchased homes throughout Monroe County, but Greece and Irondequoit remain very popular for first-time home buyers.

Community Services Evaluation

Our public service strategy is to provide essential public services that promote homeownership, fair housing and housing stability. Primary programs include the homeownership program, safety and security for seniors and the housing stability programs administered by The Housing Council, as outlined above.

a. Assistance to Elderly Persons

Home safety & security services continued through the Safety and Security for Seniors Program operated by LIFESPAN. Older adult volunteers provide home safety and security modifications to the homes of low-mod income seniors. Also provided is the "Don't Be Scammed" prevention, intervention and education program through presentations at senior centers where low-mod income suburban senior citizens were trained in the identification and avoidance of financial and other scams that often target vulnerable older adults. In addition, 176 senior homeowners participated in special home environmental/safety assessments and minor home repairs and/or modifications to make it possible to continue to reside independently in their homes. Thirty-four

presentations were held at various locations for 1,158 seniors, plus 35 individual scam consultations were conducted for a total of 1,369 beneficiaries.

b. Assistance to Persons with Special Needs

LAICO Industries, a jobs program owned and operated by Lifetime Assistance, purchased van to enhance their shredding business. The van was purchased in the 2008 program year and reimbursement will take place in the 2009 program year.

c. Assistance to Homeless Populations

CDBG funds were used to fund programs that primarily promote housing stability and therefore, homeless prevention. The programs administered by The Housing Council such as foreclosure prevention, landlord/tenant counseling and the housing hotline, as well as the Home Improvement Program, all promote housing stability and help prevent the situations that can lead to homelessness.

Through the ESG Program the Salvation Army purchased and installed a walk-in cooler/freezer for 100 West Avenue, computers and monitors for all four shelters (13 total), security camera upgrades for all four shelters, clothes washers for Safe Haven and Genesis House and a clothes dryer for Safe Haven (Operational Expenses). They also purchased a cargo truck with lift for food pick-up and distribution to increase capacity (Essential Services).

CD staff remains actively involved in the City/County Homeless Continuum of Care Team, which secured nearly \$8.8 million in federal funds for homeless service agencies in the community.

d. Assistance to Low-Mod Income Families

Families continue to benefit from CDBG-funded housing rehabilitation, neighborhood improvements, public facility improvements and public services, including the first-time home buyer program.

Planning and Capacity Building Activities Evaluation

With our CDBG administration threshold of 20%, funds for this purpose are limited and no planning projects funds were expended in 2008. Municipalities do need assistance in developing master plans for parks and recreation, land use planning, economic development, downtown revitalization and housing issues. Our strategy to address these comprehensive planning needs targets technical assistance resources from the Planning Services Division of the Department of Planning and Development. CD staff assists this Division in helping local governments in setting, evaluating and achieving the long-term land use and conservation objectives of the community. This division provides technical assistance on planning, zoning and development matters; prepares the County's Six-Year Capital Improvement Program; and provides data on population, employment, land use and other social and economic factors. The Planning Division developed computer mapping capabilities using a Geographic Information System (GIS) and conducts an education program for local municipal board officials aimed at increasing their knowledge of planning and zoning issues.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.
Program Year 4 CAPER Lead-based Paint response:

In 2009, the CD Division will continue to enforce actions specific to its housing programs in lead-based paint hazard identification, disclosure and reduction. Lead-based paint hazard reduction

activities are expected to make up half of the repairs undertaken this year in the Home Improvement Program. Federal requirements for lead-safe work practices and contractor certifications have substantially increased the costs of home repairs, making it more difficult to accomplish all that is necessary to ensure that health and safety related deficiencies are corrected. For this reason, CD has again allocated substantial CDBG and HOME funds to the Home Improvement Program (HIP) for 2009. CD will also be implementing a change to the HIP in the 2009 program year to increase the grant limit for projects from \$7,500 to \$10,000. This change will enable CD to undertake more lead hazard reduction activities in HIP projects.

Proway Management, a Rochester-based lead paint testing firm, is currently under contract to provide risk assessment and clearance inspection services for the Home Improvement Program.

All properties purchased through the County's First-Time Homebuyer Program must have inspections for lead-based paint hazards prior to final approval of applications for assistance. Purchase subsidies are only issued after receipt of inspection reports indicating that there are no lead-based paint hazards present at the time of purchase.

The Monroe County Department of Public Health is the lead agency in regard to lead poisoning prevention.

On November 1, 2006, the Monroe County Department of Public Health (MCDOPH) Lead Program was awarded and began another HUD Grant where they received \$2,998,283 to provide lead hazard control for 370 units in the City of Rochester. This was later amended to 410 units in 2008. An estimated 850 children will be protected after the lead hazard control is completed. This grant runs through October 31, 2009. As of March 31, 2009, 389 units have been completed.

The Monroe County Department of Public Health Lead Program also received another \$89,307 Healthy Neighborhoods grant for outreach from the NYSDOH. The grant runs through September 2009. The focus of the grant is primary prevention for Tobacco Control, Fire Safety, Lead Prevention, Indoor Air Quality, General Housing Conditions and Asthma. Outreach workers will perform four hundred (400) initial visits in the City of Rochester within the following 4 Zip Codes; 14605, 14608, 14609 and 14611. A total of 100 follow up visits are required. A room-by-room inspection and a survey form will be completed for each home. Topics covered will include; lead poisoning prevention (deteriorated paint, dust, cleaning and nutrition), fire safety issues, carbon monoxide, general sanitation issues, code violations, electrical problems and mold. Referrals will be made to MCDOPH programs and other agencies when problems are identified.

Lead Safe Work Practices Training - All persons conducting the lead hazard control work that is ordered in the "Notice and Demand," and participating in the HUD grant must successfully complete an approved 8-hour Housing and Urban Development "Lead Safe Work Practices" (LSWP) class. Prior to the commencement of lead hazard control work the recipient of the "Notice and Demand" and/or property owner must submit proof of LSWP training to the MCPHD for all such persons. The acceptable proof of training shall be the class certificate issued by the LSWP training provider. The purpose of this class is to provide workers with information they need to understand that lead-based paint can create health hazards and that using proper work practices can control hazards. A total of 26 classes, including 5 Saturday classes, will be conducted. The Cornell School of Industrial Relations is the EPA certified training provider again for 2009. This year the training is being paid for with funds from the Lead Poisoning Primary Prevention grant.

The Childhood Lead Poisoning Prevention Program received a Lead Poisoning Primary Prevention grant from the NYSDOH for \$427,411. This grant runs from October 1, 2008 through September 30, 2009. It will expand the City of Rochester's existing Certificate of Occupancy (C of O)

activities and enhance efforts by performing additional lead visual inspections (2196) and lead dust wipe test sampling (1275).

In addition, a MCDOPH Lead Program Public Health Sanitarian will visit the homes of the 200 families who have children with venous levels between 5 and 9ug/dl. He/she will conduct an EPA Lead Visual assessment and will provide a healthy home inspection and education. Properties found to have deteriorated paint will be referred directly to the City of Rochester Lead Program for inspection and enforcement through the Lead Ordinance. Those properties that do not have deteriorated paint will also be referred to the City of Rochester Lead Program for performance of lead dust wipe testing. A MCDOPH Lead Program Public Health Sanitarian will also visit the homes of the 50 women participating in the Nurse-Family Partnership (NFP) program of the MCDOPH. He/she will conduct a lead inspection and will provide a healthy home inspection and education. Properties found to have conditions conducive to lead poisoning will be designated an "Area of High Risk" under Public Health Law and have a Notice and Demand issued to the property owner.

HOUSING

Housing Needs

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 4 CAPER Housing Needs response:

Monroe County's actions are targeted to provide more affordable housing options for suburban low-mod income families, senior citizens, residents at or below poverty, persons with special needs and homeless and "at-risk" homeless persons. Monroe County continued existing programs such as the Home Improvement Program, Home Ownership Assistance Program, the Housing Council's housing stability programs and the Rental Housing Development Program. Technical staff assistance to community-wide affordable housing and homeless committees and forums was also significant, including the City/County Homeless Continuum of Care Team, the Greater Rochester Housing Partnership Board of Directors and the City's Foreclosure Task Force.

The Housing Partnership Board intends to continue its efforts to seek out an acceptable trust fund model, including the possibility of a state-wide housing trust fund with a dedicated funding source, that could be implemented in the Rochester/Monroe County area.

Housing efforts were coordinated with local municipalities, non-profits, educational institutions and other private sector entities to address the need for affordable housing among low-mod residents. This included researching housing alternatives for all income levels of County residents, elderly and disabled persons. Homeless services were targeted to providing assistance to a variety of different homeless populations. County resources such as County of Monroe Industrial Development Agency (COMIDA) bond financing were also used for affordable housing projects that qualified.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 4 CAPER Specific Housing Objectives response:

1. & 2. 2008 Affordable Rental Projects completed, under construction or proposed.

Project Name: Atwood Park Apartments (HUD Section 202)

- Proposed Funds: HOME - \$400,000 Deferred Loan
- Developer: Providence Housing Development Corporation
- Description: 1-bedroom apartments (new construction)
Location: Gates
- Target Population: Elderly, including (Age 62+), with incomes below 30 and 50% AMI
- Total Units: 33 (1-bedroom)
- Accessible Units: 2
- Adaptable Units: 31
- Total Project Cost: \$4,539,543

Project Name: Union Meadows II

- Proposed Funds: HOME - \$800,000 Loan
- Developer: Rochester's Cornerstone Group, Ltd.
- Description: 1, 2 and 3-bedroom apartments (new construction)
- Location: Town of Chili
- Target Population: Well Elderly (Age 55+), Disabled, Single Persons and Working Families with incomes below 60 and 50% AMI
- Total Units: 42 (18-1-bedroom, 20, 2-bedroom, and 4, 3-bedroom)
- Accessible Units: 7
- Adaptable Units: 18
- Total Project Cost: \$8,828,240

Project Name: Blakes Landing (Not funded by NYS DHCR)

- Proposed Funds: HOME - \$200,000 Loan
- Developer: Rural Housing Opportunities Corporation
- Description: 1 and 2-bedroom apartments (new construction)
- Location: Town of Clarkson
- Target Population: Elderly, including frail, (Age 55+), with incomes below 55 and 30% AMI
- Total Units: 28 (25, 1-bedroom, and 3 2-bedroom)
- Accessible Units: 28
- Adaptable Units: 0
- Total Project Cost: \$3,376,950

Prior years' HOME funds designated for the development of affordable rental housing, but not obligated to a specific project, would have financed, in part, one or more of the proposed rental projects detailed below. Information regarding the number of accessible and adaptable units is

from project developers. Descriptions of the eight (8) prior year HOME RHP-CHDO funding commitments are listed below.

Project Name: Ada Ridge Court II (funded by NYS DHCR and Monroe County)

- New Construction (under construction)
- HOME - \$500,000
- Developer: Rural Housing Opportunities Corporation
- Description: 1-bedroom apartments
- Location: Greece
- Target Population: Elderly (Age 55+), with incomes below 50 and 30% AMI
- Total Units: 45
- Accessible Units: 7
- Adaptable Units: 38
- Total Project Cost: \$5,887,859

Project Name: St. Salome Apartments (funded by NYS DHCR and Monroe County)

- Redevelopment & New Construction (completed)
- HOME - \$450,000
- Developer: Providence Housing Development Corporation
- Description: 1-bedroom apartments and 2-bedroom townhouses
- Location: Irondequoit
- Target Population: Elderly (Age 55+) with incomes below 50 and 30% AMI
- Total Units: 45 (33 1-bedroom, 6 2-bedroom, and 6 2-bedroom townhouses)
- Accessible Units: 5
- Adaptable Units: 40
- Total Project Cost: \$8,789,579

Project Name: Goose Landing Senior Apartments (funded by HUD - Section 202 and Monroe County)

- New Construction (completed)
- HOME - \$400,000
- Developer: Urban League of Rochester Economic Development Corporation
- Description: 1-bedroom apartments
- Location: Henrietta
- Target Population: Elderly (Age 62+) with incomes below 50% AMI
- Total Units: 20
- Accessible Units: 2
- Adaptable Units: 18
- Total Project Cost: \$2,607,100

Project Name: Ogden Heights Senior Apartments (funded by NYS HFA and Monroe County)

- New Construction (construction underway)
- HOME - \$250,000
- Developer: North Star Housing & Development Corporation
- Description: 1 and 2-bedroom apartments
- Location: Town of Ogden
- Target Population: Elderly, including frail (Age 62+), with mixed-incomes below 90, 60 and 30% AMI
- Total Units: 89 (71, 1-bedroom and 18, 2-bedroom)
- Accessible Units: 14
- Adaptable Units: 76
- Total Project Cost: \$12,499,646

Project Name: Weiland Woods Lane (formerly Latona Road) Accessible IRA Housing (funded by OMRDD and Monroe County)

- New Construction (substantial rehabilitation to begin shortly)
- HOME - \$263,900
- Developer: Lifetime Assistance Incorporated
- Description: 1-bedroom IRA apartments
- Location: Town of Greece
- Target Population: Developmentally Disabled with incomes below 50% AMI
- Total Units: 6 (Serving 11 individual households)
- Accessible Units: 6
- Adaptable Units: 0
- Total Project Cost: \$269,900

Project Name: Westside Drive Accessible IRA Housing (funded by NYS DHCR and Monroe County)

- New Construction (construction underway)
- HOME - \$100,000
- Developer: Heritage Christian Services
- Description: 1-bedroom IRA apartments
- Location: Town of Chili
- Target Population: Developmentally Disabled with incomes below 40% AMI
- Total Units: 12
- Accessible Units: 12
- Adaptable Units: 0
- Total Project Cost: \$1,648,500

Project Name: Union Meadows II (construction underway)

- New Construction
- HOME - \$450,000
- Developer: Rochester's Cornerstone Group, Ltd.
- Description: 1, 2 and 3-bedroom apartments
- Location: Town of Chili
- Target Population: Well Elderly (Age 55+), Disabled, Single Persons and Working Families with incomes below 60 and 50% AMI
- Total Units: 42 (18-1 bedroom, 20 2-bedroom, and 4, 3-bedroom)
- Accessible Units: 5
- Adaptable units: 18
- Total Project Cost: \$8,964,610

Also, please refer to the Home Improvement Program, First-Time Home Buyer and Foreclosure Prevention program accomplishments referenced earlier in this report.

3. Monroe County remains an active member on the Homeless Continuum of Care Team. The CoC requested funding under the 2008-09 CoC Super NOFA to finance seventeen (17) local projects. In February 2009, HUD announced that all seventeen (17) Rochester-Monroe County CoC proposed and recommended projects received funding awards totaling \$8,859,080. Other worst case housing needs are addressed through the Home Improvement Program and the Foreclosure Prevention and Predatory Lending Program. Monroe County continues to partner with not-for-profit developers to address the housing needs of persons with disabilities, and provides home ownership counseling to prospective homebuyers through the Home Ownership Program.

Public Housing Strategy

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

Program Year 4 CAPER Public Housing Strategy response:

Coordination between the Rochester Housing Authority (RHA), the Fairport Urban Renewal Agency (FURA) Public Housing Authority, private and governmental health and mental health service agencies, is enhanced through the County and City's support of RHA's and FURA's social services programs and RHA's safety and security program. The County and City also support RHA's Family Self-Sufficiency Programs which links Section 8 tenants and public housing residents with local training and employment program related service agencies and FURA's Family Self-Sufficiency Program to promote families to be economically self-sufficient and programs to lessen the impediments for low-income families to move to higher income areas of its jurisdiction. These include the Project-Based Voucher, and Security Deposit Programs.

The County and City have assisted in revitalizing neighborhoods surrounding public housing developments in many areas. New schools and community centers have been built. Road reconstruction and street maintenance are conducted on a regular basis. Fire and police protection efforts are ongoing at high levels of service. Rochester Police Department works cooperatively with RHA in local drug elimination efforts and assisting in developing crime reduction strategies. RHA tenants regularly use nearby schools and recreation centers for educational needs and after school programs. The County and City economic development efforts are ongoing and touch upon many neighborhoods that public housing is located in. The City also supports RHA with the Olean/Kennedy public housing revitalization plan. In this plan, RHA has demolished two obsolete public housing developments to secure Low Income Housing Credit funds to develop new public housing, new homeownership units and a new infrastructure system.

The RHA also provides support services to its residents through their involvement with many agencies. As examples, services to elderly are coordinated with Monroe County Visiting Nurse Service and the Consortium on Elderly Substance Abuse; while school children are linked with tutorial programs at two agencies and the City School District.

Public Housing Delivery System Gaps

The need for Section 8 vouchers by low/mod income residents of the City of Rochester and suburban Monroe County far exceeds RHA's available resources, resulting in Monroe County's priority need for affordable rental housing. Those most in need of affordable rental housing are low/mod income families with many children, who are increasing in the suburbs together with poverty-level disabled persons and senior citizens.

Public housing resident initiatives are in place at Antoinette Blackwell Estates, a 100-unit elderly facility in the Town of Henrietta. It is the only suburban public housing project that is maintained by RHA outside of the City of Rochester. RHA encourages and supports tenant associations. Community space is made available and recreation and support services are offered to all residents. The programs vary and are ongoing throughout the year. RHA's Elder Source Program encourages self-sufficiency by assisting tenants with financial support, mental health and other services that help residents maintain their independence. RHA also offers van service to residents for shopping and other senior activities.

RHA has been engaging in a multi-faceted approach to serve the needs of family households through the administration of the Project-Based Section 8 voucher Program and self-sufficiency home-ownership programs administered out of RHA's Family Investment Center. In addition, RHA has been investigating the use of RHA's bonding capacity to fund private housing developments with the assistance of not-for-profit organizations.

Under RHA's HUD approved Section 8 Homeownership Program for first-time home buyers, the Section 8 participant's portion of the monthly housing payment is applied to a mortgage along with the Section 8 housing payment. The County, Providence Housing Development Corporation (PHDC) and RHA are working together to provide the Section 8 Homeownership Program to facilitate the transition from rental to home ownership opportunities. PHDC administers Monroe County's First-Time Home Buyer Program and provides additional subsidies thru Monroe County's HOME and ADDI programs for Section 8 participants who purchase homes in suburban Monroe County.

Barriers to Affordable Housing

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

Program Year 4 CAPER Barriers to Affordable Housing response:

Monroe County's actions are targeted to provide more affordable housing options for suburban low-mod income families, senior citizens, residents at or below poverty, persons with special needs and homeless and "at-risk" homeless persons. Monroe County continued existing programs such as the Home Improvement Program, Home Ownership Assistance Program, the Housing Council's housing stability programs and the Rental Housing Development Program. Technical staff assistance to community-wide affordable housing and homeless committees and forums was also significant, including the City/County Homeless Continuum of Care Team, the Greater Rochester Housing Partnership Board of Directors and the City's Foreclosure Task Force.

The Housing Partnership Board intends to continue its efforts to seek out an acceptable trust fund model, including the possibility of a state-wide housing trust fund with a dedicated funding source, that could be implemented in the Rochester/Monroe County area.

Housing efforts were coordinated with local municipalities, non-profits, educational institutions and other private sector entities to address the need for affordable housing among low-mod residents. This included researching housing alternatives for all income levels of County residents, elderly and disabled persons. Homeless services were targeted to providing assistance to a variety of different homeless populations. County resources such as County of Monroe Industrial Development Agency (COMIDA) bond financing were also used for affordable housing projects that qualified.

The County is updating the Analysis of Impediments to Fair Housing (AI) Action Plan in accordance with HUD's Fair Housing Planning Guide process to meet jurisdictional requirements for Fair Housing Planning and Implementation as mandated by HUD's Office of Fair Housing and Equal Opportunity (FHEO). This Action Plan shall describe the appropriate actions, including short and long-term goals, to overcome and eliminate the effects of any impediments identified through the Analysis of Impediments to Fair Housing Choice 2005 that was completed in December 2005 by The Housing Council and submitted to HUD in January 2006. To formalize the necessary steps required to develop and implement a new AI Action Plan, the County has commissioned Anne S. Peterson, Fair Housing Consultant, to prepare a new Action Plan. As part of the process that will be implemented to develop the new AI, Monroe County and the Towns of Greece and Irondequoit shall:

- Ensure that diverse groups in the community are provided a real opportunity to take part in the development process
- Create the structure for the design and implementation of the actions

- Define a clear set of Fair Housing planning objectives that are directly related to the conclusions and recommendations contained in the AI
- Establish a set of goals for each objective, i.e. the completion of one or more discrete actions, or a set of actions, which serve as milestones toward achieving each objective
- Establish measurable results intended for each defined objective
- Determine the time period for completion of the Action Plan
- Identify public and private resources (local, State, Federal agencies or programs, financial institutions, nonprofit, and other organizations) to finance and/or support fair housing actions
- Identify individuals, groups and organizations to become involved in each action and define their responsibilities
- Set priorities; schedule actions for a time period which is consistent with the Strategic (Consolidated) Plan cycle and that utilizes a phasing process in order to coordinate with various schedules of other private and public funding sources, programs, and community, state and federal partners

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

Program Year 4 CAPER HOME/ADDI response:

1. Please refer to General Question 1 and Specific Housing Objective 1.
2. HOME Match Report (HUD-40107-A) is attached.
3. HUD Form 40107 is attached.
4. Assessments
 - a. Monitoring Visits and On-site inspections of HOME-assisted rental units were conducted to determine compliance with the property Housing Quality Standards (HQS) of 24 CFR 92.251 and to verify that the information submitted by the owners is in accordance with the requirements of 24 CFR 92.252. Inspections were based on a sufficient sample of units to ensure compliance with all Section 8 Housing Quality Standards at 24 CFR 92.504.

Prior to the construction/redevelopment phase of projects, County Staff conduct the following: assist developers to ensure that construction bid documents and related technical and design specifications contain all applicable federal regulations; and, pre-construction meetings with the development team including the general contractor/subcontractors to assure compliance with all HUD federal requirements, including Section 3 Provisions, MBE/WBE, Davis-Bacon (if applicable), and HQS requirements before the project is bid.

During the construction/redevelopment phase of projects, County Staff conduct the following: attend monthly and final on-site construction meetings and inspections to assure compliance with all HUD federal requirements, including Section 3 Provisions, MBE/WBE, Davis-Bacon (if applicable), and HQS requirements during project construction phase.

After the project is completed/redeveloped and occupied, County Staff conduct the following: HQS inspections based on a sufficient sample of units to ensure that owner maintains units in compliance with Section 8 HQS; monitoring visits to ensure that project owner maintains the appropriate mix of very low-income and low-income tenants throughout the compliance period, that the owner properly collects the required information and annually determines the income eligibility of tenants in the assisted units, ensure that owner collects rents that do not exceed the HOME maximum rents when adjusted for tenant-paid utility allowance.

Monitoring visits are conducted on the following schedule: every three years for projects containing 1 to 4 units; every two years for projects containing 5 to 25 units; and every year for projects containing 26 or more units. All monitoring visits conducted during the 2008 program year had very positive outcomes with only minor concerns that were readily addressed by project management. The projects within Monroe County's HOME portfolio continue to be well run, maintained and managed.

b. Affirmative Marketing Strategy, Non-Discrimination and Equal Opportunity Policies and Procedures

Monroe County implements its HOME Program consistent with all statutory and implementing regulation requirements pertaining to affirmative marketing, discrimination and equal opportunity which are contained in CFR Part 92 of the HOME Investment Partnerships Program regulations. Measures to ensure this compliance include, but are not limited to the following:

1. Affirmative marketing policies and procedures and fair housing laws discussed with property owners and tenants directly;
2. A statement of the objectives, policies and procedures of the County pertaining to affirmative marketing and Federal Fair Housing Laws is included in all media releases, advertisements, public notices and informational meetings as part of the program description. This statement and a description of the applicable fair housing laws is in the information provided to property owners and tenants, including using the Equal Opportunity logo, slogan or statement in all media announcements pertaining to the program;
3. Developers of County affordable housing projects are required to submit a comprehensive Affirmative Fair Housing Marketing Plan for review and approval and to adopt affirmative marketing procedures and requirements for all Monroe County assisted housing projects. Affirmative marketing steps consist of actions to provide information and otherwise attract eligible persons from all racial, ethnic, and gender groups in the housing market area to the available housing. In developing the Marketing Plan, a determination is made on whether the proposed Plan includes actions that are appropriate for attracting the target group(s) and whether the

actions are likely to achieve the objectives of the Plan. Monroe County ensures that the Plan is in compliance with HUD's handbook, Affirmative Fair Housing Marketing Requirements. This determines the effectiveness of the marketing program, the appropriateness of commercial media and brochures, other actions taken to attract the target group, the effectiveness of the proposed community contracts, and the training of staff and participants regarding the Fair Housing Act. Particular emphasis is placed on displaying the Equal Housing Opportunity logo and slogan on all advertising materials.

4. Each participating investor/owner is required to execute a certification to affirmatively market vacant units. This document assures the following items: owner agrees to include in all advertising, the Equal Opportunity logo or slogan, Equal Housing Opportunity, submit written vacancy notification to the appropriate public housing agency and to The Housing Council, advertise vacant units in alternate outlets, provide the booklet, Fair Housing - It's Your Right (HUD-1260-FHEO) to tenants and implementation of the Equal Employment Opportunity non-discriminatory hiring policy.

5. The County determines, based on the characteristics of the individual community, the appropriate steps necessary to reach those potential tenants and property owners least likely to participate. Examples that may be appropriate include the use of alternate-audience media, contacts with community organizations, churches, fair housing groups and housing and family counseling agencies. An existing contractual agreement to provide fair and affordable housing counseling services through The Housing Council is used frequently. The County has inserted an additional clause into the existing contract with The Housing Council that requires special Fair Housing public television and radio advertisements. Due to the diverse nature of the urban county consortium, the specific steps, facilities and racial/ethnic groups to be addressed will be analyzed and determined as projects are identified.

6. The property owner is required to report to the County the existence of all vacant units not filled by PHA referral. PHA referral itself is appropriate affirmative marketing action. The existing Section 8 Program is administered primarily in the City of Rochester, outside the program area, in an area which is much more ethnically varied than potential areas for HOME-funded projects. Property owners will report all racial, ethnic and gender characteristics concerning tenancy before and after rehabilitation and relocation data for displaced households. Applicants for tenancy will be defined as those potential tenants who personally inspect the units or those who inquire in person, by telephone or by mail to the property owner or project rental office.

7. Counseling is offered to all existing and known potential tenants. This counseling includes subjects such as federal fair housing, equal housing opportunity laws, and tenant's and property owner's rights in all areas concerning non-discrimination and equal opportunity issues.

8. The HOME Program is incorporated into all existing non-discrimination, equal opportunity, fair housing, minority contractor and affirmative marketing procedures undertaken in the administration of the Booklet (HUD 1260-FHEO), posters and Fair Housing flyers are made available to municipalities, landlords and tenants. Such Fair Housing information and visual aids are also distributed at all County public meetings regarding the HOME Program.

9. To promote awareness of Fair Housing, the County joins with other agencies to promote Fair Housing Month each year. Local officials are asked to issue an appropriate proclamation and events will be planned to increase the community's understanding of what constitutes Fair Housing and how it can be advanced. Efforts are made to discuss Fair Housing in the media and in educational seminars. In addition, CD staff participates as a faculty member of the Planning Division's annual Residential Training Program for new and returning municipal board members, municipal officials and staff, agency personnel, attorneys, architects, landscape architects,

engineers, planners, developers and citizens. This continuing education credited course, conducted at Monroe Community College, is designed to expand collaborative roles in assessing, facilitating and managing the development of fair and affordable housing opportunities.

10. The impact of property owner and County affirmative marketing activities are assessed continually and reviewed annually. A survey or equivalent analysis of existing census and community data is conducted to determine racial, ethnic and gender characteristics of the renter and property owner population of the neighborhoods where a HOME-funded project will be located. This information is compared to the data compiled through the HOME Program to assess the impact of affirmative marketing activities. Should deficiencies become apparent, the following actions shall be considered and if feasible, appropriate choices will be undertaken as corrective action: advertisements will be promulgated, within Monroe County, in areas of greater minority concentration, which encourage potential minority tenant participation; alternate-audience media will be utilized to encourage potential minority tenant and homeowner participation; direct contact will be made with community organizations, churches, fair housing groups and counseling agencies to promote participation in the program by areas least likely to be aware of the HOME Program.

c. Outreach to Minority and Women Owned Businesses

CD conducts targeted marketing to solicit minority and women owned contractors for the Home Improvement Program. General contracts associated with the development of affordable rental housing handle outreach to minority and women owned business as subcontractors.

HOMELESS

Homeless Needs

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 4 CAPER Homeless Needs response:

1. 2. & 3.

The CoC requested funding under the 2008-09 CoC Super NOFA to finance seventeen (17) local projects. In February 2009, HUD announced that all seventeen (17) Rochester-Monroe County CoC proposed and recommended projects received funding awards totaling \$8,859,080. This funding announcement includes one-year through five-year project renewals. An adjustment was made by HUD to accommodate the increased fair market rents (FMR) for the Rochester Housing Authority's Tenant Rental Assistance Program.

Described below are the 2008-09 CoC Super NOFA proposed priority projects that were selected by the CoC Team to fill a gap in the Rochester-Monroe County CoC system that were funded by HUD, which includes four (4) new projects, five (5) competitive renewal projects and seven (7) Shelter Plus Care renewal projects:

Eastman Commons - \$978,000 Award (Shelter Plus Care Program-New)

Eastman Commons - \$300,000 Award (Supportive Housing Program-New)

Catholic Family Center/Lafayette Housing II - \$394,636 Award (Supportive Housing Program-New)

Transitional Living/Hillside - \$157,500 Award - (Supportive Housing Program-New)

Families First/Reunite Families (MR/MCDHS) - \$118,692 Award (Supportive Housing Program-Renewal)
Health Care for the Homeless - \$960,899 Award (Supportive Housing Program-Renewal)
Catholic Family Center/Homeless Management Information System (HMIS) - \$493,882 Award (Supportive Housing Program-Renewal)
NYS Office of Mental Health/DePaul Community Services - \$ 161,880 Award (Shelter Plus Care-Renewal)
NYS OASAS/Providence Housing Development Corporation - \$417,168 Award (Shelter Plus Care-Renewal)
S+C5 - Rochester Housing Authority/MCDHS - \$1,957,992 Award (Shelter Plus Care-Renewal)
S+C6 - Rochester Housing Authority/Veterans Outreach Center - \$89,544 Award (Shelter Plus Care-Renewal)
S+C3 2008 - Salvation Army - \$872,748 Award (Shelter Plus Care-Renewal)
Safe Haven - Salvation Army - \$747,810 Award (Supportive Housing Program- Renewal)
S+C7 - Rochester Housing Authority/Unity Health System MMWC - \$390,936 Award (Shelter Plus Care-Renewal)
Shelter Plus Care Chronically Homeless - Rochester Housing Authority/Unity Health - \$508,560 Award (Shelter Plus Care-Renewal)
Rochester Housing Authority/Strong Ties - \$185,172 Award (Shelter Plus Care-Renewal)
Support Services for Chronically Homeless/Unity Health - \$123,661 Award (Supportive Housing Program-Renewal)

Homelessness

The Rochester/Monroe County Homeless Continuum of Care 2009 "SuperNOFA Funding" Priorities are in ranked order as follows:

- 1) Increase the supply of permanent, affordable housing with support services for the chronically homeless (this includes Shelter Plus Care and Housing First projects.)
- 2) Increase the supply of permanent, affordable housing with support services for the homeless in general and targeted toward special needs populations:
 - Older homeless youth; pregnant/parenting older homeless youth
 - Homeless with criminal and poor credit histories
 - Homeless with mental health and/or substance abuse issues
 - Homeless families with children
 - Veterans (including female vets) and their families
 - Transgender
- 3) Maintain current inventory of HUD funded homeless housing and services at current levels (renewal projects)
- 4) Transitional housing for homeless special needs populations:
 - Homeless, Re-Entry population, in particular for sex offenders
- 5) Support Services:
 - Increase capacity and access to comprehensive case management services from entry into the homeless system through follow up services in unsupported permanent housing
 - Employment/Job Placement services for persons with little or no employment history (including child care and transportation)
 - Improve access to and capacity of permanent, supportive housing programs

- Outreach/Engagement services for the chronically homeless and frequent users of the homeless system

Only projects that meet the above-referenced priorities and are eligible activities under the CoC SuperNOFA will be rated.

Renewal Applications - Must meet or exceed HUD's national performance measurements. These projects must clearly demonstrate that the services provided continue to be a need of the homeless in this community and are an essential component of the community's continuum of care.

In addition to the above Homeless CoC 2009 "SuperNOFA Funding" priorities, the Rochester/Monroe County Homeless Continuum of Care 2009 "Community" Priorities include the Implementation of this community's Ten-Year Plan to End Homelessness "Housing Options for All", and the following priorities which are not in any ranked order:

- Consistent, quality case management services available across the continuum
- Employment/Job Placement Services for special needs populations
- Improvements to, and coordination of, discharge planning processes and protocols
- Increase Homelessness Prevention services
- Community education and advocacy around issues of homelessness and housing
- Accessing mainstream services/systems advocacy
- Cross systems approach to meeting the needs of the homeless
- "Putting a face on Homelessness", decreasing NIMBYism

Chronic Homelessness

The CoC Ten-Year Plan to End Chronic Homelessness Planning Committee has been meeting to develop the Rochester-Monroe County Ten-Year Plan. After careful review and recommendation of the Public Policy Committee of the United Way of Greater Rochester (UW), the community's CoC Ten-Year Plan to End Chronic Homelessness was selected by vote of the UW Board of Directors, at the September 2006 meeting, to become one of three UW Public Policy priorities for 2007-08, which will continue to be a priority in 2009. UW staff met with CoC members in 2007 and 2008 to establish potential roles for UW to assume as a catalyst in the development and implementation of the community's Ten-Year planning process to end chronic homelessness, which include the following:

- Raising community awareness of homeless issues in the community
- UW's unique ability to bring new partners to the table for the planning process
- Provide UW staff support in the planning process

Since UW adopted the community's public policy initiative in September 2006 to develop and implement an effective Ten-Year Plan to End Chronic Homelessness, the Ten-Year Planning Committee, which includes UW staff representatives, has been meeting regularly. Current activities of the Ten-Year Plan Planning Committee include the following:

- Gathering data on the chronic homeless to accurately assess this population
- Establish a cost analysis of services/resources to serve the chronic homeless
- Utilizing data from the Homeless Services Network (HSN) Homeless Needs Survey and Point-in-Time Survey conducted on January 29, 2009- Conducting focus groups with the chronically homeless and the providers in the community that primarily serve this population
- Released the Ten-Year Plan to end homelessness in Rochester/Monroe County entitled "Housing Options for All - A Strategy to End Homelessness in Rochester/

Monroe County" at the Homeless Services Network's Annual Western NY Homeless & Hunger Symposium on September 19, 2007, which is also available at www.homelesservicesrochesterny.org or the Monroe County CD office

- Began implementation of Phase I of the above referenced Ten-Year Plan, "Housing Options for All - A Strategy to End Homelessness in Rochester/Monroe County" by contracting with an independent consultant, Creating Community Change, to develop a 2008- 2017 "Supportive Housing Production Implementation Plan" (SHPI) that was completed in February 2009, which is available at www.homelesservicesrochesterny.org. or the Monroe County CD office.

The SHPI study included the following research components:

- 1) A comprehensive review of current emergency housing stock and inventory of existing and planned supportive housing available, including location, population served, services provided and financing sources for services in Rochester and Monroe County
- 2) Detailed assessment of housing gaps for specific subpopulations (special needs, chronically homeless, families and youth)
- 3) Appropriate mix of housing types and models to fill the overall need with focus on homeless populations with incomes below than 30% AMI
- 4) Identification of potential developers and service providers to facilitate the provision of supportive housing development
- 5) Detailed projections for the types and quantities of housing units required to fill the overall need
- 6) Short and long-term cost projections for the provision of supportive housing developments, i.e. Housing First model and permanent supportive housing
- 7) Map of all available federal, state, local and private supportive housing development resources and highlight examples of projects with multiple financing sources
- 8) Review of appropriate case management services
- 9) Potential implementation timelines
- 10) Presentation of Implementation Plan to key community stakeholders

The SHPI Plan recommends the simultaneous pursuit of three (3) major components in ending homelessness:

- 1) Prevention
- 2) Comprehensive Support Services
3. Affordable Permanent Housing*

*(Affordable permanent housing is a means to address all three of the major components noted above to serve people who are most likely to be homeless repeatedly or for long periods of time.)

This SHPI Plan is designed to build on the existing foundation of the current 698 supportive housing units in Monroe County and to provide guidance and ideas for increasing the availability of supportive housing over the ten-year period.

In 2006, research of other community Plans and successful models of Housing First projects was completed. The Committee's initial research found that such a Plan will require the identification of additional resources, especially for ongoing operation of a Housing First model and/or for permanent supportive housing. Upon further analysis of planning efforts across the country, the Committee drafted a preliminary Plan outline and made the following recommendations in 2006:

- Include other homeless populations in this community's Plan, even though 10-Year Plans focus on the chronically homeless
- Developing additional units of affordable, permanent supportive housing is the solution to ending homelessness and should, therefore, be a key component of this community's Ten-Year Plan

- Build on the strong infrastructure of homeless housing and services that currently exists in this community
 - Identify potential new funding sources for implementation of the 10-Year Plan
- Potential partner organizations and community leaders have been identified and a list of potential community stakeholders has been developed. Both the City of Rochester Mayor and the Monroe County Executive submitted letters supporting the ten-year planning initiative. As mentioned above, the Ten-Year Planning Committee released the Ten-Year Plan entitled "Housing Options for All - A Strategy to End Homelessness in Rochester/Monroe County" at the Homeless Services Network's Annual Western NY Homeless & Hunger Symposium on September 19, 2007.

Current Chronic Homelessness Strategy (2006-09)

Past strategies continue as a strong framework on which we can build and they remain an integral part of our current strategy. We continue to provide strong support of the movement to serve the chronic homeless through our community's Shelter Plus Care programs that occurs mostly through non-traditional case management programs. The support services, in addition to the affordable, permanent housing, has allowed the chronically homeless to remain in permanent housing. All of existing permanent housing programs for individuals are serving the chronically homeless and we continue to encourage providers to designate a specific number of beds for the chronically homeless.

The CoC Team has conducted monthly point in time surveys since February 2002. In May 2003, the survey began asking shelter providers to provide numbers of individuals that fit either of the definitions of chronic homelessness to attempt to get an accurate picture of the number of chronic homeless. The Point in Time Survey conducted on January 29, 2009 identified 75 individuals as being chronically homeless; 28 less individuals than reported in the Point in Time Survey conducted on January 27, 2005.

The CoC Team continues to monitor the CoC system to ensure that the chronically homeless are accessing mainstream financial entitlements and mainstream service providers in a timely manner.

The County, City, Red Cross, CoC Team and Poor People United developed and implemented a plan to assist the unsheltered homeless in accessing existing shelter beds and providing additional overflow beds during severe weather conditions beginning in the winter of 2004.

Nightly outreach efforts by a grassroots organizing group, Poor People United, were conducted during the winter months to subway beds, bridges and parking garages to arrange for placements in shelters or hotels when no shelter beds were available. This plan has been updated annually and continues to be used during severe weather conditions.

The Special Needs Populations Committee of the HSN developed a list of resources and service providers available to homeless persons who are sanctioned or otherwise unable to access financial entitlement programs, many of whom are chronically homeless.

The Special Needs Populations Committee of the HSN worked with Coordinated Care Service, Inc. (CCSI) to develop discharge guidelines from public in-patient mental health programs to outpatient treatment. An addendum to the plan was made with specific protocols for discharge of persons who were in homeless shelters to ensure shelter providers have information on medications, outpatient treatment providers, etc.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 4 CAPER Specific Housing Prevention Elements response:

On February 26, 2009 the CoC facilitated the first meeting of a community Rapid Re-Housing Committee (RRH) to develop a RRH model to reduce the amount of time homeless households are homeless and to prevent households from returning to homelessness. The model will include a general intake system and common assessment tool process. Planning efforts of the RRH Committee have been prioritized to facilitate the development of a Homeless Prevention/Rapid Re-Housing model to prevent homelessness and stabilize households. To ensure that program participants are linked to ongoing assistance, such as Section 8 housing vouchers, intensive case management, or assertive community treatment, the RRH model will coordinate closely with other community resources.

Monroe County's Department of Human Services (MCDHS), through its Division of Social Services Housing Unit, was established to serve the emergency needs of homeless and housing needs of low-mod residents. CDBG staff may provide assistance to some of the priority programs offered, as follows: the Housing Search Program to assist the homeless in locating permanent housing; the Homeless Outreach Program (formerly the Housing Demonstration Program), to provide outreach to the community's most difficult to serve homeless; the Homeless Intervention Program to provide ongoing counseling and assistance to homeless families; the Homeless Youth Project, funded through the Rochester-Monroe County Youth Bureau and HUD, to provide staff outreach to homeless youth; the Homeless MICA Program to assist homeless persons with mental health issues; the Safety Net Assistance Program funded by New York State OTDA, to provide ongoing mental health case management services; and the Eviction Prevention Program to assist families in danger of homelessness due to eviction. Many other programs are provided by MCDHS to address homeless issues through landlord/tenant outreach. Other HUD-funded programs include the Family Unification Program to provide Section 8 vouchers to families with children in foster care, the Shelter Plus Care Program to provide low-mod income housing units to families who have a disabled member and the Welfare-to-Work Housing Assistance Program to provide Section 8 vouchers to families who are leaving public assistance (welfare rolls) for jobs.

Also, please refer to the Home Improvement Program, First-Time Home Buyer and Foreclosure Prevention program accomplishments referenced earlier in this report.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as value of a building or lease, donated materials, or volunteer time.

4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination

As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 4 CAPER ESG response:

1. For the first time in nearly ten years, Monroe County received an Emergency Shelter Grants (ESG) allocation in the amount of \$85,093 in 2007. The 2007 ESG allocation was awarded to The Salvation Army to purchase equipment for operations and essential services for four (4) homeless shelters (HOPE House, Genesis House, Safe Haven and Booth Haven.)

Monroe County issued a Request for Proposals (RFP) on January 30, 2009 to solicit projects for the 2008 ESG allocation of \$84,834 and the 2009 allocation of \$84,616. All local homeless service providers were directly invited to submit proposals for ESG funds, which were due on February 20, 2009. CD consulted with the Homeless Continuum of Care to ensure that a broad spectrum of homeless service providers were made aware of the issuance of the RFP and availability of ESG funds.

Twelve proposals, totalling \$293,845, were received through the ESG RFP, four of which were determined to be ineligible and were, therefore, not considered for funding. A committee was formed to review the proposals submitted through the RFP process that consisted of staff from Monroe County CD, Monroe County Purchasing, the Rochester/Monroe County Youth Bureau, and the Rochester/Monroe County Homeless Continuum of Care. The committee reviewed and ranked all eligible proposals and made recommendations for funding, as noted below.

2008 funding has been allocated to the following four projects, all of which are underway at the time of this report:

- Alternatives for Battered Women - \$21,000 - Emergency Shelter Operations
- Dimitri House - \$16,834 - Emergency Shelter Operations and Homeless Prevention
- Sojourner House - \$20,000 - Emergency Shelter Operations
- Spiritus Christi Prison Outreach - \$27,000 - Emergency Shelter Operations

2009 funding will be allocated to the following four projects:

- Center for Youth Services - \$25,450 - Essential Services for Runaway Homeless Youth
- HOPE Ministry - \$25,450 - Homeless Prevention Assistance
- The Salvation Army - \$17,485 - Emergency Shelter Renovations
- Volunteers of America - \$12,000 - Emergency Shelter Renovations

The City of Rochester will receive an ESG allocation of \$423,909 in 2009.

2. (See Homeless Needs Section 1.2.&3)

3. Match

Emergency Shelter Grant (ESG) Program regulations require a minimum one to one match for all grant allocations. To ensure compliance with match requirements, Monroe County requires that funded agencies provide at least equal match for any funds requested through the program. The entire 2007 allocation of ESG funds (\$85,093) was awarded to the Salvation Army for the purchase of equipment. These funds were fully expended and the project is complete. The Salvation Army received over \$693,000 in per diem payments from the Monroe County Department of Human Services between October 2007 and October 2008, which was counted as match for the ESG funds.

There are four agencies that have been awarded 2008 ESG funds through the County's Request for Proposals (RFP) issued in January of 2009. Below are the four awards and their amounts and sources of eligible program match:

- Alternatives for Battered Women - \$21,000 - Match contribution: \$1,874,353 - Sources: Government grants, foundations, contributions, legacies, fees, other

- Dimitri House - \$16,834 - Match contribution: \$163,890 - Sources: Government grants, foundations, contributions, rental income

- Sojourner House - \$20,000 - Match contribution: \$822,840 - Sources: Government grants, foundations, contributions, other

- Spiritus Christi Prison Outreach - \$27,000 - Match contribution: \$28,238 - Sources: Monroe County Department of Human Services per diem housing assistance payments

4. N/A

5. (See attached ESG Program Performance Reports under the tab "Financial Summary and ESG Reports" and Homeless Needs Section 1.2.&3)

COMMUNITY DEVELOPMENT

Community Development

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives

- a. Indicate how use of CDBG funds did not meet national objectives.
- b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
- a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 4 CAPER Community Development response:

1. Assessment of Goals and Objectives

a. See also General Questions 1a. Projects for Monroe County's 2008-2009 CDBG Program were selected for funding because they implemented the housing and community development strategies that address our primary program goals and objectives in housing, economic development, community services and public works/facility improvements.

b. Monroe County's CDBG funding strategy in regard to housing focuses on main objectives: counseling and providing financial assistance to first-time homebuyers; helping low-income, special needs and elderly persons maintain their homes through the Home Improvement Program; counseling those at risk of losing their homes to foreclosure; providing fair housing outreach and education throughout the community; and, supplementing HOME funded projects with eligible CDBG activities. The ability to meet the increasing affordable housing demands of moderate, low and very low-income households continues to be an ongoing challenge. Analysis of the affordable housing needs in suburban Monroe County continues to substantiate the need to work toward the provision of rental and homeownership opportunities for very low, low and moderate-income family households, elderly and special needs persons, while stabilizing the existing housing stock. The innovative affordable rental projects detailed in other sections of this Report are primarily funded through the HOME program. CDBG funds are used on a limited basis for off-site infrastructure improvements in conjunction with HOME funded rental projects.

c. All of Monroe County's CDBG program beneficiaries were of low to moderate-income.

2. There have been no changes in Monroe County's program objectives during the reporting period.

3. a., b. & c.

Throughout the program year, Monroe County has provided letters certifying consistency with the current, HUD-approved Consolidated Plan to agencies requesting them. Monroe County implemented the 2008 Action Plan at the start of the program year on August 1, 2008 and did not

delay program implementation. Although funds were not received from HUD until November, this did not have a negative impact on the 2008 program.

4. a. & b.

All of the programs administered by Monroe County are used exclusively to meet the three national objectives.

5. There were no households displaced as a result of any activities undertaken by Monroe County during this program year. All anti-displacement policies adopted and set out in the five-year 2005-2010 Strategic Plan were strictly followed.

6. N/A

7. N/A

8. Program Income Received

a. Single-unit housing rehabilitation revolving loan fund account at M&T Bank - Program Income received in 2008 program year [\$6,340] - Account balance available for relending \$326,931

b. Float-funded activities [none]

c. Other loan repayments by category:

- Repayments of housing rehab grants [\$50,911]

- Payments on economic development loans [\$532,009]

d. Income received from sale of property [none]

9. N/A

10. Loans and Other Receivables

a. N/A

b. During the reporting period, there were 16 Economic Development Loans outstanding with principal balance of \$937,571 and 18 Housing Rehab Loans outstanding with principal balance of \$37,715.

c., d. & e. N/A

11. N/A

12. During the program year, Monroe County completed 14 CDBG-funded Home Improvement grant projects. Total CDBG funds expended for these rehabilitation activities was \$106,544.

13. N/A

Antipoverty Strategy

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

Program Year 4 CAPER Antipoverty Strategy response:

The first component of Monroe County's anti-poverty strategy is housing stability. Each of the housing programs funded by Monroe County has a housing stability component and is designed exclusively for low to moderate-income residents, including residents with incomes less than 30% AMI. The Home Improvement Program, Home Ownership Program, Foreclosure Prevention, Landlord/Tenant Counseling and Fair Housing Education programs promote housing stability. Also significant is Monroe County's involvement in the development of affordable rental housing for families, seniors and persons with special needs. Our involvement goes beyond the use of HOME funds for the development of housing, and includes participation on the Greater Rochester Housing Partnership Board, City of Rochester Foreclosure Task Force and the Homeless Continuum of Care Team.

The second component of our anti-poverty strategy is job creation and retention. Through the use of the CDBG-funded Economic Development Grant and Loan Fund, we are able to ensure the creation of jobs for low to moderate-income persons. This program, when combined with other County economic development resources, strengthen the overall economy, create jobs and reduce poverty.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 4 CAPER Non-homeless Special Needs response:

Actions taken by Monroe County to address the special supportive housing needs of the elderly include the CDBG-funded Safety and Security for Seniors program by Lifespan.

The Home Improvement Program provides an additional \$2,500 for accessibility improvements, which may facilitate the elderly and persons with physical disabilities to remain in their homes and/or receive supportive services in their homes. Actions taken to address the supportive housing needs of persons with mental illness, HIV/AIDS, veterans, and persons with drug and/or alcohol dependency, are primarily addressed through Monroe County's participation on the Homeless Continuum of Care Team and the nearly \$8.8 million in projects funded through Exhibit I, including several shelter plus care programs administered jointly by the Rochester Housing Authority and Monroe County's Department of Human Services.

Specific HOPWA Objectives

Program Year 4 CAPER Specific HOPWA Objectives response:

N/A

OTHER NARRATIVE

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

Program Year 4 CAPER Other Narrative response:

Program year accomplishments indicated in the various program year summary charts reflect the actual dollar amount of funds expended and actual number of units and/or projects completed during the program year. Totals do not include projects and/or units that are underway.