

TOWN OF CHAPEL HILL

**COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG)**

**2022-2023 CONSOLIDATED ANNUAL
PERFORMANCE AND EVALUATION
REPORT (CAPER)**



Prepared by:
Megan Culp, Community Development Program Manager
Affordable Housing and Community Connections
405 Martin Luther King Jr. Blvd. Chapel Hill, NC 27514
Email to cdbg@townofchapelhill.org

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

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

The Five-Year Consolidated Plan is a guide for Orange County and the Town of Chapel Hill to use for its housing and community development programs and initiatives. This is the third year of the 2020-2024 Consolidated Plan. The progress accomplished towards addressing each Strategic Plan Goal is shown below.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Code Enforcement and Neighborhood Revitalization	Affordable Housing Non-Housing Community Development	CDBG: \$	Homeowner Housing Added	Household Housing Unit	0	0		1	0	0.00%
Code Enforcement and Neighborhood Revitalization	Affordable Housing Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/ Foreclosed Property Care	Household Housing Unit	59	0	0.00%			

Code Enforcement and Neighborhood Revitalization	Affordable Housing Non-Housing Community Development	CDBG: \$	Other	Other	26	0	0.00%	1	0	0.00%
Economic Development	Non-Housing Community Development	CDBG: \$	Other	Other	0	0				
Grant Administration	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	1	1	100.00%	1	1	100.00%
Homeownership Assistance	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	16	2	12.50%			
Homeownership Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	1		21	1	4.76%
Housing Rehabilitation/Preservation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	25	11	44.00%	26	4	15.38%

Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Infrastructure	Non-Housing Community Development	CDBG: \$	Other	Other	1	0	0.00%			
Rental Assistance	Affordable Housing Homeless Non-Homeless Special Needs	CDBG-CV: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	65	412	633.85%			
Supportive and Youth Services	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG-CV: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	3933		124	92	74.19%

Supportive and Youth Services	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG- CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	200	438	219.00%			
Supportive and Youth Services	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG- CV: \$	Homeless Person Overnight Shelter	Persons Assisted	0	58	0	58		
Supportive and Youth Services	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / CDBG- CV: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	0	0		

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.

2022 CDBG Programming included a summer employment program for LMI youth; trauma-informed childcare for families involved in/or at-risk of abuse and neglect; minor home repair for LMI homeowner-occupants; after-school educational support to youth who fell behind in school during pandemic remote learning, in particular refugee and immigrant households, as well as resource referral for household and income stability for their families; operational support for homeless case management for households and individuals; homeownership assistance for LMI first time homebuyers; and acquisition and rehabilitation of a home out of the Northside Landbank to be sold to a LMI first time homebuyer.

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
White	28
Black or African American	55
Asian	45
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	1
Total	129
Hispanic	2
Not Hispanic	127

Table 1 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Not included in the count is 4 middle eastern households served, who self-identified as other (not other multi racial).

It is also likely that we have an undercount of Hispanic households served since one of the program providers only collected race and not ethnic composition for households assisted.

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	public - federal	715,482	313,666
Other	public - federal	3,012	2,929

Table 2 - Resources Made Available

Narrative

The other funds made available and expended were remaining CDBG-CV3 funds.

Due to the delay in the federal budget which delayed our grant agreement, we weren't able to obligate funds to subrecipient activities until half way through our program year. Since the majority of our activities are conducted by outside agency subrecipients, we weren't able to expend as many funds or conduct all of the activities planned within the program year. In particular, many of our affordable housing activities were slowed or delayed, but we anticipate they will be completed during the 2023 Program Year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Northside Neighborhood	10	5	Rehabilitation for low-income homeowners.
Pine Knolls Neighborhood	10	0	A planned affordable housing acquisition activity in Pine Knolls was delayed until PY2023.
Public Housing Neighborhood			
Town-wide	80	95	

Table 3 – Identify the geographic distribution and location of investments

Narrative

2022 CDBG funded activities were provided town-wide to assist those in need, regardless of neighborhood, except for focused revitalization target to the Northside and Pine Knolls neighborhoods. The Town and County are not only attempting to meet the needs of the community, but also affirmatively further fair housing. It is essential to engage in, not only community building activities and to fund needed improvements in low- and moderate-income areas, but to also provide opportunities for residents to live in non-impacted areas.

In a typical year, a number of home repair projects are in the Town's target areas of Pine Knolls and Northside. These addresses are not known in advance, so the planned percentage of allocation is an estimate based on the split of locations served in a typical year, but this year there were more addresses served outside of the target areas. Additionally, an acquisition activity that was anticipated to close during the year for a home located in Northside was delayed and did not close until a couple of weeks after the program year ended.

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.

Since fiscal year 14-15, the Town Council has annually allocated over \$688,000 for affordable housing. For the Fiscal Year 2024 Budget, Council approved an increased annual allocation amount of \$826,850. In March 2015, the Council approved an allocation strategy for this funding, establishing an Affordable Housing Development Reserve (AHDR). The AHDR is dedicated exclusively to the development and preservation of affordable housing. In 2018 the Town approved a \$10 million affordable housing bond referendum to be used for affordable housing development and preservation. In June 2020, the Town Council approved allocating \$5 million of the bond funds towards development projects that would create over 275 new affordable housing units. Town Council approved an allocation plan in Fall 2022 for another ~\$10 million, including the remaining bond funding, local affordable housing funding, and some of the Town's American Rescue Plan funding.

One project that has received \$6.8 million in Town funding is a development project on Town-owned land. In 2016-2017, the Town identified a Town-owned property (2200 Homestead Road) as a site for affordable housing development. Since then, the Town has worked with its team of local affordable housing development partners to design, entitle, and secure funding for the development. The approved site plan includes a mixture of about 100 apartments, townhomes, and duplexes serving households from extremely low income to moderate income.

In past Community Surveys, the issue of affordable housing consistently receives high dissatisfaction ratings among Chapel Hill residents. The Chapel Hill 2020 Comprehensive Plan set a goal to create a range of housing options for current and future residents. The Town has been working to meet that goal by funding affordable housing, initiating development efforts on Town-owned land, and implementing local policies designed to support affordable housing development. A key strategy in the Affordable Rental Housing Strategy adopted by the Council in February 2014, is partnering with nonprofit housing providers like to develop a low-income housing tax credit project on Town-owned land. . In 2017, the Town partnered with the Raleigh nonprofit DHIC Inc. to create two rental communities totalling about 150 units on an approximately 9 acre property located on an undeveloped portion of the Chapel Hill Memorial Cemetery off Legion Road. The communities - Greenfield Place and Greenfield Commons - are

now complete and occupied, and the project received the Excellence in Affordable Housing award, the state's highest honor for affordable housing development.

The Town is now actively working to break ground on two additional Low Income Housing Tax Credit projects on Town land – the redevelopment of the vacant Trinity Court public housing community and Tanyard Branch Trace – and has lined up additional projects on Town land to pursue over the next 5-7 years.

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	87	58
Number of Non-Homeless households to be provided affordable housing units	37	79
Number of Special-Needs households to be provided affordable housing units	0	0
Total	124	137

Table 4 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	26	4
Number of households supported through Acquisition of Existing Units	22	1
Total	48	5

Table 5 – Number of Households Supported

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

Because we didn't receive our CDBG Grant Agreement until half way through our program year, we were not able to obligate funds to subrecipients until January 2023, delaying the anticipated activities, in particular our affordable housing activities.

Additionally, both the home repair activities and the homeownership assistance programs ran into other delays.

- 20 of the acquisition households were to be served through an Individual Development Account match program for downpayment and closing cost assistance, along with housing counseling and financial literacy. The program kicked off in the winter of 2022-2023, but with the extraordinarily high sales prices for homes in our area, they have struggled to help qualifying households to find affordable purchase options.
- 14 of the home rehab units are in one affordable neighborhood to address some serious drainage and foundation issues that all of the owner-occupied townhomes have, but it is taking the subrecipient longer to income qualify the homeowners than anticipated and total project costs have increased during the delay, so they have to find additional sources of funding before they can contract to complete the project.
- Our other home repair activity with the Orange County Home Preservation Coalition has been delayed due to the limited availability of licensed contractors to complete small, skilled projects.

Some of the activities that were not completed within the 2022 Program Year have already been completed in the first quarter of 2023, and we anticipate even more success with these programs throughout the remainder of Program Year 2023.

Discuss how these outcomes will impact future annual action plans.

Many of these activities will be completed during the 2023 Program Year along with the activities included in the 2023 Annual Action Plan, so we anticipate meeting or exceeding our goals in 2023. The main activity that we have identified that may take longer to achieve our goals is the IDA homebuyer counseling and direct assistance program, due to sales prices in our area remaining high. It will likely take more time to identify existing for-sale homes on the market that fit the needs and affordability of the qualifying households. We plan to give this program more time to succeed, but may need to consider decreasing the number of households served by the program in order to be able to increase the amount of financial assistance provided per household for downpayment and closing costs to increase the subsidy to achieve affordability.

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	66	0
Low-income	57	0
Moderate-income	14	0
Total	137	0

Table 6 – Number of Households Served

Narrative Information

(52) <30% AMI individuals and families experiencing homelessness assisted through case management & emergency shelter

(3) 31-50% AMI individuals and families experiencing homelessness assisted through case management & emergency shelter

(1) 51-80% AMI family experiencing homelessness assisted through case management & emergency shelter

(5) <30% AMI children at-risk of abuse/neglect provided trauma-informed childcare

(5) 31-50% AMI children at-risk of abuse/neglect provided trauma-informed childcare

(2) 51-80% AMI children at-risk of abuse/neglect provided trauma-informed childcare

(1) <30% AMI homeowner was assisted with home repairs

(2) 31-50% AMI homeowners were assisted with home repairs

(1) 51-80% AMI homeowner assisted with home repairs

(8) <30% AMI youth employed for the summer

(7) 31-50% AMI youth employed for the summer

(7) 51-80% AMI youth employed for the summer

(40) 31-50% AMI children provided educational support and resource referral to stabilize the household

(1) 51-80% AMI first-time homebuyer provided direct financial assistance to purchase an affordable home

The Town of Chapel Hill does not receive a direct allocation of HOME funding, so no households are reported for HOME.

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

Through the Town's CDBG program, funding was allocated to the Inter-Faith Council to support homeless case management. Throughout the 2022 program year, over 2,000 hours of case management services were provided (approx. 40 hr/wk) partially funded through CDBG. The funding provided through CDBG allowed IFC to assist 58 homeless individuals and families with shelter, securing housing, and connecting with support services.

Addressing the emergency shelter and transitional housing needs of homeless persons

In 2015, with ongoing support from the Town, the Inter-Faith Council opened a 52-bed men's transitional Community House facility. The Inter-Faith Council also operates HomeStart, a shelter for homeless women and their children located a half-mile from Community House.

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 Inter-Faith Council (IFC) helped enroll 58 homeless individuals and families in ongoing case management including connecting them to mental health services, primary care, mainstream benefits, and assist them in successfully securing affordable housing (through Rapid Rehousing and Permanent Supportive Housing programs), in the 2022 program year. The IFC also assists in staffing Orange County's Housing Helpline, which uses a diversion and prevention assessment to help households avoid homelessness and shelter whenever possible.

The Orange County Housing Helpline was developed to streamline county-wide access to homelessness services, housing resources and to Emergency Housing Assistance as part of the Orange County Home Consortium, a collaboration between Orange County and the Towns of Chapel Hill, Carrboro and Hillsborough. Though the four jurisdictions work together to develop a five-year Consolidated plan through the Consortium, each jurisdiction previously ran their own emergency housing assistance program with different eligibility requirements and program specifics. In 2020, to better align the programs and streamline the process for applicants, the jurisdictions created one Emergency Housing

Assistance program, administered by Orange County and funded by each. The Emergency Housing Assistance program plays a critical role in diversion and prevention efforts by providing temporary funding for individuals and families to maintain housing or for deposits to acquire new housing when at risk of or experiencing homelessness.

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

Effective May 1, 2015, the Town's public housing admissions policies were modified to include Homelessness persons as a local preference priority for public housing applicant selection.

Consistent with the Council's goals, we have added "homeless" individuals and families to the local preference selection criteria for the public housing waiting list. This addition to the local preference policy would allow homeless individuals and families to receive priority on the housing waiting list along with applicants who are employed, elderly or disabled. Though this change may not house applicants immediately, it could provide housing to households that are experiencing homelessness more quickly than the Town's current admissions policy provides.

Finally, a new collaboration between the Town supported homeless case management provider the Inter-Faith Council and Orange County was implemented to coordinate access to Housing Choice vouchers to help some of the homeless women and families sheltered in temporary housing transition to permanent housing. Additionally, efforts were made to identify previous residents of the shelter who were cost-burdened in their permanent placement so that they could also be offered access to a voucher. This effort is part of the ongoing strategic design and development of the Homelessness Continuum of Care for county residents, to provide support for homeless persons or those at risk of homelessness and help them achieve stability.

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

Actions taken to address the needs of public housing

The Town of Chapel Hill currently owns and operates 336 public housing units in 13 separate public housing neighborhoods. The number of units in each of the Town's public housing neighborhoods range from 9 to 44 units. Many of the sites are duplexes, which were built between 1967 and 1994

In 2019 we created a Public Housing Master Plan. The purpose of the Chapel Hill Public Housing Master Plan is to create a sustainable strategy relative to the preservation, maintenance, development, and redevelopment potential of our public housing communities with identified financial resources. The plan identifies strategies that address housing preservation and creation, resident programming and engagement, and organizational structure.

One of the key actions in the Master Plan is to develop a strategy for renovation of our communities starting with the Trinity Court neighborhood. In December 2018, the Town applied for consideration under HUD's Rental Assistance Demonstration (RAD) program. A program that provides public housing authorities a tool to preserve and improve public housing properties by converting them to Housing Choice Voucher (Section 8) housing. We learned that under RAD, the Town could partner with a private or non-profit entity to own and manage the property and identify and secure funding to repair or redevelop the property.

The Town has been planning for the redevelopment of the Trinity Court public housing community since 2018, when the community was vacated due to structural issues and mold. The Town determined that deconstruction and rebuilding was the best path forward. The project has received zoning approval and final plans approval and received a 9% Low Income Housing Tax Credit award in 2022. The Town and its development partner are finalizing plans to begin construction in 2024.

Our most pressing need currently is to locate and secure contracts with contractors so that we are able to meet the goals of our Public Housing Master Plan. COVID-19 created many supply backlog issues with large appliances and heating and air systems. Our current replacement schedule is attempting to complete goals from three years ago.

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

The Town's Transitional Housing program is designed to prepare public housing families for the move to homeownership and private market rental housing. While in the program, residents receive support services and a portion of their rent is escrowed to support their future purchase or rental of a home on the private market. In 2021, we added 5 additional units to our portfolio that are centrally located to public transit, downtown, major employers and recreational amenities. Since the program began, 100% of residents have successfully transitioned to private market housing. Given the success of the program,

the Town has continued to add to our inventory of homes in this program and now has 21 units in our Transitional and Affordable Housing Program portfolio.

Actions taken to provide assistance to troubled PHAs

Consistent with HUD's requirements for Troubled PHAs, we have submitted and received approval of a work plan and recovery agreement to our Regional Offices in Greensboro, NC. In that plan we have identified several steps to increase our Public Housing Assessment Scores (PHAS). Examples of our corrective actions to take include:

Governance Board of Directors: we have met with Town Council, that serves as the equivalent of a Board of Directors, and submitted information made available through the Lead the Way training offered by HUD. All of the current elected officials have completed the required training.

Financial: The Director regularly reviews the eLOCCS account to familiarize herself with expenditures and deadlines to spend Capital Grant funds.

Physical: A new Maintenance Supervisor was hired April 2022 and has been assessing and correcting areas of deficiency in the physical appearance of our units. Two maintenance mechanics have been promoted to Lead Mechanics to provide guidance and supervision to two teams that oversee work orders and unit turn arounds to diminish the time it takes to prepare an apartment for occupancy.

Management: The Lead Mechanics have allowed us to isolate and review process areas in our management of the inventory and work order system. We have increased the number of contractors to help us turn around vacated units and prepare them for new tenants.

Capital Fund: With the help of the Accountant, Assistant Director, and Maintenance Supervisor, we have identified long range plans prioritizing the disbursement of capital grant funds.

Our most significant action to date has been obligating the Capital Grant Funds and expending them during the prescribed time.

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 Town approved an update to our Future Land Use Map and have begun the process to eventually re-write the Land Use Management Ordinance (LUMO) to remove barriers and better facilitate solutions for addressing the housing needs of the community
- The Town approved a LUMO text amendment to expedite the review of affordable housing development projects to help build affordable housing faster in town.
- Council adopted policy to waive development and Building Inspections fees for affordable housing development
- Increase the educational opportunities and provide training relating to Fair Housing and other affordable housing topics through workshops, forums, and presentations
- Provide training to housing providers and consumers about their obligations and rights.
- Continue to work with the County and Town governments to develop appropriate legislation and ordinances to assist with the development of affordable housing
- Monitor and track the Inclusionary Zoning Ordinance enacted by the Town of Chapel Hill for effectiveness in the development of affordable housing

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

- On September 13, 2023 Council approved a comprehensive Affordable Housing Plan and Investment Strategy to establish a path forward for the Town's affordable housing efforts over the next 5 years, which will require \$50 million in resources to implement. The plan includes a wide variety of strategies for addressing the Town's affordable housing needs
- \$10 million Affordable Housing Bond approved and allocated in FY19-20 and FY22-23
- Utilizing Town-owned land for affordable housing development
- Implementing an affordable housing performance measurement system
- Evaluating Town policies and procedures to better incentivize affordable housing development
- Created a Preservation Strategy Framework and related programs to assist in the preservation of affordable housing
- Town Council approved a County-Wide Manufactured Homes Action Plan to offer opportunities for residents to remain in the community, both within and outside of Manufactured Home parks
- Conducting a 20- year housing needs analysis for the Town

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

All homeowner rehabilitation projects conducted on homes built prior to 1978 are tested for lead-based paint. Of the 4 projects completed in Program Year 2022, three were constructed after 1978 and 1 older home did not test positive for lead-based paint.

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

Since fiscal year 14-15, the Town Council has annually allocated over \$688,000 of local funds for affordable housing. In March 2015, the Council approved an allocation strategy for this funding, establishing an Affordable Housing Development Reserve (AHDR). The AHDR is dedicated exclusively to the development and preservation of affordable housing. In 2018 the Town approved a \$10 million affordable housing bond referendum for the development and preservation of affordable housing in town and in FY19-20 approved use of the first \$5 million to support the development of about 250 affordable housing units. The Town allocated the remaining \$5 million, \$2.5 million in ARPA funds, and other Town affordable housing funding in fall 2022. This was the highest allocation amount for affordable housing ever by the Town.

Additionally, the Town has invested over \$7 Million in the last 50 years to support hundreds of community programs and services through our Human Services Program. The Human Services Program's purpose is to achieve economic and social well-being and opportunities to thrive for all Chapel Hill residents, particularly those who are low-income or otherwise disenfranchised. In 2022, \$573,825 of local funds were provided to 40 different non-profit agencies to support programs that improve educational outcomes for children, increase livelihood security for residents, or improve health outcomes.

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

As part of a commitment to creating a vibrant and inclusive community that ensures all voices are heard in the decision-making processes that affect the lives of all residents, the Town formally created the Affordable Housing and Community Connections Department. Affordable Housing and Community Connections works closely with the Public Housing Department, Planning Department, and other Town departments.

As part of this restructure, the Town has continued to develop its affordable housing and community engagement efforts. The Town's Community Connections work has continued to grow with a focus on further engaging residents, emphasizing those that have historically been the most impacted and marginalized by longstanding public policies and practices common across the country and to address inequities.

A staff position of Community Connections Manager was created to facilitate innovative community partnerships and help implement the Town Council's equity and inclusion goals. This staff member in

this position joined the Town this year, overseeing our Community Connections staff team, which includes three positions.

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

The Town is a member of the Orange County Home Consortium, along with Orange County and the Towns of Carrboro and Hillsborough. Though the four jurisdictions work together to develop a five-year Consolidated plan through the Consortium, each jurisdiction previously ran their own emergency housing assistance program with different eligibility requirements and program specifics. In 2020, to better align the programs and streamline the process for applicants, the jurisdictions created one Emergency Housing Assistance program, administered by Orange County and funded by each.

In addition to the increased collaboration around COVID-19 related emergency housing and social service issues, the Town continues to strengthen and grow community partnerships to address affordable housing needs. As active participants in the Orange County Affordable Housing Coalition, Town Affordable Housing staff have engaged with local housing providers to better assess the availability of and increases in affordable housing stock, including developing a county-wide inventory of all affordable units which the Town and Coalition continues to monitor to track progress towards affordable housing goals. A similar coordinated effort has occurred around homeowner occupied rehabilitation projects through the Orange County Home Preservation Coalition (OCHPC), and we have contracted with one experienced nonprofit home rehabilitation provider to identify projects brought to the OCHPC that can be funded by available Town resources.

The Town has also actively engaged on broader coalitions to address critical social issues, such as Big Bold Ideas which is working to strategically develop solutions not only for increasing affordable housing but also closing the achievement gap and accelerating innovation and workforce development in Chapel Hill and Carrboro. Finally, the Town partners in many small community-based groups such as the Northside Neighborhood Initiative to create and preserve housing opportunities and history for multi-generational resident owners and renters in the neighborhood.

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

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

Throughout the year, Town staff monitored and evaluated individual programs' progress towards contracted goals and expenditures. Agencies are required to submit regular quarterly or semi-annual program activity, financial, and contract compliance reports. This information was used to monitor program activity and contract compliance with all regulations, including administrative, financial, and programmatic operations. Timely expenditure of funds was a component of these monitoring activities.

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 Town of Chapel Hill's draft CAPER was made available to the public September 15-29, 2023, along with instructions about how to provide input. A notice was published in the newspaper on September 17, 20, 23, and 27, 2023, published on the Town's website, shared with community partner groups and coalitions, and posted on the Town's social media. We received no comments and an affidavit showing the public notice for the comment period is attached to the CAPER. A final copy of the CAPER will be posted on the Town's website.

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.

Overall there were no significant changes to the primary program objectives from the original 2020 Consolidated Plan and 2022 Annual Action Plan.

The Consolidated Plan for 2020-2024 focuses on the same high priorities, while seeking innovative solutions from previous and new community partners. Funding priorities will increasingly be focused on homeowner repair activities, public services, homeownership assistance and neighborhood revitalization initiatives based on the applications received and the needs indicated by our community partners, as well as the administration of those funds.

2023 Funded activities include: public service programs, housing rehabilitation programs, affordable rental housing acquisition, homebuyer education and direct financial assistance, neighborhood revitalization, and administration.

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.

Overall there were no significant changes to the primary program objectives from the original 2020 Consolidated Plan and 2022 Annual Action Plan.

The Consolidated Plan for 2020-2024 focuses on the same high priorities, while seeking innovative solutions from previous and new community partners. Funding priorities will increasingly be focused on homeowner repair activities, public services, homeownership assistance and neighborhood revitalization initiatives based on the applications received and the needs indicated by our community partners, as well as the administration of those funds.

2023 Funded activities include: public service programs, housing rehabilitation programs, affordable rental housing acquisition, homebuyer education and direct financial assistance, neighborhood revitalization, and administration.

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-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 7 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 8 – Qualitative Efforts - Number of Activities by Program

Narrative

None of the activities completed in 2022 fall under Section 3.

Attachment

PR-26 Financial Summary Report and Activity Summary

	Office of Community Planning and Development	DATE: 09-25-23
	U.S. Department of Housing and Urban Development	TIME: 11:10
	Integrated Disbursement and Information System	PAGE: 1
	PR26 - CDBG Financial Summary Report	
	Program Year 2022 Chapel Hill, NC	

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	421,755.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	51,964.13
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	473,719.13

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	203,151.27
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	203,151.27
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	58,550.14
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	261,701.41
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	212,017.72

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	173,550.25
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	173,550.25
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	85.43%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	102,517.69
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(37,674.00)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	64,843.69
32 ENTITLEMENT GRANT	421,755.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	12,816.85
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	434,571.85
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.92%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	58,550.14
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	58,550.14
42 ENTITLEMENT GRANT	421,755.00
43 CURRENT YEAR PROGRAM INCOME	51,964.13
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	473,719.13
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.36%



LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	1	2136	2021-2022 EmPOWERment Rental Acquisition	14G	LWH	\$29,454.43
Total						\$29,454.43

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	2	2138	6762996	2021-2022 IFC Homeless Case Management	03T	LWC	\$33,220.09
2022	2	2141	6762996	2022-2023 IFC Homeless Case Management	03T	LWC	\$22,412.48
						03T Matrix Code	\$55,632.57
2019	2	2116	6762996	2019-2020 Youth Employment Program	05H	LWC	\$283.49
2020	2	2129	6762996	2020-2021 Youth Employment Program	05H	LWC	\$3,531.04
						05H Matrix Code	\$3,814.53
2021	2	2139	6762996	2021-2022 Exchange Club's Children's Parents Classes	05N	LWC	\$5,250.00
						05N Matrix Code	\$5,250.00
2020	2	2131	6762996	2020-2021 El Centro Community Health Workers	05Z	LWC	\$37,674.00
						05Z Matrix Code	\$37,674.00
2020	1	2123	6762996	2020 -2021 Community Home Trust Homebuyer Assistance	13B	LWH	\$15,000.00
						13B Matrix Code	\$15,000.00
2020	1	2124	6762996	2020-2021 Rebuilding Together Home Preservation	14A	LWH	\$2,003.84
2021	1	2137	6762996	2021-2022 Rebuilding Together Home Preservation	14A	LWH	\$54,175.31
						14A Matrix Code	\$56,179.15
Total							\$173,560.25

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2021	2	2138	6762996	No	2021-2022 IFC Homeless Case Management	B21MC370016	EN	03T	LWC	\$33,220.09
2022	2	2141	6762996	No	2022-2023 IFC Homeless Case Management	B22MC370016	EN	03T	LWC	\$22,412.48
								03T Matrix Code		\$55,632.57
2019	2	2116	6762996	No	2019-2020 Youth Employment Program	B19MC370016	EN	05H	LWC	\$283.49
2020	2	2129	6762996	No	2020-2021 Youth Employment Program	B20MC370016	EN	05H	LWC	\$3,531.04
								05H Matrix Code		\$3,814.53
2021	2	2139	6762996	No	2021-2022 Exchange Club's Children's Parents Classes	B21MC370016	EN	05N	LWC	\$5,250.00
								05N Matrix Code		\$5,250.00
2019	2	2128	6762996	Yes	2019-2020 Temporary Emergency Housing Assistance (COVID)	B19MC370016	EN	05Q	URG	\$146.59
								05Q Matrix Code		\$146.59
2020	2	2131	6762996	Yes	2020-2021 El Centro Community Health Workers	B20MC370016	EN	05Z	LWC	\$37,674.00
								05Z Matrix Code		\$37,674.00
										\$64,697.10
										\$37,820.59
Total										\$102,517.89

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	3	2135	6762996	2021-2022 CDBG Administration	21A		\$58,550.14
						21A Matrix Code	\$58,550.14
Total							\$58,550.14

PR-26 CDBG Financial Summary Report

PY2022 Line Adjustment Explanations

Line 30 Adjustment to Compute Total PS Obligations

(\$37,674.00) was subtracted from the amount disbursed in IDIS for Public Services because this is the amount drawn for a Coronavirus response program, El Centro Community Health Workers Activity 2131. This program was supported with 2020 CDBG funds, one of the grant years that was provided flexibility to go over the 15% PS Cap for programs to respond to COVID-19. Additionally, this amount was expended during the previous program year, but was drawn too late in this program year to mark it as a prior year expense in on the voucher in IDIS.

Line 34 Adjustment to Compute Total Subject to PS Cap

\$12,816.85 was the adjustment needed to reflect the prior year program income. That amount does not show under Line 33 since it was not required to be receipted in IDIS because it was under \$25,000, but that amount did impact how much we could spend on PS and keep expenditures under 15%.

PR26 - Activity Summary by Selected Grant

Date Generated: 09/25/2023

Grantee: Chapel Hill

Grant Year: 2022

Formula and Competitive Grants only

Total Grant Amount for CDBG 2022 Grant year = \$421,755.00														
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity to prevent, prepare for, and respond to Coronavirus	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
NC	Chapel Hill	2022	B22MC370016	Administrative And Planning	Z1A		2142	No	Open	\$43,456.64	\$0.00		\$43,456.64	\$0.00
Total Administrative And Planning										\$43,456.64	\$0.00	0.00%	\$43,456.64	\$0.00
NC	Chapel Hill	2022	B22MC370016	Public Services	03T	LMC	2141	No	Open	\$31,145.48	\$22,412.48		\$31,145.48	\$22,412.48
NC	Chapel Hill	2022	B22MC370016	Public Services	05H	LMC	2140	No	Open	\$20,982.75	\$0.00		\$20,982.75	\$0.00
Non CARES Related Public Services										\$51,428.23	\$22,412.48	5.31%	\$51,428.23	\$22,412.48
Total 2022 - CDBG										\$94,884.87	\$22,412.48	5.31%	\$94,884.87	\$22,412.48
Total 2022										\$94,884.87	\$22,412.48	5.31%	\$94,884.87	\$22,412.48
Grand Total										\$94,884.87	\$22,412.48	5.31%	\$94,884.87	\$22,412.48

PR26 - Activity Summary by Selected Grant

Date Generated: 09/25/2023

Grantee: Chapel Hill

Grant Year: 2020

CARES Act Grants only

Total Grant Amount for CDBG-CV 2020 Grant year = \$536,595.00														
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity to prevent, prepare for, and respond to Coronavirus	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
NC	Chapel Hill	2020	B20MW370016	Public Services	03T	LMC	2127	Yes	Completed	\$109,960.00	\$109,960.00		\$109,960.00	\$109,960.00
NC	Chapel Hill	2020	B20MW370016	Public Services	05L	LMC	2133	Yes	Completed	\$210,902.00	\$210,902.00		\$210,902.00	\$210,902.00
NC	Chapel Hill	2020	B20MW370016	Public Services	05L	LMC	2134	Yes	Completed	\$35,000.00	\$35,000.00		\$35,000.00	\$35,000.00
NC	Chapel Hill	2020	B20MW370016	Public Services	05Q	LURG	2125	Yes	Completed	\$135,732.00	\$135,732.00		\$135,732.00	\$135,732.00
NC	Chapel Hill	2020	B20MW370016	Public Services	05W	LURG	2132	Yes	Open	\$45,000.00	\$44,917.72		\$45,000.00	\$44,917.72
CARES Related Public Services										\$536,594.00	\$536,511.72	99.98%	\$536,594.00	\$536,511.72
Total 2020 - CDBG-CV										\$536,594.00	\$536,511.72	99.98%	\$536,594.00	\$536,511.72
Total 2020										\$536,594.00	\$536,511.72	99.98%	\$536,594.00	\$536,511.72
Grand Total										\$536,594.00	\$536,511.72	99.98%	\$536,594.00	\$536,511.72

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