

City of Dunkirk

Community Development Block Grant

2013 Consolidated Annual Progress Evaluation Report

August 25th, 2014



Department of Planning & Development
342 Central Avenue
Dunkirk, NY 14048

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Due to ongoing monitoring from the Department of Housing & Urban Development, the City of Dunkirk's 2013 Community Development Block Grant (CDBG) program was at a standstill for the majority of the program year. Based upon discussion and agreement between the City and its HUD representatives, programs and activities outlined in the 2013 Annual Action Plan did not progress while the City worked diligently to fix past problems.

However, the City did have accomplishments during the 2013 program year. A total of 153 youth ages 6-18 participated in the Club Tech Program, a technology-training curriculum over 24 30-minute lessons offered over 4-6 week sessions. The topics of the curriculum were: Navigating Webpages; Google Maps; Online Research; Microsoft Word; Game Programming; Camera Use and Photo Editing; Online Safety; Spelling Exercises. Of those 156 there were: 82 Extremely Low Income; 32 Low Income; 17 Moderate Income; and 22 Non-Low/Mod Income. 40 of the youth were Hispanic and 6 were Black/African American.

Dunkirk-Fredonia Meals on Wheels provides home delivered meals to the elderly that can no longer cook due to physical or mental limitations. Each meal contains 1/3 USRDA requirements. This program provides nutritious meals to low/mod-income senior citizens, provides a check on their well being, and assists them in their determination to remain independently at home. Participants have the options of hot noon meals, cold evening meals, and frozen weekend meals. During the first two quarters of the 2013-2014 program year, 4 extremely low income elderly persons received a total of 196 meals. 67 hot noon meals, 67 cold evening meals, 34 alternate cold meals, and 28 frozen weekend meals were delivered. Of the persons that received meals 2 were Male, 2 were Female, 2 were Hispanic, and 2 were Female Head of Household.

CDBG funds were used to pay for Phase I & Phase II Environmental Site Assessments of 208-214 Washington Avenue (Flickinger Building), which were completed by TurnKey Environmental Restoration LLC. These studies included: site description; history of the property & its uses; surface & subsurface soil samplings, screenings and analysis; groundwater sampling and analysis; site geology; conclusions and recommendations. This vacant blighted building was purchased by the DLDC in 2009 as part of a plan to perform environmental remediation to a contaminated property. Now that these environmental studies have been completed the DLDC is aware of what remediation must take place and can move forward with the process. The Flickinger Building is located next to the Crocker Sprague Building, which was recently remediated and rehabilitated using Restore NY grant funds.

The Owner Occupied Housing Rehabilitation Program, operated by Chautauqua Opportunities, Inc., has sought applications from eligible households and chosen 5 properties that will receive their services. The next step for this project is work scope development and adhering to the environmental review process.

A list of residential streets has been chosen for reconstruction. The Department of Public Works is handling bidding for this construction while the CDBG Administrator is performing the necessary environmental reviews. Rehabilitation of the Dunkirk Senior Center is also in the bidding phase.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	4	0	0	0	
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	0	0	
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Facade treatment/busines ss building rehabilitation	Business	6	0	0	0.00%	0	

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Brownfield acres remediated	Acre	0	0	0	0	0			
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Rental units constructed	Household Housing Unit	0	0	0	0	0			
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Rental units rehabilitated	Household Housing Unit	0	0	0	0	0			

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeowner Housing Added	Household Housing Unit	0	0	0	0	0	
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0	0	0	0	
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	0	0	0	0	0	

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	0	0	0	0

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homelessness Prevention	Persons Assisted	0	0	0	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Jobs created/retained	Jobs	10	0	0.00%	10	0	0.00%	0	0.00%
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Businesses assisted	Businesses Assisted	12	0	0.00%	3	0	0.00%	0	0.00%

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing for Homeless added	Household Housing Unit	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0	0	0	0

Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Buildings Demolished	Buildings	0	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing Code Enforcement/Fo reclosed Property Care	Household Housing Unit	0	0	0	0	0	0
Economic Development	Non-Housing Community Development Economic Development	CDBG: \$0 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Other	Other	0	0	0	0	0	0

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public Facility or Infrastructure other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0	0	0

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Facade treatment/business building rehabilitation	Business	0	0	0	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Brownfield acres remediated	Acre	0	1	0	0	0	0	0	0.00%

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Rental units constructed	Household Housing Unit	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Rental units rehabilitated	Household Housing Unit	3	0	0.00%	0	0	0	0	0	0	0	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeowner Housing Added	Household Housing Unit	0	0		0	0	0	0	0	0	0	0	0	0	0	0

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	17	0	0.00%	3	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0.00%	0	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0		0	0	

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0	0	0	0	0	0	0	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	0	0	0	0	0	0	0	0
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homelessness Prevention	Persons Assisted	0	0	1	0	0	0	0	0	0	0.00%

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Jobs created/retained	Jobs	0	0	1	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Businesses assisted	Businesses Assisted	0	0	1	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing for Homeless added	Household Housing Unit	0	0	1	0	0.00%

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0	1	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0	0	0	
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Buildings Demolished	Buildings	0	0	2	0	0.00%

Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing Code Enforcement/Fo reclosed Property Care	Household Housing Unit	20	0	0.00%	3	0	0.00%
Housing Rehabilitation	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$250000 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Other	Other	0	0	0.00%	0	0	0.00%
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6000	0	0.00%	12000	0	0.00%

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	3000	0	0.00%	12000	0	0.00%
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	157	0	0	157	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	0	0	0

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Facade treatment/business building rehabilitation	Business	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Brownfield acres remediated	Acre	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Rental units constructed	Household Housing Unit	0	0	0	0	0

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Rental units rehabilitated	Household Housing Unit	0	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeowner Housing Added	Household Housing Unit	0	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0	0	0	0	0

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0	0	0	0

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Homelessness Prevention	Persons Assisted	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Jobs created/retained	Jobs	0	0	0	0	0

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Businesses assisted	Businesses Assisted	0	0	0	0	0	0		
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing for Homeless added	Household Housing Unit	0	0	0	0	0	0		
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing for People with HIV/AIDS added	Household Housing Unit	0	0	0	0	0	0		

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	HIV/AIDS Housing Operations	Household Housing Unit	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Buildings Demolished	Buildings	0	0	0	0	0
Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Housing Code Enforcement/Fo reclosed Property Care	Household Housing Unit	0	0	0	0	0

Infrastructure Development	Non-Homeless Special Needs Non-Housing Community Development Infrastructure	CDBG: \$170925 / Housing Trust Fund: \$0 / Bed tax, CFA: \$ / Chautauqua County, Federal Government: \$ / New York State DEC: \$0	Other	Other	0	0	0	0	0
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Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City's 2013-2017 5 Year Consolidated Plan identified two top priorities for the City to address with its use of CDBG funding: Housing and Infrastructure Improvements.

The Housing priority includes: Demolition, Large Family Housing, Accessible Units, New Construction of Affordable Units, Rehabilitation of Existing Units, Historic Preservation, Weatherization, and Emergency Repairs. The City allocated \$210,000 of its 2013 CDBG funds toward activities under this category, including Owner Occupied Housing Rehabilitation, Emergency Repair Funds, and Demolition.

The Infrastructure Improvement priority includes: Improve and modernize infrastructure, including roadways, streetscapes, sidewalks, green spaces, and the water and sewage systems. In 2013, the City allocated \$179,925 of its CDBG funds towards projects that address this priority including Street Reconstruction and Senior Center Rehabilitation.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	HOPWA
White	151	0	0
Black or African American	6	0	0
Asian	0	0	0
American Indian or American Native	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
Hispanic	42	0	0
Not Hispanic	109	0	0
Total	157	0	0

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

153 youth ages 6-18 participated in the Club Tech program, which is operated by Boys & Girls Club of Northern Chautauqua County, and consists of a technology training curriculum taught in 30 minute lessons over a 4-6 week session. Of those 153 that participated 40 of the youth were Hispanic and 6 were Black/African American. The remaining 107 were Non-Hispanic.

4 extremely low-income senior citizens participated in the Meals on Wheels program operated by Dunkirk-Fredonia Meals on Wheels. Of the persons who received meals, 2 were Hispanic and 2 were Non-Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2013
CDBG		1,943,700	61,656
Other	New York State DEC		

Table 3 – Resources Made Available

Narrative

A total of \$61,656.38 in CDBG funding was drawn down during the 2013 program year for the following activities:

City Administration - \$7,752.29 from 2012 CDBG Allocation

DLDC Program Delivery - \$2,884.38 from 2012 CDBG Allocation

Wendy Spinuzza (Code Enforcement) - \$1,739.48 from 2012 CDBG Allocation

Club Tech - \$7,314.59 from 2012 CDBG Allocation

Meals on Wheels - \$5,965.14 from 2012 CDBG Allocation

Flickinger Environmental Study - \$16,000.00 from Program Income

Carriage House - \$20,000.00 from Program Income

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

Of the CDBG funds expended during 2013, all were utilized for programs and activities that were justified based upon household income size and not target area. These include Meals on Wheels and Club Tech.

Dunkirk-Fredonia Meals on Wheels provides home delivered meals to the elderly that can no

longer cook due to physical or mental limitations. Each meal contains 1/3 USRDA requirements. This program provides nutritious meals to low/mod-income senior citizens, provides a check on their well being, and assists them in their determination to remain independently at home. Participants have the options of hot noon meals, cold evening meals, and frozen weekend meals. During the first two quarters of the 2013-2014 program year, 4 extremely low income elderly persons received a total of 196 meals. 67 hot noon meals, 67 cold evening meals, 34 alternate cold meals, and 28 frozen weekend meals were delivered. Of the persons that received meals 2 were Male, 2 were Female, 2 were Hispanic, and 2 were Female Head of Household.

A total of 153 youth ages 6-18 participated in the Club Tech Program, a technology-training curriculum over 24 30-minute lessons offered over 4-6 week sessions. The topics of the curriculum were: Navigating Webpages; Google Maps; Online Research; Microsoft Word; Game Programming; Camera Use and Photo Editing; Online Safety; Spelling Exercises. Of those 156 there were: 82 Extremely Low Income; 32 Low Income; 17 Moderate Income; and 22 Non-Low/Mod Income. 40 of the youth were Hispanic and 6 were Black/African American.

When funds are drawn down for Demolition, Housing Rehabilitation, Street Reconstruction, and Emergency Repairs, eligibility will be based partially on being located within one of the City's target areas.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Dunkirk's 2013 CDBG activities leveraged a total of \$94,322 in private, federal, and local funds. The Boys & Girls Club of Northern Chautauqua County leveraged their \$8,750 CDBG allocation for the Club Tech program with \$1,000 from the United Way of Northern Chautauqua County and \$1,500 from the Boys & Girls Club of America. By combining these resources the organization was able to successfully operate this program which benefitted 153 youth ages 6-18 within the City of Dunkirk.

Dunkirk-Fredonia Meals on Wheels leveraged their \$6,000 CDBG allocation with \$32,625 from the Chautauqua County Office for Aging; \$7,500 from United Way of Northern Chautauqua County; \$23,345 from Long Term Home Health Care; \$1,437 from FEMA Emergency Food & Shelter Program (EFSP); \$7,355 from donations; and \$19,560 from fundraising to increase the number of senior citizens within the City of Dunkirk who receive their much needed services.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	10	0
Number of Non-Homeless households to be provided affordable housing units	20	0
Number of Special-Needs households to be provided affordable housing units	5	0
Total	35	0

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	20	0
Number of households supported through Acquisition of Existing Units	0	0
Total	20	0

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Due to ongoing monitoring from the Department of Housing & Urban Development, the City of Dunkirk's 2013 Community Development Block Grant (CDBG) program was at a standstill for the majority of the program year. Based upon discussion and agreement between the City and its HUD representatives, programs and activities outlined in the 2013 Annual Action Plan did not progress while the City worked diligently to fix past problems. Therefore, the City did not achieve its affordable housing goals during the 2013 program year. However, these goals are on track to be accomplished during the following program years.

The Owner Occupied Housing Rehabilitation Program, operated by Chautauqua Opportunities, Inc., has sought applications from eligible households and chosen 5 properties that will receive their services. The next step for this project is work scope development and adhering to the environmental review process.

Discuss how these outcomes will impact future annual action plans.

Lack of progress during the 2013 CDBG program year has created a backlog of work related to housing rehabilitation, public infrastructure improvements, public services, and demolition.

Therefore, the City will be very strategic when choosing projects and setting realistic goals for future annual action plans, understanding that employees, contractors, and subrecipients responsible for undertaking the backlogged activities will be extremely busy. Accomplishments for most of the 2013 Annual Action Plan activities will be achieved during future years.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	86	0
Low-income	32	0
Moderate-income	17	0
Total	135	0

Table 7 – Number of Persons Served

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City has partnered with the Chautauqua County Homeless Coalition to work on a plan to affect homelessness. One of the key strategies is to address chronic homelessness and provide outreach in this prevention. The Homeless Coalition is represented by agencies that specifically target the homeless and assist individuals with accessing mainstream mental health and chemical dependency services. Part of this outreach is education of both the service providers and the communities to assist in eradicating homelessness. Homeless Management Information System (HMIS) data is reviewed at their bi-monthly meetings.

The City of Dunkirk is undergoing a process of creating a comprehensive homeless strategy plan in order to better collect data about, and serve the needs of homeless individuals in the Dunkirk area. There are currently a number of services available for those at risk of becoming homeless in the Dunkirk area that the city promotes to persons at risk of homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

While the City does not receive emergency shelter grants, there are a variety of local non-profits which do provide these types of services which the City will continue to be involved in and supportive of through future CDBG funding allocations. The Chautauqua County Homeless Coalition continually performs assessments to identify the needs of homeless/at-risk of homeless persons within the county.

The Dunkirk Housing Authority has multiple complexes designated as public housing, with 207 units spread throughout the City.

Chautauqua Opportunities, Inc. (COI) operates a NYS licensed runaway and homeless youth shelter that is funded by the U.S. Department of Health and Human Services.

Chautauqua County Rural Ministries currently has 19 low-income apartments for homeless and transitional housing. They also operate a soup kitchen, garment gallery, and furniture store. These 19 apartments will be rehabilitated during the 2014 program year with CDBG funding and NYS Main Street Program funding.

Willow Mission, which is operated through the Dunkirk First United Methodist Church, has emergency shelter, as well as showers, a garment boutique, and washer/dryer facilities.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of

time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Dunkirk is in the process of becoming more active with the Continuum of Care to address the housing and supportive services needs of homeless persons making the transition to permanent housing and independent living. Chautauqua Opportunities, Inc. (COI) is the City's Continuum of Care provider.

Chautauqua Lake Central School District, which is within the CoC geography, has a McKinney-Vento funding award from the NYS education Department to provide educational services to homeless children. The McKinney-Vento Liaisons in all of the county's 18 school districts have been contacted and asked to join the CoC or be provided with information about homeless services. Chautauqua County has a NY State licensed runaway and homeless youth shelter that is funded by the U.S. Department of Health and Human Services and operated by the CoC lead agency.

Providers regularly refer families to other providers when their family composition does not allow them to be accommodated in their facility. The CoC has also held a McKinney-Vento training in coordination with local school districts to improve coordination of services with school districts, and whenever possible, keep children in their school of origin.

If housing is not available for a specific family type, the local Department of Social Services will utilize a local hotel to keep the family together while other housing options are explored.

The Veteran's Administration's regional representative is a member of the CoC decision-making body.

The lead agency also coordinates with VASH as the Section 8 Housing Choice Voucher administrator for the county, and was recently awarded a Supportive Services for Veteran Families grant from the U.S. Department of Veteran Affairs to prevent homelessness among veteran families. The CoC participated in the Veteran's Administration needs assessment. All HUD-funded agencies in the CoC serve veterans as an integrated service.

The CoC lead agency operates a NYS licensed Runaway and Homeless Youth Shelter that is funded with DHHS Basic Center funding, as well as a DHHS funded Street Outreach Program that makes contact with over 7,500 youth in the county annually, and a Transitional Living Program for youth ages 16-21 (DHHS funding). These programs frequently collaborate with other providers that serve the youth population such as Boys and Girls Clubs, YMCA's and YWCA's, church teen groups, municipal recreation programs, and other non profit organizations. The lead organization and other youth serving providers will participate in strategic planning meetings to ensure that the needs of homeless youth are addressed in future plans.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become

homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Dunkirk has continued to allocate funding towards the rehabilitation of homes that would otherwise be destined for condemnation and providing assistance with emergency repairs. We feel it is imperative to keep our housing stock in good shape and to prevent anyone from becoming homeless due to the condition of their home.

The members of the Chautauqua County Homeless Coalition provide a wide array of services to complement homeless services. The mission of Chautauqua Opportunities, Inc. (COI), the county's Continuum of Care provider, is "leading the fight against poverty by mobilizing resources and creating partnerships to promote empowerment, economic independence and opportunities." Some of the services they provide are:

Health Services

- Home Health Care
- Health Screenings
- Mental Health Services
- Health Insurance Education and Access
- Services for Pregnant Women & Minorities

You Services

- Safe House
- Transitional Independent Living Program
- After School Programs
- Teen Pregnancy and Parenting Services
- Transitional Work Force Services

Housing & Community Development

- Housing Rehab/Rental Rehab
- Energy Audits
- Homeless Prevention
- Veterans Services
- Homeownership Education
- Houses/Apartments for Rent

Economic Development

- Business Loans
- Incubator Services
- Small Business Counseling

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Dunkirk has continued to work with the Dunkirk Housing Authority by allocating funding towards homeownership education to individuals in the community. This has, and will encourage public housing residents to become more involved in the management of their own homes and participate in homeownership. Chautauqua Opportunities, Inc. (COI), a CDBG subrecipient of the City will be administering a Homeownership Education program during 2014 using 2012 CDBG funds. The target population of this program is low/moderate-income residents looking to purchase a home within the City of Dunkirk.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City allocated \$18,315 towards a Homeownership Education program in 2012. This program has not taken place yet due to the standstill which occurred during program years 2012 and 2013. However, it will be administered by Chautauqua Opportunities, Inc. (COI) in 2014 and will be targeted towards low/moderate-income residents who wish to purchase a home within the City of Dunkirk. The City will work with the Director of Dunkirk Housing Authority to ensure public housing residents are made aware of this opportunity.

The Housing Authority of the City of Dunkirk is a member of the Chautauqua County Homeless Coalition. The purpose of this group is to create strategies for creating housing options for those people in need. The City will continue to support this organization's goals and mission.

Actions taken to provide assistance to troubled PHAs

The Dunkirk Housing Authority has not been designated as a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City does not have an Analysis of Impediments to Fair Housing Choice. However, during the coming year the City will work to complete this important study. Once this has been completed, the City will work to address the issues identified including land use controls, tax policies, zoning ordinances, building codes, fees and charges, growth limitation, and policies affecting the return on residential investment.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

During FY 2013, the City of Dunkirk continued to seek ways to leverage its entitlement funds to better serve extremely low- and low-income residents. These efforts included allocating funds for housing rehabilitation, emergency repairs, and down payment assistance to first-time homebuyers. Additionally, the City of Dunkirk allocated CDBG funds for public services to meet the underserved needs of its citizens, such as Meals on Wheels, employment training, and youth educational services.

The City will also be completing a Four-Factor Analysis during the coming year. This will identify the number of Non-English speakers and if the Limited English Proficient (LEP) population exceeds 5% of the total population, the City will take steps to make all notices and other materials available in their native languages.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

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Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

All activities undertaken with the City's CDBG funding are aimed at assisting poverty-level families, however projects like Chautauqua Advancement Project (CAP), Club Tech, and Career Explorers have the greatest impact on reducing the number of poverty-level families.

Chautauqua Works is administering the Chautauqua Advancement Project (CAP). The project will target 5-7 low/moderate-income Dunkirk residents who are high school, college, or community college graduates. The participants of the program will work in local businesses/organizations 4 days a week and work with the Chautauqua Works staff 1 half day a week to build work skills, leadership skills, critical thinking skills, and increase their knowledge of the community. The benefits of the proposed program are direct employment of 5-7 young professionals, job creation assistance for several local businesses, and increased investment in our community by retaining the City's own young talent.

A total of 153 youth ages 6-18 participated in the Boys & Girls Club of Northern Chautauqua County's Club Tech Program, a technology-training curriculum over 24 30-minute lessons offered over 4-6 week sessions. The topics of the curriculum were: Navigating Webpages; Google Maps; Online Research; Microsoft Word; Game Programming; Camera Use and Photo Editing; Online Safety; Spelling Exercises. Of those 156 there were: 82 Extremely Low Income; 32 Low Income; 17 Moderate Income; and 22 Non-Low/Mod Income. 40 of the youth were Hispanic and 6 were Black/African American. These are important skills that will help children coming from low-income homes excel in their academics both during high school and college. Since not all children have access to technology in their homes this type of hands on experience is valuable. Helping these youth succeed in school gives them a better chance at continuing their education, which in turn gives them a better chance at breaking the cycle of poverty.

Career Explorers, also administered by Boys & Girls Club of Northern Chautauqua County, is another great afterschool program that has similar benefits to Club Tech. The purpose of this program is to promote exploration and research into career areas for 35 low/moderate-income youth ages 8-14. The program will offer career planning, academic enrichment, and goal setting activities. This program will get the City's low-income youth to begin thinking about their futures, deciding what career paths they're interested in pursuing, and helping them formulate a plan to get there. This will be the first time many of these youth have thought about a career or believed it was possible for them to have one. This kind of hope and real life guidance is crucial to helping our youth work towards a better future for themselves, and climb out of poverty.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Dunkirk's Development Department staff has been participating in training and technical assistance to increase our capacity to administer the CDBG program. The CDBG Program Administrator attends the monthly TA Thursday phone calls hosted by HUD. She has also been utilizing the OneCPD online training center to gain more knowledge about the program and its requirements. The City is also making a concerted effort to attend all pertinent trainings being offered by HUD whether in person or through webinar. The CDBG Program Administrator is required to report any trainings attended by our staff to the City's HUD representatives.

HUD sent Cloudburst, a private company, to meet with the City's staff in an effort to complete a Needs Assessment, which outlined the areas we require technical assistance. They also interviewed our subrecipients and HUD representatives to gain their perspective and suggestions. Many areas were identified as a result of this Needs Assessment and the City looks forward to

participating in technical assistance that will help us in those areas. HUD is currently reviewing Cloudburst's recommendations.

A Draft Policies & Procedures Manual has been developed and is currently being reviewed by our HUD representatives. This document is critical to ensure the CDBG program is administered properly, everyone knows their role, and if staff turnover occurs the administration will continue in the same fashion. This manual also includes many forms that will make data collection, accomplishment reporting, and regulation compliance easier and more efficient.

The City will begin holding orientations for its subrecipients once awards are made to ensure organizations receiving CDBG funding understand the program, its requirements, and what we expect from them. During July 2014 our HUD representatives hosted trainings of this kind for our current subrecipients and Department of Public Works.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Dunkirk is in the process of becoming more active with the Continuum of Care (CoC) to address the housing and supportive services needs of homeless persons making the transition to permanent housing and independent living. Chautauqua Opportunities, Inc. (COI) is the City's Continuum of Care provider.

The City has partnered with the Chautauqua County Homeless Coalition to work on a plan to affect homelessness. One of the key strategies is to address chronic homelessness and provide outreach in this prevention. The Homeless Coalition is represented by agencies that specifically target the homeless and assist individuals with accessing mainstream mental health and chemical dependency services. Part of this outreach is education of both the service providers and the communities to assist in eradicating homelessness. Homeless Management Information System (HMIS) data is reviewed at their bi-monthly meetings.

While the City does not receive emergency shelter grants, there are a variety of local non-profits which do provide these types of services which the City will continue to be involved in and supportive of through future CDBG funding allocations. The Chautauqua County Homeless Coalition continually performs assessments to identify the needs of homeless/at-risk of homeless persons within the county.

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Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City does not have an updated Analysis of Impediments to Fair Housing Choice. However, during the coming year the City will work to complete this important study.

CR-40 - Monitoring 91.220 and 91.230

Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Development staff will conduct an on-going monitoring process in order to review the programmatic and financial aspects of the Subrecipient's activities. Development staff will review regular reports submitted by the Subrecipient for compliance with federal regulations regarding the use of federal funds and the implementation of the program or project.

The monitoring process is oriented towards resolving problems, offering technical assistance and promoting timely implementation of projects. To this end Development staff may require corrective actions of the Subrecipient. Following are examples of significant problems, which trigger corrective action by the Subrecipient: Services are not documented, Goals are not being met, Project files are not in order, Complaints by clients, Required reports not being submitted in a timely manner.

Subrecipients will submit a quarterly report detailing the implementation and administration of the activity, program, or project.

The quarterly programmatic reporting should include the following information:

- Activity Name
- Subrecipient Name, Address, Telephone, Contact Person
- Activity Description
- Activity Location
- Month/Year activity funded
- Amount of CDBG funds expended this reporting period
- Total CDBG funds expended to date
- Unobligated balance
- Program Income expected to be generated
- Type of product/service
- Unit of measure (unit of service)
- Number of units completed to date
- Status of major milestones
- Income characteristics of beneficiaries
- Information on ethnicity/race
- Information on female-headed households served
- Actual number of households (for housing activities) or persons (for all non-housing

activities) who received assistance during the program year

- Job Creation Logs required to document compliance for Low/Mod Job Creation/Retention.

Periodic on-site monitoring visits may be conducted by the City. Based on monitoring results, City staff may hold discussions with Subrecipients whose performance does not appear to be sufficient to meet the goals and achievements as outlined in the agreement. The City will notify the Subrecipient, in writing, at least 30 days prior to a scheduled on-site monitoring visit.

On-site monitoring visits may also be conducted in order to ascertain that eligible clients for which the program or project was intended are being served and that in the event of an audit, the required client information is being maintained.

Based on the information received from the Subrecipient, City staff may submit periodic reports to the City Council which provide updates on the Subrecipient's goals and achievements. Staff may recommend corrective action to be taken by City Council should other efforts at obtaining compliance be ineffective.

Each Subrecipient is required to maintain documentation on clients benefiting from activities, programs, or projects funded through the City's CDBG Program. As a condition of receiving the HUD grant, the City, and in turn the Subrecipient, must certify that low- and moderate-income persons are being served. HUD also requires information on the race and ethnic background of its clients, how many are female head of households, their residency in the City and how many are very- low income. City staff and HUD must also have access to the names of the clients. Any information regarding applicants for services funded through federal monies shall be held in strict confidence.

Citizen Participation Plan 91.105(d); 91.115(d)

Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Dunkirk is committed to involving all of its residents in important decisions affecting the future of the city in the neighborhoods, in economic development, in housing, and quality of life of those residents. The City is specifically dedicated to ensuring full participation in the CDBG program by low and moderate-income residents.

To guide this communication, the City of Dunkirk adopted a Citizen Participation Plan (CPP) which was prepared in accordance with Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, and federal regulation 24 CFR 91.105.

The City of Dunkirk conducted the following citizen participation activities for the 2013 Community Development Block Grant (CDBG) Program Year:

- **November 1, 2012:** Public Notice published announcing the availability of CDBG 2013 applications and public hearings to be held. Applications were made available on the

City's website, in the City Clerk's Office, and the Development Department Office and were being accepted until December 14, 2013.

- **November 8, 2012:** Public Hearing was held to gather citizen input on the needs that should be addressed in the City's 2013 Annual Action Plan.
- **November 13, 2012:** A second Public Hearing was held to gather input on the needs that should be addressed in the City's 2013 Annual Action Plan.
- **November 16, 2012:** Public Notice published announcing two technical assistance meetings.
- **November 19, 2012:** Technical Assistance Meeting held to aid agencies in the CDBG Application Process.
- **November 26, 2012:** A second Technical Assistance Meeting held to aid agencies in the CDBG Application Process.
- **January 3, 2013:** Public Notice was published announcing the availability of the Draft 2013 Annual Action Plan for review online and in the Development Department's Office. The Draft Plan went out for public comment January 4 – February 1, 2014. This notice also announced a Public Hearing to present the Draft 2013 AAP.
- **January 4, 2013:** Public Hearing was held to present the Draft 2013 Annual Action Plan to the public and gather their comments.
- **August 1, 2014:** Public Notice was published announcing the availability of the Draft 2013 Consolidated Annual Performance and Evaluation Report (CAPER) on the City's website, in the City Clerk's Office, and the Development Department's Office. This notice also announced the public comment period which was open from August 1-15, 2014. No public comments were received.
- **August 13, 2014:** The newspaper published an article reminding residents the City was still accepting public comments on the 2013 CAPER.
- **September 9, 2014:** A Public Hearing has been scheduled to present the submitted 2013 CAPER to the public. A public notice will be published in the newspaper a week prior to the meeting.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Lack of progress during the 2013 CDBG program year has created a backlog of work related to housing rehabilitation, public infrastructure improvements, public services, and demolition. Therefore, the City will be very strategic when choosing projects and setting realistic goals for future annual action plans, understanding that employees, contractors, and subrecipients responsible for undertaking the backlogged activities will be extremely busy. Accomplishments for most of the 2013 Annual Action Plan activities will be achieved during future years.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.