CR-05 - Goals and Outcomes

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**
This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

During the 2016-2017 Program Year, the City of Lancaster allocated its CDBG funds toward project priorities that included revitalization/blight reduction efforts and public services related to housing, homelessness, and special/community development needs. Six (6) extremely low-income homeowners received assistance to rehabilitate their homes to address safety, habitability, or disabled access issues via participation in our residential grant programs. The City also provided downpayment assistance to two (2) income qualifying households. This assistance removed a barrier to home ownership and facilitated permanent affordable housing for benefiting households. Supportive human services were provided to over 1,200 City residents which is a slight increase over the number of individuals served in the prior reporting period.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**
Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

<table>
<thead>
<tr>
<th>Goal</th>
<th>Category</th>
<th>Source / Amount</th>
<th>Indicator</th>
<th>Unit of Measure</th>
<th>Expected – Strategic Plan</th>
<th>Actual – Strategic Plan</th>
<th>Percent Complete</th>
<th>Expected – Program Year</th>
<th>Actual – Program Year</th>
<th>Percent Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Grant Administration</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Other</td>
<td>Other</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Construct/Upgrade Public Facilities/Infrastructure</td>
<td>Non-Homeless Special Needs Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Construct/Upgrade Public Facilities/Infrastructure</td>
<td>Non-Homeless Special Needs Non-Housing Community Development</td>
<td>CDBG: $</td>
<td>Other</td>
<td>Other</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintain and Promote Neighborhood Preservation</td>
<td>Affordable Housing</td>
<td>CDBG: $</td>
<td>Housing Code Enforcement/Foreclosed Property Care</td>
<td>Household Housing Unit</td>
<td>10000</td>
<td>4000</td>
<td>40.00%</td>
<td>2000</td>
<td>2000</td>
<td>100.00%</td>
</tr>
<tr>
<td>Provide Decent Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $</td>
<td>Homeowner Housing Added</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Provide Decent Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $</td>
<td>Homeowner Housing Rehabilitated</td>
<td>Household Housing Unit</td>
<td>150</td>
<td>28</td>
<td>18.67%</td>
<td>10</td>
<td>8</td>
<td>80.00%</td>
</tr>
<tr>
<td>Provide Decent Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $</td>
<td>Housing for Homeless added</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Provide Decent Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $</td>
<td>Housing for People with HIV/AIDS added</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Support Special Needs Program and Services</td>
<td>Affordable Housing</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>2500</td>
<td>906</td>
<td>36.24%</td>
<td>500</td>
<td>425</td>
<td>85.00%</td>
<td></td>
</tr>
<tr>
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<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>Support Special Needs Program and Services</td>
<td>Homeless Non-Homeless Special Needs</td>
<td>Public service activities for Low/Moderate Income Housing Benefit</td>
<td>Households Assisted</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Special Needs Program and Services</td>
<td>Non-Housing Community Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Special Needs Program and Services</td>
<td>Affordable Housing</td>
<td>Homeless Person Overnight Shelter</td>
<td>Persons Assisted</td>
<td>5000</td>
<td>2458</td>
<td>49.16%</td>
<td>1500</td>
<td>1206</td>
<td>80.40%</td>
<td></td>
</tr>
</tbody>
</table>
Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Funding from CDBG during the 2016-2017 year was expended to address high Consolidated Plan priorities and specific objectives identified. These items included:

- Improve, maintain, and expand affordable housing
- Improve and expand facilities and infrastructure
- Promote equal housing opportunity
- Provide supportive human services
- Planning and administration
CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

<table>
<thead>
<tr>
<th></th>
<th>CDBG</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>457</td>
</tr>
<tr>
<td>Black or African American</td>
<td>483</td>
</tr>
<tr>
<td>Asian</td>
<td>14</td>
</tr>
<tr>
<td>American Indian or Native</td>
<td>35</td>
</tr>
<tr>
<td>Native Hawaiian or Other</td>
<td>8</td>
</tr>
<tr>
<td>Total</td>
<td>997</td>
</tr>
<tr>
<td>Hispanic</td>
<td>226</td>
</tr>
<tr>
<td>Not Hispanic</td>
<td>840</td>
</tr>
</tbody>
</table>

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

Narrative

Each sub-recipient of CDBG funds tracked the race and ethnicity of participants as part of the standard record-keeping process. Disabled accessibility projects used the ethnicity data from the U.S. Census for the disabled population, as per the guidance from the Department of Housing and Urban Development (HUD).

Forty-eight (48) percent of the participants in the City’s CDBG funded programs were Black/African-American representing the largest racial group served followed by forty-six (46) percent of the program participants who were White. The largest ethnic group served where Hispanic, representing forty-seven (47) percent of all ethnic groups served.
CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Source</th>
<th>Resources Made Available</th>
<th>Amount Expended During Program Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>CDBG</td>
<td>1,391,581</td>
<td>1,243,795</td>
</tr>
<tr>
<td>HOME</td>
<td>HOME</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOPWA</td>
<td>HOPWA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESG</td>
<td>ESG</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 3 - Resources Made Available

Narrative

The City committed $1,291,581 (100%) of the 2016-2017 entitlement funds to the CDBG eligible programs in the areas of public services, capital, and administration. An additional $100,000 was reprogrammed to enhance our entitlement so that projects and programs could be executed as planned.

Identify the geographic distribution and location of investments

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Planned Percentage of Allocation</th>
<th>Actual Percentage of Allocation</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Wide</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eligible Census Tracts</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 4 – Identify the geographic distribution and location of investments

Narrative

Lancaster uses a place-based strategy during the planning period. The geographic distribution of funding is predicated somewhat on the nature of the activity to be funded. It is the City’s intent to fund activities in the areas most directly affected by the needs of low-income residents and those with other special needs.
Leveraging

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

In an effort to extend the reach of City projects and programs, the City continued to combine additional resources to leverage the CDBG entitlement. City general funds and county funds were used to support or finance these activities. The City contracted with two (2) local-serving nonprofit agencies to execute the programs which provided supportive human services to low- and moderate-income residents. These agencies leveraged the CDBG funds by using other grant funds, as well as locally raised donations, to provide services to a greater number of residents than would have been possible with CDBG funds alone.
CR-20 - Affordable Housing 91.520(b)

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

<table>
<thead>
<tr>
<th>Number of Homeless households to be provided affordable housing units</th>
<th>One-Year Goal</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Non-Homeless households to be provided affordable housing units</td>
<td>14</td>
<td>8</td>
</tr>
<tr>
<td>Number of Special-Needs households to be provided affordable housing units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>14</td>
<td>8</td>
</tr>
</tbody>
</table>

Table 5 – Number of Households

<table>
<thead>
<tr>
<th>Number of households supported through Rental Assistance</th>
<th>One-Year Goal</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of households supported through The Production of New Units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Number of households supported through Rehab of Existing Units</td>
<td>10</td>
<td>6</td>
</tr>
<tr>
<td>Number of households supported through Acquisition of Existing Units</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Total</td>
<td>14</td>
<td>11</td>
</tr>
</tbody>
</table>

Table 6 – Number of Households Supported

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

The City was successful in providing rehabilitation of existing units for low- and moderate-income homeowners for 8 residents. This is a reduction in the total number of homeowners assisted in comparison to our success during the previous program year. A reduced number of rehabilitation programs as well as a slight decrease in the funding amount allocated to the activity explains the decline in the number of households assisted.
The on-going problem of extremely high cost of existing housing, the high cost of building new housing, and limited resources are all challenges to the City creating new affordable housing.

Extremely Low Income households paying greater than thirty (30) percent of their income on housing has been linked with instability and an increased risk of homelessness. This is primarily due to having less income available for other necessities such as food, clothing, utilities, and health care. Twenty and four tenths (20.4) percent of Lancaster households are considered extremely low-income. Of these extremely low-income households, seventy-two (72) percent experience some kind of housing problem. Also seventy (70) percent experience a housing cost burden in which they pay more than thirty (30) percent of their gross income toward housing, and sixty (60) percent experience a severe housing cost burden in which they pay more than fifty (50) percent of their gross income toward housing.

Cost burdened renters can be assisted by the PHA’s Section 8 Housing Choice Voucher Program which offers rental assistance to extremely low and very low income families. During 2016-2017 3,544 families in Lancaster received this form of assistance.

Discuss how these outcomes will impact future annual action plans.

Future action plans will include the development of master plan communities in designated areas. The creation and development of said communities will offer much needed inventory available to provide permanent affordable housing to extremely low-, low-, and moderate-income households as well as the elderly.

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

<table>
<thead>
<tr>
<th>Number of Households Served</th>
<th>CDBG Actual</th>
<th>HOME Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely Low-income</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Low-income</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Moderate-income</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>8</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 7 – Number of Households Served

Narrative Information

All City residents served by the CDBG funds in the area of affordable housing met the income limitation requirements for CDBG.
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

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

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

The City provides grant funding to a local nonprofit to provide services to the homeless and those at risk of homelessness. The Lancaster Community Shelter was operated by Grace Resources. This same organization also operates the cold-weather winter shelter. This program provides extended shelter for 40-50 individuals, including sixteen (16) families. They can be housed for up to 4½ months. In addition, during severe weather, the Shelter provides hotel vouchers for up to three (3) nights for families with children.

The City will continue to support programs and strategies which address the Priority Needs of Homeless Persons and Families. As part of the City’s goals and strategies to end chronic homelessness, resources will be allocated to provide funding for eligible activities to address program objectives stated in the Strategic Plan. The City will financially support programs and services for the homeless through its CDBG Public Service funds. Funding will go to support the Lancaster Community Shelter which provides homeless services to persons located in Lancaster. The shelter is the only one of its kind in the entire Antelope Valley. There are currently fourteen (14) family transitional units that are utilized to provide temporary shelter to families in need while permanent housing is located. The CDBG allocation assists the shelter with maintenance, operations, labor, supplies and materials that are needed to fully operate the transitional family units.

Addressing the emergency shelter and transitional housing needs of homeless persons

Grace Resources operates the local cold-weather and year-round shelter. Other emergency services provided, in conjunction with emergency shelter, include food, restroom facilities, showers, clothing, medical screening, and follow-up case management.

As required by State Law, the City has amended the zoning ordinance to allow, by administrative review, the construction of emergency shelters within a specific land use designation. The City selected the Light Industrial land use designation to allow this use “by right”, with approval of a Director’s Review application.

The Director’s Review application does not require a public hearing and is an efficient method of review. The time period for this review varies, depending on whether there is an existing structure or not. For a request with an existing building, the Director’s Review process may require a few days up to a few weeks. The City would analyze the submitted request with a description of the operation, and determine
if there are any impacts per CEQA, as the City would do for any other use in the same zone. The City would also consult other departments and agencies to determine if they have comments and conditions for the proposed use, such as building and safety requirements, as applicable to any other use in the same zone. Requests involving new construction would be subject to site plan review, which would take approximately two (2) to six (6) months to review, depending on the level of environmental review required. The City’s Director’s Review process is the simplest form of administrative review, with no discretionary action on the part of appointed or elected officials.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City will continue to work with the following agencies that help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families within the City of Lancaster:

**Antelope Valley Enrichment Services**
In 2008, a new 19,000 square foot mental health facility (Antelope Valley Enrichment Services, or AVES of Mental Health America of Los Angeles) was constructed in conjunction with a 100-unit affordable housing development (Poppyfield Estates) located in the North Downtown Transit Village Project Area. The mission of AVES is to “ensure that all people with mental illness assume their full and rightful place in the community.” AVES works in partnership with a broad network of community organizations, businesses, and government to assist members and clients gain self-confidence and self-sufficiency, through a variety of intensive programs, including homeless assistance and employment services.

**Lancaster Community Shelter**
The Lancaster Community Shelter is operate by Grace Resource Center and provides essential services to men, women, and families. The program offers 30 days of emergency shelter or up to six months of transitional shelter for clients committed to working toward changing their lives. The program strives to find long-term solutions through life-skills workshops, support groups, and referrals to outside services. In 2008, the shelter added 14 transitional apartments for families. These 800-square foot apartments accommodate at least three family members per unit and provide temporary housing for families on their way to independence and self-reliance. The new transitional units have added 42 beds to the shelter’s capacity, beyond the 100 emergency beds already provided. The Lancaster shelter is the only emergency shelter housing men, women, and families within a minimum of 60 miles. The nearest such operation is located in the San Fernando Valley in Los Angeles and the next closest shelter in Bakersfield. The Lancaster Community Shelter also provides meals, and is reported to have served as many as 10,000
Mental Health America: AV Homeless Assistance Program/Transitional Age Youth
The program is operated by Mental Health America in Los Angeles County (MHALA). MHALA offers the Antelope Valley’s only service for homeless people with mental illness, including those who have substance abuse problems. Services at the drop-in center meet immediate needs for showers, laundry, clothes, and links to food and shelter, and the long-term assistance helps in finding housing, learning living skills, and receiving health and mental health treatment. Mental Health America also provides Transition Age Youth (TAY) programs to support youth and young adults during the transition from foster care to mainstream life in the community. Almost 70 percent of homeless young adults have “aged out” of foster care without the skills (e.g. education, employment, and housing) needed to move into adulthood and the community. TAY programs help young people build the skills to survive on their own. According to staff at MHALA, the organization has served 916 homeless persons during program year 2016-2017. Thirty-three (33) of whom were transition age youth.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will continue to work with Housing for Health (HFH) Division at the Department of Health Services (DHS) whose focus is on creating housing opportunities for homeless patients and clients. Access to community-based housing options is an important element of the agencies evolving County health care system, particularly in response to the unique opportunities presented by the Affordable Care Act.

By housing homeless persons who have been high-utilizers of DHS services with complex medical and behavioral health conditions, the agency hopes to achieve the following objectives:
- Improve the health and well-being of a vulnerable population that typically experiences long episodes of homelessness, high rates of disability, multiple un-treated health conditions, and early mortality.
- Reduce costs to public health system incurred by a relatively small, but costly cohort of individuals, whom due to their lack of housing, remain hospitalized for greater lengths of time and/or have repeated and unnecessary contact with the public health system.
- Demonstrate DHS’ commitment to the important goals of the Home for Good Plan designed to significantly improve living conditions for homeless people within Los Angeles County.
CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City does not own or operate any public housing.

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

The City does not own or operate any public housing and therefore has not undertaken any efforts directed specifically toward public housing residents to become homeowners. The City does offer a Down Payment Assistance Program designed to assist low- and moderate-income persons overcome a barrier to home ownership.

Actions taken to provide assistance to troubled PHAs

The City does not own or operate any public housing.
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

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

The City of Lancaster continued to make available a density bonus provision providing incentives to developers who set aside 20% of their housing units for low-income households and 11% for very low-income households. Under this provision, the developer may exceed the maximum allowable residential density restrictions by 35% or receive an equivalent financial incentive. This provision provides an incentive to developers to increase the availability of housing to low-income households in the City through the use of private funds.

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

To overcome current and projected financial obstacles in meeting underserved needs, the City will continue to aggressively pursue leveraging resources through public and private partnerships. In addition to searching for additional funding sources to augment CDBG funds in providing housing programs and services to the underserved segment of the community. As additional funding sources become available, those funds will be sued to support ongoing programs as well as finance additional programs.

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

The City of Lancaster has a relatively young housing stock with the majority of homes constructed after 1980. As a result, lead-based paint has not been identified as a significant problem in Lancaster. However, to ensure compliance with regulations related to lead-based paint, the City of Lancaster mandates the following procedures:

1. Properties are tested for lead-based paint before demolition work is undertaken to assure proper disposal; and
2. City Housing staff along with Building and Safety staff look for potential lead-based paint problems when inspecting homes; and
3. City Housing Staff include disclosures on hazards of lead-based paint in all contracts; and
4. City staff coordinates their efforts with the Los Angeles County Department of Public Health through the policy of reporting all instances of structures containing lead-based paint.

During FY 2016 (July 1, 2016 to June 30, 2017), there were seven (7) newly reported cases of lead poisoning cases for any age group in the City of Lancaster. Two (2) persons aged younger than 6 years old were reported to have elevated blood lead levels (BLL’s>=9.5 μg/dL).
Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City’s 2016 Action Plan, along with the Lancaster Housing Authority’s housing programs, were aimed at reducing, to the extent possible, the number of poverty level families and individuals. The Action Plan also took into consideration the many factors over which the City and Authority have no control (i.e. funding resources, economic conditions, business staffing reductions, state budget, etc.)

The housing programs in FY 2016 continued to preserve and produce housing units intended for low/moderate-income families and individuals.

The City of Lancaster, in cooperation with other public and private agencies, was able to assist the employment needs of its unemployed population, including the homeless and under-employed residents, through the continued support of the Work Source Antelope Valley One-Stop Career Center. This center provides one-stop access to assessment, training, and employment services for all individuals seeking employment as well as providing services such as recruitment support and applicant testing for area businesses.

The cumulative effects of the City of Lancaster and the Lancaster Housing Authority’s efforts have resulted in the direct preservation and provision of affordable housing for low-income families and individuals along with the coordinated housing and service programs undertaken with other agencies, service providers, and private industry. These efforts will continue to incrementally assist in the reduction of the number of poverty level families within the City of Lancaster and the Antelope Valley. In addition, through the provisions of housing and supportive services along with the concentrated efforts of the City and the Lancaster Housing Authority to encourage economic and development growth, the opportunity for gainful employment will continue to increase for targeted income groups.

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

The City worked in conjunction with local nonprofit agencies, advocacy groups and other County, State, and Federal organizations during 2016-2017 Program Year to foster a more effective institutional structure and enhance coordination among agencies serving low- and moderate-income residents.

The City also continued to support the OneLinc program that was developed in partnership with the Corporation for National Community Service (AmeriCorpsVISTA). This program was designed to help local nonprofits and community service organizations to recruit, train and retain volunteers and connect individuals to volunteer opportunities throughout the community.

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

The City recognizes the importance of coordinating its planning efforts with other public and private service agencies in order to accomplish the programs necessary to meet the community’s needs of
providing decent housing, providing a suitable living environment, and expanding economic opportunities particularly for low/moderate-income persons.

The City of Lancaster attempts to coordinate housing, public services, and economic development efforts with other public agencies, nonprofit agencies, private developers, and community organizations for the construction of low-income housing, enhanced social services for the “at risk” population, and increased employment opportunities. During program year 2016-2017 the City continued to enhance coordination efforts in the following ways:

• Implementing an Economic Development Strategic Plan
• Meeting with outside nonprofit agencies and local community organizations for input
• Working with private developers
• Working with training and employment organizations
• Monitoring recipients of City programs and organizations receiving funding
• Reviewing applications, including interviews with applicants, participating in City programs
• Holding neighborhood meetings
• Receiving citizen input on citywide issues
• Recommending funding allocations to City Council

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

Actions taken in 2016-2017 to overcome the effects of impediments and affirmatively further fair housing are:

• Offering on-site fair housing clinics to residents conducted by Housing Rights Center (“HRC”) on a monthly basis

• The fair housing training presentation originally conducted on September 3, 2015 by David Elder (HRC Litigation Director) covering topics which include: federal and state fair housing laws, illegal practices and disability-related accommodations and modifications was shown to six (6) new staff members when they became part of the organization and/or departments that are involved in housing activities.

• On January 18, 2017 HRC conducted a The Lancaster Fair Housing Workshop for landlords, managers, and other community members at the Lancaster Public Library. The presentation covered HRC’s various programs/services, and provided in-depth coverage of the fair housing laws, common forms of housing discrimination, protected characteristics, and unlawful practices.

• On April 20, 2017, the Housing Rights Center presented the 18th Annual Housing Rights Summit. This year’s summit featured educational panels on topics including rent control and short term rentals, the progress of the Affirmatively Furthering Fair Housing rule, and housing programs for the homeless. The summit also featured a resource fair with over two (2) dozen nonprofit organizations, legal aid agencies,
and affordable housing organizations/providers.

- On June 7, 2017 HRC conducted a Fair Housing Workshop for tenants and community members at the Lancaster Public Library. The workshop included an overview of HRC and its programs and services, the federal and state fair housing laws, common forms of housing discrimination, protected characteristics, unlawful practices, and fair housing liability.
CR-40 - Monitoring 91.220 and 91.230

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

The City continually monitors all CDBG-funded activities, including those executed by sub-recipients and those managed directly by City staff. The following processes were utilized to monitor the City’s progress in meeting goals for the current year as well as those goals and objectives outlined in the City’s five-year Consolidated Plan:

- Reports documenting the progress of the current fiscal year’s projects and/or activities.
- Timetables for projects/activities.
- Monthly reports from the City’s Finance Department itemizing all expenditures.
- Drawdown and carry-over amounts for all CDBG, HOME, and Housing Authority projects/activities.
- Review of quarterly summary reports from the fair housing service provider.
- Weekly staff meetings to ensure program manageability and accountability.

To ensure compliance with program and comprehensive planning requirements; City staff completed all HUD-related reports for the 2016 Program Year in a timely manner using HUD reporting requirements and software.

City staff continued to monitor and evaluate progress toward achieving the goals and objectives presented in the City’s five-year Consolidated Plan. Staff also continued their comprehensive monitoring plan with the City’s fair housing provider, reviewing specific quarterly goals.

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

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

The notice of public comment period for the draft CAPER was published on September 8, 2017. The draft CAPER was available for public review from September 8, 2017 to September 22, 2017. Citizens were engaged through community meetings, surveys, public hearings, and individual meetings. Citizens who participated in the process received extensive information about the CAPER, the citizen participation process, the HUD requirements for an entitlement City, the amount of funding that the...
City anticipates receiving and how those funds can be used by the City. Residents were given the opportunity to provide City staff with their input on the prioritization of community needs. Each of these efforts, including review of the HUD Data and relevant policy documents, assisted the City in its goal setting efforts.

**CR-45 - CDBG 91.520(c)**

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

The City is confident that all of the activities undertaken with CDBG funds were eligible for CDBG funding and met a Consolidated Plan priority and a community need identified in the City’s 2016-2017 Annual Action Plan. No changes in objectives were made.

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

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.
CR-45 - CDBG 91.520(c)

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

The City is confident that all of the activities undertaken with CDBG funds were eligible for CDBG funding and met a Consolidated Plan priority and a community need identified in the City’s 2016-2017 Annual Action Plan. No changes in objectives were made.

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

No

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