



CUMBERLAND COUNTY COMMUNITY DEVELOPMENT

Presents the

PROGRAM YEAR 2019 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Year 5 of the PY2015 – 2020 Consolidated Plan

Public Review Period: September 7, 2020 – September 21, 2020
Public Hearing: September 21, 2020 @ 6:45 p.m.
Cumberland County Courthouse, 117 Dick Street (Room 118), Fayetteville, NC

DRAFT

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APPENDICES

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.

As an entitlement jurisdiction, Cumberland County receives the Community Development Block Grant (CDBG) and the Home Investment Partnership Program (HOME) funds annually. For Program Year (PY) 2019, the County received \$836,657 in CDBG funds and \$364,750 in HOME funds. At the end of each grant cycle, Cumberland County prepares a Consolidated Annual Performance and Evaluation Report (CAPER) to summarize the County's progress toward achieving the goals and objectives established in the approved PY 2015-2019 Consolidated Plan. This CAPER covers the period beginning July 1, 2019 through June 30, 2020 and is the fifth and final report year of the Consolidated Plan period. During PY 2019, the COVID-19 pandemic occurred and just like many other communities across the nation, our local community suffered economically. Additional funding made possible through the Coronavirus Aid, Relief, and Economic Security (CARES) Act was allocated to Cumberland County in the amount of \$509,194 and with an effective date of June 5, 2020. Cumberland County designated this funding to be used towards economic development and administration.

Cumberland County utilizes the entitlements to address the priorities identified in the Consolidated Plan. The main priorities identified in the Consolidated Plan include affordable housing, homeless services, and non-community development activities such as public services and public facilities. These activities are carried out within Cumberland County's geographic service area which includes the Towns of Eastover, Falcon, Godwin, Hope Mills, Linden, Spring Lake, Stedman, Wade and the unincorporated areas. Overall Cumberland County has:

- Improved the quality of the housing and maintained affordability for homeowners and renters.
- Increased the inventory of affordable housing units available in the community through new construction;
- Addressed the needs of the homeless by providing assistance through rapid re-housing, transitional housing, permanent supportive housing, and shelter services;
- Expanded access to public services to residents; and
- Expanded access to public facilities and infrastructure.

This program year also produced some challenges where several projects were delayed because of mandatory closures and/or changes in operations in response to the COVID-19 pandemic. Earlier in the grant cycle, Cumberland County had unexpectedly received over \$800,000 in program income which already had created a challenge in meeting the CDBG expenditure deadline for the grant cycle because program income must be expended prior to using grant funds. Although there were backup projects, these projects had to be rolled over into the next grant cycle because of the delays caused by the pandemic. Provided there are no further delays caused by circumstances beyond Cumberland County's control, Cumberland County can expect to meet its goals for the next grant cycle.

Overall, Cumberland County expended approximately \$1.8 million in federal, state, and local funds to provide affordable housing, improve access to public services and homeless services, improve public facilities for low to moderate income residents, and address needs related disaster related needs.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Program Year	Actual – Program Year	Percent Complete
Essential Services and Housing for the Homeless	Homeless	General Fund: \$96,406	Homelessness Prevention	Households Assisted	15	37	>100%
Essential Services and Housing for the Homeless	Homeless	Continuum of Care: \$131,041	Housing for Homeless added	Household Housing Unit	1	17	>100%
Improve Access to Public Services (Human Services)	Non-Housing Community Development	CDBG: \$51,827	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	3,038	>100%
Improve Access to Public Services (Human Services)	Non-Housing Community Development	CDBG: \$36,399	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	-	17	>100%
Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	CDBG: \$97,175	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	-	24	>100%
Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	CDBG: \$63,668	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1	26	>100%
Increase Affordable Quality Housing	Affordable Housing	HOME: \$219,043 General Funds: \$12,909	Rental Units Constructed	Household Housing Unit	2	2	100%
Increase Affordable Quality Housing	Affordable Housing	CDBG: \$93,367 HOME: \$94,487 General Funds: \$7,756	Homeowner Housing Rehabilitated	Household Housing Unit	23	9	<39%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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

Increasing Affordable Quality Housing

- Cumberland County expended \$93,367 in CDBG funds, \$94,487 in HOME funds, and \$7,756 in general funds (match) to provide housing rehabilitation assistance to 9 homeowners.
- HOME funds in the amount of \$219,043 and general funds (match) in the amount of \$12,909 were used to complete the construction of a two (2) duplex townhomes off of Chapel Hill Road in Spring Lake.

Essential Services and Housing for the Homeless

- Through partnership with nonprofit agencies and the City of Fayetteville, Cumberland County used local general funds in a total amount of \$96,406 to provide homeless prevention assistance to 37 families.
- Through the Continuum of Care Program, Cumberland County expended \$131,041 to provide transitional and permanent housing and supportive services to homeless individuals and families. The funds were also used to hire a Continuum of Care Coordinator to assist the local Continuum of Care with strategic planning, assessments of needs, and monitoring of programs.

Improve Access to Public Services

- Cumberland County partnered with local nonprofit organizations to provide public services to 3,055 local residents. A total of \$88,226 in CDBG funds was expended of which \$36,399 was used to provide match toward Continuum of Care programs.

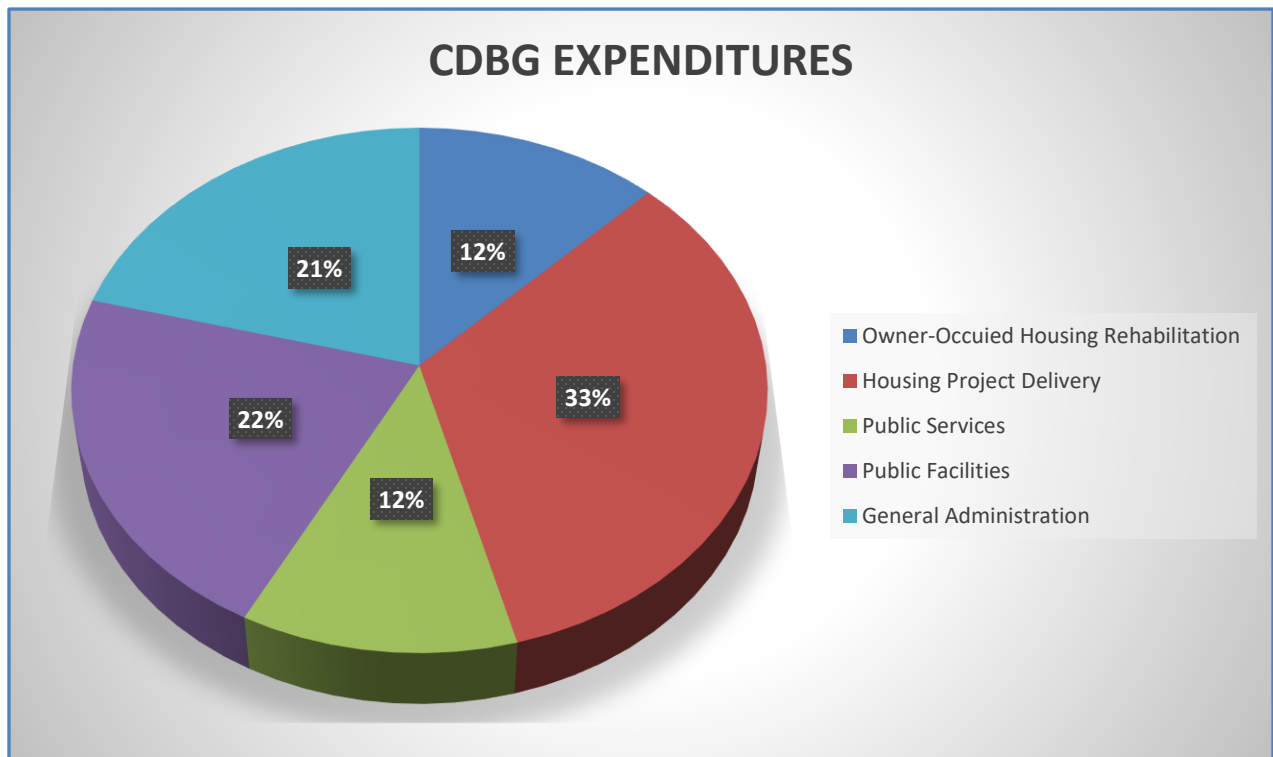
Improve Public Facilities/Develop Infrastructure

- CDBG funds in the amount of \$97,175 were used towards for the construction of a sanitary sewer line for along South Mitchley Street in Spring Lake.
- CDBG funds in the amount of \$63,668 were used to renovate facilities used to provide transitional housing for homeless persons.

Community Development did not receive applications from businesses for economic development except during the latter part of the program year through the additional funding allocated from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. However, there were no expenditures to report during this period.

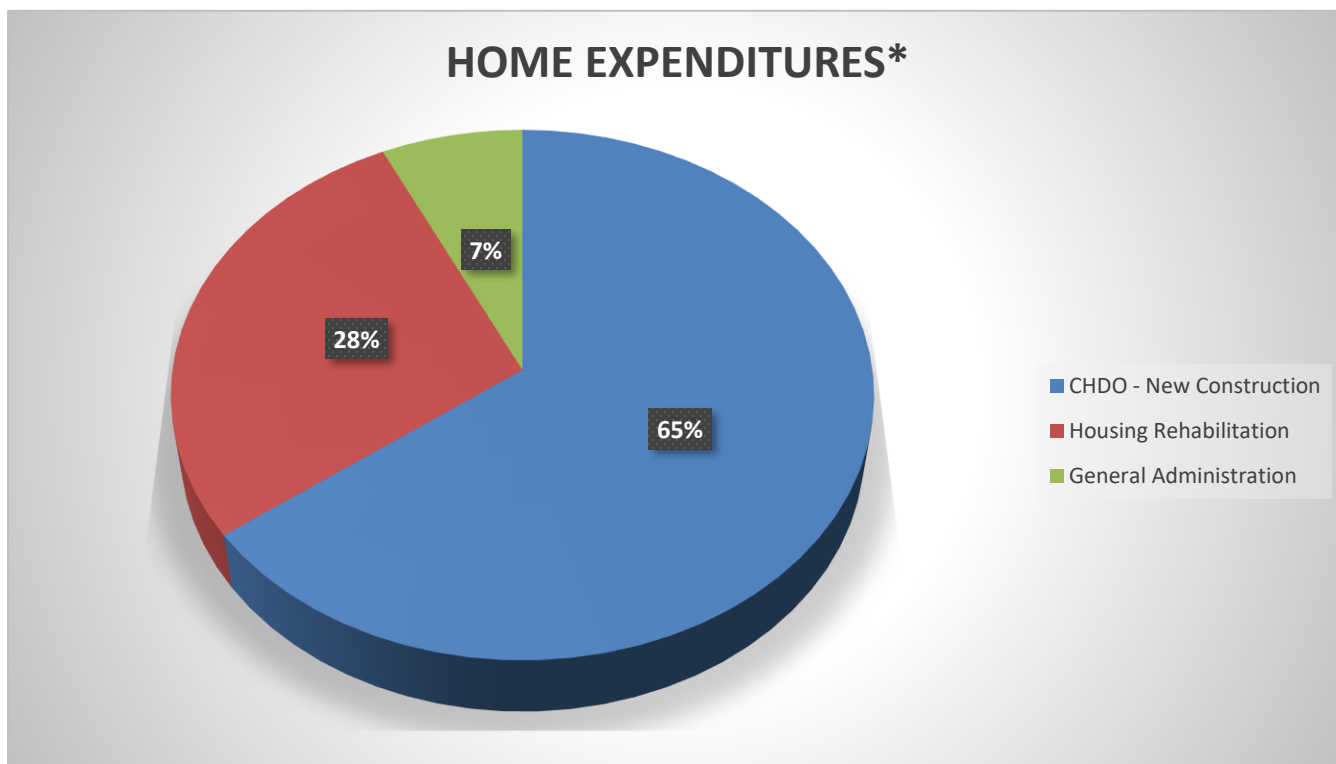
CDBG Expenditures include:

1. Owner-occupied Housing Rehabilitation = \$93,367
2. Housing Project Delivery = \$250,268
3. Public Services = \$88,226
4. Public Facilities = \$160,843
5. General Administration = \$156,447



HOME expenditures include:

1. CHDO (New Construction of a two units (townhomes) = \$219,043
2. Housing Rehabilitation = \$94,487
3. General Administration = \$24,105



*Excludes match

CR-10 - RACIAL AND ETHNIC COMPOSITION OF FAMILIES ASSISTED

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

	CDBG	HOME
White	971	1
Black or African American	1696	3
Asian	57	0
American Indian or American Native	79	0
Native Hawaiian or Other Pacific Islander	3	0
Other / Multi-racial	329	0
Total	3,135	4
Hispanic	271	0
Not Hispanic	2,864	4

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

Narrative

The majority of the households receiving assistance through CDBG and HOME consisted of minorities. Hispanics were under-represented with only 9% of individuals receiving assistance. Other races that were under-represented included Asians (23%), American Indians/American Natives (2.5%), and Native Hawaiian/Pacific Islanders (.1%).

CR-15 - RESOURCES AND INVESTMENTS 91.520(A)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,509,657	\$749,150
CDBG-CV	CDBG-CV (eff. 6/5/2020)	\$509,194	\$0
HOME	HOME	\$964,750	\$337,635
Continuum of Care	Continuum of Care	\$162,955	\$131,040
General Fund	General Fund (Homeless Initiative)	\$141,875	\$96,408
Disaster Recovery	State (eff. 12/17/2019)	\$2,725,000	\$22,340
Other	General Fund (Match)	\$210,284	\$20,665

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Cumberland County Area	100	-	Community-wide

Table 4 – Identify the geographic distribution and location of investments

Narrative

Funds are invested countywide which allows for flexible use of funds and other available resources to meet the needs of the community.

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.

During the 2019 program year, over \$623,000 was used to leverage federal funds. Of this amount, Cumberland County contributed approximately \$379,116 in general funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$91,187.50
2. Match contributed during current Federal fiscal year	\$20,664.70
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$210,284.00
4. Match liability for current Federal fiscal year	\$20,664.69
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$189,619.30

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1464	10/31/2019	5,094.80	-	-	-	-	-	5,094.80
1471	10/31/2019	5,510.56	-	-	-	-	-	5,510.56
1471	12/31/2019	6,878.53	-	-	-	-	-	6,878.53
1471	12/31/2019	520.06	-	-	-	-	-	520.06
1476	11/30/2019	1,782.77	-	-	-	-	-	1,782.77
1476	12/31/2019	877.98	-	-	-	-	-	877.98

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	811,314.17	811,314.17	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	2	1	1	0	0	0
Dollar Amount	122,493	72,850	49,643	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Number	2	1	1			
Dollar Amount	122,493	72,850	49,643			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired		0
Businesses Displaced		0
Nonprofit Organizations Displaced		0
Households Temporarily Relocated, not Displaced		0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - AFFORDABLE HOUSING 91.520(B)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	16	51
Number of Non-Homeless households to be provided affordable housing units	25	11
Number of Special-Needs households to be provided affordable housing units	0	5
Total	41	67

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	15	37
Number of households supported through The Production of New Units	1	2
Number of households supported through Rehab of Existing Units	23	9
Number of households supported through Acquisition of Existing Units	0	0
Total	39	48

Table 12 – Number of Households Supported

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

Construction of a duplex townhome was completed to house two low to moderate income households. Cumberland County only met 39% of accomplishing its goal in renovating 9 owner-occupied units due to delays related to COVID-19 pandemic.

Discuss how these outcomes will impact future annual action plans.

Because of COVID-19 pandemic and mandatory closures which caused delays in projects being completed. Cumberland County do anticipate a significant impact on future Annual Action Plans. Several projects that were impacted this grant cycle during the pandemic, are being rolled over into the next grant cycle. Cumberland County anticipates exceeding its goals in the next grant cycle unless further delays and closures affect the completion of the projects.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	2,881	1
Low-income	157	1
Moderate-income	67	2
Total	3,105	4

Table 13 – Number of Households Served

CR-25 - HOMELESS AND OTHER SPECIAL NEEDS 91.220(D, E); 91.320(D, E); 91.520(C)

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

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

Cumberland County's Community Development (CCCD) Department continues to be an active member of the Fayetteville / Cumberland County Continuum of Care (CoC) on Homelessness. The CCCD also serves as the lead agency for the CoC Notice of Funding Availability (NOFA) and Emergency Solutions Grant (ESG) application processes. In addition, CCCD provides training and technical assistance to support the CoC and providers within the CoC network. CCCD has been active in participating in the Point-in-Time Homeless Count (unsheltered and sheltered).

Addressing the emergency shelter and transitional housing needs of homeless persons

Cumberland County also serves as Grantee and provider of a transitional housing program for homeless families. Robin's Meadow Transitional Housing Program provides 12 units for homeless families with children. Cumberland County used CDBG funds to renovate the units so that families are housed in a safe and decent housing complex. Cumberland County also provided funding to an emergency shelter to support the needs of homeless families and individuals.

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

Cumberland County serves as the lead agency for the local CoC. Cumberland County prepares the Consolidated application for the State's ESG Program access funds for local agencies to provide emergency response and housing stabilization services to those persons who are homeless or at-risk of homelessness. Through the coordinated intake/assessment process, individuals and families will have access to other programs including those managed by partnering agencies.

Discharge planning- Formalized discharge protocols have been implemented statewide in the areas of foster care, health care, mental health and corrections. Through participation in the CoC efforts, the County continues to encourage compliance with these protocols at all levels.

Through the Housing Rehabilitation Program, homeowners are able to obtain assistance to prevent their homes from deteriorating into life-threatening, uninhabitable and condemned conditions, thereby preventing one of the lesser-known causes of homelessness.

The County's Public Services funds supported shelter operations and two programs which assist low-moderate income residents in paying for prescription medical and dental expenses. Medical expenses are a major contributor to financial problems that may precede a loss of housing. Better Health of Cumberland County and the Cumberland County Medication Access Program purchases prescription drugs for County residents who have been denied assistance from all other sources and have a monthly household income at or below 200% of the federal poverty guidelines.

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

Cumberland County Community Development partners with other agencies within the network to coordinate housing and services that address these special populations.

Cumberland County Community Development serves as the grantee of a CoC Program (Safe Homes for New Beginnings) that provides permanent supportive housing program (5 units) for individuals who have substance abuse disorders and are literally homeless. This program designates 60% of its beds for chronically homeless individuals.

Bonanza (managed by Endeavors) is a permanent supportive housing program (7 units) which targets individuals and families who are homeless with a disability.

Leath Commons (managed by Cumberland Interfaith Hospitality Network) serves as a permanent supportive housing program (5 units/10 beds) for families who are homeless and have a disability.

Through use of local general funds, Cumberland County partnered with Endeavors to provide homeless prevention assistance to persons at-risk of losing housing.

Volunteers of America, through the Supportive Services for Veteran Families Program, offers a permanent housing program that provides short-term/medium term financial assistance to veterans and their families.

The Fayetteville Metropolitan Housing Authority (FMHA), in partnership with the Fayetteville Veteran Affairs Medical Center, provides HUD-VASH vouchers to eligible homeless veterans.

These programs offer comprehensive case management and supportive services in the form of education assistance, life skills classes, employment assistance, medical/mental health assistance and other vital services necessary to help individuals become self sufficient. Clients receiving financial assistance for security deposits, rental and/or utility assistance, were able to transition from being literally homeless to permanently housed.

Cumberland County will continue its efforts in partnering with local developers to expand the supply of affordable housing units by requiring developers to designate a percentage of units for extremely low-income persons.

CR-30 - PUBLIC HOUSING 91.220(H); 91.320(J)

Actions taken to address the needs of public housing

Cumberland County has a solid partnership with the local Fayetteville Metropolitan Housing Authority (FMHA). FMHA just recently completed the construction of 270 new units, which replaced 216 older units. This project brought 54 additional affordable units in the community. Through this partnership, Cumberland County was able to move several households from transitional housing to the new permanent housing units.

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

Not applicable.

Actions taken to provide assistance to troubled PHAs

Not applicable – FMHA has been designated as a high performing housing authority and is not considered troubled.

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)

Cumberland County is not aware of any negative effects of public policies that may serve as barriers to affordable housing in our jurisdiction. Over the years, the department has been able to maintain and/or remove barriers to affordable housing by:

1. Partnering with eligible organizations designated as Community Housing Development Organizations (CHDOs) to increase the production and supply of affordable housing in the community;
2. Continuing to offer low interest loans to investor-owners for rehabilitation of rental property to rent to low and moderate income renters;
3. Providing loans, closing cost assistance grants, and mortgage credit certificates for potential low/moderate-income homebuyers; and
4. Encouraging the local CoC to use the Housing First Model to remove any barriers homeless persons may face while trying to access housing.

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

Cumberland County continues to engage with the local municipalities and residents throughout the geographic service area to identify any unmet needs. In addition, Cumberland County continues to seek other resources to create additional services or support existing programs. Due to limited CDBG funding, it has been a challenge to address other public service needs.

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

Cumberland County continues to be proactive in addressing lead-based based paint hazards through education and training. The following actions are taken:

Implementation of lead-based paint hazard reduction measures as part of our housing programs to comply with 24 CFR 35.

Contractors who rehabilitate homes built prior to 1978 are required to attend safe work practices training for lead-based paint. Contractors may take the safe work practices training through any qualified training provider. Under our Housing Rehabilitation Program, a certificate of completion of a Safe Work Practice training is necessary to work on homes built prior to 1978. Cumberland County does accept certificates of completion for Safe Work Practice training conducted by any Safe Work Practice training provider.

Staff persons are trained in the new HUD/EPA regulations that require contractors to use Safe Work Practices to mitigate lead-based paint hazards in private homes and childcare centers.

Distribution of the brochure to all housing rehabilitation program applicants on the hazards of lead-based paint (“The Lead-Safe Certified Guide to Renovate Right”).

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

Cumberland County has been proactive in addressing poverty-level families in the community through its programs and partnering with other human services agencies to alleviate the problem of excessive rent burdens for the poor by providing assistance through programs such as housing rehabilitation, transitional housing and public services by providing access to medication for chronic illnesses and other medical needs.

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

Cumberland County has years of experience and is well equipped to implement and coordinate activities among public, private and non-profit agencies. Cumberland County will continue strengthening existing partnerships and exploring new partnerships. Although the funding has decreased over the years, Cumberland County has streamlined its processes for efficiency and effectiveness, in addition to searching for additional funding resources to strengthen its ability to offer programs and services.

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

Cumberland County enhanced coordination between agencies by providing funding through a request for proposal process to eligible agencies to improve access of services.

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

Cumberland County continues to increase awareness of fair housing law for housing service providers serving minorities and special populations through mainstream networking, literature, workshops, and partnering with other agencies to promote and increase awareness.

1. Cumberland County partnered with Community Housing Development Organizations (CHDOs) to increase the production and supply of 2 additional affordable housing units along Chapel Hill Road in Spring Lake;
2. Cumberland County partnered with FMHA to designate 14 units at the new complex for households whose incomes are 40% or below the area median income;

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

Cumberland County has standards in place to monitor activities for programmatic and contract compliance of the sub grantees. Projects and programs that are funded with CDBG, HOME, CoC, and other Federal and State funds are subject to monitoring. All sub grantees receiving CDBG Public Services funds are monitored on a regular basis through the submittal of either monthly, quarterly, or one-time reports to the County, as identified in their funding agreements. For agencies that receive HOME or CDBG funds for development of housing, long-term affordability controls are monitored in accordance with the funding agreements.

Sub grantee monitoring includes:

Pre-disbursement / pre-monitoring conferences are conducted to ensure that sub grantees understood the rules and requirements of the programs. During each conference, specific contract requirements, documentation and filing procedures, reporting requirements, and reimbursement procedures were explained to the sub grantee.

Desk reviews are conducted periodically as requests for reimbursements are submitted by the sub grantees on a monthly basis to ensure timely expenditure of funds. The County disburses its funds via a reimbursement process. The County reimburses sub grantees only when a request for reimbursement was accompanied with supporting documentation such as copies of invoices, cancelled checks, receipts, time sheets, etc. Sub grantees were also required to submit budget summary reports so that these reports can be compared for accuracy. Activity summary reports are required to be submitted on a regular basis to monitor the sub grantee's progress towards meeting their goals.

Onsite monitoring visits are performed during the program year on selected sub grantees. Some of the areas reviewed most often during onsite visits include:

- Compliance with participant eligibility, income certification requirements, and documentation guidelines; and reporting;
- Confidentiality procedures;
- Progress towards meeting projected goals and timely use of funds;
- Compliance with specific contractual requirements; and
- Review of audit report.

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.

Cumberland County Community Development encourages all citizens, public agencies, and other interested parties to review and comment on performance reports on housing and community development activities. The Department ensures that the public is provided with reasonable and timely access to meetings, information and records. A draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is being made available for public review for 15 days prior to submission to HUD. Notice of the comment period was published in the local newspaper and the draft is posted on the County's website. Hard copies were made available at a few locations to

include Cumberland County Community Development's lobby and Town Halls. A public notice of the hearing was published at least two weeks prior to the hearing date.

The Public Hearing will be held September 21, 2020 at the Cumberland County Board of Commissioners' meeting.

CR-45 - CDBG 91.520(C)

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

CCCD does plan to make some changes to the program design of certain programs to ensure residents with high priority needs are able to access housing and services. This change will also allow CCCD to better meet its goals and objectives.

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-50 - HOME 91.520(D)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

For the PY 2019, Cumberland County Community Development requested a waiver that allowed for onsite inspections to be conducted at a later date when it is considered safe in order to continue practicing social distancing due to COVID-19 pandemic. Once it is determined safe to proceed with inspections, CCCD plans to inspect the following apartment complexes:

- Blanton Green (United Management)
- Crosswinds I/II (United Management)
- Dogwood Manor (United Management)
- Haymount Manor (United Management)
- Legion Crossings (United Management)
- Legion Manor (United Management)
- Southview Green (United Management)
- Southview Villas (United Management)
- Spring Lake Green (United Management)
- Sycamore Park (United Management)
- Pine Ridge Manor (Excel Property Management)

CCCD staff will still continue to conduct remote monitoring when necessary.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

Affirmative Marketing

Both United Management and Pine Ridge Manor use a marketing strategy which includes utilizing various outreach methods and newspaper advertisements. Outreach efforts are made through churches, personal visits, site signs, and community contacts. The waiting list for prospective tenants continues to grow for all apartment complexes.

Tenant Selection and Lease Term

The criteria for selecting tenants is based on the gross household income, household size, credit check, criminal background check, and monthly income for one, two, and three or more member households. The lease is effective for 12 months. At the end of the term, the lease is renewable month to month.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

HOME Program income for 2019 is detailed in the report PR09. Prior year program income funds were used for projects. The HOME program income receipts and program income vouchers are depicted on the PR09.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Not applicable.