

# CITY OF WILMINGTON NORTH CAROLINA



## CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR CDBG AND HOME PROGRAMS

Year Ending June 30, 2015



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Sponsored by  
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Submitted to the Citizens of Wilmington  
And  
U.S. Department of Housing and Urban Development  
September 28, 2015

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT  
FOR  
CDBG AND HOME PROGRAMS

City of Wilmington  
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## Third Program Year CAPER

The Third 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, 2014 through June 30, 2015. This is the third 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) 2014-15, the City was awarded \$901,544 in CDBG entitlement funds and \$498,650 in HOME entitlement funds. In addition, \$300,000 in CDBG program income along with \$170,000 in HOME program income were received; and \$1,354,995 in unexpended prior year HOME funds were carried forward, along with \$586,848 CDBG funds. In FY2014-15, \$8 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 \$15.6 million dollars were leveraged from other sources to support activities, programs and projects eligible for CDBG and HOME funds.

During FY2014-15, 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 three scattered sites and rehabilitated/reconstructed and sold homes to low income homebuyers and made repairs/rehabilitation to 12 owner-occupied homes in partnership with WARM. Cape Fear Regional CDC completed acquisition and rehabilitation of a single-family home for sale to an eligible homebuyer and continued pre-development work to rehabilitate a historic property into two rental units. Moreover, ten loans were closed through the City's Homeownership Opportunities Program (HOP). One thousand, one and seventy-eight (1,078) 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 26 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 3,927 youth, 345 elderly, and 1,164 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. 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 PY2014-15 CAPER for comment was advertised on the internet and in the Wilmington Star News newspaper on September 4, 2015. 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 was presented to the City Council and for public hearing on September 15, 2015.

(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 Question’s 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 FY2014-2015 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, 2015.

Please note the program year and fiscal year are synonymous when used in this report and refer to the period from July 1, 2014 through June 30, 2015.



## HOUSING

*Goal: Promote Affordable Rental Housing*

### **Lockwood Village/ CASA**

**PY 14-15 Allocated: Contract: \$ 650,000 Expended: \$559,222**  
**\$650,000 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 of 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. As of year-end 2015 the project was nearing completion with occupancy anticipated for August 2015.



**Lockwood Village Under Construction 2015**

### **Shipyard Village/ Beacon Management**

**PY 14-15 Allocated: Contract: Expended:**  
**\$273,948 HOME**

City Council approved the Beacon Management Corporation requests for \$850,000 in City entitlement funds towards this \$12,157,378 multi-family rental project. The proposed project will construct 96 one, two, and three bedroom apartments at 2821 Carolina Beach Road. City funding is contingent upon the project receiving other finances and completing all requirements for permitting and development. The project meets the requirements for HOME funding – a market analysis shows demand, the project is consistent with City plans; the site and building design incorporate energy efficiency, green and recreation space, quality design and construction materials; and the project is located near amenities. The developer has demonstrated experience and capacity to successfully complete the project. The project will provide affordable rental housing opportunities for working families and individuals. Rents are estimated to range from \$272 to \$730, excluding utilities, for units from 834 to 1368 square feet. This project will serve households earning 30 to 60 percent of area median income. The operating budget allows for

repayment of a portion of City funds over 20 years. The developer, Beacon Management, was unsuccessful in application for Low Income Housing Tax Credits, and informed the City of its intention to apply for LIHTC in the next round. CDAH staff recommended the project for funding in the FY2015-16 Annual Action Plan.

**Willow Pond/ Wilmington Housing Finance Development**

<b>PY 14-15 Allocated:</b>	<b>Contract:</b>	<b>Expended:</b>
<b>\$327,837 HOME</b>		
<b>\$337,837 reprogrammed</b>		

City Council approved the Wilmington Housing Finance and Development (WHFD) request for \$665,674 as a portion of financing for a \$2,348,420 substantial rehabilitation of the 40 unit Willow Pond Apartments, located at 3508 Frog Pond Place. Originally built in 1994, the complex consists of two and three bedroom apartments in six, two story buildings. The units range from 850 to 1000 square feet and currently rent for \$480 to \$525, excluding utilities, for 34 restricted units. Six units rent at market rate \$600 to \$650, excluding utilities. After the rehabilitation WHFD anticipates a \$25 per month increase in rent. The project has demonstrated market demand and the increased rents are competitive with comparable affordable and market rate developments. The project will remain affordable and is subject to a 20 year affordability period. The rehabilitation will upgrade plumbing, HVAC, windows, doors, roof, and upgrades to interior and exterior finishes. The project specifications include quality materials and will improve energy efficiency. The construction will relocate current residents within the complex, rehabilitating one building at a time. The developer and management organization has recognized experience and capacity to successfully complete the project. The operating budget does not provide for repayment of City HOME funds; however, net cash-flow projections may permit limited repayment of a portion of City funds. In FY2015-16 a funding agreement for \$665,674 HOME funds was executed and funds have been committed to this project.

**Dawson Street Lofts/ Wilmington Housing Authority**

<b>PY 14-15 Allocated:</b>	<b>Contract: Project</b>	<b>Expended:</b>
<b>\$100,000 CDBG</b>	<b>Withdrawn</b>	

City Council approved the Wilmington Housing Authority/Housing Economic Opportunities request for \$500,000 towards a \$4,423,214 multi-family rental project to be constructed 909 Virgie Rhodes Lane (formerly 830 Dawson Street). WHA chose not to utilize the RAD (Rental Assistance Demonstration) Program from HUD (Department of Housing and Urban Development) in the development of Dawson Street Lofts and as a result withdrew their application for CDBG funding.

**Community Land Trust Administration & Housing Delivery**

<b>PY 14-15 Allocated:</b>	<b>Contract:</b>	<b>Expended:</b>
<b>\$21,767 General Fund</b>	<b>\$21,767 General Fund</b>	<b>\$21,767 General Fund</b>

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 \$21,767 were provided for administration and general operations in FY2014-15. 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. 6<sup>th</sup> Street property. As of the end of FY14-15, the property continues to be rented; and one additional rental property has been acquired 1209 S 8<sup>th</sup> Street.

Since the Land Trust’s inception the City has provided \$282,620 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 14-15 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 \$3,019,446. This exceeds the cumulative requirement of \$1,526,552 as of 2013-14.

**CHDO-AMEZ Housing Community Development Corporation**

**PY 14-15 Available:**

**Expended:**

**\$251,097 CHDO Proceeds**

**\$129,077 HOME carry-over**

AMEZ HOUSING CDC has ownership of properties at 701 McRae St., 910 S. 5<sup>th</sup> 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.

**CHDO-Cape Fear Regional CDC**

**PY 14-15 Available:**

**Expended:**

**\$ 55,192 CHDO Proceeds**

**\$161,421 HOME**

**\$293,159 HOME carry-over**

**\$ 7,044 Proceeds**

In FY2014-15, \$293,150 in prior year HOME CHDO set-aside funds was allocated for development of affordable rental and/or homeownership projects. Additionally, there was \$55,062 in proceeds available for the acquisition and redevelopment of vacant foreclosed properties within the city of Wilmington. In FY2014-15, CFRCDC acquired and rehabilitated a property on 524 S. 19<sup>th</sup> Street, as of the writing of this report this property is being marketed for sale to eligible low-to-moderate income homebuyer. Additionally, CFRCDC is the recipient of a foreclosed city-owned property on 5<sup>th</sup> Street, and is in the completing project specifications and budget to begin rehabilitation in FY2015-16.

*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**

<b>PY 14-15 Allocated:</b> <b>\$147,380 HOME carryover</b>	<b>Expended:</b> <b>\$60,464.50 HOME</b>
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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 \$147,380, 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 three 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.**

<b>PY14-15 Available:</b> <b>\$624,196 GF/RL/Other</b> <b>\$ 359,445 CDBG/PI</b> <b>\$131,940 CDBG carryover</b>	<b>Expended:</b> <b>\$ 339,142 GF/RL/Other</b> <b>\$161,958 CDBG RL</b>
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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 FY2014-15, CD Housing staff processed and closed six loans with CDBG funds and four 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, five down payment assistance loans were made to homebuyers in the Cape Fear Habitat for Humanity program using HOME funds. The average HOP loan amount was \$52,288. 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. Revised HOP Underwriting Guidelines were adopted by City Council (10/21/14) these changes meet new federal mortgage guidelines and make underwriting criteria more rigorous to reduce risk of default. Additionally, the HOP Loan Review Committee has been refined and named the HOP Review Committee with members consisting of partner bank representatives and representatives from the City Council Appointed Loan Review Committee.

(GF/RL/Other = general fund, revolving loan fund, other funds; PI = Program Income)

Goal: Preserve Affordable Housing Stock

**Cape Fear Habitat for Humanity in partnership with WARM**

Neighborhood Revitalization Initiative (NRI)

<b>PY 14-15 Allocated:</b>	<b>Contract:</b>	<b>Expended:</b>
<b>\$231,000 CDBG carryover</b>	<b>\$231,000 CDBG</b>	<b>\$52,571</b>

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, 2015, twelve households have received repairs through the partnership. Habitat and WARM continue to process applications for the NRI project for completion in FY2015-16.

**Housing Rehabilitation Loans**

<b>PY14-15 Available:</b>	<b>Expended:</b>
<b>\$201,935.36 GF/RL/Other</b>	
<b>\$100,000 General Fund</b>	

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 FY2014-15 the Housing Rehabilitation Loan Program was suspended and the guidelines were revised in order to improve efficiency and objectivity. Further, the underwriting guidelines for the Owner-Occupied Housing Rehabilitation Loan Program were revised to better address borrower credit worthiness and repayment. City Council adopted revised Underwriting Guidelines for the program on January 15, 2015. A postcard announcing the program was mailed to owner-occupied households, approximately 5,000, in census tracts with majority low-to-moderate income households. Forty applications were received and six were determined eligible. As of the writing of this CAPER six loans are being prepared for closing. *GF/RL/Other = general fund, revolving loan fund, other funds*)

**Limited Assistance Grants/Emergency Repair Grants**

<b>PY14-15 Available:</b>	<b>Expended:</b>
<b>\$7,076 CDBG carry-over</b>	

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 FY2014-15, no grants were made with Limited Assisted Grant funds.

## Demolition and Voluntary Relocation

**PY14-15 Available:**

**\$37,866 CDBG carry-over**

**\$ 3,761 HOME**

**Expended:**

**\$2,242 CDBG**

Grants for demolition (\$12,253) of blighted properties in conjunction with the City's housing rehabilitation program. Voluntary relocation grant funds for (\$8,943) home owners when needed during the rehabilitation. In addition, CDBG funds were carried forward for voluntary demolition and/or clearance of minimum code cases (\$20,431).

## 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 14-15 Allocated:**

**\$42,265 CDBG carry-over**

**Contract:**

**\$ 42,265 CDBG**

**Expended:**

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.

## NorthSide Site Revitalization

**PY 14-15 Allocated:**

**\$95,086-CDBG carry-over**

**Expended: \$60,686.30 CDBG**

**Project completed**

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

**DREAMS Community Arts Center**

**PY 14-15 Allocated:                      Contract: \$150,000 CDBG    Expended:  
\$150,000-CDBG**

Final phase of the rehabilitation/adaptive reuse of the former City garage into the DREAMS Community Arts Center. CDBG funds (\$150,000) will be use to leverage other private and public funds to complete the final section of the building into a 4,500 square foot multi-purpose community gathering and performance space. The space will allow for hosting community events, DREAMS student performance showcases, and provide space for other nonprofits to host meetings and events in the NorthSide Community.

**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 FY2014-15, \$178,390 in CDBG funds were allocated to public services as follows:

**Good Shepherd, Wilmington Interfaith Housing Network**

**PY 14-15 Allocated:                      Contract:                                      Expended:  
\$114,107 CDBG                              \$114,107 CDBG                              \$114,107 CDBG**

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 FY2014-15, Good Shepherd and Wilmington Interfaith Housing Network (WIHN) served 550 individuals.

**First Fruit**

**PY 14-15 Allocated:                      Contract:                                      Expended:  
\$21,535 CDBG                                      \$21,535 CDBG                                      \$21,535 CDBG**

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 FY2014-15, First Fruit served 25 female headed households.

**Domestic Violence Shelter and Services, Inc.**

<b>PY 14-15 Allocated:</b>	<b>Contract:</b>	<b>Expended:</b>
<b>\$32,151 CDBG</b>	<b>\$32,151 CDBG</b>	<b>\$32,151 CDBG</b>

CDBG funds were used to assist with the provision of shelter and services to approximately 100 victims of domestic violence. In FY2014-15, the Shelter served 282 victims of domestic violence who would have otherwise been homeless or in harm's way.

**Leading Into New Communities**

<b>PY 14-15 Allocated:</b>	<b>Contract:</b>	<b>Expended:</b>
<b>\$10,597 CDBG</b>	<b>\$47,569 CDBG/Gen Fund</b>	<b>\$47,158 CDBG/Gen Fund</b>
<b>\$36,972 General Fund</b>		

The City supports LINC's work with ex-offenders with CDBG funding to assist 40 ex-offenders to find employment and housing. In FY2014-15, LINC served 81 formerly incarcerated individuals. In FY14-15 the City successfully applied for a US DOJ Second Chance Act Re-entry grant for \$600,000. Coastal Horizons and LINC are sub-recipients of this grant which supports LINC's residential program services and treatment services provided through Coastal Horizons.

**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**

<b>PY 14-15 Available:</b>	<b>Expended:</b>
<b>\$ 66,865 HOME</b>	<b>\$ 66,865 HOME</b>
<b>\$210,709 CDBG</b>	<b>\$210,709 CDBG</b>
<b>\$275,753 GF/RL/Other</b>	<b>\$181,376 GF/RL/Other</b>

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

**Housing Service Delivery**

<b>PY 14-15 Available:</b>	<b>Expended:</b>
<b>\$205,000 CDBG</b>	<b>\$160,356.39 CDBG</b>

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



**Property Disposition**

**PY 14-15 Available:**

**\$23,638.40 CDBG carry-over**

**Expended:**

**\$50.00CDBG**

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.

During FY14-15, CDD staff members have continued to enhance their skills and credentials through training. The community development analyst/ 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. The community development analyst/compliance attended various workshops and webinars on Davis Bacon, Section 3 and other regulatory requirements to ensure maintain necessary monitoring processes and records.

An explained in previous sections over the past year FY2014-15, the City’s in-house loan programs for owner-occupied rehabilitation and homebuyer have been revised to meet changes in mortgage regulations and to reduce loan defaults. Considering the low number of owner-occupied rehabilitation loan applications that were determined to be eligible it appears that the more rigorous underwriting criteria are not aligned with the financial realities of low-to-moderate income households. Changes may be needed to serve the needs of owner-occupied households seeking assistance to make repairs and rehabilitate their houses.

The elimination of the state low income tax credit and the reduction of state funding for the NC Housing Trust Fund, along with changes to the NC Housing Finance Agency criteria for funding multi-family and other housing production will reduce production of affordable housing in Wilmington and other communities across the state.

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 (AI). The City of Wilmington is a member of the Regional Plan for Sustainable Development, FOCUS Consortium. Currently, the City has been selected to participate in a pilot for the preparation of an Analysis of Fair Housing (AFH) under the new final rule. As such, the city will have access to technical assistance from HUD in the preparation of the AFH. Below are descriptions of the actions taken to address impediments as identified in the FY2009-10 completed AI.

## **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.

**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 PY2014-15, 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 –65 units in progress

- Lockwood by CASA 60 unit family rental w/ LIHTC under construction;
- AMEZ in process of developing scattered site rental at three 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 N. 6<sup>th</sup> Street;
- AMEZ rented two units (1314 Church St and 701 McRae St.)

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

<b>Rental Housing</b>	<b>Hispanic Ethnicity</b>	<b>White or European</b>	<b>Black or African American</b>	<b>American Indian or Native</b>	<b>Black and White</b>	<b>White and Other</b>	<b>Refused</b>	<b>Total</b>
AMEZ CHDO	0	4	2	0	0	0	0	<b>6</b>
ARC of NC	0	14	14	2	0	0	0	<b>30</b>
Cape Fear Housing Land Trust	0	0	1	0	0	0	0	<b>1</b>
HEO - Robert E. Taylor Senior Homes	2	12	78	0	0	0	1	<b>91</b>
HEO - The Pointe at Taylor Estates	0	3	44	0	0	0	1	<b>48</b>
Lake Ridge Commons	0	47	29	0	0	0	1	<b>77</b>
New Brooklyn Homes	0	1	49	0	1	0	0	<b>51</b>
RHA -Greenville Trace Apartments	0	0	3	0	0	0	1	<b>4</b>
WHFD-Hopewood	1	15	2	0	0	0	0	<b>17</b>
WIHN - Willow Pond	2	4	11	0	0	1	0	<b>16</b>

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

<b>Rental Housing</b>	<b>Household income 0-30%</b>	<b>Household income 31-50%</b>	<b>Household income 51-80%</b>	<b>Household income &gt;80%</b>
AMEZ CHDO Total	1	0	0	0
ARC of NC Total	30	0	0	0
Cape Fear Housing Land Trust Total	0	0	0	1
HEO - Robert E. Taylor Senior Homes Total	59	21	11	0
HEO - The Pointe at Taylor Estates Total	28	9	11	0
Lake Ridge Commons Total	36	33	7	0
New Brooklyn Homes Total	51	0	0	0
RHA -Greenville Trace Apartments Total	7	1	0	0
WHFD-Hopewood Total	17	0	0	0
WIHN - Willow Pond Total	15	1	0	0

FH Table 1c. The tables below provides Age, Disability, Homeless, & FHH characteristics for Beneficiaries of Affordable Rental Housing projects currently occupied and monitored under the affordability period.

<b>Rental Housing</b>	<b>Homeless</b>	<b>Disabled</b>	<b>Under 18</b>	<b>Over 62</b>	<b>Female Head of Household</b>
AMEZ CHDO	5	0	0	0	1
ARC of NC	30	30	0	2	16
Cape Fear Housing Land Trust	0	0	0	0	2
HEO - Robert E. Taylor Senior Homes	0	23	0	72	67
HEO - The Pointe at Taylor Estates	0	21	26	1	40
Lake Ridge Commons	0	37	0	56	61
New Brooklyn Homes	0	1	79	0	47
RHA -Greenville Trace Apartments	0	4	1	0	3
WHFD-Hopewood	17	17	0	0	8
WIHN - Willow Pond	111	0	6	0	91

FH Table 1d. The tables below provides Elderly, Disabled, FHH Income Characteristics for Beneficiaries of Affordable Rental Housing projects currently occupied and monitored under the affordability period.

<b>Rental Housing</b>	Elderly 62+ income 0-30%	Elderly 62+ income 31-50%	Elderly 62+ income 51-80%	Disabled income 0-30%	Disabled income 31-50%	Disabled income 51-80%	Disabled income >80%	Female HoH income 0-30%	Female HoH income 31-50%	Female HoH income 51-80%	Female HoH income >80%
AMEZ CHDO	0	0	0	0	0	0	0	1	0	0	0
ARC of NC	2	0	0	30	0	0	0	16	0	0	0
Cape Fear Housing Land Trust	0	0	0	0	0	0	0	0	0	0	1
HEO - Robert E. Taylor Senior Homes	61	21	11	3	0	1	0	1	1	2	0
HEO - The Pointe at Taylor Estates	0	0	0	16	4	1	0	28	9	11	0
Lake Ridge Commons	24	28	7	16	18	3	0	34	33	0	0
New Brooklyn Homes	0	0	0	2	0	0	0	2	0	0	0
RHA -Greenville Trace Apartments	0	0	0	4	0	0	0	3	0	0	0
WHFD-Hopewood	0	0	0	17	0	0	0	8	0	0	0
WIHN - Willow Pond	0	0	0	0	0	0	0	15	1	0	0

HoH – Head of Household

Homeownership Opportunities 3 units sold; 6 units in progress

- Habitat for Humanity completed three-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, Ethnicity, Disabled, HH, & Income Characteristics for Beneficiaries of Affordable Housing units sold.

Cape Fear Habitat for Humanity

Address	# in HH	% AMI	INCOME LEVEL	Ethnicity	Sex	Race	Elder	Disable	FHH	FTHB
615 N. 11th Street	4		VERY LOW	N	F	B	N	N	Y	Y
613 N. 11th Street	3	74	LOW	N	F	B	N	N	Y	Y
1309 Corbett Street	6	70	LOW	Y	M	W	N	N	N	

FHH- Female Head of Household  
FTHB – First Time Homebuyer

Affordable Homeownership- 10 loans; Preserve Affordable Housing Stock 6 rehab loans in process

- Homeownership Opportunities Program (HOP) provided eight second mortgage loans in partnership with partner banks to low and moderate income households using CDBG (6 loans) and General Revolving Loan funds (4 loans);
- Six owner-occupied housing rehabilitation loans in process as of year-end

FH Table 3a. The table below provides Race, Ethnicity, Disabled, HH, Income Characteristics for Beneficiaries of Affordable Housing loans and grants closed and monitored.

**HOP Loans**

Address	# in HH	% AMI	INCOME LEVEL	Ethnicity	Sex	Race	Elder	Disable	FHH	FTHB
1505 Cadfel Court	1	77	LOW	N	M	W	Y	N	N	N
646 Long Leaf Acres Dr.	5	48	VERY LOW	N	M	W	N	N	N	N
1418 Corbett Street	3	65	LOW	N	F	B	N	N	Y	N
202 N. Hampton	4	75	LOW	N	M	W	N	N	N	Y
314 Barclay Hills Drive	1	76	LOW	N	M	W	N	Y	N	Y
117 S. 14th Street	6	36	EXTREMELY LOW	Y	M	H	N	N	N	Y
904 Page Avenue	2	97	MODERATE	N	M	W	Y	N	N	N
300 Sunnyvale Drive	1	119	MODERATE	N	M	W	N	N	N	Y
1513 Stanley Street	1	90	MODERATE	N	F	B	N	N	Y	Y
2324 Jefferson St.	3	70	LOW	N	F	B	N	N	Y	Y

FHH- Female Head of Household  
FTHB – First Time Homebuyer



FH Table 3b. The table below provides Race, Ethnicity, Disabled, HH, Income Characteristics for Beneficiaries of Affordable Housing loans and grants closed and monitored.

**Down payment Assistance Habitat for Humanity**

Address	# in HH	% AMI	INCOME LEVEL	Ethnicity	Sex	Race	Elder	Disabled	FHH	FTHB
122 S. 16th Street	3	44	VERY LOW	N	F	B	N	N	Y	Y
508 Clay Street	4	47	VERY LOW	N	F	B	N	N	Y	Y
510 Maides Avenue	5	43	VERY LOW	N	F	B	N	N	Y	Y
615 N. 11th Street	4		VERY LOW	N	F	B	N	N	Y	Y
1203 S. 3rd Street	6	43	VERY LOW	N	M	W	N	N	N	

**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 April 24, 2015, 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 and also included a discussion on Inclusionary Zoning with representatives from Chapel Hill, NC Housing Land Trust and a Developer.

**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 2014-15, seven classes were conducted for 88 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 FY2014-15, CD Housing staff processed and closed 10 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 \$52,288.

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

## PUBLIC FACILITIES

- Domestic Violence Shelter rehabilitation of kitchen in process, 282 women and children housed at the shelter in FY14-15; and
- 10<sup>th</sup> & 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 4a. The tables below provides Race & Income Characteristics for Beneficiaries of Public Facilities Project funded with CDBG funds in FY2014-15.

Public Facility	Homeless	Disabled	Under 18	Over 62	Female Head of Household	Elderly 62+ income 0-30%	Disabled income 0-30%	Female HoH income 0-30%	Female HoH income 31-50%	Female HoH income 51-80%
DREAMS	0	20	440	8	0	10	8	282	0	0

Public Facility	Hispanic Ethnicity	White or European	Black or African American	American Indian or Native American	Black and White	White and Other	Unknown	Refused	Other	Demographic Total
DREAMS	52	74	302	2			5	3	1	<b>418</b>

HoH- Head of Household

## PUBLIC SERVICES

- Good Shepherd/Wilmington Interfaith Housing Network served 550 homeless individuals providing supportive services and shelter;
- Leading Into New Communities (LINC) assisted 81 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 282 households with victims, including children and other household members, of domestic violence; and
- First Fruit Ministries provided shelter and supportive services to 25 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 5a. The tables below provides Race & Income Characteristics for Beneficiaries of Public Services funded with CDBG funds in FY2014-15.

<b>Public Services w/CDBG</b>	Hispanic Ethnicity	White or European	Black or African American	American Indian or Native American	Alaskan Native	Asian American	Black and White	Black and White and Other	Other Multi/Bi Racial	Unknown	<b>Total</b>
Domestic Violence Shelter & Services	14	158	108	1	0	1	1	0	7	6	<b>282</b>
First Fruit Ministries	0	20	5	0	0	0	0	0	0	0	<b>25</b>
Good Shepherd	4	289	160	19	6	6	0	5	4	0	<b>489</b>
WHIN	4	17	37	5	0	0	0	0	2	0	<b>61</b>
LINC	2	42	36	3	0	0	0	0	0	0	<b>81</b>

FH Table 5b. The tables below provides Race & Income Characteristics for Beneficiaries of Public Services funded with CDBG funds in FY2014-15.

<b>Public Services w/CDBG</b>	Homeless	Disabled	Under 18	Over 62	Female Head of Household	Elderly 62+ income 0-30%	Disabled income 0-30%	Female HoH income 0-30%
Domestic Violence Shelter & Services	412	29	173	2	255	2	23	196
First Fruit Ministries	25	25	0	2	25	2	25	25
Good Shepherd	470	77	26	15	12	15	77	12
WHIN	17	17			8		17	8
LINC	65	2	0	0	15	0	2	24

HoH- Head of Household

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 \$513,894 including supplemental appropriations to support the work of 26 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 FY2014-15, a total of \$825,986 in CDBG funds and program income was expended on eligible CDBG activities. Likewise, \$912,099 in HOME funds was expended on eligible housing activities and projects. These funds leveraged an additional \$15,694,894 in general funds, loan funds, private foundations and other sources for community development initiatives. The Wilmington leveraging ratio for CDBG is 1:11.62 and for HOME 1:6.64. This means that for every \$1 in CDBG funds expended on an activity \$11.62 in other funds were expended, and for every \$1 in HOME funds expended \$ 6.64 in other funds were expended. The leveraging ratio for CDBG and HOME totaled is 1: 9.00.

Table 1 Leverage Funds

<b>Leveraged Funds 2014.15</b>			
<b>Activity</b>	<b>CDBG</b>	<b>HOME</b>	<b>Total</b>
Housing	\$ 504,167.00	\$ 5,970,391.00	\$ 6,474,558.00
Economic Development	\$ -		\$ -
Public Services	\$ 8,914,976.00		\$ 8,914,976.00
Public Facilities	\$ 116,190.00		\$ 116,190.00
Administration	\$ 81,199.00	\$ 107,971.00	\$ 189,170.00
<b>Total</b>	<b>\$ 9,616,532.00</b>	<b>\$ 6,078,362.00</b>	<b>\$15,694,894.00</b>

**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 PY2014-15 CAPER for comment was advertised on the internet and in the Wilmington Star News newspaper on September 4, 2015. 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 was held on September 15, 2015.

#### **Comments Received:**

Dawson Street Lofts/ Wilmington Housing Authority

PY 14-15 Allocated:

\$100,000 CDBG

Contract: Project

Withdrawn

City Council approved the Wilmington Housing Authority/Housing Economic Opportunities request for \$500,000 towards a \$4,423,214 multi-family rental project to be constructed 909 Virgie Rhodes Lane (formerly 830 Dawson Street). However, the WHA was unable to secure other financing for the project and as a result withdrew the project for funding.

Regarding this above section in the CAPER, the Wilmington Housing Authority believes the last sentence is incorrect. "WHA chose not to utilize the RAD (Rental Assistance Demonstration) Program from HUD (Department of Housing and Urban Development) in the development of Dawson Street Lofts and as a result withdrew their application for CDBG funding."

Paul E. D'Angelo, MPA  
Planning Manager

Wilmington Housing Authority

**Response:**

Suggested text used in the final draft.

**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 successfully apply for a Regional Plan for Sustainable Development grant through HUD. This initiative, branded as FOCUS, resulted in the development of a regional plan that addresses HUD's six livability principles. An outcome of the planning process and the adopted plan is a framework for participating jurisdictions 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 PY2014-15, along with an evaluation of progress made in meeting these needs through the funded activities.

#### Affordable Rental Housing 181: 105 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 80 units Shipyard Village. CASA's Lockwood Village project is currently under construction, and Shipyard Village is under review for LIHTC to be announced in August 2015. In addition, funds are committed for the rehabilitation 40 units of existing LIHTC multi-family. AMEZ owns three vacant lots which may be developed for affordable rental. This FY14-15, CFRCDC is planning for the renovation of a historic home into a duplex on 5<sup>th</sup> Street. More affordable rental projects are needed.

#### Homeownership Opportunities - 3 units sold, 1 unit on market

Funds were provided to Cape Fear Habitat for Humanity to acquire three 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. CFRCDC has one unit on the market for sale to eligible low-to-moderate income homebuyers.

#### Homeownership Opportunities - 10 loans; 88 workshop attendees

The City's Homeownership Opportunities Program provided 10 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- 6 loans in progress

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 FY14-15, over 40 households applied for housing rehabilitation loans.

### Sustain Emergency Shelter Programs and Services to Transition Homeless Population to Permanent Housing - 1,078 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, 1,078 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 –151 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, 2015, these organizations have successfully facilitated housing of 151 individuals in permanent housing. (Data from Good Shepherd, WIHN)

## **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.

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.

## 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.

### 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 2015 Annual Report the public housing communities consists of approximately 1,100 units serving 2,300 residents. The Housing Choice Voucher program administers approximately 2,000 vouchers with over 600 people on the waiting list.

Affordable rental housing for lower income households is addressed through several housing objectives. Thirty individuals with disabilities are housed by The Arc of North Carolina 16 unit 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 three units of housing for homeownership to be built or rehabilitated/reconstructed by CHDO’s, and Cape Fear Habitat for Humanity. Additionally, twelve owner-occupied households received loans and grants through Habitat for Humanity/WARM partnership. Finally, 10 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 2014-15

Funding Source/Program	Address	# in HH	% of AMI	Hispanic	Sex	Race	Elder	Disable	FHH	FTHB
CDBG/HOP	1505 Cadfel Court	1	77	N	M	W	Y	N	N	N
CDBG/HOP	646 Long Leaf Acres Dr.	5	48	N	M	W	N	N	N	N
CDBG/HOP	1418 Corbett Street	3	65	N	F	B	N	N	Y	N
CDBG/HOP	202 N. Hampton	4	75	N	M	W	N	N	Y	Y
CDBG/HOP	314 Barclay Hills Drive	1	76	N	M	W	N	Y	N	Y
CDBG/HOP	117 S. 14th Street	6	36	Y	M	H	N	N	Y	Y
GenFund/HOP	904 Page Avenue	2	97	N	M	W	Y	N	N	N
GenFund/HOP	300 Sunnyvale Drive	1	119	N	M	W	N	N	N	Y
GenFund/HOP	1513 Stanley Street	1	90	N	F	B	N	N	Y	Y
GenFund/HOP	2324 Jefferson St.	3	70	N	F	B	N	N	Y	Y
HOME/DPA	122 S. 16th Street	3	44	N	F	B	N	N	Y	Y
HOME/DPA	508 Clay Street	4	47	N	F	B	N	N	Y	Y
HOME/DPA	510 Maides Avenue	5	43	N	F	B	N	N	Y	Y
HOME/DPA	615 N. 11th Street	4	0	N	F	B	N	N	Y	Y
HOME/DPA	1203 S. 3rd Street	6	43	N	M	W	N	N	N	N
HOME/Habitat Homebuyer	615 N. 11th Street	4	0	N	F	B	N	N	Y	Y
HOME/Habitat Homebuyer	613 N. 11th Street	3	0	N	F	B	N	N	Y	Y
HOME/Habitat Homebuyer	1309 Corbett Street	6	70	Y	M	W	N	N	N	
CDBG/Habitat Repairs	426 N. 4th Street	1	32	N	F	B	Y	N	Y	
CDBG/Habitat Repairs	105 Mercer Avenue	3	75	N	F	W	Y	N	Y	
CDBG/WARM Repairs	411 S. 7th Street	1	36	N	F	B	Y	N	Y	
CDBG/WARM Repairs	417 S. 14th Street	1	36	N	F	B	Y	N	Y	
CDBG/WARM Repairs	215 Gores Avenue	1	39	N	F	B	Y	N	Y	
CDBG/WARM Repairs	512 Walnut Street	2	38	N	F	B	Y	N	Y	
CDBG/WARM Repairs	708 S. 13th Street	1	25	N	F	B	Y	N	Y	

CDBG/WARM Repairs	2422 Princess Street	1	37	N	M	B	Y	N	N	
CDBG/WARM Repairs	1006 S. 7th Street	1	22	N	F	B	Y	N	Y	
CDBG/WARM Repairs	1812 Nun Street	2	33	N	M	B	Y	N	N	
CDBG/WARM Repairs	1117 S. 5th Avenue	1	36	N	F	B	Y	Y	Y	
CDBG/WARM Repairs	717 S. 6th Street	1	21	N	F	B	Y	N	Y	

HOP- Homeownership Opportunity Program  
DPA- Down Payment Assistance  
HH- Household  
AMI- Area Median Income  
Habitat- Cape Fear Habitat for Humanity  
WARM – Wilmington Area Rebuilding Ministry

TABLE 2b Income of Individuals/Households Served in Rental Housing Programs Funded by HOME and CDBG FY2014–15

	Individuals								
	Household income 0-30%	Household income 31-50%	Household income 51-80%	Household income >80%	Homeless	Disabled	Under 18	Over 62	Female Head of Household
<b>Rental Housing</b>									
AMEZ CHDO Total	1	0	0	0	5	0	0	0	1
ARC of NC Total	30	0	0	0	30	30	0	2	16
Cape Fear Housing Land Trust Total	0	0	0	1	0	0	0	0	1
HEO - Robert E. Taylor Senior Homes Total	59	21	11	0	0	23	0	72	67
HEO - The Pointe at Taylor Estates Total	28	9	11	0	0	21	26	1	40
Lake Ridge Commons Total	36	33	7	0	0	37	0	56	61
New Brooklyn Homes Total	51	0	0	0	0	1	79	0	47
RHA -Greenville Trace Apartments Total	7	1	0	0	0	4	1	0	3
WHFD-Hopewood Total	17	0	0	0	17	17	0	0	8
WIHN - Willow Pond Total	15	1	0	0	111	0	6	0	91

Homeless presumed Extreme/Very Low 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 AML.	Construct- 200 rental units; Rehab 47 rental units	FY13	75 LakeRidge; 1 CFCLT
Suitable Living Environment				FY14	1 AMEZ; 3 in progress
Create Economic Opportunity				FY15	60 Units Lockwood; CFRCDC 2 in process
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	FY16	
Availability/Accessibility	X	Shipyards Village 96 unit multifamily; Dawson St. Lofts 40 unit multifamily; Willow Pond 40 unit multifamily rehab; 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				
<b>HUD Objective</b>		<b>Objective:</b>	<b>Key One-Year Targets</b>	<b>Actuals</b>	
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	10 HOP; 5 DPA
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	FY16	
Availability/Accessibility	X	Continue HOP partnership with local banks;	CDBG; HOME; Revolving Loan Fund: General Fund	FY17	
Affordability	X				
Sustainability					
<b>HUD Objective</b>		<b>Objective:</b>	<b>Key One-Year Targets</b>	<b>Actuals</b>	
Decent Housing	X	Increase opportunities for low income persons to become homeowners, focusing on very low-income and low income households	5 new construction/rehab units	FY13	8 Gid Pt; 1 CFHFH;
Suitable Living Environment				FY14	6 CFHFH
Create Economic Opportunity				FY15	1 CFRCDC; 3 CFHFH
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	FY16	
Availability/Accessibility	X	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				
<b>HUD Objective</b>		<b>Objective:</b>	<b>Key One-Year Targets</b>	<b>Actuals</b>	
Decent Housing	X	Preserve and improve existing affordable owner housing for low-income owners, focusing on elderly, disabled and other special needs populations	15 critical repairs; 5 major rehabs	FY13	5 COW Rehab; 3 LAG
Suitable Living Environment				FY14	3 COW Rehab;
Create Economic Opportunity				FY15	12 Repairs CFHFH/WARM
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	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 major rehabilitations to owner-occupied homes	CDBG; HOME; Private Funds; Volunteer Labor	FY17	
Affordability	X				
Sustainability	X				



Affordable Housing Objectives and Strategies					
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	893 units service
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	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					
<b>HUD Objective</b>		<b>Objective:</b>	<b>Key One-Year Targets</b>	<b>Actuals</b>	
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	1,078 units service; 151 to PH
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	FY16	
Availability/Accessibility	X	Good Shepherd/WIHN; Domestic Violence Shelter & Services; Coastal Horizon Youth Shelter; United Way 10 Year Plan; First Fruit; LINC; AMEZ/Mercy House	CDBG; HOME; CoC; ESFP; Private Funds; General Funds; US DOJ	FY17	
Affordability					
Sustainability					
<b>HUD Objective</b>		<b>Objective:</b>	<b>Key One-Year Targets</b>	<b>Actuals</b>	
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	0
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	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				
<b>HUD Objective</b>		<b>Objective:</b>	<b>Key One-Year Targets</b>	<b>Actuals</b>	
Decent Housing		Increase opportunities for successful homeownership and or prevent homelessness through housing counseling, financial literacy, and financial counseling for renters	175 households receive counseling/education program service	FY13	314 CFRCDC; 100 HOP
Suitable Living Environment				FY14	114 HOP
Create Economic Opportunity				FY15	88 HOP
<b>HUD Outcome</b>		<b>Strategies:</b>	<b>Resources to be used:</b>	FY16	
Availability/Accessibility		City of Wilmington Homebuyer Education & Counseling;	HOP fees; General Funds;	FY17	
Affordability					
Sustainability					

**TABLE 4– HOP ACCOMPLISHMENTS 2014-15**

Address	General Fund	CDBG	Other Funds	Total	Date Loan Closed
904 Page Avenue	\$ 47,100		\$ 109,900	\$ 157,000	4/22/2015
300 Sunnyvale Drive	\$ 55,500		\$ 129,500	\$ 185,000	4/30/2015
1513 Stanley Street	\$ 29,700		\$ 69,300	\$ 99,000	6/4/2015
2324 Jefferson St. *	\$ 47,200		\$ 70,800	\$ 118,000	7/16/2015
1505 Cadfel Court		\$ 39,600	\$ 59,400	\$ 99,000	1/26/2015
646 Long Leaf Acres Dr.		\$ 58,000	\$ 87,000	\$ 145,000	5/5/2015
1418 Corbett Street		\$ 65,400	\$ 98,100	\$ 163,500	5/12/2015
202 N. Hampton		\$ 74,000	\$ 111,000	\$ 185,000	5/29/2015
314 Barclay Hills Drive		\$ 49,000	\$ 73,500	\$ 122,500	6/17/2015
117 S. 14th Street*		\$ 35,600	\$ 53,400	\$ 89,000	7/15/2015
<b>Total</b>	<b>\$ 179,500</b>	<b>\$ 321,600</b>	<b>\$ 861,900</b>	<b>\$ 1,363,000</b>	

\* Funded in FY14.15, closed in FY15.16

**TABLE 4A– DOWNPAYMENT ASSISTANCE 2014-15**

Address	HOME	Other Funds	Total	Date Loan Closed	Date Construction Completed
122 S. 16th Street	\$ 25,000	\$ 77,000	\$ 102,000	7/15/2014	7/11/2014
508 Clay Street	\$ 12,900	\$ 98,100	\$ 111,000	9/22/2014	9/22/2014
510 Maides Avenue	\$ 17,000	\$ 112,000	\$ 129,000	12/4/2014	12/4/2014
615 N. 11th Street	\$ 25,000	\$ 95,190	\$ 120,190	3/30/2015	3/30/2015
1203 S. 3rd Street	\$ 8,165	\$ 102,845	\$ 111,010	6/22/2015	
<b>Total</b>	<b>\$ 88,065</b>	<b>\$ 485,135</b>	<b>\$ 573,200</b>		

**TABLE 4B– OWNER-OCCUPIED REPAIR GRANTS PROVIDED THROUGH CFHFH/WARM**

Address	CDBG
426 N. 4th Street	\$ 3,866.00
105 Mercer Avenue	\$ 3,578.21
411 S. 7th Street	\$ 5,597.02
417 S. 14th Street	\$ 5,989.83
215 Gores Avenue	\$ 5,818.53
512 Walnut Street	\$ 1,310.47
708 S. 13th Street	\$ 5,976.90
2422 Princess Street	\$ 6,007.21
1006 S. 7th Street	\$ 1,288.77
1812 Nun Street	\$ 6,411.80
1117 S. 5th Avenue	\$ 4,902.73
717 S. 6th Street	\$ 1,823.55
<b>Total</b>	<b>\$ 52,571.02</b>

**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 2014-2015 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 (WHA) in its 2014-15 fiscal year.

- The Wilmington Housing Authority continued to work with the remaining two families in the Individual Development Account (IDA) program which ceased to exist as of June, 2014. Each family graduated into homeownership with the assistance of Cape Fear Habitat for Humanity.
- The waiting list for Public Housing continues to decrease from the 1,000 families put on the list in 2014. Two hundred twenty (220) families are currently left on the list, with plans to open up the waiting list again in September, 2015.
- The waiting list for our Housing Choice Voucher (Section 8) Waiting List continues to drop from the 1000 families put on the list in 2014. Currently, 493 families are still on the

wait list until funding is available for a voucher to be housed. WHA currently administers a total of 1889 HCV vouchers in New Hanover County.

- WHA was awarded 26 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 and the 14 already administered in Onslow County.
- 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.
- 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 2015.
- WHA contracts with the Wilmington Police Department to ensure full-time police officers are assigned to work exclusively in and around WHA neighborhoods.
- 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, along with a Rental Assistance Demonstration (RAD) award from HUD. 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 complete with laundry for the residents. The project is in the construction stage and is expected to be completed December, 2015.
- 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.

*(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 2014-15 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.

- Availability of developable 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.
- HUD will no longer assist with financing, through Continuum of Care, for transitional housing. Without those resources to provide transitional housing the City will attempt to address the need for transitional housing with CDBG, HOME and General Fund resources. Notwithstanding the limited resources available, transitional housing continues to be a viable option for homeless individuals and families that do not have permanent supportive housing readily available. That said, the City supports transitional housing provided by LINC M.E. Roberts, First Fruit, Good Shepherd/WHIN, Domestic Violence 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.
- 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
- Approximately half of the housing units in Wilmington were constructed prior to 1979, thus requiring lead-paint remediation and abatement. The cost of lead-hazard control increases the cost of housing rehabilitation for low-to-moderate income homeowners.

- Finally, state and local governments’ budget gaps reduce 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.

### **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 six years.
- Project completed –three lots/houses acquired rehabilitated by CF Habitat for Humanity for homeownership.
- CHDO projects in process – Cape Fear Regional CDC rehabilitation of one unit on 5<sup>th</sup> Avenue into duplex for rental.
- Project Completed - CFRCDC acquisition & rehabilitation of one unit on 19<sup>th</sup> 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
- In progress- Willow Pond/WHFD rehabilitation of 40 unit multi-family affordable rental project

**TABLE 5a– Income of Individuals Served in  
Housing Programs Funded with HOME FY 2014-15**

Funding Source/Program	Address	# in HH	% of AMI	Hispanic	Sex	Race	Elder	Disable	FHH	FTHB
HOME/DPA	122 S. 16th Street	3	44	N	F	B	N	N	Y	Y
HOME/DPA	508 Clay Street	4	47	N	F	B	N	N	Y	Y
HOME/DPA	510 Maides Avenue	5	43	N	F	B	N	N	Y	Y
HOME/DPA	615 N. 11th Street	4	0	N	F	B	N	N	Y	Y
HOME/DPA	1203 S. 3rd Street	6	43	N	M	W	N	N	N	N
HOME/Habitat Homebuyer	615 N. 11th Street	4	0	N	F	B	N	N	Y	Y
HOME/Habitat Homebuyer	613 N. 11th Street	3	0	N	F	B	N	N	Y	Y
HOME/Habitat Homebuyer	1309 Corbett Street	6	70	Y	M	W	N	N	N	

**TABLE 5b Income of Households/ Individuals Served in Rental Housing Programs  
Funded by HOME FY2014-15**

<b>Rental Housing</b>	<b>Household income 0-30%</b>	<b>Household income 31-50%</b>	<b>Household income 51-80%</b>	<b>Household income &gt;80%</b>	<b>Disabled</b>	<b>Under 18</b>	<b>Over 62</b>	<b>Female Head of Household</b>
AMEZ CHDO Total	1	0	0	0	0	0	0	1
ARC of NC Total	30	0	0	0	30	0	2	16
Cape Fear Housing Land Trust Total	0	0	0	1	0	0	0	1
HEO - Robert E. Taylor Senior Homes Total	59	21	11	0	23	0	7	67
HEO - The Pointe at Taylor Estates Total	28	9	11	0	21	26	1	40
Lake Ridge Commons Total	36	33	7	0	37	0	5	61
RHA -Greenville Trace Apartments Total	7	1	0	0	4	1	0	3
WHFD-Hopewood Total	17	0	0	0	17	0	0	8
WIHN - Willow Pond Total	15	1	0	0	0	6	0	91

**Table 6– Summary of HOME**  
**Appropriated/Available Funds; Expenditures; Carry-over**  
**FY2014-15**

	As of June 30, 2015 2014-15 HOME Funds Appropriated	As of June 30, 2015 HOME Funds Available From Prior Years	As of June 30, 2015 Appropriated HOME Funds Total Expenditures FY 2014-15	As of June 30, 2015 HOME Funds Carry-Over to FY 2015-16
<b>HOUSING</b>				
Habitat For Humanity Acquisition	\$ -	\$ 147,380.00	\$ 60,464.50	\$ 86,915.50
Housing Relocation	\$ -	\$ 3,761.10	\$ -	\$ 3,761.10
CASA - Lockwood Village	\$ -	\$ 650,000.00	\$ 559,222.00	\$ 90,778.00
CHDO - AME Zion	\$ -	\$ 129,077.44	\$ -	\$ 129,077.44
CHDO - CFRCDC	\$ -	\$ 293,158.78	\$ 161,420.93	\$ 131,737.85
Downpayment Assistance	\$ -	\$ 87,390.19	\$ 88,065.00	\$ (674.81)
Willow Pond Rehab/WHFD	\$601,785.00	\$ 44,225.00	\$ -	\$ 646,010.00
<b>SUBTOTAL</b>	<b>\$601,785.00</b>	<b>\$1,354,992.51</b>	<b>\$ 869,172.43</b>	<b>\$ 1,087,605.08</b>
<b>ADMINISTRATION &amp; PLANNING</b>				
Administration	\$ 66,865.00	\$ -	\$ 66,865.00	\$ -
<b>SUBTOTAL</b>	<b>\$ 66,865.00</b>	<b>\$ -</b>	<b>\$ 66,865.00</b>	<b>\$ -</b>
Reprogrammable	\$ -	\$ 2.08	\$ -	\$ 2.08
<b>Grand Total</b>	<b>\$ 668,650.00</b>	<b>\$1,354,994.59</b>	<b>\$ 936,037.43</b>	<b>\$ 1,087,607.16</b>



Table 6a Summary of HOME Funded Projects w CHDO Proceeds; Private Bank Funds

	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015
	HOME Funds 2014-15 Appropriated	HOME Funds Available From Prior Years	HOME Funds Appropriated Total Expenditures FY 2014-15	Available CHDO Proceeds	CHDO Proceeds Total Expenditures FY 2014-15	Other Grants General Funds Revolving Loan Funds Other Fees Available URP & Lead Paint Grt	General Funds Revolving Loan Funds Other Fees Available Total Expenditures FY 2014-15	Private Funds Available & Expenditures Provided by Banks	Total Funds Available FY 2015	Total Expenditures FY 2014-15	Current Funds Available	CHDO Proceeds Balance @ 6/30/2015
<b>HOUSING</b>												
Habitat For Humanity Acquisition	\$ -	\$ 147,380.00	\$ 60,464.50	\$ -	\$ -	\$ -	\$ -	\$ 688,391.00	\$ 815,771.00	\$ 728,855.50	\$ 86,915.50	\$ -
Housing Rehabilitation	\$ -	\$ 3,761.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,761.10	\$ -	\$ 3,761.10	\$ -
Housing Demolition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CASA - Lockwood Village	\$ -	\$ 650,000.00	\$ 559,222.00	\$ -	\$ -	\$ -	\$ -	\$ 4,900,000.00	\$ 5,550,000.00	\$ 5,459,222.00	\$ 90,778.00	\$ -
CHDO Unsegregated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CHDO - AIME Zion	\$ -	\$ 129,077.44	\$ -	\$ 251,097.30	\$ -	\$ -	\$ -	\$ -	\$ 380,174.74	\$ -	\$ 380,174.74	\$ 251,097.30
CHDO - CDC	\$ -	\$ 283,158.78	\$ 161,420.83	\$ 55,191.82	\$ 7,044.05	\$ -	\$ -	\$ -	\$ 348,350.60	\$ 168,464.98	\$ 179,885.62	\$ 48,147.77
Downpayment Assistance	\$ -	\$ 87,390.19	\$ 88,065.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,390.19	\$ 88,065.00	\$ (674.81)	\$ -
Willow Pond Rehab W/HFD	\$ 601,795.00	\$ 44,225.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 646,010.00	\$ -	\$ 646,010.00	\$ -
<b>SUBTOTAL</b>	\$ 601,795.00	\$ 1,354,992.51	\$ 869,172.43	\$ 306,289.12	\$ 7,044.05	\$ -	\$ -	\$ 5,568,391.00	\$ 7,831,457.63	\$ 6,444,607.48	\$ 1,386,850.15	\$ 299,245.07
<b>ADMINISTRATION &amp; PLANNING</b>												
Administration	\$ 68,865.00	\$ -	\$ 68,865.00	\$ -	\$ -	\$ 275,723.00	\$ 181,547.99	\$ -	\$ 342,588.00	\$ 591,000.99	\$ 933,588.99	\$ -
<b>SUBTOTAL</b>	\$ 68,865.00	\$ -	\$ 68,865.00	\$ -	\$ -	\$ 275,723.00	\$ 181,547.99	\$ -	\$ 342,588.00	\$ 591,000.99	\$ 933,588.99	\$ -
Reprogrammable	\$ -	\$ 2.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.08	\$ -	\$ 2.08	\$ -
<b>Grand Total</b>	\$ 688,660.00	\$ 1,354,994.59	\$ 938,037.43	\$ 306,289.12	\$ 7,044.05	\$ 275,723.00	\$ 181,547.99	\$ 5,568,391.00	\$ 8,174,047.71	\$ 7,035,608.47	\$ 2,320,441.22	\$ 299,245.07

Table 6b Summary of CHDO Proceeds

	Available CHDO Proceeds	As of June 30, 2015 CHDO Proceeds Total Expenditures FY 2014-15	As of June 30, 2015 CHDO Proceeds Available for FY 2015-16
CHDO - AME Zion	\$ 251,097.30	\$ -	\$ 251,097.30
CHDO - Cape Fear Regional CDC	\$ 55,191.82	\$ 7,044.05	\$ 48,147.77
TOTAL	\$ 306,289.12	\$ 7,044.05	\$ 299,245.07

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, 2013 – September 30, 2014  
Reported with FY15 CAPER**

Total Yield Forgone on HOP GF Loans	\$ 75,558.04
Total Maintenance Grant Match Expenditures	\$
Total Lead-Based Grant Match Expenditures	\$
Total Urgent Repair Grant Match Expenditures	<u>\$ .00</u>
Total Match Credit FY 2012-13	<u>\$ 75,558.04</u>

1. Excess Match From Prior Federal Fiscal Year	\$ 903,378.51
2. Match Contributed During Current Federal Fiscal Year	<u>\$ 75,558.04</u>
3. Total Match Available for Current Federal Fiscal Year	\$ 978,936.55
4. Match Liability for Current Federal Fiscal Year	<u>\$ 25,035.97</u>
5. Excess Match Carried Over to Next Federal Fiscal Year	<u>\$ 953,898.58</u>

## On-Site Inspections

All HOME funded rental projects were in compliance with the requirement and inspection standards for this fiscal year; all housing projects where deficiencies were noted the prior year were brought into compliance. Programmatic compliance and monitoring verified compliance with rent affordability and occupancy rules. Each agency continues to perform applicable screening of tenants including the prohibition of life time registered sex offenders and those that are have been convicted of the manufacture or production of Methamphetamine, as certified by the agency. Any changes to tenant selection policies/procedures were reviewed by Compliance and found to be within the parameters of the eligible housing activity. 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, Rehab, 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. Also, CD and 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. 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 resolved and reasonable application fees are allowed to be charged to tenants. The newest built property known as Lockwood has opted out of charging the fees. The following includes specific onsite inspection notes: The CDBG funded Domestic Violence Shelter lead based paint clearance and rehabilitation has been inspected several times by Rehabilitation Staff and the City's Fire Department to ensure compliance with safety and fire codes during the rehab process. HOME funded Wilmington Interfaith Hospitality Network Willow Pond project satisfied their terms of affordability and the project has been released. HOME Funded Wilmington Housing Finance and Development Hopewood project onsite inspection revealed several maintenance items that have been resolved. ARC of NC Home Funded Housing project has vacancies that they are working to fill. CDBG funded Dreams Public Facility construction project continues to be inspected by the City Staff for Davis Bacon Interviews and compliance with Section 3 and other federal labor laws and regular inspections by the New Hanover County Building Inspections Department (Building Inspector). The HOME funded Lockwood rental housing project was inspected for compliance with the applicable Davis Bacon, Section 3 and other federal labor laws and included regular inspections by the Building Inspector. Compliance with the approved unspecified site strategy mandated that each property selected for a loan activity was inspected as part of the environmental process prior to approval. This included Habitat for Humanity, CHDOs, City's Rehab and HOP program, and Code Enforcement activities. Each applicable construction activity was inspected for continued compliance with the required posting of applicable federal requirements.

Below is a chart of projects subject to HOME affordability period:

ARC of NC	16 Units
HEO The Pointe	48 Units
HEO Taylor Senior	96 Units
Lakeridge Commons	75 Units
WHFD Hopewood	16 Units
RHA- Greenville Trace	8 Units
Lockwood Village Apts.	28 Floating/60 Units
WIHN – Willow Pond	12 Units

Below is a chart of CDBG projects that triggered onsite inspections due to federally assisted construction funding:

Dreams – Public Facility
Domestic Violence Shelter – Public Facility

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 2014-15 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:

- \$114,107 Good Shepherd/Wilmington Interfaith Housing Network serving 550 homeless individuals; transitioning 151 to housing.

- \$32,151 Domestic Violence Shelter serving 282 households, including children, victims of domestic violence.
- \$47,569 (\$10,597 CDBG) Leading Into New Communities work with 81 ex-offenders.
- \$21,535 First Fruit to provide transitional housing and supportive services to 25 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 25 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:

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/summer for federal funding through the HUD Homeless Continuum of Care Super NOFA, which notifies its applicants in January each year of funding approval.

Programs funded at this time include transitional housing for homeless substance abusers, veterans, single women, families, 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. Recently the NCHFA awarded a CoC agency with \$600,000 to build 18 apartments of permanent supportive housing for individuals who are homeless and disabled. Groundbreaking will begin in the spring of 2016. This is the first of two phases that will lead to a total of 40 units being built.

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 in 2009 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 beginning in FY2012 through a dedicated donation to United Way and the 10 Year Plan.



In total, NHRMC has now 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 2015, the SOAR caseworker had obtained SSI/SSDI claims awards for more than 260 chronically homeless clients in an average processing time of approximately 135 days. To date, those claims awards have provided more than \$6.5 million dollars in mainstream cash resources to disabled clients. Annual payout for the current 265 clients now exceeds \$2.4 million. In addition, Medicaid entitlement has provided nearly \$730,000 in retroactive indigent care reimbursement to NHRMC.

Many of the awarded SOAR clients have obtained housing, contributing to the nearly 65% reduction in the number of chronically homeless people documented by the Continuum of Care's annual point-in-time count from 2007 to 2015. 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.

Beginning 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 is serving as fiscal agent for the FY14/15 ESG, valued at \$220,000. In order to move the Tri-HIC forward to be HEARTH Act compliant, the Continuum of Care sought out an entity that could serve as the lead and fiscal agent for the federal and state grants supporting homeless services and an administrative home for the CoC. Following the best practice model of looking toward local government to act in this capacity, the Cape Fear Council of Governments was approached as a potential regional government entity. Both the City of Wilmington and New Hanover County agreed to transfer their financial support of the 10 Year Plan to the Council of Governments in order to support Continuum of Care Administration. In March of 2015, the Council of Governments and Continuum of Care hired a CoC Administrator. Throughout 2015-2016, the COG will take over as Collaborative Applicant for the HUD CoC Grant and as Lead and Fiscal Agent for the Emergency Solutions Grant. As of July 1, 2015 the United Way is continuing administration of the 10 Year Plan Legacy Programs on a part-time basis.

Utilizing funds obtained through its last three 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 5<sup>th</sup> 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 assisted 39 clients in FY15, and involved counseling and administration of services to all who processed through the program. Only one client had to be readmitted to the hospital from that cohort. The project generated sufficient savings to NHRMC to trigger a donation of \$12,000 to continue the program in FY16. Primary partner dRC has also applied for a renewal grant for the project in the amount of \$30,000. Proceeds from the 2015 Pajama Party reached \$3,800 and the funds were donated to the respite care project by the 10 Year Plan Executive Board, in addition to \$500 collected from anti-panhandling donation meters in downtown Wilmington. The project awaits word on a set of new national minimum standards for Homeless Medical Respite Care that will create the need for a permanent facility and 24/7 staffing. The 10 Year Plan Strategy Team is partnering with the UNCW Masters in Public Administration program in the fall semester of the 2015/2016 school year to research options for future funding.

Finally, the 10 Year Plan discontinued its *Circles of Support* mentoring program for homeless people who obtain housing in the Spring of 2015 due to a lack of interest from volunteers and less than acceptable support by local caseworkers. A total of 26 Circles of Support were 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.

One domestic violence emergency shelter and several transitional housing programs provide short-term and long-term intervention to prevent homelessness. Trillium Heal Resources (formerly 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.

In order to better assist individuals who are homeless or at-risk of becoming homeless, in 2014 the United Way provided The Salvation Army with start-up funds to operate a Housing Crisis Line as part of the Coordinated Entry process. The committee developed a customized screening tool, incorporating questions to help divert people who are housed to resources that will prevent their homelessness, as well as eligibility criteria of the emergency shelter providers to help those in need of crisis services to the provider that can best assist them. The CoC will be expanding this effort over the 2015-2016 year to include a process for prioritizing housing placement for those with the most significant needs.

Trillium Health Resources, the State of North Carolina's designated Managed Care Organization (MCO) for the Cape Fear Region, continues to be an integral part of the support process in helping those with mental health, substance abuse, and developmental disabilities move out of homelessness. Their Housing Coordinator is the Chair of the CoC and their Regional Director sits on the CoC Advisory Board.

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 sub recipients.
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:

- Over 550 homeless individuals received supportive services and shelter with Good Shepherd/Wilmington Interfaith Housing Network

- Assisted 81 ex-offenders to through Leading Into New Communities (LINC) work with ex-offenders
- Assisted 25 homeless female headed households with supportive services and transitional housing through the First Fruit Dreams program.
- Provided shelter and supportive services to 282 victims of domestic violence through Domestic Violence Shelter and Services (DVS), Inc.
- Completed and closed-out public facility improvements at Brigade Boys & Girls Club – pool repairs
- Completed and closed-out NorthSide 10<sup>th</sup> & Fanning Site Improvements/Blight Removal.
- In-Process: DVS Kitchen Rehabilitation

Map of 2014-15 CBDG and HOME Activities

See appendix

Table 8 Summary of CDBG- Funded Activities 2014-15 Appropriated/Available; Expenditures; Carry-over

	As of June 30, 2015 2014-15 CDBG Funds Appropriated	As of June 30, 2015 CDBG Funds Available From Prior Years	As of June 30, 2015 Appropriated CDBG Funds Total Expenditures FY 2014-15	As of June 30, 2015 CDBG Funds Carry-Over to FY 2015-16
<b>HOUSING</b>				
Project Delivery Costs	\$ 205,000.00	\$ -	\$ 158,761.16	\$ 46,238.84
HOP	\$ 359,445.00	\$ 131,940.98	\$ 161,958.16	\$ 329,427.82
Limited Assistance Grants	\$ -	\$ 7,075.66	\$ -	\$ 7,075.66
WHA/HEO Dawson St. Lofts	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
Housing Relocation	\$ -	\$ 8,943.26	\$ -	\$ 8,943.26
Housing Demolition	\$ -	\$ 12,253.00	\$ -	\$ 12,253.00
Housing Disposition	\$ -	\$ 23,638.40	\$ 50.00	\$ 23,588.40
Joint Project - Habitat/WARM	\$ -	\$ 231,000.00	\$ 52,571.02	\$ 178,428.98
<b>SUBTOTAL</b>	<b>\$ 664,445.00</b>	<b>\$ 414,851.30</b>	<b>\$ 373,340.34</b>	<b>\$ 705,955.96</b>
<b>PUBLIC IMPROVEMENTS</b>				
Voluntary Demolition & Lot Clear	\$ -	\$ 20,431.35	\$ 2,242.00	\$ 18,189.35
Public Fac - Improvements	\$ -	\$ 95,086.50	\$ 60,686.30	\$ 34,400.20
Public Fac-Brigade B&G Club	\$ -	\$ 3,129.29	\$ -	\$ 3,129.29
Public Fac-Domestic Violence	\$ -	\$ 42,264.65	\$ -	\$ 42,264.65
Public Facilities-Dreams	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
<b>SUBTOTAL</b>	<b>\$ 150,000.00</b>	<b>\$ 160,911.79</b>	<b>\$ 62,928.30</b>	<b>\$ 247,983.49</b>
<b>PUBLIC SERVICES</b>				
Coastal Horizons	\$ -	\$ 1,232.67	\$ -	\$ 1,232.67
Domestic Violence	\$ 32,151.00	\$ -	\$ 32,151.00	\$ -
First Fruit Ministries	\$ 21,535.00	\$ -	\$ 21,535.00	\$ -
Joint Project- Good Shepherd & WHIN	\$ 114,107.00	\$ 7,000.53	\$ 114,106.99	\$ 7,000.54
LINC	\$ 10,597.00	\$ -	\$ 10,597.00	\$ -
<b>SUBTOTAL</b>	<b>\$ 178,390.00</b>	<b>\$ 8,233.20</b>	<b>\$ 178,389.99</b>	<b>\$ 8,233.21</b>
<b>ADMINISTRATION &amp; PLANNING</b>				
Administration - Other	\$ -	\$ 2,000.00	\$ 618.75	\$ 1,381.25
Administration	\$ 210,709.00	\$ -	\$ 210,709.00	\$ -
<b>SUBTOTAL</b>	<b>\$ 210,709.00</b>	<b>\$ 2,000.00</b>	<b>\$ 211,327.75</b>	<b>\$ 1,381.25</b>
Reprogrammable	\$ -	\$ 851.93	\$ -	
<b>Grand Total</b>	<b>\$1,203,544.00</b>	<b>\$ 586,848.22</b>	<b>\$ 825,986.38</b>	<b>\$ 963,553.91</b>



Table 8a Summary of CDBG Funded Activities w/ other funds FY2014-15

	As of June 30, 2015	As of June 30, 2015	As of June 30, 2015	Other Grants General Funds	June 30, 2015 Revolving Loan Funds Other Fees Available	Private Funds Available & Expenditures Provided by Banks	As of June 30, 2015	As of June 30, 2015	Available Revolving Cash Balance @ 6/30/2015
	2014-15 CDBG Funds Appropriated	CDBG Funds Available From Prior Years	Appropriated CDBG Funds Total Expenditures FY 2014-15	Revolving Loan Funds Other Fees Available URP & Lead Paint Grt	Revolving Loan Funds Other Fees Available Total Expenditures FY 2014-15	Total Funds Available FY 2015	Total Expenditures FY 2014-15	Current Funds Available	
<b>HOUSING</b>									
Project Delivery Costs	\$ 205,000.00	\$ -	\$ 189,761.16	\$ 3,396.71	\$ 3,396.71	\$ -	\$ 208,396.71	\$ 162,157.87	\$ 46,238.84
HOP	\$ 399,445.00	\$ 131,940.98	\$ 161,958.16	\$ 624,195.83	\$ 339,141.84	\$ 861,900.00	\$ 1,977,481.81	\$ 1,363,000.00	\$ 614,481.81
Limited Assistance Grants	\$ -	\$ 7,075.66	\$ -	\$ -	\$ -	\$ -	\$ 7,075.66	\$ -	\$ 7,075.66
HECO-West	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00
Housing Relocation	\$ -	\$ 8,943.26	\$ -	\$ -	\$ -	\$ -	\$ 8,943.26	\$ -	\$ 8,943.26
Housing Demolition	\$ -	\$ 12,253.00	\$ -	\$ -	\$ -	\$ -	\$ 12,253.00	\$ -	\$ 12,253.00
Housing Disposition	\$ -	\$ 23,638.40	\$ 50.00	\$ -	\$ -	\$ -	\$ 23,638.40	\$ 50.00	\$ 23,588.40
Joint Project - Habitat/WARM	\$ -	\$ 231,000.00	\$ 52,571.02	\$ -	\$ -	\$ -	\$ 231,000.00	\$ 52,571.02	\$ 178,428.98
<b>SUBTOTAL</b>	<b>\$ 664,445.00</b>	<b>\$ 414,851.30</b>	<b>\$ 373,340.34</b>	<b>\$ 627,592.54</b>	<b>\$ 342,538.55</b>	<b>\$ 861,900.00</b>	<b>\$ 2,568,788.84</b>	<b>\$ 1,577,778.89</b>	<b>\$ 991,009.95</b>
<b>PUBLIC IMPROVEMENTS</b>									
Voluntary Demolition & Lot Clear	\$ -	\$ 20,431.35	\$ 2,242.00	\$ -	\$ -	\$ -	\$ 20,431.35	\$ 2,242.00	\$ 18,189.35
Public Facilities - Improvements	\$ -	\$ 95,086.50	\$ 60,686.30	\$ -	\$ -	\$ -	\$ 95,086.50	\$ 60,686.30	\$ 34,400.20
Public Facilities-Brigade B&G Club	\$ -	\$ 3,129.29	\$ -	\$ -	\$ -	\$ -	\$ 3,129.29	\$ -	\$ 3,129.29
Public Facilities-Domestic Violence	\$ -	\$ 42,264.65	\$ -	\$ -	\$ -	\$ -	\$ 42,264.65	\$ -	\$ 42,264.65
Public Facilities-Dreams	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ 150,000.00
<b>SUBTOTAL</b>	<b>\$ 150,000.00</b>	<b>\$ 160,911.79</b>	<b>\$ 62,928.30</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 310,911.79</b>	<b>\$ 62,928.30</b>	<b>\$ 247,983.49</b>
<b>PUBLIC SERVICES</b>				Budget	Expenditures				
Coastal Horizons	\$ -	\$ 1,232.67	\$ -	\$ 97,030.00	\$ 95,041.06	\$ -	\$ 98,262.67	\$ 95,041.06	\$ 3,221.61
Domestic Violence	\$ 32,151.00	\$ -	\$ 32,151.00	\$ -	\$ -	\$ -	\$ 32,151.00	\$ 32,151.00	\$ -
First Fruit Ministries	\$ 21,535.00	\$ -	\$ 21,535.00	\$ -	\$ -	\$ -	\$ 21,535.00	\$ 21,535.00	\$ -
Joint Project- Good Shop & WIN	\$ 114,107.00	\$ 7,000.53	\$ 114,106.99	\$ 8,985.00	\$ -	\$ -	\$ 130,092.53	\$ 114,106.99	\$ 15,985.54
LINC	\$ 10,597.00	\$ -	\$ 10,597.00	\$ 38,541.00	\$ 36,561.41	\$ -	\$ 49,138.00	\$ 47,158.41	\$ 1,979.59
<b>SUBTOTAL</b>	<b>\$ 178,389.00</b>	<b>\$ 8,233.20</b>	<b>\$ 178,389.99</b>	<b>\$ 144,556.00</b>	<b>\$ 131,602.47</b>	<b>\$ -</b>	<b>\$ 331,179.20</b>	<b>\$ 309,992.46</b>	<b>\$ 21,186.74</b>
<b>ADMINISTRATION &amp; PLANNING</b>									
Administration - Other	\$ -	\$ 2,000.00	\$ 618.75	\$ 3,827.68	\$ 3,827.68	\$ -	\$ 5,827.68	\$ 4,446.43	\$ 1,381.25
Administration	\$ 210,709.00	\$ -	\$ 210,709.00	\$ 275,723.00	\$ 181,547.99	\$ -	\$ 486,432.00	\$ 392,256.99	\$ 94,175.01
<b>SUBTOTAL</b>	<b>\$ 210,709.00</b>	<b>\$ 2,000.00</b>	<b>\$ 211,327.75</b>	<b>\$ 279,550.68</b>	<b>\$ 185,375.67</b>	<b>\$ -</b>	<b>\$ 492,259.68</b>	<b>\$ 396,703.42</b>	<b>\$ 95,556.26</b>
Reprogrammable	\$ -	\$ 851.93	\$ -	\$ -	\$ -	\$ -	\$ 851.93	\$ -	\$ 851.93
<b>Grand Total</b>	<b>\$ 1,203,544.00</b>	<b>\$ 586,948.22</b>	<b>\$ 825,986.38</b>	<b>\$ 1,051,699.22</b>	<b>\$ 659,516.69</b>	<b>\$ 861,900.00</b>	<b>\$ 3,703,991.44</b>	<b>\$ 2,347,403.07</b>	<b>\$ 1,356,588.37</b>
									<b>\$ 285,053.99</b>

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

	June 30, 2015		Private Funds Available & Expenditures Provided by Banks	As of		Current Funds Available	Available Revolving Cash Balance @ 6/30/2015
	Other Grants General Funds	General Funds Revolving Loan Funds		June 30, 2015			
	Revolving Loan Funds Other Fees Available	Other Fees Available Total Expenditures		Total Funds Available	Total Expenditures FY 2014-15		
	URP & Lead Paint Grt	FY 2014-15		FY 2015	FY 2014-15		
<b>HOUSING</b>							
Project Delivery Costs	\$ 3,396.71	\$ 3,396.71	\$ -	\$ 3,396.71	\$ 3,396.71	\$ -	\$ -
Foreclosure/Back Taxes & Other Costs	\$ 50,330.57	\$ 23,520.46	\$ -	\$ 50,330.57	\$ 23,520.46	\$ 26,810.11	\$ -
Housing Rehabilitation	\$ 301,935.36	\$ -	\$ -	\$ 301,935.36	\$ -	\$ 301,935.36	\$ 301,935.36
HOP	\$ 624,195.83	\$ 339,141.84	\$ 861,900.00	\$ 1,486,095.83	\$ 1,201,041.84	\$ 285,053.99	\$ 285,053.99
Homeownership Services	\$ 49,834.58	\$ 16,555.76	\$ -	\$ 49,834.58	\$ 16,555.76	\$ 33,278.82	\$ -
Habitat For Humanity Acquisition	\$ -	\$ -	\$ 668,391.00	\$ 668,391.00	\$ 668,391.00	\$ -	\$ -
Loan Supplements/back taxes	\$ 41,015.00	\$ -	\$ -	\$ 41,015.00	\$ -	\$ 41,015.00	\$ -
Lead-Based Paint Grants	\$ 26,258.00	\$ 42.42	\$ -	\$ 26,258.00	\$ 42.42	\$ 26,215.58	\$ -
Rental Rehab	\$ 67,713.95	\$ -	\$ -	\$ 67,713.95	\$ -	\$ 67,713.95	\$ 67,713.95
Cape Fear Housing Land Trust	\$ 21,767.00	\$ 21,767.00	\$ -	\$ 21,767.00	\$ 21,767.00	\$ -	\$ -
CASA - Lockwood Village	\$ -	\$ -	\$ 4,900,000.00	\$ 4,900,000.00	\$ 4,900,000.00	\$ -	\$ -
CHDO - AME Zion	\$ 25,330.00	\$ 25,330.00	\$ -	\$ 25,330.00	\$ 25,330.00	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 1,211,777.00</b>	<b>\$ 429,754.19</b>	<b>\$ 6,430,291.00</b>	<b>\$ 7,642,068.00</b>	<b>\$ 6,860,045.19</b>	<b>\$ 782,022.81</b>	<b>\$ 654,703.30</b>
<b>ECONOMIC DEVELOPMENT</b>							
Wilmington Downtown Inc.	\$ 95,216.00	\$ 95,216.00	\$ -	\$ 95,216.00	\$ 95,216.00	\$ -	\$ -
Community Lending Program	\$ 207,093.42	\$ 400.00	\$ -	\$ 207,093.42	\$ 400.00	\$ 206,693.42	\$ 206,693.42
<b>SUBTOTAL</b>	<b>\$ 302,309.42</b>	<b>\$ 95,616.00</b>	<b>\$ -</b>	<b>\$ 302,309.42</b>	<b>\$ 95,616.00</b>	<b>\$ 206,693.42</b>	<b>\$ 206,693.42</b>
<b>PUBLIC SERVICES</b>							
	Budget	Expenditures					
American Red Cross	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
Brigade Boys & Girls Club	\$ 70,819.00	\$ 70,819.00	\$ -	\$ 70,819.00	\$ 70,819.00	\$ -	\$ -
Cape Fear Literacy Council	\$ 13,581.00	\$ 13,581.00	\$ -	\$ 13,581.00	\$ 13,581.00	\$ -	\$ -
Coastal Horizons	\$ 97,030.00	\$ 95,041.06	\$ -	\$ 97,030.00	\$ 95,041.06	\$ 1,988.94	\$ -
Community Boys & Girls Club	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -
Communities in Schools CF	\$ 19,808.00	\$ 19,808.00	\$ -	\$ 19,808.00	\$ 19,808.00	\$ -	\$ -
Dreams of Wilmington	\$ 20,000.00	\$ 19,999.00	\$ -	\$ 20,000.00	\$ 19,999.00	\$ 1.00	\$ -
Elderhaus	\$ 19,231.00	\$ 19,231.00	\$ -	\$ 19,231.00	\$ 19,231.00	\$ -	\$ -
Food Bank	\$ 14,853.00	\$ 14,853.00	\$ -	\$ 14,853.00	\$ 14,853.00	\$ -	\$ -
Joint Project- Good Shep. & WIN	\$ 8,985.00	\$ -	\$ -	\$ 8,985.00	\$ -	\$ 8,985.00	\$ -
Kids Making It	\$ 30,288.00	\$ 30,288.00	\$ -	\$ 30,288.00	\$ 30,288.00	\$ -	\$ -
LINC	\$ 38,541.00	\$ 36,561.41	\$ -	\$ 38,541.00	\$ 36,561.41	\$ 1,979.59	\$ -
Phoenix Employment Agency	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -
United Way	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -
WIL Residential Adolescnt	\$ 22,844.00	\$ 22,844.00	\$ -	\$ 22,844.00	\$ 22,844.00	\$ -	\$ -
Wilmington Industrial Development	\$ 86,087.00	\$ 86,087.00	\$ -	\$ 86,087.00	\$ 86,087.00	\$ -	\$ -
Wilmington Black Expo	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
Wilmington Coastal Boxing	\$ 10,000.00	\$ 4,101.82	\$ -	\$ 10,000.00	\$ 4,101.82	\$ 5,898.18	\$ -
Ability Garden/Arboretum	\$ 6,500.00	\$ 6,500.00	\$ -	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -
Aging In Place Downtown	\$ 8,998.00	\$ 8,998.00	\$ -	\$ 8,998.00	\$ 8,998.00	\$ -	\$ -
Entrepreneur Center	\$ 140,000.00	\$ 140,000.00	\$ -	\$ 140,000.00	\$ 140,000.00	\$ -	\$ -
Historic Wilm Foundation	\$ 11,723.00	\$ 11,723.00	\$ -	\$ 11,723.00	\$ 11,723.00	\$ -	\$ -
Second Chance Reentry Grant	\$ 600,000.00	\$ 62,759.07	\$ -	\$ 600,000.00	\$ 62,759.07	\$ 537,240.93	\$ -
<b>SUBTOTAL</b>	<b>\$ 1,295,288.00</b>	<b>\$ 739,194.36</b>	<b>\$ -</b>	<b>\$ 1,295,288.00</b>	<b>\$ 739,194.36</b>	<b>\$ 556,093.64</b>	<b>\$ -</b>
<b>ADMINISTRATION &amp; PLANNING</b>							
Administration - Other	\$ 3,827.68	\$ 3,827.68	\$ -	\$ 3,827.68	\$ 3,827.68	\$ -	\$ -
Administration	\$ 275,723.00	\$ 181,547.99	\$ -	\$ 275,723.00	\$ 181,547.99	\$ 94,175.01	\$ -
<b>SUBTOTAL</b>	<b>\$ 279,550.68</b>	<b>\$ 185,375.67</b>	<b>\$ -</b>	<b>\$ 279,550.68</b>	<b>\$ 185,375.67</b>	<b>\$ 94,175.01</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 3,088,925.10</b>	<b>\$ 1,449,940.22</b>	<b>\$ 6,430,291.00</b>	<b>\$ 9,519,216.10</b>	<b>\$ 7,880,231.22</b>	<b>\$ 1,638,984.88</b>	<b>\$ 861,396.72</b>

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 FY14-15, 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.**

<b>CDBG &amp; HOME Projects/Programs</b>	<b>Hispanic Ethnicity</b>	<b>White or European</b>	<b>Black or African American</b>	<b>American Indian or Native</b>	<b>Black and White</b>	<b>White and Other</b>	<b>Refused</b>	<b>Total</b>
AMEZ CHDO Rental Housing	0	4	2	0	0	0	0	<b>6</b>
ARC of NC Rental Housing	0	14	14	2	0	0	0	<b>30</b>
Cape Fear Housing Land Trust Rental Housing	0	0	1	0	0	0	0	<b>1</b>
HEO - Robert E. Taylor Senior Homes Rental Housing	2	12	78	0	0	0	1	<b>91</b>
HEO - The Pointe at Taylor Estates Rental Housing	0	3	44	0	0	0	1	<b>48</b>
Lake Ridge Commons Rental Housing	0	47	29	0	0	0	1	<b>77</b>
New Brooklyn Homes Rental Housing	0	1	49	0	1	0	0	<b>51</b>
RHA -Greenville Trace Apartments Rental Housing	0	0	3	0	0	0	1	<b>4</b>
WHFD-Hopewood Rental Housing	1	15	2	0	0	0	0	<b>17</b>
WIHN - Willow Pond Rental Housing	2	4	11	0	0	1	0	<b>16</b>
CF Habitat for Humanity Homebuyer	1	1	2	0	0	0	0	<b>3</b>
CF Habitat for Humanity DPA	0	1	4	0	0	0	0	<b>5</b>
CF Habitat/WARM Repair	0	0	10	0	0	0	0	<b>10</b>
Homeownership Opportunity Program	1	6	3	0	0	0	0	<b>10</b>
DREAMS Public Facility	52	74	302	2	0	1	3	<b>418</b>
Domestic Violence Shelter & Services – Public Services	14	158	108	1	1	1	0	<b>282</b>
First Fruit Ministries- Public Services	0	20	5	0	0	0	0	<b>25</b>
Good Shepherd – Public Services	4	289	160	19	11	6	4	<b>489</b>
WHIN –Public Services	4	17	37	5		2		<b>61</b>
LINC – Public Services	2	42	36	3	0	0	0	<b>81</b>

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

<b>CDBG &amp; HOME Projects/Programs</b>	<b>Household income 0-30%</b>	<b>Household income 31-50%</b>	<b>Household income 51-80%</b>	<b>Household income &gt;80%</b>
AMEZ CHDO Rental Housing	1	0	0	0
ARC of NC Rental Housing	30	0	0	0
Cape Fear Housing Land Trust Rental Housing	0	0	0	1
HEO - Robert E. Taylor Senior Homes Rental Housing	59	21	11	0
HEO - The Pointe at Taylor Estates Rental Housing	28	9	11	0
Lake Ridge Commons Rental Housing	36	33	7	0
New Brooklyn Homes Rental Housing	51	0	0	0
RHA -Greenville Trace Apartments Rental Housing	7	1	0	0
WHFD-Hopewood Rental Housing	17	0	0	0
WIHN - Willow Pond Total Rental Housing	15	1	0	0
CF Habitat for Humanity Homebuyer	1	2		
CF Habitat for Humanity DPA	5	0	0	0
CF Habitat/WARM Repair	3	7	0	0
Homeownership Opportunity Program	2	5	3	0
DREAMS Public Facility	310	0	0	0
Domestic Violence Shelter & Services – Public Services	282	0	0	0
First Fruit Ministries- Public Services	25	0	0	0
Good Shepherd – Public Services	489	0	0	0
WHIN –Public Services	61	0	0	0
LINC – Public Services	81	0	0	0

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

<b>CDBG &amp; HOME Projects/Programs</b>	<b>Homeless</b>	<b>Disabled</b>	<b>Under 18</b>	<b>Over 62</b>	<b>Female Head of Household</b>
AMEZ CHDO Rental Housing	5	0	0	0	1
ARC of NC Rental Housing	30	30	0	2	16
Cape Fear Housing Land Trust Rental Housing	0	0	0	0	2
HEO - Robert E. Taylor Senior Homes Rental Housing	0	23	0	72	67
HEO - The Pointe at Taylor Estates Rental Housing	0	21	26	1	40
Lake Ridge Commons Rental Housing	0	37	0	56	61
New Brooklyn Homes Rental Housing	0	1	79	0	47
RHA -Greenville Trace Apartments Rental Housing	0	4	1	0	3
WHFD-Hopewood Rental Housing	17	17	0	0	8
WIHN - Willow Pond Rental Housing	111	0	6	0	91
CF Habitat for Humanity Homebuyer	0	0	0	0	2
CF Habitat for Humanity DPA	0	0	0	0	4
CF Habitat/WARM Repair	0	1	0	10	8
DREAMS Public Facility	0	20	440	8	0
Domestic Violence Shelter & Services – Public Services	412	29	173	2	255
First Fruit Ministries- Public Services	25	25	0	2	25
Good Shepherd – Public Services	470	77	26	15	12
WHIN –Public Services	17	17	0	0	8
LINC – Public Services	65	2	0	0	15



**Table 10: CDBG Activity Delivery Expenditures by Program Activity**

DIRECT LOAN PROGRAMS	Loan		CDBG		HOME		Misc. Revenue		Total CDBG,		General Fund		HOME		Total
	P.I.	Entitlement	Entitlement	GF Lead	General	P.I. & HOME	Activity Delivery	Activity Delivery	Administrative	Loan Program					
Loan Program	Expenditures	Expenditures	Expenditures	Etc	Fund	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures					
CHDO Development			\$ 161,421	\$ 7,044		\$ 168,465		\$ 21,696	\$ 13,436	\$ 203,597					
ECONOMIC DEVELOPMENT															
Business Loans						\$ -				\$ -					
HOP CDBG															
Low Mod	\$ 159,642	\$ 161,958				\$ 321,600	\$ 139,616			\$ 461,216					
WARM GRANTS															
Low Mod		\$ 45,127				\$ 45,127	\$ 12,458			\$ 57,585					
HOME Rehab										\$ -					
Low Mod						\$ -	\$ -			\$ -					
HOP General Fund										\$ -					
Low Mod					\$ 47,200	\$ 47,200	\$ 1,816			\$ 49,016					
**\Non Low Mod					\$ 132,300	\$ 132,300		\$ 3,606		\$ 135,906					
HAB LOANS/HABBITAT										\$ -					
Low Mod		\$ 7,444		\$ -		\$ 7,444	\$ 380	\$ 467		\$ 8,291					
HOME DPA															
Low Mod			\$ 88,065			\$ 88,065	\$ 4,492	\$ 11,342	\$ 7,024	\$ 110,922					
HOP HOME															
Low Mod						\$ -				\$ -					
HOME CONSTRUCTION															
Subordinate Financing			\$ 535,284			\$ 535,284	\$ -	\$ 68,938	\$ 42,692	\$ 646,914					
Habitat Scattered Sites			\$ 46,554			\$ 46,554		\$ 5,528	\$ 3,713	\$ 55,795					
<b>Totals</b>	<b>\$ 159,642</b>	<b>\$ 214,529</b>	<b>\$ 831,324</b>	<b>\$ 7,044</b>	<b>\$ 179,500</b>	<b>\$ 1,392,039</b>	<b>\$ 158,761</b>	<b>\$ 111,577</b>	<b>\$ 66,865</b>	<b>\$ 1,729,242</b>					
						* 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 2009 and 2013, one year estimates, shows a five percent increase in the percent of population living below the poverty level. 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. The number of Black/African American individuals living in poverty decreased, while the number of White individuals below the poverty level increased.

## Wilmington, NC Poverty

	2009			2013			% 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%	104,912	24,291	23%	5%
Age:							
Under 18 years	19,228	5,963	31%	19,768	6,521	33%	9%
Related Children under 18 years	19,186	5,921	31%	19,714	6,478	33%	9%
18-64 years	65,678	16,285	25%	70,401	16,663	24%	2%
65 years and over	12,901	981	8%	14,743	1,107	8%	13%
Sex:							
Male	46,449	9,488	20%	50,388	10,858	22%	14%
Female	51,358	13,741	27%	54,524	13,433	25%	-2%
Race:							
White	71,229	11,860	17%	78,628	14,081	18%	19%
Black or African American	22,966	10,146	44%	21,049	7,979	38%	-21%
Data Source: 2009 & 2013 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 FY2014-15 \$95,216 was expended for administration of the loan program.

As of June 30, 2015, \$206,693 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 \$513,894 amended in funding to support 26 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:

\$44,276: **Brigade/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 FY14-15, 1,389 youth served.

\$19,808: **Communities In Schools of Cape Fear, Inc.** WIRE Afterschool Program offers afterschool 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 FY14-15, 190 high school students served.

\$20,000: **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 10<sup>th</sup> & Fanning, thus increasing the commitment and participation of 120 at-risk youth. In FY14-15, 418 youth served.

\$26,543: **Brigade Boys & Girls Club** to provide after school programs for 75 youth at Public Housing Communities. In FY14-15, 78 youth served.

\$30,288: **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 FY14-15, 396 youth were served.

\$40,000: **Coastal Horizons** to provide emergency shelter for 150 runaway, homeless, displaced, abused, neglected youth ages 6-18. In FY14-15, 309 youth benefited from these services. 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 the organization closed operations.

\$26,180: **Coastal Horizons/The Carousel Center** to provide a warm, non-hospital, non-threatening environment to counsel and identify appropriate treatment to victims of child abuse and neglect, and provide necessary data to law enforcement, and to provide similar services to adult rape victims. In addition 498 individuals were assisted.

\$6,500: **Ability Garden**, provide therapeutic gardening opportunities promoting the positive aspects of a personal engagement with nature. In FY14-15, served 129 individuals.

\$25,330: **AMEZ/Mercy House** to provide case management and personal budgeting and financial skills workshops to transition homeless individuals into permanent housing, including housing developed by AMEZ. The project was not implemented; the Mercy House Shelter was closed.

\$20,000: **Community Boys & Girls Club** to provide programs for 500 youth such as: Arts; Character & Leadership Development; Health & Life Ski 641 youth served.

\$36,972: **Leading Into New Communities (LINC)** to provide residential re-entry services to formerly incarcerated persons re-entering the community. Services include job skills development including social enterprises- urban farming, resale shop; and substance abuse treatment, and case management. In FY14-15, 81 served. Additional funding (\$10,597) from CDBG.

\$15,000: **Phoenix Employment Services of Wilmington, Inc.** provides employment counseling, training and placement for homeless individuals. In FY14-15, 79 individuals served.

\$22,844: **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 FY14-15, 133 youth and households served.

\$13,581: **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 FY14-15, 511 adults were served.

\$21,767: **Cape Fear Community Land Trust** administrative support for the development of rental housing for low-to-moderate income households. In FY14-15, acquired one housing unit for rehabilitation/redevelopment.

\$10,000: **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 FY14-15, 113 individuals served.

\$19,231: **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 FY14-15, 216 elders received transportation to the center.

\$14,853: **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 FY14-15, 2.2 million pounds of food distributed through 48 organizations.

\$10,000: **Wilmington Coastal Boxing** to provide afterschool and summer recreation and fitness programming for at-risk youth. In FY14-15, 121 youth served.

\$11,723: **Historic Wilmington Foundation** a job skills and economic development program to train at-risk individuals in historic salvage and reconditioning and repurposing of historic architectural elements.

\$8,998: **Aging in Place Downtown** development of various programs to support aging in place in the downtown area including volunteer transportation services. In FY14-15, 278 individuals served.

\$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 FY14-15, 432 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.





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Greensboro Office  
Office of Community Planning & Development  
1500 Pineloft Road, 401, Asheville Building  
Greensboro, NC 27407-3838  
(336) 547-4000, ext. 2802  
[www.hud.gov](http://www.hud.gov) \* [espanol.hud.gov](http://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



**CDBG Financial Summary Information**  
FY 2014-2015

a.	Program Income (line 5a)	
	1. HOP Loan Fund	\$140,872.88
	Economic Development	\$ 23,673.96
	Rehab Loan Fund	\$
	<b>Total</b>	<b><u>\$164,546.84</u></b>
	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	\$ 233,718.97
	Total	<u>\$233,718.97</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 6/30/15</u>
	112	\$2,733,288.58
d.	Economic Development Loans	
	<u>Number of Loans</u>	<u>Principle Balance at 6/30/14</u>
	2	\$3,526.48
e.	Home Ownership Loans	
	<u>Number of Loans</u>	<u>Principle Balance at 6/30/14</u>
	75	\$2,321,878.44
f.	Non-Revolving Loans	
	<u>Number of Loans</u>	<u>Principle Balance at 6/30/14</u>
	6	\$1,000,901.33
g.	There was no loans for which the balance was written off during the period:	
	3 properties are being held for resale	
	Unexpended Balance Shown on CAPR	
	(Line 13 HUD 4949.3 dated 6/24/93)	\$ 1,409,752.45
	Total	<u>\$ 1,409,752.45</u>
	Add: LOC Balance(s)	\$ 1,283,989.38
	Cash on Hand	
	Grantee program acct	\$ 18,232.17
	Revolving fund cash balances-rehab	\$ 301,783.36
	Revolving ED Cash Balance	\$161,463.37
	Revolving HOP Cash Balance	\$
	Add: Drawdown in transit	\$
		\$
	Subtract: Difference in Entitlement	\$ (16,630.00)
	Accounts Payable	\$(41,521.80)
	Grantee CDBG Program Liabilities	
	(including any reimbursements due to the grantee from program funds)	\$(284,676.89)
	64,078.51)	
	Prior Period Adjustment for Cash on hand	<u>\$(13,105.14)</u>
	Total Reconciling Balance	<u>\$1,409,534.45</u>
	Unreconciled Difference (non-cash Expenditures)	\$218.00

**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-14-MC-37-0010		From 7/1/14 To 6/30/15	
<b>Part I: Summary of CDBG Resources</b>					
1. Unexpended CDBG funds at end of previous reporting period (Balance from prior program years)				1,098,914.75	
2. Entitlement Grant from form HUD-7082				901,544.00	
3. Surplus Urban Renewal Funds					
4. Section 108 Guaranteed Loan Funds (Principal Amount)					
5. Program Income received by:					
a. Revolving Funds		Grantee (Column A)	Subrecipient (Column B)		
		164,546.84			
b. Other (identify below. If more space is needed, use an attachment)					
Non-Revolving Loan Payments		233,718.97			
c. Total Program Income (Sum of columns a and b)				398,265.81	
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)				2,398,724.56	
<b>Part II: Summary of CDBG Expenditures</b>					
8. Total expenditures reported on Activity Summary				988,972.11	
9. Total expended for Planning & Administration				211,327.75	
10. Amount subject to Low/Mod Benefit Calculation (line 8 minus line 9)				777,644.36	
11. CDBG funds used for Section 108 principal & interest payments					
12. Total expenditures (line 8 plus line 11)				988,972.11	
13. Unexpended balance (line 7 minus line 12)				1,409,752.45	
<b>Part III: Low/Mod Benefit This Reporting Period</b>					
14. Total Low/Mod credit for multi-unit housing expenditures					
15. Total from all other activities qualifying as low/mod expenditures				777,644.36	
16. Total (line 14 plus line 15)				777,644.36	
17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period)				100%	

This form may be reproduced on local office copiers.  
Previous editions are obsolete.  
Retain this record for 3 years.

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

<b>Part IV: Low/Mod Benefit for Multi-Year Certifications</b> (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)				
<b>Part V: For Public Services (PS) Activities Only: Public Service Cap Calculation</b>					
21.	Total PS expenditures				178,389.99
22.	Total PS unliquidated obligations				
23.	Sum of line 21 and line 22				178,389.99
24.	Total PS unliquidated obligations reported at the end of the previous reporting period				
25.	Net obligations for public services (line 23 minus line 24)				178,389.99
26.	Amount of Program Income received in the preceding program year				225,579.42
27.	Entitlement Grant Amount (from line 2)				901,544.00
28.	Sum of line 26 and line 27				1,127,123.42
29.	Percent funds obligated for Public Service Activities (line 25 divided by line 28)				15.8%
<b>Part VI: Planning and Program Administration Cap Calculation</b>					
30.	Amount subject to planning and administrative cap (grant amount from line 2 plus line 5c)				1,297,258.37
31.	Amount expended for Planning & Administration (from line 9 above)				211,327.75
32.	Percent funds expended (line 31 divided by line 30)				16%

**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.



**HOME PROGRAM INCOME 2014-2015**

City of Wilmington DUNS 072007845

Program Income through 6/30/14	2,959,120.29
Less Program Income Expenditures through 6/30/14	<u>(2,909,041.01)</u>
Program Income Balance 7/1/14	50,079.28

Program Income Generated 2014-15	<u>217,982.14</u>
Available Program Income 2014-15	268,061.42

Less Program Income Expenditures 2014-15	<u>268,061.42</u>
Balance of Program Income on Hand 6/30/15	<u><u>0.00</u></u>

**USE OF PROGRAM INCOME**

<b>IDIS</b>	<b>Project</b>	
<b>Activity No.</b>	<b>Name</b>	<b>Expenditures</b>
795	Lockwood	\$ 251,061.42
831	Administration	\$ 17,000.00

Total	<u><u>268,061.42</u></u>
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## HOME MATCH REPORT

**Total HOME Match Credit**  
**October 1, 2013 – September 30, 2014**  
**Reported with FY15 CAPER**

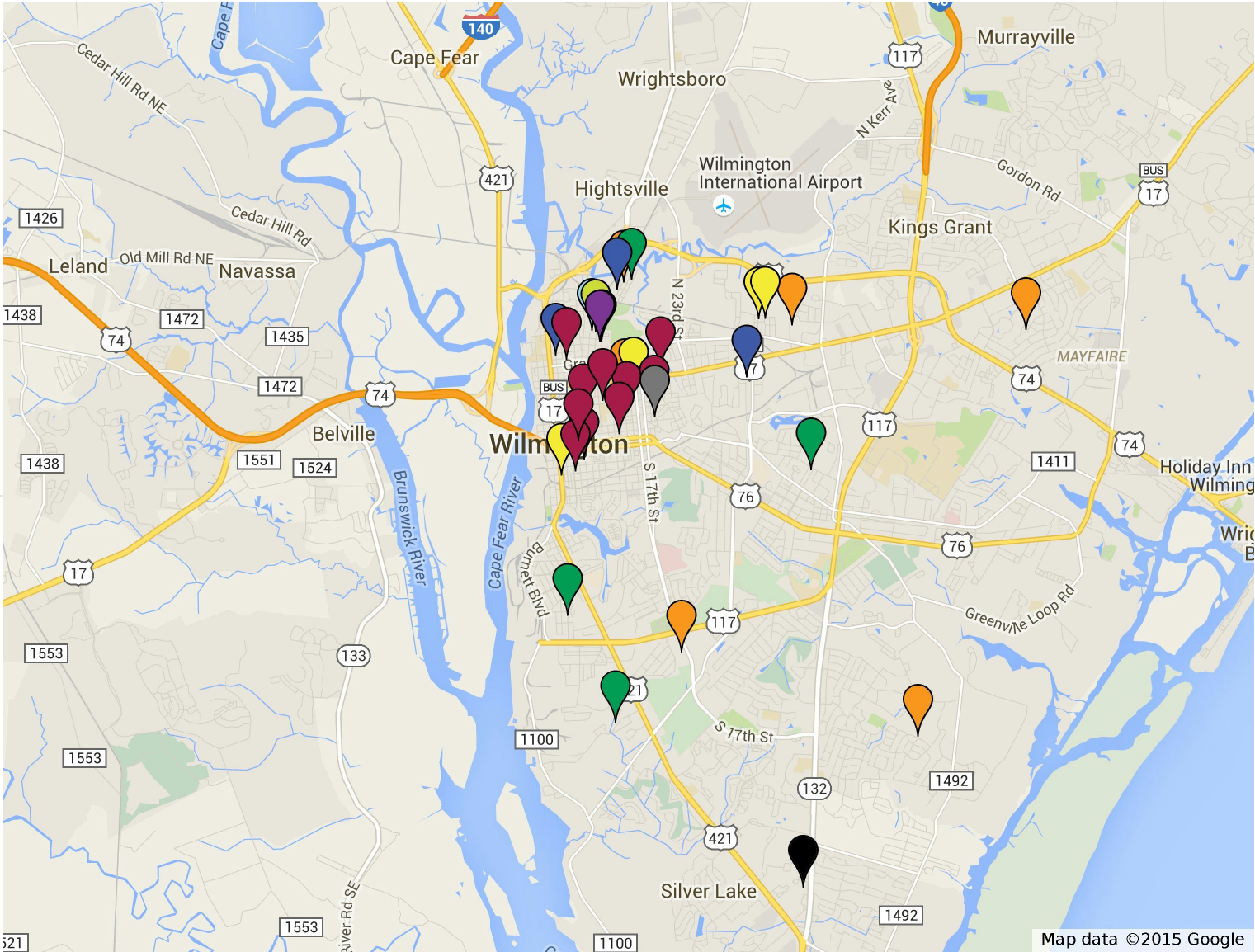
Total Yield Forgone on HOP GF Loans	\$ 75,558.04
Total Maintenance Grant Match Expenditures	\$
Total Lead-Based Grant Match Expenditures	\$
Total Urgent Repair Grant Match Expenditures	\$ <u>.00</u>
Total Match Credit FY 2012-13	\$ <u>75,558.04</u>
1. Excess Match From Prior Federal Fiscal Year	\$ 903,378.51
2. Match Contributed During Current Federal Fiscal Year	\$ <u>75,558.04</u>
3. Total Match Available for Current Federal Fiscal Year	\$ 978,936.55
4. Match Liability for Current Federal Fiscal Year	\$ <u>25,035.97</u>
<u>0.00</u>	
5. Excess Match Carried Over to Next Federal Fiscal Year	\$ <u>953,898.58</u>



# CAPER MAP

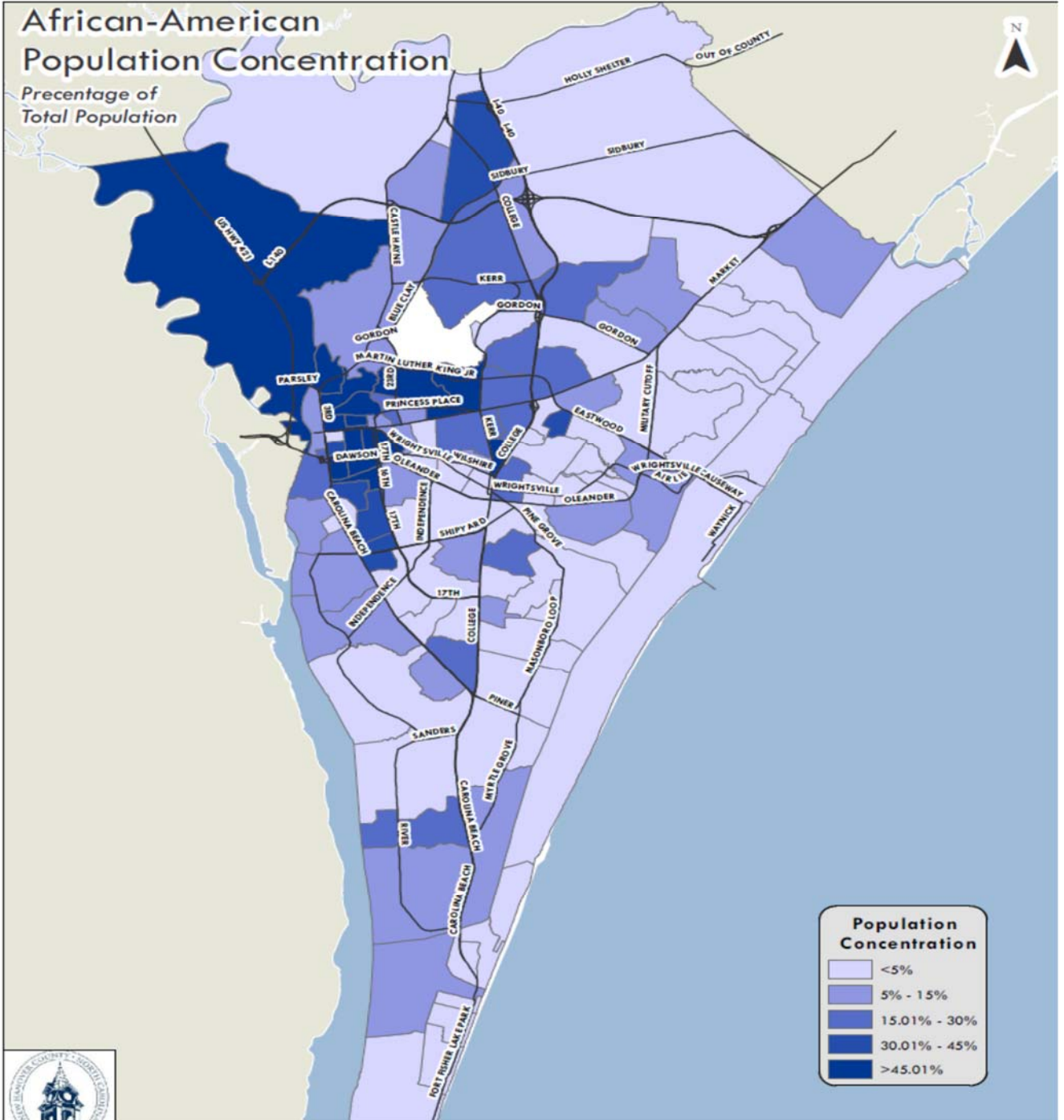
Map

-  CDBG/WARM Repairs
-  CDBG/HOP
-  HOME/DPA
-  GenFund/HOP
-  CDBG/Habitat Homebuyer
-  HOME/Habitat Homebuyer
-  10th and Fanning
-  Dreams of Wilmington
-  HOME/Lockwood
-  CHDO/CFRCDC

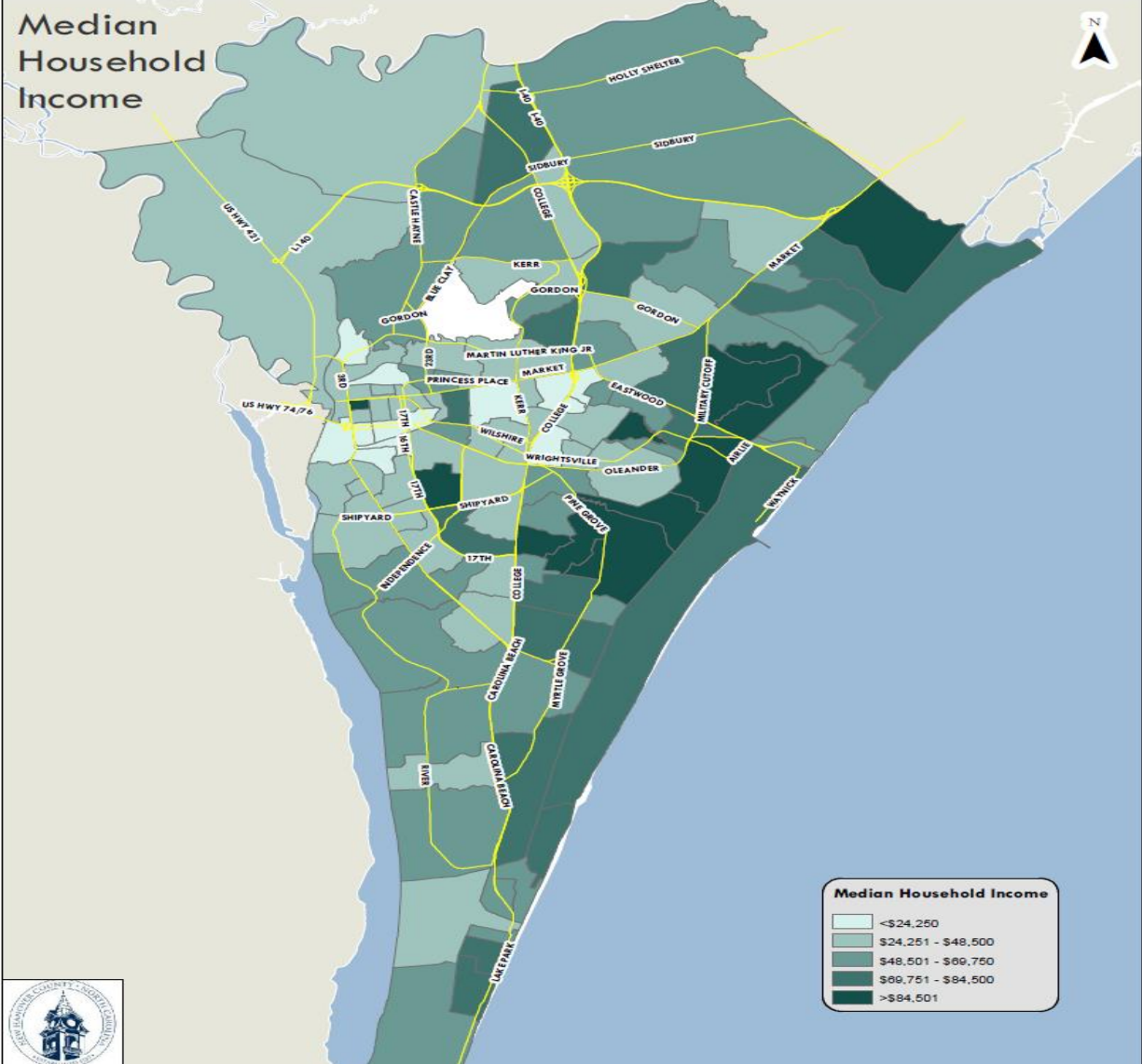


# African-American Population Concentration

Percentage of  
Total Population



# Median Household Income



### 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 [http://www.hud.gov/offices/fheo/section3/rev\\_958\\_final.pdf](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](http://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.

9/19/2014





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

ASSISTANT SECRETARY FOR  
FAIR HOUSING AND EQUAL OPPORTUNITY

DEC 15 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—Third Notice

Due to unanticipated technical problems, HUD's Section 3 Summary Reporting System continues to be unavailable for the submission of 2013 and 2014 reports. The Department is aware of the challenges that this inconvenience may cause and is making every effort to have the system back up and running as soon as possible.

Please be assured that no recipients will be held in noncompliance for failing to timely submit 2013 or 2014 Section 3 reports, 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 requests recipients not to submit hard copies of Form HUD 60002 to the Office of Fair Housing and Equal Opportunity. However, you should continue to maintain applicable records and supporting materials to facilitate reporting once the system becomes available.

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. If you have not already done so, I also encourage you to sign-up for the Section 3 listserv at: [www.hud.gov/section3](http://www.hud.gov/section3) to receive updates about the status of the system and other relevant information.

Thank you for your continued patience.

Sincerely,

A handwritten signature in black ink, appearing to read "Gustavo Velasquez".

Gustavo Velasquez  
Assistant Secretary

cc: Taffet, D  
Byron, P  
Gebre, H

## Teresa Campo

---

**From:** Gilliam, Staci N <Staci.Gilliam@HUD.GOV>  
**Sent:** Thursday, September 10, 2015 12:51 PM  
**To:** SECTION-3-HUD-HEADQUARTERS-L@HUDLIST.HUD.GOV  
**Subject:** RE-LAUNCH OF THE SECTION 3 REPORTING SYSTEM!!!!  
**Attachments:** AssistantSecretaryLetter. Relaunch of 60002 system.pdf

**Importance:** High



The U.S. Department of Housing and Urban Development (HUD), Office of Fair Housing and Equal Opportunity (FHEO), is pleased to announce the re-launch of the Section 3 Performance Evaluation and Registry System (SPEARS) for the submission of Section 3 annual summary reports (Form HUD 60002).

The new SPEARS 60002 system will now be accessed through HUD's Web Access Secure System (WASS) and has a direct interface to disbursement data from HUD's Line of Credit Control System (LOCCS). **To access SPEARS all users, including PHAs, must have an active WASS account as a Multifamily Business Partner—even if your agency is not a Multifamily entity.** Users must also be granted access to the SPEARS system by an authorized SPEARS coordinator from your agency.

**Existing Coordinators Registration.** If you are already identified as a Coordinator in WASS as a PHA or as a Multifamily Entity that is not associated with a Section 3 covered TIN, you will need to create an additional Business Partner relationship, referred to as a new "BPR relationship." Additional relationships are managed through the WASS Business Partners Maintenance screens. These additional relationships are referred to as "BPR relationships." Please refer to the [WASS User Manual](#) - Section 4.3 for instructions on how to complete this process. Once this BPR Association process has been completed, you can proceed to Step 5 — User Management by Coordinator—in the WASS User Manual.

**User Registration Instructions, HUD 60002 Form Instructions, a HUD 60002 Form Quick Guide, Frequently Asked Questions (FAQs), and a YouTube training video** that demonstrates steps to be taken to complete and submit the HUD 60002 Form are posted at: [www.hud.gov/Section3](http://www.hud.gov/Section3). A copy of the [official notice](#) is also posted on this website.

All submissions of 2013 and 2014 Section 3 summary reports must be submitted electronically no later than **October 30, 2015**. Paper copies will not be accepted.

HUD's **REAC Technical Assistance Center** at **(888) 245-4860** is available to provide technical assistance for accessing SPEARS through WASS. Questions or concerns about Section 3 reporting requirements should be sent to [60002questions@hud.gov](mailto:60002questions@hud.gov). Thank you for your commitment to Section 3.

We hope that you will want to continue receiving information from HUD. We safeguard our lists and do not rent, sell, or permit the use of our lists by others, at any time, for any reason. Connect with HUD on [Social Media](#) and follow Secretary Castro on [Twitter](#) and [Facebook](#). If you wish to be taken off this mail list, please [go here](#).

# AFFIDAVIT OF PUBLICATION

STATE OF NORTH CAROLINA  
COUNTY OF NEW HANOVER

The City of Wilmington Announces the Availability for Public Comment of the City's 2014-15 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT On Community Development Block Grant (CDBG) & HOME Programs September 4, 2015- September 25, 2015 At the City's Community Development Division Office 305 Chestnut Street Wilmington, NC Second Floor Or [www.wilmingtonnc.gov](http://www.wilmingtonnc.gov)  
Public Hearing will be held at City Council meeting on September 15, 2015.  
For additional information, please contact Suzanne Rogers, Community Development & Housing Planner, Community Services Department [suzanne.rogers@wilmingtonnc.gov](mailto:suzanne.rogers@wilmingtonnc.gov) (910) 341-7836 or TDD # (910) 341-7873.  
The City of Wilmington does not discriminate on the basis of race, sex, color, national origin, religion or disability in its employment opportunities, programs or activities. All requests for appropriate auxiliary aids and services, when necessary to offer a person with a disability the opportunity to participate in or enjoy the benefits of City services, programs or activities must be made within a reasonable time prior to the activity.

Before the undersigned, a Notary Public of Said County and State,

**Jarimy Springer**

Who, being duly sworn or affirmed, according to the law, says that he/she is

**Accounting Specialist**

of THE STAR-NEWS, a corporation organized and doing business under the Laws of the State of North Carolina, and publishing a newspaper known as STAR-NEWS in the City of Wilmington

*The City of Wilmington Announces the Availability for Public Comment Of the City's 2014-15 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT On Community Development Block Grant CDBG & HOME Programs September 4, 2015- September 25, 2015 At the City's Commu*

was inserted in the aforesaid newspaper in space, and on dates as follows:

9/4 1x

And at the time of such publication Star-News was a newspaper meeting all the requirements and qualifications prescribed by Sec. No. 1-597 G.S. of N.C.

*Jarimy Springer*

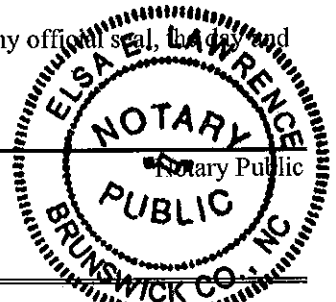
Title: Accounting Specialist

Sworn or affirmed to, and subscribed before me this 8th day of September, A.D., 2015

In Testimony Whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

*Elsa B. Rame*

My commission expires 14th day of Aug, 2016



Upon reading the foregoing affidavit with the advertisement thereto annexed it is adjudged by the Court that the said publication was duly and properly made and that the summons has been duly and legally served on the defendant(s).

This \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Clerk of Superior Court

MAIL TO:



# AFFIDAVIT OF PUBLICATION

STATE OF NORTH CAROLINA  
COUNTY OF NEW HANOVER

The City of Wilmington Announces the Availability for Public Comment of the City's 2014-15 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT On Community Development Block Grant (CDBG) & HOME Programs September 4, 2015- September 25, 2015 At the City's Community Development Division Office 305 Chestnut Street Wilmington, NC Second Floor Or [www.wilmingtonnc.gov](http://www.wilmingtonnc.gov) Public Hearing will be held at City Council meeting on September 15, 2015. For additional information, please contact Suzanne Rogers, Community Development & Housing Planner, Community Services Department [suzanne.rogers@wilmingtonnc.gov](mailto:suzanne.rogers@wilmingtonnc.gov) (910) 341-7836 or TDD # (910) 341-7873. The City of Wilmington does not discriminate on the basis of race, sex, color, national origin, religion or disability in its employment opportunities, programs or activities. All requests for appropriate auxiliary aids and services, when necessary to offer a person with a disability the opportunity to participate in or enjoy the benefits of City services, programs or activities, must be made within a reasonable time prior to the activity.

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was inserted in the aforesaid newspaper in space, and on dates as follows:

9/4 1x

And at the time of such publication Star-News was a newspaper meeting all the requirements and qualifications prescribed by Sec. No. 1-597 G.S. of N.C.

*Jarimy Springer*

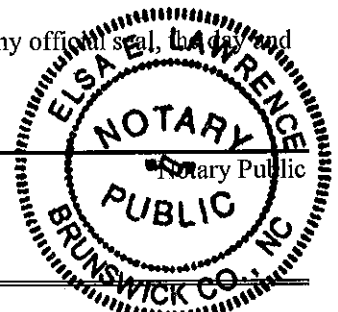
Title: Accounting Specialist

Sworn or affirmed to, and subscribed before me this 9th day of September, A.D., 2015

In Testimony Whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

*Elsa B. Rame*

My commission expires 14th day of Aug, 2016



Upon reading the foregoing affidavit with the advertisement thereto annexed it is adjudged by the Court that the said publication was duly and properly made and that the summons has been duly and legally served on the defendant(s).

This \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_  
Clerk of Superior Court

MAIL TO:



# 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.**

- This certification does not apply.  
 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.

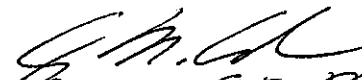
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

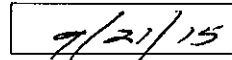
8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the 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.

  
DEPUTY CITY MGR., FOR  
STERLING B. CHEATHAM



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. |

### 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) 2012, 2013, 2014, (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;

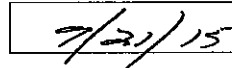
**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**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.

  
Deputy City Mgr. FCA

STERLING B. CHEATHAM



Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

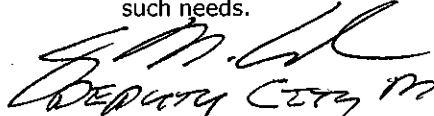
Telephone Number

<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.

  
Deputy City Manager, for  
STERLING B. CHEATHAM

9/21/15

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

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

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

- This certification does not apply.**  
 **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

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

**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

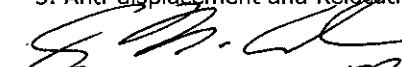
7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules 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

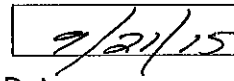
controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- 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

  
Deputy City Manager, FOR  
STERLING B. CHEATHAM



Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number