

W CITY OF **WILMINGTON** NORTH CAROLINA



CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR CDBG AND HOME PROGRAMS

Year Ending June 30, 2014



Submitted to the Citizens of Wilmington
And
U.S. Department of Housing and Urban Development
September 26, 2014

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
FOR
CDBG AND HOME PROGRAMS

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Second Program Year CAPER

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

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

GENERAL

Executive Summary

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

CAPER Executive Summary response:

The Consolidated Annual Performance and Evaluation Report (CAPER) assesses the period from July 1, 2013 through June 30, 2014. This is the second program year (PY) of the five year Consolidated Plan. The main focus of the report is a summary of accomplishments in the use of Community Development Block Grant (CDBG) and HOME Investment Partnership Program entitlement grants and program income to support various housing and community development priorities identified in the City's Consolidated Plan. The report also includes the matching funds and leveraged funds, including general fund appropriations, supporting community development and housing in the city.

The City of Wilmington has been a CDBG entitlement community since 1975. Funding comes to the City's Community Development Division, Community Services Department in the form of an annual block grant administered by the U.S. Department of Housing and Urban Development (HUD). CDBG funds can be used with great flexibility to provide "decent housing and a suitable living environment and expand economic opportunities principally for persons of low and moderate income". In addition to the CDBG funds, the City receives HOME funds, also funded through HUD. The HOME block grant is specifically for affordable housing.

In program year (PY) 2013-14, the City was awarded \$904,120 in CDBG entitlement funds and \$480,286 in HOME entitlement funds. In addition, \$3,000 in CDBG program income along with \$200,000 in HOME program income were received; and \$1,146,495 in unexpended prior year HOME funds were carried forward, along with \$613,121

CDBG funds. In FY2013-14, \$4.11 million, in other funds and program income was expended on CDBG and HOME activities. One hundred percent of CDBG funds received are used for the benefit of low-to-moderate income persons. Approximately \$21 million dollars were leveraged from other sources to support activities, programs and projects eligible for CDBG and HOME funds.

During FY2013-14, affordable housing partners focused their attention on pre-development activities, transitioning from construction of new built homebuyer projects to developing a portfolio of scattered-site rental, and acquisition of infill houses for rehabilitation/reconstruction for homeownership. That said, the following accomplishments are presented in this report: CASA received Low Income Housing Tax Credits and other funding to construct 60 units of affordable rental housing. Cape Fear Habitat for Humanity acquired six scattered sites and rehabilitated/reconstructed and sold homes to low income homebuyers. AMEZ Housing CDC completed rehabilitation of one house for rental; and Cape Fear Regional CDC continued pre-development work to rehabilitate three scattered site rental properties. Moreover, nineteen loans were closed through the City's Homeownership Opportunities Program (HOP). Eligible homeowners received three housing rehabilitation loans to preserve and maintain existing housing stock for low to moderate income residents and ensure neighborhood stability. One thousand, one hundred and fifty-seven (1,157) homeless individuals, including victims of domestic violence, youth and ex-offenders, benefited from funding to local homeless shelters and programs serving the homeless. Finally, CDBG and general funds were used to support the activities of 22 community-based nonprofits providing services to address unemployment, child abuse, at-risk youth, hunger, illiteracy, at-risk and victims of abuse and crime, elder care and homelessness. As a result of this funding 3,692 youth, 175 elderly, and 491 at-risk individuals were served.

Projects in progress include both Habitat for Humanity's and Cape Fear Regional Community Development Corporation's efforts to acquire vacant lots or vacant houses for infill construction and/or rehabilitation for homeownership. Also underway is a joint Habitat and WARM (Wilmington Area Rebuilding Ministry) project- Neighborhood Revitalization Initiative- to rehab, repair and paint up to 36 homes, with a priority in the Southside. Funds are available to AMEZ for the development of vacant lots for sale as homeowner or affordable rental housing as the market dictates.

This CAPER is prepared using HUD's guidelines. This report includes all the necessary and required elements of a CAPER including, but not limited to, descriptive narratives, assessment of accomplishments, leveraging, client benefit, affirmatively furthering fair housing, geographic location of CDBG and HOME funded projects/programs, monitoring, and self-evaluation. In addition, the report contains the required IDIS reports and Financial Summary Grantee Performance Report, CDBG Financial Summary Worksheet, HOME Program Income and HOME Match Report.

The availability of the draft PY2013-14 CAPER for comment was advertised on the internet and in the Wilmington Star News newspaper on September 5, 2014. Copies of the draft were made available through the Community Development Division, City

Clerk's and City Manager's Office and on the City website. A summary report of the CAPER will be presented to the City Council and for public hearing on September 16, 2014.

(Note: the City of Wilmington fiscal year and the HUD program year align)

General Questions

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

CAPER General Questions response:

The City of Wilmington prepared a Consolidated Plan for the period 2013-2017. This plan establishes a unified, coordinated vision for the City's community development activities over a five year period. Each year the City prepares an Annual Action Plan which sets out specific goals and objectives to achieve the priorities set forth in the Consolidated Plan.

Below are the goals identified in the Consolidated Plan:

Five-Year Affordable Housing Goals:

- Promote Affordable Rental Housing;
- Preserve Affordable Housing Stock;
- Foster Homeownership Opportunities;

- Sustain Emergency Shelter Programs and Services to Transition Homeless Population to Permanent Housing;
- Prevent homelessness for those people most at-risk of becoming homeless;
- Support Permanent Supportive Housing initiatives for Chronically Homeless, Frail Elderly, Disabled and Other Special Populations;
- Promote Workforce Housing Opportunities for moderate income (80.1%-120% AMI) households; and
- Support education and advocacy that promotes sustainable housing options-homebuyer education, foreclosure counseling, financial skills, etc

Five-Year Community Development Goals:

- Support neighborhood services for at-risk and low-to-moderate income youth, elderly and other special populations
- Preserve and maintain public facilities serving low-to-moderate income neighborhoods and individuals;
- Encourage Job Skills and Job Training Initiatives;
- Foster comprehensive neighborhood planning initiatives to address quality of life and physical conditions in targeted neighborhoods; and
- Address community safety through prevention, education and outreach activities

The Annual Action Plan for FY2013-2014 describes goals and objectives to address the aforementioned priorities. Below is a summary of the programs and projects, along with an explanation of accomplishments and challenges in meeting these goals and objectives. The summary also includes a breakdown of the CPD formula grant funds allocated for and committed to/contracted, as well as how much was spent on grant activities in the year-end June 30, 2014.

Please note the program year and fiscal year are synonymous when used in this report and refer to the period from July 1, 2013 through June 30, 2014.

HOUSING

Goal: Promote Affordable Rental Housing

Lake Ridge Commons/Carlisle Development (formerly Middle Grove/ RHA Housing, Inc.)

| | | |
|-----------------------------------|----------------------------|------------------------------|
| PY 13-14 Allocated: | Contract: \$650,000 | Expended: \$85,148.21 |
| \$85,148.21 HOME carryover | | Project Closed-Out |

An affordable rental project for elderly households, this project provides an additional 75 units of rental housing within the City of Wilmington. City Council approved allocation of \$350,000 in HOME funds for the project in FY09-10 and another \$300,000 from FY10-11 HOME funds. NCHFA announced award of tax credits in August 2010, for the

project. As of May 2011, another partner, Carlisle Development, has joined the project as the lead partner. The project started construction in September 2011, and construction was completed in FY2012-13, with closeout in FY2013-14. The City’s \$650,000 investment leveraged a \$9.2 million dollar project.



Lockwood Village/ CASA

| | | |
|---------------------------------|--------------------------|------------------|
| PY 13-14 Allocated: | Contract: 650,000 | Expended: |
| \$300,000 HOME | | |
| \$350,000 HOME carryover | | |

Community Alternatives for Supportive Abodes (CASA) will construct a 60 unit multi-family affordable rental project at 4900 South College Road. CASA is a non-profit housing developer with over 20 years experience owning and managing over 290 affordable housing units and developing affordable housing in North Carolina. CASA was loaned \$650,000 in City entitlement funds towards this \$7.5 million project. The project received LIHTC in August 2013, and construction started in June 2014.

Community Land Trust Administration & Housing Delivery

| | | |
|------------------------------|------------------------------|------------------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$21,250 General Fund | \$21,250 General Fund | \$21,250 General Fund |

In order to foster sustainable affordable housing, the City supports the Cape Fear Community Land Trust (CFCLT), formerly the Cape Fear Housing Land Trust. General funds in the amount of \$21,250 were provided for administration and general operations in FY2013-14. Additionally, in FY2010-11, the City conveyed two properties to CFHLT and provided a loan, through the Rehabilitation Loan Fund, for the rehabilitation of one house for sale in the land trust model to a low income homebuyer. The City provided a \$57,400 rehabilitation loan for the 808 N. 6th Street property. As of the end of FY13-14, the property is rented.

Since the Land Trust’s inception the City has provided \$261,370 to the Land Trust for administrative cost and to support the formation, incorporation, and development of organizational capacity. In a prior year the City provided \$220,000 in HOME funds to the Land Trust, through Cape Fear Habitat for Humanity (CFHFH) as fiscal agent, for the acquisition of 2.178 acres of land for development of eight units – Gideon Point. The

houses were developed by Habitat and successfully sold to eligible homebuyers; and the land has transferred to the Land Trust.

Community Housing Development Organization Set-Aside

PY 13-14 Allocated:

Expended:

The HOME program requires a 15 percent set-aside for Community Housing Development Organizations (CHDO). These funds are to be used to develop affordable housing. As of the drafting of this CAPER, Wilmington has met this requirement with a cumulative set-aside of \$2,984,165. This exceeds the cumulative requirement of \$1,526,552.

CHDO-AMEZ Housing Community Development Corporation

PY 13-14 Available:

Contract:

Expended:

\$258,627.82 CHDO Proceeds

\$8,440 CHDO Proceeds

\$274,225 HOME carry-over

\$100,922.56 HOME

AMEZ HOUSING CDC has ownership of properties at 701 McRae St., 910 S. 5th Street, and 905, 909, 913 Grace Street. In FY2013-14, AMEZ completed reconstruction of 701 McRae for use as a rental property managed by AMEZ. Currently, AMEZ has two properties in its rental portfolio. Development and management of affordable rental housing will address a high priority need within the City.



701 McRae Before



701 McRae After



CHDO-Cape Fear Regional CDC

| | |
|----------------------------------|------------------------------|
| PY 13-14 Available: | Expended: |
| \$ 57,490 CHDO Proceeds | \$2,495 CHDO Proceeds |
| \$293,159 HOME carry-over | |

In FY2013-14, \$293,159 in prior year HOME CHDO set-aside funds was allocated for development of affordable rental and/or homeownership projects. Additionally, there was \$57,297 in proceeds available for the acquisition and redevelopment of at least seven vacant foreclosed properties within the city of Wilmington. In FY2013-14, CFRCDC was the recipient of a foreclosed city-owned property on 5th Street, and identified several other properties for acquisition.

Goals:

- *Foster Homeownership Opportunities;*
- *Promote Workforce Housing Opportunities for moderate income households;*
- *Support education and advocacy that promotes sustainable housing options, homebuyer education, foreclosure counseling, financial skills, etc.*

Cape Fear Habitat for Humanity

| | |
|---------------------------------|----------------------|
| PY 13-14 Allocated: | Expended: |
| \$105,000 HOME | \$88,000 HOME |
| \$136,988 HOME carryover | |

Using the Habitat model Cape Fear Habitat for Humanity (CFHFH) provides housing for families earning 30 to 60 percent of the area median income (AMI). CFHFH constructs about 12 houses per year and has no problem finding qualified homebuyers using Habitat underwriting and intensive case management. Often Habitat homebuyers pay less for the mortgage than they were paying for rent. Habitat carried over \$136,988, prior year HOME funds to acquire lots for in-fill construction or houses for rehabilitation of up to six units of housing. In the fiscal year Habitat acquired three additional properties. Habitat rehabilitated/reconstructed and sold six properties to eligible low income households; and is in the process of acquiring additional properties per the funding agreement.

Homeownership Opportunities Program (HOP) includes prior year funds and reprogrammed funds.

| | |
|------------------------------|-------------------------------|
| PY13-14 Available: | Expended: |
| \$890,763 GF/RL/Other | \$ 378,081 GF/RL/Other |
| \$ 404,626 CDBG | \$226,412 CDBG RL |
| \$ 128,095 HOME | \$272,685 CDBG |
| | \$49,200 HOME |

Working in partnership with local banks the City offers the Homeownership Opportunities Program (HOP) to low to moderate income homebuyers. CDBG, HOME and General Funds are used to provide second mortgages at zero percent interest to eligible homebuyers. Homebuyers must attend a homebuyer education class. HOME affordability period requirements apply to all HOP loans. During FY2013-14, CD

Housing staff processed and closed eleven loans with CDBG funds and eight loans with General Funds. Please note the HOP loans funded with General Funds from the General Fund Revolving Loan Fund for workforce housing were for borrowers up to 120 percent AMI. In addition, three down payment assistance loans were made to homebuyers in the Cape Fear Habitat for Humanity program using HOME funds. The average loan amount was \$46,167. HOP loans made as second position to bank loans are presented to a HOP Loan Review Committee to underwrite the loans in accordance with the adopted HOP Underwriting Guidelines. Loans are recommended to the City Manager for final approval. The HOP Underwriting Guidelines are in the process of being revised to meet new federal mortgage regulations. Additionally, the HOP Loan Review Committee has been designated the HOP Review Committee with members consisting of partner bank representatives and representatives from the City Council Appointed Loan Review Committee. Down payment assistance loans (DPA) were not presented the HOP Review Committee. See appendix for Resolution adopted August 5, 2014.
(GF/RL/Other = general fund, revolving loan fund, other funds)

Goal: Preserve Affordable Housing Stock

Cape Fear Habitat for Humanity in partnership with WARM
 Neighborhood Revitalization Initiative (NRI)

| PY 13-14 Allocated: | Contract: | Expended: |
|---------------------------------|-----------------------|------------------|
| \$ 81,000 CDBG | \$150,000 CDBG | |
| \$150,000 CDBG carryover | | |

In FY2012-13, Cape Fear Habitat For Humanity (CFHFH) and Wilmington Area Rebuilding Ministry (WARM) proposed a target neighborhood strategy with a priority on the SouthSide area. This Neighborhood Revitalization Initiative (NRI) supports WARM’s efforts to make critical home repairs to up to 15 eligible homes. CRHFH will focus on the acquisition and rehabilitation or reconstruction of up to six homes in the area for sale to low-income homebuyers. Habitat will also make major home repairs to up to five owner occupied homes. The program has been modified to allow for projects city-wide with a priority on projects in the SouthSide. As of June 30, 2014, two households had been approved for home repairs. Habitat and WARM continue to process applications for the NRI project for completion in FY2014-15.

Housing Rehabilitation Loans

| PY13-14 Available: | Expended: |
|------------------------------|------------------------------|
| \$417,820 GF/RL/Other | \$140,163 GF/RL/Other |
| \$ 78,248 HOME | \$78,248 HOME |

Low to moderate income home owners may apply to the City for a loan to rehabilitate their home. Loans are available at an interest rate of zero to two percent. The maximum rehabilitation loan is \$75,000 or \$85,000 if the project requires reconstruction/replacement of the unit. During FY2013-14, three rehabilitation loans were closed. Four rehabilitation projects were completed, including the three loans that closed in FY13-15, and a loan from a prior year. One rehabilitation project is in-process at the end of FY2013-14. The average amount of rehabilitation loan was \$73,122. The reduction in number of loans closed is a result of a suspension of loan processing while

staff and Loan Review Committee members revised the guidelines for operating and underwriting the housing rehabilitation loan program in order to improve efficiency and objectivity. A Financial Review Committee (FRC) was formed to provide additional oversight in loan processing. Further, the underwriting guidelines for the Owner-Occupied Housing Rehabilitation Loan Program were revised to better address borrower credit worthiness and repayment. Another factor impacting loan production was the loss of a housing finance counselor to process loans. These are temporary delays to the program which is anticipated to begin accepting and processing loan applications in FY2014-15, upon approval of revised guidelines by City Council and hiring staff necessary to process loans. *GF/RL/Other = general fund, revolving loan fund, other funds)*

Limited Assistance Grants/Emergency Repair Grants

PY13-14 Available:

Expended:

\$7,076 CDBG carry-over

Elderly and/or disabled home owners with incomes at or below 60 percent Area Median Income is eligible to receive grants up to \$7,500 through the Limited Assistance Grants program. In FY2013-14, no grants were made with Limited Assisted Grant funds.

Demolition and Voluntary Relocation

PY13-14 Available:

Expended:

\$55,231 CDBG carry-over

\$13,625 CDBG

\$13,879 HOME

\$10,118 HOME

Grants for demolition (\$12,253) of blighted properties in conjunction with the City's housing rehabilitation program. Voluntary relocation grant funds for (\$30,822.26) home owners when needed during the rehabilitation. In addition, CDBG funds were carried forward for voluntary demolition and/or clearance of minimum code cases (\$26,035).

PUBLIC FACILITIES

Goals:

- *Prevent homelessness for those people most at-risk of becoming homeless;*
- *Sustain Emergency Shelter Programs and Services to Transition Homeless Population to Permanent Housing;*
- *Support neighborhood services for at-risk and low-to-moderate income youth, elderly, and other special populations;*
- *Preserve and maintain public facilities serving low-to-moderate income neighborhoods and individuals;*
- *Address community safety through prevention, education, and outreach activities*

Domestic Violence Shelter and Services, Inc

| | | |
|---------------------------------|------------------|---------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$44,190 CDBG carry-over | | \$1,780 CDBG |

Funds carried over for improvements and repairs to the shelter kitchen. The project has been delayed due to unanticipated costs for plumbing and electrical code issues that increased the budget.

Brigade Boys & Girls Club

| | | |
|---------------------------------|----------------------|--------------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$40,000 CDBG carry-over | \$40,000 CDBG | \$36,871 CDBG |
| | | Project Completed |

Funds allocated to assist with replacing the pool filtration equipment and reconstruction of the pool house and other related repairs. Funds are provided as a loan at no interest to be amortized over 15 years or the useful life of the equipment, whichever is less. The Brigade Boys and Girls Club center served 992 youth in FY13-14.

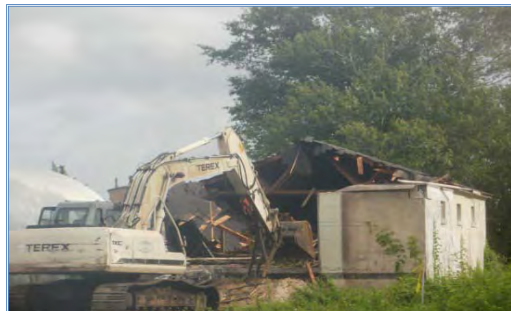
NorthSide Site Revitalization

| | |
|----------------------------------|--------------------------------|
| PY 13-14 Allocated: | Expended: \$21,513 CDBG |
| \$116,600-CDBG carry-over | |

Designated in 2004 as a Neighborhood Revitalization Strategy Area, the NorthSide community has been the focus of several redevelopment initiatives as described earlier in the narrative responses to general questions. A plan to address the blighted buildings, fencing and overgrown vegetation surrounding the DREAMS Center was developed and bid out. As of the end of FY2014-15, most of the work has been completed and the project is in the final stages. Several blighted buildings and retaining wall have been demolished, site has been graded and remaining buildings are being weatherized and stabilized to prevent on-going deterioration. Additionally, a new fence has been erected surrounding the property.



10th & Fanning before



10th & Fanning demolition

PUBLIC SERVICES

There is a limitation on the amount of CDBG funds that can be used for public services. The maximum amount is 15 percent of the entitlement and program income. In FY2013-14, \$176,568 in CDBG funds were allocated to public services as follows:

Good Shepherd, Wilmington Interfaith Housing Network

| | | |
|----------------------------|--------------------------------|--------------------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$88,134 CDBG | \$109,000 CDBG/Gen Fund | \$109,000 CDBG/Gen Fund |
| \$20,866 Gen Fund | | |

The City provided funding for supportive services to approximately 1,000 homeless individuals and families, including shelter, food and consultative case management towards self-sufficiency. In FY2013-14, Good Shepherd and Wilmington Interfaith Housing Network (WIHN) served 822 individuals.

First Fruit

| | | |
|----------------------------|-------------------------------|-------------------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$ 6,789 CDBG | \$20,188 CDBG/Gen Fund | \$20,188 CDBG/Gen Fund |
| \$13,399 Gen Fund | | |

The City provided funding for supportive services to approximately 10 homeless women and their families, including shelter, food and consultative case management towards self-sufficiency. In FY2013-14, First Fruit served 20 female headed households.



Meal at First Fruit



Holiday Celebration at First Fruit

Domestic Violence Shelter and Services, Inc.

| | | |
|----------------------------|-------------------------------|-------------------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$28,300 CDBG | \$35,000 CDBG/Gen Fund | \$35,000 CDBG/Gen Fund |
| \$6,700 Gen Fund | | |

CDBG funds were used to assist with the provision of shelter and services to approximately 100 victims of domestic violence. In FY2013-14, the Shelter served 147 victims of domestic violence who would have otherwise been homeless or in harm's way.

Leading Into New Communities

| | | |
|--------------------------------------|-------------------------------|-------------------------------|
| PY 13-14 Allocated: | Contract: | Expended: |
| \$53,345 CDBG amended | \$89,058 CDBG/Gen Fund | \$89,058 CDBG/Gen Fund |
| \$35,713 General Fund amended | | |

The City supports LINC’s work with ex-offenders with CDBG funding to assist 40 ex-offenders to find employment and housing. In FY2013-14, LINC served 66 formerly incarcerated individuals. In FY13-14, a substantial amendment to the Action Plan was approved to allocate an additional \$22,619 CDBG funds and \$27,381 General Funds for LINC to use in programs for ex-offenders.

PLANNING, ADMINISTRATION, AND DIRECT SERVICE DELIVERY

CDBG and HOME funds have a maximum cap for planning and administration. Up to 20 percent of the CDBG grant, plus program income can be expended on planning and administration each year. For HOME the administrative and planning cap is 10 percent of the entitlement and program income. In addition, staff and other costs associated with the delivery of housing services may be expended to the grant.

Planning and Administration

| | |
|------------------------------|------------------------------|
| PY 13-14 Available: | Expended: |
| \$ 60,084 HOME | \$ 60,084 HOME |
| \$201,054 CDBG | \$201,054 CDBG |
| \$196,697 GF/RL/Other | \$196,697 GF/RL/Other |

(GF/RL/Other = general fund, revolving loan fund, other funds)

Housing Service Delivery

| | |
|----------------------------|-----------------------|
| PY 13-14 Available: | Expended: |
| \$203,946 CDBG | \$203,946 CDBG |

Staff and other costs associated with the delivery of housing, such as loan processing, rehabilitation inspections and other costs.

Property Disposition

| | |
|---------------------------------|--------------------|
| PY 13-14 Available: | Expended: |
| \$24,058 CDBG carry-over | \$ 420 CDBG |

Funds allocated to offset expenses associated with disposition of properties held by the City as a result of foreclosure of home owner loans. Expenses incurred include, but are not limited to, boarding and security, minor repairs and maintenance and other costs associated with preparation of property for sale or conveyance to eligible developer or homebuyer.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

The City of Wilmington's accomplishments over the past year continue to support the overall goals of the Five-year Consolidated Plan approved by the City Council in May 2012. Using the Plan as a guiding tool allows for more effective management, oversight and evaluation of progress toward program goals and expenditures. CDBG and HOME dollars, as well as the funds and resources they leverage, continue to be utilized to provide programs in an integrated way. That said, it is the goal of the Community Development Division (CDD) management and staff to strive for continuous improvement in all facets of program administration and delivery.

Local governments are lagging in recovery from the economic recession; revenues are slow to recover while the need for services continues to increase. This is particularly true in community development programs which address the needs of low-to-moderate income families and individuals with housing, public facilities and community services. Revenues for community development are declining due to cuts in HOME funds, program income, and state and local funding. For the sixth consecutive year the City budget did not include a general fund appropriation to supplement the CDD's homeownership loan program (HOP), or lead abatement and minor repair/maintenance grants. That said, the City Council did continue support for community services agencies and for a portion of CDD administration.

During FY13-14, CDD staff members have continued to enhance their skills and credentials through training. The senior housing counselor successfully maintains the HUD Housing Counselors Certification. Likewise, the senior rehabilitation technician and rehabilitation technician both successfully maintained their Certified Renovator License. The rehabilitation technician attended required training to maintain his Lead Inspector's License.

As part of CDD's continuous improvement of procedures and processes staff began conversations with CHDOs and HUD technical assistance providers to develop the capacity in CHDOs to develop and manage rental properties instead of or in addition to homeownership projects. Changes in HOME regulations require more rigorous underwriting and market analysis to ensure that units are not built without a viable market. If housing units are built for homeownership and not sold within a 6-9 month period, depending on applicable regulations, the units must be converted to rental. With this in mind, local CHDOs sent staff to training on developing and managing small scale affordable rental housing held at the Greensboro HUD Field Office. City Council adopted a policy and guidelines for underwriting housing production projects in accordance with the HOME Final Rule.

3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice
 - b. Identify actions taken to overcome effects of impediments identified.

The City's Homeownership Opportunities Program (HOP), Homeowner Rehabilitation, Limited Assistance Grants and other housing programs are offered city-wide to eligible applicants. Recipients of the City's housing loans or grants are informed about Fair Housing Laws. In addition, all participants in the City's homebuyer education workshops receive information on Fair Housing Laws. These individuals may seek and secure financing through the private sector or other nonprofits, as well as the City's programs, and will have the benefit of Fair Housing education.

In FY 2009-10, the City completed an update to the Analysis of Impediments to Fair Housing. The City of Wilmington is a member of the Regional Plan for Sustainable Development, FOCUS Consortium. As such, the City is participating in a Regional Analysis of Impediments to Fair Housing that is currently in draft form (august 2014). Once the RAI is finalized the City will prepare a Fair Housing Plan to address the impediments and recommendations included in the RAI. Until such time as this occurs the City continues to report on the Fair Housing Plan completed in 2009-10.

City of Wilmington Fair Housing Plan

I. Background

As part of the Consolidated Plan grantees are required to certify that they will Affirmatively Further Fair Housing (AFFH). Compliance with this certification requires the city to conduct an analysis of impediments to fair housing choice within the jurisdiction. Furthermore, the city is required to identify and implement appropriate actions to address or eliminate identified impediments, and to maintain records of actions to document AFFH. Towards that end, City Council adopted an *Analysis of Impediments to Fair Housing Choice in the City of Wilmington and New Hanover County* and a related *Fair Housing Plan for the City of Wilmington* on June 15, 2010.

II. Impediments

The AIFH identified the following Impediments to Fair Housing Choice in the City of Wilmington:

A. Lack of affordable housing, specifically for disabled and low-income populations

Service providers report that demand exceeds the supply of accessible, subsidized units for disabled individuals. The lack of affordable rental housing, especially for elderly, disabled and other special populations is well documented, by the Consolidated Plan, and practitioners. The FY13-17 Five-Year Consolidated Plan Housing Market Assessment reported that 71 percent of priority need owner households are housing cost-burdened;

and 69 percent of priority need renter households are cost-burdened. In both cases minority households are disproportionately housing cost-burdened.

B. Lack of fair housing enforcement by a local agency or department

Currently, the City of Wilmington and New Hanover County do not have a fair housing department or agency to receive complaints, or promote education and outreach. Lack of effective enforcement is a potential barrier to fair housing in the City and County. Without a local presence and efforts of a local fair housing agency it is more difficult to raise awareness of the law and rights granted under the law. Many who are aware of their rights may not be aware of how or where to file a complaint. This lack of a central location for filing complaints and obtaining information about fair housing may constitute a barrier to fair housing. Additionally, a lack of education by both citizens and housing professionals may lead to discrimination or a violation of fair housing laws.

C. Disparity and inequality in lending

Analysis of 2008 HMDA data reveals a disparity in the loan origination patterns and denial rates of minorities and non-minorities in the Wilmington MSA. Despite similar income levels, minorities have a higher rate of denial than non-minorities. The data however is limited in scope and further investigation would be necessary to determine if discrimination is present. Note that the perception of lending bias, or undue burdens on minorities seeking home loans could be a barrier to fair housing.

III. Actions to Address Impediments

A. Lack of affordable housing, specifically for disabled and low-income populations

Action: Provide CDBG & HOME Funds to Support Affordable Housing

The Annual Action Plan for expenditure of Community Development Block Grant and HOME Investment Partnership funds identifies initiatives for affordable housing development for low and moderate income, including disabled, residents.

Action: Seek Additional Funds for Development of Affordable Housing

City community development staff will continue to seek to leverage resources to increase the funds available for the development of affordable housing within the city, such as projects utilizing Low Income Housing Tax Credits (LIHTC).

B. Lack of fair housing enforcement by a local agency or department

Action: Outreach and Education

The city will maintain a prominent webpage providing information about Fair Housing Law and explaining what constitutes discrimination. In addition, brochures and flyers will be developed to provide information on the Fair Housing Act. Two community development staff members will serve as points of contact to ensure the materials are up

to date and accurate, and to actively disseminate brochures and flyers throughout the community, especially to the disabled, elderly and minority citizens.

The city will continue to offer home buying classes, which include information on credit, budget and fair housing laws. Further, the city supports nonprofit home buyer counseling and education offered through Cape Fear Regional CDC.

Action: Referral

Included in the outreach and education materials and webpage will be links and specific instructions on how to file a complaint with the state and federal agencies responsible for processing complaints. Additionally, the community development staff points of contact will be available to assist in making referrals to the appropriate enforcement agencies.

C. Disparity and inequality in lending

Action: Continue Bank Partners in the HOP Program

Area banks partner with the city to provide financing to low and moderate home buyers through the city's Homeownership Opportunities Program (HOP). The city will continue to encourage area banks and realtors to participate in affordable housing initiatives offered by the city and other organizations.

Action: Continue AFFH in all City Support Housing Programs

City housing loan and grant program guidelines require the city, its grantees and/or borrowers to actively engage in affirmatively furthering fair housing, including displaying the equal housing opportunity logo.

Below is a summary of the Impediments to Fair Housing identified in the City's 2009-10 Fair Housing Plan and the actions taken in PY2013-14, to mitigate these impediments.

I. Impediment to Fair Housing: Lack of Affordable Housing, specifically for special populations including, but not limited to, disabled and elderly.

Actions Taken to Overcome Impediments to Fair Housing:

Affordable Rental Housing –69 units in progress

- Lockwood by CASA 60 unit family rental w/ LIHTC under construction;
- AMEZ in process of developing scattered site rental at five vacant lots;
- CFRCDC in process of developing one duplex for rental along with two single-family homes for rental; and
- Projects in planning/construction stage, no beneficiaries to report.

Affordable Rental Housing – 333 units available for low-to-moderate income households, including special populations

- LakeRidge Commons (formerly Middle Grove) provides 75 elderly units financed with HOME, LIHTC and other funds;

- Taylor West/New Brooklyn Home provides 48 units affordable rental housing financed with LIHTC, CDBG and other funds for low-to-moderate income households;
- Rental Incentive Loan - two rental units in affordability period;
- ARC of NC provides 16 units of affordable rental housing for disabled;
- Hopewood provides 16 units of affordable rental housing for disabled;
- Willow Pond provides 12 units of affordable rental housing, 75% of units are designated for victims of domestic violence;
- The Pointe at Taylor Estates provides 48 units of affordable rental housing for low-to-moderate income households;
- Robert R. Taylor Senior Homes provides 96 units of affordable rental housing for low-to-moderate income elderly;
- First Fruit Ministries provides 9 units of affordable rental housing for homeless women;
- Greenville Trace provides 8 units of affordable rental housing for the disabled;
- Cape Fear Housing Land Trust renting one unit in NorthSide area;
- AMEZ rented one unit (1314 Church St.); and
- AMEZ completed reconstruction 701 McRae for rental.

FH Table 1. The table below provides Race & Income Characteristics for Beneficiaries of Affordable Rental Housing projects currently occupied and monitored under the affordability period.

| | ARC NC | HOPE* | HPTE* | HRTSH* | LRC* | NBH* | RHA | WILL* | Total |
|---|--------|-------|-------|--------|------|------|-----|-------|-------|
| Total | 17 | 17 | 53 | 106 | 74 | 48 | 9 | 16 | 340 |
| By Race | | | | | | | | | |
| Asian | | | | | | | | 1 | 1 |
| African American | 6 | 2 | 49 | 87 | 28 | 46 | 4 | 7 | 229 |
| White | 11 | 14 | 3 | 18 | 45 | 1 | 5 | 8 | 105 |
| Native American | | | | | | | | | 0 |
| Multi-racial | | | | | | 1 | | | 1 |
| Other | | 1 | 1 | 1 | 1 | | | | 4 |
| By Ethnicity | | | | | | | | | |
| Hispanic | | 1 | | 2 | | | | | 3 |
| By Income | | | | | | | | | |
| 0-30% AMI | 17 | 16 | 32 | 72 | 32 | 34 | 8 | 15 | 226 |
| 31-50% AMI | | 1 | 12 | 26 | 33 | 12 | 1 | 1 | 86 |
| 51-80% AMI | | | 9 | 8 | 9 | 2 | | | 28 |
| 81% > AMI | | | | | | | | | 0 |
| Family Status | | | | | | | | | |
| Female HH | 9 | | 44 | 75 | 59 | 45 | 5 | | 237 |
| Elderly | 1 | | 1 | 75 | 54 | | | | 131 |
| Disabled | 17 | 17 | 23 | 86 | 34 | 1 | 9 | | 187 |
| AMI= Area Median Income | | | | | | | | | |
| *HH= Households | | | | | | | | | |
| ARC: ARC of NC | | | | | | | | | |
| HOPE: Hopewood | | | | | | | | | |
| HPTE: The Pointe at Taylor Estates | | | | | | | | | |
| HRTSH: Robert R. Taylor Senior Homes | | | | | | | | | |
| LRC: Lake Ridge Commons | | | | | | | | | |
| NBH: New Brooklyn Homes/Taylor West at Taylor Estates | | | | | | | | | |
| RHA: RHA Health Services | | | | | | | | | |
| WILL: Wilmington Interfaith Hospitality Network Willow Pond | | | | | | | | | |

Homeownership Opportunities 6 units sold; 6 units in progress

- Habitat for Humanity completed six scattered site units of affordable housing;
- Cape Fear Habitat will acquire up to six vacant lots or houses for construction/rehabilitation for affordable homeownership; and
- Units in progress are projects in planning/construction stage, no beneficiaries to report.

FH Table 2. The table below provides Race & Income Characteristics for Beneficiaries of Affordable Housing units sold.

| | HFHSS* |
|----------------------|--------|
| Total | 6 |
| By Race | |
| Asian | |
| African American | 5 |
| White | 1 |
| Native American | |
| Multi-racial | |
| Other | |
| By Ethnicity | |
| Hispanic | |
| By Income | |
| 0-30% AMI | 4 |
| 31-50% AMI | 2 |
| 51-80% AMI | |
| 81% > AMI | |
| Family Status | |
| Female HH | 6 |
| Elderly | |
| Disabled | |

AMI= Area Median Income

*HH= Households

HFHSS: Habitat for Humanity Scattered Sites

Affordable Homeownership- 19 loans; Preserve Affordable Housing Stock -3 rehab loans closed

- Homeownership Opportunities Program (HOP) provided 19 second mortgage loans in partnership with partner banks to low and moderate income households using CDBG (11 loans) and General Revolving Loan funds (8 loans);
- Housing Rehabilitation Loans- closed three loans for housing rehabilitation for low-to-moderate income homeowners residing in substandard housing; and completed construction on three loans closed in FY2013-14 and one loan closed in prior year. One prior year rehabilitation loan construction project in progress.

FH Table 3. The table below provides Race & Income Characteristics for Beneficiaries of Affordable Housing loans and grants closed and monitored.

The table below provides Race & Income Characteristics for Beneficiaries of Affordable Housing loans and grants closed and monitored.

| | HOP* | HRL* | Total |
|----------------------|------|------|-------|
| Total | 11 | 5 | 16 |
| By Race | | | |
| Asian | | | 0 |
| African American | 4 | 4 | 8 |
| White | 6 | 1 | 7 |
| Native American | | | 0 |
| Multi-racial | | | 0 |
| Other | 1 | | 1 |
| By Ethnicity | | | |
| Hispanic | | | 0 |
| By Income | | | |
| 0-30% AMI | | 1 | 1 |
| 31-50% AMI | 2 | 2 | 4 |
| 51-80% AMI | 9 | 2 | 11 |
| 81% > AMI | | | 0 |
| Family Status | | | |
| Female HH | 8 | 3 | 11 |
| Elderly | | 1 | 1 |
| Disabled | 1 | 1 | 2 |

AMI= Area Median Income

*HH= Households

HOP: Homeownership Opportunities Program

HRL: Housing Rehabilitation Loan

II. Impediment to Fair Housing: Lack of Fair Housing Enforcement by local agency or department: Potential barrier to fair housing.

Actions Taken to Overcome Impediments to Fair Housing:

Outreach, Education and Referral

The city maintains a prominent webpage providing information about Fair Housing Law and explaining what constitutes discrimination. In addition, brochures and flyers have been developed to provide information on the Fair Housing Act. Two community development staff members serve as points of contact to ensure the materials are up to date and accurate, and to actively disseminate brochures and flyers throughout the community, especially to the disabled, elderly and minority citizens.

The city continues to offer home buying classes, which include information on credit, budget and fair housing laws. Further, the city supports nonprofit home buyer counseling and education offered through Cape Fear Regional CDC. Also, the city housing financial counselor is HUD certified.

Included in the outreach and education materials and webpage are links and specific instructions on how to file a complaint with the state and federal agencies responsible for processing complaints. Additionally, the community development staff points of contact are available to assist in making referrals to the NC Human Rights Commission and/or the HUD Office of Fair Housing.

On May 15, 2014, the City in partnership with the Cape Fear Housing Coalition, NC Justice Center, and New Hanover County sponsored a Fair Housing Workshop -*Know Your Rights*- for area real estate, property management and other professionals and interested parties. The workshop was presented by Jack Holtzman, Attorney, Legal Aid of NC.

III. Impediments to Fair Housing: Disparity and inequality in lending: A perception of lending bias, or undue burdens on minorities seeking home loans could be a barrier to fair housing.

Actions Taken to Overcome Impediments to Fair Housing:

Homebuyer Education and Counseling

The City offers six-hour homebuyer education workshops one or two times each month. Participants receive a host of information on how to locate a home, work with a realtor, secure financing, understand mortgage, maintain the house, Fair Housing Law, credit and personal/family budgeting. In FY 2013-14, ten classes were conducted for 114 participants. Materials, food, contract labor, and other expenditures for the workshops are paid for with application fees collected.

Workforce Housing

Collaborative efforts involving several City departments along with private housing developers, the Cape Fear Housing Coalition (CFHC), realtors, lenders, and public employees are continuing to formulate and implement workforce housing initiatives. Another initiative to promote workforce housing coming out of the CFHC, was the Wilmington Regional Association of Realtors' one-hour educational program offered to employees through the area's major employers.

Homeownership Opportunities Program

Working in partnership with local banks the City offers the Homeownership Opportunities Program (HOP) to low to moderate income homebuyers. CDBG, HOME and General Funds are used to provide second mortgages at zero percent interest to eligible homebuyers. Homebuyers must attend a homebuyer education class. HOME affordability period requirements apply to all HOP loans. During the FY2013-14, CD

Housing staff processed and closed 19 loans with CDBG and General Fund Revolving Loan funds. All HOP Loans closed in FY2013-14, were presented to a HOP Review Committee consisting of representatives from partner banks and City Manager appointed staff to review the loan packet and make a recommendation for approval/denial to the City Manager. The City Manager approves HOP loans. The average loan amount was \$46,167.

Below is a summary of public facilities and public service projects and program Beneficiaries with Income and Race Characteristics.

PUBLIC FACILITIES

- Brigade Boys and Girls Club project to replace pool filtration equipment and pool equipment shed, serving over 992 youth;
- Domestic Violence Shelter rehabilitation of kitchen in process, 147 women and children housed at the shelter in FY13-14; and
- 10th & Fanning Site Improvements: Clearing overgrown site and demolition of blighted buildings, improved fencing and grading to enhance the safety and appearance of grounds surrounding DREAMS Community Arts Center, Wilmington Coastal Boxing, and Community Boys & Girls Club.

FH Table 4. The table below provides Race & Income Characteristics for Beneficiaries of Public Facilities Project funded with CDBG funds in FY2013-14.

| | BBG | DV | Total |
|----------------------|------------|-----------|--------------|
| Total | 992 | 147 | 1139 |
| By Race | | | |
| Asian | 6 | | 6 |
| African American | 604 | 65 | 669 |
| White | 239 | 79 | 318 |
| Native American | 5 | 1 | 6 |
| Multi-racial | 138 | 2 | 140 |
| Other | | | 0 |
| By Ethnicity | | | |
| Hispanic | 126 | 7 | 133 |
| By Income | | | |
| 0-30% AMI | | 147 | 147 |
| 31-50% AMI | | | 0 |
| 51-80% AMI | 992 | | 992 |
| 81% > AMI | | | 0 |
| Family Status | | | |
| Female HH | | | 0 |
| Elderly | | | 0 |
| Disabled | | 14 | 14 |

AMI= Area Median Income
 *HH= Households
 BBG: Brigade Boys and Girls Club
 DV: Domestic Violence Shelter

PUBLIC SERVICES

- Good Shepherd/Wilmington Interfaith Housing Network served 822 homeless individuals providing supportive services and shelter;
- Leading Into New Communities (LINC) assisted 66 ex-offenders to find employment, housing, mental health and health services, while providing transitional shelter;
- Domestic Violence Shelter and Services, Inc. provided shelter and supportive services to 147 households with victims, including children and other household members, of domestic violence; and
- First Fruit Ministries provided shelter and supportive services to 20 homeless women in a long-term (12-24 months) transitional living program aimed at addressing mental health and substance addiction/abuse, education, employment, and other issues.

FH Table 5. The table below provides Race & Income Characteristics for Beneficiaries of Public Services funded with CDBG funds in FY2013-14.

| | DV | FFM* | GS/WIHN | LINC | Total |
|----------------------|-----|------|---------|------|-------|
| Total | 147 | 20 | 822 | 66 | 1055 |
| By Race | | | | | |
| Asian | | | 1 | | 1 |
| African American | 65 | 2 | 328 | 28 | 423 |
| White | 79 | 18 | 460 | 37 | 594 |
| Native American | 1 | | | | 1 |
| Multi-racial | 2 | | 30 | 1 | 33 |
| Other | | | 3 | | 3 |
| By Ethnicity | | | | | |
| Hispanic | 7 | | 8 | | 15 |
| By Income | | | | | |
| 0-30% AMI | 147 | 20 | 821 | 66 | 1054 |
| 31-50% AMI | | | 1 | | 1 |
| 51-80% AMI | | | | | 0 |
| 81% > AMI | | | | | 0 |
| Family Status | | | | | |
| Female HH | | 20 | 46 | 11 | 77 |
| Elderly | | 1 | 22 | | 23 |
| Disabled | 14 | 20 | 90 | 1 | 125 |

AMI= Area Median Income

*HH= Households

DV: Domestic Violence Shelter

FFMPF: First Fruit Ministries -Public Facilities - FFMPs -First Fruit Ministries Public Services

GS/WIHN: Good Shepherd Homeless Shelter/Wilmington Interfaith Hospitality Network

LINC: Leading Into New Communities

4. Describe Other Action in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

An analysis of the Five-Year Consolidated Plan for FY13-17, housing market analysis, needs assessment, and public input showed an increase in the percent of the population in the city of Wilmington living below poverty, especially among Black/African American households and in the number of children and youth. Other findings in the plan indicate continued and growing housing cost-burden for both owners and renters, especially among minority households. Finally, over half of elderly owners and renters live in housing units in need of repair. Low wages contribute to this ongoing problem as the gap between the “haves” and the “have not’s” widens with more households living in poverty or experiencing housing cost-burdened.

The resources available through HOME and CDBG are not sufficient to address the aforementioned problems.

Other actions described or mentioned in the Action Plan that have been taken during the program year include, but are not limited to, the following:

General Fund Grants

The Wilmington City Council budgeted \$400,104 including supplemental appropriations to support the work of 22 community-based nonprofit agencies providing a variety of services to meet the needs of the underserved within the community. General fund grants supported programs for drug treatment, elder care, child abuse prevention and victim services, parenting training, child and youth tutoring and recreation, food banks, literacy, emergency shelter, youth and homeless job skills development, and others.

5. Leveraging Resources

- a. Identify progress in obtaining ‘other’ public and private resources to address needs.
- b. How Federal resources from HUD leveraged other public and private resources
- c. How matching requirements were satisfied

In FY2013-14, a total of \$933,393 in CDBG funds and program income was expended on eligible CDBG activities. Likewise, \$471,721 in HOME funds was expended on eligible housing activities and projects. These funds leveraged an additional \$21,042,233 in general funds, loan funds, private foundations and other sources for community development initiatives. The Wilmington leveraging ratio for CDBG is 1:17.73 and for HOME 1:7.90. This means that for every \$1 in CDBG funds expended on an activity \$17.73 in other funds were expended, and for every \$1 in HOME funds expended \$ 7.90 in other funds were expended. The leveraging ratio for CDBG and HOME totaled is 1: 14.36.

Table 1 Leverage Funds

| Leveraged Funds 2013-14 | | | |
|--------------------------------|-------------------------|------------------------|------------------------|
| Activity | CDBG | HOME | Total |
| Housing | \$ 8,760.00 | \$ 3,704,024.00 | \$ 3,712,784.00 |
| Public Services | \$ 17,106,150.00 | | \$17,106,150.00 |
| Administration | \$ 196,698.00 | \$ 26,601.00 | \$ 223,299.00 |
| Total | \$ 17,311,608.00 | \$ 3,730,625.00 | \$21,042,233.00 |

Managing the Process

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

CAPER Managing the Process response:

Community development staff members attended training on CDBG and HOME Program requirements. Staff members use HUD guidelines and other resource materials to ensure compliance with program and comprehensive planning requirements.

The city uses a request for proposals (RFP) to solicit projects and programs for CDBG and HOME funds. Applicants must describe how the proposed project or program meets HUD national objectives and eligible activities, as well as how the proposals address the priorities identified in the Five-Year Consolidated Plan. Staff members review the proposals using HUD guidelines to ensure that the projects or programs meet national objectives, are eligible activities, and address priority needs in the Consolidated Plan.

Recommended projects and programs are included in the Annual Action Plan and submitted to the public for comment and to City Council for adoption. Upon HUD acceptance of the Annual Action Plan a scope of work, budget and standard program requirements are incorporated into funding agreements with sub-recipients, contractors, and/or developers. Funding is provided on a reimbursement basis. To receive funds each sub-recipient must support its reimbursement requests with invoices, payroll information, quarterly progress reports, and an annual audit. Agencies not in compliance will have their reimbursement withheld.

A 2013 survey of community-based agencies was used to ascertain the needs and priorities within the community for use in drafting the Annual Action Plan. Other plans and studies are reviewed to gather pertinent information about community development needs, issues, and trends. Finally, consideration is given to input and information gathered throughout the year through community development staff members' participation on various agencies.

Citizen Participation

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

expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

CAPER Citizen Participation response:

The availability of the draft PY2013-14 CAPER for comment was advertised on the internet and in the Wilmington Star News newspaper on September 5, 2014. Copies of the draft were made available through the Community Development Division, City Clerk's and City Manager's Office and on the City website.

A public hearing will be held on September 16, 2014.

Comments Received:

pg. 39 ... Choice sounds like I wrote it, not Community Development

Pg. 40 of the Caper ... Creating not Crating

Pg. 64 ... #12 is in a different font

Should Choice be mentioned in #13 on page 68?

Pg. 69 ... no newer poverty stats? (sorry Suzanne)
Call me with questions. Thanks!

Paul E. D'Angelo, MPA
Choice Neighborhoods Planning Manager
<http://choicewilmingtonnc.com/>

Wilmington Housing Authority
1524 South 16th Street
Wilmington, North Carolina 28401
Phone: (910) 341-7700, ext. 264
Fax: (910) 341-7760
Cell: (910) 297.2749

Email: p.dangelo@wha.net

Response:

Attribute source of information on p39 to WHA
Correct spelling and font p.40 &64
Update poverty data p.69

#13 p. 68 Neighborhood Revitalization Strategies. SouthSide is not an adopted NRSA. This section reports on adopted NRSA activity in FY13.14.

Institutional Structure

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

CAPER Institutional Structure response:

In Wilmington, as in most cities, housing is made available in response to market demand. The gap in the Wilmington market is the availability of affordable housing, rental and homeownership, for households below 80 percent area median income. The market delivery system for housing consists of the private sector and the public sector. In order to address the need for affordable housing the City of Wilmington works closely with the private sector and the non-profit and public sector to leverage our resources. Community development staff members continue to improve efficiency and effectiveness by seeking partnerships, leveraging funding, and building networks among various public and private housing providers, such as area banks, the Wilmington Housing Authority, Wilmington Regional Association of Realtors, Habitat for Humanity, Cape Fear Community Housing Land Trust and AMEZ Housing Development Corporation to name a few.

Along these lines the City of Wilmington joined in with a consortium of local jurisdictions to successful apply for a Regional Plan for Sustainable Development grant through HUD. This initiative, branded as FOCUS, will result in the development of a regional plan that addresses HUD's six livability principles. As a result of the planning process and the adopted plan the participating jurisdictions will have a framework to begin working more collaboratively to address a number of issues, including equitable access to affordable housing.

Monitoring

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

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

CAPER Monitoring response:

Community Development's (CD) monitoring strategy for the CDBG and HOME programs consists of the use of standard City of Wilmington financial practices together with the standards and procedures derived from the Code of Federal Regulations and objectives. These guide us in successfully measuring fiscal, regulatory and programmatic performance and compliance of all activities identified for funding in the Annual Action Plan. Our policies are effective in establishing project eligibility and compliance with primary and national objectives, as well as compliance with other areas of grant administration. These policies provide the most effective methods of reviewing, evaluating, and monitoring performance of all Sub-Recipients, Contractors, Grantees, and Developers' project elements. The policies utilize methods such as risk analysis to guide the selection process and follow-up procedures such as progressive sanctions to effectively identify, prevent, and remedy problem areas. Community Development compliance staff and the City of Wilmington's finance staff members conducted annual site visits to every applicable housing and community development project funded by CDBG and HOME. CD monitoring visits were scheduled using an electronic calendar system allowing agencies multiple choices in selecting a monitoring assessment, automatic notifications, and the ability to reschedule while providing a database for record keeping. Follow-up letters/notices were prepared for each visit; any problem areas were identified with recommendations to mitigate, including additional inspections (if applicable). Community development staff and finance staff worked in close unity to ensure proper mitigation. Sub-recipients and Developers were also required to provide quarterly reports which were reviewed by staff and follow-up provided, as needed along with on-going technical support. Construction projects funded by HOME and CDBG funds were closely monitored for compliance with Federal Labor Regulations including Davis Bacon and all applicable federal, state, and local regulations, standards, and ordinances. See Site Inspection Section.

Community Development continued to recommend fair housing guidance and training to agencies and review leases to ensure compliance with regulations. Guidance was provided regarding recertification, prohibition of application fees, equal access and documentation for tenant selection to include area eligible households/individuals, prohibited lease clauses, waiting lists, available vacancy solicitations, and applicable HOME Rules technical assistance for tax credit properties. Resources and referrals were made for Fair Housing Training for property managers. CD staff continued to ensure environmental processes were followed and notified all subject housing agencies of the

Presidential Policy Directive 9 regarding HUD funded properties and emergency management planning procedures regarding vulnerable populations that include disabled, aged, youth, and other low income households.

Self Evaluation:

Below are the priority community needs identified in the Five-year Consolidated Plan and the activities funded in PY2012-13, along with an evaluation of progress made in meeting these needs through the funded activities.

Affordable Rental Housing 143: 67 units in progress, 76 complete

Funds were allocated to support the development 143 new affordable rental units. In order to maximize entitlement resources and take advantage of opportunities to partner with projects utilizing other funding the City recommended funding for projects over two years contingent upon the receipt of future entitlement funds. Therefore, the funds allocated for projects in FY11-12, support projects that did not, in most cases, break ground until FY12-13, and were completed in FY13-14. Funds were allocated to support two tax credit projects – 60 units Lockwood Village by CASA, and 75 elderly units Lake Ridge Commons (formerly Middle Grove). The Lake Ridge Commons project is completed and occupied, and CASA’s Lockwood Village project is currently under construction. AMEZ owns five vacant lots which may be developed for affordable rental. This FY13-14, AMEZ completed one unit on McRae St.. CFRCDC acquired a property for rehabilitation as a duplex for affordable rental. Additionally, CFRCDC is in the process of acquiring additional scattered sites for rental. More affordable rental projects are needed.

Homeownership Opportunities - 6 units sold

Funds were provided to Cape Fear Habitat for Humanity to acquire six vacant lots for infill construction or existing vacant housing for rehabilitation for homeownership by utilizing the Habitat model to leverage volunteers, sweat equity, and favorable financing. Additionally, the strategy helps preserve existing vacant housing and stabilize neighborhoods by attending to vacant lots with residential development when feasible.

Homeownership Opportunities - 19 loans; 114 workshop attendees

The City’s Homeownership Opportunities Program provided 19 loans to low and moderate income households. Potential homebuyers enroll in homebuyer education workshops offered two times each month. Workshop participants may secure financing from other sources. A barrier to homeownership for many families is poor credit. The HOP program is supporting affordable homeownership in the city by providing financing and education to individuals who, due to their income, might otherwise not become homeowners.

Preserve Affordable Housing Stock- 3 loans closed

A consequence of limited available developable land in the city is high land cost, which is a barrier to affordable housing. Housing owned by lower income residents, if not

maintained, is at risk of being uninhabitable and thus lost for use as affordable housing. The City offers housing rehabilitation loans to low income homeowners to make necessary repairs to maintain safe, decent and affordable housing. In FY13-14, five households received housing rehabilitation loans. In addition, one owner-occupied rehabilitation project closed in a prior year was completed and another is in-progress.

Sustain Emergency Shelter Programs and Services to Transition Homeless Population to Permanent Housing - 1,239 individuals

Although discharge agreements exist with several health, mental health and other institutions serving homeless individuals there is no local organization to enforce the agreements. Wilmington's homeless service providers continue to receive individuals discharged from various institutions. Continued reductions in funding and services through state mental health institutions are also a barrier to providing appropriate supportive services to homeless. Nonetheless, 1,239 individuals received services through agencies funded with CDBG and General funds. (data from Good Shepherd/WIHN; First Fruit; LINC; 10 Year Plan; Domestic Violence Shelter; Phoenix Employment Ministry, and Coastal Horizon Youth Shelter)

Sustain Emergency Shelter Programs and Services to Transition Homeless Population to Permanent Housing - 822 individuals/147 households; 55 youth shelter

The City continues to support emergency shelters to serve homeless individuals and families. In addition to CDBG and HOME funds, the City provides general funds to support homeless shelters and the 10 Year Plan to End Chronic Homelessness. This plan identifies the needs, barriers, and strategies to address chronic homelessness in the three county area. City general funds help support the operation of a youth shelter, operated by Coastal Horizons, which served 55 youth in FY2013-14.

Sustain Emergency Shelter Programs and Services to Transition Homeless Population to Permanent Housing –351 individuals from shelter to housing

Victims of domestic violence and ex-offenders are included in special populations benefiting from transitional housing assistance with supportive services. The goal is to move these at-risk individuals into safe and productive lives within the community. Providing decent housing and supportive services also enhances the quality of life for the community at-large through reduced recidivism of ex-offenders. Additionally, Good Shepherd and Wilmington Interfaith Hospitality Network have engaged a strategy to move clients from emergency shelter to transitional housing. Over the year ending June 30, 2013, these organizations have successfully facilitated housing of 351 individuals in permanent housing. (data from Good Shepherd, WIHN, Domestic Violence)

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

CAPER Lead-based Paint response:

Lead-based paint can be found in homes built before 1978, when it was banned for residential use, and it is very common in housing built before 1950. This includes almost all the homes rehabilitated with CDBG or HOME funds or processed thru the HOP program. In operating these programs, the City makes the assumption that lead-based paint will be present. The staff takes appropriate precautions to safeguard the health of occupants, workers, (both paid and volunteer) and prospective homebuyers..

In an attempt to offset some of the lead control costs, the City partnered with the NC Department of Health and Human Services in lead-based paint hazard control grant. The grant provides an average of \$8,000 per unit for lead hazard control compared to the \$20,000 general fund grants. Another limitation of the NCHHS grant is the requirement that funds only be used in low/moderate income households where children ages six and under are present. Many of the traditional applicants for the City’s rehab loans are elderly and do not have young children in the household.

The following activities took place during the program year:

Staff conducted inspections of properties with the potential of a lead-based paint hazard. Working in coordination with the NCHHS Lead-based Paint Hazards Grant nine projects were completed see table below.

All Wilmington properties built prior to 1978 have LBP hazard potential. During the “final specifications” process, a risk assessment is performed to determine the presence of lead hazards. A number of cases do not get to the testing stage due to various reasons, i.e., client decides not to purchase the property (HOP), cost of rehabilitation is too great, and other disqualifying factors.

Obstacles that the City rehabilitation staff encountered with lead-based paint include the extreme cost to abate some homes, excessive time involved to complete specifications requiring risk assessment, and contractors who are slow to incorporate their lead training and techniques into their on-the-job performance requirements. Below is a chart of grants for Lead Hazard Control activities in FY2013-14.

| Address | GF Lead Grant | HUD Lead Grant |
|--------------------------------|----------------------|-----------------------|
| 1939 Monroe Street | | \$1,200 |
| 2118 Holly Drive | \$675 | |
| 1811 Carolina Avenue | \$275 | \$685 |
| 707 S. 5 th Avenue | | \$785 |
| 4215 Dewitt Road | \$795 | |
| 242 Long Leaf Acres Dr. | \$685 | |
| 220 S. 12 th Street | \$980 | |
| 708 S 6 th Street | | \$10,105 |
| 1922 Wolcott Avenue | | \$12,320 |

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

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

CAPER Housing Needs response:

Since forming in January 2002, the Cape Fear Housing Coalition (formerly Wilmington Affordable Housing Coalition and the Affordable Housing Coalition of Southeastern North Carolina) has advocated for issues impacting housing for low-to-moderate households and the general population, including, but not limited to, supportive permanent housing, workforce housing, development subsidy, zoning, land-use planning, fair housing, lending, insurance, taxes, etc. . The City continues to support this effort as a member. Membership includes individuals from the non-profit and private sector, including affordable housing and supportive services providers, lenders, developers, and local government representatives.

The CFHC initiated the affordable rental housing website “capefearhousing.org.”. In addition, the Coalition was instrumental in the creation of the Cape Fear Housing Land Trust and the regional 10 Year Plan to End Chronic Homelessness. In FY2010-11 the AHC received IRS 501 © 3 status. Ongoing activities include the "affordablehousingcoalition.com" website, brochure, and advocacy efforts.

Origination fees collected by the City are used to help offset the cost to provide training for potential homeowners. City housing counselors conducted 10 Homeownership classes and trained 114 individuals.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

CAPER Specific Housing Objectives response:

Worst case housing needs are defined by HUD as low-income renter households who pay more than half their income for rent, live in seriously substandard housing (which includes homeless people) or have been involuntarily displaced. The Wilmington Housing Authority (WHA) is primarily responsible for addressing “worse case needs” in the City of Wilmington. According to the WHA 2014 Annual Report the Authority is authorized to hold a portfolio of 1416 units of conventional public housing. In FY2013-14, WHA has 1,944 Housing Choice Vouchers/Section 8 vouchers.

Affordable rental housing for lower income households is addressed through several housing objectives. Seventeen individuals with disabilities are housed by The Arc of North Carolina rental project and nine households with disabilities have affordable rental housing at Greenville Trace; 96 elderly households receive safe decent affordable rental housing in the Robert R. Taylor Senior Homes and 75 elderly households are served by Lake Ridge Commons Senior housing; 48 lower income families rent apartments at The Pointe at Taylor Estates; and likewise, 48 low income families rent apartments at New Brooklyn Homes. Victims of domestic violence, who are presumed homeless, and up to three homeless families will have continued access to affordable rent at the 12 unit Willow Pond project which was rehabilitated in FY2009-10.

The City supported affordable homeownership with a number of strategies, including providing funding to acquire lots or houses for rehabilitation for six units of housing for homeownership to be built or rehabilitated/reconstructed by CHDO’s, and Cape Fear Habitat for Humanity. Additionally 19 loans to homebuyers were provided through the City’s Homeownership Opportunities Program.

TABLE 2a – Income of Beneficiaries Served in Housing Programs Funded with CDBG, HOME, Revolving Funds, NCHFA** or City General Funds FY 2013-14

| | Rehab Loans | New Construction CHDO's Nonprofit | HOP Loans | TOTAL |
|--------------------------|-------------|--------------------------------------|-----------|-----------|
| Owners | | | | |
| Non-Elderly | | | | |
| 0-30% AMI | 1 | | | 1 |
| 31-50% AMI | 2 | 5 | 2 | 9 |
| 51-80% AMI | 1 | 5 | 9 | 15 |
| 81% > AMI | | | 8 | 8 |
| Total Non-Elderly | 4 | 10 | 19 | 33 |
| Elderly | | | | |
| 0-30% AMI | | | | 0 |
| 31-50% AMI | | | | 0 |
| 51-80% AMI | 1 | | | 1 |
| 81% > AMI | | | | 0 |
| Total Elderly | 1 | 0 | 0 | 1 |
| Total EI/NonEI | 5 | 10 | 19 | 34 |
| Disabled | | | | |
| 0-30% AMI | 1 | | | 1 |
| 31-50% AMI | | | 1 | 1 |
| 51-80% AMI | | | | 0 |
| 81% > AMI | | | | 0 |
| Total Disabled | 1 | | 1 | 2 |

*AMI= Area Median Income

CHDO: Community Housing Development Organization (AMEZ & Cape Fear CDC)

Nonprofits: Habitat for Humanity

HOP: Home Ownership Pool

TABLE 2b Income of Individuals/Households Served in Rental Housing Programs Funded by HOME and CDBG FY2013—14

| Income Category | The Point at Taylor Estates | Robert R. Taylor Senior Homes | First Fruit Ministries | Hopewood | ARC of NC | RHA | WIHN Willow Pond | New Brooklyn Homes | Lakeridge | Cape Fear Community Land Trust | TOTAL |
|-------------------------------|-----------------------------|-------------------------------|------------------------|-----------|-----------|----------|------------------|--------------------|-----------|--------------------------------|------------|
| Renters | | | | | | | | | | | |
| 0-30% AMI | 32 | 74 | 20 | 16 | 17 | 8 | 15 | 34 | 32 | | 248 |
| 31-50% AMI | 12 | 26 | | 1 | | 1 | 1 | 12 | 33 | | 86 |
| 51-80% AMI | 9 | 8 | | | | | | 2 | 9 | 1 | 29 |
| 81% > AMI | | | | | | | | | | | 0 |
| Total Renters | 53 | 108 | 20 | 17 | 17 | 9 | 16 | 48 | 74 | 1 | 363 |
| Disabled | 23 | 86 | 20 | 17 | 17 | 9 | | 1 | 34 | | 207 |
| Elderly | 1 | 75 | 1 | | 1 | | | | 54 | | 132 |
| Total Disabled/Elderly | 24 | 161 | 21 | 17 | 18 | 9 | 0 | 1 | 88 | 0 | 339 |

*AMI= Average Median Income

Table 3 - Housing Production Targets for 2013-17

| Affordable Housing Objectives and Strategies | | | | | |
|--|---|--|---|----------------|-----------------------|
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Increase and maintain the supply of safe, decent rental housing units available for low-income households, focusing on households earning 50% or less of the AMI. | Construct- 64 rental units; Rehab 7 rental units | FY13 | 75 LakeRidge; 1 CFCLT |
| Suitable Living Environment | | | | FY14 | 1 AMEZ; 3 in progress |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Lockwood Village 60 unit multi-family affordable family rental; CFRCDC up to 7 single-family affordable rental units; AMEZ CDC up to 4 single-family affordable rental units | CDBG; HOME; Revolving Loan; LIHTC; Private funds | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Increase opportunities for low income households (less than 80% AMI) to become homeowners through mortgage subsidy | 6 households w/mortgage subsidy i.e. HOP, NCHFA, etc. | FY13 | 14 HOP; 3 DPA |
| Suitable Living Environment | | | | FY14 | 19 HOP; 3 DPA |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Continue HOP partnership with local banks; | CDBG; HOME; Revolving Loan Fund: General Fund | FY17 | |
| Affordability | X | | | | |
| Sustainability | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Increase opportunities for low income persons to become homeowners, focusing on very low-income and low income households | 12 new construction/rehab units | FY13 | 8 Gid Pt; 1 CFHFH; |
| Suitable Living Environment | | | | FY14 | 6 CFHFH |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | CFHLT rehab 1 units affordable housing; CFRCDC- rehab up to 5 vacant foreclosed properties for homeownership; CFHFH infill rehabilitate or rebuild up to 6 units for homeownership | HOME; NSP; Private Funds | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Preserve and improve existing affordable owner housing for low-income owners, focusing on elderly, disabled and other special needs populations | 8 Rehab loans; 15 critical repairs; 5 major rehabs | FY13 | 5 COW Rehab; 3 LAG |
| Suitable Living Environment | | | | FY14 | 3 COW Rehab; |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Continue City Rehabilitation Loan Program; CFHFH/WARM- NRI program: critical repairs up to 15 units; rehab/reconstruct up to 6; 5 | CDBG; HOME; Private Funds; Volunteer Labor | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |

TABLE 4– HOP ACCOMPLISHMENTS 2013-14

| Address | General Fund HOP | CDBG RL Fund HOP | HOME Fund HOP | Other Funds |
|------------------------|-------------------|-------------------|---------------|---------------------|
| 812 Seabury Court | | \$ 46,000 | | \$ 69,000 |
| 300 Michigan Avenue | | \$ 47,000 | | \$ 70,500 |
| 5615 Moss Vine Place | | \$ 47,600 | | \$ 71,400 |
| 114 N 25th Street | | \$ 40,000 | | \$ 60,000 |
| 2517 Flint Dr | | \$ 17,600 | | \$ 26,400 |
| 4123 Abbington Terrace | | \$ 55,400 | | \$ 83,100 |
| 603 Sharease Circle | | \$ 42,298 | | \$ 63,446 |
| 4526 Greenway Avenue | | \$ 52,800 | | \$ 79,200 |
| 2339 Adams Street | | \$ 38,800 | | \$ 54,200 |
| 108 Hawthorne Drive | | \$ 53,600 | | \$ 80,400 |
| 3610 Palm Street | | \$ 58,000 | | \$ 87,000 |
| 5128 Lamppost Circle | \$ 21,000 | | | \$ 49,000 |
| 1018 N. 6th Street | \$ 25,500 | | | \$ 59,500 |
| 4805 Waltmoor Road | \$ 48,480 | | | \$ 113,120 |
| 3409 Bragg Drive | \$ 64,500 | | | \$ 150,500 |
| 321 Disney Drive | \$ 63,000 | | | \$ 147,000 |
| 920 Taliga Drive | \$ 63,600 | | | \$ 95,000 |
| 2358 Adams Street | \$ 50,000 | | | \$ 75,000 |
| 713 Indica Court #102 | \$ 42,000 | | | \$ 63,000 |
| Total | \$ 378,080 | \$ 499,098 | \$ - | \$ 1,496,766 |

TABLE 4A– DOWNPAYMENT ASSISTANCE 2013-14

| Address | General Fund HOP | CDBG RL Fund HOP | HOME Fund HOP | Other Funds |
|---------------------|------------------|------------------|------------------|-------------------|
| 1404 Corbett Street | | | \$ 25,000 | \$ 81,000 |
| 3821 Prices Lane | | | \$ 7,400 | \$ 92,600 |
| 1311 Corbett Street | | | \$ 16,800 | \$ 91,200 |
| Total | \$ | \$ - | \$ 49,200 | \$ 264,800 |

TABLE 4B– OWNER-OCCUPIED REHABILITATION LOANS 2013-14

| Address | HOME | CDBG | Prior Year Expenditures | GF Lead Paint Grant | HUD Lead Paint Grant | Total | Date Loan Closed |
|----------------------|---------------------|----------------------|-------------------------|---------------------|----------------------|---------------------|------------------|
| 1114 N. 5th Avenue | | \$ 34,369.00 | | | | \$ 34,369.00 | 2/25/11 |
| 2118 Holly Drive | | \$ 19,115.00 | | \$ 675.00 | | \$ 19,790.00 | 8/23/13 |
| 1407 Wynnwood Street | | \$ 86,679.50 | | | | \$ 86,679.50 | 10/22/12 |
| 708 S. 6th Street | \$ 78,248.00 | | | | \$ 10,104.96 | \$ 88,352.96 | 7/9/2013 |
| 1922 Wolcott Avenue | | | \$ 88,784.00 | | \$ 12,320.28 | \$101,104.28 | 6/28/13 |
| Total | \$ 78,248.00 | \$ 140,163.50 | \$ 88,784.00 | \$ 675.00 | \$ 22,425.24 | \$330,295.74 | |

Public Housing Strategy

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

CAPER Public Housing Strategy response:

The Housing Authority of the City of Wilmington continued to make significant strides in enhancing the quality and quantity of the affordable housing options it offers throughout the 2013-2014 fiscal year. Priorities were established to ensure significant enhancements were made to its current public housing portfolio while plans were made for the development of new construction projects to meet the ever increasing needs of the community.

Below are some of the significant milestones for the Wilmington Housing Authority in its 2013-14 fiscal year.

- During the period July 1, 2013 through June 30, 2014, the Housing Authority’s Homeownership Program assisted 15 families in achieving homeownership. Currently, there are two additional families participating in the program who are actively looking for homes and many other families have expressed an interest in the program. The Individual Development Account (IDA) program, which ceased to exist as of June, 2014, was utilized to help these families achieve their homeownership goals.
- WHA opened the waiting list for Public Housing for the first time in 3 years. 1,000 families were put on the Public Housing wait list showing the continuing need for affordable housing. In 2014, approximately 4,000 families applied to be placed on the Housing Choice Voucher (Section 8) Waiting List. 1,000 families were placed on the Section 8 Waiting List until funding is available for a voucher to be housed.

- WHA was awarded 14 Veterans Administration Supportive Housing (VASH) vouchers to provide housing assistance for chronically homeless veterans in Onslow County. This is in addition to the 55 VASH vouchers administered for New Hanover County.
- Through a 2011 Department of Labor YouthBuild grant in the amount of \$800,000, WHA enrolled and aided over 100 youth with self-sufficiency barriers. Each cohort constructed one affordable single family house through partnership with the City of Wilmington and Cape Fear Habitat For Humanity. A total of two houses were constructed and sold to qualified families. The funding for this program ended in May, 2014.
- WHA received a Public Housing & Housing Choice Voucher Family Self Sufficiency grant from the Department of Housing and Urban Development (HUD) to be used to continue to fund the salary of 2 family self-sufficiency coordinators for our public housing residents and our voucher families.
- Renovation work at Solomon Towers was completed in February, 2014. The work involved renovations to the lobby, the addition of a computer lab and a TV lounge, as well as a new irrigation system for the building's landscaping. In addition, each hallway was renovated from floor to ceiling, including new lighting. Renovations cost \$350,000 and were completed in February, 2014.
- WHA received a Fire Safety and Prevention grant from FEMA for the installation of stove-top fire prevention elements in its public housing and low income housing tax credit properties. This installation was completed in June, 2014. These safety elements will greatly reduce the opportunity for damage to person and property caused by kitchen fires.
- WHA completed the installation of Video surveillance equipment with a safety grant awarded from the Department of Housing and Urban Development. The equipment was installed at the Authority's Houston Moore development, along with Solomon Towers, Rankin Terrace, and Creekwood South. Work was completed in December, 2013.
- A grant was awarded from North Carolina Housing Finance Agency in the amount of \$412,000 to construct eight (8) units of permanent supportive housing known as Pearce House, and located on Dawson Street in front of the Robert S. Jervay community. Construction is expected to begin by the fall of 2014.
- In June, 2014, rehabilitation of the 32 units of public housing at Eastbrook was completed. The scope of work included the total gut rehab of the interior and upgrades to the exterior, including handicap ramps, landscaping, siding, etc.
- WHA contracts with the Wilmington Police Department to ensure full-time police officers are assigned to work exclusively in and around WHA neighborhoods.
- WHA received a Rental Assistance Demonstration (RAD) award from HUD to construct forty (40) new two-bedroom townhouse style apartments in three buildings on Dawson Street. This project is in the pre-development stages.
- In August, 2013, the Housing Authority received a \$6.5 million low income housing tax credit award to renovate and rehabilitate the Rankin Terrace community. This project will include the total interior gut rehab of the units, the demolition of 3 units, and the construction of a new community facility for the

residents. It is in the pre-development stage and is expected to start the renovation by the end of 2014.

- Implementing aspects of our completed Choice Neighborhoods Transformation Plan in the SouthSide to build a Foundation of Investment that will help in our efforts to redevelop the Hillcrest Public Housing Development and revitalize the surrounding SouthSide neighborhood. We plan to submit an Implementation Grant for our revitalization when it is released by HUD, expected sometime in the Fall, 2014. The WHA will ask for \$30M to redevelop Hillcrest with hopes to leverage up to \$90M to revitalize the SouthSide. Dawson Street Lofts, the soon to be constructed forty (40) new two-bedroom townhouse style apartments in three buildings on Dawson Street, is considered an early start effort for Choice Neighborhoods in our effort to Transform the Southside.
(source: *Wilmington Housing Authority*)

Barriers to Affordable Housing

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

CAPER Barriers to Affordable Housing response:

The 2013-14 Annual Action Plan identified several barriers to affordable housing and proposed strategies to attend to some of these barriers. Below is a summary of actions taken and progress made in addressing these barriers.

- The lack of affordable rental housing for lower income families, elderly and disabled people is a barrier to affordable housing. Leveraging other funds to maximize the resources available to increase the stock of affordable rental units is one strategy to address this barrier. Several projects supported by the City effectively leveraged tax credits and other financing, such as the Lake Ridge Commons projects and CASA – Lockwood Village.
- Availability of affordable land is a major barrier to affordable housing. Subsidizing nonprofit housing developers to purchase property and build single-family, stand-alone homes has become increasingly expensive. The City will look more toward providing financial incentives for projects with multiple units. This could be accomplished through funding one facet of the project, such as acquisition, infrastructure or impact fees. Additionally, funding Habitat, AMEZ and CFRCDC to acquire infill properties and rehabilitate/reconstruct for affordable homeowner or rental housing helps ensure housing is available for low-to-moderate income households and not lost to gentrification.
- The cost of addressing lead-base paint (LBP) hazard control remains an issue for rehabilitation of housing constructed before 1978. General funds for lead abatement grants was not appropriated in the FY13-14 budget. In an attempt to offset some of the lead control costs, the City partnered with the NC Department of Health and

Human Services in lead-based paint control grant. The grant provides an average of \$8,000 per unit for lead hazard control compared to the \$20,000 general fund grants. Another limitation of the NCHHS grant is the requirement that funds only be used in low/moderate income households where children ages 6 and under are present. Many of the traditional applicants for the City's rehab loans are elderly and do not have young children in the household. The project funding was not extended for FY13.14. Nine LBP projects were closed out in FY13.14.

- The lack of education and marketing continues to be a barrier to affordable housing. The City continues to support the efforts of the Cape Fear Housing Coalition –CFHC (formerly Affordable Housing Coalition for Southeast North Carolina). In FY2013-14, September 3,, 2013, the City in partnership with the CFHC hosted an Annual Housing Summit – *Creating Neighborhoods for Tommorrow*. This day long event featured national speakers and regional and local experts approximately 250 housing advocates, real estate/development professionals, public officials, and interested residents attended. In addition, the City offers a Homeowner Opportunities Program (HOP) Certified Brokers Program. The HOP Certified Brokers Program is designed to educate realtors about the City's housing programs and to foster a network of dedicated real estate professionals to refer to low-to-moderate homebuyers.
- Low wages and income inequity increases the number of households in need and erodes confidence among those in a position to develop or purchase housing. Finally, state and local governments are experiencing a decline in revenues which reduces the resources available to support community development initiatives and services. In response to these barriers the City will continue to maximize leverage and support NCHFA Tax Credit Projects which provide financing for the development of affordable housing within the city limits. Additionally, the HOP program provides second mortgages at no/low interest, along with down payment assistance when available to help low-to-moderate income and workforce income households purchase affordable housing, including foreclosed units.
- HUD no longer assists with financing, through the Continuum of Care, for transitional housing. This is a barrier to affordable housing. The City continues to support transitional housing with funding for the M. E. Roberts Transitional Living Facility and Willow Ponds projects. Concurrently, CDBG and General Funds are used to support transitional and emergency shelter programs provided by LINC, Good Shepherd, Domestic Violence Services and Shelter, and Coastal Horizons.
- NIMBY (Not in My Backyard) attitudes when coupled with the limited availability of developable land makes affordable housing projects subject to opposition from neighboring property owners expressing concern over the perceived negative impact of affordable housing developments on property values.
- Increase in number of households in poverty, especially African American families, is a barrier to affordable housing as these households struggle to maintain decent

housing within their budget. Development of affordable housing and housing subsidy are necessary to ensure access to decent housing for low-income households.

- Increasing cost of housing over time compared to wages. Over the period from 2000 -2009 median housing values increased by 71 percent in the city, greatly outpacing increases in median income over the same period at 26 percent.
- Increased demand for rental property drives up the market rate for rental property contributing to the housing cost-burden for low income renters. This demonstrates the need for LIHTC projects for families, as well as elderly, in the city.
- A deficient in the availability of permanent resources to sustain current efforts to move homeless individuals and households into transitional housing and permanent supportive housing is a barrier to affordable housing for homeless. The City's Rental Incentive Loan Program guidelines and underwriting criteria have been revised, in the Annual Action Plan FY13-14, to give priority to applicants developing permanent supportive housing for special populations.

HOME/ American Dream Down Payment Initiative (ADDI)

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

CAPER HOME/ADDI response:

Assessment of HOME funds to Goals and Objectives

HOME projects fell into the following HOME-eligible HOME ACTIVITY TYPES: (1) housing rehabilitation; (2) homebuyer activities; (3) rental housing; and (4) tenant based rental assistance.

Below is a summary of progress made using HOME funds:

- Two of seven houses constructed by AMEZ– CHDO rented to low-to-moderate income household. Houses constructed over past five years.
- Project completed – reconstruction of 701 McRae St. by AMEZ-CHDO.
- Project completed - 75 unit elderly rental project, Lake Ridge Commons.
- Project completed – six lots/houses acquired rehabilitated by CF Habitat for Humanity for homeownership.
- Project completed – down payment assistance 3 homebuyers in CF Habitat homes.
- Two Owner-Occupied Housing Rehabilitation Loans through City Rehab Loan Program
- CHDO projects in process – Cape Fear Regional CDC rehabilitation of one unit on 5th Avenue into duplex for rental.
- CHDO project in process – CFRCDC acquisition & rehabilitation of one unit on 19th St. for rental.
- In progress- Lockwood Village by CASA, 60 unit multi-family LIHTC project
- In progress – Habitat for Humanity acquisition of infill for rehabilitation/reconstruction

TABLE 5a– Income of Individuals Served in Housing Programs Funded with HOME FY 2013-14

| | Rehab Loans | Construct on CHDO's Nonprofit | TOTAL |
|--------------------------|-------------|-------------------------------|-----------|
| Owners | | | |
| Non-Elderly | | | |
| 0-30% AMI | | | 0 |
| 31-50% AMI | 1 | 5 | 6 |
| 51-80% AMI | | 5 | 5 |
| 81% > AMI | | | 0 |
| Total Non-Elderly | 1 | 10 | 11 |
| Elderly | | | |
| 0-30% AMI | | | 0 |
| 31-50% AMI | | | 0 |
| 51-80% AMI | 1 | | 1 |
| 81% > AMI | | | 0 |
| Total Elderly | 1 | 0 | 1 |
| Total EI/NonEI | 2 | 10 | 12 |
| Disabled | | | |
| 0-30% AMI | | | 0 |
| 31-50% AMI | | | 0 |
| 51-80% AMI | | | 0 |
| 81% > AMI | | | 0 |
| Total Disabled | 0 | | 0 |

*AMI= Area Median Income
 CHDO: Community Housing Development Organization (AMEZ & Cape Fear CDC)

Nonprofits: Habitat for Humanity

**TABLE 5b Income of Individuals Served in Rental Housing Programs
Funded by HOME FY2013-14**

| Income Category | The Point at Taylor Estates | Robert R. Taylor Senior Homes | First Fruit Ministries | Hopewood | ARC of NC | RHA | WIHN Willow Pond | Lakeridge | Cape Fear Community Land Trust | TOTAL |
|-------------------------------|-----------------------------|-------------------------------|------------------------|-----------|-----------|----------|------------------|-----------|--------------------------------|------------|
| Renters | | | | | | | | | | |
| 0-30% AMI | 32 | 74 | 20 | 16 | 17 | 8 | 15 | 32 | | 214 |
| 31-50% AMI | 12 | 26 | | 1 | | 1 | 1 | 33 | | 74 |
| 51-80% AMI | 9 | 8 | | | | | | 9 | 1 | 27 |
| 81% > AMI | | | | | | | | | | 0 |
| Total Renters | 53 | 108 | 20 | 17 | 17 | 9 | 16 | 74 | 1 | 315 |
| Disabled | 23 | 86 | 20 | 17 | 17 | 9 | | 34 | | 206 |
| Elderly | 1 | 75 | 1 | | 1 | | | 54 | | 132 |
| Total Disabled/Elderly | 24 | 161 | 21 | 17 | 18 | 9 | 0 | 88 | 0 | 338 |
| *AMI= Average Median Income | | | | | | | | | | |

**Table 6– Summary of HOME
Appropriated/Available Funds; Expenditures; Carry-over
FY2013-14**

| | As of 06/30/14 | As of 06/30/14 | As of 06/30/14 | |
|---------------------------------------|----------------------|------------------------|----------------------|------------------------|
| | 2013-14 | HOME Funds | Appropriated | |
| | HOME Funds | Available | HOME Funds | HOME Funds |
| | Appropriated | From Prior Years | Total Expenditures | Carry-Over to |
| | | | FY 2013-14 | FY2014-15 |
| HOUSING | | | | |
| CASA-Lockwood Village | \$ 350,000.00 | \$ 300,000.00 | \$ - | \$ 650,000.00 |
| Community Land Trust - Delivery Costs | \$ - | \$ 359.72 | \$ - | \$ 359.72 |
| Housing Rehabilitation | \$ 78,248.00 | | \$ 78,248.00 | \$ - |
| HOP & Downpayment Assistance | \$ 86,888.00 | \$ 41,207.25 | \$ 49,200.00 | \$ 78,895.25 |
| Habitat For Humanity Acquisition | \$ 105,000.00 | \$ 136,987.94 | \$ 88,000.00 | \$ 153,987.94 |
| Housing Relocation | \$ - | \$ 13,879.00 | \$ 10,117.90 | \$ 3,761.10 |
| Lake Ridge Commons | \$ - | \$ 85,148.21 | \$ 85,148.21 | \$ - |
| CHDO - AME Zion | \$ - | \$ 274,225.00 | \$ 100,922.56 | \$ 173,302.44 |
| CHDO - CDC | \$ - | \$ 293,158.78 | \$ - | \$ 293,158.78 |
| SUBTOTAL | \$ 620,136.00 | \$ 1,144,965.90 | \$ 411,636.67 | \$ 1,353,465.23 |
| ADMINISTRATION & PLANNING | | | | |
| Administration - Other | \$ - | \$ 1,528.00 | \$ - | \$ 1,528.00 |
| Administration | \$ 60,084.00 | \$ - | \$ 60,084.00 | \$ - |
| SUBTOTAL | \$ 60,084.00 | \$ 1,528.00 | \$ 60,084.00 | \$ 1,528.00 |
| Grand Total | \$ 680,220.00 | \$ 1,146,493.90 | \$ 471,720.67 | \$ 1,354,993.23 |

Table 6b Summary of CHDO Proceeds

| | Available | As of 06/30/14 CHDO Proceeds Total Expenditures FY 2013-14 | Available CHDO Proceeds Balance 06/30/14 |
|--|----------------------|---|--|
| CHDO -AMEZ Housing Development Corporation | \$ 258,627.82 | \$ 8,440.00 | \$ 250,187.82 |
| CHDO - Cape Fear CDC | \$ 57,490.14 | \$ 2,495.00 | \$ 54,995.14 |
| TOTAL | \$ 316,117.96 | \$ 10,935.00 | \$ 305,182.96 |

Table 7 HOME Match Report

This CAPER reflects a change in the way the City of Wilmington has reported match for HOME. In prior years we have calculated HOME Match based on the City fiscal year July 1- June 30. An inquiry to HUD field staff resulted in reporting HOME Match to correspond with the federal fiscal year.

| HOME MATCH REPORT | |
|--|----------------------|
| Total HOME Match Credit | |
| October 1, 2012-September 30, 2013 | |
| Total Yield Forgone on HOP GF Loans | \$ - |
| Total Maintenance Grant Match Expenditures | \$ - |
| Total Lead-Based Grant Match Expenditures | \$ 4,680.42 |
| Total Urgent Repair Grant Match Expenditures | <u>\$ 5,275.00</u> |
| Total Match Credit | <u>\$ 9,955.42</u> |
| 1. Excess Match From Prior Federal Fiscal Year | \$ 893,423.09 |
| 2. Match Contributed During Current Federal Fiscal Year | <u>\$ 9,955.42</u> |
| 3. Total Match Available for Current Federal Fiscal Year | \$ 903,378.51 |
| 4. Match Liability for Current Federal Fiscal Year | <u>\$ 0.00</u> |
| 5. Excess Match Carried Over to Next Federal Fiscal Year | <u>\$ 903,378.51</u> |

On-Site Inspections

All applicable agencies were monitored for finance and program adherence to regulations and reporting requirements. On-site inspections for compliance with Housing Quality Standards inspections (HQS) and other applicable building and/or fire code were conducted for agencies subject to an affordability period and emergency/transitional housing. A sampling of client files were reviewed for programmatic compliance (based on 10% of the Unit Housing Ratio), special guidance and care is taken in the preservation and limited review of protected health related information. Individual client files are reviewed to ensure the clientele are properly screened, meet particular qualifications, and to ensure equal and fair access to housing for local individuals/households. Items subject to review include signed and properly executed disclosures of information, income verification for all applicable members of the household, verification of homelessness and/or other qualification for housing (includes self-certification), lease agreements were reviewed for compliance with federal, state, and local fair housing requirements and other required lease provisions. Recertification requirements and applicable HOME rent rates were verified, criminal background clearance including the prohibition of life time registered sex offenders, tenant selection policies/procedures were reviewed to compliance with the parameters of the eligible housing activity, summary and/or non-judicial eviction notices were reviewed, tenants were interviewed in regards to complaint investigation and issues were addressed and/or were not validated. Finance Staff conducted onsite evaluations of the overall accounting structure and financial management systems, ensures compliance with OMB Circulars A-110, A-122, A-133, 24 CFR Part 84, and procurement procedures. Technical assistance was provided and is continually provided by CD and Finance staff throughout the affordability period to Sub-recipients, Grantees, Contractors, Agents, Developers, and tenants. In addition, agencies are referred to workshops and other training opportunities, and/or other agencies for further assistance regarding compliance issues. The following is a summary of programmatic compliance comments that are in resolution: HOME and Low Income Housing Tax Credit lease language conflicts have been identified at Lakeridge, HEO Taylor Senior, HEO Taylor Point, and RHA Housing. Technical assistance was provided including the distribution of the HUD Publication *ICF Compliance in HOME Rental Projects: A Guide for Property Owners 2009*, *HUD CPD HOME Low Income Housing Tax Credit Guidebook*, and written confirmation of compliance with leasing requirements is pending. The Domestic Violence Shelter HQS, currently under a construction rehabilitation grant with the City. The following is the resolution of previously reported programmatic compliance comments: Lakeridge Commons fair housing training was completed by the site management staff and the HQS deficiencies are in compliance. Willow Pond HQS is in compliance, Hopewood HQS are in compliance, ARC Housing reached full occupancy. In addition, other on-site inspection activity was conducted by Housing Rehab Staff at regular on-site contractor meetings to ensure that the construction activities have been completed to coincide with the draw down requests, required Davis Bacon Interviews were conducted, and visual inspections of the continued required posting of applicable federal requirements. CD, Finance, and Rehab staff provided technical assistance throughout the fiscal year to facilitate mitigation with various issues. In addition, CD/Finance staff facilitates various training workshops and meetings

with Grantees, Sub-recipients, Developers, Contractors, and Agents as follows: Environmental, preconstruction meetings, pre-bid meetings, Davis Bacon and other Federal Employment Requirements, Fair Housing, Contractor Eligibility and Section 3 Requirements, Environmental and Choice Limiting Activities, public notice, and conditional funding agreements. Further, on-site inspections are conducted for the selection and approval of scattered site housing regarding Environmental, Pre-Construction/Construction, Land Use/Zoning, Section 106 compliance.

Below is a chart of projects subject to affordability period:

| | |
|------------------------|----------|
| ARC of NC | 16 Units |
| First Fruit Ministries | 9 Units |
| HEO The Pointe | 48 Units |
| HEO Taylor Senior | 96 Units |
| Lakeridge Commons | 75 Units |
| LINC M. E. Roberts | 40 Units |
| WHFD Hopewood | 16 Units |
| WHA New Brooklyn Homes | 48 Units |
| WIHN-Willow Pond | 12 Units |
| RHA- Greenville Trace | 8 Units |

Below is a chart of projects that were inspected for housing quality/facility inspections due to federal funding:

| |
|--|
| Good Shepherd Ministries – Emergency Shelter |
| Domestic Violence Shelter – Emergency |

Below is a chart of projects that were inspected subject to construction and other compliance inspections due to federal funding:

| | |
|--|-----------------------------------|
| Lockwood Village Apartments | 28 Floating Units/60 Unit Project |
| 10 th and Fanning Revitalization and Sustainability Project | Public Facilities |

Affirmative Marketing

The City of Wilmington Citizen Participation Plan prescribes the actions for consulting with, informing and soliciting comments and input from citizens in the planning, preparation, and amendment of community development plans and evaluations.

In order to ensure that we engage the participation of minorities and women in the development, implementation and evaluation of community development programs and initiatives the City maintains a database of community partner agencies, which represent and serve minority, women, and other special populations. These agencies are provided with information and updates to distribute to their respective constituencies concerning various community development programs. Community partners are invited to provide input through surveys, at public meetings, and hearings, as well as one-on-one consultation. In addition these agencies are regularly contacted to assess community need, ascertain issues of concern, and solicit participation in various community development programs.

The City of Wilmington continues efforts to foster non-discrimination and equal opportunity in housing. To that end, housing programs assisted with federal or local funds are made widely known through-out the community through advertising in local media outlets, as well as ongoing contact with community-based organizations, social service agencies, partnering banks and real estate professionals, the Wilmington Housing Authority, and area churches. The Fair Housing Logo is displayed on all Community Development housing and other materials. All CDBG and HOME assisted housing projects are required to have an affirmative marketing plan, as referenced in funding agreements.

MBE/WBE Outreach Efforts

The City of Wilmington has a comprehensive plan to address and enhance minority and women owned business enterprises. Below are the strategic steps as outlined in the plan:

- Work with minority-focused and small business groups that support MWBE and small business inclusion in the solicitation of bids. These groups include the Community Development Corporation (CDC), Small Business Technology Development Center (SBTDC) at the University of North Carolina at Wilmington, the Black Chamber of Commerce, the Hispanic Chamber of Commerce, the Community Action Group, Partners for Economic Inclusion, Greater Wilmington Chamber of Commerce, Wilmington Small Business Network, and others as they become available and known to the City.
- Link web sites where possible so those MWBE firms can gain broad access to bidding information, business development resources, and training opportunities.
- Place more emphasis on the importance of soliciting certified MWBE firms and small businesses for subcontracting opportunities at pre-bid conferences and in the bid documents. Examine specifications to identify special subcontracting opportunities and strongly encourage prime contractors to solicit bids for subcontracts from MWBE firms.
- Provide detailed information to majority contractors concerning the City's MWBE Policy and Procurement Policy and provide information on N.C.G.S. 143-129 by holding meetings with the contractors.
- Assess the effectiveness of the MWBE Program and identify opportunities to enhance it by evaluating MWBE participation and compliance and reviewing the

- "good faith efforts" provided in bid packages. Feedback will be given to bidders regarding their "good faith efforts" submitted in the bid packages.
- Identify subcontracting opportunities unique to each construction contract and project and concentrate heavily on targeting certified MWBE firms and small businesses that have expressed an interest in City of Wilmington projects. Identify these opportunities and contact interested businesses no later than 10 days prior to the bid opening and provide a list of prime contractors who are pre-qualified to bid on the project.
 - Build new business relationships through networking and continue networking with other North Carolina cities and counties to find out how their Outreach Program and MWBE program is working and sharing "best practices" and ideas to improve the program.
 - Participate in educational opportunities throughout the community through seminars and training sessions, to share the City's MWBE Program with interested businesses and organizations.
 - Be visible through participation in trade shows and business organizations of interest to MWBE firms, majority contractors and small businesses, and provide information to the general public about the MWBE Program, and continue outreach efforts to the business community.
 - Enhance the City's web page by better defining the MWBE policy, listing good faith efforts, and creating links to MWBE resources, and creating awareness of specific subcontracting opportunities.
 - Make available to minority-focused agencies, a list of subcontracting opportunities when they are identified, no later than 10 days prior to the bid opening, and a list of prime bidders that subcontractors may wish to contact for subcontracting consideration.
 - Review the feasibility of using a reciprocal certification program with other municipalities to "grow" our list of MWBE certified vendors because many of our contractors are from out of town.
 - Purchasing staff will interview subcontractors during routine visits to construction sites to determine contractor compliance.
 - Establish a database specifically for MWBE firms and majority contractors to ensure that those firms wishing to do business with the City have access to up to date information.
 - Help build relationships between minority and majority contractors.
 - Advertise in minority-focused media, upcoming bid opportunities.
 - Work with Architects and Engineers to make subcontracting opportunities more noticeable and more easily understood by potential contractors and subcontractors.
 - All CDBG and HOME assisted construction projects are required to certify compliance with MWBE policies and advertisements for solicitation of bids.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

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

CAPER Homeless Needs response:

In program year 2013-14 the City continued support for the 10-Year Plan to End Chronic Homelessness in the Cape Fear Region. Developed in 2007, the City of Wilmington led a collaborative effort with New Hanover County, Brunswick County and Pender County to develop the plan. The City provided \$50,000 in general funds to support the administration and implementation of the plan under the direction of the United Way of the Cape Fear Area. The plan focuses on strategies for prevention and engagement, services and support, and permanent housing. A number of projects funded through the City's CDBG and HOME programs have roots in the 10 Year Plan, including the Community Land Trust, and M.E. Roberts II Transitional Living Facility.

The City addressed specific homeless needs through funding and support for the following activities:

- \$109,000 (\$88,134 CDBG) Good Shepherd/Wilmington Interfaith Housing Network serving 822 homeless individuals; transitioning 164 to housing.
- \$35,000 (\$28,300 CDBG) Domestic Violence Shelter serving 147 households, including children, victims of domestic violence.
- \$89,059 (\$53,345 CDBG) Leading Into New Communities work with 66 ex-offenders.
- \$20,188 (\$6,789 CDBG) First Fruit to provide transitional housing and supportive services to 20 homeless women.

In addition to the aforementioned initiatives, the City continues to monitor First Fruit Ministries, which is still in its affordability period and serves 20 homeless. Likewise, the City monitors affordability at The Arc of North Carolina and Hopewood, both provide 16 units of permanent supportive housing.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

CAPER Specific Housing Prevention Elements response:

The Tri-County Homeless Interagency Council (TRI-HIC) has identified permanent supportive housing as the highest need and recommends that chronically homeless individuals would be best served in a permanently supportive (housing) environment. The Tri-County area of New Hanover, Brunswick and Pender has one of the largest and most active homeless councils in the State. Members of the Council appear each year before the City Council to discuss their needs and plans.

Beginning in 1996, the TRI-HIC developed its first plan that engages primary stakeholders in the tri-county area, both public and private, in a coordinated effort to create a comprehensive system of care for homeless individuals and families, and those at risk of becoming homeless. The outgrowth of that strategic plan was the development of a *10 Year Plan to End Chronic Homelessness and Reduce Homelessness in the Cape Fear Region* that was formally implemented in May 2008. Responsibility for the 10 Year Plan initiative and implementation of the strategies outlines within it was assigned to United Way of the Cape Fear Area. United Way hired a full-time strategic director to manage the plan. The 10 Year Plan document is a working blueprint, subject to review, adaptation and revision, as new housing capacity, programs and services are developed and as experience and research indicates new needs and opportunities for development and improvement. In June 2010, the 10 Year Plan strategic director and Executive Board took direct action to align the plan with the new federal strategic plan to end homelessness: *Opening Doors*. Accordingly, veterans and family homelessness members were added to the 10 Year Plan Executive Board and a Veterans Homelessness Strategy Team was created.

The vision for combating homelessness in the tri-county area includes providing opportunities for individuals and families to attain maximum personal self-sufficiency and permanent housing through the design and implementation of a Continuum of Care for the homeless that is supported by the entire tri-county community. Available in the Council's Continuum of Care plan is a very detailed description of existing services for the prevention of homelessness, emergency shelters, transitional housing programs, needs of homeless individuals and families (including subpopulations), programs designed to help homeless people make the transition to permanent housing and independent living through building, renovation or leasing of permanent supportive housing units. The Council applies each spring for federal funding through the HUD Homeless Continuum of Care Super NOFA, which notifies its applicants in December each year of funding approval.

Programs funded at this time include transitional housing for homeless substance abusers, veterans, chronically homeless, and victims of domestic violence; Shelter plus care housing for homeless disabled persons; permanent supportive housing apartment complexes and scattered site permanent supportive housing leasing for chronically

homeless people. Each year a new project of permanent supportive housing is submitted to HUD as part of the Homeless Continuum of Care application.

The Cape Fear United Way also administers the Emergency Food and Shelter Program for the prevention of homelessness in New Hanover County.

Additionally, United Way, as fiscal agent for the 10 Year Plan, was awarded a \$50,000 Blue Cross and Blue Shield of North Carolina Foundation *Health of Vulnerable Populations* grant that funded a benefits advocacy (SOAR) caseworker to represent homeless clients in obtaining Social Security Disability benefits, SSI, Medicare and Medicaid. In addition, UNCW agreed to contribute \$10,000 in unspent Kate B. Reynolds Foundation Healthy Carolinians grant funds to the project to allow the caseworker to purchase baseline mental health examinations for clients with little or no medical treatment history.

The return on investment on the BCBSNC Foundation grant and Healthy Carolinians funding was highly significant. During the grant period (January 1, 2010-June 30, 2011), the Cape Fear SOAR team caseworker garnered SSI and SSDI claims allowances for 52 chronically homeless people, generating almost \$200,000 in retroactive benefits and \$500,000 in ongoing annual benefit payments. Securing ongoing benefits for this group of 52 clients also guaranteed ongoing Medicaid and/or Medicare coverage that allowed each of them to establish a primary care provider and receive covered medical services. Medicaid enrollments also resulted in approximately \$175,000 in retroactive indigent care write-off reimbursements to New Hanover Region Medical Center during the grant timeline. Accordingly, NHRMC agreed to assume responsibility for funding of the SOAR caseworker position in FY2012 through a dedicated donation to United Way and the 10 Year Plan.

In total, NHRMC has contributed \$249,500 to fund the SOAR Caseworker Project and United Way and Coastal Disability Advocates each contributed \$3,333 – a total of \$256,166. The return on investment has been phenomenal. Through August 2014, the SOAR caseworker had obtained SSI/SSDI claims awards for more than 200 chronically homeless clients in an average processing time of approximately 135 days. To date, those claims awards have provided more than \$4 million dollars in mainstream cash resources to disabled clients. Annual payout for the current 205 clients now exceeds \$2 million. In addition, Medicaid entitlement has provided more than \$550,000 in retroactive indigent care reimbursement to NHRMC.

Many of the awarded SOAR clients have obtained housing, contributing to the nearly 70% reduction in the number of chronically homeless people documented by the Continuum of Care's annual point-in-time count from 2007 to 2014. In addition, the Medicaid entitlement obtained as the result of SSI entitlement has created better health outcomes for the clients by allowing them to establish medical homes for ongoing treatment or chronic conditions. It has also decreased ongoing indigent care write off costs to NHRMC and other providers. The overall SOAR project, including direction of and support for the SOAR strategy team, medical center and contractor relations and state SOAR coordinator liaison is managed by the 10 Year Plan strategic director.

In FY12/13 United Way and the 10 Year Plan agreed to serve as the Continuum, of Care's fiscal agent for the new Emergency Solutions Grant and Rapid Re-housing. As such, United Way assured effective administration of \$271,000 in HUD funding made available through the State of North Carolina. United Way and the 10 Year Plan will serve as fiscal agent for the FY14/15 ESG process as an attempt is being made to consolidate the Lead Agent and Fiscal Agent processes under a HEARTH Act approved governance model beginning in FY14/15.

Utilizing funds obtained through its last two homelessness awareness fundraising events – the Pajama Party – the 10 Year Plan launched a pilot Homeless Medical Respite Program during the month of June 2013. In partnership with the disAbility Resource Center (dRC), NHRMC a, Good Shepherd center and New Hanover HealthNet, the pilot project served four medically needy, homeless, post-surgical clients and established a blueprint for a program to obtain more substantial funding as a permanent homeless medical respite program. The pilot project's key casework partner, dRC, was invited by the Cape Fear Memorial Foundation, a local grantor focused on improving the health of underserved populations, to apply for that funding in the January 2014 grant cycle. In March 2014, the Cape Fear Memorial Foundation awarded a grant for \$30,000 to the dRC. That grant was partially matched by \$7,100 in revenue from the 5th Annual 10 Year Plan Pajama Party. Accordingly, securing those funds allowed the 10 Year Plan led partnership to launch a full-time Homeless Medical Respite Care project on July 1, 2014. That partnership is hoping it can generate sufficient savings to NHRMC in order to trigger a system of ongoing funding for the project by the medical center, based on the highly-successful SOAR model already in place.

The 10 Year Plan has also implemented and continues to manage a *Make A Change* donation meter program to reduce panhandling and substance abuse and to divert previously panhandled funds to homelessness services agencies in Wilmington. A total of \$400 was recovered from the meters in FY14 and distributed by the 10 Year Plan Executive Board to Mercy House, a shelter for hard-to-house men in Wilmington. The 10 Year Plan is in the midst of a refurbishment project to repair and replace several vandalized meters in the downtown area.

Finally, the 10 Year Plan staff continues to manage the *Circles of Support* mentoring program for homeless people who obtain housing. A total of 26 Circles of Support have been created by the 10 Year Plan since 2011. Only one of the circles resulted in failure. The balance of those clients remained in stable housing for at least one year. The 10 Year Plan is currently operating five mentor circles with a goal of expanding the number to approximately 15 circles as a maintenance level.

One domestic violence emergency shelter and several transitional housing programs provide short-term and long-term intervention to prevent homelessness. CoastalCare, the State of North Carolina's designated Managed Care Organization (MCO) for the Cape Fear area, addresses mental health issues for numerous low-income housing providers. Their counseling and treatment programs help the tenants in transitional and permanent housing from becoming homeless.

The City supports the efforts of the 10 Year Plan to End Chronic Homelessness. It also supports the Tri-County Homeless Interagency Council in its efforts to provide supportive and transitional housing, to implement a HEARTH Act compliant Continuum of Care, and to prevent homelessness in New Hanover and surrounding counties. The City is also very involved in helping to develop a Homeless Management Information System (HMIS) for eastern North Carolina. The local HMIS group is very active in the statewide effort to have one consistent system. The City supports the local and statewide efforts.

(Source: United Way of Cape Fear/10 Year Plan)

Emergency Shelter Grants (ESG)

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

- a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
- a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

CAPER ESG response:

The City of Wilmington does not receive ESG Grant.

COMMUNITY DEVELOPMENT

Community Development

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

4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;

- b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
- a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

CAPER Community Development response:

- 1. Assessment of Relationship of CDBG Funds to Goals and Objectives

- a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
- b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
- c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

CDBG project activities meet one of the HUD national objectives to 1) benefit low and moderate income persons or 2) prevent or eliminate slums and blight. Furthermore, the City utilized CDBG funds on eligible activities within the following categories: 1) housing, 2) public facilities and improvements and 3) public services. Specific objectives were funded and implemented by the City and our community partners to address the community development priorities identified in the City's Five-year Consolidate Plan. Below is a summary of progress on specific objectives:

- One Housing Rehabilitation/Repair Loan closed with low-to-moderate income households/or organizations serving these households. Constructed completed for one loan closed in prior year and one prior year loan construction in-progress.
- Over 822 homeless individuals received supportive services and shelter with Good Shepherd/Wilmington Interfaith Housing Network
- Assisted 66 ex-offenders to through Leading Into New Communities (LINC) work with ex-offenders
- Assisted 20 homeless female headed households with supportive services and transitional housing through the First Fruit Dreams program.
- Provided shelter and supportive services to 147 victims of domestic violence through Domestic Violence Shelter and Services (DVS), Inc.
- Completed public facility improvements at Brigade Boys & Girls Club – pool repairs
- In-Process: DVS Kitchen Rehabilitation; NorthSide 10th & Fanning Site Improvements/Bligh Removal.

Map of 2013-14 CBDG and HOME Activities

See appendix

Table 8 Summary of CDBG- Funded Activities 2013-14
Appropriated/Available; Expenditures; Carry-over

| | As of 06/30/14 | As of 06/30/14 | As of 06/30/14 | As of 06/30/14 |
|---------------------------------------|---------------------------------------|---|--|--|
| | 2013-14 CDBG Funds Appropriated | CDBG Funds Available From Prior Years | Appropriated CDBG Funds Total Expenditures FY 2013-14 | CDBG Funds Carry-Over to FY2014-15 |
| HOUSING | | | | |
| Project Delivery Costs | \$ 203,946.00 | \$ - | \$ 203,946.00 | \$ - |
| Disposition | \$ - | \$ 24,058.40 | \$ 420.00 | \$ 23,638.40 |
| Housing Rehabilitation | \$ - | \$ - | \$ - | \$ - |
| HOP & Downpayment Assistance | \$ 244,552.00 | \$ 160,074.30 | \$ 272,685.32 | \$ 131,940.98 |
| Limited Assistance Grants | \$ - | \$ 7,075.66 | \$ - | \$ 7,075.66 |
| Habitat/WARM | \$ 81,000.00 | \$ 150,000.00 | \$ - | \$ 231,000.00 |
| Housing Relocation | \$ - | \$ 16,943.26 | \$ 8,000.00 | \$ 8,943.26 |
| Housing Demolition | \$ - | \$ 12,253.00 | \$ - | \$ 12,253.00 |
| SUBTOTAL | \$ 529,498.00 | \$ 370,404.62 | \$ 485,051.32 | \$ 414,851.30 |
| PUBLIC IMPROVEMENTS | | | | |
| Voluntary Demolition & Lot Clear | \$ - | \$ 26,056.35 | \$ 5,625.00 | \$ 20,431.35 |
| Public Facilities-Brigade B&G Club | | \$ 40,000.29 | \$ 36,871.00 | \$ 3,129.29 |
| Public Facilities (Northside) | \$ - | \$ 116,599.95 | \$ 21,513.45 | \$ 95,086.50 |
| Public Facilities-Domestic Violence | | \$ 44,190.00 | \$ 1,780.35 | \$ 42,409.65 |
| SUBTOTAL | \$ - | \$ 226,846.59 | \$ 65,789.80 | \$ 161,056.79 |
| PUBLIC SERVICES | | | | |
| Domestic Violence | \$ 28,300.00 | \$ 3,093.33 | \$ 31,393.33 | \$ - |
| First Fruit | \$ 6,789.00 | \$ - | \$ 6,789.00 | \$ - |
| Joint Project - Child Advo & Comm B&G | \$ - | | \$ - | \$ - |
| Joint Project- Good Shep. & WIHN | \$ 88,134.00 | \$ 8,836.65 | \$ 89,970.12 | \$ 7,000.53 |
| LINC | \$ 53,345.00 | \$ 56.75 | \$ 53,345.00 | \$ 56.75 |
| SUBTOTAL | \$ 176,568.00 | \$ 11,986.73 | \$ 181,497.45 | \$ 7,057.28 |
| ADMINISTRATION & PLANNING | | | | |
| Administration - Other | \$ - | \$ 2,000.00 | \$ - | \$ 2,000.00 |
| Administration | \$ 201,054.00 | \$ - | \$ 201,054.00 | \$ - |
| SUBTOTAL | \$ 201,054.00 | \$ 2,000.00 | \$ 201,054.00 | \$ 2,000.00 |
| Reprogramable | \$ - | \$ 1,882.27 | \$ - | \$ 1,882.27 |
| Grand Total | \$ 907,120.00 | \$ 613,120.21 | \$ 933,392.57 | \$ 586,847.64 |

Table 8a Summary of CDBG Funded Activities w/ other funds FY2013-14

| | As of 06/30/14 | As of 06/30/14 | As of 06/30/14 | Other Grants General Funds Revolving Loan Funds Other Fees Available Lead Paint Grt | Current Year Private Funds Available & Expenditures Provided by Banks | As of 06/30/14 | Current Funds Remaining |
|--------------------------------------|---------------------------------------|---|--|---|--|----------------------------------|----------------------------|
| | 2013-14 CDBG Funds Appropriated | CDBG Funds Available From Prior Years | Appropriated CDBG Funds Total Expenditures FY 2013-14 | | | Total Expenditures FY 2013-14 | |
| HOUSING | | | | | | | |
| Project Delivery Costs | \$ 203,946.00 | \$ - | \$ 203,946.00 | \$ - | \$ - | \$ 203,946.00 | \$ - |
| Disposition | \$ - | \$ 24,058.40 | \$ 420.00 | \$ - | \$ - | \$ 420.00 | \$ 23,638.40 |
| HOP & Downpayment Assistance | \$ 244,552.00 | \$ 160,074.30 | \$ 272,685.32 | \$ 890,763.09 | \$ 1,761,566.00 | \$ 2,638,744.00 | \$ 418,211.39 |
| Limited Assistance Grants | \$ - | \$ 7,073.66 | \$ - | \$ - | \$ - | \$ - | \$ 7,073.66 |
| Habitat/VAARM | \$ 81,000.00 | \$ 150,000.00 | \$ - | \$ - | \$ - | \$ - | \$ 231,000.00 |
| Housing Relocation | \$ - | \$ 16,943.26 | \$ 8,000.00 | \$ - | \$ - | \$ 8,000.00 | \$ 8,943.26 |
| Housing Demolition | \$ - | \$ 12,253.00 | \$ - | \$ - | \$ - | \$ - | \$ 12,253.00 |
| SUBTOTAL | \$ 529,498.00 | \$ 370,404.62 | \$ 485,051.32 | \$ 890,763.09 | \$ 1,761,566.00 | \$ 2,851,110.00 | \$ 701,121.71 |
| PUBLIC IMPROVEMENTS | | | | | | | |
| Voluntary Demolition & Lot Clear | \$ - | \$ 26,056.35 | \$ 5,625.00 | \$ - | \$ - | \$ 5,625.00 | \$ 20,431.35 |
| Public Facilities-Brigade B&G Club | \$ - | \$ 40,000.29 | \$ 36,871.00 | \$ - | \$ - | \$ 36,871.00 | \$ 3,129.29 |
| Public Facilities (Northside) | \$ - | \$ 116,599.95 | \$ 21,513.45 | \$ - | \$ - | \$ 21,513.45 | \$ 95,086.50 |
| Public Facilities-Domestic Violence | \$ - | \$ 44,190.00 | \$ 1,780.35 | \$ - | \$ - | \$ 1,780.35 | \$ 42,409.65 |
| SUBTOTAL | \$ - | \$ 226,846.59 | \$ 65,789.80 | \$ - | \$ - | \$ 65,789.80 | \$ 161,056.79 |
| PUBLIC SERVICES | | | | | | | |
| Domestic Violence | \$ 28,300.00 | \$ 3,093.33 | \$ 31,393.33 | \$ 6,700.00 | \$ - | \$ 34,833.14 | \$ 3,260.19 |
| First Fruit | \$ 6,789.00 | \$ - | \$ 6,789.00 | \$ 13,399.00 | \$ - | \$ 6,789.00 | \$ 13,399.00 |
| Joint Project- Good Shep. & WIHN | \$ 88,134.00 | \$ 8,836.65 | \$ 89,970.12 | \$ 20,866.00 | \$ - | \$ 110,836.12 | \$ 7,000.53 |
| LINC | \$ 53,345.00 | \$ 56.75 | \$ 53,345.00 | \$ 35,713.00 | \$ - | \$ 86,431.73 | \$ 2,683.02 |
| SUBTOTAL | \$ 176,568.00 | \$ 11,986.73 | \$ 181,497.45 | \$ 76,678.00 | \$ - | \$ 238,889.99 | \$ 26,342.74 |
| ADMINISTRATION & PLANNING | | | | | | | |
| Administration - Other | \$ - | \$ 2,000.00 | \$ - | \$ 30,915.71 | \$ - | \$ 26,600.57 | \$ 6,315.14 |
| Administration | \$ 201,054.00 | \$ - | \$ 201,054.00 | \$ 196,697.62 | \$ - | \$ 397,751.62 | \$ - |
| SUBTOTAL | \$ 201,054.00 | \$ 2,000.00 | \$ 201,054.00 | \$ 227,613.33 | \$ - | \$ 424,352.19 | \$ 6,315.14 |
| Reprogrammable | \$ - | \$ 1,882.27 | \$ - | \$ 7,149.20 | \$ - | \$ - | \$ 9,031.47 |
| Grand Total | \$ 907,120.00 | \$ 613,120.21 | \$ 933,392.57 | \$ 1,202,203.62 | \$ 1,761,566.00 | \$ 3,580,141.98 | \$ 903,867.85 |

Table 8b Summary of General Fund, Revolving Loan Funds, and Other Funding

| | | As of | | Available |
|---------------------------------------|------------------------|------------------------|------------------------|----------------------|
| | | 06/30/14 | | Revolving Cash |
| | Other Grants | General Funds | Current Funds | |
| | General Funds | Revolving Loan Funds | Remaining | Balance |
| | Revolving Loan Funds | Other Fees Available | | 06/30/14 |
| | Other Fees Available | Total Expenditures | | |
| | Lead Paint Grt | FY 2013-14 | | |
| HOUSING | | | | |
| Community Land Trust - Delivery Costs | \$ 21,250.00 | \$ 21,250.00 | \$ - | \$ - |
| Housing Rehabilitation | \$ 417,820.12 | \$ 140,163.50 | \$ 277,656.62 | \$ 277,656.62 |
| HOP & Downpayment Assistance | \$ 890,763.09 | \$ 604,492.68 | \$ 286,270.41 | \$ 286,270.41 |
| Homeownership Services | \$ 20,046.08 | \$ 4,980.89 | \$ 15,065.19 | \$ - |
| Lead-Based Paint Grants* | \$ 156,450.46 | \$ 28,505.24 | \$ 127,945.22 | \$ - |
| Rental Rehab | \$ 60,374.39 | \$ - | \$ 60,374.39 | \$ 60,374.39 |
| SUBTOTAL | \$ 1,566,704.14 | \$ 799,392.31 | \$ 767,311.83 | \$ 624,301.42 |
| ECONOMIC DEVELOPMENT | | | | |
| Community Lending Program | \$ 176,557.27 | \$ - | \$ 176,557.27 | \$ 176,557.27 |
| SUBTOTAL | \$ 176,557.27 | \$ - | \$ 176,557.27 | \$ 176,557.27 |
| PUBLIC SERVICES | | | | |
| Ability Garden | \$ 3,063.00 | \$ 3,063.00 | \$ - | \$ - |
| American Red Cross | \$ 9,500.00 | \$ 9,500.00 | \$ - | \$ - |
| Brigade Boys & Girls Club | \$ 23,750.00 | \$ 21,780.00 | \$ 1,970.00 | \$ - |
| Cape Fear CDC | \$ 18,896.00 | \$ 18,896.00 | \$ - | \$ - |
| Cape Fear Literacy Council | \$ 9,500.00 | \$ 9,500.00 | \$ - | \$ - |
| Carousel Center | \$ 9,500.00 | \$ 9,500.00 | \$ - | \$ - |
| Coastal Horizons | \$ 67,900.00 | \$ 31,350.00 | \$ 36,550.00 | \$ - |
| Community Arts Center | \$ 53,700.00 | \$ 53,700.00 | \$ - | \$ - |
| Communities in Schools CF | \$ 9,000.00 | \$ 9,000.00 | \$ - | \$ - |
| Domestic Violence | \$ 6,700.00 | \$ 3,439.81 | \$ 3,260.19 | \$ - |
| Dreams of Wilmington | \$ 16,625.00 | \$ 16,625.00 | \$ - | \$ - |
| Elderhaus | \$ 19,000.00 | \$ 19,000.00 | \$ - | \$ - |
| First Fruit | \$ 13,399.00 | \$ - | \$ 13,399.00 | \$ - |
| Food Bank | \$ 14,250.00 | \$ 14,250.00 | \$ - | \$ - |
| Joint Project- Good Shep. & WIHN | \$ 20,866.00 | \$ 20,866.00 | \$ - | \$ - |
| Kids Making It | \$ 14,250.00 | \$ 14,250.00 | \$ - | \$ - |
| LINC | \$ 35,713.00 | \$ 33,086.73 | \$ 2,626.27 | \$ - |
| Phoneix Employment Agency | \$ 9,000.00 | \$ 9,000.00 | \$ - | \$ - |
| United Way - BRC | \$ 20,000.00 | \$ 20,000.00 | \$ - | \$ - |
| WRAAP | \$ 9,000.00 | \$ 9,000.00 | \$ - | \$ - |
| Wilmington Industrial Development | \$ 84,815.00 | \$ 84,815.00 | \$ - | \$ - |
| Wilmington Black Expo | \$ 1,000.00 | \$ - | \$ 1,000.00 | \$ - |
| SUBTOTAL | \$ 469,427.00 | \$ 410,621.54 | \$ 58,805.46 | \$ - |
| ADMINISTRATION & PLANNING | | | | |
| Wilmington Downtown | \$ 64,252.00 | \$ 64,252.00 | \$ - | \$ - |
| Administration - Other | \$ 30,915.71 | \$ 26,600.57 | \$ 4,315.14 | \$ - |
| Administration | \$ 196,697.62 | \$ 196,697.62 | \$ - | \$ - |
| SUBTOTAL | \$ 291,865.33 | \$ 287,550.19 | \$ 4,315.14 | \$ - |
| Reprogrammable | \$ 7,149.20 | \$ - | \$ 7,149.20 | \$ - |
| Grand Total | \$ 2,511,702.94 | \$ 1,497,564.04 | \$ 1,014,138.90 | \$ 800,858.69 |

* State Grant not extend funds not available for carry-over to FY2014-15

2. Changes in Program Objectives

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

No changes in program objectives occurred during the FY2013-14

3. Assessment of efforts in carrying out planned actions

- a. Indicate how grantee pursued all resources indicated in the Consolidated Plan
- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner
- c. Indicate how grantee did not hinder Consolidated Plan Implementation by action or willful inaction

The Five-year Consolidated Plan is updated annually to identify specific objectives to address the priority needs described in the Consolidated Plan. Request for proposals are issued on an annual or biennial timeline to solicit nonprofit and other partners to assist in addressing the priorities identified. Partners bring expertise, commitment and other resources to the table. Collaboration with various public and private sector stakeholders ensures that the City leverages available resources to the maximum benefit of the citizens.

All requests for certifications of consistency with the Consolidate Plan are reviewed by community development staff and submitted to the City Manager for signature. The only criteria for providing certifications of consistency is the verification that the proposed project addresses a need identified in the Consolidated Plan or HUD national objective.

The City works closely with the HUD regional office to ensure that we meet all requirements for expending funding in accordance with timelessness and other guidelines. The City is in good standing with HUD. In addition, the City financial statements and associated transactions, including CDBG and HOME, are audited annually.

4. For funds not used for national objectives

- a. Indicate how use of CDBG funds did not meet national objectives.
- b. Indicate how did not comply with overall benefit certification.

The City complied with the overall benefit certification, and all the CDBG programs met a National Objective.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 19074,

- as amended, and whether or not they were displaced, and the nature of their needs and preferences.
- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

CITY OF WILMINGTON RELOCATION POLICY FOR VOLUNTARY HOMEOWNER REHABILITATION

Homeowners and their household occupying houses to be rehabilitated with HOME, Community Development Block Grant and any other federal funds as described in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and who voluntarily agree to participate, shall be eligible for a temporary relocation grant (subject to funding availability). The household income (U.S. Census Bureau definition) must not exceed 80 percent of the area median income as adjusted for family size. A copy of this Relocation Policy will be provided to loan and grant applicants during the initial application phase.

Temporary relocation benefits (grants) will be paid in accordance with the following schedule:

- A. Monthly rent, not to exceed (6-month maximum):
 - \$700.00 per month for household sizes up to 2 persons
 - \$750.00 per month for household sizes of 3-4 persons
 - \$800.00 per month for household sizes of 5 or more persons

Note: If the individual or household moves into a dwelling unit that is also occupied by other individuals, the above allowances will be reduced by 50%. In addition, no payments under section "B" will be made.

- B. Furniture storage not to exceed \$200.00 per month (6-month maximum).
- C. Furniture moving allowance not to exceed \$1,200.00 (includes move out and move back in).

It is the homeowner's responsibility to arrange for all aforementioned services and to present the City of Wilmington with original invoices, statements, or bills before payments are made in accordance with this Relocation Policy. The City of Wilmington's sole responsibility is to make payments in accordance with this policy. The City of Wilmington is not responsible for any loss or damage to persons or property, and no warranty of any kind is expressed or implied herein.

The total amount of relocation assistance payable under this policy shall not exceed \$8,000.00.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate income persons

- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons
- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
- c. If any jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

The Community Lending program was inactive during FY13-14, while City Management evaluated the city's overall economic development strategy.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low-and moderate-income.

Housing programs verify income to ensure low/mod benefit. Funding for Good Shepherd/WIHN, LINC, M.E. Roberts Center and Domestic Violence Shelter and Services, Inc provide services for limited clientele who are presumed to be extremely low income due to homelessness and domestic violence. Funding for NorthSide Site Improvement is based on area benefit due to the location within a low/mod census tract - at least 51 percent of households are low/mod income, and HUD designated neighborhood revitalization strategy area.

8. Program income received
 - See Appendix I Financial Statements
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - See Appendix I Financial Statements
10. Loans and other receivables
 - See Appendix I Financial Statements
11. Lump sum agreements
 - See Appendix I Financial Statements
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

**TABLE 9a– Race & Income Characteristics
of CDBG and HOME Program Beneficiaries**
Note: Family status may or may not apply to all clients served.

| | ARC NC | BBG | CHYS | DV | FFM* | GS/WIHN |
|----------------------|--------|-----|------|-----|------|---------|
| Total | 17 | 992 | 55 | 147 | 20 | 822 |
| By Race | | | | | | |
| Asian | | 6 | 1 | | | 1 |
| African American | 6 | 604 | 19 | 65 | 2 | 328 |
| White | 11 | 239 | 34 | 79 | 18 | 460 |
| Native American | | 5 | | 1 | | |
| Multi-racial | | 138 | 1 | 2 | | 30 |
| Other | | | | | | 3 |
| By Ethnicity | | | | | | |
| Hispanic | | 126 | 11 | 7 | | 8 |
| By Income | | | | | | |
| 0-30% AMI | 17 | 404 | 55 | 147 | 20 | 821 |
| 31-50% AMI | | 352 | | | | 1 |
| 51-80% AMI | | 187 | | | | |
| 81% > AMI | | 105 | | | | |
| Family Status | | | | | | |
| Female HH | 9 | | | | 20 | 46 |
| Elderly | 1 | | | | 1 | 22 |
| Disabled | 17 | | | 14 | 20 | 90 |

AMI= Area Median Income

*HH= Households

ARC: ARC of NC

BBG: Brigade Boys and Girls Club

CHYS: Coastal Horizons Youth Shelter

DV: Domestic Violence Shelter

FFMPF: First Fruit Ministries -Public Facilities - FFMPF -First Fruit Ministries Public Services

GS/WIHN: Good Shepherd Homeless Shelter/Wilmington Interfaith Hospitality Network

TABLE 9b– Race & Income Characteristics of CDBG and HOME Program Beneficiaries

| | HFHSS* | HOP* | HOPE* | HPTE* | HRL* | HRTSH* |
|----------------------|--------|------|-------|-------|------|--------|
| Total | 6 | 11 | 17 | 53 | 5 | 106 |
| By Race | | | | | | |
| Asian | | | | | | |
| African American | 5 | 4 | 2 | 49 | 4 | 87 |
| White | 1 | 6 | 14 | 3 | 1 | 18 |
| Native American | | | | | | |
| Multi-racial | | | | | | |
| Other | | 1 | 1 | 1 | | 1 |
| By Ethnicity | | | | | | |
| Hispanic | | | 1 | | | 2 |
| By Income | | | | | | |
| 0-30% AMI | 4 | | 16 | 32 | 1 | 72 |
| 31-50% AMI | 2 | 2 | 1 | 12 | 2 | 26 |
| 51-80% AMI | | 9 | | 9 | 2 | 8 |
| 81% > AMI | | | | | | |
| Family Status | | | | | | |
| Female HH | 6 | 8 | | 44 | 3 | 75 |
| Elderly | | | | 1 | 1 | 75 |
| Disabled | | 1 | 17 | 23 | 1 | 86 |

AMI= Area Median Income

*HH= Households

HFHSS: Habitat for Humanity Scattered Sites

HOP: Homeownership Opportunities Program

HOPE: Hopewood

HPTE: The Pointe at Taylor Estates

HRL: Housing Rehabilitation Loan

HRTSH: Robert R. Taylor Senior Homes

TABLE 9c– Race & Income Characteristics of CDBG and HOME Program Beneficiaries

| | LINC | LRC* | NBH* | RHA | WILL* | Total 9a+9b+9c |
|---|------|------|------|-----|-------|----------------|
| Total | 66 | 74 | 48 | 9 | 16 | 2464 |
| By Race | | | | | | |
| Asian | | | | | 1 | 9 |
| African American | 28 | 28 | 46 | 4 | 7 | 1288 |
| White | 37 | 45 | 1 | 5 | 8 | 980 |
| Native American | | | | | | 6 |
| Multi-racial | 1 | | 1 | | | 173 |
| Other | | 1 | | | | 8 |
| By Ethnicity | | | | | | |
| Hispanic | | | | | | 155 |
| By Income | | | | | | |
| 0-30% AMI | 66 | 32 | 34 | 8 | 15 | 1744 |
| 31-50% AMI | | 33 | 12 | 1 | 1 | 445 |
| 51-80% AMI | | 9 | 2 | | | 226 |
| 81% > AMI | | | | | | 105 |
| Family Status | | | | | | |
| Female HH | 11 | 59 | 45 | 5 | | 331 |
| Elderly | | 54 | | | | 155 |
| Disabled | 1 | 34 | 1 | 9 | | 314 |
| AMI= Area Median Income | | | | | | |
| *HH= Households | | | | | | |
| LINC: Leading Into New Communities | | | | | | |
| LRC: Lake Ridge Commons | | | | | | |
| NBH: New Brooklyn Homes/Taylor West at Taylor Estates | | | | | | |
| RHA: RHA Health Services | | | | | | |
| WILL: Wilmington Interfaith Hospitality Network Willow Pond | | | | | | |

Table 10: CDBG Activity Delivery Expenditures by Program Activity

| | | Federal Lead | | | | | | |
|-----------------------------|-------------------|------------------|-------------------|---------------------|-------------------|-------------------|------------------|---------------------|
| | | Urgent Repair | | | | | | |
| DIRECT LOAN PROGRAMS | | Misc. Revenue | | Total CDBG, | | | | |
| | HOME | Old UDAG | | Rental Rehab | CDBG | General Fund | HOME | Total |
| Loan Program | Entitlement | GF Lead | General | P.I. & HOME | Activity Delivery | Activity Delivery | Administrative | Loan Program |
| | Expenditures | Etc | Fund | Expenditures | Expenditures | Expenditures | Expenditures | Expenditures |
| CHDO Development | 100,922.56 | | | 109,362.56 | | 37,136.43 | 20,597.86 | 167,096.85 |
| HOP CDBG | | | | | | | | |
| Low Mod | | | | 499,098.00 | 42,881.61 | | | 541,979.61 |
| Grants | | | | | | | | |
| Low Mod | 10,117.90 | 27,150.24 | | 45,268.14 | 10,107.32 | | | 55,375.46 |
| HOME Rehab | | | | | | | | - |
| Low Mod | 78,248.00 | | | 78,248.00 | 2,766.65 | | | 81,014.65 |
| HOP General Fund | | | | | | | | - |
| Low Mod | | | 155,600.00 | 155,600.00 | 2,665.69 | | | 158,265.69 |
| **Non Low Mod | | | 222,480.00 | 222,480.00 | | 3,836.74 | | 226,316.74 |
| CDBG REHAB & Pub Fac. Rehab | | | | | | | | - |
| Low Mod | | - | | 177,034.50 | \$ 129,340.41 | | | 306,374.91 |
| HOME DPA | | | | | | | | |
| Low Mod | 49,200.00 | | | 49,200.00 | | | | 49,200.00 |
| HOP HOME | | | | | | | | |
| Low Mod | | | | 0.00 | 16,184.32 | | | 16,184.32 |
| HOME CONSTRUCTION | | | | | | | | |
| Low Mod | 173,418.21 | | | 173,418.21 | - | 71,190.60 | 39,486.14 | 284,094.95 |
| Subordinate Financing | | | | 0.00 | | | | 0.00 |
| Totals | 411,906.67 | 27,150.24 | 378,080.00 | 1,509,709.41 | 203,946.00 | 112,163.77 | 60,084.00 | 1,885,903.18 |

* Not a CDBG eligible activity

13. Neighborhood Revitalization Strategies – for grantees that have HUD –approved neighborhood revitalization strategies
 - a. Describe the progress against benchmarks for the program year.

The NorthSide Community Plan was approved by HUD in the fall of 2004 as the City's NorthSide Neighborhood Revitalization Strategy Area. The Plan is a long-range neighborhood revitalization plan consisting of goals, objectives and action steps to guide the community's future. Six themes are the basis of the plan:

- Crime Prevention
- Economic Development
- Attractive Community
- Housing
- Community Facilities and Programs
- Transportation

The NorthSide Plan lists action steps to achieve the objectives and goals of the Plan that are meant to improve the community's quality of life. The action steps include who is responsible for implementing each step, how the step will be funded and a timeline to complete the step.

The City was successful in implementing the majority of the action steps, including marketing the NorthSide area through the Economic Development office; compiling information for the NorthSide marketing plan; enforcing code violations; sponsoring housing program outreach meetings; developing brochures about existing recreation

programs on the NorthSide; educating residents about the benefits of historic preservation; and holding community watch program meetings.

Northside Site Improvements will eliminate blight at property surrounding DREAMS Arts Education and Community Center (formerly NorthSide Community Center), and Community Boys & Girls Club, Inc., located within the NorthSide revitalization area.

Antipoverty Strategy

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

CAPER Antipoverty Strategy response:

A comparison of poverty status as reported by the U.S. Census Bureau, American Community Survey (ACS) for 2005 and 2009, one year estimates, shows an increase in the percent of population living below the poverty level (16.8 to 24 percent). The table below contains data from the ACS which point to an increase in the number of children and youth under age 18 living below the poverty level. Correspondingly, the number and percentage of Black or African American living in poverty also increased over the period (27.3 to 44 percent). It should be noted that the percentage of people 65 years and older remained constant over the period; and the percentage of elderly living below the poverty level is the smallest amount of the age categories.

| Wilmington city, NC Poverty Status 2005 & 2009 | | | | | | | |
|---|--------|-----------------------|-----------------------|--------|-----------------------|-----------------------|------------------------------|
| | 2005 | | | 2009 | | | % Change Below Poverty Level |
| | Total | # Below Poverty Level | % Below Poverty Level | Total | # Below Poverty Level | % Below Poverty Level | |
| Population | 91,115 | 15,264 | 16.8% | 97,807 | 23,229 | 24% | 52% |
| Age: | | | | | | | |
| Under 18 years | 18,863 | 3,385 | 17.9% | 19,228 | 5,963 | 31% | 76% |
| Related Children under 18 years | | | | 19,186 | 5,921 | 31% | |
| 18-64 years | 59,730 | 10,940 | 18.3% | 65,678 | 16,285 | 25% | 49% |
| 65 years and over | 12,522 | 939 | 7.5% | 12,901 | 981 | 8% | 4% |
| Sex: | | | | | | | |
| Male | 42,710 | 5,986 | 14.0% | 46,449 | 9,488 | 20% | 59% |
| Female | 48,405 | 9,278 | 19.2% | 51,358 | 13,741 | 27% | 48% |
| Race: | | | | | | | |
| White | 68,671 | 9,682 | 14.1% | 71,229 | 11,860 | 17% | 22% |
| Black or African American | 17,267 | 4,713 | 27.3% | 22,966 | 10,146 | 44% | 115% |

Data Source: 2005 & 2009 US Census, American Community Survey

| | 2009 | | | 2012 | | | % Change Below Poverty Level |
|--|--------|-----------------------|-----------------------|---------|-----------------------|-----------------------|------------------------------|
| | Total | # Below Poverty Level | % Below Poverty Level | Total | # Below Poverty Level | % Below Poverty Level | |
| Population for whom poverty status is determined | 97,807 | 23,229 | 24% | 103,624 | 23,736 | 23% | 2% |
| Age: | | | | | | | |
| Under 18 years | 19,228 | 5,963 | 31% | 20,119 | 6,771 | 34% | 14% |
| Related Children under 18 years | 19,186 | 5,921 | 31% | 20,003 | 6,772 | 34% | 14% |
| 18-64 years | 65,678 | 16,285 | 25% | 69,434 | 15,994 | 23% | -2% |
| 65 years and over | 12,901 | 981 | 8% | 14,071 | 971 | 7% | -1% |
| Sex: | | | | | | | |
| Male | 46,449 | 9,488 | 20% | 49,734 | 10,532 | 21% | 11% |
| Female | 51,358 | 13,741 | 27% | 53,890 | 13,204 | 25% | -4% |
| Race: | | | | | | | |
| White | 71,229 | 11,860 | 17% | 77,223 | 13,185 | 17% | 11% |
| Black or African American | 22,966 | 10,146 | 44% | 20,752 | 8,187 | 40% | -19% |
| Data Source: 2009 & 2012 US. Census, American Community Survey | | | | | | | |

Within the scope of this Five-Year Plan, the most effective ways to fight poverty will be to:

- Promote economic development, especially workforce readiness, including basic literacy skills development/training, for those populations experiencing the greatest need.
- Advocate for living wages to eliminate the mismatch between wages and cost of living.
- Address barriers to employment such as poor credit, criminal record, and lack of childcare or transportation.
- Link affordable housing locations to access transportation and employment centers.
- Make affordable housing options equitably available to low income households.
- Provide for a safety net to ensure families' basic needs are met, including food security and safe, decent shelter.
- Ensure that low-income youth have access to quality after-school and summer programs to receive tutoring and other support in a healthy and safe environment.

Any gains made in the fight against poverty will require the persistent efforts of the entire community.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

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

CAPER Non-homeless Special Needs response:

Greenville Trace - eight unit project for disabled individuals. This project was completed in FY2011-12.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. Grantee Narrative
 - i. Grantee and Community Overview

- (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
- (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
- (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
- (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
- (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
- (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.

ii. Project Accomplishment Overview

- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
- (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
- (3) A brief description of any unique supportive service or other service delivery models or efforts
- (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.

iii. Barriers or Trends Overview

- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
- (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
- (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years

b. Accomplishment Data

- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
- ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

CAPER Specific HOPWA Objectives response:

The City of Wilmington does not receive HOWPA funding.

OTHER NARRATIVE

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

CAPER Other Narrative response:

Economic Development

Wilmington Downtown, Inc. (WDI) is under contract to administer a loan guarantee fund utilizing unrestricted “old UDAG” and general funds of \$445,209. In FY2013-14 \$64,252 in was expended for administration of the loan program.

As of June 30, 2014, \$176,558 in CDBG and unrestricted funds was available in the Community Lending Program.

General Fund Agencies:

In addition to the 15 percent allocation of CDBG funds to public services, the City Council provided \$400,104 amended in funding to support 22 community-based nonprofit agencies. These agencies provide a variety of services to meet the needs of low-to-moderate income households within the city. Below is a summary of funding and services provided by these agencies:

\$67,900: **Coastal Horizons** to provide emergency shelter for 150 runaway, homeless, displaced, abused, neglected youth ages 6-18. In FY13-14, 55 youth benefited from these services. In addition there 423 individuals assisted using the Rape Crisis Center. A resolution reallocated general funds previously awarded to Child Advocacy and Parenting Place (CAPP) to Coastal Horizons to take on the youth and parenting programs previously offered by CAPP before they organization closed operations.

\$19,000: **Elderhaus, Inc.** to provide qualified, caring supervision and socialization to frail elders and provide respite for their caregivers in a safe, secure setting; and to provide 42 elders with transportation to the center. In FY13-14, 175 elders received transportation to the center.

\$9,500: **The Carousel Center** to provide a warm, non-hospital, non-threatening environment to counsel and identify appropriate treatment to 60 victims of child abuse and neglect, and provide necessary data to law enforcement. In FY13-14, 288 clients received care.

\$14,250: **Kids Making It Woodworking** to provide a youth-run micro enterprise that offers mentorship, vocational instruction, job placement services, youth/family counseling, and entrepreneurial training to 70 at-risk teens. In FY13-14, 28 youth were served.

\$23,750: **Brigade Boys & Girls Club**, in partnership with Community Boys & Girls Club, to provide programs for 500 youth such as: Arts; Character & Leadership Development; Health & Life Skills; Education & Career Development; Sports, Fitness & Recreation. In FY13-14, 1,475 youth served.

\$14,250: **Food Bank of NC** to obtain nutritious donated and purchased food through a network of wholesale, retail, agricultural and individual food drive sources to distribute to low-income households through 49 community-based organizations. In FY13-14, 2.55 million pounds of food distributed through 172 organizations.

\$9,500: **Cape Fear Literacy Council** to provide individualized, 1-to-1 tutoring and small group instruction for 500 adults working to improve their reading, writing, spelling, math, and English language skills. In FY13-14, 502 adults were served.

\$9,500: **American Red Cross** to support emergency assistance provided to local disaster victims. Funds used for direct assistance, volunteer training, relief supplies and staff support. In FY13-14, 102 individuals served.

\$16,625: **DREAMS** to expand and improve outreach program at City recreation centers and public housing sites, and provide programming to at-risk youth at the DREAMS Community Arts Center at 10th & Fanning, thus increasing the commitment and participation of 120 at-risk youth. In FY13-14, 951 youth served.

\$9,000: **Communities In Schools of Cape Fear, Inc.** WIRE Afterschool Program offers after-school services for low income youth and youth at-risk of academic failure. CIS is a national program designed to increase the graduation rate by surrounding at risk students with a community of support empowering them to stay in school and achieve in life. In FY13-14, 134 high school students served.

\$9,000: **Wilmington's Residential Adolescent Achievement Place, Inc. (WRAAP)** provides afterschool programming to improve academic performance, including tutoring, parenting training, social service referrals, and meals and food for participating youth and families. In FY13-14, 112 youth and households served.

\$9,000: **Phoenix Employment Services of Wilmington, Inc.** provides employment counseling, training and placement for homeless individuals. In FY13-14, 82 individuals served.

\$18,896: **Cape Fear Regional Community Development Corporation** provided homebuyer, credit and foreclosure prevention counseling to 323 households in FY13-14.

\$20,000: **United Way Blue Ribbon Commission (BRC) to End Youth Violence**, a newly formed initiative modeled after the Harlem Youth Zone to address the needs of at-risk youth in low income neighborhoods. The BRC is targeting a low income neighborhood located in the NorthSide, a Neighborhood Strategic Revitalization Area. In FY13-14, 117 youth were served.

\$50,000: **United Way 10 Year Plan to End Chronic Homelessness**, a regional plan to address chronic homelessness in Cape Fear Region (New Hanover, Pender and Brunswick Counties). City Council appropriates funds to help support the administration of the initiative. See Homeless Section of CAPER for more detail.

\$3,063: **Ability Garden**, provide therapeutic gardening opportunities promoting the positive aspects of a personal engagement with nature. In FY13-14, served 587 individuals.

\$13,399: **First Fruit**, provides supportive services, including case management and job placement, and transitional housing for homeless women. In FY13-14, 20 households participated in program. Additional funding (\$6,789) from CDBG.

APPENDIX

**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. 3/31/94)

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, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600; and to the Office of Management and Budget, Paperwork Reduction Project (2506-0077) Washington, D.C. 20503. Do not send this completed form to either of these addresses.

| 1. Name of Grantee | | 2. Grant Number | | 3. Reporting Period | |
|---|--|--------------------|--|-------------------------|--|
| City of Wilmington | | B-13-MC-37-0010 | | From 7/1/13 To 6/30/14 | |
| Part I: Summary of CDBG Resources | | | | | |
| 1. Unexpended CDBG funds at end of previous reporting period (Balance from prior program years) | | | | 1,236,095.56 | |
| 2. Entitlement Grant from form HUD-7082 | | | | 904,120.00 | |
| 3. Surplus Urban Renewal Funds | | | | (1,407.99) | |
| 3. Less Prior Period Adjustment For Error | | | | | |
| 4. Section 108 Guaranteed Loan Funds (Principal Amount) | | | | | |
| 5. Program Income received by: | | Grantee (Column A) | | Subrecipient (Column B) | |
| a. Revolving Funds | | 218,620.71 | | | |
| b. Other (identify below. If more space is needed, use an attachment) | | | | | |
| Non-Revolving Loan Payments | | 6,958.71 | | | |
| c. Total Program Income (Sum of columns a and b) | | | | 225,579.42 | |
| 6. Prior Period Adjustments (if column is a negative amount, enclose in brackets) | | | | | |
| 7. Total CDBG Funds available for use during this reporting period (sum of lines 1 through 6) | | | | 2,364,386.99 | |
| Part II: Summary of CDBG Expenditures | | | | | |
| 8. Total expenditures reported on Activity Summary | | | | 1,317,706.36 | |
| 9. Total expended for Planning & Administration | | 218,791.61 | | | |
| 10. Amount subject to Low/Mod Benefit Calculation (line 8 minus line 9) | | 1,098,914.75 | | | |
| 11. CDBG funds used for Section 108 principal & interest payments | | | | | |
| 12. Total expenditures (line 8 plus line 11) | | | | 1,317,706.36 | |
| 13. Unexpended balance (line 7 minus line 12) | | | | 1,046,680.63 | |
| Part III: Low/Mod Benefit This Reporting Period | | | | | |
| 14. Total Low/Mod credit for multi-unit housing expenditures | | | | | |
| 15. Total from all other activities qualifying as low/mod expenditures | | | | 1,098,914.75 | |
| 16. Total (line 14 plus line 15) | | | | 1,098,914.75 | |
| 17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period) | | | | 100% | |

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form HUD-4949.3(06/24/93)
ref Handbook 6510.2

| | | | | |
|--|---|----------|----------|--------------|
| Part IV: Low/Mod Benefit for Multi-Year Certifications (Complete only if certification period includes prior years) | | | | |
| | Program years (PY) covered in certification | PY _____ | PY _____ | PY _____ |
| 18. | Cumulative net expenditures subject to program benefit calculation | | | |
| 19. | Cumulative expenditures benefiting low/mod persons | | | |
| 20. | Percent benefit to low/mod persons (line 19 divided by line 18) | | | |
| Part V: For Public Services (PS) Activities Only: Public Service Cap Calculation | | | | |
| 21. | Total PS expenditures | | | 181,497.45 |
| 22. | Total PS unliquidated obligations | | | 7,000.53 |
| 23. | Sum of line 21 and line 22 | | | 188,497.98 |
| 24. | Total PS unliquidated obligations reported at the end of the previous reporting period | | | 13,162.65 |
| 25. | Net obligations for public services (line 23 minus line 24) | | | 175,335.33 |
| 26. | Amount of Program Income received in the preceding program year | | | 287,722.51 |
| 27. | Entitlement Grant Amount (from line 2) | | | 904,120.00 |
| 28. | Sum of line 26 and line 27 | | | 1,191,842.51 |
| 29. | Percent funds obligated for Public Service Activities (line 25 divided by line 28) | | | 15% |
| Part VI: Planning and Program Administration Cap Calculation | | | | |
| 30. | Amount subject to planning and administrative cap (grant amount from line 2 plus line 5c) | | | 1,129,699.42 |
| 31. | Amount expended for Planning & Administration (from line 9 above) | | | 218,791.61 |
| 32. | Percent funds expended (line 31 divided by line 30) | | | 19% |

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.

CDBG Financial Summary Information
FY 2013-2014

| | | | |
|----|---|-------------------------------------|------------------------|
| a. | Program Income (line 5a) | | |
| | 1. HOP Loan Fund | | \$107,657.46 |
| | Economic Development | | \$ 5,816.28 |
| | Rehab Loan Fund | | \$105,146.97 |
| | Total | | <u>\$218,620.71</u> |
| | 2. There were no float loans for which repayments were received during the reporting year | | |
| | 3. Other loan repayments by category (line 5b) | | |
| | Non-revolving loan payments | | \$ 6,958.71 |
| | Total | | <u>\$ 6,958.71</u> |
| b. | There were no float-funded activities outstanding at the end of the reporting period | | |
| c. | Rehabilitation loans | | |
| | <u>Number of Loans</u> | <u>Principle Balance at 6/30/14</u> | |
| | 114 | \$2,898,411.57 | |
| d. | Economic Development Loans | | |
| | <u>Number of Loans</u> | <u>Principle Balance at 6/30/14</u> | |
| | 2 | \$26,784.25 | |
| e. | Home Ownership Loans | | |
| | <u>Number of Loans</u> | <u>Principle Balance at 6/30/14</u> | |
| | 75 | \$2,150,409.10 | |
| f. | Non-Revolving Loans | | |
| | <u>Number of Loans</u> | <u>Principle Balance at 6/30/14</u> | |
| | 13 | \$ 995,142.72 | |
| g. | There was no loans for which the balance was written off during the period: | | |
| | 2 properties are being held for resale | | |
| | Unexpended Balance Shown on CAPR | | |
| | (Line 13 HUD 4949.3 dated 6/24/93) | | \$ 1,046,680.63 |
| | Total | | <u>\$ 1,046,680.63</u> |
| | Add: LOC Balance(s) | | \$ 842,971.12 |
| | Cash on Hand | | |
| | Grantee program acct | | \$ |
| | Revolving fund cash balances-rehab | | \$ 275,703.62 |
| | Revolving ED Cash Balance | | \$161,463.37 |
| | Revolving HOP Cash Balance | | \$ 18,662.23 |
| | Add: Drawdown in transit | | \$ |
| | | | \$ |
| | Subtract: Difference in Entitlement | | \$ (16,630.00) |
| | Grantee CDBG Program Liabilities | | |
| | (including any reimbursements due to the grantee from program funds) | | \$ (226,343.28) |
| | 64,078.51) | | |
| | Prior Period Adjustment for Cash on hand | | <u>\$ (9,146.43)</u> |
| | Total Reconciling Balance | | <u>\$1,046,680.63</u> |
| | Unreconciled Difference (non-cash Expenditures) | | |

HOME MATCH REPORT

Total HOME Match Credit October 1, 2012-September 30, 2013

| | |
|--|--------------------|
| Total Yield Forgone on HOP GF Loans | \$ - |
| Total Maintenance Grant Match Expenditures | \$ - |
| Total Lead-Based Grant Match Expenditures | \$ 4,680.42 |
| Total Urgent Repair Grant Match Expenditures | <u>\$ 5,275.00</u> |
| Total Match Credit | <u>\$ 9,955.42</u> |

| | |
|--|----------------------|
| 1. Excess Match From Prior Federal Fiscal Year | \$ 893,423.09 |
| 2. Match Contributed During Current Federal Fiscal Year | <u>\$ 9,955.42</u> |
| 3. Total Match Available for Current Federal Fiscal Year | \$ 903,378.51 |
| 4. Match Liability for Current Federal Fiscal Year | <u>\$ 0.00</u> |
| 5. Excess Match Carried Over to Next Federal Fiscal Year | <u>\$ 903,378.51</u> |

HOME PROGRAM INCOME 2013-2014

City of Wilmington DUNS 072007845

| | |
|--|-----------------------|
| Program Income through 6/30/13 | 2,741,050.47 |
| Less Program Income Expenditures through 6/30/13 | <u>(2,741,049.97)</u> |
| Program Income Balance 7/1/13 | 0.50 |

| | |
|----------------------------------|-------------------|
| Program Income Generated 2013-14 | <u>218,069.82</u> |
| Available Program Income 2013-14 | 218,070.32 |

| | |
|---|-------------------------|
| Less Program Income Expenditures 2013-14 | <u>167,991.04</u> |
| Balance of Program Income on Hand 6/30/14 | <u><u>50,079.28</u></u> |

USE OF PROGRAM INCOME

| | | |
|--------|-----------------|--------------------------|
| HO-132 | Lakeridge | 85,148.21 |
| RH-031 | Janice White | 5,617.90 |
| HO-149 | Vanessa Caesar | 38,611.35 |
| RH-032 | Vanessa Caesar | 4,500.00 |
| DPA-32 | Lotanya Simkins | 16,800.00 |
| HO-157 | Sherrill Bowman | 5,251.58 |
| | Administration | 12,062.00 |
| Total | | <u><u>167,991.04</u></u> |



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

| |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

City of Wilmington

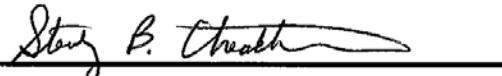
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

9-22-14

Date

Sterling B. Cheatham

Name

City Manager

Title

PO Box 1810

Address

Wilmington, NC 28401

City/State/Zip

910-341-7810

Telephone Number

City of Wilmington

| |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:


14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

City of Wilmington

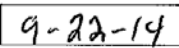
Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

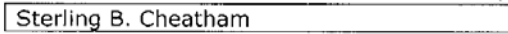
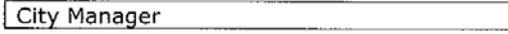

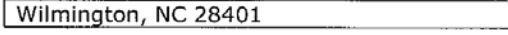

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official


Date


Name

Title

Address

City/State/Zip

Telephone Number

| |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

| | |
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| <hr/> | <input type="text"/> |
| Signature/Authorized Official | Date |
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| Name | |
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| Title | |
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| Address | |
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| City/State/Zip | |
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| Telephone Number | |

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| <input checked="" type="checkbox"/> This certification does not apply. |
| <input type="checkbox"/> This certification is applicable. |

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

| | |
|-------------------------------|----------------------|
| _____ | <input type="text"/> |
| Signature/Authorized Official | Date |
| <input type="text"/> | |
| Name | |
| <input type="text"/> | |
| Title | |
| <input type="text"/> | |
| Address | |
| <input type="text"/> | |
| City/State/Zip | |
| <input type="text"/> | |
| Telephone Number | |

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| <input checked="" type="checkbox"/> This certification does not apply. |
| <input type="checkbox"/> This certification is applicable. |

ESG Certifications

I, _____, Chief Executive Officer of City of Wilmington certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

| | |
|-------------------------------|------|
| | |
| Signature/Authorized Official | Date |
| | |
| Name | |
| | |
| Title | |
| | |
| Address | |
| | |
| City/State/Zip | |
| | |
| Telephone Number | |

This certification does not apply.
 This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

| Place Name | Street | City | County | State | Zip |
|-------------------------|------------------|------------|--------|-------|-------|
| Administration Building | 305 Chestnut St. | Wilmington | NHC | NC | 28401 |
| Town Hall | 310 Chestnut St. | Wilmington | NHC | NC | 28401 |
| Administration Building | 320 Chestnut St. | Wilmington | NHC | NC | 28401 |
| | | | | | |
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7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

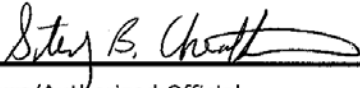
City of Wilmington

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan



Signature/Authorized Official

9-22-14

Date

Sterling B. Cheatham

Name

City Manager

Title

PO Box 1810

Address

Wilmington, NC 28401

City/State/Zip

910-341-7810

Telephone Number

SECTION 3

Section 3 Plan: The plan establishes overall guidelines to further the goals of the City of Wilmington, New Hanover County, North Carolina (City) to comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.c. 1701U) (Section 3) and to increase the training, participation and utilization of Section 3 Eligible Residents and Business concerns in the award and performance of its work. Section 3 of the Housing and Urban Development Act of 1968[12 U.S.C. 1701u and 24 CFR Part 135] is HUD's legislative directive for providing preference to qualified low- and very low-income residents of the local community, and the businesses that substantially employ these persons, for new employment, training, and contracting opportunities resulting from HUD-funded projects. As a condition of receiving HUD Community Planning and Development assistance, participation jurisdictions certify that they comply with the requirements of Section 3 annually pursuant to 24 CFR 570.607(b). Accordingly, HUD has the legal authority to monitor recipients for compliance and can impose penalties upon those that fail to meet these obligations. The Home Investment Partnership Assistance (HOME) program and Community Development Block Grant (CDBG) program is considered to be a covered funding activity under the Section 3 requirements. Additionally, the requirements of Section 3 apply to projects of funding exceeding \$200,000 for activities involving housing construction, demolition, rehabilitation, or other public construction, i.e. roads, sewers, community centers, etc. Contractors or subcontractors that receive contracts in excess of \$100,000 for Section 3 covered projects/activities are required to comply with the Section 3 regulations in the same manner as direct recipients. Section 3 is triggered when the normal processes that lead to the completion of construction and rehabilitation projects creates the need for new employment, contracting, or training opportunities.

Section 3 Complaints: Any Section 3 resident or business seeking employment, training or contracting opportunities generated by Section 3 covered assistance may file a complaint using HUD form 958 found at http://www.hud.gov/offices/fheo/section3/rev_958_final.pdf. Complaints must be filed at the appropriate Fair Housing and Economic (FHEO) Regional Office in which the violation occurred. The address and telephone number for FHEO regional offices can be found at www.hud.gov/offices/fheo.

Section 3 Annual Reporting: The City is required to report annually for Section 3 by Form 60001 or any other form HUD requires including, but not limited to, electronically. The intent of the report is to measure each recipient's efforts to comply with the statutory and regulatory requirements of Section 3 in its own operations AND those of its covered developers, owners, contractors, subcontractors, and sub-recipients.

Accomplishments FY13-14

| City of Wilmington | | | | | |
|--|---|---|---|---------|-----------------------|
| ANNUAL ACTION PLAN FY2013-14 | | | | | |
| Affordable Housing Objectives and Strategies | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Increase and maintain the supply of safe, decent rental housing units available for low-income households, focusing on households earning 50% or less of the AMI. | Construct- 64 rental units; Rehab 7 rental units | FY13 | 75 LakeRidge; 1 CFCLT |
| Suitable Living Environment | | | | FY14 | 1 AMEZ; 3 in progress |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Lockwood Village 60 unit multi-family affordable family rental; CFRCDC up to 7 single-family affordable rental units; AMEZ CDC up to 4 single-family affordable rental units | CDBG; HOME; Revolving Loan; LIHTC; Private funds | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Increase opportunities for low income households (less than 80% AMI) to become homeowners through mortgage subsidy | 6 households w/mortgage subsidy i.e. HOP, NCHFA, etc. | FY13 | 14 HOP; 3 DPA |
| Suitable Living Environment | | | | FY14 | 19 HOP; 3 DPA |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Continue HOP partnership with local banks; | CDBG; HOME; Revolving Loan Fund: General Fund | FY17 | |
| Affordability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Increase opportunities for low income persons to become homeowners, focusing on very low income and low income households | 12 new construction/rehab units | FY13 | 8 Gid Pt; 1 CFHFH; |
| Suitable Living Environment | | | | FY14 | 6 CFHFH |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | CFHLT rehab1 units affordable housing; CFRCDC- rehab up to 5 vacant foreclosed properties for homeownership; CFHFH infill rehabilitate or rebuild up to 6 units for homeownership | HOME; NSP; Private Funds | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Preserve and improve existing affordable owner housing for low-income owners, focusing on elderly, disabled and other special needs populations | 8 Rehab loans; 15 critical repairs; 5 major rehabs | FY13 | 5 COW Rehab; 3 LAG |
| Suitable Living Environment | | | | FY14 | 3 COW Rehab; |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Continue City Rehabilitation Loan Program; CFHFH/WARM- NRI program: critical repairs up to 15 units; rehab/reconstruct up to 6; 5 | CDBG; HOME; Private Funds; Volunteer Labor | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Provide Emergency Shelter and Services to Homeless | 1000 units of service | FY13 | 1,120 units service |
| Suitable Living Environment | | | | FY14 | 1,024 units service |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Good Shepherd/WIHN; Domestic Violence Shelter & Services; Coastal Horizon Youth Shelter | CDBG; CoC; ESFP; Private Funds; General Funds | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |

| City of Wilmington | | | | | |
|--|---|--|---|----------------|--|
| ANNUAL ACTION PLAN FY2013-14 | | | | | |
| Affordable Housing Objectives and Strategies | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Provide Case Management and Services to Transition Homeless to Permanent Housing | 200 units of service to transition homeless | FY13 | 1,252 units service; 174to PH |
| Suitable Living Environment | X | | | FY14 | 1,157 units service; 351 individuals to PH |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Good Shepherd/WIHN; Domestic Violence Shelter & Services; Coastal Horizon Youth Shelter; United Way 10 Year Plan; First Fruit; LINC | CDBG; HOME; CoC; ESFP; Private Funds; General Funds; US DOJ | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | X | Develop Transitional and Permanent Supportive Housing opportunities for homeless and special needs populations | 1 unit | FY13 | 40 ME Roberts; 8 RHA |
| Suitable Living Environment | X | | | FY14 | 0 |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Revise Rental Rehab Loan Program to make funds available for scattered site and small scale non-profit and affordable housing | HOME; NCHFA; Private Funds | FY17 | |
| Affordability | X | | | | |
| Sustainability | X | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | | Increase opportunities for successful homeownership and or prevent homelessness through housing counseling, financial literacy, and financial counseling for | 175 households receive counseling/education program service | FY13 | 314 CFRCDC; 100 HOP |
| Suitable Living Environment | | | | FY14 | 114 HOP |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | | City of Wilmington Homebuyer Education & Counseling; CFRCDC Foreclosure Prevention Counseling | HOP fees; General Funds; NCHFA | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |

| City of Wilmington | | | | | |
|---|---|---|---|---------|----------------------------------|
| ANNUAL ACTION PLAN FY2013-14 | | | | | |
| Community Development Objectives and Strategies | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | | Preserve and maintain public facilities serving low-income, at-risk youth, elderly and special needs population in low-wealth neighborhoods | 2 Public Facilities | FY13 | 1 BBGC Pool; |
| Suitable Living Environment | X | | Construction Projects | FY14 | 2 in progress |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Continue NorthSide Site Improvements @ 10th & Fanning; Continue Domestic Violence Kitchen Rehab | CDBG; Revolving Loan | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | | Promote workforce development through education, training, job placement and other linkages to job market | 800 units of service provided | FY13 | 555 CF Lit; 44 PEM; 151 LINC |
| Suitable Living Environment | | | | FY14 | 502 CFLit; 66 LINC; 82 PEM |
| Create Economic Opportunity | X | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Phoenix Employment Ministry; LINC New Workforce Program; CF Literacy Center | CDBG; General Funds; US DOJ; Private Funds | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | | Support quality youth programs for at-risk youth | 3,500 youth served annually | FY13 | 3764 youth served |
| Suitable Living Environment | X | | | FY14 | 2817 youth served |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | CAPP/CBGC afterschool, parenting classes; Afterschool, Arts Education; Tutoring; BBGC/CBGC; CIS ; WRAAP; DREAMS;KMI; BRC | General Fund; CDBG; Private Funds; Public Funds | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | | Support programs that assist victims of crime and provide crime prevention and community safety education and outreach | 3000 units of service annually | FY13 | 1257 units of service |
| Suitable Living Environment | X | | | FY14 | 595 units of service |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | Coastal Horizons-Rape Crisis Center/Crisis Line; Carousel Center-Services for victims of child abuse; | General Fund; Private Funds; Public Funds | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |
| HUD Objective | | Objective: | Key One-Year Targets | Actuals | |
| Decent Housing | | Provide for food security & basic needs and public services for low-income households | 10,000 units of service annually | FY13 | 2.3 m lbs food; 766 indiv served |
| Suitable Living Environment | X | | | FY14 | 2.55m lbs food; 779 indiv served |
| Create Economic Opportunity | | | | FY15 | |
| HUD Outcome | | Strategies: | Resources to be used: | FY16 | |
| Availability/Accessibility | X | CF Literacy Center; Food Bank; American Red Cross; Elderhaus; | General Fund; Private Funds; Public Funds | FY17 | |
| Affordability | | | | | |
| Sustainability | | | | | |

City of Wilmington HOME Appropriations Policy
for
Complying with the FY2012 HOME Appropriations Law
(*Consolidated and Further Continuing Appropriations Act of 2012 P.L. 112-55*)

Adopted 3.19.13

Purpose

The City Council has established the following goals as part of the City's focus on Welcoming Neighborhoods and Public Spaces:

- To support diverse housing options and unique neighborhoods and plan for sustainable, quality redevelopment.
- To ensure equitable access for low-to-moderate income and special populations to safe, decent and affordable housing.
- To support long-term affordability of housing stock.
- To preserve the quality of housing stock and maintain diverse and sustainable neighborhoods.

These goals align with the U.S. Department of Housing and Urban Development's (HUD) objective to expand the supply of decent, safe sanitary and affordable housing available to low-income and very low-income households.

The City utilizes HUD's HOME Partnership Investment Program (HOME) funds to achieve these goals and meet HUD's objectives. HOME funds are used to support acquisition, construction or rehabilitation of rental or homeownership housing, homebuyer assistance, homeowner rehabilitation, and tenant-based rental assistance.

The purpose of this policy is to ensure that projects funded by the City of Wilmington under the FY2012-13 Consolidated Plan/Annual Action Plan with HOME funds comply with the requirements set forth in the federal *Consolidated and Further Continuing Appropriations Act of 2012 (P.L. 112-55)* and any subsequent federal regulations that maintain the requirements of the Act.

This policy and resulting procedures shall remain in effect as long as successive HOME regulations remain germane to the requirements of the FY12HOME Appropriations Act. This policy is subject to Council action to amend or remove requirements at the direction of the U.S. Department of Housing and Urban Development.

Background

As the national and local real estate market continues to recover, some HOME funded homebuyer units are sitting unsold. These unoccupied units are of concern to HUD. They are not serving the housing needs of low-income households and can contribute to neighborhood distress. The FY2012 HOME appropriations law attempts to mitigate this problem for future housing development.

The City of Wilmington is a participating jurisdiction (PJ) in the HOME program administered HUD. The *Consolidated and Further Continuing Appropriations Act of 2012* imposed new requirements on projects that receive FY2012 HOME funds.

These requirements are intended to improve project and developer selection by PJs and ensure that there is adequate market demand for FY2012 HOME projects.

Requirements

1) Four-Year Project Completion

Projects funded with FY2012 HOME funds must be completed within four years of the commitment date, as determined by a signature of each party to the written agreement. Failure to complete projects within the four year period will result in the City repaying funds to the HOME Investment Trust Fund. If projects are not completed due to circumstances beyond the City's control, the City may request a one-year extension subject to HUD approval.

For the purpose of complying with this requirement, *completion* shall mean that all necessary construction work has been completed and the project has received a certificate of occupancy or other local certification indicating that construction or rehabilitation has been completed and the project is ready for occupancy. Additionally, terms for project completion and close-out shall be specified in project funding agreements including, but not limited to, requirements for disbursement of funds and retention of a percentage of funds pending successfully project close-out. For owner-occupied rehabilitation projects, completion means that all rehabilitation work has been completed, the City or its designee has performed a final inspection, and the homeowner has accepted the work, as indicated by a final sign-off.

This requirement is applicable to all HOME activities set up in Integrated Disbursement and Information System (IDIS) under a 2012 Consolidated Plan/Annual Action Plan, regardless of the grant year from which the funds are disbursed.

2) Assessment of Project Underwriting, Developer Capacity, and Market Need

Before entering into a legally binding written agreement to provide HOME funds to a HOME activity set up in IDIS under a 2012 Consolidated Plan/Annual Action Plan Project, the City must:

- Underwrite the project or evaluate the underwriting of another funder;
- Assess the development capacity and fiscal soundness of the developer; and
- Examine neighborhood market conditions to ensure adequate need for each project.

This requirement is not applicable to an activity that does *not* involve development activities that necessitate project underwriting, assessing developer capacity and financial soundness, and an examination of neighborhood market conditions (e.g. tenant based rental assistance, homeowner rehabilitation, CHDO operating expenses), *or* if the City is

committing HOME funds to an activity *not* set up in IDIS under a 2012 Consolidated Plan/Annual Action Plan Project.

3) Conversion of Homebuyer Units to Rental Units

Any FY 2012 HOME homebuyer units that have not been sold to an eligible homebuyer within six months of completion must be converted to a HOME rental unit that complies with all HOME requirements for the period of affordability applicable to such rental units.

This requirement is applicable to all HOME activities set up in IDIS under 2012 Consolidated Plan/Annual Action Plan Projects.

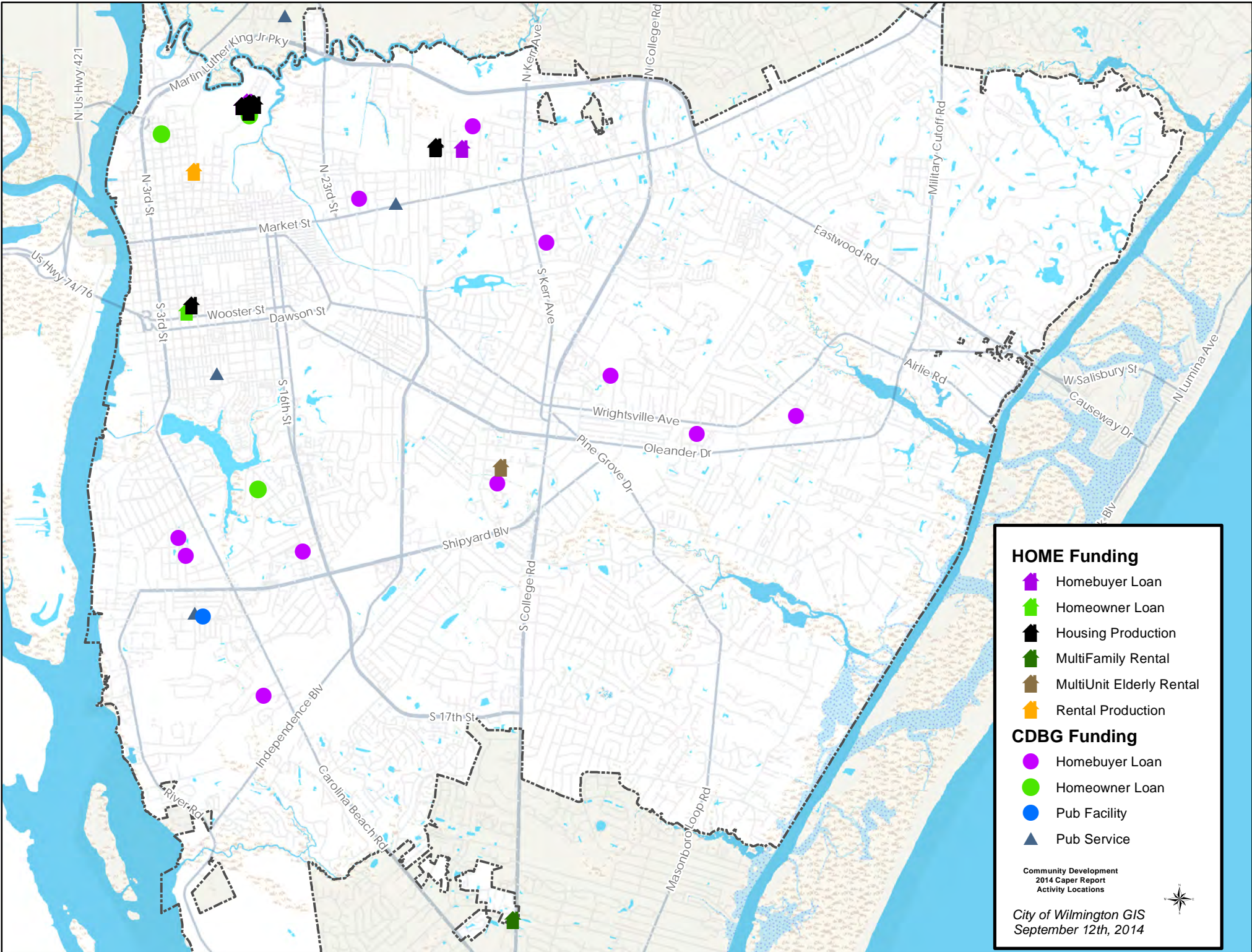
For the purpose of complying with this requirement, *completing project construction* shall mean that all necessary construction work has been completed and the project has received a certificate of occupancy or other local certification indicating that construction or rehabilitation has been completed and the project is ready for occupancy.

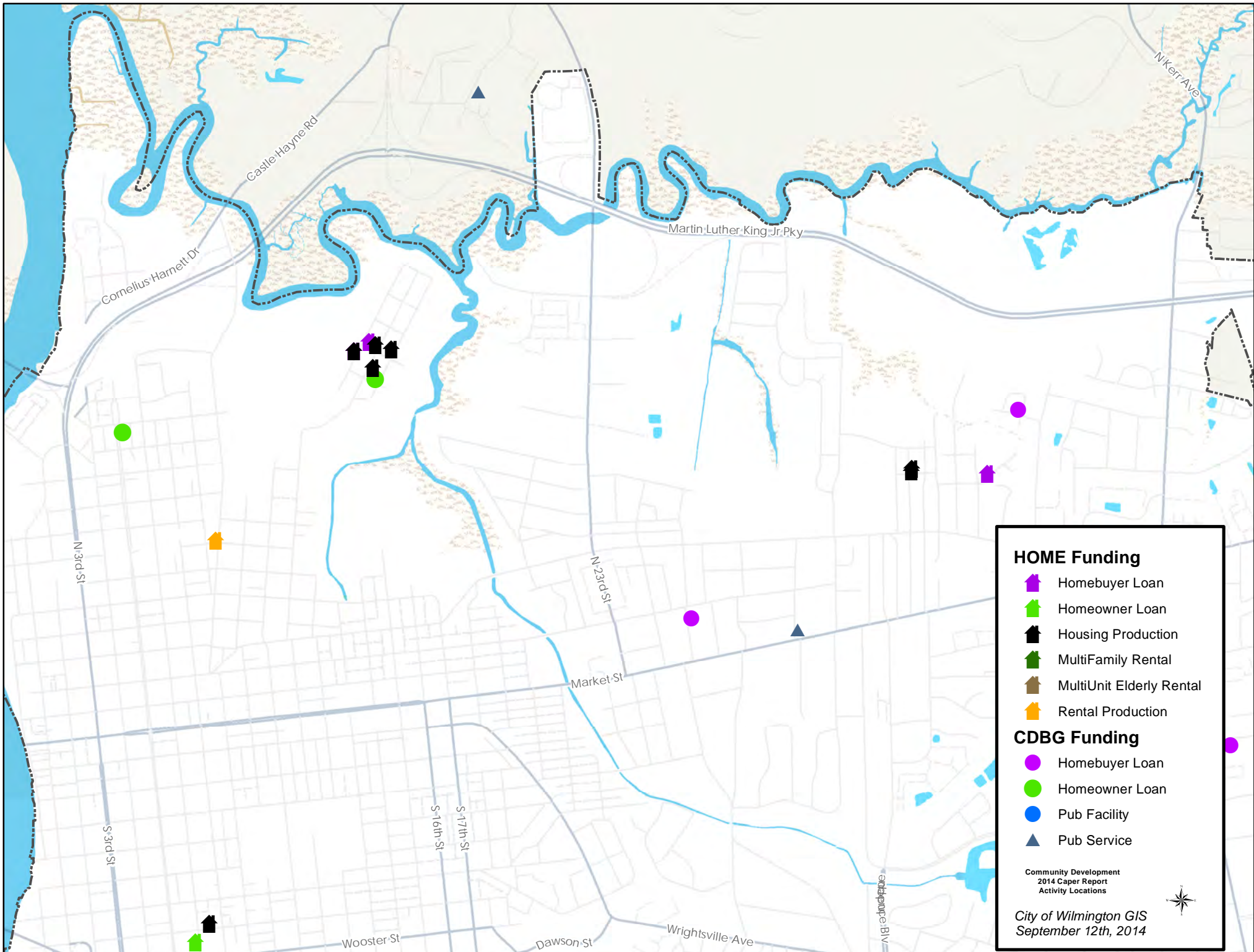
4) CHDO Development Capacity

The City may not reserve FY 2012 HOME funds to a Community Housing Development Organization (CHDO) for development activities unless the City has determined that the CHDO has staff with demonstrated development experience. The City must ensure that the current CHDO staff has experience developing projects of the same size, scope and level of complexity as the activities for which HOME funds are being reserved or committed.







This requirement applies to all reservations and commitments of CHDO set-aside funds made from a City's FY 2012 HOME allocation in which the CHDO is acting as the developer.

MAPS









HOME Funding


-  Homebuyer Loan
-  Homeowner Loan
-  Housing Production
-  MultiFamily Rental
-  MultiUnit Elderly Rental
-  Rental Production

CDBG Funding

-  Homebuyer Loan
-  Homeowner Loan
-  Pub Facility
-  Pub Service

Community Development
2014 Capex Report
Activity Locations

City of Wilmington GIS
September 12th, 2014



Section 3 Summary
Economic Opportunities for Low

HUD Field Office

| | | | | | |
|--|--|---|--------------------|--|--|
| 1. Recipient/ Project Name: City of Wilmington, 305 | | 2. TDHCA Contract number | | 3. Total Amount of Award: | |
| Project Address/ Location: 901 Fanning Street, | | 4. Contact Person: Teresa Campo, Community Development | | 5. Phone: (Include area code) 910.341.3237 | |
| Email: teresa.campo@wilmingtonn | | 6. Contract Begin Date: 11/1/2013 | Contract End Date: | Revised End Date: | 7. Report Period Begin Date: 07.01.13 |
| 8. Date Report Submitted: Report on Hold Per HUD - | | program code.) 9 = Other CD Programs | | 10. Funding Program Name: CDBG Entitlement City | |
| Report on Hold Per HUD - | | 9 = Other CD Programs | | CDBG Entitlement City | |

Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E &F)**

| A | B | C | D | E | | F |
|-----------------------------|---------------------|---|---|--|------|------------------------------|
| Job Category | Number of New Hires | Number of New Hires that are Sec. 3 Residents | % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents | % of Total Staff Hours for Section 3 Employees and Trainees* S3E&TH / TSH = % | | Number of Section 3 Trainees |
| Professional | 0 | | 0.0% | | 0.0% | |
| Technician | 0 | | 0.0% | | 0.0% | |
| Foreman/ Supervisor | 0 | | 0.0% | | 0.0% | |
| Office/ Clerical | 0 | | 0.0% | | 0.0% | |
| Cleaning/ maintenance | 0 | | 0.0% | | 0.0% | |
| Demolition | 0 | | 0.0% | | 0.0% | |
| Construction by Trade | | | | | | |
| Cabinet Maker | 0 | | 0.0% | | 0.0% | |
| Carpenter | 0 | | 0.0% | | 0.0% | |
| Concrete/ Terrazzo | 0 | | 0.0% | | 0.0% | |
| Craftworker, skilled | 0 | | 0.0% | | 0.0% | |
| Drywall/ Ceiling Tile | 0 | | 0.0% | | 0.0% | |
| Electrician | 0 | | 0.0% | | 0.0% | |
| Fencing | 0 | | 0.0% | | 0.0% | |
| Flooring / Carpet | 0 | | 0.0% | | 0.0% | |
| Gutter Installer | 0 | | 0.0% | | 0.0% | |
| Hazardous Materials | 0 | | 0.0% | | 0.0% | |
| HVAC | 0 | | 0.0% | | 0.0% | |
| Insulator | 0 | | 0.0% | | 0.0% | |
| Laborer | 0 | | 0.0% | | 0.0% | |
| Landscape | 0 | | 0.0% | | 0.0% | |
| Masonry, Plaster, Stucco | 0 | | 0.0% | | 0.0% | |
| Painter | 0 | | 0.0% | | 0.0% | |
| Paving | 0 | | 0.0% | | 0.0% | |
| Plumber | 0 | | 0.0% | | 0.0% | |
| Power Equipment | 0 | | 0.0% | | 0.0% | |
| Power Equipment | 0 | | 0.0% | | 0.0% | |
| Roofer | 0 | | 0.0% | | 0.0% | |
| Sprinkler Installer | 0 | | 0.0% | | 0.0% | |
| Tile/ Marble Cutter/ Setter | 0 | | 0.0% | | 0.0% | |
| Truck Driver | 0 | | 0.0% | | 0.0% | |

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.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-2000

ASSISTANT SECRETARY FOR
FAIR HOUSING AND EQUAL OPPORTUNITY

July 25, 2014

Dear Recipients of HUD Financial Assistance Covered by Section 3 of the HUD Act of 1968:

Re: Status of the Section 3 60002 Summary Reporting System

On December 20, 2013, HUD launched an enhanced Section 3 Summary Reporting System to replace the previous online system for submitting 60002 reports. After the release of the new system, some recipients encountered unanticipated technical problems that resulted in a fatal error which prevented report submissions.

On January 9, 2014, HUD issued a letter to recipients of covered HUD assistance regarding the temporary shutdown of the Section 3 60002 Summary Reporting System to address the unanticipated technical problems.

At this time, the Section 3 Summary Reporting System remains unavailable for the submission of Form HUD 60002 by covered agencies. The Department is aware of the challenges that this inconvenience presents. Please be assured that no recipients will be held in noncompliance for failing to submit 2013 or 2014 Section 3 reports on time, and the unavailability of the system should not result in negative findings during annual audits such as those conducted pursuant to the Single Audit Act (i.e., OMB Circular: A-133).

The Department expects to resolve the technical problems soon. HUD will notify recipients by email when the Section 3 Summary Reporting System is re-launched and will communicate new due dates at that time. I also encourage you to sign-up for the Section 3 listserv at www.hud.gov/section3 to receive updates about the status of the system and other relevant information.

Thank you for your continued patience.

Sincerely,



Gustavo Velasquez
Assistant Secretary

cc: Taffet, D
Bryon, P
Galante, H



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Greensboro Office
Office of Community Planning & Development
1500 Pinecroft Road, 401, Asheville Building
Greensboro, NC 27407-3838
(336) 547-4000, ext. 2802
www.hud.gov ♦ espanol.hud.gov

July 24, 2014

Mr. Sterling B. Cheatham
City Manager
P O Box 1810
Wilmington, NC 28402

Dear Mr. Cheatham:

We are pleased to approve the FY '14 Annual Action Plan for the city of Wilmington. The U.S. Department of Housing and Urban Development (HUD) is awarding the city grants totaling \$1,400,194 for its Community Development Block Grant (\$901,544) and HOME Investment Partnerships (\$498,650) programs.

Enclosed are three copies of the Funding Approval/Agreement for each program. Please execute (original signatures), date, retain one copy of each Grant Agreement for the agency's program files and return the remaining four copies to this office within 10 days from date of receipt for processing.

The Consolidated Annual Performance & Evaluation Report for the year ending June 30, 2014, is due in this office by September 28. Please remember to include the Section 3 Summary Report (form HUD 60002) in the CAPER. The Women/Minority Business Enterprise (W/MBE) (form HUD 2516) report is due in this office no later than October 15 and is to be submitted to Belinda Richmond separately from the CAPER.

We look forward to continuing our work with the city of Wilmington on its community development and affordable housing initiatives. Please contact Loretta Williams at (336) 851-8057 if assistance is needed.

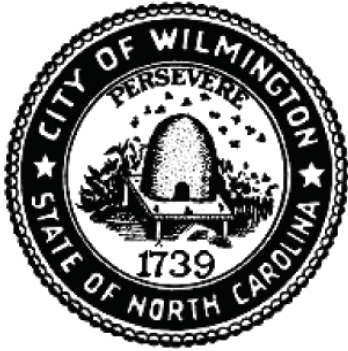
Sincerely,

A handwritten signature in black ink, appearing to read "Gary A. Dimmick".

Gary A. Dimmick
Director
Office of Community Planning & Development

Enclosures

cc:
Suzanne Rogers



CITY of WILMINGTON

North Carolina

P.O. BOX 1810
28402

OFFICE OF THE CITY MANAGER
(910) 341-7810
FAX (910) 341-5839
TDD (910) 341-7873

11/19/2013

City Council
City Hall
Wilmington, North Carolina 28401

Dear Mayor and Councilmembers:

In a letter from HUD dated July 17, 2013, the City was notified of a change in the amount of CDBG and HUD entitlement funds awarded for FY2013-14. The City will receive \$904,120 in CDBG funds (CD1314), an increase of \$150,791. Correspondingly, the City was awarded \$480,220 in HOME funds (HM1314), an increase of \$4,223. Attached for your consideration are two items associated with the acceptance and allocation of this additional funding.

The first item requiring Council action is a Resolution Adopting a Substantial Amendment to the 2013-2014 Annual Action Plan for the use of the additional Community Development Block Grant (CDBG) and HOME Investment Partnership Entitlement Funds from the U.S. Department of Housing and Urban Development (HUD). This amendment authorizes the allocation of \$22,619 in additional CDBG funds for public services activities carried out by Leading Into New Communities, Inc. (LINC) for job training programs for people re-entering society from the prison system. Under HUD guidelines, no more than 15% of CDBG funding can be allocated to public services activities; the \$22,619 equals this 15% allocation. The remaining \$128,172 in additional CDBG funds are proposed to be appropriated to the City's Homebuyers Opportunities Program (HOP) to provide second mortgage financing for eligible low-to-moderate income homebuyers. An increase in HOME funding of \$4,223 would also be appropriated to the HOP program for down payment assistance to eligible homebuyers upon passage of the attached documents.

The second item for consideration in association with the supplemental allocation is a Supplemental Budget Ordinance that actually recognizes the additional revenue and allocates the proceeds as described above.

The use of these additional funds is consistent with the City's Strategic Plan Focus Areas for Welcoming Neighborhoods and Public Spaces and Safe Community by supporting job training and supportive programs for ex-offenders and providing financing to ensure equitable access to quality housing for all citizens.

The consequence of not adopting this resolution is that the City cannot make use of the additional federal funding. Adopting the resolution allows the use of the funding, as specified, by the City.

Passage of the attached Resolution and Ordinance is recommended.

Respectfully submitted,

Sterling B. Cheatham,
City Manager

Resolution



City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 11/19/2013

Resolution to Approve a Substantial Amendment to the 2013- 2014 Annual Action Plan for CDBG (CD1314) and HOME (HM1314) Entitlement Funds

LEGISLATIVE INTENT/PURPOSE:

The City of Wilmington is an entitlement city for Community Development Block Grant (CDBG) and HOME Investment Partnership Program funding received through the U.S. Department of Housing and Urban Development (HUD). In order to receive CDBG and HOME funds, the City must prepare and submit an Annual Action Plan that identifies the specific activities and budget to carry out the strategies identified in the five-year Consolidated Plan for 2013-2017. Any amendment to the annual plan, which includes the addition of a new activity or priority, a change in the nature of an activity, its location, or its target population such that different citizens will be impacted by it, or a change of more than fifty percent in the amount of funds allocated to an activity is considered a Substantial Amendment. Under the City's Citizen Participation Plan, which is required by HUD, a fifteen day public comment period is required for substantial amendments to the Annual Action Plan. Said fifteen day comment period was advertised for this Substantial Amendment.

In a letter from HUD dated July 17, 2013, the City was notified of a change in the amount of CDBG and HUD entitlement funds awarded for FY2013-14 in comparison to the prior year award. The City will receive \$904,120 in CDBG funds, an increase of \$150,791. Correspondingly, the City was awarded \$480,220 in HOME funds, an increase of \$4,223. This Substantial Amendment authorizes the allocation of \$22,619 in additional CDBG funds for Public Services Activities for Leading Into New Communities (LINC) Inc. to support the continued development of job training programs and social entrepreneur initiatives for ex-offenders. Additional funds of \$128,172 will be allocated for the Home Opportunities Program (HOP) to provide second mortgages for low-to-moderate income homebuyers. The increase in HOME funds of \$4,223 will be allocated to the HOP program for down payment assistance to eligible homebuyers.

THEREFORE, BE IT RESOLVED:

THAT, the City Council approves a Substantial Amendment to the Fiscal Year 2013-2014 Annual Action Plan for use of CDBG and HOME funds to appropriate \$22,619 in additional CDBG funds for LINC programs and \$128,172 for the City's HOP program. Further, an additional \$4,223 in HOME funds will be appropriated to HOP Down Payment Assistance

Adopted at a _____ meeting
on _____ 2013

Bill Saffo, Mayor

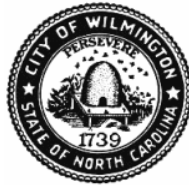
ATTEST:

APPROVED AS TO FORM:

Penelope Spicer-Sidbury, City Clerk

City Attorney

Ordinance



City Council
City of Wilmington
North Carolina

Introduced By: Sterling B. Cheatham, City Manager

Date: 11/19/2013

Ordinance Making Supplemental Appropriation in the amount of \$155,014 to the Community Development Block Grant Fund (CD1314) and HOME Fund (HM1314)

LEGISLATIVE INTENT/PURPOSE:

This ordinance is concurrent with the Resolution for adoption of amendments to the 2013-2014 Annual Action Plan for the Use of Community Development Block Grant (CDBG) and HOME Investment Partnership Funds.

In a letter from HUD dated July 17, 2013, the City was notified of a change in the amount of CDBG and HUD entitlement funds awarded for FY2013-14 as compared to the prior year award. The City will receive \$904,120 in CDBG funds, an increase of \$150,791. Correspondingly, the City was awarded \$480,220 in HOME funds, an increase of \$4,223.

THEREFORE, BE IT ORDAINED:

THAT, the following supplemental appropriation is hereby made to the CDBG and HOME fund for amendments to the CDBG and HOME Annual Action Plan for FY2013-14 and that the revenue is available for appropriation:

Community Development Block Grant Fund (Project: CD1314)

Appropriation

| | |
|--------------------|-----------|
| HOP | \$128,172 |
| 023-8207-469.34-26 | |
| LINC | \$ 22,619 |
| 023-8205-469.35-32 | |

Revenue

| | |
|--------------------|-----------|
| CDBG Entitlement | \$150,791 |
| 023-0000-332.01-15 | |

HOME Partnership Fund Entitlement (Project: HM1314)

Appropriation

HOP Down Payment Asst. \$ 4,223
025-8307-465.36-33

Revenue

HOME Entitlement \$ 4,223
025-0000-332.01-34

Adopted at a _____ meeting
on _____ 2013

Bill Saffo, Mayor

ATTEST:

APPROVED AS TO
AVAILABILITY OF FUNDS:

Penelope Spicer-Sidbury, City Clerk

Finance Director



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

| |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



9-22-14

Signature/Authorized Official

Date

Sterling B. Cheatham

Name

City Manager

Title

PO Box 1810

Address

Wilmington, NC 28401

City/State/Zip

910-341-7810

Telephone Number

This certification does not apply.
 This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

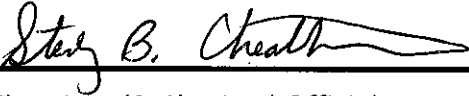
Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official

9-22-14

Date

Sterling B. Cheatham

Name

City Manager

Title

PO Box 1810

Address

Wilmington, NC 28401

City/State/Zip

910-341-7810


Telephone Number

| |
|---|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> This certification is applicable. |

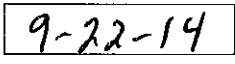
**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.



Signature/Authorized Official


Date

| |
|---|
| <input type="text" value="Sterling B. Cheatham"/> |
| Name |
| <input type="text" value="City Manager"/> |
| Title |
| <input type="text" value="PO Box 1810"/> |
| Address |
| <input type="text" value="Wilmington, NC 28401"/> |
| City/State/Zip |
| <input type="text" value="910-341-7810"/> |
| Telephone Number |

This certification does not apply.
 This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

| |
|--|
| <input checked="" type="checkbox"/> This certification does not apply. |
| <input type="checkbox"/> This certification is applicable. |

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.
 This certification is applicable.

ESG Certifications

I, _____, Chief Executive Officer of City of Wilmington certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

This certification does not apply.
 This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

| Place Name | Street | City | County | State | Zip |
|-------------------------|------------------|------------|--------|-------|-------|
| Administration Building | 305 Chestnut St. | Wilmington | NHC | NC | 28401 |
| Town Hall | 310 Chestnut St. | Wilmington | NHC | NC | 28401 |
| Administration Building | 320 Chestnut St. | Wilmington | NHC | NC | 28401 |
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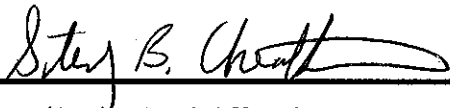
7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan



Signature/Authorized Official

9-22-14

Date

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