

# 2016 Consolidated Annual Performance & Evaluation Report (CAPER)

Department of Housing & Urban Development

5/30/2017

Mayor Wilfred Rosas

Director Rebecca Yanus

## **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.

The City of Dunkirk greatly improved the Community Development Block Grant program in 2016. Although there were challenges in previous years, with the exception of two activities, most of this year's allocations were spent in a timely manner with activities being carried out mostly in the City's Fourth Ward. We struggled a bit with timeliness due to lack of expenditures in prior years but we drafted a solid Workout Plan that was approved by HUD and will ensure that we're on track in the future. We also saw activities that were more diverse than years past, better reflecting the population in the City of Dunkirk.

The City had a number of accomplishments during the 2016 program year.

The Owner Occupied Housing Rehabilitation Program, operated by Chautauqua Opportunities, Inc., was awarded \$100,000 and sought applications from eligible households and chose five properties. Work is currently being bid out for three with evaluations being done for the other two.

The Department of Public Works has worked diligently to replace 14 lead water lines and three obsolete fire hydrants on the 300 block of Hoyt Street. As of this time, all but \$3,392.54 has been used of their allocation and \$51,801 awarded to emergency demolition is being re-allocated to the project to complete paving on Hoyt Street this summer.

An emergency repair program performed by CHRIC, funded in 2015, continued in 2016. They were awarded an additional \$50,000 that was initially being held for one household, allowing them to help 10 additional low-income residents fix their homes. So far, three low-income residents have had their emergencies abated and more are being selected for work to be performed in spring and summer of 2017.

The Boys and Girls Club hosted a Career-Explorers program which promoted exploration and research into broad career areas for 75 youth between the ages of 13-18. This program offered career planning, academic enrichment, and goal setting activities for the youth, as well as field trips to area businesses that the youth showed interest in. So far those 75 students have participated in over 60 hours of community service and all are participating in internship placement, college visits, or job readiness training.

For the first time, CDBG funded the Chautauqua Striders Life Skills program which focuses on mentoring and tutoring at risk youth in Dunkirk. In 2016, they have helped 47 students, improving their grades, teaching them new skills, and igniting their passion to learn.

The City of Dunkirk also saw improvements to one city park in a low income area which included new benches, trash receptacles, and a new playground and swings for the many kids in the area. Since the neighborhood school took down their playground, this will be an important, safe place for kids to gather. The equipment has been ordered and received and should be installed this summer. Installation by the City should be commencing soon.

In order to reduce the amount of money allocated to demolition and blight remediation, we reallocated the \$51,801 that program was awarded in 2016. They currently have three properties that will be demolished utilizing their 2013 and 2014 allocation. Asbestos surveys, air monitoring, and asbestos abatement have been completed and demolition contractor bids are underway.

**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	7	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	

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/business building rehabilitation	Business	0	0	0.00%	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	Brownfield acres remediated	Acre	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	
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	

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	9	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	9		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		
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		

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		
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		

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	
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	0	0	0.00%	0	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	0	0	0.00%	0	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	

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	
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	

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	
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/Foreclosed Property Care	Household Housing Unit	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	
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 Activities other than Low/Moderate Income Housing Benefit	Persons 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	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	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	Public service activities other than Low/Moderate Income Housing Benefit	Persons 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	Public service activities for Low/Moderate Income Housing Benefit	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	Facade treatment/business building rehabilitation	Business	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	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	Rental units constructed	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	Rental units rehabilitated	Household Housing Unit	0	0	0.00%	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	

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	9	6	0.00%	9	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	0	0	0.00%	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	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	

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	
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		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		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	Businesses assisted	Businesses Assisted	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	Housing for Homeless added	Household Housing Unit	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	Housing for People with HIV/AIDS added	Household Housing Unit	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	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 Land Bank /Federal Government: \$ / New York State DEC: \$0	Buildings Demolished	Buildings	0	3 (In progress)		4 (LB)	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/Foreclosed 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	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 Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	0	0.00%	11500	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	4000	250	0.00%	11500	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	0		0	220	
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	

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	
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	

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	
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	

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	
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	

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	
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	



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	
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	

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	
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	

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	
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	

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	
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	

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	3 (In progress)		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/Foreclosed Property Care	Household Housing Unit	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	
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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, Infrastructure Improvements.

The Housing priority includes: Demolition, Rehabilitation of Existing Units, Historic Preservation, Weatherization, and Emergency Repairs. The City allocated \$151,801 of its 2016 CDBG funds toward activities under this category, including Owner Occupied Housing Rehabilitation, Emergency Repair Funds reallocated from previous years, and demolition. In 2016, four properties were under contract for Owner-Occupied Housing Rehabilitation with much of their funds expected to be drawn down by summer of 2017. There are three demolition projects underway as well as over \$46,000 in Emergency Repairs. For the first time, the City also allocated money to first time home buyer down payment and closing cost assistance. This will bring new homeowners to the City and which will strengthen our neighborhoods. There has already been one

new homeowner welcomed to the City with another one ready to close.

The Infrastructure Improvement priority includes: improve and modernize infrastructure, including roadways, streetscapes, sidewalks, green spaces, and the water and sewage systems. In 2016, the City allocated \$120,000.00 of its CDBG funds towards projects that address this priority including Street Reconstruction and waterline, sewer line, and hydrant replacement as well as park improvements. Most of this funding has been drawn down and demolition funding of \$51,801 was reallocated to finish paving Hoyt Street this spring, bringing the infrastructure investment to \$171,801.00 for 2016.

## 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	33	0	0
Black or African American	20	0	0
Asian	0	0	0
American Indian or American Native	2	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
Hispanic	59	0	0
Not Hispanic	0	0	0
<b>Total</b>	<b>128</b>	<b>0</b>	<b>0</b>

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

### Narrative

The Boys and Girls Club hosted a Career Explorers program which promoted exploration and research into broad career areas for 75 youth ages 13-18. This program offered career planning, academic enrichment and goal setting activities for the youth, as well as field trips to area businesses that the youth showed interest in future employment. The students have logged 60 community service hours and each one is participating in internship placement, college visits and/or job readiness workshops.

Chautauqua Striders hosted a Life Skills program for 47 school age children. The program provides mentoring and tutoring services for at risk youth. They conduct science experiments and other creative ways of learning to boost not only the students' grades but their outlook as well. They are also getting more female students involved in the sciences and are encouraging them through the STEAM program.



**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 X
CDBG		386,801.00	215,666.21

**Table 3 – Resources Made Available**

**Narrative**

A total of \$215,666.21 in CDBG funding was drawn down during the 2016 program year for the following activities:

Hoyt Street Waterline Replacement and Reconstruction, Boys and Girls Club Career Explorers, Life Skills Program, Parks Improvements, General CDBG Program Administration, and beginning phases of Demolition projects as well as Emergency Repair Programming.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
4 <sup>th</sup> Ward	80%	70%	

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

Of the CDBG funds expended during 2016, some were utilized for programs and activities that were justified based upon household income size and not target area. These include the Life Skills Program, Career Explorers, Emergency Housing Repair and Owner Occupied Housing Rehabilitation.

The Boys and Girls Club housed a Career-Explorers program which promoted exploration and research into broad career areas for 75 youth ages 13-18. This program offered career planning, academic enrichment and goal setting activities for the youth, as well as field trips to area businesses that the youth showed interest in future employment. The youth also performed community service activities.

The Life Skills Program, hosted by Chautauqua Striders assisted 47 students in the Dunkirk School system. They received mentoring and tutoring services and creative learning including science experiments to boost grades.

Those programs based on target area were park improvements, demolition, and street reconstruction.

More than \$18,000 was spent on Kosciuszko Park on benches, garbage receptacles, and a new playground including swings.

Asbestos surveys and asbestos remediation were recently completed and demolition will begin soon of three blighted properties. The money for these activities is coming from their 2013 and 2014 allocations. In an effort to drawdown left over funding and meet our timeliness expenditure deadlines, the money from the 2016 program year allocated to demolition is being re-allocated to a street project.

Reconstruction of the 300 block of Hoyt Street including replacement of 14 lead lines and three obsolete fire hydrants also occurred this year, giving fire protection to approximately 52 people and also ensuring their drinking water is lead free. Resurfacing of the 300 block of Hoyt Street happened in the spring of 2017 and benefits over 100 residents.

## 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 2016 CDBG activities leveraged over \$543,997 in private, federal, and local funds.

The Boys & Girls Club of Northern Chautauqua County leveraged their \$15,000.00 CDBG allocation for the Career Explorers program with grants from the United Way of Northern Chautauqua County and \$2,500 from the Boys & Girls Club of America. They also received \$15,000 from the NYS Alliance Nutrition grant and additional funding from Chautauqua County Youth Bureau and the Northern Chautauqua Community Foundation. By combining these resources the organization was able to successfully operate this program which benefitted 75 youth ages 13-18 within the City of Dunkirk.

Chautauqua Striders leveraged their \$10,000 with funding from the United Way of Chautauqua County (\$62,440), Chautauqua County Youth Bureau, county/state/ federal funds (\$81,657), the COI Advantage Grant (\$20,400), and \$101,500 in fundraising. These funds contribute to the county-wide programs that Chautauqua Striders administers. Out of their total budget of \$689,299, only \$76,825 is reserved for the Dunkirk and Northern Chautauqua County program.

Chautauqua Opportunities Inc. (COI) administers the Owner Occupied Rehabilitation program. This program was granted \$100,000 in CDBG funds for the 2016 Program Year and fully funds the Dunkirk Program. COI received \$16,000,000 in funding per year from federal, state, local, and private grants and donations.

Chautauqua Home Rehabilitation and Investment Corp (CHRIC) also receives funding from federal, state, local, and bank grants (\$1,684,578) but fully funds its First Time Home Buyer down payment and closing cost assistance program with its allotted \$30,000 in CDBG funds. This is the first year this program has been in place for the City of Dunkirk. CHRIC's Emergency Home Repair program also received a reallocation of \$50,000 during Program Year 2016.

Additionally, Southern Tier Environments for Living (STEL) announced in 2016 that they be rehabilitating or demolishing more than 20 blighted properties on Main Street and converting them into transitional housing for residents that are transitioning out of a group home setting. This endeavor will cost \$ and will provide much needed housing for disabled residents.

Also announced in 2016, Hispanics United of Buffalo (HUB) is searching for an outpatient rehab facility to help combat the opioid addiction in the City. As opioid addiction is on the rise, this service is needed desperately to curb the recent rash of overdoses that we've seen in our area. The City's Planning and Development Department is working with them on the possible reuse of a blighted industrial structure one block away from our Central Business District.



## 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
<b>Total</b>	<b>35</b>	<b>0</b>

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	3
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>20</b>	<b>3</b>

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 2014 Annual Action Plan did not progress while the City worked diligently to fix past problems. Although the program made great strides in 2015, the 2016 allocations were used to create sustainable housing for low income individuals conducting an Owner-Occupied Housing Rehabilitation Program, reallocation of funds to the Emergency Repair Program and a First Time Homebuyer closing cost and down payment assistance program. This program includes counseling and financial management education. The City did not achieve its affordable housing goals during the 2016 program year but is working diligently to make sure that everyone has safe, clean and affordable housing for 2017.

**Discuss how these outcomes will impact future annual action plans.**

As the City is catching up from challenges in previous years, 2016 was a productive year with some major changes. We funded a first time home buyer program for the first time to lure new residents to the City. This program has resulted in one new household in the City. We also had an extremely wet fall which set back some street improvements which are on track to be completed in summer of 2017. The City also was required to draft a Workout Plan to increase the amount of spending of our allotted funding. Because of these things, housing rehabilitation and street improvements will continue to be a priority, but some programs such as the owner occupied rehabilitation program and first time home buyer program will not be funded for 2017 due to timeliness challenges. The City was able to complete the rehabilitation of three homes through the Emergency Repair program and another four homes are under contract under the Owner Occupied Housing Rehabilitation Program. Three blighted homes have also undergone asbestos abatement and will be demolished.

**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.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	2	0
Low-income	1	0
Moderate-income	0	0
<b>Total</b>	<b>3</b>	<b>0</b>

**Table 7 – Number of Persons Served**

**Narrative Information**

## **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 communicated with the Chautauqua County Homeless Coalition and Chautauqua Opportunities Inc. to work on a plan to affect homelessness. 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 assessing the needs of the homeless population. It is thought that Dunkirk's homeless bounce between the homes of friends or relatives and this makes obtaining an accurate number of people difficult. We are working on securing heating and cooling shelters for when temperatures fall above or below specified degrees. Since the City's homeless shelter has closed, we are also working on ways that that may be addressed.

### **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 234 units spread throughout the City.

Chautauqua County Rural Ministries currently has 19 low-income apartments for homeless and transitional housing. They also operate a soup kitchen and garment gallery. These 19 apartments were rehabilitated during the 2015 program year with CDBG funding and NYS Main Street Program funding and slated to be complete in early 2016.

**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 nonprofit 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. Dunkirk has a large stock of century homes with deferred maintenance and it has become a challenge to fund all of the needed repairs through the CDBG program. We have recently seen properties that need to be entirely rebuilt, with rehabilitation costs higher than the purchase of most code compliant homes. This is a challenge that we will continue to try to find a solution for.

The City is also supporting a massive rehabilitation and demolition of blighted properties along Main Street being led by Southern Tier Environments for Living (STEL). Their mission is to help people by providing essential services that allow individuals to live as independently as possible in our communities. They also promote mental health wellness and create an environment where individuals can develop the essential abilities to live and function productively and independently. They assist people in time of need to prevent psychiatric hospitalizations, homelessness, and unsafe living arrangements.

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

### Youth 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 is in close communication with the Dunkirk Housing Authority. They are currently experiencing a housing overage, meaning that all who have requested housing have received it and there are eight vacant units in the DHA's tower building. They have no waiting list and house approximately 500 residents in 234 units.

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

The City will work with the Director of the Dunkirk Housing Authority to ensure public housing residents are made aware of Homeownership Education. That program is currently run by CHRIC in the form of home buyer education, first time home buyer closing cost assistance and down payment assistance.

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 completed an Analysis of Impediments to Fair Housing Choice in 2009. It was updated earlier this year, reflecting the change in the City since then. The City will continue to 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. The CDBG Administrator has also participated in Fair Housing webinars and other education activities to better understand the challenges of fair housing.

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

During FY 2016, 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 and emergency repairs. Additionally, the City of Dunkirk allocated CDBG funds for public services to meet the underserved needs of its citizens, such as youth educational services.

Although out of the scope of the current Consolidated Plan, we are making plans to address the needs of children in a more meaningful way in the upcoming Consolidated Plan. In order for the City to be healthy and progress, we need to keep our young people in the City and give them the skills to run their own businesses and focus on workforce development.

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

During FY 2015, 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, and emergency repairs. Additionally, the City of Dunkirk allocated CDBG funds for public services to meet the underserved needs of its citizens, such as youth educational services.

The Boys and Girls Club hosted a Career-Explorers program which promoted exploration and research into broad career areas for 75 youth ages 13-18. This program offered career planning, academic enrichment and goal setting activities for the youth, as well as field trips to area businesses that the applying for youth showed interest in future employment. Each of the students that participated in the program are internships or entry into college or workforce development programs.

Chautauqua Striders led a Life Skills program, providing mentoring and tutoring to students facing educational challenges in Dunkirk's elementary through high schools. In 2016, they helped 47 students improve their grades and get excited about learning.

### **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 Life Skills and Career Explorers have the greatest impact on reducing the number of poverty-level families by giving children the skills and education necessary to give them a successful future.

### **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 is new to the reporting process but has been utilizing the monthly HUD webinars and watching videos posted online. She has also been in constant contact with our HUD advisor in Buffalo.

A Final 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 holds Technical Assistance training for subrecipients and meets with them one on one at least twice a program year. We have also developed an easier spreadsheet to track expenditures to make sure that we're all on the same page and will require monthly reporting for the 2017 program year.

### **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.

The Dunkirk Housing Authority has multiple complexes designated as public housing, with 243 units spread throughout the City. 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. The target population of this program is low/moderate-income residents looking to purchase a home within the City of Dunkirk.

**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, 2017 the City will work to complete this important study. However, the Executive Summary from the 2009 Analysis has been updated to reflect current conditions within the City of Dunkirk.

## **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, and required reports not being submitted in a timely manner.

In the coming year, Subrecipients will be required to submit a monthly report detailing the implementation and administration of the activity, program, or project, any challenges faced and future goals or changes. The report should also include the number of people affected, their ethnicity, race, income characteristics, and details of the services provided.

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 whom 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. Our subrecipients have also given presentations to our Economic Development Committee.

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 2016 Community Development Block Grant (CDBG) Program Year:

## **City of Dunkirk Draft 2017 CDBG Annual Action Plan Summary**

### Expected Resources

2017 CDBG Allocation: \$462,439.00

### Timeline

November 10, 2016- 2017 CDBG Applications Available

November 17, 2015 – Public Hearing #1

November 23, 2015-Technical Assistance Meeting #1

December 9, 2016– CDBG Applications due to City

April 21<sup>st</sup>, 2017- 2016 CAPER posted online

April 21<sup>st</sup> & 23<sup>rd</sup>, 2017 – Legal Notices are published in the Dunkirk Observer regarding public hearings

May 9, 2017- Public Hearing #2

May 18, 2017- Public Hearing #3

May 24, 2017- Public Hearing #4

July, 2017 – City Submits DRAFT Plan to HUD for approval (delayed due to approval of federal budget)

## **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.**

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, Infrastructure Improvements.

The Housing priority includes: Demolition, Rehabilitation of Existing Units and Emergency Repairs. In 2015 the City was able to spend over \$150,000.00 in Owner-Occupied Housing Rehabilitation with remaining funds expected to be drawn down in the beginning of 2016 for Demolition projects as well as Emergency Repairs. This year we discovered that there was a substantial amount of demolition funds from previous years that remained unspent. The 2016 demolition funds were reallocated to street improvement projects. As of spring 2017, three homes were set to be demolished, three homes had utilized the emergency repair program and four were under contract for the owner occupied rehabilitation program. A total of \$28,371.00 was spent in 2016 for home rehabilitation, demolition and emergency repairs.

The Infrastructure Improvement priority includes: Improve and modernize infrastructure, including roadways, streetscapes, sidewalks, green spaces, and the water and sewage systems. In 2016, the City allocated \$120,000.00 of its CDBG funds towards projects that address this priority including Street Reconstruction and waterline, sewer line replacement as well as park improvements. An additional \$51,801 was allocated to street improvements after demolition was shown to have a lot of left over funds.

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

No

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



