



DRAFT

Consolidated Annual Performance and Evaluation Report



**For the HUD
CDBG, HOME, and ESG
Programs**

**Program Year:
July 1, 2010 – June 30, 2011**

September 15, 2011

**City of Knoxville
Community Development Department
400 Main Street, 5th Floor
Knoxville, TN 37902**

City of Knoxville
Consolidated Annual Performance and Evaluation Report (CAPER)
July 1, 2010 – June 30, 2011

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Attachments and Appendices: **Will be included in the final document**

- A. Updated Table 2C – Summary of Specific Objectives
- B. Report of Expenditures
- C. Citizen Comments
- D. HOME Match Report (HUD-40107-A)
- E. HOME Minority Business Enterprise and Women Business Enterprise Report (HUD-40107 part III)
- F. Notice for Public Comment Period
- G. IDIS Report: CDBG Activity Summary (C04PR03)
- H. IDIS Report: Summary of Consolidated Plan Projects (C04PR06)
- I. IDIS Report: Summary of Accomplishments (C04PR23)
- J. IDIS Report: CDBG Financial Summary (C04PR26)



First Program Year CAPER

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

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

GENERAL

Executive Summary

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

Program Year 1 CAPER Executive Summary response:

The Consolidated Annual Performance and Evaluation Report (CAPER) is a required report that the City submits to HUD on an annual basis. It covers performance under the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME) and Emergency Shelter Grant (ESG) Programs. Each year the City submits a Consolidated Plan Annual Action Plan to HUD describing the planned uses of these three funding sources during the coming program year. The CAPER is a report on the progress we have made in implementing our Five Year Consolidated Plan through the actions described in the Annual Action Plan. It should be noted that this report does not cover all the activities of the Community Development Department such as those funded by the Neighborhood Stabilization Program (NSP), ARRA funds, Sustainable Communities Regional Planning Grant, and City of Knoxville General Funds.

The program year covered by this CAPER, July 1, 2010 through June 30, 2011, is the first year of the City's 2010-2015 Consolidated Plan for Housing and Community Development. During this program year the City expended over \$2.7 million in CDBG, HOME and ESG funds to carry out its Community Development objectives.

Performance during the reporting period included rehabilitation or replacement of 13 owner-occupied housing units through the City's Owner Occupied Housing Rehabilitation Program; construction of 6 homes for sale to first-time homebuyers and acquisition of 24 units of affordable rental housing under the HOME CHDO set-aside; downpayment assistance for 19 first-time homebuyers; investigation of 11 cases and closure of 8 complaints under the Fair Housing Program; 3 properties acquired with CDBG funds and one sold through the Homemakers Program. An additional 13 blighted properties were acquired with City of Knoxville general funds.

Subrecipient programs resulted in improvements to public facilities including improvements to the YWCA, 159 minor home repairs or emergency repairs, services for 5,890 homeless persons, assistance to 700 households to prevent homelessness, and technical assistance to 24 organizations.

Several other activities were underway but not completed as of the end of the program year.

General Questions

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

Program Year 1 CAPER General Questions response:

1. Assessment of Five Year Goals and Objectives

The 2010-2015 Consolidated Plan identified five priority areas as follows: (1) Homeownership (2) Rental Housing (3) Homelessness (4) Neighborhood Stabilization and (5) Economic Development. These are the broad objectives where the City focuses CDBG, HOME, and ESG funds to complete activities.

In addition to general priorities, the Consolidated Plan identified specific objectives, outcomes, activities and performance indicators for the City's use of CDBG, HOME and ESG funds. This section describes activities undertaken by the City and its subrecipients during the program year in terms of how they address objectives identified in the 2010-2015 Consolidated Plan and the 2010 Annual Action Plan.

Attachment A, *Table 1C and 2C, Summary of Specific Objectives* presents in summary format, the City's progress to date in meeting the objectives of the Five Year Plan. As can be seen from Table 1C and 2C and the descriptions below, the City has made considerable progress towards meeting its five-year goals and objectives. *Summary of Consolidated Plan Projects - Program Year 2010-2011*, provides a

breakdown of the ESG, HOME and CDBG grant funds spent on grant activities for each goal and objective.

I. Availability/Accessibility of Decent Housing (DH-1)

Objective DH1.1: Improve the quality and energy-efficiency of owner-occupied housing through the rehabilitation or replacement of sub-standard housing for low-income families. 2010 goal: 30

During this program year, the City's Housing Rehabilitation program completed work on 13 owner-occupied units, 9 of which were located in Target Neighborhoods. The scope of the renovations performed ranged from full rehabilitation, including plumbing, roofs, HVAC, electrical, lead paint mitigation, structural improvements, and other repairs to demolition and construction of replacement housing where the original structure was too badly deteriorated for rehabilitation to be viable.

Of the homes completed, 9 were rehabilitated up to the City's Neighborhood Housing Standards, and 4 were newly constructed homes to replace dwellings that were not feasible for rehabilitation. All of the replacement homes were Energy Star certified.

Rehabilitation of 22 additional owner occupied homes was in process at the end of the year, and will be completed during program year 2011-12.

Objective DH1.2: Increase the supply of quality, energy-efficient, affordable rental and homeownership units through rehabilitation or new construction. 2010 goal: 11

In the 2010 program year, rental rehabilitation funds were allocated for rehabilitation of the exteriors of rental and owner-occupied homes through the *My Front Yard* program. Through this program, visible improvements such as new windows, exterior paint, improved access, landscaping, etc. serve to increase the supply of quality rental and homeownership units occupied by low-income residents within the target neighborhoods. Although no *My Front Yard* projects have been completed during the program year, 12 projects are underway to be completed in the 2011 program year.

Objective DH1.3: Increase the supply of affordable owner occupied and affordable rental housing through new construction and rehabilitation by local CHDO's. 2010 goal: 34

Knox Housing Partnership (KHP) purchased a dilapidated, vacant and foreclosed four-plex and demolished it. On that site, KHP is building six units of affordable rental housing that will be LEED certified. This project will be completed during the 2011 program year.

Neighborhood Housing sold six CHDO homes constructed during past and current program years. In addition they developed two additional homes that are available for sell to low-income buyers. Neighborhood Housing's CHDO Operating grant continues to increase their ability to pre-qualify and work with buyers and increase their home sales. NHI is planning a 5 unit new CHDO development for homeownership and exploring a larger subdivision development. CHDO funds

were provided to NHI to assist them in purchase of a 24-unit affordable apartment complex.

East Tennessee Housing Development Corporation (ETHDC) completed its second CHDO home. It is EarthCraft and Energy Star certified. It was sold to a low-income family during the year. They have acquired an additional lot through the Homemakers program where they plan to complete 2 new CHDO homes this FY. They have an application to the Blighted Properties Redevelopment Program for funds to assist with the construction of 2 new homes. Both will be EarthCraft and Energy Star certified.

With the assistance of the HUD-TA program at Douglas-Cherokee, a new CHDO was formed under the leadership of Knoxville-Knox County CAC. The new CHDO is called Community Action Affordable Neighborhoods (CAAN) and will undertake its first CHDO home this FY. CAAN is in the process of identifying properties to acquire, rehab and then sell to low-income buyers.

Objective DH1.4: Improve the quality, safety, functionality and accessibility of homes owned by LMI homeowners. 2010 goal: 200

Neighborhood Housing's minor home repair program made repairs to a total of 30 homes during the program year. Through the Emergency Home Repair Program, the Knoxville-Knox County Community Action Committee (CAC) provided emergency repair assistance for 115 homes this year. The Disability Resource Center provided 14 ramps for residents needing accessibility improvements.

Objective DH1.5: Improve access to fair and accessible housing, and promote fairness, accessibility and inclusion through Fair Housing education and training. 2010 goal: 12 cases and 3 training events.

The City continues to investigate complaints of housing discrimination within the City. During the 2010 program year, eleven cases were investigated and 8 were closed. Fair Housing training was provided to the Apartment Association of Greater Knoxville's annual fair housing conference and an education session was presented at the Equality Coalition for Housing Opportunities (ECHO) annual equal opportunity conference. Staff participated in the following activities to promote housing equality and access and to strengthen our ties to local agencies that promote housing equality and access: Chair of the Equality Coalition for Housing Opportunities conference, Chair Emeritus of the annual Fair Housing and Equal Opportunity conference, Mayor's Council of Disability Issues monthly meetings, as well as key participation in the Dr. Martin Luther King, Jr. annual commemoration events.

Objective DH1.6: Increase the supply of permanent supportive housing for persons who are chronically homeless through rehabilitation or new construction. 2010 goal: 48

During the 2010 program year, CDBG and HOME funds were allocated for the development permanent supportive housing. No location has been determined at this time. Funds allocated in 2008 and 2009; NSP, CDBG and HOME have been used for Minvilla Manor (57 units) which opened in October 2010, and Flenniken (48 units) scheduled to open in November 2011.

Objective DH1.7: Provide supportive services for persons who are homeless or at risk of becoming homeless. 2010 goal: 350

Emergency Shelter Grant funds supported the work of five agencies, \$28,000 for the Volunteer Ministry Center's Day Shelter, \$12,000 for the YWCA women's transitional shelter, \$9,000 for the Knoxville-Knox County Community Action Committee's Homeward Bound program, \$11,835 to support the operation of Child and Family Tennessee's Family Crisis Center, \$12,600 to support Knoxville Area Rescue Ministry's Crossroads Welcome Center and \$8,000 to support improvements to Catholic Charities Samaritan Place. In addition CDBG funds were used for support of the Homeless Management Information System administered by the University of Tennessee. This system served 5,861 homeless persons through 12 homeless service providers.

The Volunteer Ministry Center provided service to 2,001 unduplicated persons during the year, and placed 106 persons into housing. Their self-sufficiency program served individuals through case management and life-skills training. The Family Crisis Center served 243 women and children during the year, with 108 women receiving counseling. CAC assisted 79 persons through the Homeward Bound program. The YWCA served 149 unduplicated women with housing and supportive services. Knoxville Area Rescue Ministry served 3,326 individuals during the program year and made 727 permanent supportive housing referrals. Samaritan Place assisted 92 elderly persons with transitional housing.

During the program year, a rental property, Whitehouse Apartments, was condemned by the City's Neighborhood Codes Enforcement department for numerous codes violations and required the tenants to move. The property housed 20 low-income disabled individuals. CDBG funds in the amount of \$22,274 were provided to the Knoxville-Knox County Community Action Committee (CAC) to assist each resident to relocate to other suitable housing, thus preventing their homelessness.

II. Affordability of Decent Housing (DH-2)

Objective DH2.1: Increase homeownership opportunities for low and moderate income households through down-payment assistance. 2010 goal: 20

HOME funds were used to provide down-payment assistance for 19 households in purchasing their first home during the 2010 program year. Assisted households received up to \$29,000 in down payment assistance in the form of a five-year forgivable loan.

Objective DH2.2: Increase the number of LMI home buyers through credit counseling, home ownership training and home maintenance training.

HOME CHDO Operating funds were provided to assist Neighborhood Housing, Inc. in providing low income home buyers with training and counseling so that they would be able to purchase new CHDO homes upon completion. This has been successful in creating a ready "pipeline" of qualified home buyers that are able to obtain financing so that newly completed CHDO homes are sold as soon as completed. Six families have been assisted through this program this year.

III. Sustainability of Decent Housing (DH-3)

Objective DH3.1: Improve the quality and appearance of homes occupied by LMI residents. 2010 goal: 20

CDBG funds in the amount of \$100,000 were provided for the *My Front Yard* program. Through this program, funds up to \$5,000 per home, were provided for exterior improvements to owner-occupied homes. Although no *My Front Yard* projects were completed this fiscal year, 12 are currently underway to be completed during the current year.

IV. Sustainability of Suitable Living Environment (SL-3)

Objective SL3.1: Improve neighborhoods by providing planning, organizing, design and other technical assistance and by implementing public improvement projects. 2010 goal: Assist 15 nonprofit organizations through the East Tennessee Community Design Center.

The East Tennessee Community Design Center provided technical assistance to 24 non-profit neighborhood organizations during the program year, including technical assistance for 12 neighborhood organizations. Services included organizational planning, architectural services, accessibility planning, and facility renovation planning for nonprofit organizations and community groups within Knoxville. Services were provided through the coordination of volunteer architects, University of Tennessee students, and other persons in order to provide design assistance to groups that do not have the capacity or funding to develop the plans on their own. Additional design assistance was provided to the façade program for 19 façade projects.

Objective SL3.2: Improve economically distressed areas by eliminating blight, improving property values, and improving public facilities and infrastructure. 2010 Goal: Continue implementation of redevelopment plans. 2010 Goal: Continue implementation of redevelopment plans.

Improvements in the Lonsdale and Vestal Redevelopment areas implemented during the 2010 program year with Empowerment Zone funds continued until the close-out of the EZ in September 2010.

Two (2) new neighborhood commercial projects were completed with the opening of the DaDu Market and Shell Service Station and the Lonsdale Market, Deli and Payment Center. Both businesses are open and providing needed services to the Lonsdale community.

New parking, street improvements and sidewalks were completed in downtown Vestal. Six (6) local businesses completed façade renovations which inspired three (3) new businesses to relocate to Vestal, providing 27 new jobs.

Objective SL3.3: Eliminate blighted, problem properties in lower income neighborhoods and increase homeownership opportunities for lower income households. 2010 Goal: Acquire and sell eight (8) parcels for affordable housing.

During the 2010 program year, the City acquired 16 properties; eight (8) through the Lonsdale Redevelopment Plan, one (1) in Five Points and four (4) through the Blighted Property Ordinance. Three (3) of the properties were acquired with CDBG funds and ten with City funds.

Four (4) properties were sold through the Homemakers Program for redevelopment; one (1) vacant lot and three (3) houses that will be rehabilitated.

During the program year, two (2) new homes were constructed on Homemaker lots that were acquired with CDBG funds. One (1) was developed by the East Tennessee Housing Development Corporation using CHDO funds. The other was built by Habitat for Humanity.

In addition KCDC completed six (6) one-bedroom duplexes for rent to elderly public housing residents.

V. Sustainability of Economic Opportunity (EO-3)

Objective EO3.1 (I-1): Improve economically distressed areas by eliminating blight, improving property values, removing constraints to private development, and expanding availability of incentive programs. 2010 goal: 4 facades

The City's Commercial Facade program provides forgivable loans to property owners in blighted corridors. Property owners may receive up to \$50,000 per building renovated and must provide 20% matching funds. This program is operated in conjunction with a facade program utilizing General Funds. During the 2010 program year, 7 CDBG funded (3 funded with CDBG-R) facade projects were completed with an additional 3 being completed with general fund dollars. There are 3 facade projects under construction using general fund dollars.

2. How Recipient Would Change its Program

Over the first year of the 2010-2015 Consolidated Plan, the City has made progress toward meeting its five year goals. Progress has also been made in expenditures of CDBG funds, with a timeliness ratio of 1.46 as of 5/2/11. Declines in the amount of CDBG, HOME and ESG federal funds allocated to the City, along with reduced carryover of prior year funds, requires that the City be strategic in funding projects that leverage resources and focus our efforts to meet our objectives.

The Neighborhood Stabilization Program (NSP), Homelessness and Rapid Re-Housing Program (HRRP) and CDBG-Recovery (CDBG-R) program have continued to assist the city in implementing new projects with a focus on abandoned and foreclosed property redevelopment, homelessness prevention and job creation. Additionally, the Sustainable Communities Regional Planning Grant will assist in development of a regional plan for sustainable growth.

3. Affirmatively Further Fair Housing

In 2010 The City completed an *Analysis of Impediments to Fair Housing Choice* for the 2010-2015 Consolidated Plan. The document identified the following impediments to fair housing choice in the Knoxville area:

1. Market Availability – lack of available housing for persons in protected classes, particularly persons with disabilities.
2. Potential Protected Class discrimination in the Home buyer lending Market
3. Public Policy Implementation – lack of institutionalized fair housing training.
4. Need for Permanent Supportive Housing

Activities that address the impediments identified in the analysis, and affirmatively further fair housing include:

- City staff investigation and conciliation of complaints related to housing discrimination.
- Counseling and referrals as necessary.
- Education and outreach to residents, housing providers, lenders, and other community members.
- Dissemination of information to the local news media on fair housing and equality issues and activities.
- Participation in training sessions, workshops, and conferences.
- Visible placement of equal opportunity housing logo on relevant City publications and housing programs that use City, CDBG, HOME, and ESG funding.
- Staff support and/or technical assistance to the Equality Coalition for Housing Opportunity, the Council On Disability Issues, Knoxville/Knox County Access To Justice Collaborative, Disability Resource Center, East Tennessee Coalition for the Homeless, and Dr. Martin Luther King Jr. Commemoration Commission.
- Operation and/or funding of programs that promote housing opportunities, such as homeownership education and downpayment assistance and housing improvements.
- Funding of the development of permanent supportive housing.

Although not considered Fair Housing activities, many of the Community Development Department's daily activities also address issues related to housing discrimination. The City works with a variety of public, private, non-profit, and faith-based organizations that work to provide housing and economic opportunities to the community. These partners include: Knoxville Homeless Coalition, Disability Resource Center, East Tennessee Race Relations Center, Habitat for Humanity, Knox Area Urban League, Knox Housing Partnership, Knoxville's Community Development Corporation, Knox County Health Department, Knox County Schools, and the Knoxville-Knox County Community Action Committee.

Community Development also uses HUD funding to support projects and activities that are intended to improve lower income neighborhoods and empower the residents who are often at risk of discrimination. A few of the projects the City funded this past fiscal year:

- Homeownership training, with information about predatory lending.

- New housing development through local Community Housing Development Organizations (CHDOs), non-profit agencies, and private developers.
- Revitalization of physically deteriorated and economically depressed neighborhoods through redevelopment area initiatives (currently include Vestal, Lonsdale, and Five Points).
- Land acquisition followed by sale for new housing construction (clears neighborhood eyesores and title problems).
- Grants and loans for owner and renter occupied housing improvements.
- Training and business loans for entrepreneurs.
- Implementation of the 10 Year Plan to End Chronic Homelessness and provision of emergency, transitional, and permanent housing for homeless persons.

4. Meeting Underserved Needs

There are many obstacles in meeting the underserved housing, community development, and economic development needs in Knoxville. The lack of sufficient financial resources, wide variety of needs (particularly in the inner city neighborhoods), and difficulty in coordinating public, private, and nonprofit efforts make service provision and revitalization efforts a challenge for all involved.

The opening of Minvilla Manor in late 2010 has provided 57 units of permanent supportive housing for chronically homeless persons. The development of Minvilla was assisted with NSP and CDBG funds and is the first City assisted permanent supportive housing (PSH) facility in Knoxville. Another PSH development, Flenniken, is under construction and due to open in November 2011. This project is also funded with NSP, CDBG and HOME funds and will provide 48 units and supportive services.

5. Leveraging Resources

Many of the projects funded through the Consolidated Plan require leveraged funds or in-kind donations and services to be viable. Our effort is to leverage funds to the greatest extent possible. Many of the City's programs rely on both public and private funds, including:

- City General Funds
- Program Income
- Neighborhood Stabilization Program funding
- ARRA funding (HPRP and CDBG-R)
- Sustainable Communities Regional Planning Grant funds
- Fair housing Assistance Program (FHAP) funds
- State HOUSE program income
- Low-Income Housing Tax Credits
- East Tennessee Foundation's Affordable Housing Trust Fund
- Weatherization Assistance Program
- Lead Based Paint grant funds
- Low Income Home Energy Assistance Program
- Private lender funds for mortgages
- Owner contributions for rental housing rehabilitation
- Homebuyer contributions to downpayments and closing costs

- Owner contributions to commercial façade improvements
- Continuum of Care funding
- Knox County funding (such as funds for the Minvilla project)
- Private funds provided by commercial or housing developers

Managing the Process

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

Program Year 1 CAPER Managing the Process response:

City staff attends conferences and HUD sponsored training sessions to obtain regulatory updates and best practices to improve program performance. Staff also communicates regularly with the Metropolitan Planning Commission and other City departments, including Codes Enforcement, Inspections, Law, and Finance.

2010-2011 Subrecipient Monitoring Plan

The City of Knoxville Community Development Department (the City) as “the Grantee” is responsible for ensuring that the federal funds it receives are used in accordance with all program requirements while meeting the goals described in its Consolidated Plan. To accomplish this, the City is required to monitor its subrecipients to ensure that: 1. subrecipients comply with all regulations governing their administrative, financial and programmatic operations; and 2. subrecipients achieve their performance objectives on schedule and within budget.

The objectives of this monitoring plan are to establish a process that encourages open communications between the City and its subrecipients, and provides a way to avoid problems and improve performance. Monitoring is an on-going process of planning, implementation, communication and follow-up.

Monitoring includes review of administrative and financial requirements for accounting standards, cost principles and procurement. Additionally, individual projects will be reviewed to evaluate timeliness and progress meeting the program goals.

The City will perform a risk assessment to identify which subrecipients are “high risk” and require an on-site monitoring review during the program year. “High-risk” subrecipients may include:

- Subrecipients new to the program,
- Subrecipients that have experienced turnover in key staff positions,
- Subrecipients with previous compliance or performance problems, including failure to meet schedules, submit timely reports or clear monitoring or audit findings, and,
- Subrecipients taking on multiple projects for the first time.

Subrecipients that are identified as “low-risk” will be monitored, at a minimum, through in-house desk reviews. Informal monitoring of subgrantee agencies takes

place through phone calls, site visits, and review of the accomplishment reports that are submitted on a quarterly basis and at project completion. Reimbursement requests for CDBG, HOME and ESG expenditures are reviewed for accurate documentation and calculations, and both reimbursements and accomplishment reports are compared to the requirements established in project contracts and the goals established in the Consolidated Plan.

On-Site Monitoring Review Process

1. Prior to the visit, the subrecipient will be notified by letter to confirm the dates for the review, the scope of monitoring, information needed for the review, and staff needed for interviews and assistance during the review.
2. An entrance conference with key program staff will be held to outline the scope and schedule for monitoring.
3. Information will be reviewed and documented.
4. An exit conference with key program staff will be held to present preliminary results of the monitoring, secure additional information, and allow the subrecipient to clarify any misunderstandings. If applicable, the subrecipient may report on the steps taken to address any noncompliance or nonperformance.
5. Following the visit, a letter will be sent to the subrecipient with the results of the monitoring review.

Compliance areas verified during the monitoring reviews include (but are not limited to):

- Fiscal administration, including matching funds, sales proceeds, and audit
- Project eligibility, including national objective verification
- Procurement
- Federal labor requirements
- Environmental review
- Disadvantaged business enterprise
- Accessibility
- Equipment and real property management
- Displacement and relocation
- Affordability and rent restrictions

After formal monitoring, the agency receives a written report of the areas reviewed, accomplishments, concerns, and any regulatory violations. If procedural or policy corrections are required, the agency is given a specific deadline and followed up with to ensure the corrections are made.

Regulatory requirements are more likely to be followed if agencies understand the requirements at the outset of a project instead of being notified of deficiencies after the fact. With this in mind, City staff members meet with subgrantee agencies prior to beginning a new project in order to discuss reporting and financial requirements, as well as any project-specific issues, such as Davis-Bacon Act or Uniform Relocation Act requirements. Technical assistance is also provided to subgrantee agencies and contractors on an ongoing basis during execution of the project.

Citizen Participation

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

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

Program Year 1 CAPER Citizen Participation response:

The CAPER was made available on the City's web-site and by hard copy on September 15, 2011. An advertisement was published in the Knoxville News Sentinel on September 11, 2011 to notify citizens that the CAPER would be available for review and comment.

Citizen Comments on the CAPER will be included in this section in the final document.

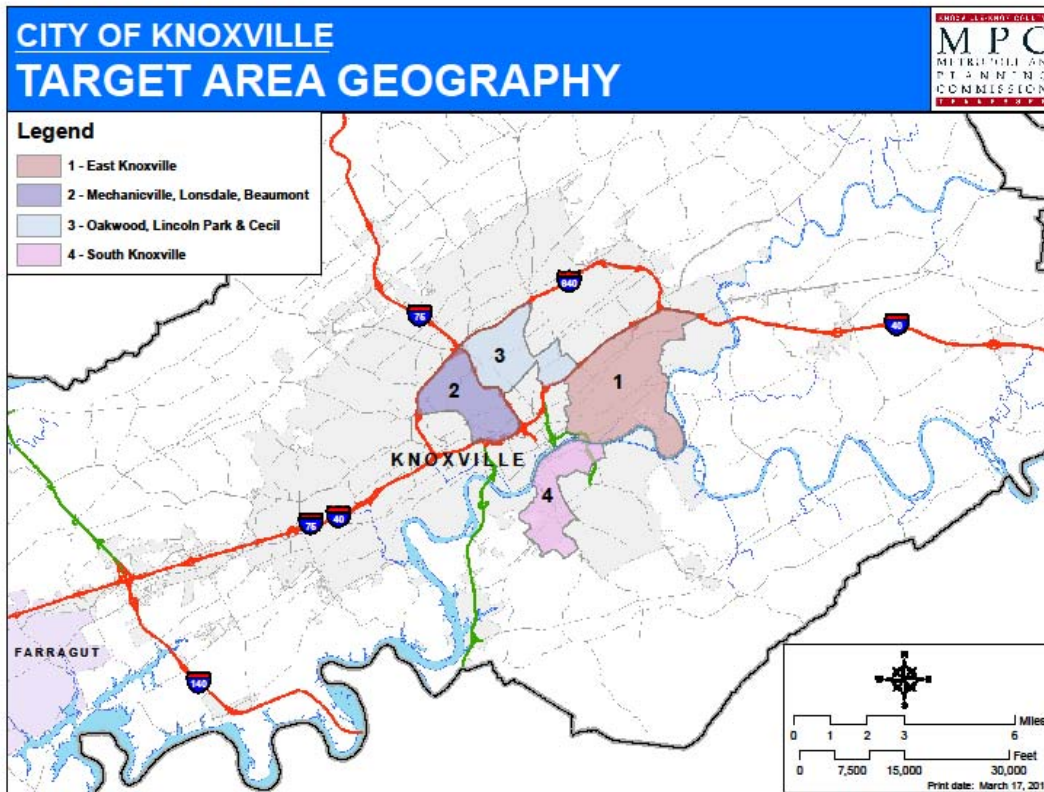
2. Funds Available and Geographic Distribution

The 2010 Consolidated Plan included the following funding:

Funding Source		Amount
CDBG	2010 Allocation	\$2,032,567
	Reallocated prior year funding	\$ 100,000
	Projected Program Income	\$ 130,000
	Total	\$2,262,567
HOME	2010 Allocation	\$1,391,991
	Reallocated prior year funding	\$ 708,000
	Projected Program Income	\$ 350,000
	Total	\$2,449,991
ESG	2010 Allocation	\$82,579
	Total	\$82,579
Fair Housing	2010 Allocation	\$22,590
Total Funding		\$4,817,727

During the program year, the City committed \$2,322,567 in CDBG funds and expended a total of \$1,532,102. The City committed \$2,522,543 in HOME funds and expended a total of \$1,093,707. The City committed \$82,579 in ESG funds and expended \$73,762. The balance of the funds will be spent as final invoices for the year are processed. Most of the expenditures were for activities within the Target Neighborhoods identified in the five year consolidated plan. The chart below gives a breakdown of expenditures for activities with a property address (housing, property acquisition and façade improvements). The map below indicates the target neighborhoods. Additional location information is in the PR03 Report - Attachment I

PY 2010 Expenditures by Census Tract		
CT	CDBG	HOME
1	31,033.68	
3	5,475.00	
5	2,481.00	100,139.01
6		36,169.82
7		43,166.89
8		32,299.00
12	55,200.00	
13	47,152.40	33,592.95
14	3,437.00	
15		102,234.20
16		53,255.50
17		27,000.00
18	381.50	19,947.98
19		144,157.03
20	2,265.00	17,779.50
21	924.18	87,659.94
22		274,001.97
24		250,000.00
28	24,104.84	137,629.92
31		5,765.36
33	639.00	49,062.03
34		1,680.95
38	532.08	87,156.12
39		3,351.29
40		23,865.66
41		64,186.14
42		20,479.63
46		8,410.81
48		36,763.00
50		45,028.91



Target Area 1 – East

This area with the zip-code of 37914 includes the following census tracts: 000500,000600,001900,002000,002100 and 003200.

Target Area 2 – Mechanicsville, Lonsdale, Beaumont (MLB)

This area with the zip-code of 37921 includes the following census tracts: 001200,001300,001400 and 002800.

Target Area 3 – Oakwood Lincoln Park/Cecil Avenue

This area with the zip-code of 37917 includes the following census tracts: 001500, 002900 and 001700.

Target Area 4 – Vestal /Sevier Ave

This area with the zip-code of 37920 includes the following census tracts: 000800 and 002400.

Institutional Structure

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

Program Year 1 CAPER Institutional Structure response:

The City Community Development Department staff participated in the coordinating bodies for several agencies that perform community development activities, including Knoxville-Knox County Homeless Coalition, Affordable Housing Trust Fund Advisory Board, Equality Coalition for Housing Opportunity, and the Martin Luther King Jr. Commemoration Commission. Staff also serve on or provide information to task forces related to neighborhood revitalization, such as the Chronic Problem Properties Committee, Vacant Properties Committee, the Better Building Board and Blighted Properties Redevelopment Program loan review committee.

During the last program year, the City of Knoxville Community Development Department on behalf of a consortium of partners, applied for and received a Sustainable Communities Regional Planning Grant (SCRPG). The City serves as the grantee and fiscal agent for this five county regional planning initiative which includes local governments, agencies and citizens in the development of a plan for sustainable growth in the region. This will be the first time such a large scale, coordinated planning effort has been implemented in the East Tennessee Region.

Monitoring

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

Program Year 1 CAPER Monitoring response:

1. Monitoring Process

The Community Development Department Deputy Director oversees the planning and budgeting process to ensure that projects are developed consistent with grant requirements. This planning process also ensures that each funded project is consistent with the *Consolidated Plan* and makes progress toward identified community development objectives.

All subgrantee projects are assigned to a Project Manager or Specialist for oversight, monitoring, and technical assistance. The Community Development Administrator drafts contracts with input from the subgrantee and Project Manager. The City Law Department finalizes the contracts in order to ensure compliance with applicable laws and regulations.

Subgrantees submit quarterly progress reports and a completion report. Reports are reviewed by the Project Manager/Specialist to ensure contract compliance. Funds are typically provided to subgrantees on a reimbursement basis. Reimbursement requests are submitted to the City on a quarterly or as-needed basis, and contain supporting documentation for all expenses for which reimbursement is requested. Requests are reviewed, revised (if necessary), and approved by the Project Manager/Specialist, then reviewed and approved by the Community Development Administrator. The Finance Specialist prepares a check request, which is approved by the Community Development Administrator and Department Director prior to submission to the City Finance Department.

Subgrantee monitoring is performed on an informal basis through telephone, email, and periodic meetings between City and subgrantee staff. Formal monitoring is performed on an annual basis (except in the case of low risk subgrantees or projects). Formal monitoring is conducted by the Project Manager and/or Community Development Administrator at the subgrantee's office, and includes review of agency policies, procedures, financial records, and project documentation. A written report is issued following a formal monitoring session, and any findings or concerns that require subgrantee action are followed up on by both the subgrantee and City staff.

For City-operated housing activities, applications for assistance are analyzed by Housing Finance Specialists for compliance with program guidelines. Housing Rehabilitation Specialists provide detailed specifications for ensuring that the activity meets Neighborhood Housing Standards and cost estimates to ensure that construction bids are reasonable and allowable. During the construction process, all activities are monitored by Housing Rehabilitation Specialists for compliance with the terms of the construction contract and Neighborhood Housing Standards. The Housing Construction Manager reviews and approves work and activities during each step of the rehabilitation process – financial analysis, write-up/cost estimate, bid, and construction. The Community Development Administrator periodically conducts in-house monitoring.

Payment for contractor and other housing activity expenses are processed by the Housing Finance Specialist and Housing Finance Supervisor and approved by the Housing Manager and Department Director prior to payment.

The Administrative Technician oversees the Department's overall expenditures and financial status, and assists the Community Development Administrator in drawing funds from HUD on a regular basis.

Special regulatory requirements are addressed by several staff members. The environmental review process is overseen by the Community Development Director, who has been delegated this authority by the Mayor. Project Specialists complete the site-specific check lists for individual sites with the Community Development Administrator conducting the environmental review process.

For projects requiring procurement and federal labor standards compliance, the assigned project monitor provides technical assistance to the agency performing the project, oversees the bid process, works with contractors, and reviews certified payroll.

Four of the Department's housing staff members are certified risk assessors for lead based paint hazards. These staff members perform inspections, testing, assessments, and clearance for homes the City funds through the rehabilitation or other housing programs. When time is available, technical assistance, inspections, and assessments are also provided for CDBG and HOME funded non-profit agencies on an as-needed basis.

Citizen participation is largely overseen by the Assistant Community Development Administrator and Department Deputy Director with the assistance from the Office of Neighborhood's Coordinator. City staff participates in community forums, neighborhood meetings, and other agencies' planning processes.

2. Self Evaluation

The overall goal of HUD's community planning and development programs is to support viable communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low and moderate income persons. The City of Knoxville's performance during the reporting period has been consistent with this overall HUD goal and with the objectives and priorities in the City's annual plan and the five year Consolidated Plan strategy. Our activities for the reporting period improved housing conditions for owner-occupants and renters, created homeownership opportunities, assisted the homeless, eliminated blighting conditions, and enhanced or improved services, infrastructure and facilities in lower income neighborhoods.

The City has worked to build additional resources to accomplish our community development goals. The Empowerment Zone program which concluded in September 2010 complemented Community Development programs and the City of Knoxville contributes a substantial amount of general funds to the Community Development budget. The City also continued to fund an Affordable Housing Trust Fund with local tax revenues which is a flexible funding source helps to increase the supply of affordable housing in the region.

The City carried out programs in line with the high priorities of the Consolidated Plan as follows:

Housing Programs:

1. Owner Occupied Rehabilitation – Rehabilitation of single family homes owned by LMI persons. Improvements focus on code violations, resource efficiency and health/safety issues.
2. Rental rehabilitation – Rehabilitation of units to be occupied by LMI renters. This activity was focused on the My Front Yard for rental properties during the current year.
3. HOME/CHDO eligible projects - LMI housing development that was implemented by locally designated Community Housing Development Organizations (CHDOs).
4. CHDO operating – Operating funds for CHDOs to build organizational capacity.

5. Emergency Home Repairs – Emergency repairs in LMI owner-occupied homes limited to a cost of less than \$5,000.
6. Minor Home Repairs – Minor home repair implemented by a local non-profit with work performed by volunteers.
7. Ramps and Rails - The construction of ramps and other exterior home modifications for persons with disabilities.
8. Fair Housing Assistance Program - Investigation of Fair Housing discrimination complaints. Education and training events focused on Fair Housing.
9. Permanent Supportive Housing – The development of permanent supportive housing for persons who are chronically homeless. Funding for development of permanent supportive housing was allocated in the 2010-2011 year. Funded with NSP and previous years' CDBG and HOME one facility , Minvilla manor, was completed. Flenniken is scheduled to be completed in November 2011.
10. Down Payment Assistance – Financial Assistance for LMI first-time homebuyers.
11. My Front Yard – A deferred payment loan program for residential façade improvements.

Homelessness Programs:

1. Essential services and operating costs for area homeless shelters and transitional housing facilities.
2. Operation and salary costs for training homeless providers participating in the Homeless Management Information System (HIMS).

Neighborhood Stabilization Programs:

1. Technical Assistance – Design, planning, technical assistance and capacity building services to non-profits and community serving organizations.
2. Property Acquisition – Acquisition and disposition of blighted and problem properties located in LMI areas for use as affordable housing and/or commercial.

Economic Development Programs:

1. Commercial Façade Program – Deferred payment loan program for exterior improvements to commercial businesses located in LMI areas to improve property values, create jobs and enhance commercial viability.

Administration of the projects listed above is performed by the Community Development Department staff.

Accomplishments made toward the goals established for each project are located on Table 2C in the appendix.

Lead-based Paint

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

Program Year 1 CAPER Lead-based Paint response:

The City's Community Development Department has four staff that have been licensed by the State of Tennessee and certified by the U.S. Environmental Protection Agency to perform lead based paint inspections and risk assessments. Each participates in ongoing training to keep their licensing up to date. If scheduling conflicts arise, the inspection and risk assessment services are sub-contracted to a third party vendor.

The City performs risk assessments for its housing rehabilitation projects and properties assisted through the Homemakers Program as necessary. The City owns an XRF analyzer, which receives maintenance according to the required schedule, and its use is documented according to State requirements.

The City inspected 9 housing units for lead based paint hazards in the 2010 program year, and performed risk assessments on 9 units. Lead mitigation work was performed on 9 units, with all 9 units achieving clearance. Of the 9 inspections, a total of 6 lead based paint inspections were performed on the City's rehabilitation projects, 2 inspections for the Blighted Properties Redevelopment Program, and 1 inspection for a Down-Payment Assistance project.

HOUSING

Housing Needs

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

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

Program Year 1 CAPER Housing Needs response:

The City carried out the activities indicated in the annual action plan including:

- Funding and/or operating emergency, minor, and major home improvement programs
- Homeownership assistance through HOME down payment assistance
- Homebuyer education and credit counseling
- Acquisition and redevelopment of blighted properties for reuse as affordable housing
- Development and operational expenses for Community Development Housing Organizations
- Pursuing remediation of chronic problem properties
- Conducting fair housing investigations, education and outreach
- Continuing to promote LEED for Homes and Energy Star New Homes certification in new construction and rehab housing projects

In addition to these specific programs, City continued to work with non-profit housing providers and the public housing agency, and to participate in appropriate committees and boards, such as the Affordable Housing Trust Fund Board.

Specific Housing Objectives

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

Program Year 1 CAPER Specific Housing Objectives response:

Providing affordable housing options is a high priority in the City's Consolidated Plan. In collaboration with non-profit agencies and for-profit developers, the City is using CDBG, HOME, NSP and various sources of leveraged funds to provide housing rehabilitation, homeownership assistance, and the construction of new housing. Each of these program areas address worst case housing needs. The City's rehabilitation programs address the needs of lower income homeowners living in substandard housing, and can provide replacement housing construction for severely substandard housing. New housing construction and downpayment assistance can offer reduced housing costs through homeownership to renters paying over 50% of their income to rent. Homeownership training increases the likelihood that new homebuyers will be able to maintain their property and meet the financial obligation of a mortgage. By including energy efficient systems in the homes, lower utility costs assist homebuyers in becoming successful homeowners.

All of the rehabilitation programs perform modifications when needed (grab bars, ramps, etc.) that make housing more accessible for persons with disabilities. The Knoxville-Knox County Community Action Committee's Emergency Home Repair program also gives priority to performing repairs for elderly persons or persons with disabilities. The DisAbility Resource Center's Ramps and Rails program is focused on providing home modifications for persons with disabilities. Additionally, a visitable home (at least one accessible entrance and accessible bathroom) is the goal of every new construction project.

The following table shows progress the City made during fiscal year 2010 toward improving affordable housing opportunities. This includes the number of homes meeting the Section 215 definition of affordability. First-time homebuyer programs are included as meeting rental needs since the population being addressed is existing low-moderate income renters.

TABLE 1		Five Year Goal	Objective	Programs	Goals for Reporting Period	Actual Accomplishments	215 Accomplishments
Programs to address needs of low/moderate income renters			DH1.2	Rental Rehab	11	0	
			DH1.3	CHDO Rental Rehab	24	24	24: 10 low, 7 VL, 7 EL
			DH2.1	DP Assistance	20	19	19: 11 low, 7 VL, 1 EL
			DH1.3	CHDO Projects/New	10	6	6: 3 low, 2 VL, 1EL
			SL3.3	Property Acquisition	8	16	
Total					73	65	
% Medium Income & Priority Need Level							
0 - 30%	H	90				9	
31- 50%	H	89				16	
51 - 80%	M	95				24	
		274				49	
Programs for Homeowners			DH1.1	Owner-Occupied Rehab	30	13: 1 EL, 7VL, 5 LOW	13: 5 low, 7VL, 1EL
			DH1.4	CAC Emergency Home Repair	140	115: 55 EL, 55 VL, 5 LOW	0
			DH1.4	NHI Minor Home Repair	35	30: 13 EL, 8 VL, 9 LOW	0
			DH1.4	Disability Resource Center	14 ramps	14: 7EL, 4 VL, 3 LOW	0
Total					219	172	13
% Medium Income & Priority Need Level							
0 - 30%	H	498				76	
31- 50%	H	217				74	
51 - 80%	H	112				22	
		827				172	

Public Housing Strategy

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

Program Year 1 CAPER Public Housing Strategy response:

Knoxville's Community Development Corporation is the City of Knoxville's public housing authority. The agency uses Capital Fund Program and Replacement Housing Fund grants to improve or replace deteriorated housing. An additional amount of Capital Fund grants provided to KCDC by the American Recovery and Reinvestment Act (ARRA), also known as stimulus funds, has allowed the agency to move ahead on needed improvements at several properties with concentration on the Montgomery Village complex. Fifty-six Montgomery Village units have been renovated and leased to date. Also, since the merger of Knox County Housing Authority with KCDC, which was effective 4/1/10, KCDC staff has assessed the condition of the 197 units added to KCDC's portfolio to determine needed improvements. Subsequently, KCDC revised its 2010 Capital Fund Program budget to add work items for renovation of approximately 100 units and for an energy audit. The renovation is scheduled to be completed by December 2011.

The agency's other projects during the fiscal year include completion of 6 in-fill duplexes as part of the Five Points Comprehensive Redevelopment Plan strategy as well as starting work on the rehabilitation/redesign of the old Eastport School building that KCDC acquired and is converting into 25 (one-bedroom) units designated for elderly residents. In addition to the 25 new units to be added to KCDC's portfolio, 4 new buildings are being constructed on the Eastport School property that will add 60 tax credit units to KCDC's inventory. These units are also designated for elderly residents. KCDC applied for and received HUD approval to demolish 248 units at Western Heights (KCDC's oldest and largest public housing property) to reduce density, open up the area and create more green space; thereby, improving the environment and providing a better place for families to live.

Residents participate through the Knoxville Tenant Council, which is composed of elected officers from each public housing development, as well as the Section 8 Tenant Advisory Board, which is open to all interested participants. Residents also contribute to their living environment by performing eight hours of required community service per month if they are not participating in an economic self sufficiency program or are not elderly or disabled.

Barriers to Affordable Housing

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

Program Year 1 CAPER Barriers to Affordable Housing response:

The City has undertaken the actions described in the Consolidated Plan including marketing an increasing number of parcels through the Homemakers Program,

correcting obstacles before sale to developers, acquiring abandoned property and clearing titles, and offering subsidies to facilitate affordable development.

HOME/ American Dream Down Payment Initiative (ADDI)

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

Program Year 1 CAPER HOME/ADDI response:

1. Relationship of HOME Funds to Goals and Objectives

The activities carried out under the HOME Program during the reporting period included the following activities, which directly contributed to high priority needs identified in the Consolidated Plan Housing Strategy. The Five Year Consolidated Plan gave a high priority to addressing the housing problems of extremely low and very low-income renter households, to extremely low, very low and other low-income homeowner households and to households with special needs. The Plan gave a medium priority to low-income renter households. These accomplishments under these activities are described in the General Questions section of this report.

Table 2

Consolidated Plan Specific Objective/ Activity	HOME Amount Expended July 1, 2010 through June 30, 2011	% of Total
Objective DH1.1 Rehab/Replacement of Owner-occupied housing	\$691,338.00	41.9%
Objective DH1.2 Rehab of Rental Housing	\$0	0%
Objective DH1.3 Housing development by CHDOs for sale to homebuyers	\$680,086.00	41.1%
Objective DH2.1 Down Payment Assistance	\$278,545.00	17.0%
Total HOME Project Expenditures	\$1,649,969.00	100%

HOME Match Report

HOME Match Report HUD-40107-A attached.

3. HOME MBE and WBE Report

Part III of HUD Form 40107 is attached.

4. Assessments

Detail results of on-site inspections of rental housing:

There were 37 rental units inspected during the reporting period. One of those units has been badly vandalized and is awaiting major repair work. All other units were found to be in compliance or with only minor violations. Landlords with minor violations are given a written notice to remedy with a deadline. City staff performs a re-inspection once the violation is corrected.

Describe the HOME jurisdiction's affirmative marketing actions.

During the reporting period, the City had four HOME assisted projects, which contained more than five HOME assisted units.

The first project consists of two buildings containing a total of 46 units, with 37 of these being HOME assisted. The units are approximately 75% 2-bedrooms and 25% 3-bedrooms. The households consist of twelve black, female-headed households, six white female-headed households, ten black, male-headed households, four white male-headed households and one black married couple household. Of these, sixteen receive rental assistance. The remaining five units are vacant. Vacant units are listed with the local housing authority, Knoxville's Community Development Corporation(KCDC) and the manager also posts signs at the management office, on the property and on line at TNHousingsearch.org

The second project consists of sixteen scattered site single -family residences owned by a local CHDO. The households consist of nine black female-headed households, four black male-headed households and one white married couple. Two units are

vacant. Eleven households receive rental assistance. This CHDO posts its vacancies at the Knoxville Area Urban League and Community Action Committee. They also list them on TNHousingsearch.org and posts signs in the yard.

The third project consists of twenty-four HOME-assisted SRO units. The current tenants consist of twenty one white males, two black males and one Asian male. All tenants are dually diagnosed men. The tenants are all extremely low income. One of the tenants receives rental assistance. All units are filled through referrals from the community's homeless and mental health organizations and all qualifying tenants are then referred to the local housing authority to apply for rental assistance.

The fourth project consists of 24 two and three bedroom units in an apartment complex owned by a local CHDO. The households consist of three white, female-headed households, nine black female-headed households, one black male-headed household and one white male-headed household. Of these, nine receive rental assistance. This CHDO sends a flyer with vacancies weekly to the local housing authority. They send flyers to several other social service organizations during the year and they outreach to local ministries such as Knoxville CAC, Salvation Army, Knox Area Rescue Ministries, etc. All vacancies are listed online with TNHousingsearch.org.

HOMELESS

Homeless Needs

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

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

Program Year 1 CAPER Homeless Needs response:

The City of Knoxville in cooperation with Knox County continues implementation of the Knoxville-Knox County Mayors' Ten Year Plan to End Chronic Homelessness. The chronically homeless are a small portion of the overall homeless population, but represent a significant and disproportionate usage of community resources. The 2010 - 2011 program year saw successes as well as challenges in the implementation of the Ten Year Plan (TYP). The TYP office has been focused on development of permanent supportive housing, development and implementation of a number of initiatives to carry out strategies identified in the plan, and securing short and long-term resources to carry out these activities.

This program year saw the completion of a 57-unit permanent supportive housing (PSH) development (Minvilla Manor), construction started on a 48-unit PSH development (Flenniken), and significant community controversy around future development of PSH throughout Knox County. That controversy eventually resulted in a formal pause in any efforts to identify new locations for PSH, two of three TYP

staff stepping down, and creation of a community-led public process to seek input on the issue of homelessness from citizens throughout the county.

Notwithstanding, the TYP office continued to work closely with local agencies, ministries and organizations to continue work on the other strategies identified in the plan. The Volunteer Ministry Center (VMC) opened Minvilla Manor to provide 57 units of PSH. The City provided VMC with CDBG and NSP1 funding to support the acquisition and rehabilitation of this project. Southeastern Housing Foundation began rehabilitation of the old Flenniken School in south Knoxville for use as 48 units of PSH, with the support of CDBG, HOME and NSP-1 funds from the City. VMC, CAC, Helen Ross McNabb and others continued offering more PSH by placing individuals and families in scattered-site permanent housing, and providing ongoing case management services. The local office of the Veterans Administration also made full use of 25 new HUD-VASH vouchers, providing supportive housing for formerly homeless veterans. Knox Area Rescue Ministries (KARM), the primary emergency shelter in Knoxville, continued work to enhance the Crossroads Welcome Center, a daytime resource center where homeless individuals and families can begin to access the services that will get them back into housing. The Crossroads Center includes space and coordination that allows a number of other agencies to offer services and a point of contact within the center.

The Ten Year Plan seeks to address the needs of the chronically homeless proactively with long term solutions as opposed to the traditional approach that focuses primarily on emergency services. Like similar plans nationwide, the local Ten Year Plan focuses on a "housing first" approach, which seeks to provide the chronically homeless with permanent supportive housing as quickly as possible, bypassing the usual requirement that individuals successfully progress through emergency and transitional housing and services before achieving any sort of permanent housing stability.

The University of Tennessee College of Social Work continued to administer the community's Homeless Management Information System, a multi-agency internet-based database, which connects homeless clients, shelter and services across the community. The City provided \$10,000 in CDBG funds to support this initiative.

Emergency Shelter Grant funds supported the work of five agencies, \$28,000 for the Volunteer Ministry Center's Day Room, \$12,000 for the YWCA women's transitional shelter, \$9,000 for the Knoxville-Knox County Community Action Committee's Homeward Bound program, \$11,835 to support the operation of Child and Family Tennessee's Family Crisis Center, and \$12,600 to support Knoxville Area Rescue Ministry's Crossroads Welcome Center.

The Volunteer Ministry Center provided service to 2,001 unduplicated persons during the year, and placed 106 persons into housing. Their self-sufficiency program served individuals through case management and life-skills training. The Family Crisis Center served 243 women and children during the year, with 108 women receiving counseling. CAC assisted 79 persons through the Homeward Bound program. The YWCA served 149 unduplicated women with housing and supportive services. Knoxville Area Rescue Ministry served 3,326 individuals during the program year and made 727 permanent supportive housing referrals. Samaritan Place assisted 92 elderly persons with transitional housing.

During the 2010-2011 program year, the Knoxville/Knox County Continuum of Care received \$1,240,464 in Federal funding through the CoC process for the continuation of homeless services through the University of Tennessee HMIS program, Parkridge Harbor, Helen Ross McNabb, Catholic Charities, Child and Family Tennessee's PleasanTree Apartments, the Knoxville/Knox County Community Action Committee's Project REACH, Project Succeed, and Families In Need programs, Volunteer Ministry Center's Minvilla Manor Apartments, and the Salvation Army's Bootstrap transitional housing program.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 1CAPER Specific Housing Prevention Elements response:

The City continues to implement its Ten Year Plan to End Chronic Homelessness. A key element in the plan is prevention of homelessness, as well as improved discharge planning for individuals matriculating from foster care, incarceration and mental health institutions. Through HPRP funding, the Ten Year Plan sponsored an initiative to place case managers in four public housing facilities that serve the elderly and disabled. These facilities had been identified as having the highest rates of eviction for any of the local public housing agency's properties. The program has continued successfully preventing evictions to the street, reducing the number of evictions to the street from a benchmark of 67 annually to zero.

The city has worked cooperatively with the Knoxville-Knox County Homeless Coalition and others to improve the planning process for individuals leaving the foster care system, incarceration, and mental health treatment, in order to reduce the incidence of discharges into homelessness.

During the program year, a rental property, Whitehouse Properties, was condemned by the City of Knoxville Neighborhood Codes Office for serious property maintenance code violations. CDBG funds were provided to the Knoxville-Knox County Community Action Committee (CAC) to assist twenty households to relocate to other suitable housing, thus preventing their homelessness.

Two additional programs funded through the HPRP are assisting individuals facing homelessness. Knoxville Legal Aid provides legal services to those facing eviction while the CAC Homeward Bound program funds direct financial assistance for rent and or utilities for families facing homelessness.

Community Development programs such as minor and emergency home repair also serve to prevent homelessness by making emergency roof and other repairs for very low-income individuals who might otherwise be at risk for losing their housing.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).

2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 1 CAPER ESG response:

1. Actions to address shelter needs.

Emergency Shelter Grant funds supported the work of six agencies, \$28,000 for the Volunteer Ministry Center's Day Room, \$12,000 for the YWCA women's transitional shelter, \$9,000 for the Knoxville-Knox County Community Action Committee's Homeward Bound program, \$11,835 to support the operation of Child and Family Tennessee's Family Crisis Center, \$12,600 to support Knoxville Area Rescue Ministry's Crossroads Welcome Center and \$8,000 to support Catholic Charities – Samaritan Place.

The Volunteer Ministry Center provided service to 2,001 unduplicated persons during the year, and placed 106 persons into housing. Their self-sufficiency program served individuals through case management and life-skills training. The Family Crisis Center served 243 women and children during the year, with 108 women receiving counseling. CAC assisted 79 persons through the Homeward Bound program. The YWCA served 149 unduplicated women with housing and supportive services. Knoxville Area Rescue Ministry served 3,326 individuals during the program year and

made 727 permanent supportive housing referrals. Samaritan Place assisted 92 elderly persons with transitional housing.

2. Assessment of Relationship of ESG Funds to Goals and Objectives

Significant progress was made by agencies funded through the ESG program to meet their goals in serving the homeless in Knoxville. VMC met 100% of its goal in serving walk-in clients, while more specifically placing 106 homeless individuals into housing, exceeding their goal of 75. The YWCA met 98% of its goal in providing services for homeless women, and half of those served were placed in permanent housing. KARM exceeded its goal and referred 727 individuals for housing placements. CAC Homeward Bound exceeded its goal for housing placements and preventing homelessness. All the agencies participating in the Emergency Shelter Program provide exemplary services to the homeless in Knoxville. Many of the service goals set for ESG programs are based on the number of homeless individuals who come to the respective agencies seeking support. Studies have indicated during the implementation of the Ten Year Plan that there has been a decrease in the overall number of homeless individuals in the community. Certainly the ongoing goals will be to continue to decrease the number of homeless individuals and families while providing a greater depth of service geared towards permanent housing.

3. Matching Resources

CAC \$9,000 - in-kind donations
VMC \$28,000 - volunteer hours and in-kind donations
YWCA \$12,000 - in-kind donations
Child and Family Tennessee FCC \$11,835 - United Way
KARM \$12,600 – volunteer hours and donations
Samaritan Place \$8,000 – in-kind donations

4. State Method of Distribution

NA

5. Activity and Beneficiary Data

The City continues to implement its Ten Year Plan to End Chronic Homelessness. A key element in the plan is prevention of homelessness, as well as improved discharge planning for individuals matriculating from foster care, incarceration and mental health institutions. Through HPRP funding, the Ten Year Plan sponsored an initiative to place case managers in four public housing facilities that serve the elderly and disabled. These facilities had been identified as having the highest rates of eviction for any of the local public housing agency's properties. The program has continued successfully preventing evictions to the street, reducing the number of evictions to the street from a benchmark of 67 annually to zero.

The city has worked cooperatively with the Knoxville-Knox County Homeless Coalition and the University of Tennessee to study policies and perceptions regarding current discharge planning processes.

Community Development programs such as minor and emergency home repair also serve to prevent homelessness by making emergency roof and other repairs

for very low-income individuals who might otherwise be at risk for losing their housing.

COMMUNITY DEVELOPMENT

Community Development

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

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.

- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.
 13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
 - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 1 CAPER Community Development response:

1. Use of CDBG Funds in Relation to Consolidated Plan Priorities, Goals, and Objectives

As identified in General Questions section of this report, the Consolidated Plan identified five community development objectives with high priorities that were addressed through June 2011. These priorities are: homeownership, rental housing, homelessness, neighborhood stabilization and economic development. Most CDBG activities conducted during this fiscal year addressed one or more of the high priorities. The General Questions section of this report also identifies specific objectives established in the Consolidated Plan, activities carried out under each of these objectives and the City's progress toward meeting these objectives.

The Consolidated Plan further identifies a priority need level for different types of projects according to their CDBG eligibility category and/or target population. High and medium priority projects are typically funded in order to provide life's most essential needs (such as housing) as well as complementary services and neighborhood improvements that improve residents' quality of life and help ensure family and neighborhood stability. Table 3 below shows program accomplishments resulting from the use of CDBG funds according to priority need.

Table 3: Accomplishments by Priority Need - CDBG

<i>Project Type</i>	<i>Priority Need (High, Medium, Low, or No Such Need)</i>	<i>People Served or Units Completed</i>
Owner Occupied Housing 0-30% Median Family Income	H	76
Owner Occupied Housing 30-50% MFI	H	74
Owner Occupied Housing 50-80% MFI	M	22
Rental housing 0-30% MFI	H	9
Rental housing 30-50% MFI	H	16
Rental housing 50-80% MFI	M	24
Homeless services and homelessness prevention	H	5890 persons
Neighborhood stabilization	H	16 acquisitions
Economic Development	H	10 facades

During the program year, the City committed \$2,322,567 in CDBG funds and expended a total of \$1,532,102. All funds expended during the program year supported projects and activities focused on improvement of low-income neighborhoods and/or benefit to low and moderate income people.

2. Changes in Program Objectives - The City did not change program objectives.

3. Assessment of Efforts in Carrying Out Planned Actions

The City pursued all resources indicated in the Consolidated Plan and provided Certifications of Consistency in a fair and impartial manner. Our goal is to increase the number of low-income residents served by the owner-occupied rehabilitation program.

4. For Funds Not Used for National Objectives - NA

5. Anti-displacement and Relocation

The City avoids displacement of households or businesses whenever possible.

All properties acquired with CDBG were vacant lots or structures. Demolition was of vacant structures or to facilitate replacement housing construction, and resulted in no displacement.

To minimize displacement, the City did not rehabilitate housing units where involuntary permanent relocation would be required. Temporary relocation benefits

(including rent and moving costs) are provided to occupants if it is not feasible to remain in the home during rehabilitation.

Landlords are required to identify tenants in their application for financing and to provide information regarding tenant income, needs, and preferences to determine if rehabilitation could be accomplished without tenant displacement. Landlords are also required to offer existing tenants the opportunity to lease a rehabilitated unit at an affordable rent.

The City’s Community Development Department staff issues required notices under its internally operated rehabilitation program. As the City’s redevelopment authority, Knoxville’s Community Development Corporation issues notices for the City’s property acquisition program. Subgrantees receive technical assistance regarding notices and relocation for acquisition projects, then issue their own notices and provide documentation to the City.

6. Low/Mod Job Activities - There were not any CDBG economic development activities where jobs were the reported benefit.

7. Low/Mod Limited Clientele Activities - There were not any CDBG projects where low/mod clientele activities were the reported benefit.

8. Program Income

Program income is generated by CDBG funded housing rehabilitation and property acquisition projects. During the fiscal year, a total of \$162,198.77 in CDBG program income was receipted and drawn through HUD’s Integrated Disbursement and Information System (IDIS) for housing and other CDBG eligible activities. Additional applicable information follows:

Revolving loan funds (KNHCS):		\$0
Float funded activities:		not applicable
Income from sale of real property:		\$1,800
1012 Oak Ave.	1,800.00	
Housing Rehabilitation principal and interest repayments:		\$158,300.07
9. Prior year adjustments		not applicable
10. Loans and Receivables		
Loans written off during program year - 13:		\$143,960.67

Repayable loans (includes Due Upon Sale) - Housing rehabilitation

Number of loans: 153
 Principal balance: \$1,935,663.06

Forgivable or deferred loans

Term: 5 year forgivable
 Number of loans: 11
 Principal balance: \$334,511.37

Term: 10 year forgivable
 Number of loans: 5
 Principal balance: \$51,500.00

Term: 20 year forgivable
 Number of loans: 219
 Principal balance: \$1,117,611.23

Term: Forgivable monthly for up to 15 years
 Number of loans: 26
 Principal balance: \$271,783.69

Term: One Time forgivable
 Number of loans: 1
 Principal balance: \$14,000.00

Total number of forgivable or deferred housing loans: 262
 Principal balance: \$1,789,406.29

CDBG Acquired Properties Available for Sale

Address	Ctl/Unit	Acq Date	Acq Pgm	Dispo Pgm	Status
1215 Texas Avenue	081IC016	05/28/2010	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
1219 Texas Ave	081IC017	05/28/2010	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
3139 Johnston St	081IG003	03/10/2009	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
0 Ambrose St	081JA001	06/18/2010	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
3018 Johnston St	081JA032	06/18/2010	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
0 Ohio Ave	081PD010	07/23/2010	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
1733 Texas Ave	081PD036	04/08/2011	LONSDALE RED PLAN	RFP	ON HOLD
1511 Minnesota	081PE015	12/31/2009	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
0 Minnesota	081PE016	12/23/2009	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
0 Texas Ave	081PN002	08/31/2006	LONSDALE RED PLAN	RFP	ON HOLD

1754 Texas Ave	081PN003	08/31/2006	LONSDALE RED PLAN	RFP	ON HOLD
0 Texas Ave	081PN007	12/12/2008	LONSDALE RED PLAN	RFP	ON HOLD
0 Texas Ave	081PN008	09/29/2008	LONSDALE RED PLAN	RFP	ON HOLD
1726 Texas Ave	081PN009	12/12/2008	LONSDALE RED PLAN	RFP	ON HOLD
1741 Minnesota Ave	081PN028	11/18/2008	LONSDALE RED PLAN	RFP	ON HOLD
1745 Minnesota Ave	081PN029	09/29/2008	LONSDALE RED PLAN	RFP	ON HOLD
1747 Minnesota Ave	081PN030	09/02/2008	LONSDALE RED PLAN	RFP	ON HOLD
0 Minnesota Ave	081PN031	09/29/2008	LONSDALE RED PLAN	RFP	ON HOLD
0 Minnesota Ave	081PN032	09/29/2008	LONSDALE RED PLAN	RFP	ON HOLD
0 Sherman St	081PN033	09/29/2008	LONSDALE RED PLAN	RFP	ON HOLD
2115 Texas Ave	081PR013	08/17/2006	LONSDALE RED PLAN	HOMEMAKERS	AVAILABLE
716 Fern St	082EF023	07/26/2006	HOPE	HOMEMAKERS	AVAILABLE
2563 Martin Luther King	082KU016	01/27/2006	5 PTS RED PLAN	RFP	ON HOLD
2547 Martin Luther King	082KU017	05/26/2006	5 PTS RED PLAN	RFP	AVAILABLE
2942 Sunset Ave	082LC011	10/06/2000	BLIGHTED PROPERTY	HOMEMAKERS	AVAILABLE
0 Hillside Ave	082LC022	06/01/2000	BLIGHTED PROPERTY	HOMEMAKERS	AVAILABLE
2407 Louise Ave	082NA014	08/02/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
308 Parham St	082NA015	08/30/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
2535 Louise Ave	082NB020	08/15/2003	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
0 Louise Ave	082NC001	07/30/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
420 Curie Pl	082ND002	02/24/2006	5 PTS RED PLAN	RFP	ON HOLD
416 Curie Pl	082ND003	12/30/2009	5 PTS RED PLAN	RFP	ON HOLD
406 Curie Pl	082ND005	06/05/2007	5 PTS RED PLAN	RFP	ON HOLD
400 Curie Pl	082ND006	02/22/2010	5 PTS RED PLAN	RFP	ON HOLD
2522 Wilson Ave	082ND007	09/24/2010	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
2523 Selma Ave	082ND025	04/28/2006	5 PTS RED PLAN	RFP	AVAILABLE
1904 Ulster St	082NL001	11/23/2004	BLIGHTED PROPERTY	HOMEMAKERS	AVAILABLE
717 Chestnut St	082NN005	06/04/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
721 Chestnut St	082NN006	01/09/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
737 S. Chestnut	082NN010	10/13/2006	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
2020 Ulster Ave	082NN016	04/07/2006	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
2400 Selma Ave	082NP001	04/02/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
604 Ben Hur Ave	082NP029	04/30/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
0 Selma	082NQ020	03/31/2010	KCDC PROPERTY	HOMEMAKERS	AVAILABLE
2411 Martin Luther King	082OH024	01/21/2005	5 PTS RED PLAN	RFP-NH	ON HOLD
2405 Martin Luther King	082OH025	11/21/2008	5 PTS RED PLAN	RFP-NH	ON HOLD
309 Ben Hur Ave	082OK010	02/27/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
323 Ben Hur Ave	082OK013	08/08/2003	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
1403 W. Fourth Ave	094CK019	01/26/2001	MECH RED PLAN	HOMEMAKERS	AVAILABLE

1409 W. Fourth Ave	094CK020	01/12/2001	MECH RED PLAN	HOMEMAKERS	AVAILABLE
1417 W. Fifth Ave	094FC020	01/11/2001	MECH RED PLAN	HOMEMAKERS	AVAILABLE
1409 W. Fifth Ave	094FC021	01/11/2001	MECH RED PLAN	HOMEMAKERS	AVAILABLE
1508 Boyd St	094FP013	02/05/1997	MECH RED PLAN	HOMEMAKERS	AVAILABLE
513 Douglas St	094FQ022	04/25/1997	MECH RED PLAN	HOMEMAKERS	AVAILABLE
1111 University Ave	094FQ037	08/31/1998	MECH RED PLAN	OTHER	AVAILABLE
258 Cansler St	094KD012	05/08/1990	MECH RED PLAN	HOMEMAKERS	AVAILABLE
1012 Oak Ave	094KG020	02/08/1991	MECH RED PLAN	HOMEMAKERS	MATCHED
2120 McCalla Ave	095BE006	08/06/2004	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
2559 Wilson Ave	082NC019	03/04/2005	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
319 S Chestnut St	082NA022	06/30/2006	5 PTS RED PLAN	HOMEMAKERS	AVAILABLE
321 S Chestnut St	082NA023	03/27/2006	6 PTS RED PLAN	HOMEMAKERS	AVAILABLE
323 S. Chestnut Ave	082NA024	02/13/2006	7 PTS RED PLAN	HOMEMAKERS	AVAILABLE
2431 Wilson Ave	082NA025	02/13/2006	7 PTS RED PLAN	HOMEMAKERS	AVAILABLE

11. Lump sum drawdown payments: not applicable

12. Housing Rehabilitation

For the completion of the 13 owner-occupied units rehabilitated during the program year, \$38,078.66 in CDBG funds were used while \$470,058.75 in HOME funds were used.

Staff and related operating costs to administer the housing rehabilitation programs are paid with a combination of CDBG and HOME funds. These costs totaled \$443,981.61 in CDBG funds and \$173,981.26 in HOME funds.

13. Neighborhood Revitalization Strategies

CDBG funds in the amount of \$60,000 were subgranted to the East Tennessee Community Design Center to provide design, planning, technical assistance and capacity building services to non-profits and community serving organizations. These organizations are located in or serve low-income neighborhoods.

The commercial façade program improves neighborhood businesses while creating jobs and economic growth for low-income neighborhoods.

Acquisition and disposition of blighted properties through the Homemakers program or requests for proposals improves neighborhoods by creating decent housing, green space or new business opportunities.

Antipoverty Strategy

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

Program Year 1 CAPER Antipoverty Strategy response:

The City carried out the actions described in the Consolidated Plan and Action Plan including Neighborhood Stabilization Program funding. In addition to these activities, ESG and Homelessness Prevention and Rapid Rehousing (HPRP) funds were used to provide case management and transitional services to homeless persons with the goal of finding stable housing, and payments for rent and utilities to prevent homelessness. The opening of Minvilla Manor providing 57 units of permanent housing and supportive services will help homeless persons make positive life changes and prepare for a better future.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

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

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

Program Year 1

Specific HOPWA Objectives

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

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

2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. Grantee Narrative
 - i. Grantee and Community Overview
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
 - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
 - ii. Project Accomplishment Overview
 - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
 - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
 - (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
 - iii. Barriers or Trends Overview
 - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
 - b. Accomplishment Data
 - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 1 CAPER Specific HOPWA Objectives response: N/A

OTHER NARRATIVE

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

Program Year 1 CAPER Other Narrative response: