



Third Program Year CAPER

The CPMP 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 third year.

Program Year 3 CAPER Executive Summary response:

The 2012/2013 CAPER constitutes the reporting period from July 1, 2012, to June 30, 2013, of the Five-Year Consolidated Planning period. The City of Scottsdale received \$942,333 in Community Development Block Grant (CDBG) funds for the 2012/2013 Program Year and had re-programmed funds from previous years of \$760,551. A total of \$1,702,884 in CDBG funds was available during the 2012/13 Program Year. The City also received \$220,392 in HOME funds and had re-programmed funds in the amount of \$529,362, for a total of \$749,754. Program income in the amount of \$64,873 was received from the re-payment of Housing Rehabilitation Loans and rent received from Ville de Marie Academy, a facility previously purchased with CDBG funds.

The CAPER identifies the programs and activities carried out by the City during the Program Year to meet underserved needs identified in the 2012/2013 Action Plan and 2010-2014 Five-Year Consolidated Plan. In summary, the City of Scottsdale awarded CDBG funds for public services, emergency and transitional housing, housing rehabilitation and emergency repair programs, acquisition, and public facility improvements. HOME funds were awarded for homeownership opportunities through a community land trust program and for transitional rental housing. In addition to the programs and activities funded, the CAPER discusses the actions the City took to address lead-based paint hazards, barriers to affordable housing, households at or below the poverty level, and fair housing.

In summary, the City of Scottsdale awarded CDBG funds for public services, emergency and transitional housing, housing rehabilitation and emergency repair programs, acquisition, and public facility improvements. HOME funds were awarded for homeownership opportunities through a community land trust program. In addition to the programs and activities funded, the CAPER discusses the actions the City took to address lead-based paint hazards, barriers to affordable housing, households at or below the poverty level, and fair housing.

General Questions

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

Program Year 3 CAPER General Questions response:

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED ACTIVITIES:

During the program year, Scottsdale awarded CDBG funds in the total amount of \$1,328,771 (including Planning and Administration).

PUBLIC SERVICES - \$365,913

***Big Brothers Big Sisters of Central Arizona* was allocated \$10,000 to provide the Scottsdale Mentoring program. This program provides adult mentors for children of low-income families in Scottsdale, who can most benefit from a caring and supportive relationship.**

***Big Brothers Big Sisters of Central Arizona* was allocated \$5,000 to provide the Pueblo Elementary site-based Mentoring program. This program provides adult mentors for children of low-income families in Scottsdale, who can most benefit from a caring and supportive relationship.**

***Boys and Girls Club* was allocated \$20,000 to provide after school and summer programs to children, ages 6-18, of low-income families, providing educational reinforcement, health prevention and recreational services.**

***Chrysalis Shelter for Victims of Domestic Violence* was allocated \$30,000 to provide operational support at the Scottsdale Shelter. Chrysalis provides shelter, related supportive counseling, and case management services to women and children who are homeless due to domestic abuse.**

***Chrysalis Shelter for Victims of Domestic Violence (Utilities)* was allocated \$15,000 to pay for 100% of utility costs to house 20 women, men and children who are homeless due to domestic abuse.**

***Circle the City* was allocated \$10,570 to provide short-term residential support along with medical, nursing case management, and other services to homeless persons recovering from illness or injury.**

***Community Information and Referral (CIR)* was allocated \$5,000 to provide human service information and referral needs 24/7 through the 2-1-1 information line.**

***Family Promise-Greater Phoenix* was allocated \$21,280 to provide shelter, food and related supportive services to homeless families.**

***Florence Crittenton Services of Arizona* was allocated \$7,971 to provide transitional housing to teen mothers, ages 12-18, and their children at the Scottsdale Girl's Ranch. The program provides home-based development and case management to achieve self-sufficiency, quality education and other opportunities for at-risk girls.**

***Homeward Bound* was allocated \$23,682 to provide transitional housing, employment services and comprehensive social services to low-income, homeless families.**

***Homeward Bound* was allocated \$5,400 to provide 25% of the utility cost for 12 Homeward Bound homes located in Scottsdale.**

***Junior Achievement* was allocated \$9,000 to provide an interactive, innovative financial literacy learning program to 4th-6th graders to gain an understanding of business, finance and good citizenship.**

***Save the Family (STF)* was allocated \$25,000 to provide case management and supportive services to homeless adults and children, when placed in the agency's Transitional Living Program. Services include childcare and parenting, and financial and workforce development training.**

***Save the Family (STF)* was allocated \$10,000 to provide year-round intervention/prevention education for 12 Scottsdale youth in homeless families.**

***Scottsdale Training & Rehabilitation Services (STARS Osborn)* was allocated 35,630 for the Community Based Employment Program. This program provides job readiness assessment and training, job development and placement, on-the-job training and coaching, and transportation assistance to adults with severe disabilities.**

Scottsdale Training & Rehabilitation Services (STARS Cholla) was allocated \$15,000 for the Community Based Employment Program. This program provides job readiness assessment and training, job development and placement, on-the-job training and coaching, and transportation assistance to adults with severe disabilities.

Tempe Community Action Agency (TCAA) was allocated \$47,380 for the Senior Nutrition Program. This program provides congregate meals, nutrition screenings, socialization opportunities, and health and fitness programs to elderly Scottsdale residents at the Granite Reef Senior Center.

Tempe Community Action Agency (TCAA) was allocated \$ 70,000 for the Senior Nutrition Program. This program provides home delivered meals, nutrition screenings and socialization opportunities for home bound seniors.

HOUSING REHABILITATION - \$345,000

The City of Scottsdale was allocated \$175,000 for the City's Housing Rehabilitation Program. The City also used prior years funding for the Rehabilitation Program. Funding is provided to low and moderate income-eligible, owner occupied single family homeowners to repair and/or replace items to eliminate structural code violations, prevent incipient code violations, upgrade building components to meet property rehabilitation standards, and provide modifications for the disabled and elderly to their homes.

The City of Scottsdale was allocated \$50,000 for the City's Roof Repair Program. The Roof Repair Program is designed to repair or replace deteriorated roofs for low/moderate income-eligible, owner occupied single-family homeowners to maintain the safety and habitability of their household.

The City of Scottsdale was allocated \$120,000 to administer the Emergency Home Repair Program. This program provides low/moderate income-eligible, owner occupied single-family homeowners with emergency type repairs required to maintain the safety and habitability of the household.

PUBLIC FACILITIES - \$604,391

A New Leaf was awarded \$50,000 for public facility improvements at the East Valley Men's Shelter. Facility improvements will provide sewer improvements as well as repaving the existing parking lot.

Chrysalis was awarded \$138,916 for shelter facility renovations. This project will renovate the current activity room and conference room to accommodate two, 2 bedroom, 2 bathroom apartments.

The City of Scottsdale was awarded \$376,000 for adaptive recreation facility improvements. This project will renovate the facility into a fully functional recreation facility for persons with disabilities.

Family Promise was awarded \$39,475 for HVAC improvements. Facility improvements will replace the current HVAC system for the day use center and transitional housing units.

PROGRAM ADMINISTRATION COSTS - \$ 201,440

The City's Community Assistance Office had available \$201,440 (\$188,466 20% administration allocation, \$12,974 20% program income) for expenditures relating, but not limited to planning and preparing the Annual Action Plan, performance and evaluation reports, environmental reviews, labor standards reports, locally compatible grant applications, activities to affirmatively further fair housing and general administrative staff and equipment costs to operate the CDBG Program.

HOME PROGRAM ACTIVITIES - \$ 708,184
(HOME Contract terms are for 3-years)

ACQUISITION - \$ 694,409

Newtown Community Development Corporation was allocated \$ 340,000 in HOME funds in FY 2011/12 for the Scottsdale Community Land Trust Homeownership. HOME funds are used to acquire and rehabilitate single-family homes to be sold to qualified low-income, first-time homebuyers, using a Community Land Trust (CLT.) The CLT ground lease requires owner-occupancy and contains a shared appreciation provision to ensure that homes remain affordable and are re-sold to low and moderate-income homebuyers for the life of the 99-year ground lease.

Save the Family Affordable Rental Movement (A.R.M.) affiliate of Save the Family Foundation of Arizona was allocated \$ 354,409 in FY 2012/13 for Rental Housing. HOME funds are used to acquire and rehabilitate single-family homes to rent to low-income families who have graduated from Save the Family's Transitional Housing Program.

PROGRAM ADMINISTRATION COSTS - \$13,775

The City's Community Assistance Office was allocated \$13,775 for expenditures relating, but not limited to planning and preparing the annual reports, project set-ups and completions, as well as administrative staff and equipment costs to operate the HOME Program.

PROJECTS	ALLOCATED	GOAL	SPENT	ACHIEVED
CDBG PROJECTS				
Public Service	\$365,913	6712	\$317,395	3766
Housing Rehabilitation	\$345,000	46	\$706,089	68
Public Facilities	\$604,391	887	\$ 70,885*	127
HOME PROJECTS				
Acquisition/Rehab/CLT	\$ 708,184	11	\$312,814*	2

***Public Facilities: Family Promise- Greater Phoenix was reimbursed for \$70,885 in FY 2012/2013 and \$7,315 in FY 2011/2012 for a total of \$78,200.**

****HOME allocation includes \$708,184 for FY 2012/13 plus the following:**

- CHDO: \$445,850 (FY2008/2009): 10 homes
- HOME: \$281,029 (FY2010/2011): 4 homes
- HOME: \$281,028 (FY2010/2011): 2 homes
- HOME: \$380,000 (FY2011/2012): 8 homes
- HOME: \$354,409 (FY2012/2013): 3 homes
- HOME: \$340,000 (FY2012/2013): 4 homes

Beneficiaries will be accounted for after construction completion.

*****Home contracts are for 3 years. Expenditures in the amount of \$312,814 in FY 2012/13 were for the following FY contracts:**

FY 2010/11 – ARM of Save the Family - \$181,557

FY 2011/12 - Newtown Community Development - \$131,257

National Objective: <i>Decent Housing.</i>										
Need to be addressed/ Desired Outcome	Goal to address high priority needs	Activity	Unit of measure	HOME	ADDI	CDBG	All other by Source # and \$ spent			
			Five year goal; Housing units, all sources	Current Year Performance				Current Year	Prior Years	Cumulative Performance
Local Strategic Objective								Units	Units	Units
Single-family housing rehabilitation	Increase the quality of owner-occupied housing by providing	Housing rehabilitation assistance to low and moderate income households					source			
Available/ Accessible			50	units	units	13 units	units	13 units	20 units	33 units
SO-1				\$	\$	\$447,673	\$	\$447,673	\$ 781,676	\$1,229,349
Single-family housing emergency repair	Improve the habitability of owner-occupied housing by providing	Emergency home repair assistance to low and moderate income households					source			
Available/ Accessible			215	units	units	55 units	units	55 units	114 units	169 units
SO-4				\$	\$	\$258,417	\$	\$258,417	\$477,808	\$ 736,225

National Objective: <i>Decent Housing.</i>										
Need to be addressed/ Desired Outcome	Goal to address high priority needs	Activity	Unit of measure	HOME	ADDI	CDBG	All other by Source # and \$ spent			
			Five year goal; Housing units, all sources	Current Year Performance				Current Year	Prior Years	Cumulative Performance
Local Strategic Objective								Units	Units	Units
Homebuyer Assistance	Increase the availability of affordable owner housing by providing	Community Land Trust Homeownership and Down payment assistance to low and moderate income households								
Affordability			20	1 units	2 units	units	units	3 unit	6 units	9 units
SO-2				\$131,256	\$14,532	\$	\$	\$145,788	\$396,887	\$542,675
Acquisition of land and construction of new housing for owner occupants	Increase the availability of affordable owner housing by providing	Acquisition and development for owner-occupied housing								
Affordability			0	units	units	units	units	units	0	0
SO-3				\$	\$	\$	\$	\$	\$0	\$0

National Objective: Decent Housing.										
Need to be addressed/ Desired Outcome	Goal to address high priority needs	Activity	Unit of measure	HOME	ADDI	CDBG	All other by Source # and \$ spent			
			Five year goal; Housing units, all sources	Current Year Performance				Current Year	Prior Years	Cumulative Performance
Local Strategic Objective								Units	Units	Units
Acquisition and rehabilitation of rental housing	Increase the supply of affordable rental housing by providing	Acquisition and rehabilitation assistance to house low and moderate income households					source			
Affordability			10	1 unit	units	units	units	1 units	1 units	2 unit
SO-5				\$181,557	\$	\$	\$	\$181,557	\$92,032	\$273,589
Acquisition of land and construction of new rental housing	Increase the supply of affordable rental housing by providing	Acquisition and development assistance to house low and moderate income households					source			
Affordability			0	units	units	units	units	units	0	0
SO-6				\$	\$	\$	\$	\$	0	0

National Objective: <i>Decent Housing.</i>											
Need to be addressed/ Desired Outcome	Goal to address high priority needs	Activity	Unit of measure	HOME	ADDI	CDBG	All other by Source # and \$ spent				
			Five year goal; Housing units, all sources	Current Year Performance				Current Year	Prior Years	Cumulative Performance	
Local Strategic Objective								Units	Units	Units	
Preservation of existing public housing units and tenant based rental assistance.	Preserve existing number of units of public housing and Housing Choice Vouchers.	Administration of Housing Choice Vouchers to house extremely low, low and moderate-income households					Housing Choice Voucher (HCV) Program				
Affordability			3,600	units	units	units		708	708	1,442	2,150
SO-7									\$5,064,591	\$5,064,591	\$11,021,923
Expansion of assisted rental units in the private marketplace	Increase the number of assisted rental units in the private rental market through	Applications for additional assisted vouchers when they become available.					source				
Affordability			0	units	units	units		units	units	0	0
SO-8											
				\$	\$	\$	\$	\$	\$	\$0	\$0

Affirmatively furthering fair housing:

Scottsdale's Analysis of Impediments to Fair Housing (AI) was completed by the Fair Housing Coordinator and submitted to HUD April 20, 2011. The current AI spans a five-year period, and an intermediate update was completed April, 2013.

The initial AI identified Scottsdale's impediments as: lack of affordable housing, lack of fair housing knowledge, distribution of fair housing information including distribution to Scottsdale's largest employer and differential treatment of persons with a disability. Some statements from a narrative portion of a 2010 Fair Housing Survey indicated a pronounced need for more fair housing education and the use of diverse media to disseminate the information.

The following actions stated in the AI Action Plan to address identified impediments have been taken:

- **Provided Fair Housing training for residents of the community**
- **Maintained a Fair Housing page on the City's web page**
- **Maintained a direct link from the City's webpage to the HUD Fair Housing website**
- **Participated as a member of the Arizona Fair Housing Partnership and sponsoring events with the Partnership**
- **Maintaining a call log for Fair Housing complaints and referrals**
- **Making Fair Housing referrals to the Arizona Attorney General's Office, Southwest Fair Housing Council, HUD and other enforcement entities**
- **Displaying Fair Housing posters in public buildings and at Fair Housing functions**
- **Purchasing and distributing Fair Housing marketing materials**
- **Included the Fair Housing logo on business cards, local brochures and marketing information**
- **Monitoring grant funded sub-recipients for compliance with Fair Housing and affirmative marketing requirements**
- **Providing Community Assistance Office staff opportunities to receive education in Fair Housing, reasonable accommodations and equal opportunity best practices and laws**
- **Intervened, educated and made referrals to landlords who fail to understand equal opportunity and fair housing regulations**

On March 7, 2013, the City of Scottsdale hosted a Fair Housing presentation in conjunction with Southwest Fair Housing Council providing educational opportunities to Scottsdale's residents.

The Honorable Mayor Jim Lane proclaimed April as Scottsdale's Fair Housing Month for 2013 to encourage education and awareness of Fair Housing rights.

The City of Scottsdale's participation in the Arizona Fair Housing Partnership and committees within that partnership serves to increase the jurisdiction's Fair Housing knowledge base and works toward elimination of the most

predominant impediment to Fair Housing in Scottsdale, "Fair Housing knowledge."

The chart below presents a brief description of actions and expenditures made during the program year.

Actions to eliminate or mitigate barriers to fair housing choice.	
Sponsored or put on Fair Housing training to residents of the community (two events).	\$244
Maintained a Fair Housing page on community's web page.	Yes
Maintained a direct link from community webpage to the HUD Fair Housing website.	Yes
Participated as a member of the Arizona Fair Housing Partnership (includes staff time).	\$1,512
Participated in events sponsored by the Arizona Fair Housing Partnership.	\$ 332
Maintained a call log for Fair Housing complaints and referrals.	Yes
Made fair housing referrals to the <u>AZAG</u> , <u>AZ Fair Housing Center</u> and <u>SWFHC</u> .	Yes
Displayed fair housing posters in public buildings.	\$ 80
Purchased and distributed fair housing marketing materials.	\$ 50
Have the Fair Housing Logo on business cards, local brochures and program marketing information.	Yes
Monitored sub-recipients for compliance with Fair Housing and affirmative marketing requirements.	Yes
Fair Housing Coordinator continuing education	Yes

The cumulative total of expenditures for fair housing in FY 2012/2013 is \$2,218. The total includes staff hours for seminar preparation for printing, Fair Housing continued education, homebuyer's club presentations, mailings as well as supplies and fair housing marketing materials.

Leveraging of Resources

Due to budgetary constraints the General Fund has been unable to allocate additional resources to affordable housing.

Underserved Needs

Obstacles to underserved needs relative to the City listed in the Annual Action Plan were:

- a. **The geographic shape of Scottsdale,**
- b. **The relative age of the built environment in the southern part of the community compared to the newer and larger master-planned, northern area of the City,**
- c. **The rapid appreciation of residential property,**
- d. **The aging of residents in the community,**
- e. **The growing population of Scottsdale, and**
- f. **The economic conditions.**

Actions taken during the program year to address underserved needs include:

Continuation of:

- **Operation Fix It – labor and materials provided to eligible homeowner's to maintain their properties through donations and volunteer time.**

- **R1-7 Residential Enhancement Program - financial assistance provided to homeowners seeking to improve the front façade of their homes. \$50,000 of General Funds was allocated for these projects**
- **Increased levels of code enforcement to preserve neighborhoods,**
- **Funding programs offering rehabilitation to preserve older housing stock,**
- **Providing referral services to HUD-approved housing counselors for foreclosure prevention assistance**
- **Funding non-profits to provide programs and services to the elderly and frail elderly,**
- **Increased services for basic needs.**

Continued to target capital improvements, including but not limited to:

- **Neighborhood oriented public improvements,**
- **Continued efforts towards redevelopment of the Skysong center at Scottsdale and McDowell Road, and**
- **Continued revitalization of the downtown area and the McDowell Road corridor.**

Continued to provide services to homeowners, including but not limited to:

- **Housing rehabilitation, roof repair and replacement, and emergency repair services to low income households,**
- **Home ownership counseling and purchase assistance through Community Land Trust, and**
- **Tax counseling assistance at Senior Centers and Paiute Neighborhood Center.**

Continued services and programs to support the aging senior population, including:

- **Housing Rehabilitation**
- **Emergency Repair**
- **Roof Repair and Replacement**

Managing the Process

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

Program Year 3 CAPER Managing the Process response:

City of Scottsdale Community Assistance Office manages the CDBG program as an entitlement community and receives HOME funding through the Maricopa HOME Consortium. Staff is primarily responsible for planning, technical assistance, regulatory compliance, financial management, reporting and monitoring.

Monitoring is directed toward programmatic, financial and regulatory performance. The primary objectives are to ensure that all sub-recipients:

- **Comply with pertinent regulations governing their administrative, financial, programmatic operations,**
- **Achieve their performance objectives within schedule and budget; and,**
- **Assess capabilities and/or any potential needs for training or technical assistance in these areas.**

Ongoing monitoring is completed through evaluating monthly billings, demographic reports and completing on-site monitoring. Performance reports are required of each sub-recipient, which must be current prior to approval of any request for reimbursement of expenditures. Agreements made with sub-recipients encourage uniform reporting to achieve consistent information on beneficiaries. Staff works directly with every agency to answer questions and provide clarification on federal regulations. Technical assistance is continuously provided throughout the year.

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.

Program Year 3 CAPER Citizen Participation response:

To be completed after the Public Comment Period.

CDBG:

A total of \$1,702,884 in CDBG funds was available during the 2012/13 program year. The CDBG entitlement for FY 2012/13 was \$942,333. An additional \$64,873 of CDBG Program Income was received and receipted in FY 2012/13 (\$43,624 in repayments of Housing Rehabilitation loans and \$21,249 in rent received from Ville de Marie Academy). The total amount of funds committed for all CDBG activities in FY 2012/13, including prior year re-programmed funds (\$760,551) was \$1,503,771 and \$199,113 remained un-programmed. The total CDBG expenditures for FY 2012/13 were \$1,290,816.

CDBG funds are distributed throughout the City of Scottsdale. The CDBG eligible census tracts are predominately located south of Indian Bend Road. No specific census tracts received a concentration of the CDBG funds.

HOME:

A total of \$749,754 in HOME funds was available during the 2012/13 program year. The HOME entitlement for FY 2012/13 through the Maricopa HOME Consortium was \$220,392. No program income was received in FY2012/13 and \$529,362 of FY 2011/12 unprogrammed funds were re-programmed for FY 2012/13. The total amount of funds committed for all HOME activities, including prior year re-programmed funds was \$705,421. The total expenditures for FY 2012/13 were \$312,814 in HOME funds and \$14,532 in ADDI funds for project and administrative cost.

No specific census tracts received a concentration of the HOME funds.

Institutional Structure

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

Program Year 3 CAPER Institutional Structure response:

The 3 Year Annual Action Plan stated that current plans for further development of the delivery system for housing and community development include:

- **Program delivery,**
 - **Homeownership,**
 - **Housing Rehabilitation,**
- **Maximizing community resources for revitalization.**

Development of other community resources is ongoing and will continue.

Past examples include:

- **Regional cooperation in:**
 - **The Maricopa HOME Consortium,**
 - **The MAG Continuum of Care Committee on Homelessness,**
 - **The East Valley Needs Assessment,**
- **Local initiatives, including:**
 - **Brokerage licenses to non-profit service providers in City facilities,**
 - **The Scottsdale Cares utility donation program,**
 - **General fund allocations to regional homeless facilities.**

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.

- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
- d. Indicate any activities falling behind schedule.
- e. Describe how activities and strategies made an impact on identified needs.
- f. Identify indicators that would best describe the results.
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 3 CAPER monitoring response:

Monitoring is an on-going process of review to ensure adequate performance and compliance with all applicable federal regulations and policies. Appropriate planning, implementation, communication, and follow up during each phase of the activities are effective tools for improving performance and avoiding non-compliance. The typical phases of an activity include the initial allocation of funding, written agreements (contract), monthly progress/performance reports, monthly demographic reports, request of expenditure reimbursements, and closing reports.

Forms of Monitoring

Monitoring may include, but is not limited to the following procedures:

- **Review of monitoring reports, audits, and management letters at the time of application.**
- **Review of Federal requirements during contract signing.**
- **Review of periodic reimbursement requests and periodic performance reports.**
- **Technical Assistance (meetings, telephone calls, site visits, written correspondence, etc.)**
- **Desk reviews (consists of in-house reviews of documentation submitted to the reviewer, program files, and financial records).**
- **On-site reviews (consists of reviewing program files and financial records).**

Risk Assessment

The level of monitoring to be conducted is determined by a risk analysis assigned to the entity. Entities receiving CDBG/HOME funds will be evaluated annually to determine the appropriate risk classification. Entities deemed to be "low risk" will be subject to desk review. Entities deemed to be "high risk" will be subject to an on-site monitoring review.

To be classified as "low-risk", an entity must generally meet the following criteria:

- **an on-site visit has been conducted within the last two years**
- **there has been insignificant or no compliance or performance problems noted.**

To be classified as “high-risk”, an entity may meet one or more of the following risk factors:

- an on-site visit has not been conducted within the last two years
- the entity is new to the CDBG or HOME Program
- there has been a high rate of employee turnover or turnover in key staff positions
- there has been noncompliance with one or more contract provisions
- there were significant findings and/or concerns noted in previous desk reviews or on-site monitoring visits
- there are significant unresolved audit findings
- there has been a high incidence of citizen or vendor complaints
- reimbursement requests or performance reports contain inaccurate information
- there is a demonstrated need for on-going technical assistance.

Please note the risk designations are not limited to the above-stated conditions and may be assigned due to other circumstances, if required. Public agencies are monitored every other year. Housing-related agencies are monitored annually.

The City of Scottsdale monitored the following agencies during the program year for their fiscal year 2011-12 activities:

Public Services:

Big Brothers Big Sisters
Family Promise
Homeward Bound
Save the Family
STARS
Temp Community Action Agency

Public Facility Improvements:

Family Promise

Housing:

Holiday Partners
Newtown Community Development.

The City of Scottsdale funds primarily public service, public facility and housing activities. The public service activities assist a wide age range from youth to elderly. These programs help youth engage in after school activities, provide meals for the elderly and provide safe and decent housing for domestic violence victims and people in transition. Funding public facilities helps to maintain and expand our community’s service facilities. Housing activities such as the First-Time Homebuyer Program allows families to achieve their dream of homeownership. Other activities, such as the Housing Rehabilitation Program provide needed home improvements and modifications to provide decent, safe and sanitary housing. The City of Scottsdale continues to analyze its priorities on an annual basis.

Lead-based Paint

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

Program Year 3 CAPER Lead-based Paint response:

The following measures were taken by the City of Scottsdale to inform residents about the hazards of lead-based paint, and to ensure HUD-funded housing rehabilitation projects effectively address lead paint hazards:

- **In an effort to educate citizens about lead-based paint hazards, the City distributed a copy of the Environmental Protection Agency (EPA) brochure — The Lead-Safe Certified Guide to Renovate Right to all applicants assisted through the City’s Housing Rehabilitation Programs. Applicants must sign a receipt acknowledging receipt of this brochure.**
- **In all housing rehabilitation activities, lead-hazards are identified through an independent Risk Assessment at no cost to the homeowner. The assessment firm determines all areas where lead is present and provides a Lead-Based Paint Risk Assessment Report to the City. The report is then used to help the Housing Rehabilitation Coordinator determine what aspects of the housing rehabilitation project require lead paint safe work practices.**
- **A copy of the Lead-Based Paint Risk Assessment Report is given to the property owner, and the property owner must sign a receipt for the report. The Housing Rehabilitation Coordinator reviews the Lead-Based Paint Risk Assessment Report with the property owner to ensure they understand the information provided in the report, and acknowledge the identified components containing lead-based paint.**
- **Lead-based paint work is closely monitored by the Housing Rehabilitation Coordinator throughout the project to make certain items are correctly addressed per the specifications and in the least amount of time to avoid disruption to the household.**
- **In compliance with the Housing Rehabilitation Program’s Relocation Policy, a property owner may be eligible for temporary relocation accommodations when the rehabilitation project requires the disturbance of materials containing lead-based paint.**
- **Upon completion of lead reduction work, a clearance test is conducted at the property by the assessment firm; a lead-based paint clearance test is completed to document that lead hazards were mitigated. If a contractor fails a clearance test, the expense of a second clearance test is borne entirely by the contractor.**

The City of Scottsdale continues to test homes constructed prior to 1978 for lead-based paint in compliance with 24 CFR part 35. All pre-1978 homes that receive assistance through the Housing Rehabilitation and/or Roof Repair and Replacement Program were tested and abated if applicable.

The cost associated with lead-based paint remediation continues to increase the total cost of housing rehabilitation projects. In order to keep the costs of lead-based paint testing from adding directly to the cost of each housing rehabilitation project, the City pays for lead-based paint risk assessments and corresponding clearance tests at no cost to the property owner's project.

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.

The following actions were taken during FY 2012/13 to foster and maintain affordable housing:

- **Continued the Housing Rehabilitation, Roof Repair and Replacement and Emergency Repair and Replacement Program. The purpose of these programs is to assist low income households rehabilitate their existing home. Single-family homes are eligible for the Housing Rehabilitation Program. Both single-family and mobile homes are eligible to receive assistance through the Roof Repair and Replacement and Emergency Repair and Replacement Program.**
- **Newtown Community Development Corporation was allocated HOME funds for the Scottsdale Community Land Trust Homeownership. HOME funds are used to acquire and rehabilitate single-family homes to be sold to qualified low-income, first-time homebuyers, using a Community Land Trust (CLT). The CLT ground lease requires owner-occupancy and contains a shared appreciation provision to ensure that homes remain affordable and are re-sold to low and moderate-income homebuyers for the life of the 99-year ground lease.**
- **Save the Family Affordable Rental Movement (ARM) affiliate of Save the Family Foundation of Arizona was allocated HOME funds for Rental Housing. HOME funds are used to acquire and rehabilitate single-family homes to rent to low-income families who have graduated from Save the Family's Transitional Housing Program.**
- **In FY 2010/11, Newtown Community Development Corporation was allocated ADDI funds to provide low and moderate-income, first-time homebuyers with housing counseling, and down payment and closing cost assistance up to 6% of the purchase price of a single-family housing unit not to exceed \$10,000.**

Program Year 3 CAPER Housing Needs response:

Table 2C				Year - Three Goal	Year - three Units	Disproportionate Need
Household Income < =30% MFI	Renter	Elderly	NUMBER OF HOUSEHOLDS			
			With any housing problems	132	121	
				0		
		Small Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	185	382	
				0		
		Large Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	15	11	
				0		
		All other hsholds	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	0	0	
				0		
	Owner	Elderly	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	10	11	
				0		
		Small Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	0	24	
				0		
		Large Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	60	0	
				0		
		Households	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	39	0	

Household Income > 30 to < = 50% MFI	Owner	All other hsholds	NUMBER OF HOUSEHOLDS			0	0	
			With Problems	Any	Housing			
	Renter	Elderly	Problems			0		
						0		
						0		
						0		
		Small Related	NUMBER OF HOUSEHOLDS			0		
			With Any Housing Problems			71	139	
						0		
						0		
		Large Related	NUMBER OF HOUSEHOLDS			0		
			With Any Housing Problems			19	8	
						0		
						0		
	All other hsholds	NUMBER OF HOUSEHOLDS			0			
		With Any Housing Problems			0	0		
					0			
					0			
	Owner	Elderly	NUMBER OF HOUSEHOLDS			0		
			With Any Housing Problems			10	17	
						0		
						0		
		Small Related	NUMBER OF HOUSEHOLDS			0		
			With Any Housing Problems			6	22	
						0		
						0		
Large Related		NUMBER OF HOUSEHOLDS			0			
		With Any Housing Problems			0	0		
					0			
					0			
All other hsholds	NUMBER OF HOUSEHOLDS			0				
	With Any Housing Problems			0	0			

				0		
				0		
				0		
Household Income >50 to <=80% MFI	Renter	Elderly	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	54	9	
				0		
		Small Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	116	34	
				0		
		Large Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	13	18	
				0		
		All other hsholds	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	0	0	
				0		
	Owner	Elderly	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	18	7	
				0		
		Small Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	10	22	
				0		
		Large Related	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	8	0	
				0		
		All other hsholds	NUMBER OF HOUSEHOLDS	0		
			With Any Housing Problems	208	0	

				0		
				0		

Specific Housing Objectives

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

Program Year 3 CAPER Specific Housing Objectives response:

Scottsdale Housing Agency (SHA) continues to administer 12 Enhanced Vouchers (clients who remained at Viviendas after the opt-out) and 24 Tenant Protected Vouchers for clients who have relocated from their original opt-out location (from Casa de Amigos or Viviendas).

The Scottsdale Housing Agency has a guideline to counsel a Housing Choice Voucher participant, prior to lease signing, whose desired place of rent would cost the client greater than 30 percent of their income. If a family chooses a unit with a gross rent that exceeds the SHA’s applicable payment standard, the family will pay more than the calculated total tenant payment (TTP). Occupancy may not be approved if tenancy would require the family share to exceed 40 percent of the family’s monthly adjusted gross income. The SHA ensures that persons with disabilities have full access to its programs and services. The SHA asks all applicants and participants if they require any type of accommodations, in writing, on the intake application and re-examination documents. All documents include the language “if you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the SHA.” Examples of reasonable accommodations offered by the SHA include but are not limited to: requesting applications by telephone; conducting home visits; using higher payment standards to enable a person with disabilities to obtain a suitable housing unit; providing time extension for locating a unit; permitting an authorized designee or advocate to participate in the application or certification process and other meetings with SHA staff; and displaying posters and other housing information in locations throughout the SHA’s office.

Homeownership opportunities for first-time homebuyers were provided through Newtown’s Community Land Trust Program. In FY 2012/13 Newtown acquired, rehabilitated and re-sold one home to a low-income, first-time homebuyer.

Transitional rental housing opportunities were provide through ARM of Save the Family. In FY 2012/13, ARM of Save the Family acquired and rehabilitated one home to be utilized as transitional rental housing.

Year-Three Short-term housing accomplishments				
Housing Choice Vouchers/CDBG/ HOME	Source	Expenditures	Unit of Measure	Outcome
City of Scottsdale Housing Choice Voucher Rental Assistance	Section 8	\$5,064,591	Units Leased	708 households
City of Scottsdale Emergency Repair Program	CDBG	\$119,831	Units Repaired	44 households
City of Scottsdale, Community Assistance Office - Housing Rehabilitation Program	CDBG	\$447,673	Units Rehabilitated	13 households
City of Scottsdale, Community Assistance Office – Roof Repair & Replacement Program	CDBG	\$138,586	Units Repaired	14 households

Public Housing Strategy

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

Program Year 3 CAPER Public Housing Strategy response:

The City of Scottsdale does not administer public housing. The Scottsdale Housing Agency administers tenant based housing assistance through the Housing Choice Voucher Program.

Public Housing Strategy						
Local Housing Agency	Funding Source	Amount	Family Sufficiency Graduates	Self-Sufficiency Escrow Funds Total Payouts for Graduates for FY 12/13	Home-buyer Voucher Subsidy	
Scottsdale Housing Agency	FSS Escrow	\$68,680	4	\$45,231	1	
	Housing Choice Voucher Program	\$5,064,591				

Barriers to Affordable Housing

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

Program Year 3 CAPER Barriers to Affordable Housing response:

The most significant barrier to affordable housing in Scottsdale is the high median home prices and rental rates and the number of affordable units available. The City of Scottsdale continued to fund programs to assist seniors, disabled, and low-income persons with property maintenance, rental assistance and homeownership opportunities. The following programs were administered in FY 2012/13:

Owner-occupied housing assistance:

- **Housing Rehabilitation Program**
- **Roof Repair and Replacement Program**
- **Emergency Repair Program**

Homeownership opportunities:

- **First-time homebuyer assistance through Scottsdale Community Land Trust Program**
- **Down-payment assistance through American Dream Down payment Initiative (ADDI)**
- **Section 8 FSS escrow accounts**
- **Section 8 Homeowner Assistance Program (HOAP)**
- **Homebuyer education**
- **Rental Assistance:**
- **Housing Choice Voucher (HCV) Program**
- **Rental Housing through ARM of Save the Family Affordable Rental Movement**

HOME/ American Dream Down Payment Initiative (ADDI)

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

Program Year 3 CAPER HOME/ADDI response:

This section is addressed in the Maricopa HOME Consortium Program Year 3 CAPER. Maricopa County serves as the *Lead Agency* for the Maricopa HOME Consortium. The Consortium's Consolidated Plan establishes the Strategy and Action Plan for housing activity for the Consortium and, most specifically, the use of HOME/ADDI funding as the resources for the implementation of that Plan. As mentioned previously, the Consortium Consolidated Plan is incorporated by reference in this plan.

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.

Program Year 3 CAPER Homeless Needs response:

Scottsdale is an active participant in the Maricopa Association of Government (MAG) Continuum of Care Task Force and shares responsibility of the regional solution to the problems of Homelessness. Each year Scottsdale allocates funding to several categories of human services to address homelessness. The following Tables lists the resources and supportive services to meet the needs of those at risk of becoming homeless as well as those who are currently homeless.

Funding Source	Amount	Agency Name	Service Provided	Outcome
Homeless				
General Funds	\$55,000	Central AZ Shelter Services	Emergency homeless shelter	Provided assistance to 366 individuals.
General Funds	\$9,734	UMOM New Day Centers, Inc.	Emergency homeless shelter	Provided assistance to 8 individuals.
General Funds	\$35,000	A New Leaf, Inc.	East Valley Men's Shelter - Homeless shelter for men	Provided assistance to 35 men.
CDBG	\$21,280	Family Promise-Greater Phoenix	Emergency Shelter Program	Provided assistance to 198 individuals.
CDBG (Public Facilities)	78,200	Family Promise	ADA improvements	Provided assistance to 127 individuals
CDBG	\$7,971	Florence Crittenton Services of Arizona	Transitional Housing Program	Provided assistance to 8 individuals.
CDBG	\$25,000	Save the Family	Case Management and Supported Services	Provided assistance to 84 individuals.
Scottsdale Cares	\$3,000	Shoebox Ministry	Toiletries for the homeless and working poor	Provided assistance to 533 individuals.
Victims of Domestic Violence				
CDBG	\$30,000	Chrysalis Shelter	Emergency shelter to domestic violence victims and supportive counseling and case management; transitional housing	Provided services to 23 adults and their children
CDBG	\$13,393	Chrysalis Shelter (Utilities)	Paid for utility costs	Provided services to 18 individuals and their children.
CDBG	\$23,682	Homeward Bound	Case Management and Supported Services	Provided services to 43 individuals and their children.
CDBG	\$5,400	Homeward Bound (Utilities)	Paid for utility costs	Provided services to 52 individuals and their children.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Housing Prevention Elements response:

<u>Funding Source</u>	<u>Amount</u>	<u>Agency Name</u>	<u>Service Provided</u>	<u>Outcome</u>
Homeless Prevention				
General Funds	\$15,000	Community Legal Services	Removing barriers to justice for low-income residents	Provided 161 clients with legal help
CDBG	\$5,000	Community Information and Referral	211 Arizona helpline	Provided 719 persons with referrals
Scottsdale Cares	\$44,000	Concerned Citizens for Community Health	Emergency rent/mortgage and utility assistance and weekly grocery bags	Provided 81 households with rent/mortgage, utilities and 420 low-income seniors or disabled with weekly grocery bags

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.

Program Year 3 CAPER ESG response:

The City of Scottsdale does not receive ESG funds.

COMMUNITY DEVELOPMENT

Community Development

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

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 sub-recipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
 - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or Ecs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 3 CAPER Community Development response:

The chart below lists all City of Scottsdale projects funded with CDBG and HOME.

Outcomes → Objectives ↓	Availability/ Accessibility	Affordability	Sustainability
Suitable Living Environment	<ul style="list-style-type: none"> • Big Brothers Big Sisters – Scottsdale Mentoring Program • TCAA – Senior Meals Program • Family Promise-Greater Phoenix - Emergency shelter program & related supportive services 	<ul style="list-style-type: none"> • Chrysalis-utility assistance • Homeward Bound-utility assistance • Concerned Citizens-emergency services for rent/mortgages and utilities 	<ul style="list-style-type: none"> • Family Promise-Greater Phoenix - Public Facility Improvements to increase access for disabled individuals
Decent Housing	<ul style="list-style-type: none"> • FSL Home Improvement - Emergency Home Repair Program • Chrysalis Shelter – Scottsdale Shelter • Florence Crittenton Services of Arizona – Transitional Housing • Homeward Bound – Transitional Housing & Social Services • Save the Family – Case Management & Supportive Services 	<ul style="list-style-type: none"> • City of Scottsdale – Housing Rehabilitation Program • City of Scottsdale – Roof Repair and Replacement Program • Newtown Community Development Corporation – Community Land Trust Homeownership • Save the Family – Affordable Rental Movement 	
Creating Economic Opportunity	<ul style="list-style-type: none"> • STARS – Community Based Employment Program 		

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

During the program year, Scottsdale awarded CDBG funds in the total amount of \$ 1,328,771 (including Planning and Administration) to address high and medium priorities of the Five-Year Consolidated Plan. During the program year, Scottsdale addressed the national objective of *decent housing* with the outcome of *affordability* and public services activities combined with HOME funds, Scottsdale Cares and General Funds to assist homeless persons and families to find a *suitable living environment* with an outcome of increased *availability/accessibility* to homeless shelters and services.

2. Changes in Program Objectives

Two CDBG contracts totaling \$19,570 were voluntarily canceled by the non-profit sub-recipients during FY 2012/13 program year. These funds will be re-programmed in the FY 2014/15 funding cycle.

Circle the City was awarded \$10,570 for providing short-term residential support along with medical, nursing case management, and other services to 70 homeless persons recovering from illness or injury. This project was voluntarily canceled by Circle the City after amending original contract and could not complete program within timeframe.

Junior Achievement was awarded \$9,000 for the Financial Literacy Program at Yavapai Elementary School, 420 4th-6th graders will be provided an interactive, innovative learning program that provides an understanding of business, finance and good citizenship. Junior Achievement voluntarily canceled their contract because the agency was unable collect demographic information to support contract.

3. Assessment of Efforts in Carrying Out Planned Actions

During the preparation of this report, there were no indications identified that indicated action or inaction to hinder implementation of the Consolidated Plan.

4. For Funds Not Used for National Objectives

All funds allocated during the program were used on projects that met a national objective. The City of Scottsdale does not allocate funding to projects that do not meet these criteria.

5. Anti-displacement and Relocation

The City of Scottsdale ensures compliance with anti-displacement and relocation by actively monitoring and working with non-profits. During the program year, no activities required relocation or displacement.

6. Low/Mod Job Activities – for economic development activities

No economic development activities were funded during Program Year 3.

7. Low/Mod Limited Clientele Activities

Non-profits who receive CDBG funds are contractually required to meet this national objective. If their beneficiaries are not presumed beneficiaries, the agency must verify income at time of entry to the program. During the program year the City of Scottsdale monitored agencies to ensure compliance with income certification.

8. Program income received

Scottsdale received \$64,873 in CDBG program income during the FY 2012/13 program year (\$43,624 from the repayment of Housing Rehabilitation loans and \$21,249 in rent received from Ville de Marie Academy). Program income received from the repayment of Housing Rehabilitation loans was reprogrammed to the Housing Rehabilitation Program to fund additional projects. The remaining program income will be re-programmed to other eligible CDBG eligible activities.

9. Prior period adjustments

No prior period adjustments

10. Loans and other receivable

The chart below depicts the CDBG Housing Rehabilitation Loan Portfolio:

Rehabilitation Loan Portfolio (As reported for June 30, 2011)		
Deferred loans which may be forgiven in whole or in part	Number of loans	122
	Terms of forgiveness	50% after 3 years, balance due on sale
	Current balance if repaid on June 30, 2011	\$1,930,926

11. Lump sum agreements

City of Scottsdale entered into a lump sum agreement with Wells Fargo Bank, Arizona, N.A. Funds were deposited and use of funds commenced on 6/5/12. Within 180 days of deposit, 37.70% of funds were disbursed.

12. Housing Rehabilitation

The Housing Rehabilitation Program completed 13 major housing rehabilitation projects, the Emergency Repair and Replacement Program completed 41 emergency repairs and the Roof Repair and Replacement Program completed 14 roof projects. The total amount of CDBG funds spent on these activities was \$706,090.

13. Neighborhood Revitalization Strategies

The City of Scottsdale does not have a neighborhood revitalization strategy area.

Antipoverty Strategy

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

Program Year 3 CAPER Antipoverty Strategy response:

During Program Year 3, the City of Scottsdale completed the following activities to assist in reducing the number of families in poverty:

- Staffed the operation of the Maricopa County One-Stop Career Center,
- Provided case-management services through the Vista-Paiute Job Prep Program,
- Provided assisted housing and case-management services through the Housing Choice Voucher and Family Self-Sufficiency Programs
- Earned Income Tax Credit (EITC) – City representative on state wide earned income tax workforce
- 3 Scottsdale facilities provided space and resources for AARP to provide free tax preparation

There are two actions related to the Consolidated Plan for housing which may be considered to relate to the antipoverty strategy on a Consortium-wide basis.

- **Family Self-Sufficiency Programs will continue to assist Public Housing and Housing Choice Voucher clients in achieving personal goals related to improved employability.**

Number of FSS clients who utilized escrow funds and other FSS services to become homeowners during the program year.	1
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- Homeownership programs supported by homebuyer counseling and funded from CDBG, HOME/ADDI, Housing Choice Vouchers, IDA, Mortgage Credit Certificates, Fannie Mae products and private lenders assist individuals in becoming self-sufficient.

Number of families assisted with down payment assistance homebuyer counseling and self-help housing assistance to become homeowners during the program year.	2
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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).

Program Year 3 CAPER Non-homeless Special Needs response:

The following table describes Federal and local expenditures of funding within the procurement authority of the City of Scottsdale to address goals for special needs populations.

Funding Source	Amount	Agency Name	Service Provided	Outcome
Seniors				
Scottsdale Cares	\$15,000	Area Agency on Aging	Benefits assistance	Assisted 859 individuals
General Funds	\$18,000	Duet: Partners in Health & Aging	In-home caregivers	174 individuals were served with 7,941 hours of in-home assistance
Scottsdale Cares	\$18,483	Foothills Caring Corps	In-home caregivers	221 individuals were served with 1,032 meals and 590 medical transports (one way)
General Funds	\$25,000	Jewish Family & Children's Service	In-home assessments, counseling, advocacy and referrals	Provided services to 215 individuals
CDBG	\$46,664	Tempe Community Action Agency	Home delivered meals	Delivered approximately 20,639 meals to 1101 individuals
CDBG	\$47,380	Tempe Community Action Agency	Congregate meals	Provided meals to 836 individuals
General Funds	\$7,500	Valley Center of the Deaf	Counseling/Outreach for Hearing Loss	Provided counseling for 50 individuals
Scottsdale Cares	\$15,161	Sun Sounds of Arizona	Reading for visually impaired residents	Provided services for 1,854 individuals
General Funds	\$14,766	EMPACT Suicide Prevention Center Inc.	Senior peer counseling	Provided services to 208 individuals in crisis.
Adults in Crisis				
Scottsdale Cares	\$15,000	Community Bridges, Inc.	Crisis Care and medical detoxification	Provided services to 394 individuals in crisis care
CDBG	\$5,000	Community Information and Referral	211 Arizona help line	Provided services to 719 individuals in crisis
General Funds	\$15,000	Community Legal Services	Removing barriers to justice for low-income residents	Provided 161 low-income residents with legal help/advice
Persons with Disabilities				
Scottsdale Cares	\$20,000	Alzheimer's Association	Alzheimer's supportive services	Provided care consultations, support groups & education to 568 residents
CDBG	\$35,630	Scottsdale Training and Rehabilitation services (Osborn)	Occupational training and employment services	Provided services to 55 individuals
CDBG	\$15,000	Scottsdale Training and Rehabilitation Services (Cholla)	Facility based training and employment	Provided services to 50 individuals
Scottsdale Cares	\$13,856	Cortney's Place	Disability programs and experiences	Provided services to 14 individuals
Early Childhood, Youth and Families				

Funding Source	Amount	Agency Name	Service Provided	Outcome
Scottsdale Cares	\$10,000	Child Crisis Center–East	Family support & Adoption services	Served 15 Scottsdale families
Scottsdale Cares	\$10,000	Greater Phoenix-Youth at Risk	Mentoring at-risk students	Served 10 youth
CDBG	\$10,000	Save the Family	Children & Youth services	Provided services to 26 children/youth
Scottsdale Cares	\$12,000	Teen Lifeline	Life skills development, community education and teen hotline	Assisted 5,233 teens with life skills development through community education workshops and hotline support.
CDBG	\$10,000	Big Brother Big Sisters (Scottsdale Mentoring)	Youth will receive mentoring services	Provided services to 33 youth
CDBG	\$5,000	Big Brother Big Sisters (Pueblo Elementary Program)	Youth will receive mentoring services	Provided services to 25 youth
CDBG	\$20,000	Boys and Girls Club of Greater Scottsdale	Operation Outreach, after school programs	Provided services to 495 youth
CDBG	\$7,971	Florence Crittenton Services of AZ	Scottsdale Girls Ranch	Provided services to 8 youth
CDBG	\$23,682	Homeward Bound	Family Services case management	Provided services to 43 individuals
Scottsdale Cares	\$7,500	A New Leaf (La Mesita)	Child development center	Provided services to 16 individuals

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).

Program Year 3 CAPER Specific HOPWA Objectives response:

The City of Scottsdale does not receive HOPWA funds.

OTHER NARRATIVE

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

Program Year 3 CAPER Other Narrative response:

RACE		White		Black /African American		Black/AfAm & White		Asian		Asian & White		AmIndian/Alaskan Native		AmInd/Al Native & White		AmInd/Al Native & Black		Native Hawaiian/ Pac Islander		Balance/ Other	
		Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
Scottsdale		847	2580	10	370	0	11	0	87	0	1	2	75	0	1	0	16	0	11	0	239
Beneficiaries: CDBG funded housing and homeless activities																					