

CITY OF BURLINGTON

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

*PROGRAM YEAR 2014
July 1, 2014 - June 30, 2015*



City Officials

Burlington City Council

Mayor
Ronnie Wall

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Jim Bulter	Councilmember
Kathy Hykes	Councilmember
Bob Ward	Councilmember

City Manager: Harold Owen

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Planning and Economic Development Director

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GENERAL NARRATIVES
Assessment of Five-year Goals and Objectives

During program year 2014, the City conducted the following actions to address the City's planned outcomes set forth in its Five-year Strategic Plan, 2010-2015. Actions are based on achieving the City's planned outcomes over a five-year period ending June 30, 2015.

Affordable Housing

Priority Needs:

- Elderly and low and moderate-income homeowners in need of housing rehabilitation.
- Affordable housing for low and moderate-income homebuyers.

Goal: Provide decent and affordable housing for low and moderate-income households. (Multi-year Goal: 50 houses rehabilitated and 5 homebuyers assisted through homeownership).

Objectives:

DH-1. Provide access to affordable, decent housing by rehabilitating homes for low and moderate-income homeowners.

DH-2. Assist low and moderate-income households to become homeowners by making homeownership affordable.

As of June 30, 2015, the City completed 100% percent of its five-year goal for housing rehabilitation. Table 1 on page 2 and the maps in the appendix display the City's performance during the 2014 program year to achieve its specific objectives and address identified housing needs.

During the program year, the City rehabilitated two (10) owner-occupied houses using Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) Program, and leveraged resources. Of these houses, the City renovated and made accessible homes for five disabled head of households. Elderly individuals headed eight of the households. For one homeowner, the City reconstructed a dilapidated homes. Of the ten units tested, the City used interim controls or abatement procedures to reduce the lead-based paint hazards in nine positive units. (See section on Lead-based paint hazard reduction activities for further discussion.) All rehabilitated units were brought from substandard to standard conditions and made energy efficient.

Table 1: Summary of Specific Housing Objectives

Specific Obj. #	Outcome/Objective Specific Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1 Availability/Accessibility of Decent Housing							
DH-1.1	Provide affordable decent housing by reducing the number of substandard units occupied by the elderly and low and moderate-income homeowners.	CDBG	Number of units rehabilitated.	2010	10	11	110%
				2011	10	10	100%
		HOME	Number occupied by elderly.	2012	10	12	120%
				2013	10	11	110%
			Number brought to standard. Number qualified as Energy Star Number made accessible. Number made lead safe.	2014	10	10	100%
				MULTI-YEAR GOAL		50	54
DH-2 Affordability of Decent Housing							
DH-2.1	Address need for affordable decent housing by increasing homeownership among low and moderate-income homebuyers.	HOME	Number of first time homebuyers.	2010	1	0	0%
				2011	1	1	100%
				2012	1	0	0%
				2013	1	0	0%
				2014	1	3	300%
				MULTI-YEAR GOAL		10	4

Table 2 summarizes the City’s housing accomplishments by income levels of the households during the program year.

**Table 2. Affordable Owner Housing Accomplishments
Program Year 2013**

Housing Category	0-30% of MFI	31-50% of MFI	51-60% of MFI	61-80% of MFI	Section 215	Total
Owners (Rehabilitations)	4	2	3	1	0	10
Homebuyers (Assisted)	0	0	3	0	0	3
Total						13

As a further strategy to create opportunities for homeownership for low and moderate-income households, the City supported the activities of non-profits to develop affordable housing. The City assisted Alamance County Community Services Agency (ACCSA), its Community Housing Development Organization (CHDO), continued endeavors to develop homes at the Apple Tree Village subdivision on city-owned lots. During the program year 2014 ACCSA worked on crediting issues with another potential homeowner with a goal of starting a new project in program year 2015. During the program year, ACCSA publicized the availability of lots, accepted applications and counseled potential first-time homebuyers. The agency processed 32 requests for the Apple Tree Subdivision and 11 requests for other homeownership programs. ACCSA counseled 57 applicants for its homeownership program and held two homebuyer education classes.

The City took on a new endeavor in program year 2014 to assist Habitat for Humanity of Alamance County with affordable housing activities. Habitat was approved as a CHDO in the summer of 2014 and began work in the fall of 2014. Habitat completed the construction of three projects in program year 2014 with the assistance of CHDO funds.

In April 2015 the Burlington City Council approved a dual partnership for Habitat and ACCSA to develop the City-owned Apple Tree Subdivision. In order to make the neighborhood conform to the existing houses ACCSA will share with Habitat the house plans which have been used previously in order to make the new homes consistent with the existing homes. ACCSA is currently working with a pool of four families who have some credit issues through its homeownership program. ACCSA has also increased community partnerships and currently is working with Burlington Housing Authority through its Family Self-Sufficiency Program. Habitat has several families who will be coming out of their homeownership program who could build at the subdivision. Habitat is a known and reputable builder of affordable housing in the community. This new partnership is planned to generate a lot of new potential interest in the

subdivision and showcase the City's commitment to affordable housing opportunities in the community.

In June 2015 the City, ACCSA, and Habitat held a Community Housing Outreach Event. The event had approximately 40 people in attendance and highlighted the new partnership between the three organizations. Habitat and ACCSA were able to get a combined total of 15 applications for families interested in the subdivision.



During the program year, the City received calls regarding issues with rental properties and the need for the emergency financial assistance. As a standard procedure the City referred these individuals to ACCSA for assistance through the Housing Counseling Program.

Since 2007, ACCSA has administered an Individual Development Account (IDA) Program to encourage low-income families to save funds for homeownership, secondary education or a

small business. Participants must save a minimum of \$50 each month for a two-year period. At the end of two years, their accumulated savings are matched dollar for dollar. During the program year 2014, the agency continued the program with ten families acquiring savings in their accounts. Of these families, four individuals have purchased a new home with their IDA accounts.

In 2007, the City conveyed a tract of land on Rauhut Street to Habitat for Humanity to effectuate the construction of five (5) houses. The City purchased the land with CDBG funds as part of the Rauhut Street revitalization project in the 1980's. Habitat for Humanity has completed two homes on this tract of land. Habitat recombined and subdivided all properties on Key/Rauhut this year, and two projects have been completed in the program year.

Homeless Activities

Priority Needs:

- Homeless individuals and homeless families with children in need of a range of housing and services.
- Homeless persons with special needs in need of housing and service options.
- Effective partnerships between provider agencies to enhance service planning and delivery.

Goal: Provide services and housing for the homeless.

Objectives:

SL-1. Promote accessibility to services and housing for the homeless for the purpose of creating a suitable living environment.

DH-1. Promote accessibility/availability of decent housing for the homeless with special needs.

The City continued to work with local agencies to provide a network of services and housing options for homeless individuals and homeless families with children.

Alamance County Interagency Council for Homeless Assistance:

Organized in January 2000, the Alamance County Interagency Council for Homeless Assistance (ACICHA) serves as a Regional Committee for the Balance of State (BOS). ACICHA meets monthly to interact, gather information and develop projects for the homeless, review BOS application for ESG funding, and to fill the gaps and unmet needs of the homeless or persons threatened with homelessness. Each year, the Council revises its "gaps analysis" to determine the unmet needs in services or programs for the homeless.

For the past 10 years ACICHA has been a member of the Balance of State Continuum of Care. Over the past several years, ACICHA has successfully received Continuum of Care Homeless Assistance Program funds to make decent housing accessible and available for the disabled homeless and transitional housing for homeless families. ACICHA also participates in the HMIS to help to improve the planning and delivery of services to the homeless.

ACICHA plans to submit an application for 2015 Continuum of Care funds as a member of the Balance of State Continuum. ACICHA has also successfully completed three Project Homeless Connect events in partnership with United Way and Allied Churches. These events are held in January for the point in time count and July of each year. The fourth event was held in July 2015.

As a requirement of the Balance of State ACICHA has begun the preliminary steps to start using a Coordinated Assessment model for referrals began in December 2014. Allied Churches will be the point of entry for the coordinated assessments and the project is planned to be fully implemented in July 2015.

Other Homeless Activities:

The existing housing and service providers will continue to address the needs of the homeless and potentially homeless during the program year. Allied Churches of Alamance County and Family Abuse Services operate emergency shelters and provide supportive services for the homeless. Residential Treatment Services provides emergency or crisis beds and transitional housing for substance abusers or the mentally ill.

Residents remain in the shelters from several days to months depending on their needs. The shelters offer supportive services, such as counseling and case management, to help the homeless persons make the transition to permanent housing. Through the homeless system, the agencies have cooperative arrangements with federal, state and local human service agencies/departments, educational institutions, Alamance Regional Medical Center, local police and sheriff departments, state and civic groups to offer various supportive services.

Allied Churches:

Allied Churches provided overnight shelter to 428 different homeless individuals to create access to a suitable living environment. Included in this number were 46 families consisting of 61 children. Individuals, not in families, were comprised of 349 males and 196 females.

For lunch meals, the agency's Good Shepard Kitchen served an average of 158 lunch meals and 94 dinner meals per day each weekday. The kitchen served a total of 43,421 individual lunches to the unemployed, underemployed, disabled, and homeless.

Allied Churches took over as the County's main food pantry in the summer of 2013. As of June 30, 2015 13,501 individuals have been served.

Throughout the program year, Allied Churches used its resource library to tutor and provide enrichment activities for homeless children. Area teachers volunteer to provide free individual tutoring to children throughout the year. Allied Churches has also continued to meet the growing need of shelter guests through capacity building with local health and human service agencies to provide case management. The Center has also continued to have two mental health providers on-site one day a week to see clients.

Allied Churches continued its outreach efforts to address chronic homelessness and other homelessness by operating the Drop-in Center and Resource Center at the shelter facility. The Resource Center provides a computer lab, job search, resume writing, utility and rental assistance, referrals, point of connection for organizations working with resides on education employment, and mental health. The continued development of the centralized intake model will make the Resource Center a hub for housing and emergency assistance referrals.

Family Abuse Services:

During the past year, Family Abuse Services served 76 victims of domestic violence and child abuse (40 women and 36 children) in its women's shelter. The agency answered 2,664 crisis calls and provided counseling to the callers. During the program year the transitional housing facility housed fourteen victims which includes five women with nine children.

To the community and its clients, Family Abuse Services provided other services. Family Abuse Services advocates issued 427 restraining/protection orders during the fiscal year. The agency answered 1, 017 calls for court advocacy and served 427 individuals in-person for their court appearance. Their community educator conducted puppet shows and male violence presentations for the school and other groups and made presentations to business and churches. During the year, the agency partnered with the County Department of Social Services to help disburse Alamance County's share of Temporary Assistance for Needy Families (TANF) funds. These funds are used to help victims of domestic violence move into safe long-term housing. The agency also offered supportive services, such as support groups for 97 women, 1,607 individual counseling sessions, and general case management to ensure the women in the emergency shelter may make the transition to independent living.

Each year, the City of Burlington allocates to Family Abuse Services one-third of the revenue received from a special (5%) surcharge on the liquor local restaurants and bars purchase to sell as mixed drinks. During the past fiscal year, the City granted almost \$32,219.66 to the agency. The City also continued to fund the positions for the two officers to investigate reports of domestic violence and assist the victims to obtain legal action, emergency shelter and other needed services.

For over 10 year, Family Abuse Services has provided the Alamance County Visitation Center with grant funds from the North Carolina Governor's Crime Commission. The Center's program is a collaborative partnership between Family Abuse Services, Healthy Alamance, Alamance County Department of Social Services, and the Burlington Police Department to promote healthy and safe relationships with parents and their children in a safe environment, free from family conflict. At the Burlington Police Department, the Center offers a "safe haven" for victims of domestic violence to take their children to be exchanged for visits with their estranged spouses or mates. Since 2005, the Center has maintained one-hour supervised visits with the children, when necessary, at the FAS offices. During the 2014 program year, the Center rendered 972 supervised visits and 220 monitored exchanges.

Since 2010, the Family Justice Center (FJC) has served the needs of crisis clients in Alamance County. The Center offers services to victims of domestic violence who have been threatened with physical, sexual, or emotional violence. Services available at the Center include assisting with filing a protective order, referral to a safe shelter, substance abuse counseling, support groups, child care and legal support. The FJC also houses two police officers through the Burlington Police Department and Alamance County Sheriff Office's domestic violence units. UNC Horizon, Legal Aid of North Carolina, Department of Social Service Child Protective Service Unit, and District Attorney (available by appointment) are housed at the Center. It is a seamless one stop center for persons experiencing violence in Alamance County. In conjunction with the FJC, FAS has received funding to initiate a Volunteer Court Navigator program that will recruit and train volunteers to support victims through civil and criminal proceedings relating to the domestic violence. The program started in October 2012 and the first volunteers began providing direct service in November 2012. There are currently 28 volunteers currently working with victim in the civil and criminal courts. The program is being expanded to provide law enforcement officers access to trained volunteers after hours and on weekends for safety planning and advocacy services.

In June 2012 a new electronic system for filing for protective orders started at FAS. The state has contracted with a software company to develop an interactive portal that will allow FAS advocates, court clerks, district court judges, and sheriff's deputies to access protective orders. The system will also notify victims when the order has been served. 20 victims have filed electronic ex parte orders using the system.

During program year 2013 97 school based educational programs were provided to students throughout the ABSS and private schools in Alamance County. Seven presentations on Domestic Violence and FAS services were provided to community groups. Volunteers and Interns provided 2,047 hours of service during this time period adding \$30,705 in match for our federal grants.

Residential Treatment Services:

Residential Treatment Services Hall Avenue Facility has 25 beds of which eight are emergency or crisis beds and 17 are residential beds for homeless and non-homeless substance abusers or the mentally ill. Of the total beds in the facility, the agency estimates that homeless individuals occupy 13-15 beds or approximately 62 percent of the beds as a rule. The agency continues to counsel substance abusers at Allied Churches emergency shelter.

The Mebane Street Facility has completed its third year of a three year grant for Alamance Women's Permanent Housing program and has been approved for another renewal. The program houses six beds of which six are filled. Three women who began last year have remained housed and in compliance with their leases. Of these participants, six women remained housed six month or longer. Three women exited the program during this time period. Two of these women moved into private rental housing; both were employed and one was continuing her education. The remaining exiting female, who left against staff advice, benefited from housing and supportive services resulting in a harm reduction.

Burlington Development Corporation:

Since 2008, Burlington Development Corporation, a non-profit affiliate of Burlington Housing Authority, has operated the STEPS and HOPE programs funded by two 2006 Continuum of Care Supportive Housing Program grants. Supportive Tools Enhance Program Success (STEPS) is a rapid re-housing program offering private units for three homeless families. Housing Opportunities Producing Empowerment (HOPE) is a permanent supportive program leasing housing for six chronically homeless and disabled individuals. Participants in both programs receive treatment, medical and supportive services.

Cardinal Innovation Healthcare Solutions:

Cardinal Innovation Healthcare Solutions (CIHS) operates the Alamance/Caswell Community Operations Center. The organization maintains three Shelter Plus Care grants. Renewal applications were completed for all three grants. During the program year, the CIHS housed 27 single adults, 8 adults in families, 16 children, and 8 families through the three grants. This agency provided supportive services to the homeless with special needs participating in the Shelter Plus Care projects and other programs for the homeless.

CIHS also provided supportive services to both homeless and non-homeless persons with special needs. As an alternative to institutional living, CIHS continued to provide supportive services to the residents of Belleshire Apartments and Hillendale Apartments, independent apartments for persons disabled by chronic mental illness. CIHS contracted with the State Mental Health Association to operate the apartment facilities. Additionally, CIHS remained the local lead agency for the Key Program in Alamance County. The Key program offers rental assistance to persons with a disability and a source of income less than 30 percent

of the area median income. This program can provide housing to up to 33 persons in Alamance County. As of June 30, 2015 20 persons were housed in this program.

Alamance County Community Services Agency:

Through its Self-Sufficiency and Housing Services program, Alamance County Community Services Agency (ACCSA) placed 101 very low-income families or individuals residing in substandard dwellings and/or threatened with homelessness in affordable, decent housing. ACCSA supplied counseling and case management services. The agency also provided limited financial help for security deposits and prorated rent and/or mortgage assistance for 425 households to obtain or maintain their housing.

Non-Homeless with Special Needs

Priority Needs:

- Non-homeless persons with special needs in need of housing and services.

Goal: Provide services and housing for non-homeless with special needs.

Objective DH.1: Promote accessibility/availability of decent housing for non-homeless with special needs.

Family Abuse Services, Ralph Scott Lifeservices, Residential Treatment Services, and the Piedmont Behavioral Health-Alamance/Caswell Community Operations Center served the homeless and non-homeless persons with special needs. The non-profit organizations continued to provide independent, supervised living quarters and supportive services for their clientele with special needs.

Family Abuse Services housed four victims of domestic violence with three children in its four-unit transitional housing facility during the program year. The agency counseled the women on health care, substance abuse, money management, child care, arranged for job training and other education, assisted with job searches, securing transportation, permanent housing, furniture, and clothing. Residents of the transitional facility have special needs that are not met during their tenancy in the emergency shelter.

During the program year, the City allocated funds to assist Family Abuse Services to upgrade its alarm system in the emergency shelter for victims of domestic violence. At the end of the program year, the agency had completed the project.

Ralph Scott Lifeservices supplied housing and supportive services to the developmentally disabled. The agency provided group homes, independent apartments with supportive services and vocational facilities for the developmentally disabled.

Residential Treatment Services (RTS) continued to provide medical treatment, counseling and supportive services for the non-homeless substance abusers, the mentally ill and dually diagnosed persons at its facilities. The agency operated an emergency crisis center as well as group homes, apartments and transitional housing with supportive services for its clientele. RTS also provided its counseling and supportive services for Allied Churches at the homeless shelter and at their facility and accepted referrals from all local agencies

Each year, the City sets aside for Residential Treatment Services two-thirds of the revenue received from a special (5%) surcharge on the liquor local restaurants and bars purchase to sell as mixed drinks. During the past fiscal year, the City allocated \$ 64,439.34 to the agency.

The Alamance/Caswell Community Operations Center (ACCOC) part of Cardinal Behavior Health continued to provide crisis services and contract with local behavioral health providers to provide supportive services to the residents of Bellshire Apartments and the Hillendale Apartments and to contract with the EasterSeals/UPC to operate the facilities. These facilities are supported independent apartments for persons disabled by chronic mental illness. The units are affordable to persons who need housing with supportive services in settings less restrictive than care-type facility.

Other Activities

Graham Housing Authority gives priority for the elderly and the disabled to receive housing vouchers, if vouchers are available, to move into supportive housing units. The elderly and disabled are not placed on the waiting list as a rule.

For low and moderate-income persons with physical disabilities, elderly and frail elderly, the City modified their dwellings as part of the rehabilitation of their residences during the program year. These modifications include installing bathtubs with bars, handicapped commodes, single lever faucets, adding banisters, constructing ramps, and other improvements to make the house accessible for the resident. In program year 2014, the City completed three rehabilitations for five disabled homeowners. These projects included an accessible bathroom, appropriate flooring, and widened bathroom doorways for improved accessibility needs. During the year, the City completed a total of 10 units including eight dwellings with elderly heads of households.

The City expediently issued Certificates of Consistency with its Consolidated Plan to non-profits applying for funds to develop housing opportunities for the disabled homeless and supportive housing for persons with disabilities and to the public housing authority for proposed programs and plans. Upon request, the City also provided technical assistance and letters of support for various agencies' grant applications as well as information about potential grant opportunities.

Non-Housing Community Development Activities

Priority Needs:

- Improvement or development of public infrastructure to revitalize neighborhoods.
- Access to local public facilities and services that contribute to neighborhood development and/or deliver recreational or human services.
- Promotion of job training and development.

Goal: Provide a suitable living environment and promote economic development.

Objective SL-1: Improve or develop public infrastructure and facilities to revitalize low and moderate-income areas.

In its Five-year Strategic Plan, the City proposed to undertake one public facility or infrastructure improvement project per year to ensure new or improved availability/access to a suitable living environment for low and moderate-income area residents. During the program year, the City conducted one project. (See project map in appendix for project location.)

In a low to moderate-income area located in East Burlington the completed a culvert project along Friendly Ave. Friendly Ave. directly serves 25 single family houses, a church, and BHA apartment complex. The culvert at Friendly Rd. and Fairfax St. was failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. This project installed a structural liner which will stabilize the culvert and eliminate the sinkholes ensuring residents in the area are not negatively impacted by texted and excessive road closures.

Objective SL-1.2: Enhance access to local public facilities and services that deliver recreational and human services to HUD target populations.

During the 2014 program year the City completed one recreation project at North Park Community Center, City-owned recreation facility. The existing gym floors in North Park were installed in the 1970s when the facility was built. The floors are a tile material which has tested positive for asbestos. It has been determined the most efficient long term method to replace the floors is to remove the existing asbestos tile floor and replace with a modern rubber like flooring called Mondo. This project will included the removal and abatement of the tile flooring by an asbestos certified contractor and then the new Mondo flooring will be installed by the Mondo supplier agency.

To update the quality of a public facilities three projects were completed at one public facilities. The first project expanded the existing half bathroom facility for women and children to a full bathroom facility. The second project added a toilet stall and shower stall for the single female shelter residents. There are over 2,000 visits to this bathroom each week and the

volume has resulted in this increased need for expansion. The third project provided an extension of the overhang for the clients who wait in line at the food pantry. In 2013 Allied Churches became the food pantry for the county due to the largest pantry in the county closing. This will provide protection for clients waiting in line from cold temperatures and precipitation.

Other Neighborhood Revitalization Activities

The City's goal to provide a suitable living environment for low and moderate-income area residents includes improving the safety and livability of neighborhoods. Over the five-year period of its Strategic Plan, the City proposed various strategies to increase the safety of neighborhoods.

For the past eight years, the City of Burlington continued the "Connecting Burlington Communities" (CBC) initiative. CBC is a comprehensive effort, involving City departments, community leaders and citizens, to improve the overall quality of life for Burlington residents. By consolidating the efforts of City departments with community input, the goal is to improve neighborhood appearances, reduce street crime and instill pride throughout the Burlington communities. Citizens may anonymously submit "tip cards," call a dedicated CBC hotline or send an e-mail message to register concerns or complaints. The appropriate City department investigates and responds to the tips.

Objective EO-1.1: Stimulate employment opportunities for low and moderate-income individuals by partnering with state agencies to provide job training program.

To stimulate access to economic opportunities during the 2014 program year, the City partnered with the North Carolina Home Builders Association and the North Carolina Housing Finance Agency to operate a local program to train construction workers. Through this program, the City paid the Home Builders Association to provide job training in the construction industry for low-income area residents and/or homeless persons. Of the 20 enrollees in the classes, four took early job placement and 18 participants completed the training. The program graduates were comprised of seven Whites, seven African Americans males, two African American females, and two Hispanic males. All program participants were low-income persons, of which approximately 95% had extremely low incomes. The Home Builders Association is following up with the program participants to determine how many successfully find employment or pursue additional training/education.

The City also conducted the following outreach activities to encourage women and minority owned businesses to participate in its Community Development Program and the employment of low and moderate-income area residents for HUD funded projects:

- 1) Mailed letters, applications and information and also verbally explained the housing rehabilitation program to prospective contractors.

- 2) Advertised the program in the *Burlington Times News* and to attract minority and women contracting businesses.
- 3) Encouraged contractors during pre-construction conferences to hire local residents as employees and use area suppliers on projects funded by the Program.
- 4) Continued to advertise the City of Burlington's Rehabilitation Program with new brochures and updates to the City's web-site.

Table 4 summarizes the City's performance in meeting its proposed five-year non-housing community development goals and objectives.

Table 3: Summary of Specific Community Development Objectives

Specific Obj. #	Outcome/Objective Specific Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1 Availability/Accessibility of Suitable Living Environment							
SL-1.1	Improve or develop public infrastructure to revitalize low and moderate-income areas. (Goal: One project per year – Number of beneficiaries will vary depending upon area.)	CDBG	Number of persons with new access to facility or infrastructure.	2010	1	1	100%
				2011	1	2	200 %
			Number of persons with improved access to facility or infrastructure.	2012	1	1	100%
				2013	1	2	200%
			Number served by public facility or infrastructure that is no longer substandard.	2014	1	1	100%
				MULTI-YEAR GOAL		5	7
SL-1.2	Enhance access to local public facilities and services that deliver recreational and human services to HUD target populations. (Goal: One project per year – Number of beneficiaries will vary depending upon area.)	CDBG	Number of persons with improved access to service.	2010	1	2	200 %
				2011	1	3	300%
			Number receive service or benefit that is no longer substandard.	2012	1	8	800%
				2013	1	4	400 %
				2014	1	1	100%
				MULTI-YEAR GOAL		5	18
EO-1 Availability/Accessibility of Economic Opportunity							
EO-1.1	Stimulate employment opportunities for low an moderate-income individuals by partnering with state agencies to provide job training program.	CDBG	Number of persons assisted.	2010	12	13	110%
				2011	12	17	200%
			Number of persons with improved access to service.	2012	12	17	200%
				2013	12	17	200 %
				2014	12	18	210 %
				MULTI-YEAR GOAL		60	85

Affirmatively Furthering Fair Housing

In September 2014, the City completed in junction with the City of Greensboro, City of High Point, and the Surry HOME Consortium an Analysis of Impediments and Assessment of Fair Housing for the region discussed above. The document identified three priority fair housing issues for the Piedmont Triad Region. These include the following:

1. The need for expanded public transportation to provide RCAP residents and members of the protected classes with access to higher opportunity areas and community assets.
2. A need for greater affordable and accessible housing opportunities, both rental and sales units, in higher opportunity areas.
3. A need for sustainable employment opportunities within, or in closer proximity to, RCAPs.

Using data derived from these priorities goals and strategies were established to each of the four entitlement communities and the Piedmont Triad. This was done so each entitlement community could incorporate the specific strategies into the Five-Year Consolidated Planning process.

For Burlington/Alamance County there were five goal established which included strategies to achieve the goals. A discuss of the goals and strategies will follow detailing out the accomplishments in Program Year 2014.

Goal 1: Decrease the disparity in access to higher opportunity areas for lower income household, especially members of the projected classes

Strategy: Established a public transportation system that links low income neighborhoods with high opportunity areas, jobs, and other community assessment.

Accomplishments:

In Program year 2014 the Burlington City Council approved the establishment of a public transportation system. The system is being developed to incorporate the link between low income neighborhoods and high opportunity areas. The system is set in begin the summer of 2016.

Goal 2: Expand affordable housing opportunities in higher opportunity areas

Strategy 1: Invest the City's HOME funding allocation to provide incentive for the development of affordable rental housing in higher opportunity areas.

Strategy 2: Provide market-based density bonuses and other incentives to encourage mixed-income residential developments.

Strategy 3: Amend the zoning ordinance to permit single-room occupancy (SRO) or micro-units (less than 400 square feet per dwelling unit) as an affordable housing option for single persons, regardless of income.

Strategy 4: Amend the zoning ordinance to include a reasonable accommodation provision for persons with disabilities.

Strategy 5: Update the 2000 Comprehensive Plan to incorporate the designation of developable parcels along major corridors and near existing/emerging employment centers as appropriate for multi-family housing

Strategy 6: Partner with Graham Housing Authority to reach out to private landlords in higher opportunity areas to accept Section 8 Housing Choice Vouchers.

Accomplishments:

The City of Burlington has completed a update to the 2000 Comprehensive Plan-Destination Burlington. This plan is awaiting adoption by the City Council but does include a new section on affordable housing.

The City has not been able to partner with Graham Housing Authority regarding their Section 8 but there has been some progress in the community on landlords and affordable housing. Allied Churches of Alamance County held a landlord breakfast in April 2015 to discuss with landlords their new rapid re-housing program. There was some progress made at this meeting and in May 2015 a new landlord begin to accept homeless clients their Allied Churches and the United Way of Alamance County rapid-rehousing program.

Goal 3: Expand access to HUD programs

Strategy 1: Adopt a Language Access Plan to ensure persons with limited English proficiency (LEP) can access the City's HUD programs and services.

Accomplishments:

The City adopted a Language access plan in December 2014 to expand access to HUD programs to persons with limited English proficiency.

Goal 4: Increase the awareness of fair housing education and outreach among all residents

Strategy 1: Make available education and outreach training through a certified HUD fair housing agency to four groups: CDBG staff and city boards and commission, city department heads and elected officials, private landlords, and the general public.

Strategy 2: Seek out immigrant populations with limited English proficiency for fair housing education.

Strategy 3: Establish a local human right commission

Strategy 4: Conduct testing in the rental market

Strategy 5: Adopt a formal policy to refrain from allocating CDBG funds to sub-recipients which engage in discriminatory housing behavior

Accomplishments:

The City held a landlord/tenant education workshop in April 2015 led by an attorney from Legal Aid of NC. This workshop had over 50 attendees with a high interest to continue this program in the future. The City also advertised it's landlord/tenant education workshop to persons with English proficiency through Que Pasa publication, Spanish flyer, Centro La Comunidad, and Latino community advocates.

Goal 5: Improve the physical environment in lower income neighborhoods

Strategy 1: Target dwelling units cited for code violations for inclusion in the City's housing rehabilitation program.

Strategy 2: Continue the City's housing rehabilitation program to maintain and preserve the affordable housing stock in near-RCAP and older neighborhoods

Strategy 3: Develop an urban resettlement initiative for younger age cohorts (25-34 years old) with homebuyer incentives in older neighborhoods with lower-cost housing that is within walking distance from downtown

Strategy 4: Provide for homeowner/homebuyer/financial counseling for lower income households, minority households and households with limited English proficiency (LEP) for the purpose of educating owners and buyers on predatory lending, high-cost lending and financial management.

Strategy 5: Allocate CDBG assistance to improve public facilities and infrastructure to complete the redevelopment plans in near-RCAP area

Accomplishments:

The City works with code enforcement staff throughout the year to determine if properties identified as not meeting minimum housing code would be eligible through our existing rehab program. Our Community Development Division also has a staff person who works dually with our rehab program and is a sworn code enforcement officer for that division.

The City continued its rehabilitation program to preserve the affordable housing stock in near-RCAP areas and older neighborhood. We completed 10 projects for program year 2014 in these areas. A map of the locations is located in the appendix.

The City also completed a culvert restoration project in East Burlington along with a rehab of the North Park Community Center's gym floor and library.

The City referred clients with rental housing problems to Alamance County Community Services for assistance through their Housing Counseling Program, Consumer Credit Counseling Agency for credit issues, and the Fair Housing Project through Legal Aid of NC.

Other Actions

Obstacles to Meeting Underserved Needs

In the Action Plan, the City proposed actions to leverage private and other public funds to fill gaps to finance projects. During the program year, the City leveraged its housing rehabilitation funds with owners' contributions and State Construction Training Program funds. For qualified homeowners, the City referred the applicants to Alamance County Community Services Agency's weatherization and other programs. The agency weatherized 19 homes in Alamance County during the year. For energy crisis intervention or replacement of heating systems, the City also referred homeowners to the agency for assistance if funds were available. The agency provided energy crisis assistance for 215 households.

The City proposed actions to coordinate efforts with other agencies and public entities to develop, finance and provide programs, services and housing for low and moderate-income people, the homeless and special needs populations. To leverage funds for affordable housing projects, staff supplied information to non-profits, such as Habitat for Humanity and Alamance County Community Services Agency applying for private and public funds. Staff also provided technical assistance such as developing house plans, made referrals to information sources and furnished other support/information upon request. The City provided information and letters of support and other technical assistance as needed for agencies, such as the Burlington Housing Authority, to apply for supplemental funds.

The City regularly attended monthly Community Council meetings held by the United Way to maintain connections with housing and community needs in the City. These monthly meetings allow for a networking/collaboration opportunity for City staff to stay aware of the needs in the community.

To meet the needs of persons with special needs, the City worked with other agencies to provide housing options. Staff also served as a member of the Alamance County Interagency Council for Homeless Assistance to identify housing needs and options for the homeless, to plan projects and to assist with funding applications.

To identify underserved needs in its jurisdiction, the City encouraged citizen participation in program development. City staff discussed potential funding proposals with community groups, individual citizens and representatives of various organizations and explained the process for submitting a funding proposal. Before any public hearing or area meeting, the City advertised in the local daily newspaper, sent notices to various agencies and

organizations, and sent out notices through United Way's Community Council. The City made funding applications or plans available for public review before submitting the proposals to the funding agency.

Foster Affordable Housing

Actions to foster affordable housing for low and moderate-income households are discussed in the description of affordable housing activities and CDBG Narratives. The City used CDBG and HOME Program funds for housing projects, such as housing rehabilitations and down-payment assistance, during the program year. To further encourage the production of affordable housing for lower income first-time homebuyers, the City conveys, when available, City-owned lots to non-profits to construct houses.

The City follows an affirmative marketing policy for units assisted through its housing program, whatever the funding source. During the program year, the City undertook the following actions to affirmatively market its housing rehabilitation and homebuyer assistance program:

- 1) Encouraged citizen participation to find out the community housing needs during the planning process to apply for program funds.
- 2) Informed the public, potential purchasers, and owners about its affirmative marketing policy and commitment to nondiscrimination, equal opportunity and fair housing choice.
- 3) Verified the household income of the occupants before rehabilitating an occupied unit or the prospective homebuyers before providing down-payment assistance to purchase a home.
- 4) Marketed Apple Tree Subdivision (CHDO Project) through community events and Housing Rehabilitation Program on City of Burlington's website and through community event.
- 5) Distributed brochures to local agencies for Housing Rehabilitation Program.
- 6) Spoke about the housing rehabilitation program through the Burlington Community Workgroup.

Barriers to Affordable Housing

In the Action Plan, the City proposed to undertake several actions to moderate any negative effects of its public policies. These proposed actions were as follows:

- 1) Ensure City regulations provide sufficient land use and density categories to allow the development of various housing types, including affordable housing, and avoid requirements that could produce discriminatory patterns.
- 2) Encourage affordable housing development by funding infrastructure projects or, when feasible and eligible for HUD funding, sharing the cost for infrastructure development with a non-profit or other public entity.

During the reporting period, the City executed the following to address these proposed actions:

- 1) Provided technical assistance and allocated funds for the local CHDOs-Habitat and Alamance County Community Services to continue developing City-owned property for affordable housing in the Apple Tree Village subdivision on Apple Street.
- 2) Attended monthly meetings of the Alamance County Interagency Council on Homeless Assistance to understand housing needs and have a understanding of the needs in the community.
- 3) Attended monthly meeting of United Way Community Council.
- 4) Participated in community events on housing services.

Institutional Structure/Coordination Efforts

For program year 2014, the City planned several actions to eliminate gaps in the institutional structure for conducting its affordable and supportive housing programs. These actions were as follows: participate with other entities to provide affordable housing, coordinate and integrate its housing assistance with non-profit housing agencies, participate in North Carolina Construction Training Partnership Program, and use the technical expertise of various City departments as well as Community Development Program staff. The City also supported activities to enhance the provision of housing options and coordination of services between public and private housing providers and social service agencies.

During the program year, the City undertook the following activities to accomplish these proposed actions to overcome gaps in the institutional structure and enhance local coordination:

- 1) Participated in the Greensboro/Guilford/Burlington/Alamance Housing Consortium for the HOME Program to maximize the available funds for affordable housing. Administered Alamance County's HOME Program besides its own program.
- 2) Participated in the North Carolina Construction Training Partnership Program to provide job training for 18 low-income persons and leverage funds to improve the affordable housing stock for low-income area residents.
- 3) Cooperated with other City departments and citizens to execute the "Connecting Burlington Communities" (CBC) initiative to improve the overall quality of life for Burlington residents.
- 4) Served as a member of the Alamance County Interagency Council for Homeless Assistance to promote and augment the local Continuum of Care system. Assisted with the updating of statistics on homelessness and available services.
- 5) Provided technical assistance and financial support to ACCSA and Habitat, the local CHDOs, to continue developing the City-owned property in the Apple Tree Village subdivision. The CHDO counseled clients to become homeowners. ACCSA is working to complete its the construction of the sixth house in the subdivision. Habitat completed three scattered site CHDO projects and plans are underway to complete their first house in the subdivision in the fall 2015. The Apple Tree Village Subdivision was marketed on

City of Burlington's website and in June 2015 a grand "re-opening" of the subdivision was held to showcase the new partnership between ACCSA, Habitat, and the City. About 30 people attendees with application for the programs going to both ACCSA and Habitat.

- 6) Leveraged public and private funds to make the improvements of properties feasible and thereby, kept affordable housing available in the housing market.
- 7) Communicated, exchanged information and made referrals between various government agencies and non-profits that provide supportive facilities and services and/or housing programs.
- 8) Marketed Housing Rehabilitation Program through a brochure detailing the program. This brochure was distributed to local agencies and uploaded to the City of Burlington's website.
- 9) Incorporated all the requirements of the City of Burlington's Housing Rehabilitation revisions to the Contractor's Manual for the Housing Rehabilitation Program.
- 10) Responded expediently to requests to provide Certificates of Consistency and letters of support and/or information for non-profits to apply for funds to deliver housing assistance for persons with special needs and the homeless and the public housing authority to set up or continue programs.
- 11) Continued to administer the City's housing programs with experienced staff from various City departments.

Public Housing Improvements and Resident Initiatives

Two public housing authorities, Burlington Housing Authority and Graham Housing Authority, own and operate public housing units that are available to low and extremely low-income residents throughout the County. Graham Housing Authority also administers a countywide Section 8 housing choice vouchers program.

Burlington Housing Authority:

Burlington Housing Authority (BHA) has completed several public housing improvement projects in program year 2014. Capital Funds Emergency & Lighting Grant 2011E installed in 2013 paid out in Feb, 2014 purchased 33 cameras.

Resident Initiatives

Burlington Housing Authority (BHA) will continue its programs and initiatives to encourage residents to become involved in management. The housing authority Resident Initiatives Programs to counsel, support and train residents on security and crime prevention, drug prevention, management, leadership, and small business operations. Through these programs, residents become involved in resolving problems with drugs, vandalism, resident safety, etc. BHA also counsels and supports residents' pursuing education/career training opportunities and becoming homeowners or renters in the private housing market.

The public housing communities elects 16 residents to serve as officers and representatives on the Resident Advisory Council, which includes two representatives per community complex. A representative from the Resident Advisory Council serves on the Burlington Housing Authority Board of Commissioners as an equal voting member. During the program year, the Resident Advisory Council accomplished several notable activities. These notable actions included: Community Clean Up organized by Residents, yard sale, End of School Year Block Party, movie and game night, prepared and distributed "welcome packages" to new move ins, Get To Know Your Neighbor Hot Dog give away, Neighborhood Beautification Week, Easter Egg Hunt for all sites, Halloween block party, Parenting Classes, National Night Out, planted tulips at the entrance to the communities, established and maintain a second food pantry, Christmas parties in communities

To improve resident safety four of the six communities have active neighborhood watches and the new camera system has been connected with the Burlington Police Department. The new coordinated community response programs have reduced gang activity by 25% over the five years. The programs include the previously mentioned initiatives along with the 200 participants in the Strengthening Families classes and 360 participants in the annual Community Day.

The housing authority continued to sponsor supportive programs for its residents. The housing authority currently has 120 youth participating in its after school enrichment program, a year round program. Alamance County United Way provided funds for materials and equipment for the after school program. For school age children, BHA partners with others to offer scouting programs and to encourage participation in the recreation programs of the local parks and recreation departments.

To encourage homeownership, BHA conducted a Family Self-Sufficiency (FSS) Program that supports the residents' efforts to save funds to purchase a home or move into an unsubsidized dwelling. BHA secured a grant to provide counseling services and referrals for the program participants. The housing authority has 30 residents enrolled in its program.

The Retired and Senior Volunteer Program (RSVP) for persons over 55 years of age has 23 active volunteers serving six local schools, BHA Pre-K, BHA WHIZ Kids, Computer lab, local May Memorial Library, caregiver respite program, and RSVP Advisory Council. Projects for this group included over 1,162 volunteer hours

BHA is also participant in Developing Opportunities to Excel (Project D.O.E) which is a multi-county AmericCorps program supported by a grant in the amount of \$320,475 from the NC Commission on Volunteerism and Community Service.

The HOPE and STEPS program operated by the Burlington Development Corporation remains an active source of additional housing in Burlington. The STEPS program which is rapid re-housing program has four families participating through June 30, 2015. The HOPE program which is for chronically homeless and disabled individuals had six families participating through June 30, 2015.

Graham Housing Authority:

Graham Housing Authority (GHA) converted one bedroom unit to a handicapped apartment and replaced floor tiles in 99 units.

Resident Initiatives

Graham Housing Authority (GHA) no longer has a resident advisory board and is not sure when one will start again.

Through a Family Unification Program, GHA helped 51 families who are threatened with homelessness or separation from their children to find decent, affordable housing. GHA provides rental assistance to make the units affordable and thereby, encourage the families to reunite.

GHA's participation in the Section 8 program is been consistent for several years. There are currently 2,178 persons being served through the Section 8 Housing Program which includes 960 families. There is currently 1,349 people on the waiting list for the Section 8 Program as of June 30, 2015.

The housing authority also administers housing choice vouchers granted by the Housing Opportunities for Persons with Aids (HOPWA) Program. During the year, GHA housed five participants through the HOPWA Program.

Lead-Based Paint Hazard Reduction

As part of its housing activities, the City continued actions previously instituted to raise its program participants' awareness of lead-based paint hazards. The City's policy is to inform residents of units scheduled for rehabilitation or potential homebuyers about the health dangers of lead poisoning, especially to children. Staff gives additional information on how to prevent and protect young children from lead poisoning to residents of older housing units. If the dwelling could potentially contain lead-based paint, the City encourages these households to test the children for lead poisoning at the County Health Department. The County Health Department actively conducts clinics to test children and educational programs/mailings to explain the importance of lead screening for children.

During the program year, the City inspected any home built before 1978 for potential lead-based paint hazards and required actions to contain any potential hazard noted. For units in its housing rehabilitation program, the City contracted with a certified firm to inspect and prepare lead-based paint risk assessments and to perform clearance tests, when required. All contractor performing work on lead positive home were verified to have completed the Renovation, Repair, and Paint training. Certified contractors completed either the required interim controls or abatement procedures to reduce the lead-based paint hazards during the rehabilitation of eight positive units. All of these units passed the clearance tests.

Anti-Poverty Actions

Through its established programs and policies, the City strived to alleviate the impact of poverty and to reduce the number of households living below the poverty level. The City coordinated its efforts among public and private housing providers and health and human service agencies to meet its objectives. Activities pursued are as follows:

- 1) Rehabilitated dwellings for five extremely low-income (incomes 0-30% of Median Family Incomes (MFI)), four very low income (incomes 0-50% of Median Family Income (MFI)), and one (incomes 61% to 80% of Median Family Income (MFI)) to improve the availability of safe, decent, sanitary, and affordable housing in the marketplace.
- 2) Encouraged the revitalization of low-income neighborhoods by installing a culvert in a low income area and making upgrades at one recreation facility.
- 3) Continued to conduct activities to develop affordable housing for low and moderate-income families on City-owned lots in the existing Apple Tree Village subdivision on Apple Street.
- 4) Continued to support other CHDO activities at scattered site projects with Habitat for Humanity.
- 5) Supported Project Homeless Connect bi-annual event with Allied Churches and United Way.
- 6) Participated in housing information sessions with local housing providers.
- 7) Supported and cooperated with other governmental entities, agencies and non-profit organizations providing programs and services for impoverished and low-income groups. Referred eligible individuals seeking assistance to appropriate agencies, such as Alamance County Community Services Agency, Alamance County, Graham and Burlington Housing Authorities, Allied Churches, and Salvation Army, etc. (Refer to discussion in section on institutional structure and coordination efforts.)

Local Monitoring and Compliance

Throughout the program year, the City of Burlington conducts monitoring reviews of the HUD-funded programs, including its public services projects and CHDO's projects, to ensure compliance with the required regulations, statutes, procedures, standards, and affordability. During the year, the City periodically reviews and assesses the available resources, expenditures and accomplishments to determine whether the planned activities are effectively meeting the City's goals and objectives.

For all types of projects, staff maintains project files documenting the City's compliance with regulations, such as environmental reviews, income eligibility of household(s) or project area(s), lead-based paint, relocation, Davis-Bacon Act, housing quality standards, affirmative marketing, and financial management. Review and update of these files is an ongoing process. The City also records its activities and efforts to encourage fair housing, citizen participation, equal opportunity, handicap accessibility, long-term affordability, and special needs housing. Audits and continual reviews of revenue and expenditures ensure financial accountability.

For its public service project, the City randomly checks the Library System's reported CDBG purchases to ensure the funds are used for the North Park library. The City reviews monthly reports on the construction training classes conducted by the North Carolina Home Builders Association. City staff and the program coordinator collaborate to set up classroom space and housing projects for the trainees to gain direct work experience. Staff routinely inspects job sites when trainees work on residential rehabilitation and/or reconstruction projects.

For public facilities and infrastructure improvements, the City routinely visits project sites to monitor eligibility and feasibility before beginning the project. During the project, the City visits and/or ensures compliance with regulations and labor and safety standards and procedures. The City certifies satisfactory progress and completion of the project as payments are issued to the contractor(s).

As a policy, the City Community Development Division examines dwellings to assess the condition and feasibility of the proposed rehabilitation project. Throughout the project, staff and/or the rehabilitation specialist inspect a job a minimum of twice a week and if necessary, once a day. Both the frequency and duration of inspections depend upon the progress, problems or uniqueness of the job. Periodically, the Community Development Administrator and Community Development Technician inspect progress on a job. In addition, the Community Development Division requires documentation of inspections by the City's Inspection Department and the Rehabilitation Specialist/Class 3 Building Inspector before paying a contractor. At the completion of a project, the Rehabilitation Technician and the property owner inspect a job to ensure satisfactory completion. The City's Chief Building Inspector and the Rehabilitation Specialist/Class 3 Building Inspector also must certify final inspection of the job. For vacant units or units vacated temporarily during the rehabilitation process, the City's Inspector Department issues a Certificate of Occupancy.

Each year, with the assistance of the City, the Lead Entity of the Housing Consortium re-certifies the eligibility of the designated local CHDO to participate in the HOME Program. The City also annually requires the CHDO to submit a copy of their audit and an IRS 990 form. Throughout the year, the City provides technical assistance and monitors and inspects the work on the houses developed by the CHDO. The CHDO provides to the City information documenting the eligibility of the homebuyers and other pertinent records pertaining to the project.

Leveraging

During program year 2014 the City leveraged various other public and private resources to address the proposed housing and community development activities in its Consolidated Plan. For housing rehabilitation projects, the North Carolina Housing Finance Agency provided Construction Training Program (CTP) funds to partially finance the construction costs to renovate or complete the renovation of two dwellings during the year. One of those dwellings one was a complete reconstruction. To match HOME Program expenditures for rehabilitations, the City allocated a portion of its closed-out Rental Rehabilitation Program loan payments.

Other financial resources used for rehabilitation work were grants and private funds contributed by property owners.

**Table 4. Leveraged Resources
Program Year 2014**

Funding Source	Available Funds	Expenditures
State:		
CTP	65,000	65,000
Local:		
HOME Match	14,961	14,961
City	31,400	31,400
Non-Profit	\$18,456	\$18,456
Private:		
Homeowners		
Total	\$129,817	129,817

Summary of Citizen Comments

September 3, 2015, the City of Burlington placed a notice of the preparation of its Consolidated Annual Performance and Evaluation Report (CAPER) for program year 2014 in the local newspaper, the Burlington Times News. The notice stated that the City would hold a public hearing on September 15, 2015 for citizens to comment on its performance of the Community Development Program activities during 2014 program year. Copies of the report would be available for public review for fifteen (15) days, September 3-17, 2015, in the City Planning and Community Development Department, Burlington Municipal Building. During this period, citizens did not submit any oral or written comments on the CAPER.

Self-Evaluation

Throughout the program year, the City internally maintains status reports on its housing program(s) and public infrastructure/facilities projects or neighborhood revitalization efforts. The City periodically reviews and assesses the available resources, expenditures and accomplishments to gauge whether the planned activities are effective or need to be modified. It also maintains records of funds leveraged for projects. For non-quantifiable inputs and outcomes, the City gathers information on resources used, such as staff activities and assistance to help other governmental entities/agencies, non-profits and organizations to address homelessness, housing for persons with special needs, and various human services needs, and the qualitative results.

During the program year, the City enters planned and actual accomplishments for each activity into HUD’s Integrated Disbursement and Information System (IDIS). The City also accesses IDIS reports to track its progress using resources relative to accomplishments and to the HUD benchmark for timeliness for expending funds. At the end of the program year, the City uses the IDIS reports and internal information to aggregate its data on accomplishments. In

the “Assessment of Five-year Goals and Objectives” section, the City reviewed and appraised the aggregated data on its accomplishments and progress in meeting the priority needs and objectives identified in its Consolidated Plan.

In the 2014 program year, the City successfully addressed its five-year goal to provide decent and affordable housing to low and moderate-income families by rehabilitating houses and providing homebuyer assistance. At the end of the program year, the City had completed the rehabilitation of ten units. As the final year of the 2010-2015 Consolidated Plan, the City had completed rehabilitation on 54 units. For program year 2014, the City has met its one-year goal for rehabilitating 10 units.

To expand homeownership opportunities during the past program year, the City supported non-profit efforts to develop affordable housing for low and moderate-income homebuyers. The City assisted financially and technically Alamance County Community Services Agency (ACCSA) and Habitat for Humanity of Alamance County its CHDOs, continued endeavors to develop affordable homes in the community and in the Apple Tree Village Subdivision on city-owned lots. The City maintained and updated the webpage on the City’s website to promote the Apple Tree Village Subdivision. During the program year, ACCSA worked to qualify a potential participant and with hopeful construction to begin in the fall of 2015. Habitat completed three scattered site new home CHDO projects in program year 2014 and will be building their first home in the subdivision in fall 2015.

On properties conveyed by the City, Habitat for Humanity started construction of one house at one house and completed it. Habitat has also completed six other homes and has two currently under construction to be completed by the end of the year.

Other future developments for Habitat for Humanity include a 35 home subdivision in East Burlington acquired by Habitat through bankruptcy. Preliminary development will begin in this area over the coming year.

For the homeless, the City’s five-year goal is to provide services and housing by promoting the accessibility/availability to create a suitable living environment for the homeless and decent housing for the homeless with special needs. Through the local continuum of care network, the City made an impact on the needs of the homeless population as indicated in its five-year assessment discussion. The City continued to financially assist Allied Churches and Residential Treatment Services. City staff also served on the Alamance County Interagency Council for Homeless Assistance.

As a member of the Balance of State Continuum of Care, the Alamance County Interagency Council did apply for any Continuum of Care funds.

The City set a five-year goal to provide services and housing for the non-homeless with special needs by promoting accessibility/availability of decent housing to this population group. In program year 2014 the City allocated funds to make a new women’s bathroom and covered area for the food pantry clients at Allied Churches.

Additionally, the City distributed a portion of the revenue from a special liquor surcharge to Family Abuse Services, the provider of services for victims of domestic violence and their children. Throughout the year, the City supplied information, letters of support and Certificates of Consistency with its Consolidated Plan for various agencies' grant applications to address the area supportive housing needs for the non-homeless.

In the five-year assessment section, the City reviewed its progress on improving public infrastructure and enhancing access to public facilities to address its goal to provide a suitable living environment. The City proposed to undertake one public facility or infrastructure improvement project each year. Using CDBG funds, the City performed a innovative rehabilitation of a culvert along Friendly Ave. The City met its goal by 100% by completing one project to improve or develop public infrastructure in low and moderate-income areas.

To improve access to the public facilities and services, the City provided financial assistance to the library located in the Mayco Bigelow Community Center at North Park, a City-owned park. The park is located in a low and moderate-income area. Continued city support ensures the library is able to provide and maintain its current level of service to the area.

The City has enhanced access to local public facilities and services that deliver recreational and human services to HUD target population. For program year 2014, the City performed asbestos abatement to the gym floors and library area at the North Park Community Center and installed new flooring. The City matched this project by funding the painting, new purchase of new basketball rims, and bleacher replacement. As part of the final year of the five-year strategic plan, the City has improved the availability/accessibility of local public facilities, such as special needs housing or treatment centers and the branch library in a community center, by conducting one project – 200% of its multi-year goal of five projects.

In the Consolidated Plan, the City proposed to promote economic development over the five-year period. To stimulate employment opportunities for low and moderate-income individuals, the City conducted a training program for construction workers during the year. The City partnered with the North Carolina Home Builders Association and the North Carolina Housing Finance Agency to provide job training in the construction industry. Additionally, during the year, the City encouraged women and minority owned businesses to participate in its Community Development Program and contractors to employ low and moderate-income area residents in HUD funded projects. (See discussion of non-housing community development activities in the five-year assessment narrative.)

Over the past year, the City has successfully strived to employ various strategies to address its proposed five-year goals and objectives. At this time, the City will continue its existing strategies, but continually review and assess the progress and success of its programs. When necessary, the City will institute revisions to its programs and budgets to effectively use its resources to achieve its desired results.

COMMUNITY DEVELOPMENT BLOCK GRANT NARRATIVES

Relationship of Expenditures to Plan and Strategies

Table 6 summarizes the City's expenditure of CDBG funds for housing activities and non-housing community development activities. Reported expenditures include the program income and revolving loan funds used for projects. Funds spent for program administration are not shown in the table.

Housing Projects

An objective in the City's Consolidated Plan is to provide decent housing by reducing the number of substandard units occupied by low and moderate-income homeowners. In the 2014 program year, the City planned to rehabilitate 10 housing units for low and moderate-income households. During the program year, the City completed the rehabilitation of 10 owner-occupied houses. In the affordable housing discussion of the five-year assessment narrative, Table 2, Affordable Owner Housing Accomplishments, identifies the assisted households by income levels.

In Table 5, the total CDBG expenditures for housing projects include the cost for lead-based paint hazard inspections and temporary relocations. Of the total expenditures for housing projects, the City spent approximately \$81,495 of its revolving CDBG loan funds – over \$46,062 for one housing rehabilitation, \$2,863 for lead-based paint hazards inspections for four houses, \$3,840 for relocation costs and about \$28,730 for additional activity delivery costs. The City paid \$3,840 of CDBG funds for temporary relocation costs for three homeowners during the rehabilitation of their dwellings. During the program year, the City primarily used HOME Program funds for housing rehabilitation projects. Funds from the HOME Program and Construction Training Program used for rehabilitations, required lead-based paint reduction procedures, and temporary relocations are not included in the total expenditures for housing projects shown in Table 5.

Table 5. CDBG Expenditures

Activity	Expenditures
Housing Projects	\$81,495
Public Facilities	\$213,251
Public Services	\$34,246
Relocation	\$7,000
Total	\$336,191



In response to local employment and affordable housing needs, the City invested \$65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area

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residents. The program is a tri-party venture between the City, North Carolina Housing Finance Agency (NCHFA) and North Carolina Home Builders Association (NCHBA). The City paid North Carolina Home Builders Association to recruit the trainees who were low-income or homeless and to conduct two eight-week classes and "hands-on" training. HBA also helped the students with job preparation (i.e. proper work ethic, interviewing and job search strategies) and job placement activities.

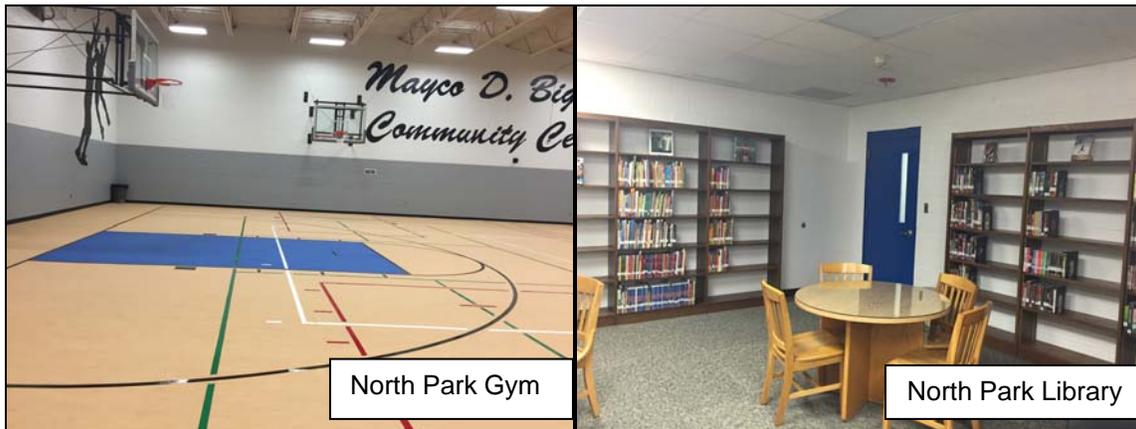
Of the 19 enrollees in the program, one individual left for early employment, 18 individuals completed the training. The graduates attended class, constructed a utility buildings, worked on a picnic shelter, and observed and worked on houses through our rehabilitation program. The class also assisted with the construction of a large storage building for storage and two smaller ones for Allied Churches. North Carolina Housing Finance Agency provided \$65,000 for the hard construction or rehabilitation costs of eligible program-related projects identified and undertaken by the City. During the program year, the City used \$65,000 of Construction Training Program (CTP) funds to leverage HOME Program funds spent to renovate four homes. The CTP funds will be repaid to the HOME Program account when the housing loans become due.

Public Facilities

Several objectives for public facilities improvements are outlined in the City's five-year Consolidated Plan. These objectives include improving access to public infrastructure in East Burlington and improving the recreational facilities for residents in East Burlington.

For improvement to the public infrastructure the City's five-year focus is to target an improvement project in a low to moderate-income neighborhood to revitalize the area for provide a suitable living environment. To meet this objective the City completed one infrastructure project and one recreation project in East Burlington. For the infrastructure project the City completed a culvert renovation project along Friendly Ave. Friendly Ave. This area directly serves 25 single family houses, a church, and BHA apartment complex. The culvert at Friendly Rd. and Fairfax St. had been failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. The City expended \$25,449 to complete this project. For the recreation project the City completed an asbestos abatement of the existing gym floors and new Mondo flooring. The City expended \$113,460 for the abatement and new flooring. The City's Recreation department contributed and \$21,000 on bleacher replacement, \$9,500 on gym repainting, \$900 for basketball rims replacement.

Accessibility and availability of decent housing and services for HUD target populations is another specific five-year objective for the City. During the 2014 program year the City completed three of these projects. The City expended \$54,600 to complete three projects at Allied Churches. The first expanded the existing half bathroom facility for women and children to a full bathroom facility. The second project added a toilet stall and shower stall for the single female shelter residents. The third project provided an extension of the overhang for the clients who wait in line at the food pantry.



Public Services

In the 2014 Action Plan, the City Community Development Program allocated \$12,155 to support the public library branch in the Mayco Bigelow Community Center at North Park. The library primarily serves a low and moderate-income area. During the program year, the library circulated 4,178 materials for use in the library and in the patrons' homes. Library patrons accessed the computer 622 times, improving their computer skills and gaining information. The library presented 43 children's programs with 782 children attending. For the program year, the door count at the branch library was 3,430 patrons. During the months of August, September and October 2014 North Park Library was closed while renovations were being done to Mayco Bigelow Community Center and to the library. During that time, the walls were painted, new carpet was installed and a new ceiling put in. Since the re-opening in November, every effort has been made to increase programming at North Park. Even though these numbers are down, I believe we will see an increase in use over the next fiscal year.

The City allocated \$22,090.01 to Burlington Development Corporation for use for the HOME and STEPS program requirement for matching funds. (STEPS) is a rapid re-housing program offering private units for three homeless families and (HOPE) is a permanent supportive program leasing housing for six chronically homeless and disabled individuals. During the program year five White and one African Americans persons were served with the HOPE program and three White and 13 African American persons were served with the STEPS program.

Changes in Priorities and Objectives

There were no changes in Priorities and Objectives in program year 2014.

Assessment of Efforts to Carry Out Planned Actions

During the program year, the City pursued the resources identified in the action plan. The City leveraged federal and state funds, local resources, and private funds to execute its planned projects and strategies. In the section on “Leveraging,” the City discusses its use of other funds for housing rehabilitation projects.

To address community needs, the City conducted public improvement and facilities projects in East Burlington neighborhoods, low and moderate-income areas. The City completed a sidewalk project and a various recreation facility improvements in East Burlington. (See discussion of the City’s actions to address “Non-Housing Community Development Priority Needs” in the Five-Year Assessment Section.)

For persons with special needs, the City provided funds to renovate a public facility for victims of the homeless with a new food pantry awning and bathroom facilities to accommodate those in need especially families.

The City promptly processed requests certifying consistency with its Consolidated Plan for local applicants for HUD funds. In the discussions of actions to promote the accessibility and availability of housing/services for the homeless and supportive housing for the homeless and non-homeless and efforts to foster the institutional structure/coordination, the City described its support and response to requests from other agencies.

During the program year, the City did not hinder implementing the proposed actions in the Consolidated Plan by any action or willful inaction.

National Objectives

All of the City’s activities executed during the program year met a national objective. The City’s expenditures benefited 100% low and moderate-income clientele.

Displacement

During the program year, the City did not permanently displace any residents to rehabilitate their dwellings or to carry out any activities involving acquisition of an occupied property using CDBG funds. Any demolition work occurred as part of a housing rehabilitation project and did not permanently displace the residents. If necessary, the City temporarily relocated the homeowner to facilitate rehabilitation of the property.

Economic Development

The City did not undertake any economic development project that created or retained jobs for low and moderate-income persons. Through the Construction Training Partnership Program, the City provided occupational training for 17 low-income or homeless persons to become construction workers. The Home Builders Association (HBA) also helped the students develop job preparation skills and strategies and assisted with potential job placements in the construction trade. HBA follows up on the students to ascertain how many find employment or have another positive outcome, such as entering schools. Other activities included efforts to revitalize the City's "Weed and Seed" designated area, to encourage women and minority owned businesses to participate in its Community Development Program, and to advocate for the employment of low and moderate-income area residents for HUD funded projects. See discussion in five-year assessment section.

Limited Clientele Activities

In the 2014 program year, the City conducted a limited clientele activity for victims of domestic violence and the homeless population. All other City activities directly benefited low and moderate-income individuals and households or an identified low and moderate-income area.

Program Income

The Financial Summary (IDIS Report C04PR26), HUD-4949.3 form and attachments relate the program income generated during the 2013 program year. The City received approximately \$63,833.53 from monthly loan payments or lump sum repayments to its revolving loan fund.

Rehabilitation

The City Housing Rehabilitation Program provided funds to correct Minimum Housing Code violations, to reduce lead-based paint hazards, and to improve the energy efficiency in single-family dwellings occupied by low and moderate-income homeowners. During the program year, the City funded these projects with the following sources: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Rental Rehabilitation Program income (local match for HOME Program), North Carolina Housing Finance Agency Construction Training Partnership (CTP) Program, revolving loan funds, and leveraged private funds. As of June 30, 2014, the City completed the rehabilitation of ten owner-occupied units.

Table 6 shows the racial/ethnic composition of the assisted households in the eleven (11) completed units.

**Table 6. Racial/Ethnic Composition
Assisted Households
Program Year 2014**

Racial/Ethnic Status	Households
White	3
Hispanic	0
Black	7
Total	10

Table 7 breaks down the City’s expenditures during the program year for housing rehabilitation projects by funding source/program. Expenditures for completed and unfinished housing rehabilitation projects include appropriations, revolving loan funds, program income, and local matching funds for the HOME Program.

**Table 7. Housing Rehabilitation Projects
Expenditures by Funding Source
Program Year 2014**

Funding Source	Expenditures
CDBG	\$46,063
HOME Program	\$821,261
State CTP	\$65,000
Total	\$932,324

Of the total expenditures for housing rehabilitation projects, the City spent \$2,863 of CDBG revolving loan funds and \$4,175 of HOME Program funds to inspect, prepare risk assessments and test for clearance of lead-based paint hazards for the housing rehabilitation projects. For the temporary relocations of families during the rehabilitation of their dwellings, the City expended an additional \$3,840 of CDBG funds and almost \$31,098 of HOME Program funds. Expenditures for temporary relocations are not included in the total rehabilitation costs for housing projects.

Project delivery costs for staff and other direct costs to conduct the housing rehabilitation program amounted to an additional expenditure of about \$35,632 of CDBG revolving loan funds. The Housing Rehabilitation map shows the geographic location of the City's investment in rehabilitation projects by census tracts.

At the end of the program year, the City had preliminarily inspected thirteen (12) houses. Of these houses, the City plans to rehabilitate nine (9) in FY 14-15 and plans to rehabilitate the other three (3) in FY 15-16. Plans are to bid out the work on these houses upon

receiving any required lead-based paint inspection reports and risk assessments, finalizing the work write-ups and pending the completion of the legal and other paperwork.

Neighborhood Revitalization Strategies

The City of Burlington does not have a HUD-approved neighborhood revitalization strategy.

APPENDIX

**MAPS
FINANCIAL SUMMARY
IDIS REPORTS**

MAPS

On the following pages the following maps are list.

A: Completed Projects for FY 2014-15

B: Completed CDBG Rehabilitation Projects for FY 2014-15

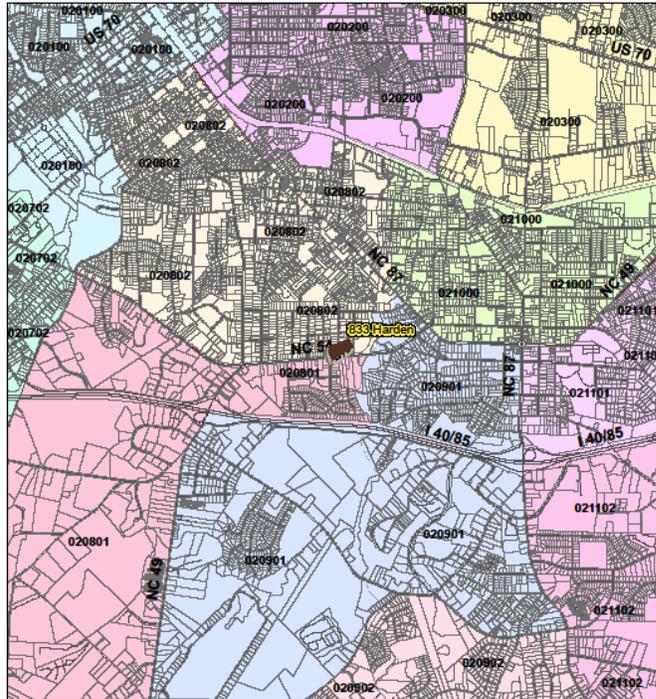
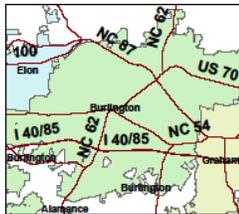
C: Completed HOME City Rehabilitation Projects for FY 2014-15

D: Completed HOME County Rehabilitation Projects for FY 2014-15

**Completed CDBG
Rehab Projects:
2014-15**



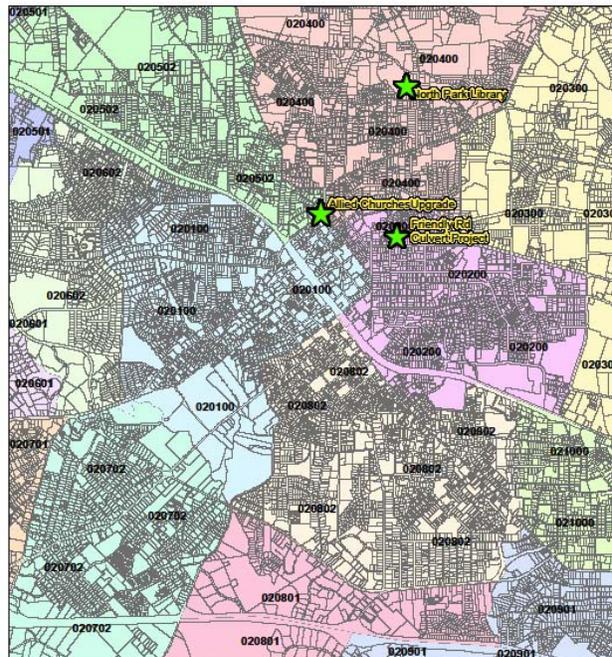
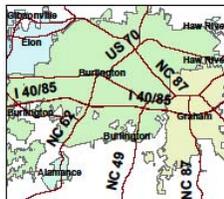
1 inch = 2,618 feet



**CDBG Completed
Projects
2014-15**



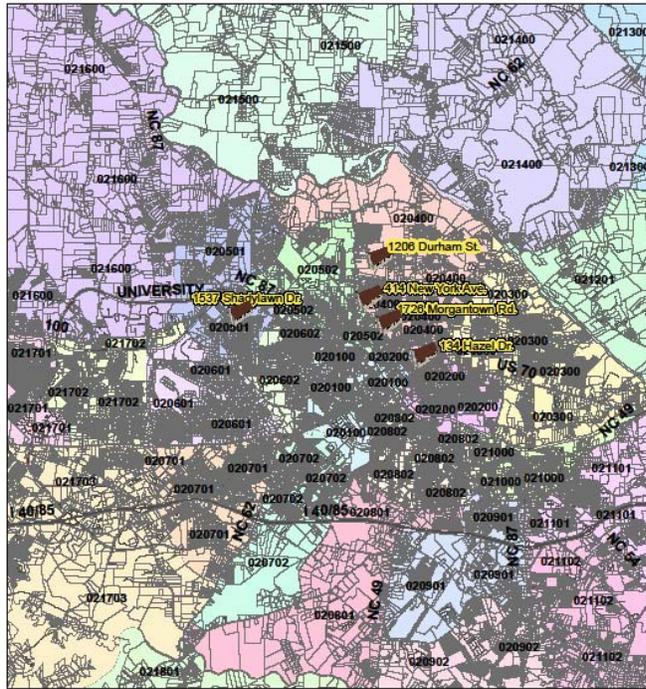
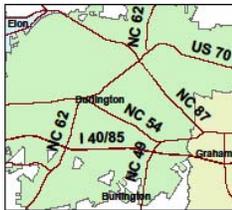
1 inch = 2,680 feet



Completed HOME CITY
Rehab Projects:
2013-14



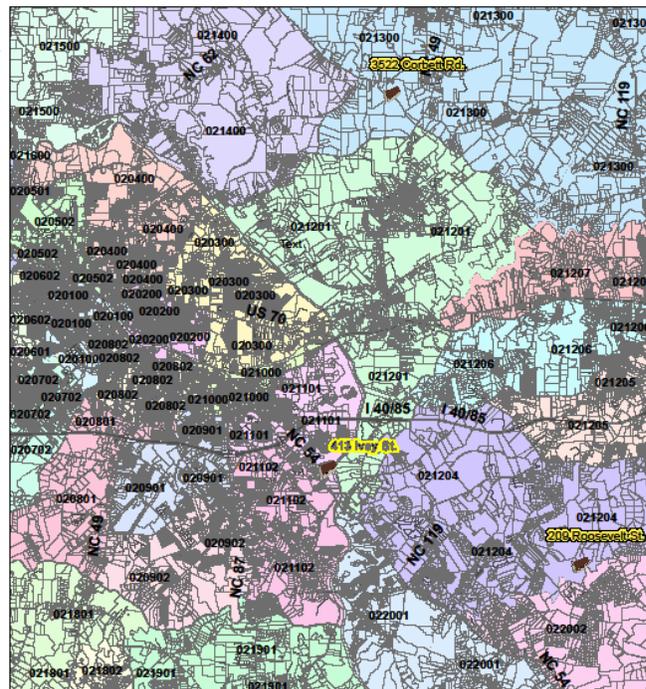
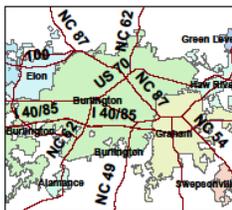
1 inch = 6,680 feet



Completed HOME COUNTY
Rehab Projects:
2014-15



1 inch = 7,950 feet



**Financial Summary
GPR (HUD-4949.3)**

**Financial Summary
Grantee Performance Report**
Community Development Block Grant Program

**U.S. Department of Housing
and Urban Development**
Office of Community Planning
and Development

OMB Approval No. 2506-0077 (Exp.5/31/97)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2506-0077), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Do not send this form to the above address.

1. Name of Grantee City of Burlington	2. Grant Number B-14-MC-37-0002	3. Reporting Period From 7/1/14 To 6/30/15
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Part I: Summary of CDBG Resources

1. Unexpended CDBG funds at end of previous reporting period (Balance from prior program years)			\$ 787,538.10
2. Entitlement Grant from form HUD-7082			\$ 412,593
3. Surplus Urban Renewal Funds			\$ 0
4. Section 108 Guaranteed Loan Funds (Principal Amount)			\$ 0
5. Program Income received by:	Grantee (Column A)	Subrecipient (Column B)	
a. Revolving Funds	\$ 68,833.53	\$	
b. Other (Identify below. If more space is needed use an attachment)			
	\$	\$	
	\$	\$	
c. Total Program Income (Sum of columns a and b)			\$ 68,833.53
6. Prior Period Adjustments (if column is a negative amount, enclose in brackets)			\$ 0
7. Total CDBG Funds available for use during this reporting period (sum of lines 1 through 6)			\$ 1,263,964.60

Part II: Summary of CDBG Expenditures

8. Total expenditures reported on Activity Summary, forms HUD-4949.2 & 4949.2A			\$ 458,870.04
9. Total expended for Planning & Administration, form HUD-4949.2		\$ 75,540.21	
10. Amount subject to Low/Mod Benefit Calculation (line 8 minus line 9)		\$ 383,329.83	
11. CDBG funds used for Section 108 principal & interest payments			\$ 0
12. Total expenditures (line 8 plus line 11)			\$ 458,870.04
13. Unexpended balance (line 7 minus line 12))			\$ 805,094.60

Part III: Low/Mod Benefit This Reporting Period

14. Total Low/Mod credit for multi-unit housing expenditures from form HUD-4949.2A			\$ 0
15. Total from all other activities qualifying as low/mod expenditures from forms HUD-4949.2 and 4949.2A			\$ 458,870.04
16. Total (line 14 plus line 15)			\$ 458,870.04
17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period)			100 %

Part IV: Low/Mod Benefit for Multi-Year Certifications (Complete only if certification period includes prior years)		
Program years (PY) covered in certification	PY <u>2013</u> PY <u>2014</u> PY <u>2015</u>	
18. Cumulative net expenditures subject to program benefit calculation		\$ 1,027,873.60
19. Cumulative expenditures benefiting low/mod persons		\$ 1,027,873.60
20. Percent benefit to low/mod persons (line 19 divided by line 18)		100 %
Part V: For Public Service (PS) Activities Only: Public Service Cap Calculation		
21. Total PS expenditures from column h, form HUD-4949.2A		\$ 34,254.51
22. Total PS unliquidated obligations from column r, form HUD-4949.2A		\$ 0
23. Sum of line 21 and line 22		\$ 34,254.51
24. Total PS unliquidated obligations reported at the end of the previous reporting period		\$ 0
25. Net obligations for public services (line 23 minus line 24)		\$ 34,254.51
26. Amount of Program Income received in the preceding program year		\$ 79,545.76
27. Entitlement Grant Amount (from line 2)		\$ 412,593
28. Sum of line 26 and line 27		\$ 492,138.76
29. Percent funds obligated for Public Service Activities (line 25 divided by line 28)		6.9 %
Part VI: Planning and Program Administration Cap Calculation		
30. Amount subject to planning and administrative cap (grant amount from line 2 plus line 5c)		\$ 458,870.04
31. Amount expended for Planning & Administration (from line 9 above)		\$ 75,540.21
32. Percent funds expended (line 31 divided by line 30)		16.46 %

Instructions

Name of Grantee: Enter the grantee's name as shown on the approved Grant Agreement (form HUD-7082) for the most recently completed program year.

Grant Number: Enter the grant number assigned by HUD to the Community Development Block Grant for the most recently completed program year.

Period Covered: Enter the beginning date and ending date for the most recently completed program year.

CITY OF BURLINGTON
CDBG Financial Summary
(IDIS Report CO4PR26 & HUD Form 4949.3)
July 1, 2014 - June 30, 2015
Attachment for CDBG Program Income;
Adjustments and Loans & Receivables

A. Program Income:

1. Total program income to revolving fund:

Single – unit housing rehabilitation revolving fund \$ 63,833.53

2. Float – funded activities \$ - 0 –

3. Other loan repayments by categories \$ - 0 -

B. Prior Period Adjustments:

The City of Burlington did not have any prior period adjustments during the reporting period.

C. Loans and Other Receivables:

1. Float-funded activities outstanding as of the end of the reporting period. \$ - 0 -

2. Outstanding CDBG loans

a. Rehabilitation loan activity

- Number of Loans	82
- Principal Balance	\$2,082,607.79
- Number of Defaults	\$ - 0 -
- Amount of Defaults	\$ - 0 -

b. Home Purchase Incentive Program (Mortgage Loans)

- Number of Loans	3
- Principal Balance	\$67,337.26
- Number of Defaults	- 0 -
- Amount of Defaults	- 0 –

3. Parcels acquired or improved with CDBG funds that are available for sale at end of reporting period.

Alamance County Tax Map (ACTM) 62-269-119
 ACTM 12-42-Lots 24a, 25 (2 parcels)
 ACTM 12-43-65

4.	CDBG loans in default	\$ - 0 -
5.	Lump sum drawdown agreements	\$ - 0 -

D. Reconciliation

Unexpended CDBG balance (Line 13, CO4PR26)	\$805,094
--	-----------

Reconciliation:

Add:

LOC Balances	\$ 424,630
Cash on Hand:	
Grantee Program Account	\$ -0-
Sub-recipients Program Accounts	\$ -0 -
Revolving Fund Cash Balances	\$ 194,218
Section 108 Cash Balances	\$ - 0 -

Subtract:

Grantee CDBG Program Liabilities	(- 0 -)
Subrecipient CDBG Program Liabilities	(- 0 -)

Total Reconciling Balance:	\$618,848
----------------------------	-----------

Unreconciled Difference:	\$ 186,245
--------------------------	------------

Explanation of Unreconciled Difference:

Over the years, HUD changed the required reporting format and method for calculating figures and accounting for funds available, expenditures and other figures for the Grantee Performance Report (GPR). For the 1993-94 GPR, HUD began requiring the attachments for the 4949.3 form. HUD changed the format for the attachment for the 1994-95 annual report.

The City has made CDBG loans and received payments on these loans since 1976. To account for the specific dollar amounts included in the \$186,245 unreconciled difference, the City auditors would have to prepare a similar reconciliation for each year of the local Community Development Program's operation. We would need to try to recalculate our GPR's and CAPER's for each year.

**IDIS Report
CDBG Financial Summary
(C04PR26)**



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 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	787,538.10
02 ENTITLEMENT GRANT	412,593.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	63,833.53
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	440.64
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,264,405.27

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	382,889.19
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	382,889.19
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	76,621.08
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(1,080.87)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	458,429.40
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	805,975.87

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	382,889.19
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	440.64
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	383,329.83
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.12%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	34,245.51
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	34,245.51
32 ENTITLEMENT GRANT	412,593.00
33 PRIOR YEAR PROGRAM INCOME	90,214.15
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	(22,903.39)
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	479,903.76
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	7.14%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	76,621.08
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	(1,080.87)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	75,540.21
42 ENTITLEMENT GRANT	412,593.00
43 CURRENT YEAR PROGRAM INCOME	63,833.53
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	476,426.53
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.86%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	2	203	5706680	Allied Churches Upgrade	03C	LMC	\$3,762.00
2014	2	203	5726544	Allied Churches Upgrade	03C	LMC	\$22,050.49
2014	2	203	5767445	Allied Churches Upgrade	03C	LMC	\$37,343.15
2014	2	203	5787789	Allied Churches Upgrade	03C	LMC	\$7,562.79
					03C	Matrix Code	\$70,718.43
2014	1	202	5741372	North Park Upgrade	03F	LMA	\$25,960.00
2014	1	202	5748743	North Park Upgrade	03F	LMA	\$87,500.00
					03F	Matrix Code	\$113,460.00
2014	6	208	5810471	Friendly Rd. Culvert	03J	LMA	\$25,449.00
					03J	Matrix Code	\$25,449.00
2013	7	197	5756865	Mebane Street Sidewalk Project	03L	LMA	\$2,500.00
2013	7	197	5814555	Mebane Street Sidewalk Project	03L	LMA	\$700.00
					03L	Matrix Code	\$3,200.00
2014	3	204	5717051	Burlington Development Corporation	05	LMC	\$1,191.46
2014	3	204	5726544	Burlington Development Corporation	05	LMC	\$1,147.17
2014	3	204	5739005	Burlington Development Corporation	05	LMC	\$1,149.71
2014	3	204	5748743	Burlington Development Corporation	05	LMC	\$1,090.34
2014	3	204	5759047	Burlington Development Corporation	05	LMC	\$1,160.32
2014	3	204	5770261	Burlington Development Corporation	05	LMC	\$1,465.32
2014	3	204	5778543	Burlington Development Corporation	05	LMC	\$2,891.06
2014	3	204	5787789	Burlington Development Corporation	05	LMC	\$1,468.76
2014	3	204	5798835	Burlington Development Corporation	05	LMC	\$2,207.08
2014	3	204	5808693	Burlington Development Corporation	05	LMC	\$3,266.01
2014	3	204	5814555	Burlington Development Corporation	05	LMC	\$2,605.85
2014	3	204	5823940	Burlington Development Corporation	05	LMC	\$2,446.93
2014	7	209	5814555	North Park Library	05	LMA	\$12,155.50
					05	Matrix Code	\$34,245.51
2014	8	210	5713988	Relocation	08	LMH	\$1,536.49
2014	8	210	5717051	Relocation	08	LMH	\$4,050.94
2014	8	210	5726544	Relocation	08	LMH	\$658.48
2014	8	210	5770261	Relocation	08	LMH	\$754.09
					08	Matrix Code	\$7,000.00
2013	4	194	5707270	Housing Rehabilitation	14A	LMH	\$3,168.96
2014	4	205	5717051	Housing Rehabilitation	14A	LMH	\$3,266.91
2014	4	205	5731073	Housing Rehabilitation	14A	LMH	\$2,967.49
2014	4	205	5738622	Housing Rehabilitation	14A	LMH	\$3,625.22
2014	4	205	5751204	Housing Rehabilitation	14A	LMH	\$3,577.81
2014	4	205	5761038	Housing Rehabilitation	14A	LMH	\$3,171.42
2014	4	205	5768322	Housing Rehabilitation	14A	LMH	\$16,052.99
2014	4	205	5780130	Housing Rehabilitation	14A	LMH	\$14,376.37
2014	4	205	5807621	Housing Rehabilitation	14A	LMH	\$3,232.69
2014	4	205	5815814	Housing Rehabilitation	14A	LMH	\$3,070.38
2014	4	205	5826530	Housing Rehabilitation	14A	LMH	\$7,306.01
2014	9	207	5708672	Construction Training Program	14A	LMH	\$3,000.00
2014	9	207	5720230	Construction Training Program	14A	LMH	\$4,000.00
2014	9	207	5726544	Construction Training Program	14A	LMH	\$6,000.00
2014	9	207	5739005	Construction Training Program	14A	LMH	\$8,000.00



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2014	9	207	5751197	Construction Training Program	14A	LMH	\$9,000.00	
2014	9	207	5759047	Construction Training Program	14A	LMH	\$3,000.00	
2014	9	207	5770261	Construction Training Program	14A	LMH	\$2,000.00	
2014	9	207	5778543	Construction Training Program	14A	LMH	\$3,000.00	
2014	9	207	5787789	Construction Training Program	14A	LMH	\$6,000.00	
2014	9	207	5798835	Construction Training Program	14A	LMH	\$7,000.00	
2014	9	207	5808693	Construction Training Program	14A	LMH	\$10,000.00	
2014	9	207	5819411	Construction Training Program	14A	LMH	\$4,000.00	
							Total	\$382,889.19

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2014	3	204	5717051	Burlington Development Corporation	05	LMC	\$1,191.46	
2014	3	204	5726544	Burlington Development Corporation	05	LMC	\$1,147.17	
2014	3	204	5739005	Burlington Development Corporation	05	LMC	\$1,149.71	
2014	3	204	5748743	Burlington Development Corporation	05	LMC	\$1,090.34	
2014	3	204	5759047	Burlington Development Corporation	05	LMC	\$1,160.32	
2014	3	204	5770261	Burlington Development Corporation	05	LMC	\$1,465.32	
2014	3	204	5778543	Burlington Development Corporation	05	LMC	\$2,891.06	
2014	3	204	5787789	Burlington Development Corporation	05	LMC	\$1,468.76	
2014	3	204	5798835	Burlington Development Corporation	05	LMC	\$2,207.08	
2014	3	204	5808693	Burlington Development Corporation	05	LMC	\$3,266.01	
2014	3	204	5814555	Burlington Development Corporation	05	LMC	\$2,605.85	
2014	3	204	5823940	Burlington Development Corporation	05	LMC	\$2,446.93	
2014	7	209	5814555	North Park Library	05	LMA	\$12,155.50	
							Total	\$34,245.51

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2011	6	173	5712478	Administration	21A		\$1,080.87
2012	6	183	5712478	Administration	21A		\$2,525.95
2012	6	183	5713988	Administration	21A		\$2,736.75
2012	6	183	5724574	Administration	21A		\$157.62
2012	6	183	5726544	Administration	21A		\$3,601.82
2012	6	183	5733226	Administration	21A		\$321.51
2012	6	183	5736531	Administration	21A		\$3,601.82
2012	6	183	5741372	Administration	21A		\$715.38
2012	6	183	5743844	Administration	21A		\$110.73
2012	6	183	5748743	Administration	21A		\$243.74
2012	6	183	5751197	Administration	21A		\$5,646.98
2012	6	183	5756865	Administration	21A		\$213.92
2012	6	183	5759047	Administration	21A		\$4,401.82
2012	6	183	5767445	Administration	21A		\$15,652.92
2012	6	183	5774742	Administration	21A		\$6,216.87
2012	6	183	5784892	Administration	21A		\$7,331.74
2012	6	183	5795308	Administration	21A		\$3,646.82
2012	6	183	5805461	Administration	21A		\$2,500.00
2012	6	183	5808693	Administration	21A		\$183.97
2013	5	195	5810471	Administration	21A		\$5,394.96
2013	5	195	5814555	Administration	21A		\$801.85

**CITY OF BURLINGTON
CDBG FINANCIAL SUMMARY
(IDIS REPORT C04PR26)
July 1, 2014 – June 30, 2015
Attachments/Explanations**

Line 7. Adjustment to Compute Total Available

None

Line 10. Adjust to Compute Total Amount Subject to Low/Mod Benefit

<u>Activity/Project</u>	<u>Source*</u>	<u>Amount Expended</u>
<i>Adjustments for Program Year 2012</i>		
Housing Rehab	IDIS/Cash on Hand	-3,168.96
Housing Rehab	IDIS/Cash on Hand	+3,186.24
Allied Churches	IDIS/Cash on Hand	+423.36
Total		+440.64

Line 10 does not include the following adjustments:

In July 2014 an additional \$3,168.96 was drawn for the housing rehabilitation activity. This amount was included in the detail and was adjusted for in prior program year and needs to be subtracted.

In August 2014 a check had to be reissued for the Mebane St. sidewalk project from program year 2013. The check was reissued for \$423.85 less than the original amount due to overpayment on sales tax from requisition request sent by the Engineering Department. In August 2014 a payment was made for the program year 2014 Allied Churches project of \$22,473.85 but only \$22,050.49 was requested. The difference was \$423.36 due to the City already receiving the funds for the Mebane St. sidewalk project check. Therefore \$423.36 needs to be added to correct adjustments.

In July 2015 an additional \$3,186.24 was drawn for the housing rehabilitation activity. This amount is not included in the detail and needs to be added.

The total amount adjusted was +\$440.64 to have the correct for program year 2014 activities. In line 10, the City calculated the total disbursements of \$383,329.83 made subject to low/mod benefit calculation in line 11.

Line 14. Adjustment to Compute Total Expenditures

Administration	IDIS	<u>-1,080.87</u>
Total		-\$1,080.87

*Line 14 adjustments:

In July 2014, \$1,080.87 was ordered for Administration expense incurred in program year 2013. This expense was included in the Line 12 Detail Report from IDIS and needs to be subtracted since it was for administrative activities for program year 2013. This adjustment was added in program year 2013 CAPER.

To correct the amount of expenditures (line 15) for the 2014 program, the City adjusted the amount reported in IDIS by subtracting the net administrative costs \$1,080.87 in line 14 to accurately reflect the total disbursement of \$75,540.21 for Administration during program year 2014.

With adjustments in lines 10 and 14, the total expenditures shown in line 15 reconcile with the City's financial records and audit reports.

Line 20. Adjustment to Compute Total Low/Mod Credit

All disbursements other than planning/administration expenditures were for activities benefiting low and moderate-income person. Adjustments to line 20 are the same as line 10 (adding \$440.64) to report accurately the total amount of expenditures for low and moderate-income benefit activities shown in line 19 for the computation of line 21.

Line 34. Adjustment to Compute Total Subject to PS Cap

Line 33 does not include the correct prior year program income. To correct the reported program income in line 33, the City subtracted \$22,903.39 since the prior amount was \$66,310.76 in line 34.

Line 40. Adjustment to Compute Total PA Obligations

In line 40, the City subtracting \$1,080.87 of administrative expenses to show accurately expenditures during the program year. See adjustment made in line 14.

Line 44. Adjustment to Compute Total Subject to PA Cap

None

**IDIS Report
(PR 06)
Summary of Consolidated Plan Projects for Program Year 2014**

U.S. DEPARTMENT OF HOUSING AND
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PR06 - Summary of Consolidated Plan
 Projects for Report Year

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount
2014 1	North Park Upgrade	CDBG	\$108,860.00	\$113,460.00
	The existing gym floors in North Park were installed in the 1970s when the facility was built. The floors are a tile material which has tested positive for asbestos. It has been determined the most efficient long term method to replace the floors is to remove the existing asbestos tile floor and replace with a modern rubber like flooring called Mondo. This type of flooring is considered very durable and should withstand the test of time. This project will include the removal and abatement of the tile flooring by an asbestos certified contractor and then the new Mondo flooring will be installed by the Mondo supplier agency.			
2	Allied Churches Upgrade	CDBG	\$54,600.00	\$70,718.43
	Plans are to provide funds to assist Allied Churches to expand the existing half bathroom into a full bathroom facility for women and children, expand single women's bathroom facility, and add a awning for food pantry clients.			
3	Burlington Development Corporation	CDBG	\$19,903.00	\$22,090.01
	Plans are to provide funds for Burlington Development Corporation to continue to operate the STEPS and HOPE programs for homeless individuals and families in Burlington.			
4	Housing Rehabilitation	CDBG	\$100,000.00	\$63,833.53
	The City will provide housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes. Project delivery costs will be funded as part of this activity.			
5	Administration	CDBG	\$68,093.00	\$1,263.05
	Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses			
6	Friendly Rd. Culvert	CDBG	\$75,000.00	\$25,449.00
	The culvert at Friendly Ave. and Fairfax St. is failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. This project will install a structural liner which will stabilize the culvert and eliminate the sinkholes ensuring residents in the area are not negatively impacted by texted and excessive road closures.			
7	North Park Library	CDBG	\$14,137.00	\$12,155.50
	Plans are to provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.			
8	Relocation	CDBG	\$7,000.00	\$7,000.00
	Provide relocation assistance to housing rehab clients			

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PR06 - Summary of Consolidated Plan
 Projects for Report Year

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn Thru Report Year
2014 1	North Park Upgrade	CDBG	\$113,460.00
	The existing gym floors in North Park were installed in the 1970s when the facility was built. The floors are a tile material which has tested positive for asbestos. It has been determined the most efficient long term method to replace the floors is to remove the existing asbestos tile floor and replace with a modern rubber like flooring called Mondo. This type of flooring is considered very durable and should withstand the test of time. This project will include the removal and abatement of the tile flooring by an asbestos certified contractor and then the new Mondo flooring will be installed by the Mondo supplier agency.		
2	Allied Churches Upgrade	CDBG	\$70,718.43
	Plans are to provide funds to assist Allied Churches to expand the existing half bathroom into a full bathroom facility for women and children, expand single women's bathroom facility, and add a awning for food pantry clients.		
3	Burlington Development Corporation	CDBG	\$22,090.01
	Plans are to provide funds for Burlington Development Corporation to continue to operate the STEPS and HOPE programs for homeless individuals and families in Burlington.		
4	Housing Rehabilitation	CDBG	\$60,647.29
	The City will provide housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes. Project delivery costs will be funded as part of this activity.		
5	Administration	CDBG	\$0.00
	Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses		
6	Friendly Rd. Culvert	CDBG	\$25,449.00
	The culvert at Friendly Ave. and Fairfax St. is failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. This project will install a structural liner which will stabilize the culvert and eliminate the sinkholes ensuring residents in the area are not negatively impacted by texted and excessive road closures.		
7	North Park Library	CDBG	\$12,155.50
	Plans are to provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.		
8	Relocation	CDBG	\$7,000.00
	Provide relocation assistance to housing rehab clients		

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PR06 - Summary of Consolidated Plan
 Projects for Report Year

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Available to Draw
2014 1	North Park Upgrade	CDBG	\$0.00
	The existing gym floors in North Park were installed in the 1970s when the facility was built. The floors are a tile material which has tested positive for asbestos. It has been determined the most efficient long term method to replace the floors is to remove the existing asbestos tile floor and replace with a modern rubber like flooring called Mondo. This type of flooring is considered very durable and should withstand the test of time. This project will include the removal and abatement of the tile flooring by an asbestos certified contractor and then the new Mondo flooring will be installed by the Mondo supplier agency.		
2	Allied Churches Upgrade	CDBG	\$0.00
	Plans are to provide funds to assist Allied Churches to expand the existing half bathroom into a full bathroom facility for women and children, expand single women's bathroom facility, and add a awning for food pantry clients.		
3	Burlington Development Corporation	CDBG	\$0.00
	Plans are to provide funds for Burlington Development Corporation to continue to operate the STEPS and HOPE programs for homeless individuals and families in Burlington.		
4	Housing Rehabilitation	CDBG	\$3,186.24
	The City will provide housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes. Project delivery costs will be funded as part of this activity.		
5	Administration	CDBG	\$1,263.05
	Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses		
6	Friendly Rd. Culvert	CDBG	\$0.00
	The culvert at Friendly Ave. and Fairfax St. is failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. This project will install a structural liner which will stabilize the culvert and eliminate the sinkholes ensuring residents in the area are not negatively impacted by texted and excessive road closures.		
7	North Park Library	CDBG	\$0.00
	Plans are to provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.		
8	Relocation	CDBG	\$0.00
	Provide relocation assistance to housing rehab clients		

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PR06 - Summary of Consolidated Plan
Projects for Report Year

IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn in Report Year
2014 1	North Park Upgrade	CDBG	\$113,460.00
2	Allied Churches Upgrade	CDBG	\$70,718.43
3	Burlington Development Corporation	CDBG	\$22,090.01
4	Housing Rehabilitation	CDBG	\$60,647.29
5	Administration	CDBG	\$0.00
6	Friendly Rd. Culvert	CDBG	\$25,449.00
7	North Park Library	CDBG	\$12,155.50
8	Relocation	CDBG	\$7,000.00

U.S. DEPARTMENT OF HOUSING AND
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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount
2014 9	Construction Training Program	CDBG	\$65,000.00	\$65,000.00

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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn Thru Report Year
2014 9	Construction Training Program	CDBG	\$65,000.00

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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Available to Draw
2014 9	Construction Training Program	CDBG	\$0.00

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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Drawn in Report Year
2014 9	Construction Training Program	CDBG	\$65,000.00

**IDIS Report
(PR 03)
CDBG Activity Summary Report for Program Year 2014**



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 BURLINGTON

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PGM Year: 2011
Project: 0006 - Administration
IDIS Activity: 173 - Administration

Status: Completed 7/25/2014 12:00:00 AM
Location: ,
Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 05/13/2014

Description:

Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$16,552.66	\$0.00	\$0.00
		2012	B12MC370002		\$0.00	\$4,529.98
		2013	B13MC370002		\$1,080.87	\$12,022.68
Total	Total			\$16,552.66	\$1,080.87	\$16,552.66

Proposed Accomplishments

Actual Accomplishments

<i>Number assisted:</i>	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0



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Female-headed Households:

0

Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2012
Project: 0006 - Administration
IDIS Activity: 183 - Administration

Status: Completed 5/18/2015 12:00:00 AM
Location: ,
Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 07/24/2014

Description:
 Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$59,810.36	\$0.00	\$0.00
		2013	B13MC370002		\$59,810.36	\$59,810.36
Total	Total			\$59,810.36	\$59,810.36	\$59,810.36

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0							
Female-headed Households:					0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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PGM Year: 2013
Project: 0004 - Housing Rehabilitation
IDIS Activity: 194 - Housing Rehabilitation

Status: Completed 4/10/2015 12:00:00 AM
Location: 425 S Lexington Ave Burlington, NC 27215-4200

Objective: Provide decent affordable housing
Outcome: Availability/accessibility
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 04/17/2014

Description:

The City will provide housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes. Project delivery costs will be funded as part of this activity.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	RL	Pre-2015		\$79,545.76	\$0.00	\$0.00
		2013	B13MC370002		\$3,168.96	\$79,545.76
Total	Total			\$79,545.76	\$3,168.96	\$79,545.76

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	5	0	0	0	5	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	6	0	0	0	6	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	11	0	0	0	11	0	0	0



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PGM Year: 2013
Project: 0005 - Planing and Administration
IDIS Activity: 195 - Administration

Status: Completed 6/30/2015 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 05/18/2015

Description:
 Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$15,729.85	\$0.00	\$0.00
		2013	B13MC370002		\$15,729.85	\$15,729.85
Total	Total			\$15,729.85	\$15,729.85	\$15,729.85

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	0	0	0	0	0	0	0	0
Female-headed Households:					0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.



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 CDBG Activity Summary Report (GPR) for Program Year 2014
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PGM Year: 2013
Project: 0007 - Mebane Street Sidewalk Project
IDIS Activity: 197 - Mebane Street Sidewalk Project

Status: Open
Location: 800 N Mebane St Burlington, NC 27217-6014

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Sidewalks (03L) **National Objective:** LMA

Initial Funding Date: 01/08/2014

Description:

The City plans to construct a 3,500 ft. segment of sidewalk along Mebane Street (south side) from James St. to Beaumont St.

This project will tie into existing sidewalk at each end and will extend sidewalk on the south side for a span from Webb to Graham-Hopedale. This project will benefit residents who live in East Burlington by providing a safe sidewalk connection.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$143,521.72	\$0.00	\$0.00
		2012	B12MC370002		\$0.00	\$122,327.40
		2013	B13MC370002		\$3,200.00	\$21,194.32
Total	Total			\$143,521.72	\$3,200.00	\$143,521.72

Proposed Accomplishments

People (General) : 1
 Total Population in Service Area: 1,566
 Census Tract Percent Low / Mod: 59.50

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	The City constructed sidewalks 3,500 ft. segment of sidewalk along Mebane Street (south side) from James Street to Beaumont Street. This sidewalk project will tie into existing sidewalk at each end and will extend sidewalk on the south side for a span from Webb to Graham-Hopedale. This project in East Burlington will benefit residents who in live in East Burlington by providing a safe sidewalk connection.	



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PGM Year: 2014
Project: 0001 - North Park Upgrade
IDIS Activity: 202 - North Park Upgrade

Status: Completed 6/30/2015 12:00:00 AM
Location: 849 Sharpe Rd Burlington, NC 27217-1637

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) **National Objective:** LMA

Initial Funding Date: 10/15/2014

Description:
 The existing gym floors in North Park were installed in the 1970s when the facility was built. The floors are a tile material which has tested positive for asbestos. It has been determined the most efficient long term method to replace the floors is to remove the existing asbestos tile floor and replace with a modern rubber like flooring called Mondo. This type of flooring is considered very durable and should withstand the test of time. This project will include the removal and abatement of the tile flooring by an asbestos certified contractor and then the new Mondo flooring will be installed by the Mondo supplier agency

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$113,460.00	\$0.00	\$0.00
		2013	B13MC370002		\$113,460.00	\$113,460.00
Total	Total			\$113,460.00	\$113,460.00	\$113,460.00

Proposed Accomplishments
 Public Facilities : 1
 Total Population in Service Area: 1,300
 Census Tract Percent Low / Mod: 65.40

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2014	North Park upgrade for gym flooring and library branch located within the center.	



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PGM Year: 2014
Project: 0002 - Allied Churches Upgrade
IDIS Activity: 203 - Allied Churches Upgrade

Status: Completed 6/30/2015 12:00:00 AM
Location: 206 N Fisher St Burlington, NC 27217-2424

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Homeless Facilities (not operating costs) (03C) **National Objective:** LMC

Initial Funding Date: 07/08/2014

Description:
 Plans are to provide funds to assist Allied Churches to expand the existing half bathroom into a full bathroom facility for women and children, expand single bathroom facility, and add a awning for food pantry clients.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$70,718.43	\$0.00	\$0.00
		2013	B13MC370002		\$70,718.43	\$70,718.43
Total	Total			\$70,718.43	\$70,718.43	\$70,718.43

Proposed Accomplishments

Public Facilities : 1

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	155	11
Black/African American:	0	0	0	0	0	0	171	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	5	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	3	0
Other multi-racial:	0	0	0	0	0	0	53	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	392	11



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Female-headed Households: 0 0 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	220
Low Mod	0	0	0	122
Moderate	0	0	0	48
Non Low Moderate	0	0	0	2
Total	0	0	0	392
Percent Low/Mod				99.5%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2014	The project provided funds to assist Allied Churches to expand the existing half bathroom into a full bathroom facility for women and children, expand single women bathroom facility, and add a awning for food pantry clients.	



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PGM Year: 2014
Project: 0003 - Burlington Development Corporation
IDIS Activity: 204 - Burlington Development Corporation

Status: Completed 6/30/2015 12:00:00 AM **Objective:** Create suitable living environments
Location: 113 N Ireland St Burlington, NC 27217-2635 **Outcome:** Availability/accessibility
Matrix Code: Public Services (General) (05) **National Objective:** LMC

Initial Funding Date: 08/06/2014

Description:
 Plans are to provide funds for Burlington Development Corporation to continue to operate the STEPS and HOPE programs for homeless individuals and families in Burlington.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$22,090.01	\$0.00	\$0.00
		2013	B13MC370002		\$22,090.01	\$22,090.01
Total	Total			\$22,090.01	\$22,090.01	\$22,090.01

Proposed Accomplishments

People (General) : 8

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	8	0
Black/African American:	0	0	0	0	0	0	14	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	0	0	0	0	0	0	22	0
Female-headed Households:	0		0		0			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	22
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	22
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2013	The activity provided funds for the Burlington Development Corporation to continue to operate the STEPS and HOPE programs for homeless individuals and families in Burlington.	



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PGM Year: 2014
Project: 0004 - Housing Rehabilitation
IDIS Activity: 205 - Housing Rehabilitation

Status: Open
Location: 425 S Lexington Ave Burlington, NC 27215-4200

Objective: Provide decent affordable housing
Outcome: Availability/accessibility
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 08/06/2014

Description:
 The City will provide housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes. Project delivery costs will be funded as part of this activity.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	RL	Pre-2015		\$63,833.53	\$0.00	\$0.00
		2014	B14MC370002		\$60,647.29	\$60,647.29
Total	Total			\$63,833.53	\$60,647.29	\$60,647.29

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	3	0	0	0	3	0	0	0
Black/African American:	7	0	0	0	7	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	10	0	0	0	10	0	0	0



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Female-headed Households: 6 0 6

<i>Income Category:</i>	Owner	Renter	Total	Person
Extremely Low	5	0	5	0
Low Mod	4	0	4	0
Moderate	1	0	1	0
Non Low Moderate	0	0	0	0
Total	10	0	10	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014		



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PGM Year: 2014
Project: 0009 - Construction Training Program
IDIS Activity: 207 - Construction Training Program

Status: Completed 6/30/2015 12:00:00 AM
Location: 425 S Lexington Ave Burlington, NC 27215-4200

Objective: Provide decent affordable housing
Outcome: Availability/accessibility
Matrix Code: Rehab; Single-Unit Residential (14A) **National Objective:** LMH

Initial Funding Date: 07/14/2014

Description:

Invest in program to provide job training in the construction industry and housing assistance for low-income area residents. The class participates in hands on construction skills through the City's housing rehabilitation program. NC Home Builders Association will conduct job-training courses with financial assistance from the City. NC Housing Finance Agency will provide funds to the City to rehabilitate eligible affordable housing for low-income households.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$65,000.00	\$0.00	\$0.00
		2013	B13MC370002		\$65,000.00	\$65,000.00
Total	Total			\$65,000.00	\$65,000.00	\$65,000.00

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	3	0	0	0	3	0	0	0
Black/African American:	7	0	0	0	7	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0



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PGM Year: 2014
Project: 0006 - Friendly Rd. Culvert
IDIS Activity: 208 - Friendly Rd. Culvert

Status: Completed 6/30/2015 12:00:00 AM
Location: 211 Friendly Rd Burlington, NC 27217-2501

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Water/Sewer Improvements (03J) **National Objective:** LMA

Initial Funding Date: 05/18/2015

Description:

The culvert at Friendly Ave. and Fairfax St. is failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. This project will install a structural liner which will stabilize the culvert and eliminate the sinkholes ensuring residents in the area are not negatively impacted by texted and excessive road closures.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$25,449.00	\$0.00	\$0.00
		2013	B13MC370002		\$25,449.00	\$25,449.00
Total	Total			\$25,449.00	\$25,449.00	\$25,449.00

Proposed Accomplishments

People (General) : 1
 Total Population in Service Area: 620
 Census Tract Percent Low / Mod: 57.26

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	The project entailed the completion of a culvert project along Friendly Ave. Friendly Ave. This area directly serves 25 single family houses, a church, and BHA apartment complex. The culvert at Friendly Rd. and Fairfax St. was failing as the bottom of the corrugated metal culvert has deteriorated. Several sinkholes have formed in Friendly Ave. causing several road closures while the sinkholes were repairs. This project installed a renovation of the existing culvert through new method of construction and eliminated the sinkholes ensuring residents in the area are not negatively impacted by texted and excessive road closures.	



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PGM Year: 2014
Project: 0007 - North Park Library
IDIS Activity: 209 - North Park Library

Status: Open
Location: 849 Sharpe Rd Burlington, NC 27217-1637

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) **National Objective:** LMA

Initial Funding Date: 06/01/2015

Description:

Plan are to provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$12,155.50	\$0.00	\$0.00
		2013	B13MC370002		\$12,155.50	\$12,155.50
Total	Total			\$12,155.50	\$12,155.50	\$12,155.50

Proposed Accomplishments

People (General) : 1
 Total Population in Service Area: 615
 Census Tract Percent Low / Mod: 100.00

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
2015	Provide funding to the Alamance County Libraries to purchase books and materials for the North Park Library Branch. This location is located in a low/mod income area of the City.	



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PGM Year: 2014
Project: 0008 - Relocation
IDIS Activity: 210 - Relocation

Status: Completed 1/16/2015 12:00:00 AM
Location: 425 S Lexington Ave Burlington, NC 27215-4200

Objective: Provide decent affordable housing
Outcome: Availability/accessibility
Matrix Code: Relocation (08) **National Objective:** LMH

Initial Funding Date: 07/29/2014

Description:

Relocation assistance for housing rehab clients

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	Pre-2015		\$7,000.00	\$0.00	\$0.00
		2013	B13MC370002		\$7,000.00	\$7,000.00
Total	Total			\$7,000.00	\$7,000.00	\$7,000.00

Proposed Accomplishments

Households (General) : 5

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	3	0	0	0	3	0	0	0
Black/African American:	2	0	0	0	2	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	5	0	0	0	5	0	0	0
Female-headed Households:	2		0		2			



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Income Category:

	Owner	Renter	Total	Person
Extremely Low	3	0	3	0
Low Mod	2	0	2	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	5	0	5	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2014	Provide relocation assistance to persons assisted during the housing rehabilitation program.	



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Total Funded Amount:	\$694,866.82
Total Drawn Thru Program Year:	\$691,680.58
Total Drawn In Program Year:	\$459,510.27

**IDIS Report
(PR 23)
Summary of Accomplishments for Program Year 2014**



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Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Acquisition	Relocation (08)	0	\$0.00	1	\$7,000.00	1	\$7,000.00
	Total Acquisition	0	\$0.00	1	\$7,000.00	1	\$7,000.00
Housing	Rehab; Single-Unit Residential (14A)	1	\$60,647.29	2	\$68,168.96	3	\$128,816.25
	Total Housing	1	\$60,647.29	2	\$68,168.96	3	\$128,816.25
Public Facilities and Improvements	Homeless Facilities (not operating costs) (03C)	0	\$0.00	1	\$70,718.43	1	\$70,718.43
	Parks, Recreational Facilities (03F)	0	\$0.00	1	\$113,460.00	1	\$113,460.00
	Water/Sewer Improvements (03J)	0	\$0.00	1	\$25,449.00	1	\$25,449.00
	Sidewalks (03L)	1	\$3,200.00	0	\$0.00	1	\$3,200.00
	Total Public Facilities and Improvements	1	\$3,200.00	3	\$209,627.43	4	\$212,827.43
Public Services	Public Services (General) (05)	1	\$12,155.50	1	\$22,090.01	2	\$34,245.51
	Total Public Services	1	\$12,155.50	1	\$22,090.01	2	\$34,245.51
General Administration and Planning	General Program Administration (21A)	0	\$0.00	3	\$76,621.08	3	\$76,621.08
	Total General Administration and Planning	0	\$0.00	3	\$76,621.08	3	\$76,621.08
Grand Total		3	\$76,002.79	10	\$383,507.48	13	\$459,510.27



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CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Acquisition	Relocation (08)	Households	0	5	5
	Total Acquisition		0	5	5
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	10	21	31
	Total Housing		10	21	31
Public Facilities and Improvements	Homeless Facilities (not operating costs) (03C)	Public Facilities	0	392	392
	Parks, Recreational Facilities (03F)	Public Facilities	0	1,300	1,300
	Water/Sewer Improvements (03J)	Persons	0	620	620
	Sidewalks (03L)	Persons	1,566	0	1,566
	Total Public Facilities and Improvements		1,566	2,312	3,878
Public Services	Public Services (General) (05)	Persons	615	22	637
	Total Public Services		615	22	637
Grand Total			2,191	2,360	4,551



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CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic		Total Hispanic Households
			Persons	Total Households	
Housing	White	0	0	11	0
	Black/African American	0	0	14	0
	Asian	0	0	6	0
	Total Housing	0	0	31	0
Non Housing	White	163	11	3	0
	Black/African American	185	0	2	0
	Asian	2	0	0	0
	American Indian/Alaskan Native	5	0	0	0
	Native Hawaiian/Other Pacific Islander	2	0	0	0
	Black/African American & White	1	0	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	3	0	0	0
	Other multi-racial	53	0	0	0
	Total Non Housing	414	11	5	0
	Grand Total	White	163	11	14
Black/African American		185	0	16	0
Asian		2	0	6	0
American Indian/Alaskan Native		5	0	0	0
Native Hawaiian/Other Pacific Islander		2	0	0	0
Black/African American & White		1	0	0	0
Amer. Indian/Alaskan Native & Black/African Amer.		3	0	0	0
Other multi-racial		53	0	0	0
Total Grand Total		414	11	36	0



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CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	14	0	0
	Low (>30% and <=50%)	10	0	0
	Mod (>50% and <=80%)	7	0	0
	Total Low-Mod	31	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	31	0	0
Non Housing	Extremely Low (<=30%)	3	0	220
	Low (>30% and <=50%)	2	0	122
	Mod (>50% and <=80%)	0	0	48
	Total Low-Mod	5	0	390
	Non Low-Mod (>80%)	0	0	2
	Total Beneficiaries	5	0	392

**IDIS Report
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Summary of Accomplishments for Program Year 2014**

Section 3 Report

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$
B. Total dollar amount of contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form HUD-60002, **Section 3 Summary Report, Economic Opportunities for Low- and Very Low-Income Persons.**

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any **public and Indian housing programs** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of \$200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to **contracts and subcontracts in excess of \$100,000** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts, which are to be completed for all programs covered by Section 3. Part I relates to **employment and training**. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F). Part II of the form relates to **contracting**, and Part III summarizes recipients' **efforts** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit one copy of this report to HUD Headquarters, Office of Fair Housing and Equal Opportunity. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. **Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.**

- HUD Field Office: Enter the Field Office name .
1. Recipient: Enter the name and address of the recipient submitting this report.
 2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
 3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
 - 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
 6. Reporting Period: Indicate the time period (months and year) this report covers.
 7. Date Report Submitted: Enter the appropriate date.

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e. supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: (Mandatory Field) Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: (Mandatory Field) Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: (Mandatory Field) Enter the number of Section 3 residents that were trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts – Self -explanatory

Submit one (1) copy of this report to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office. The Section 3 report is submitted by January 10. Include only contracts executed during the period specified in item 8. PHAs/IHAs are to report all contracts/subcontracts.

* The terms "low-income persons" and very low-income persons" have the same meanings given the terms in section 3 (b) (2) of the United States Housing Act of 1937. **Low-income persons** mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that

The Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. **Very low-income persons** mean low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments or smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

City of Burlington, North Carolina
Section 3 Report
(HUD Form 60002)

July 1, 2014-June 30, 2015

Attachment

Part 1: Employment and Training

Employed Opportunities were also given to participants in the Construction Training Program (CTP). During program year 2014, 20 participants were enrolled with 18 participants graduating. According to the available tracking as of June 30, 2014 four individuals have received job placement

Part II: Contract Awarded

1. Construction Contract:

During the reporting period, the City of Burlington did not award any Community Development Block Grant (CDBG) construction contracts in excess of \$200,000 for Section 3 covered project. The City awarded the following contracts:

North Park Gym Upgrades	\$113,890
Allied Churches Upgrade	\$71,142
Friendly Ave. Culvert Project	\$25,449

For one single-family housing rehabilitation project, the City awarded approximately \$48,062 of Community Development Block Grant (CDBG) funds. The City primarily used HOME Program funds to perform housing rehabilitation projects.

2. Non-Construction Contracts:

The City did not award any CDBG non-construction contracts for Section 3 covered activities during the program year.

To meet the lead-based paint regulations for federal funded project, the City paid \$3,840 to a certified firm for the lead-based paint inspections and risk assessment for four units. The City has an agreement with the firm to perform these tasks as needed.

MWBE Report

Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2535-0117 (exp. 1/31/2013)

Public Reporting Burden for this collection of information is estimated to average .50 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Order 12421 dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and that these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals. While no assurances of confidentiality is pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

Privacy Act Notice - The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, United States Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. It will not be disclosed or released outside the United States Department of Housing and Urban Development without your consent, except as required or permitted by law.

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency	Check if: PHA <input type="checkbox"/> IHA <input type="checkbox"/>	2. Location (City, State, ZIP Code)		
3a. Name of Contact Person	3b. Phone Number (Including Area Code)	4. Reporting Period <input type="checkbox"/> Oct. 1 - Sept. 30 (Annual-FY)	5. Program Code (Not applicable for CPD programs.) See explanation of codes at bottom of page. Use a separate sheet for each program code. <input style="width:40px; height:20px;" type="text"/>	6. Date Submitted to Field Office

Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc. 7a.	Amount of Contract or Subcontract 7b.	Type of Trade Code (See below) 7c.	Contractor or Subcontractor Business Racial/Ethnic Code (See below) 7d.	Woman Owned Business (Yes or No) 7e.	Prime Contractor Identification (ID) Number 7f.	Sec. 3 7g.	Subcontractor Identification (ID) Number 7h.	Sec. 3 7i.	Contractor/Subcontractor Name and Address 7j.												
									Name	Street	City	State	Zip Code								

- | | | |
|--|---|---|
| <p>CPD:
1 = New Construction
2 = Education/Training
3 = Other</p> <p>7c: Type of Trade Codes:
Housing/Public Housing:
1 = New Construction
2 = Substantial Rehab.
3 = Repair
4 = Service
5 = Project Mangt.</p> | <p>7d: Racial/Ethnic Codes:
1 = White Americans
2 = Black Americans
3 = Native Americans
4 = Hispanic Americans
5 = Asian/Pacific Americans
6 = Hasidic Jews</p> | <p>5: Program Codes (Complete for Housing and Public and Indian Housing programs only):
1 = All insured, including Section 8
2 = Flexible Subsidy
3 = Section 8 Noninsured, Non-HFDA
4 = Insured (Management)</p> <p>5 = Section 202
6 = HUD-Held (Management)
7 = Public/Indian Housing</p> |
|--|---|---|

This report is to be completed by grantees, developers, sponsors, builders, agencies, and/or project owners for reporting contract and subcontract activities of \$10,000 or more under the following programs: Community Development Block Grants (entitlement and small cities); Urban Development Action Grants; Housing Development Grants; Multifamily Insured and Noninsured; Public and Indian Housing Authorities; and contracts entered into by recipients of CDBG rehabilitation assistance.

Contracts/subcontracts of less than \$10,000 need be reported only if such contracts represent a significant portion of your total contracting activity. Include only contracts executed during this reporting period.

This form has been modified to capture Section 3 contract data in columns 7g and 7i. Section 3 requires that the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. Recipients using this form to report Section 3 contract data must also use Part I of form HUD-60002 to report employment and training opportunities data. Form HUD-2516 is to be

completed for public and Indian housing and most community development programs. Form HUD-60002 is to be completed by all other HUD programs including State administered community development programs covered under Section 3.

A Section 3 contractor/subcontractor is a business concern that provides economic opportunities to low- and very low-income residents of the metropolitan area (or nonmetropolitan county), including a business concern that is 51 percent or more owned by low- or very low-income residents; employs a substantial number of low- or very low-income residents; or provides subcontracting or business development opportunities to businesses owned by low- or very low-income residents. Low- and very low-income residents include participants in Youthbuild programs established under Subtitle D of Title IV of the Cranston-Gonzalez National Affordable Housing Act.

The terms "low-income persons" and "very low-income persons" have the same meanings given the terms in section 3(b)(2) of the United States Housing Act of 1937. Low-income persons mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary

may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families. Very low-income persons means low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Submit two (2) copies of this report to your local HUD Office within ten (10) days after the end of the reporting period you checked in item 4 on the front.

Complete item 7h. only once for each contractor/subcontractor on each semi-annual report.

Enter the prime contractor's ID in item 7f. for all contracts and subcontracts. Include only contracts executed during this reporting period. PHAs/IHAs are to report all contracts/subcontracts.

Community Development Programs

1. **Grantee:** Enter the name of the unit of government submitting this report.
3. **Contact Person:** Enter name and phone of person responsible for maintaining and submitting contract/subcontract data.
- 7a. **Grant Number:** Enter the HUD Community Development Block Grant Identification Number (with dashes). For example: B-32-MC-25-0034. For Entitlement Programs and Small City multi-year comprehensive programs, enter the latest approved grant number.
- 7b. **Amount of Contract/Subcontract:** Enter the dollar amount rounded to the nearest dollar. If subcontractor ID number is provided in 7f, the dollar figure would be for the subcontract only and not for the prime contract.
- 7c. **Type of Trade:** Enter the numeric codes which best indicates the contractor's/subcontractor's service. If subcontractor ID number is provided in 7f., the type of trade code would be for the subcontractor only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.
- 7d. **Business Racial/Ethnic/Gender Code:** Enter the numeric code which indicates the racial/ethnic /gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.
- 7e. **Woman Owned Business:** Enter Yes or No.
- 7f. **Contractor Identification (ID) Number:** Enter the Employer (IRS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IRS) Number must be provided for each contract/subcontract awarded.
- 7g. **Section 3 Contractor:** Enter Yes or No.
- 7h. **Subcontractor Identification (ID) Number:** Enter the Employer (IRS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.
- 7i. **Section 3 Contractor:** Enter Yes or No.

7j. Contractor/Subcontractor Name and Address: Enter this information for each
Previous editions are obsolete.

firm receiving contract/subcontract activity only one time on each report for each firm.

Multifamily Housing Programs

1. **Grantee/Project Owner:** Enter the name of the unit of government, agency or mortgagor entity submitting this report.
3. **Contact Person:** Same as item 3 under CPD Programs.
4. **Reporting Period:** Check only one period.
5. **Program Code:** Enter the appropriate program code.
- 7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.
- 7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.
- 7c. **Type of Trade:** Same as item 7c. under CPD Programs.
- 7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.
- 7e. **Woman Owned Business:** Enter Yes or No.
- 7f. **Contractor Identification (ID) Number:** Same as item 7f. under CPD Programs.
- 7g. **Section 3 Contractor:** Enter Yes or No.
- 7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.
- 7i. **Section 3 Contractor:** Enter Yes or No.
- 7j. **Contractor/Subcontractor Name and Address:** Same as item 7j. under CPD Programs.

Public Housing and Indian Housing Programs

PHAs/IHAs are to report all contracts/subcontracts. Include only contracts executed during this reporting period.

1. **Project Owner:** Enter the name of the unit of government, agency or mortgagor entity submitting this report. Check box as appropriate.
3. **Contact Person:** Same as item 3 under CPD Programs.
4. **Reporting Period:** Check only one period.
5. **Program Code:** Enter the appropriate program code.
- 7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.
- 7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.
- 7c. **Type of Trade:** Same as item 7c. under CPD Programs.
- 7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.
- 7e. **Woman Owned Business:** Enter Yes or No.
- 7f. **Contractor Identification (ID) Number:** Same as item 7f. under CPD Programs.
- 7g. **Section 3 Contractor:** Enter Yes or No.
- 7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.
- 7i. **Section 3 Contractor:** Enter Yes or No.
- 7j. **Contractor/Subcontractor Name and Address:** Same as item 7j. under CPD Programs.