

**Community Development
Block Grant Program**

Consolidated Annual Performance and Evaluation Report (CAPER)



**City of Rochester, New Hampshire
July 1, 2018—June 30, 2019**

Prepared for the US Department of Housing and Urban Development

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*Prepared by:
Community Development Division
The City of Rochester
31 Wakefield St.
Rochester, NH 03867
(603) 335-7522*

CAPER

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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.

This Program Year (PY) 2018 (July 1, 2018 – June 30, 2019) Consolidated Annual Performance Evaluation Report (CAPER) summarizes the accomplishments and financial expenditures of Year 4 of the PY 2015-2020 Consolidated Action Plan (PY 2018 Annual Action Plan) of the City of Rochester. The Community Development Block Grant award for the City of Rochester for PY 2018 was \$290,637.00. For PY 2018, the median income for the Portsmouth-Rochester Metropolitan Fair Market Rent Area was \$99,200. Public service activities (non-construction funding for social service agencies) included funding for two of the region's three homeless shelters, rental assistance for low-income families and for residents with mental illnesses or developmental disabilities, and educational programs for low-income residents. Most of these activities were aimed at providing a suitable living environment or to provide decent and affordable housing for low- and moderate-income residents. Economic development activities included a new loan to a Rochester business through the CDBG-funded Job Opportunity Benefit (JOB) revolving loan fund, which promotes the retention and creation of jobs for low- and moderate-income residents. Several JOB Loan Program loan recipients from previous program years reported several jobs created that were made available to and occupied by lower income residents during PY 2018, as well. The JOB Loan Program is aimed at expanding economic opportunities.

Housing rehabilitation funding supported the Community Action Partnership for Strafford County's weatherization assistance program, which weatherizes the homes of low-income residents. This activity is aimed at providing decent, affordable housing. In addition, PY 18 CDBG funds were allocated for a permanent supportive housing project headed by the Rochester Housing Authority that would have created eight units of permanent supportive housing for chronically homeless residents. This project has been placed on hold indefinitely. Public facilities funding was awarded to install a new chairlift at Maple St. Magnet school between the second and third floors and to replace an old chairlift in the Spaulding High School auditorium. Both projects were completed in spring/summer 2019. These projects were aimed at providing a suitable living environment through increasing accessibility to public facilities and public buildings.

This past program year also saw a number of new community development initiatives undertaken by the City of Rochester's Community Development Coordinator, as well as renewal of previous community development initiatives. These include continued adapting work on the draft Assessment of Fair Housing into a revised Analysis of Impediments to Fair Housing; partnership with the Workforce Housing Coalition of the Greater Seacoast to plan a workforce housing charrette planned that took place in September 2018, which resulted in a workforce housing report and the City of Rochester receiving the coalition's 2018 Municipal Leadership Award; continued partnership with the Home for All

coalition (formerly named the Greater Seacoast Coalition to End Homelessness), including hosting a landlord outreach event to encourage local landlords to participate in voucher programs; and a new partnership with the University of New Hampshire and New Hampshire Listens on a technical assistance project aimed at reducing lead poisoning within the City of Rochester.

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
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	675	491	72.74%	100	147	147.00%
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	15	8	53.33%			
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$	HIV/AIDS Housing Operations	Household Housing Unit	0	0				

Improving the Safety/Livability of Neighborhoods	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4720	8878	188.09%			
Increase Access to Affordable and Quality Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1400	205	14.64%	60	67	111.67%
Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4720	1586	33.60%	215	215	100.00%
Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	488	325.33%	205	412	200.98%
Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	10	1	10.00%			

Increasing the Supply of Supportive Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0				
Increasing the Supply of Supportive Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		8	0	0.00%
Public Services Concerned with Employment	Non-Housing Community Development Economic Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	270	456	168.89%	150	215	143.33%
Reducing Substance Abuse (Especially Heroin)	Non-Homeless Special Needs Non-Housing Community Development Substance abuse	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	463	308.67%	353	463	131.16%
Retention of Affordable Housing Stock	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	200	138	69.00%	25	25	100.00%

Small Business Establishment and Expansion	Non-Housing Community Development Economic Development	CDBG: \$	Jobs created/retained	Jobs	75	16	21.33%			
Small Business Establishment and Expansion	Non-Housing Community Development Economic Development	CDBG: \$	Businesses assisted	Businesses Assisted	8	0	0.00%			

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.

As in previous years, CDBG priorities favored public services and facilities projects serving homeless residents, rental assistance and housing rehabilitation to preserve affordable housing stock, and activities and projects serving extremely low and low income residents. PY 2018 funding reflected these priorities. The greatest amount of public service funding went to two of the region’s homeless shelters, Cross Roads House (\$12,000 for PY 18) and My Friend’s Place (\$7,000 for PY 18). In addition, general city funding in the amount of \$16,000 was awarded to the Homeless Center for Strafford County in PY 18 to supports its homeless services.

For maintaining affordable housing for low-moderate income residents, \$5,000.00 was spent by the SHARE Fund to provide rental assistance to lower income residents and a bit under \$3,000.00 was spent by Community Partners to provide rental assistance for residents with mental illnesses and/or developmental disabilities. Such rental support represents an important affordable housing strategy of the city’s CDBG program, as the rental market remains a large provider of affordable housing for Rochester residents. Also in PY 2018, \$50,000.00 was spent by the Community Action Partnership of Strafford County to provide weatherization for homes owned by low-moderate income residents. For most residents, this greatly reduces energy costs for the home, thereby keeping the home affordable for the owner. Also, many of the residents served by the weatherization program are low-income elderly residents seeking to “age in place,” and weatherization assistance is especially

essential to this demographic for keeping their housing costs affordable.

Other priorities, aligned with the needs identified in the PY 2015-2020 Consolidated Plan and PY 2018 Annual Action Plan, focused on providing for the basic needs of Rochester residents and addressing the continuing opioid addiction crisis in the region. Such activities included support for Court-Appointed Special Advocates of New Hampshire, which has seen a significant rise in child abuse and neglect cases related to the opioid epidemic; SOS Recovery Center, which provides peer-based recovery support services; and High School Equivalency Testing assistance offered through the Dover Adult Learning Center, which provides for a basic level of education for low-moderate income residents.

The two completed public facilities projects for PY 2018, the installation of a new chairlift at Maple St. Magnet School and the replacement of an old chairlift at Spaulding High School. These projects have increased accessibility to these important public facilities. Accessibility improvements have become increasingly important as the city's and state's aging demographics mean a proportional increase in residents with mobility limitations and physical disabilities.

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	1,751
Black or African American	54
Asian	34
American Indian or American Native	8
Native Hawaiian or Other Pacific Islander	0
Total	1,847
Hispanic	63
Not Hispanic	1,784

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

Narrative

During PY 2018, approximately 95% of the residents of the City of Rochester served were white, and approximately 5% of the residents served were of non-white races and/or ethnicities (predominantly Black/African-American and Asian). According to U.S. Census data, the City of Rochester is 95.4% white, 0.8% Black or African-American, 0.3% American Indian or Alaska Native, 1.2% Asian, 0.1% Native Hawaiian or other Pacific Islander, 1.8% Hispanic, and 1.7% two or more races. There have not been disproportionate services provided to white residents over residents belonging to racial/ethnic minorities.

Please note that there may be slight discrepancies in the numbers provided, as several multi-racial categories were included in the demographic questionnaires provided to recipients of CDBG-funded public services. Many residents identified as belonging to two races/ethnicities or as "Other/Multiracial."

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	428,907	343,964
General Fund	public - local	212,239	212,239

Table 3 - Resources Made Available

Narrative

In the adopted PY 2018 Action Plan, \$316,537.02 in CDBG grant funds (which includes the \$290,637 grant allocation for PY 2018, \$25,900.02 in unexpended prior year funds, and program income from the JOB Loan Program) were made available to the City of Rochester. The adopted PY 2018 Annual Action Plan is available on the City of Rochester's website at <https://www.rochesternh.net/community-developmentdivision/pages/action-plans>.

During PY 2018, \$288,236.55 was expended on programs and activities, and \$55,727.82 was spent on planning and administration of the CDBG program, for a total expenditure of \$343,964.37 for PY 2018. The remaining funds, which consist primarily of the funds allocated to the cancelled Rochester Housing Authority permanent supportive housing project, have been reallocated to PY 2019 activities. Two pieces of city-owned property, Maple Street Magnet School and Spaulding High School, received CDBG funding for accessibility improvements in PY 2018.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Rochester Low-Moderate Income Census Tracts	65	58	HUD-determined census tracts of 51% or greater low-moderate income residents

Table 4 – Identify the geographic distribution and location of investments

Narrative

In PY 2018, \$99,211.55 was spent on activities in >51% low-moderate income census tracts, and \$72,000 was spent on activities in <51% low-moderate income census tracts. All activities in non-low moderate

income census tracts, however, were based on served clients' actual low-income or presumed low-income status (e.g., persons who are homeless, adults with severe disabilities).

These activities were operational expenses at two of the region's homeless shelters, My Friend's Place and Cross Roads House; rental assistance provided by Community Partners, which serves clients with mental illnesses and development disabilities; and the Community Action Partnership of Strafford County's weatherization program, which provides weatherization and related housing rehabilitation services for low-income homeowners.

All of these activities, although occurring in census tracts that are not majority low- to moderate income, serve some of the most vulnerable and neediest of Rochester's residents, including residents who are homeless and residents with mental illnesses and/or development disabilities.

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 PY 2018, \$5,179,065 was also made available in leveraged funds provided by the public service agencies that received CDBG funding. The sources of these leveraged funds are various and includes non-CDBG federal grants, state grants, municipal-level funding, and private donations received by the public service agency CDBG subrecipients. The Community Action Partnership of Strafford County's weatherization assistance program, for example, receives leveraged funds through regional utility companies and the state Department of Energy. The United Way of the Greater Seacoast also provides significant funding for multiple public service agencies that receive Rochester CDBG funds, especially the three regional homeless services providers.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

CDBG Activity | CDBG Funding | Leveraged Funds

Cross Roads House | \$12,000.00 | \$1,059,734.00

My Friend's Place | \$7,000.00 | \$95,912.00

Community Partners | \$3,000.00 | \$6,700.00

SHARE Fund | \$5,000.00 | \$32,500.00

Court-Appointed Special Advocates of NH | \$2,910.50 | \$2,104,500.00

Dover Adult Learning Center | \$5,000.00 | \$1,193,000.00

Tri-City Co-op | \$3,685.05 | \$177,608.00

SOS Recovery Center | \$5,000.00 | \$399,111.00

Community Action Partnership of Strafford County – Weatherization Assistance Program | \$50,000.00 | \$110,000.00

School Department – Maple St. Magnet School Chairlift | \$46,500.00 | \$0.00

School Department – Spaulding High School Chairlift | \$31,116.00 | \$0.00

Rochester Housing Authority – Elevator for Supportive Housing for Chronically Homeless Residents (cancelled) | \$87,198.07 (allocated but unexpended) | \$1,800,000.00 (allocated but unexpended)

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	8	0
Number of Non-Homeless households to be provided affordable housing units	25	25
Number of Special-Needs households to be provided affordable housing units	0	0
Total	33	25

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	8	0
Number of households supported through Rehab of Existing Units	25	25
Number of households supported through Acquisition of Existing Units	0	0
Total	33	25

Table 6 – Number of Households Supported

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

Performance goals were significantly exceeded (by nearly 50%) for the number of homeless households and individuals provided with homeless shelter services. The one-year goal was to provide emergency shelter beds for 100 homeless residents in PY 2018, while emergency shelter beds were provided to 147 homeless residents in PY 2018. Local homeless shelter providers have reported that while the number of homeless persons seeking shelter tends to decline in the spring and summer, as the weather warms,

that has not been the case this year. Instead, shelters are seeing continued elevated numbers of shelter admissions, and most shelters are operating at or over capacity.

Performance goals were met for the rehabilitation of existing low-moderate income housing units. For home rehabilitation, 28% of households were extremely low income, 44% of households were low income, and 28% of households were moderate income. The goal for the production of new affordable housing units was not met as the Rochester Housing Authority’s permanent supportive housing project was cancelled for PY 2018 due to gap funding issues.

Discuss how these outcomes will impact future annual action plans.

The Seacoast’s homeless shelters, including current subrecipients Cross Roads House and My Friend’s Place, participate in the regional Coordinated Entry system and have found it challenging to accurately estimate how many clients will be served within the any given year since all homeless clients are now funneled through the same organizational point of contact. It is also difficult sometimes to establish what the most accurate residency for a homeless individual or family might be, as many of these individuals and families are frequently moving between various cities and towns in the Seacoast region. Thus, while a shelter may be serving the same or greater number of clients overall, the specific percentage of Rochester residents may decline. Prior to the next CDBG grant application period, the Community Development Coordinator will consult with the regional homeless shelters to discuss current client trends and to provide directives on how to accurately estimate projected goals for the next program year.

The postponement of the Rochester Housing Authority’s permanent supportive housing project due to issues in gap funding will result in more thorough analyses of future CDBG grant applications that involve projects relying on non-CDBG funding sources as part of the overall budget. Applicants will be required to provide information indicating that all other funding has been encumbered and, if such funding is not yet encumbered, what the agency’s plans and back-up plans are for securing the necessary funds.

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	7	0
Low-income	11	0
Moderate-income	7	0
Total	25	0

Table 7 – Number of Households Served

Narrative Information

The overwhelming majority (99.4%) of Rochester residents assisted with CDBG funds during PY 2018 were extremely low or low income, with a significant percentage being extremely low income (39.5%). This includes 100% of Rochester residents receiving weatherization housing rehabilitation assistance. The non-low-moderate income residents assisted were one Dover Adult Learning Center student and new hires resulting from JOB Loan Program business loans.

For CDBG purposes, “extremely low income” is defined as 30% of the area median income, “low income” is defined as 50% of the area median income, and “moderate income” is defined as 80% of the area median income. For PY 2018, the area median income for the Portsmouth-Rochester Metropolitan Fair Market Rent Area was \$99,200.

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

Activities to address homelessness in PY 2018 included public service agency grants to two of the region's homeless shelters that provide services to Rochester residents (My Friend's Place and Cross Roads House), rental assistance for families who are threatened by homelessness via funding the SHARE Fund's rental assistance program and Community Partner's rental assistance program for residents with mental illnesses or developmental disabilities, and participation by Community Development staff in multiple events and coalitions addressing homelessness issues. The Community Development Coordinator attended most New Hampshire Balance of State Continuum of Care meetings, continued in a leadership role with the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness), participated heavily in the Tri-City Mayoral Homelessness Task Force, and engaged in extensive consultations with homeless services and allied providers.

In addition, in PY 2018, the City of Rochester provided \$16,000 in local funding to the Homeless Center for Strafford County, which is located within the City of Rochester. The region's three homeless shelters, along with Coordinated Entry staff housed within the Community Action Partnership of Strafford County, provide individual assessment for each homeless person or family, or each person or family at risk for homelessness. Based on these assessments, the person or family is placed with a homeless shelter that best fits their needs, referred to an organization that can provide emergency rental assistance, or provided other relevant referrals. The continued implementation of the Coordinated Entry system for the entire Seacoast region has formalized this intake process and ensured that the provided resources are a good match for the individual's particular situation and needs. In addition, all of the regional shelters work with the Continuum of Care on the annual Point in Time count, which in recent years has focused especially on obtaining accurate counts and needs assessments of unsheltered persons not connected with shelter or other service providers.

Addressing the emergency shelter and transitional housing needs of homeless persons

During PY 2018, CDBG public service agency operating grants were awarded to two of the region's homeless shelters that provide services to Rochester residents, and local funding was provided to a third homeless shelter that is located within the City of Rochester. Over forty percent of the available public service agency operating grant funds awarded for PY 2018 went to funding homeless shelters and their services. All three funded shelters (My Friend's Place, Cross Roads House, and the Homeless Center for Strafford County) provide emergency shelter and supportive services to residents, including financial counseling, educational and vocational training, child care, and health clinics. Two of the three shelters have transitional housing units available. Cross Roads House, the regional homeless shelter with the

largest capacity, also runs a Housing First program.

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

During PY 2018, CDBG funds supported two rental assistance programs for families who are threatened by homelessness, via public service grants to the SHARE Fund and Community Partners, and housing rehabilitation for low-income homeowners via funding for the Community Action Partnership of Strafford County's weatherization assistance program. Without this assistance, it is likely that these Rochester residents would have been placed at risk of losing their current housing and becoming homeless.

In particular, Community Partners' rental assistance program provides assistance to residents with mental illnesses and/or developmental disabilities. This includes both direct funding (such as for security deposits) and ongoing case management for the Community Partners client. Ongoing supportive services have been identified by several agencies, such as Community Partners and Cross Roads House, as necessary for eviction prevention.

The Community Development Coordinator has also been active in multiple coalitions and groups through PY 2018, including the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness) and the Tri-City Mayoral Homelessness Task Force. In spring 2019, the Community Development Coordinator worked with Home for All to host an educational forum for local landlords on the Family Unification Program vouchers. The forum focused on the challenges and needs of youth exiting the foster care system. The Tri-City Mayoral Homelessness Task Force worked throughout 2018 and 2019 to draft a regional homelessness master plan that included housing and employment needs analyses for residents exiting mental health facilities and correctional programs.

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

During PY 2018, CDBG public services grants were awarded to two regional homeless shelters, My Friend's Place and Cross Roads House, which provide services to Rochester residents. These shelters have transitional housing units available and provide supportive services to residents, including financial

counseling, educational and vocational training, child care, and health clinics. Cross Roads House also has implemented a Housing First initiative and established a housing stability/eviction prevention program to assist former shelter residents in maintaining housing once they have left the shelter. The post-housing case management has already prevented several evictions for residents who are now in permanent housing.

The City of Rochester also allocated PY 2018 funds toward the Rochester Housing Authority's Charles St. permanent supportive housing project. This project has been placed on hold due to a deficit in gap funding. The City's Community Development Coordinator met with Rochester Housing Authority during PY 2018 to discuss the funding difficulties for this project. Among possible solutions, the housing authority mentioned extending increased density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

In addition, the Community Development Coordinator has been active in multiple coalitions and groups through PY 2018, including the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness) and the Tri-City Mayoral Homelessness Task Force. In spring 2019, the Community Development Coordinator worked with Home for All to host an educational forum for local landlords on the Family Unification Program vouchers. The forum focused on the challenges and needs of youth exiting the foster care system. The Tri-City Mayoral Homelessness Task Force worked throughout 2018 and 2019 to draft a regional homelessness master plan that included housing and employment needs analyses for residents exiting mental health facilities and correctional programs.

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

Actions taken to address the needs of public housing

The most recent Five Year Plan prepared by the Rochester Housing Authority (RHA) reports its goals and objectives as including reduction of public housing vacancies, increase in affordable housing units, the creation of workforce housing, and the promotion of economic opportunities and an increase in affordable healthcare access to low-income families. During PY 2018, CDBG funding supported two rental assistance programs for low-income residents, including residents with mental illnesses or developmental disabilities, via public service grants to the SHARE Fund and Community Partners. CDBG funding also helped fund housing rehabilitation for low-income homeowners via funding for the Community Action Partnership of Strafford County's weatherization assistance program. One new Job Opportunity Benefit loan were also awarded to a local business with an anticipated three new jobs to be created for low-income Rochester residents.

The City of Rochester also allocated PY 2018 funds toward the Rochester Housing Authority's Charles St. permanent supportive housing project. This project has been placed on hold due to a deficit in gap funding. The City's Community Development Coordinator met with Rochester Housing Authority during PY 2018 to discuss the funding difficulties for this project. Among possible solutions, the housing authority mentioned extending increased density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

In addition, Rochester Community Development staff has arranged to have all CDBG construction project bids posted at RHA housing units to encourage the hiring of public housing residents for CDBG-funded projects.

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

The Rochester Housing Authority maintains a Resident Advisory Board, including representatives from each of the RHA's housing locations, that meets to review the RHA annual and five-year plans. The Resident Advisory Board also provides input on general RHA operations. During the PY 2018 Annual Action Plan citizen participation plan and the PY 2020-2025 Consolidated Plan citizen participation process, the City of Rochester's Community Development consulted with the RHA Resident Advisory Board on identifying how to increase homeownership opportunities for lower-income residents, especially residents who are racial/ethnic minorities. This planning is currently being incorporated into the draft PY 2020-2025 Consolidated Plan and draft Analysis of Impediments to Fair Housing update.

The Community Development Coordinator also forwards programs and funding opportunity regarding affordable homeownership to RHA staff as such information becomes available.

Actions taken to provide assistance to troubled PHAs

N/A. The Rochester Housing Authority is not designated as a troubled agency by HUD.

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 Rochester's Community Development staff has assisted the Planning Department in planning projects funded through technical assistance grants. The New Hampshire Municipal Technical Assistance Grant, which was awarded in PY 2017 and for which CDBG administrative/planning funds were used as matching funds, funded consultant work to review and revise downtown land use regulations to increase allowed density for buildings in the downtown region. A revised version of the draft downtown recommendations were adopted by the Rochester City Council in PY 2018.

The City's Community Development Coordinator also met with Rochester Housing Authority during PY 2018 to discuss the funding difficulties and regulatory difficulties for its postponed Charles St. permanent supportive housing project. Among possible solutions, the housing authority mentioned extending increased the density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

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

Some of the top underserved needs within the City of Rochester continue to be supportive services and affordable housing for residents with mental illnesses and/or substance use disorders. The main obstacles to serving these underserved needs are lack of funding and lack of organizational capacity.

These obstacles have been addressed through a variety of means. CDBG public service agency funding was awarded in PY 2018 to two regional homeless shelters, My Friend's Place and Cross Roads House, whose clients disproportionately serve residents with mental illnesses or substance use disorders. CDBG funds were also awarded to Community Partners, to provide rental assistance for lower-income clients with mental illnesses and/or developmental disabilities, and to SOS Recovery Center, to provide recovery services for residents with substance use disorders.

Throughout PY 2018, the Community Development Coordinator has also continued to remain active in the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness), as the cofacilitator for its Housing Opportunities Workgroup, and with the Tri-City Mayoral Homelessness Task Force. The Housing Opportunities Workgroup worked throughout 2018 and 2019 to develop plans for a landlord reassurance fund program that would encourage landlords to accept higher-need tenants (such as those with mental illness or substance use disorders) by providing case management and fund availability for damages or missed rent payments. The Tri-City Mayoral Homelessness Task Force worked throughout 2018 and 2019 to draft a regional homelessness master plan that included housing and

supportive service needs analyses for residents with mental illnesses and/or substance use disorders.

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

In spring 2019, the City of Rochester was accepted into a statewide lead poisoning community project organized by New Hampshire Listens, the Conservation Law Foundation, and New Hampshire Legal Assistance. The City of Rochester has assembled a project team comprised of staff from the Community Development Division; Planning Department; and Building, Zoning, and Licensing Services Department. Rochester Main Street, Community Action Partnership of Strafford County, and the Strafford County Public Health Network are also represented on the project team.

Through the community project, the City of Rochester plans to (1) identify where best to target limited municipal resources for maximum impact, (2) how to productively partner with community organizations to implement effective lead poisoning prevention and reduction strategies; and (3) how to evaluate progress and success of our implemented strategies.

In addition, the Community Action Partnership for Strafford County's weatherization assistance program, which received \$50,000.00 in CDBG funding during PY 2018, provides weatherization assistance to low-income residents of the City of Rochester. This includes updating heaters and boilers, replacing inadequate insulation, and other related rehabilitation activities. While performing this rehabilitation work, the weatherization assistance program also provides lead evaluation, containment, and/or abatement services when circumstances, such as the age of the home in question, indicate the need for such. In PY 2018, a total of 25 housing units received housing rehabilitation assistance, including 19 units constructed prior to 1978.

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

The City of Rochester seeks to reduce poverty among city residents through a multi-pronged strategy. One prong of this approach is the provision of direct services aimed at addressing basic and immediate needs of our most vulnerable, lowest-income residents. This includes emergency housing assistance, in the forms of funding for the region's homeless shelters and for rental assistance provided by the SHARE Fund and Community Partners. The SHARE Fund's rental assistance helps low-income residents pay security deposits or back rent payments, and Community Partners' rental assistance program helps its clients with mental illnesses and/or developmental disabilities to pay security deposits and provides ongoing supportive services throughout the clients' tenancy.

A second prong involves investment in activities and programs that will help prevent poverty and/or address poverty in the longer term. This includes funding for educational and vocational services, such as Dover Adult Learning Center's High School Equivalency Testing program. Dover Adult Learning Center provides High School Equivalency testing preparation services to lower-income residents, as well as English as a Second Language classes for Rochester's growing immigrant population.

A third prong involves investing funds to create and broaden economic opportunities within the City of Rochester. The City maintains a revolving loan fund, the Job Opportunity Benefit (JOB) loan program, to provide funding to local businesses that commit to retaining at-risk jobs or creating new jobs specifically for low- to moderate-income residents. One new JOB loan was entered into during PY 2018, with an anticipated three jobs to be created for low- and moderate-income residents.

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

The City of Rochester is a public entity that regularly plans and finances economic development projects, code enforcement, planning and zoning review, emergency financial relief assistance, and community development activities. Rochester's Community Development Division works with other city departments, including the Planning Department and Department of Public Works, and with many regional public service agencies, including agencies that receive CDBG funding subgrants and agencies that do not. This coordination has enabled the efficient provision of supportive services, housing rehabilitation, and public facilities improvements for low- and moderate-income Rochester residents. This coordination also identifies specific program and activity needs within the City, as well as other funding sources for city projects that may not qualify under CDBG.

In addition, the Community Development Coordinator regularly participates in the New Hampshire Balance of State Continuum of Care as a Rochester representative, in the Tri-City Mayoral Homelessness Task Force as a Rochester representative, and in workgroup leadership position with the Home For All coalition (formerly named the Greater Seacoast Coalition to End Homelessness) as a Rochester representative. The involvement of Community Development staff in these organizations and coalitions provides for the development and strengthening of cross-agency relationships and projects, especially those related to reducing and eliminating homelessness, one of the top community concerns.

Finally, in spring 2019, the City of Rochester was accepted into a statewide lead poisoning community project organized by New Hampshire Listens, the Conservation Law Foundation, and New Hampshire Legal Assistance. The City of Rochester has assembled a project team comprised of staff from the Community Development Division; Planning Department; and Building, Zoning, and Licensing Services Department. Rochester Main Street, Community Action Partnership of Strafford County, and the Strafford County Public Health Network are also represented on the project team. Although this planning project is still in progress, already the team has identified multiple potential cross-agency partnerships and program opportunities.

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

The Community Development Division has engaged in a broad range of outreach and networking activities throughout PY 2018, which have included regularly relaying relevant HUD, New Hampshire Bureau of Homeless and Housing Services, New Hampshire Housing Finance Authority, and other housing- and homelessness-related training opportunities to public service agencies and other regional

contacts who might be interested. The Community Development Coordinator also participates as a member of the New Hampshire Balance of State Continuum of Care, the Home For All coalition (formerly the Greater Seacoast Coalition to End Homelessness), and the Tri-City Mayoral Homelessness Task Force. As part of the Home For All coalition, the Community Development Coordinator helped plan and host a landlord outreach event encourage local landlords to participate in voucher programs

This past program year also the Community Development Division partner with the Workforce Housing Coalition of the Greater Seacoast to plan a workforce housing charrette planned that took place in September 2018, which resulted in a workforce housing report and the City of Rochester receiving the coalition's 2018 Municipal Leadership Award. The Community Development Coordinator has worked with coalition staff, Rochester Housing Authority staff, city Planning and Economic Development staff, elected officials, and various non-profit partners (such as Rochester Main Street) to plan the charrette.

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

Throughout PY 2018, the Community Development Coordinator continued to collaborate with the Rochester Housing Authority to finish the consultation process for what was originally planned to be a joint Assessment of Fair Housing. Consultations have included discussions with City staff, municipal staff from neighboring jurisdictions, mental health agencies, civil rights organizations, local housing services providers, and residents of all six City wards. As the AFH Rule has been suspended, this work has resulted in the drafting of an updated Analysis of Impediments to Fair Housing. The updated Analysis of Impediments to Fair Housing was reviewed by the Rochester Community Development Committee meeting in July 2019 and will be voted upon by the full City Council in August 2019.

The Community Development Coordinator also has continued to attend and participate in relevant trainings of fair housing-related topics, such as a November 2018 fair housing training hosted by the New Hampshire Housing Finance Authority and New Hampshire Legal Assistance. The Community Development Coordinator also continues to share information on fair housing issues, such as HUD bulletins and training information, with its CDBG subrecipients as well as other relevant public service agency contacts.

One of the key goals of the city's current Analysis of Impediments to Fair Housing is to monitor city ordinances and policies that affect housing development (whether positively or negatively) and impact on housing availability and affordability for various residential demographics. Lack of housing affordability, in particular, has been identified as a key impediment to fair housing. The New Hampshire Municipal Technical Assistance Grant, which was awarded in PY 2017 and for which CDBG administrative/planning funds were used as matching funds, funded consultant work to review and revise downtown land use regulations to increase allowed density for buildings in the downtown region. A revised version of the draft downtown recommendations were adopted by the Rochester City Council in PY 2018.

In addition, the City's Community Development Coordinator also met with Rochester Housing Authority during PY 2018 to discuss the funding difficulties and regulatory difficulties for its postponed Charles St. permanent supportive housing project. Among possible solutions, the housing authority mentioned extending increased the density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

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 of Rochester collects both quarterly and annual reports from its subrecipients. These reports include racial/ethnic, sex, income, and other demographical information of clients served, as well as expense details. In June 2019, the Community Development Coordinator performed annual site monitoring visits to the offices of all PY 2018 CDBG grant subrecipients, as part of its established policy to provide annual monitoring to all CDBG subrecipients. There is a monitoring checklist that the City of Rochester uses to facilitate these visits, and the checklist is attached to this report.

During each visit, Community Development staff interviewed key agency personnel, reviewed program and financial documents, and discussed performance successes and challenges. Financial monitoring includes discussion and review of the subrecipient procurement policies, review of the audit trail report and CDBG trial balance report, review and discussion of the subrecipient's most recent audit or equivalent financial statements, review and discussion of the subrecipient's system of internal controls, review of any CDBG expenditures on staff salary/benefits, and review and discussion of cost allowability.

There were no performance issues identified during any of the PY 2018 subrecipient site visits. However, based on quarterly reports and annual site monitoring visits, the City of Rochester may identify deficiencies and formulate corrective action plans to remediate these deficiencies. For example, the successful completion of a corrective action plan for the Community Action Partnership of Stafford County's weatherization assistance program was discussed in the PY 2016 CAPER, and documentation on this correction plan and procedures was supplied as an attachment with the PY 2017 CAPER.

Prior to the award of any CDBG funds, all potential subrecipients are subject to risk assessment during the grant application process. The City of Rochester CDBG grant application requires agencies to provide information on agency history, federal grant management experience, budget information, information on board of directors and administrator-level staff, whether the agency currently collects client demographics data and has a conflicts of interest policy, and whether and how the agency currently employs performance measures. A copy of the agency's most recent financial review and a description of any findings from the most recent financial review are also requested as grant application attachments.

Community Development staff also performed environmental reviews for all CDBG-funded projects and Davis-Bacon Act wage rate compliance monitoring for all CDBG-funded construction projects. For environmental reviews, this included field site visits to project sites and consultations with the New Hampshire Division of Historical Resources for projects not already covered under the Programmatic Agreement between the City of Rochester and the Division of Historical Resources. Community

Development staff also discussed environmental review procedures with all PY 2018 CDBG subrecipients prior to the beginning of the program year to ensure that all subrecipients understood that work on the projects could not begin until the completion of the environmental review.

For Davis-Bacon Act compliance, this has included site visits to Spaulding High School and Maple St. Magnet School for the two chairlift installation projects. No compliance issues were identified during the site visits or in review of submitted payroll documentation. The Rochester Housing Authority's Charles St. permanent supportive housing project has been postponed, so there was no Davis-Bacon Act monitoring for this project. The Community Action Partnership of Strafford County's weatherization assistance program is currently exempt from Davis-Bacon Act requirements, as work occurs on single-family and duplex homes.

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 final draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is made available to the public through a variety of means. Hard copies of the report are provided for public viewing at City Hall, the Rochester Public Library, and the Office of Economic and Community Development. An electronic copy of the report is provided for public viewing and download on the City of Rochester's Community Development Division webpage at <https://www.rochesternh.net/community-developmentdivision/pages/annual-reports>. Notice of the public comment opportunity on the draft CAPER is posted in a local newspaper of general circulation, *Foster's Daily Democrat*, as well as at City Hall, the Rochester Public Library, the Rochester Community Center, and on the Community Development Division webpage. The notice also includes information in French on how to receive an oral interpretation of the plan, if needed, in accordance with the City of Rochester's Language Access Plan.

Notice of the public comments period regarding the draft PY 2018 CAPER was posted on July 25, 2019, more than 30 days prior to the submission of this CAPER to HUD. No comments were received.

Summary of Public Comments Received

No comments were received from the public during the public comments period.

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.

There have not been any changes in the City of Rochester’s program objectives during PY 2018. The City of Rochester would, and has, changed its activities as a result of its experiences in implementing CDBG programs and activities, however. For example, in PY 2015-2016, the City of Rochester has discontinued CDBG funding to the New Hampshire Small Business Development Center due to ongoing performance issues and after counseling and other attempts to improve performance were unsuccessful. Also, in PY 2016-2017, there were three minor plan amendments that allocated allocated prior year unexpended CDBG funds on previously approved activities (the Community Action Partnership of Strafford County weatherization program, the Tri-City Co-op HVAC and handicap ramp project, and the Homeless Center for Strafford County back-up generator project)

Also, during PY 2018, Community Partners reported no activity and no clients served during quarter 2 and 3. The Community Development Coordinator met with Community Partners staff to discuss this lack of performance and to advise that continued non-performance would result in a corrective action plan and, if necessary, defunding. Community Partners improved performance significantly in quarter 4 of PY 2018 and ultimately met its performance goals for the program year.

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)

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There have not been any changes in the City of Rochester’s program objectives during PY 2018. The City of Rochester would, and has, changed its activities as a result of its experiences in implementing CDBG programs and activities, however. For example, in PY 2015-2016, the City of Rochester has discontinued CDBG funding to the New Hampshire Small Business Development Center due to ongoing performance issues and after counseling and other attempts to improve performance were unsuccessful. Also, in PY 2016-2017, there were three minor plan amendments that allocated allocated prior year unexpended CDBG funds on previously approved activities (the Community Action Partnership of Strafford County weatherization program, the Tri-City Co-op HVAC and handicap ramp project, and the Homeless Center for Strafford County back-up generator project)

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Attachment

FY 18 Rochester NH CAPER

Community Development
Block Grant Program

Consolidated Annual Performance and Evaluation Report (CAPER)



City of Rochester, New Hampshire
July 1, 2018—June 30, 2019

Prepared for the US Department of Housing and Urban Development

submitted September 16, 2019

Prepared by:
Community Development Division
The City of Rochester
31 Wakefield St.
Rochester, NH 03867
(603) 335-7522

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CR-05 - Goals and Outcomes

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

This FY 2018 (July 1, 2018 – June 30, 2019) Consolidated Annual Performance Evaluation Report (CAPER) summarizes the accomplishments and financial expenditures of Year 4 of the FY 2015-2020 Consolidated Action Plan (FY 2018 Annual Action Plan) of the City of Rochester. The City of Rochester develops the Five-Year Consolidated Plan, annual Action Plan, and annual CAPER to provide a strategy for investment of federal Community Development Block Grant (CDBG) funds and review of program achievements, as required by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan is a living document designed to identify the needs of the community, especially the low- to moderate-income residents of the City. The Consolidated Plan is the result of an eighteen-month collaborative process that includes extensive public outreach, multiple public hearings, and consultation with community agencies, neighborhood groups, and other relevant organizations. The Annual Action Plan is developed each fiscal year to describe the projects that have been funded for that year as they relate to the five-year Consolidated Plan program goals.

The Consolidated Plan under which this year's CAPER falls started July 1, 2015 and will end June 30, 2020, comprising five Annual Action Plan years (or program years). Programs and activities described in this report were intended to primarily benefit low- and moderate-income residents of the City of Rochester, neighborhoods with high concentrations of low- and moderate-income residents, and the City as a whole. The Community Development Block Grant award for the City of Rochester for FY 2018 was \$290,637.00.

All Annual Action Plans must address the needs of the community, with primary benefits addressing the needs of low- to moderate- income persons (defined as those with household incomes below 80% of the area median income). For FY 2018, the median income for the Portsmouth-Rochester Metropolitan Fair Market Rent Area was \$99,200. In addition, Consolidated Plans and Annual Action Plans must address the three national objectives set forth by HUD: (1) to provide decent housing, (2) to provide a suitable living environment, or (3) to expand economic opportunities.

All CDBG activities undertaken during FY 2018 advanced one or more of these three national HUD objectives. Public service activities (non-construction funding for social service agencies) included funding for two of the region's three homeless shelters, rental assistance for low-income families and for residents with mental illnesses or developmental disabilities, and educational programs for low-income residents. Most of these activities were aimed at providing a suitable living environment or to provide decent and affordable housing for low- and moderate-income residents.

Economic development activities included a new loan to a Rochester business through the CDBG-funded Job Opportunity Benefit (JOB) revolving loan fund, which promotes the retention and creation of jobs for low- and moderate-income residents. Several JOB Loan Program loan recipients from previous fiscal years reported several jobs created that were made available to and occupied by lower income residents during FY 2018, as

well. The JOB Loan Program is aimed at expanding economic opportunities.

Housing rehabilitation funding supported the Community Action Partnership for Strafford County's weatherization assistance program, which weatherizes the homes of low-income residents. This activity is aimed at providing decent, affordable housing. In addition, FY 18 CDBG funds were allocated for a permanent supportive housing project headed by the Rochester Housing Authority that would have created eight units of permanent supportive housing for chronically homeless residents. This project has been placed on hold indefinitely.

Public facilities funding was awarded to install a new chairlift at Maple St. Magnet school between the second and third floors and to replace an old chairlift in the Spaulding High School auditorium. Both projects were completed in spring/summer 2019. These projects were aimed at providing a suitable living environment through increasing accessibility to public facilities and public buildings.

This past fiscal year also saw a number of new community development initiatives undertaken by the City of Rochester's Community Development Coordinator, as well as renewal of previous community development initiatives. These include continued adapting work on the draft Assessment of Fair Housing into a revised Analysis of Impediments to Fair Housing; partnership with the Workforce Housing Coalition of the Greater Seacoast to plan a workforce housing charrette planned that took place in September 2018, which resulted in a workforce housing report and the City of Rochester receiving the coalition's 2018 Municipal Leadership Award; continued partnership with the Home for All coalition (formerly named the Greater Seacoast Coalition to End Homelessness), including hosting a landlord outreach event to encourage local landlords to participate in voucher programs; and a new partnership with the University of New Hampshire and New Hampshire Listens on a technical assistance project aimed at reducing lead poisoning within the City of Rochester.

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)

As in previous years, CDBG priorities favored public services and facilities projects serving homeless residents, rental assistance and housing rehabilitation to preserve affordable housing stock, and activities and projects serving extremely low and low income residents. FY 2018 funding reflected these priorities.

In most categories of funding, goals were met or significantly exceeded, such as "Affordable Housing for Homeless Persons," "Increase Access to Quality Facilities and Services," "Retention of Affordable Housing Stock," and "Reducing Substance Abuse (Especially Heroin)." The one exception is the category of "Increasing the Supply of Supportive Housing," which encompassed the planned Rochester Housing Authority permanent supportive housing project. This project has been placed on hold due to a deficit in gap funding. The City's Community Development Coordinator met with Rochester Housing Authority during FY 2018 to discuss the funding difficulties for this project. Among possible solutions, the housing authority mentioned extending increased density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration. In addition,

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the FY 2017 Rochester Community Center tennis court lights project was completed in the first part of FY 2018. This project encountered delays due to contractor availability issues.

Overall, throughout FY 2018, significant and substantial progress was made across all funding categories to provide decent housing, to provide a suitable living environment, and to expand economic opportunities for residents of the City of Rochester.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$0.00	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0	N/A	N/A	N/A	N/A
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$19,000.00	Homeless Person Overnight Shelter	Persons Assisted	675	491	72.74%	100	147	147.00%
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$0.00	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	15	8	N/A	N/A	N/A	N/A
Affordable Housing for Homeless Persons	Affordable Housing Homeless	CDBG: \$0.00	HIV/AIDS Housing Operations	Household Housing Unit	0	0	N/A	N/A	N/A	N/A

Improving the Safety/Livability of Neighborhoods	Non-Housing Community Development	CDBG: \$0.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4720	8878	188.09%	N/A	N/A	N/A
Increase Access to Affordable and Quality Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$8,000.00	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1400	205	0.00%	60	67	111.66%
Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$77,616.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1586	10.00%	215	215	100.00%
Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$6,595.55	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	488	N/A	205	412	200.98%

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Increase Access to Quality Facilities and Services	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$0.00	Facade treatment/business building rehabilitation	Business	10	1	10.00%	N/A	N/A	N/A
Increasing the Supply of Supportive Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$0.00	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0	N/A	N/A	N/A	N/A
Increasing the Supply of Supportive Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$87,198.07	Housing for Homeless added	Household Housing Unit	0	0	100.00%	8	0	0.00%
Public Services Concerned with Employment	Non-Housing Community Development Economic Development	CDBG: \$5,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	270	456	168.89%	150	215	143.33%

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Reducing Substance Abuse (Especially Heroin)	Non-Homeless Special Needs Non-Housing Community Development Substance abuse	CDBG: \$5,000.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	1087	724.67%	50	1087	2174.00%
Retention of Affordable Housing Stock	Affordable Housing	CDBG: \$50,000.00	Homeowner Housing Rehabilitated	Household Housing Unit	200	138	69.00%	25	25	100.00%
Small Business Establishment and Expansion	Non-Housing Community Development Economic Development	CDBG: \$0.00 (RLF)	Jobs created/retained	Jobs	75	16	21.33%	2	6	300.00%
Small Business Establishment and Expansion	Non-Housing Community Development Economic Development	CDBG: \$0.00 (RLF)	Businesses assisted	Businesses Assisted	8	6	75.00%	0	1	N/A

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.

As in previous years, CDBG priorities favored public services and facilities projects serving homeless residents, rental assistance and housing rehabilitation to preserve affordable housing stock, and activities and projects serving extremely low and low income residents. FY 2018 funding

reflected these priorities. The greatest amount of public service funding went to two of the region's homeless shelters, Cross Roads House (\$12,000 for FY 18) and My Friend's Place (\$7,000 for FY 18). In addition, general city funding in the amount of \$16,000 was awarded to the Homeless Center for Strafford County in FY 18 to support its homeless services.

For maintaining affordable housing for low-moderate income residents, \$5,000.00 was spent by the SHARE Fund to provide rental assistance to lower income residents and a bit under \$3,000.00 was spent by Community Partners to provide rental assistance for residents with mental illnesses and/or developmental disabilities. Such rental support represents an important affordable housing strategy of the city's CDBG program, as the rental market remains a large provider of affordable housing for Rochester residents. Also in FY 2018, \$50,000.00 was spent by the Community Action Partnership of Strafford County to provide weatherization for homes owned by low-moderate income residents. For most residents, this greatly reduces energy costs for the home, thereby keeping the home affordable for the owner. Also, many of the residents served by the weatherization program are low-income elderly residents seeking to "age in place," and weatherization assistance is especially essential to this demographic for keeping their housing costs affordable.

Other priorities, aligned with the needs identified in the FY 2015-2020 Consolidated Plan and FY 2018 Annual Action Plan, focused on providing for the basic needs of Rochester residents and addressing the continuing opioid addiction crisis in the region. Such activities included support for Court-Appointed Special Advocates of New Hampshire, which has seen a significant rise in child abuse and neglect cases related to the opioid epidemic; SOS Recovery Center, which provides peer-based recovery support services; and High School Equivalency Testing assistance offered through the Dover Adult Learning Center, which provides for a basic level of education for low-moderate income residents.

The two completed public facilities projects for FY 2018, the installation of a new chairlift at Maple St. Magnet School and the replacement of an old chairlift at Spaulding High School. These projects have increased accessibility to these important public facilities. Accessibility improvements have become increasingly important as the city's and state's aging demographics mean a proportional increase in residents with mobility limitations and physical disabilities.

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	1,751
Black or African American	54
Asian	34
American Indian or American Native	8
Native Hawaiian or Other Pacific Islander	0
Total	1,847
Hispanic	63
Not Hispanic	1,784

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

Narrative

During FY 2018, approximately 95% of the residents of the City of Rochester served were white, and approximately 5% of the residents served were of non-white races and/or ethnicities (predominantly Black/African-American and Asian). According to U.S. Census data, the City of Rochester is 95.4% white, 0.8% Black or African-American, 0.3% American Indian or Alaska Native, 1.2% Asian, 0.1% Native Hawaiian or other Pacific Islander, 1.8% Hispanic, and 1.7% two or more races. There have not been disproportionate services provided to white residents over residents belonging to racial/ethnic minorities.

Please note that there may be slight discrepancies in the numbers provided, as several multi-racial categories were included in the demographic questionnaires provided to recipients of CDBG-funded public services. Many residents identified as belonging to two races/ethnicities or as "Other/Multiracial."

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	428,907	343,964.37
General Fund	public - local	212,239	\$212,239

Table 3 - Resources Made Available

Narrative

In the adopted FY 2018 Action Plan, \$316,537.02 in CDBG grant funds (which includes the \$290,637 grant allocation for FY 2018, \$25,900.02 in unexpended prior year funds, and program income from the JOB Loan Program) were made available to the City of Rochester. The adopted FY 2018 Annual Action Plan is available on the City of Rochester’s website at <https://www.rochesternh.net/community-developmentdivision/pages/action-plans>.

During FY 2018, \$288,236.55 was expended on programs and activities, and \$55,727.82 was spent on planning and administration of the CDBG program, for a total expenditure of \$343,964.37 for FY 2018. The remaining funds, which consist primarily of the funds allocated to the cancelled Rochester Housing Authority permanent supportive housing project, have been reallocated to FY 2019 activities. Two pieces of city-owned property, Maple Street Magnet School and Spaulding High School, received CDBG funding for accessibility improvements in FY 2018.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Rochester Low-Moderate Income Census Tracts	65	58	HUD-determined census tracts of 51% or greater low-moderate income residents

Table 4 – Identify the geographic distribution and location of investments

Narrative

In FY 2018, \$99,211.55 was spent on activities in >51% low-moderate income census tracts, and \$72,000 was spent on activities in <51% low-moderate income census tracts. All activities in non-low moderate income census tracts, however, were based on served clients’ actual low-

income or presumed low-income status (e.g., persons who are homeless, adults with severe disabilities).

These activities were operational expenses at two of the region's homeless shelters, My Friend's Place and Cross Roads House; rental assistance provided by Community Partners, which serves clients with mental illnesses and development disabilities; and the Community Action Partnership of Strafford County's weatherization program, which provides weatherization and related housing rehabilitation services for low-income homeowners.

All of these activities, although occurring in census tracts that are not majority low- to moderate income, serve some of the most vulnerable and neediest of Rochester's residents, including residents who are homeless and residents with mental illnesses and/or development disabilities.

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 FY 2018, \$5,179,065 was also made available in leveraged funds provided by the public service agencies that received CDBG funding. The sources of these leveraged funds are various and includes non-CDBG federal grants, state grants, municipal-level funding, and private donations received by the public service agency CDBG subrecipients. The Community Action Partnership of Strafford County's weatherization assistance program, for example, receives leveraged funds through regional utility companies and the state Department of Energy. The United Way of the Greater Seacoast also provides significant funding for multiple public service agencies that receive Rochester CDBG funds, especially the three regional homeless services providers.

In the annual grant application developed by Community Development staff, CDBG applicants must state both the amount and the percentage of leveraged funds relative to the CDBG funds being requested. The percentage and amount of leveraged funds available are taken into account when grant applications are analyzed and funding decisions made.

CDBG Activity	CDBG Funding	Leveraged Funds
Cross Roads House	\$12,000.00	\$1,059,734.00
My Friend's Place	\$7,000.00	\$95,912.00
Community Partners	\$3,000.00	\$6,700.00
SHARE Fund	\$5,000.00	\$32,500.00
Court-Appointed Special Advocates of NH	\$2,910.50	\$2,104,500.00
Dover Adult Learning Center	\$5,000.00	\$1,193,000.00
Tri-City Co-op	\$3,685.05	\$177,608.00
SOS Recovery Center	\$5,000.00	\$399,111.00
Community Action Partnership of Strafford County – Weatherization Assistance Program	\$50,000.00	\$110,000.00
School Department – Maple St. Magnet School Chairlift	\$46,500.00	\$0.00
School Department – Spaulding High School Chairlift	\$31,116.00	\$0.00

Rochester Housing Authority – Elevator for Supportive Housing for Chronically Homeless Residents (cancelled)	\$87,198.07 <i>(allocated but unexpended)</i>	\$1,800,000.00 <i>(allocated but unexpended)</i>
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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	100	147
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	100	147

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	15	24
Number of households supported through The Production of New Units	8	0
Number of households supported through Rehab of Existing Units	25	25
Number of households supported through Acquisition of Existing Units	0	0
Total	48	49

Table 6 – Number of Households Supported

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

Performance goals were significantly exceeded (by nearly 50%) for the number of homeless households and individuals provided with homeless shelter services. The one-year goal was to provide emergency shelter beds for 100 homeless residents in FY 2018, while emergency shelter beds were provided to 147 homeless residents in FY 2018. Local homeless shelter providers have reported that while the number of homeless persons seeking shelter tends to decline in the spring and summer, as the weather warms, that has not been the case this year.

Instead, shelters are seeing continued elevated numbers of shelter admissions, and most shelters are operating at or over capacity.

Performance goals were very slightly exceeded for rental assistance and home rehabilitation. For rental assistance, most households were extremely low income, and the remainder were low income. All rental assistance provided by Community Partners was provided to extremely low income residents, and 89% of rental assistance provided by the SHARE Fund was provided to extremely low income residents, with the remaining percentage of residents being low income. For home rehabilitation, 28% of households were extremely low income, 44% of households were low income, and 28% of households were moderate income.

Discuss how these outcomes will impact future annual action plans.

The Seacoast’s homeless shelters, including current subrecipients Cross Roads House and My Friend’s Place, participate in the regional Coordinated Entry system and have found it challenging to accurately estimate how many clients will be served within the any given year since all homeless clients are now funneled through the same organizational point of contact. It is also difficult sometimes to establish what the most accurate residency for a homeless individual or family might be, as many of these individuals and families are frequently moving between various cities and towns in the Seacoast region. Thus, while a shelter may be serving the same or greater number of clients overall, the specific percentage of Rochester residents may decline. Prior to the next CDBG grant application period, the Community Development Coordinator will consult with the regional homeless shelters to discuss current client trends and to provide directives on how to accurately estimate projected goals for the next fiscal year.

The postponement of the Rochester Housing Authority’s permanent supportive housing project due to issues in gap funding will result in more thorough analyses of future CDBG grant applications that involve projects relying on non-CDBG funding sources as part of the overall budget. Applicants will be required to provide information indicating that all other funding has been encumbered and, if such funding is not yet encumbered, what the agency’s plans and back-up plans are for securing the necessary funds.

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	771	0
Low-income	1,169	0
Moderate-income	12	0
Total	1,952	0

Table 7 – Number of Households Served

Narrative Information

The overwhelming majority (99.4%) of Rochester residents assisted with CDBG funds during FY 2018 were extremely low or low income, with a significant percentage being extremely low income (39.5%). The non-low-moderate income residents assisted were one Dover Adult Learning Center student and new hires resulting from JOB Loan Program business loans.

For CDBG purposes, "extremely low income" is defined as 30% of the area median income, "low income" is defined as 50% of the area median income, and "moderate income" is defined as 80% of the area median income. For FY 2018, the area median income for the Portsmouth-Rochester Metropolitan Fair Market Rent Area was \$99,200.

There is not a situation in which moderate-income residents are being assisted at disproportionate levels compared to low-income residents. The opposite is the case, with most residents served by CDBG-funded activities falling into the low income category, followed by the extremely low income category and then the moderate income category. This reflects the City of Rochester's prioritization of providing basic needs and ensuring CDBG funding serves the city's most vulnerable residents.

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

Activities to address homelessness in FY 2018 included public service agency grants to two of the region's homeless shelters that provide services to Rochester residents (My Friend's Place and Cross Roads House), rental assistance for families who are threatened by homelessness via funding the SHARE Fund's rental assistance program and Community Partner's rental assistance program for residents with mental illnesses or developmental disabilities, and participation by Community Development staff in multiple events and coalitions addressing homelessness issues. The Community Development Coordinator attended most New Hampshire Balance of State Continuum of Care meetings, continued in a leadership role with the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness), participated heavily in the Tri-City Mayoral Homelessness Task Force, and engaged in extensive consultations with homeless services and allied providers.

In addition, in FY 2018, the City of Rochester provided \$16,000 in local funding to the Homeless Center for Strafford County, which is located within the City of Rochester. The region's three homeless shelters, along with Coordinated Entry staff housed within the Community Action Partnership of Strafford County, provide individual assessment for each homeless person or family, or each person or family at risk for homelessness. Based on these assessments, the person or family is placed with a homeless shelter that best fits their needs, referred to an organization that can provide emergency rental assistance, or provided other relevant referrals. The continued implementation of the Coordinated Entry system for the entire Seacoast region has formalized this intake process and ensured that the provided resources are a good match for the individual's particular situation and needs. In addition, all of the regional shelters work with the Continuum of Care on the annual Point in Time count, which in recent years has focused especially on obtaining accurate counts and needs assessments of unsheltered persons not connected with shelter or other service providers.

Addressing the emergency shelter and transitional housing needs of homeless persons.

During FY 2018, CDBG public service agency operating grants were awarded to two of the region's homeless shelters that provide services to Rochester residents, and local funding was provided to a third homeless shelter that is located within the City of Rochester. Over forty percent of the available public service agency operating grant funds awarded for FY 2018 went to funding homeless shelters and their services. All three funded shelters (My Friend's Place, Cross Roads House, and the Homeless Center for Strafford County) provide emergency shelter and supportive services to residents, including financial counseling, educational and vocational training, child care, and health clinics. Two of the three shelters have transitional housing units

available. Cross Roads House, the regional homeless shelter with the largest capacity, also runs a Housing First program.

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.

During FY 2018, CDBG funds supported two rental assistance programs for families who are threatened by homelessness, via public service grants to the SHARE Fund and Community Partners, and housing rehabilitation for low-income homeowners via funding for the Community Action Partnership of Strafford County's weatherization assistance program. Without this assistance, it is likely that these Rochester residents would have been placed at risk of losing their current housing and becoming homeless.

In particular, Community Partners' rental assistance program provides assistance to residents with mental illnesses and/or developmental disabilities. This includes both direct funding (such as for security deposits) and ongoing case management for the Community Partners client. Ongoing supportive services have been identified by several agencies, such as Community Partners and Cross Roads House, as necessary for eviction prevention.

The Community Development Coordinator has also been active in multiple coalitions and groups through FY 2018, including the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness) and the Tri-City Mayoral Homelessness Task Force. In spring 2019, the Community Development Coordinator worked with Home for All to host an educational forum for local landlords on the Family Unification Program vouchers. The forum focused on the challenges and needs of youth exiting the foster care system. The Tri-City Mayoral Homelessness Task Force worked throughout 2018 and 2019 to draft a regional homelessness master plan that included housing and employment needs analyses for residents exiting mental health facilities and correctional programs.

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.

During FY 2018, CDBG public services grants were awarded to two regional homeless shelters, My Friend's Place and Cross Roads House, which provide services to Rochester residents. These shelters have transitional housing units available and provide supportive services to residents, including financial counseling, educational and vocational training, child care, and health clinics.

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Cross Roads House also has implemented a Housing First initiative and established a housing stability/eviction prevention program to assist former shelter residents in maintaining housing once they have left the shelter. The post-housing case management has already prevented several evictions for residents who are now in permanent housing.

The City of Rochester also allocated FY 2018 funds toward the Rochester Housing Authority's Charles St. permanent supportive housing project. This project has been placed on hold due to a deficit in gap funding. The City's Community Development Coordinator met with Rochester Housing Authority during FY 2018 to discuss the funding difficulties for this project. Among possible solutions, the housing authority mentioned extending increased density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

In addition, the Community Development Coordinator has been active in multiple coalitions and groups through FY 2018, including the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness) and the Tri-City Mayoral Homelessness Task Force. In spring 2019, the Community Development Coordinator worked with Home for All to host an educational forum for local landlords on the Family Unification Program vouchers. The forum focused on the challenges and needs of youth exiting the foster care system. The Tri-City Mayoral Homelessness Task Force worked throughout 2018 and 2019 to draft a regional homelessness master plan that included housing and employment needs analyses for residents exiting mental health facilities and correctional programs.

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

Actions taken to address the needs of public housing.

The most recent Five Year Plan prepared by the Rochester Housing Authority (RHA) reports its goals and objectives as including reduction of public housing vacancies, increase in affordable housing units, the creation of workforce housing, and the promotion of economic opportunities and an increase in affordable healthcare access to low-income families. During FY 2018, CDBG funding supported two rental assistance programs for low-income residents, including residents with mental illnesses or developmental disabilities, via public service grants to the SHARE Fund and Community Partners. CDBG funding also helped fund housing rehabilitation for low-income homeowners via funding for the Community Action Partnership of Strafford County's weatherization assistance program. One new Job Opportunity Benefit loan were also awarded to a local business with an anticipated three new jobs to be created for low-income Rochester residents.

The City of Rochester also allocated FY 2018 funds toward the Rochester Housing Authority's Charles St. permanent supportive housing project. This project has been placed on hold due to a deficit in gap funding. The City's Community Development Coordinator met with Rochester Housing Authority during FY 2018 to discuss the funding difficulties for this project. Among possible solutions, the housing authority mentioned extending increased density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

In addition, Rochester Community Development staff has arranged to have all CDBG construction project bids posted at RHA housing units to encourage the hiring of public housing residents for CDBG-funded projects.

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

The Rochester Housing Authority maintains a Resident Advisory Board, including representatives from each of the RHA's housing locations, that meets to review the RHA annual and five-year plans. The Resident Advisory Board also provides input on general RHA operations. During the FY 2018 Annual Action Plan citizen participation plan and the FY 2020-2025 Consolidated Plan citizen participation process, the City of Rochester's Community Development consulted with the RHA Resident Advisory Board on identifying how to increase homeownership opportunities for lower-income residents, especially residents who are racial/ethnic minorities. This planning is currently being incorporated into the draft FY 2020-2025 Consolidated Plan and draft Analysis of Impediments to Fair Housing update.

The Community Development Coordinator also forwards programs and funding opportunity regarding affordable homeownership to RHA staff as such information becomes available.

Actions taken to provide assistance to troubled PHAs.

N/A. The Rochester Housing Authority is not designated as a troubled agency by HUD.

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 Rochester's Community Development staff has assisted the Planning Department in planning projects funded through technical assistance grants. The New Hampshire Municipal Technical Assistance Grant, which was awarded in FY 2017 and for which CDBG administrative/planning funds were used as matching funds, funded consultant work to review and revise downtown land use regulations to increase allowed density for buildings in the downtown region. A revised version of the draft downtown recommendations were adopted by the Rochester City Council in FY 2018.

The City's Community Development Coordinator also met with Rochester Housing Authority during FY 2018 to discuss the funding difficulties and regulatory difficulties for its postponed Charles St. permanent supportive housing project. Among possible solutions, the housing authority mentioned extending increased the density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

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

Some of the top underserved needs within the City of Rochester continue to be supportive services and affordable housing for residents with mental illnesses and/or substance use disorders. The main obstacles to serving these underserved needs are lack of funding and lack of organizational capacity.

These obstacles have been addressed through a variety of means. CDBG public service agency funding was awarded in FY 2018 to two regional homeless shelters, My Friend's Place and Cross Roads House, whose clients disproportionately serve residents with mental illnesses or substance use disorders. CDBG funds were also awarded to Community Partners, to provide rental assistance for lower-income clients with mental illnesses and/or developmental disabilities, and to SOS Recovery Center, to provide recovery services for residents with substance use disorders.

Throughout FY 2018, the Community Development Coordinator has also continued to remain active in the Home for All coalition (formerly known as the Greater Seacoast Coalition to End Homelessness), as the cofacilitator for its Housing Opportunities Workgroup, and with the Tri-City Mayoral Homelessness Task Force. The Housing Opportunities Workgroup worked throughout 2018 and 2019 to develop plans for a landlord reassurance fund program that would encourage landlords to accept higher-need tenants (such as those with mental illness or substance use disorders) by providing case management and fund availability for damages or missed rent payments. The Tri-City Mayoral Homelessness Task Force worked throughout 2018

and 2019 to draft a regional homelessness master plan that included housing and supportive service needs analyses for residents with mental illnesses and/or substance use disorders.

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

In spring 2019, the City of Rochester was accepted into a statewide lead poisoning community project organized by New Hampshire Listens, the Conservation Law Foundation, and New Hampshire Legal Assistance. The City of Rochester has assembled a project team comprised of staff from the Community Development Division; Planning Department; and Building, Zoning, and Licensing Services Department. Rochester Main Street, Community Action Partnership of Strafford County, and the Strafford County Public Health Network are also represented on the project team.

Through the community project, the City of Rochester plans to (1) identify where best to target limited municipal resources for maximum impact, (2) how to productively partner with community organizations to implement effective lead poisoning prevention and reduction strategies; and (3) how to evaluate progress and success of our implemented strategies.

In addition, the Community Action Partnership for Strafford County's weatherization assistance program, which received \$50,000.00 in CDBG funding during FY 2018, provides weatherization assistance to low-income residents of the City of Rochester. This includes updating heaters and boilers, replacing inadequate insulation, and other related rehabilitation activities. While performing this rehabilitation work, the weatherization assistance program also provides lead evaluation, containment, and/or abatement services when circumstances, such as the age of the home in question, indicate the need for such. In FY 2018, a total of 25 housing units received housing rehabilitation assistance, including 19 units constructed prior to 1978.

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

The City of Rochester seeks to reduce poverty among city residents through a multi-pronged strategy. One prong of this approach is the provision of direct services aimed at addressing basic and immediate needs of our most vulnerable, lowest-income residents. This includes emergency housing assistance, in the forms of funding for the region's homeless shelters and for rental assistance provided by the SHARE Fund and Community Partners. The SHARE Fund's rental assistance helps low-income residents pay security deposits or back rent payments, and Community Partners' rental assistance program helps its clients with mental illnesses and/or developmental disabilities to pay security deposits and provides ongoing supportive services throughout the clients' tenancy.

A second prong involves investment in activities and programs that will help prevent poverty and/or address poverty in the longer term. This includes funding for educational and vocational services, such as Dover Adult Learning Center's High School Equivalency Testing program. Dover Adult Learning Center provides High School Equivalency testing preparation services to lower-income residents, as well as English as a Second Language classes for Rochester's growing immigrant population.

A third prong involves investing funds to create and broaden economic opportunities within the City of Rochester. The City maintains a revolving loan fund, the Job Opportunity Benefit (JOB) loan program, to provide funding to local businesses that commit to retaining at-risk jobs or creating new jobs specifically for low- to moderate-income residents. One new JOB loan was entered into during FY 2018, with an anticipated three jobs to be created for low- and moderate-income residents.

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

The City of Rochester is a public entity that regularly plans and finances economic development projects, code enforcement, planning and zoning review, emergency financial relief assistance, and community development activities. Rochester's Community Development Division works with other city departments, including the Planning Department and Department of Public Works, and with many regional public service agencies, including agencies that receive CDBG funding subgrants and agencies that do not. This coordination has enabled the efficient provision of supportive services, housing rehabilitation, and public facilities improvements for low- and moderate-income Rochester residents. This coordination also identifies specific program and activity needs within the City, as well as other funding sources for city projects that may not qualify under CDBG.

In addition, the Community Development Coordinator regularly participates in the New Hampshire Balance of State Continuum of Care as a Rochester representative, in the Tri-City Mayoral Homelessness Task Force as a Rochester representative, and in workgroup leadership position with the Home For All coalition (formerly named the Greater Seacoast Coalition to End Homelessness) as a Rochester representative. The involvement of Community Development staff in these organizations and coalitions provides for the development and strengthening of cross-agency relationships and projects, especially those related to reducing and eliminating homelessness, one of the top community concerns.

Finally, in spring 2019, the City of Rochester was accepted into a statewide lead poisoning community project organized by New Hampshire Listens, the Conservation Law Foundation, and New Hampshire Legal Assistance. The City of Rochester has assembled a project team comprised of staff from the Community Development Division; Planning Department; and Building, Zoning, and Licensing Services Department. Rochester Main Street, Community Action Partnership of Strafford County, and the Strafford County Public Health Network are also represented on the project team. Although this planning project is still in progress, already the team has identified multiple potential cross-agency partnerships and program opportunities.

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

The Community Development Division has engaged in a broad range of outreach and networking activities throughout FY 2018, which have included regularly relaying relevant HUD, New Hampshire Bureau of Homeless and Housing Services, New Hampshire Housing Finance Authority, and other housing- and homelessness-related training opportunities to public service

agencies and other regional contacts who might be interested. The Community Development Coordinator also participates as a member of the New Hampshire Balance of State Continuum of Care, the Home For All coalition (formerly the Greater Seacoast Coalition to End Homelessness), and the Tri-City Mayoral Homelessness Task Force. As part of the Home For All coalition, the Community Development Coordinator helped plan and host a landlord outreach event encourage local landlords to participate in voucher programs

This past fiscal year also the Community Development Division partner with the Workforce Housing Coalition of the Greater Seacoast to plan a workforce housing charrette planned that took place in September 2018, which resulted in a workforce housing report and the City of Rochester receiving the coalition's 2018 Municipal Leadership Award. The Community Development Coordinator has worked with coalition staff, Rochester Housing Authority staff, city Planning and Economic Development staff, elected officials, and various non-profit partners (such as Rochester Main Street) to plan the charrette.

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

Throughout FY 2018, the Community Development Coordinator continued to collaborate with the Rochester Housing Authority to finish the consultation process for what was originally planned to be a joint Assessment of Fair Housing. Consultations have included discussions with City staff, municipal staff from neighboring jurisdictions, mental health agencies, civil rights organizations, local housing services providers, and residents of all six City wards. As the AFH Rule has been suspended, this work has resulted in the drafting of an updated Analysis of Impediments to Fair Housing. The updated Analysis of Impediments to Fair Housing was reviewed by the Rochester Community Development Committee meeting in July 2019 and will be voted upon by the full City Council in August 2019.

The Community Development Coordinator also has continued to attend and participate in relevant trainings of fair housing-related topics, such as a November 2018 fair housing training hosted by the New Hampshire Housing Finance Authority and New Hampshire Legal Assistance. The Community Development Coordinator also continues to share information on fair housing issues, such as HUD bulletins and training information, with its CDBG subrecipients as well as other relevant public service agency contacts.

One of the key goals of the city's current Analysis of Impediments to Fair Housing is to monitor city ordinances and policies that affect housing development (whether positively or negatively) and impact on housing availability and affordability for various residential demographics. Lack of housing affordability, in particular, has been identified as a key impediment to fair housing. The New Hampshire Municipal Technical Assistance Grant, which was awarded in FY 2017 and for which CDBG administrative/planning funds were used as matching funds, funded consultant work to review and revise downtown land use regulations to increase allowed density for buildings in the downtown region. A revised version of the draft downtown recommendations were adopted by the Rochester City Council in FY 2018.

In addition, the City's Community Development Coordinator also met with Rochester Housing Authority during FY 2018 to discuss the funding difficulties and regulatory difficulties for its postponed Charles St. permanent supportive housing project. Among possible solutions, the housing authority mentioned extending increased the density allowances in the downtown region to the entire city. The Community Development Coordinator has relayed this suggestion to the City of Rochester Planning Department for analysis and consideration.

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 of Rochester collects both quarterly and annual reports from its subrecipients. These reports include racial/ethnic, sex, income, and other demographical information of clients served, as well as expense details. In June 2019, the Community Development Coordinator performed annual site monitoring visits to the offices of all FY 2018 CDBG grant subrecipients, as part of its established policy to provide annual monitoring to all CDBG subrecipients. There is a monitoring checklist that the City of Rochester uses to facilitate these visits, and the checklist is attached to this report.

During each visit, Community Development staff interviewed key agency personnel, reviewed program and financial documents, and discussed performance successes and challenges. Financial monitoring includes discussion and review of the subrecipient procurement policies, review of the audit trail report and CDBG trial balance report, review and discussion of the subrecipient's most recent audit or equivalent financial statements, review and discussion of the subrecipient's system of internal controls, review of any CDBG expenditures on staff salary/benefits, and review and discussion of cost allowability.

There were no performance issues identified during any of the FY 2018 subrecipient site visits. However, based on quarterly reports and annual site monitoring visits, the City of Rochester may identify deficiencies and formulate corrective action plans to remediate these deficiencies. For example, the successful completion of a corrective action plan for the Community Action Partnership of Strafford County's weatherization assistance program was discussed in the FY 2016 CAPER, and documentation on this correction plan and procedures was supplied as an attachment with the FY 2017 CAPER.

Prior to the award of any CDBG funds, all potential subrecipients are subject to risk assessment during the grant application process. The City of Rochester CDBG grant application requires agencies to provide information on agency history, federal grant management experience, budget information, information on board of directors and administrator-level staff, whether the agency currently collects client demographics data and has a conflicts of interest policy, and whether and how the agency currently employs performance measures. A copy of the agency's most recent financial review and a description of any findings from the most recent financial review are also requested as grant application attachments.

Community Development staff also performed environmental reviews for all CDBG-funded projects and Davis-Bacon Act wage rate compliance monitoring for all CDBG-funded construction projects. For environmental reviews, this included field site visits to project sites and consultations with the New Hampshire Division of Historical Resources for projects not already covered under the Programmatic Agreement between the City of Rochester and the Division of Historical Resources. Community Development staff also discussed environmental review procedures with all FY 2018 CDBG subrecipients prior to the beginning of the fiscal year to ensure that all subrecipients understood that work on the projects could not begin until the completion of the environmental review.

For Davis-Bacon Act compliance, this has included site visits to Spaulding High School and Maple St.

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Magnet School for the two chairlift installation projects. No compliance issues were identified during the site visits or in review of submitted payroll documentation. The Rochester Housing Authority's Charles St. permanent supportive housing project has been postponed, so there was no Davis-Bacon Act monitoring for this project. The Community Action Partnership of Strafford County's weatherization assistance program is currently exempt from Davis-Bacon Act requirements, as work occurs on single-family and duplex homes.

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 final draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is made available to the public through a variety of means. Hard copies of the report are provided for public viewing at City Hall, the Rochester Public Library, and the Office of Economic and Community Development. An electronic copy of the report is provided for public viewing and download on the City of Rochester's Community Development Division webpage at <https://www.rochesternh.net/community-developmentdivision/pages/annual-reports>. Notice of the public comment opportunity on the draft CAPER is posted in a local newspaper of general circulation, *Foster's Daily Democrat*, as well as at City Hall, the Rochester Public Library, the Rochester Community Center, and on the Community Development Division webpage. The notice also includes information in French on how to receive an oral interpretation of the plan, if needed, in accordance with the City of Rochester's Language Access Plan.

Notice of the public comments period regarding the draft FY 2018 CAPER was posted on July 25, 2019, more than 30 days prior to the submission of this CAPER to HUD. No comments were received.

Summary of Public Comments Received

No comments were received from the public during the public comments period.

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.

There have not been any changes in the City of Rochester's program objectives during FY 2018. The City of Rochester would, and has, changed its activities as a result of its experiences in implementing CDBG programs and activities, however. For example, in FY 2015-2016, the City of Rochester has discontinued CDBG funding to the New Hampshire Small Business Development Center due to ongoing performance issues and after counseling and other attempts to improve performance were unsuccessful. Also, in FY 2016-2017, there were three minor plan amendments that allocated allocated prior year unexpended CDBG funds on previously approved activities (the Community Action Partnership of Strafford County weatherization program, the Tri-City Co-op HVAC and handicap ramp project, and the Homeless Center for Strafford County back-up generator project)

Also, during FY 2018, Community Partners reported no activity and no clients served during quarter 2 and 3. The Community Development Coordinator met with Community Partners staff to discuss this lack of performance and to advise that continued non-performance would result in a corrective action plan and, if necessary, defunding. Community Partners improved performance significantly in quarter 4 of FY 2018 and ultimately met its performance goals for the program year.

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

The City of Rochester does not have any open Brownfields Economic Development Initiative grants.

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

N/A. The City of Rochester is not a BEDI grantee.

FY 18 Rochester NH CAPER Checklist

**REGION ONE -BOSTON
2018 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) COMPLETENESS
CHECKLIST FOR ENTITLEMENTS**

Grantee: <u>City of Rochester, NH</u>	Program year: <u>2018</u>
Reviewed by: <u>N/A</u>	Date: <u>9/16/2019</u>
Programs covered by the report: <input checked="" type="checkbox"/> CDBG <input type="checkbox"/> CDBG-Section 108 <input type="checkbox"/> HOME <input type="checkbox"/> ESG <input type="checkbox"/> HOPWA <input type="checkbox"/> HTF	
Date CAPER due:	9/30/2019
Date CAPER received (see timestamp below "Status" on CR-00):	

IDIS Reports for CAPER Review: For additional assistance in completing a CAPER review, CPD staff may want to use the PR03, PR23, PR26, PR33 and PR91. *If the jurisdiction is an HTF subgrantee, use the PR108 and PR109 reports.* Updated instructions on how to review the PR26 Report may be found in the *Troubleshooting Guide for the PR26 CDBG Financial Summary Report* distributed to all field offices. The guide may also be accessed at <https://www.hudexchange.info/resource/2652/updated-instructions-completing-cdbg-financial-summary-report-pr26/>.

Consortia CAPERS: All consortia grantees – lead and member communities – are responsible for submitting their own CAPERS. Consortia CAPERS are not connected in the system. Each member can create their own separately.

System Troubleshooting Guide: This checklist contains an IDIS CAPER troubleshooting guide with information on current screen and download issues. For example, supplemental and attached information provided by the grantee may not download into the Word document. Reviewers using a Word download should also check the referenced screen to pull up and review attached supplemental information. For a complete e-Con Planning Suite troubleshooting guide, access it at: <https://www.hudexchange.info/resources/documents/Troubleshooting-Guide-Consolidated-Plan-Template-in-IDIS.pdf>.

Section 3: Date grantee submitted Section 3 report in SPEARS _____

CONCLUSION AND RECOMMENDATION: Based on my review of this report, in accordance with all applicable regulations, I find this report to be:

- Satisfactory
- Unsatisfactory

Comments: Type comments here.

SIGNED:	
Reviewer: _____	Date: _____
Program Manager: _____	Date: _____
CPD Director: _____	Date: _____

	Yes	No	Comments/Verification
Citizen Participation 91.105(d)(2), 91.115(d) – CR-00 or CR-40			
Is there evidence the 15-day comment period for citizens was provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is there a summary of comments received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-05: Goals & Outcomes 91.520(a) & 91.520(d)			
Did the report provide an assessment of progress in carrying out its strategic plan and Action Plan (including the HTF allocation plan)? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the report provide an assessment of how the use of funds, particularly CDBG, addressed the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified? (91.520(d))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<i>Notes: The grantee should cite specific examples from the two tables on CR-05 to highlight specific accomplishments and, if applicable, explain why progress was not made toward meeting specific goals, objectives, and proposed outcomes. Additional content can also be provided by the grantee as uploaded document to the CR-05 screen. Reviewers should note-These uploads will not appear in the downloaded word report.</i>			
CR-10: Racial & Ethnic Composition of Families Assisted			
Did the grantee provide the racial/ethnic data for accomplishments? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<i>Notes: This table is read-only and cannot be edited. Information in the table is from activity accomplishment data entered by the grantee during the program year into IDIS. ESG Specific: Accomplishments associated with ESG projects are recorded in the Homeless Management Information System (HMIS) and are not recorded in IDIS. ESG recipients will report this data in Sage HMIS.</i>			
CR-15: Resources and Investments			
For each target area, the system will carry forward the planned percentages of allocation from the Action Plan. If no target areas are identified in the Strategic Plan or the HTF allocation plan (for HTF grantees) does the narrative discuss the geographic distribution and location of investments? (91.520(a))	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Is there a description of how any publicly owned land or property located within the jurisdiction was used to address the needs identified in the plan? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee explain how federal funds leveraged additional resources (private, state, and local funds)? (91.520(a))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is there a description of how HOME and ESG matching requirements were satisfied? (91.520(a))	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Fiscal Year Summary – HOME Match (HUD 40107-A Report)			
1. Excess match from prior Federal fiscal year. This should be the amount of carry-over from the previous year's match report. (Line 5 from prior year report)	<input type="checkbox"/>	<input type="checkbox"/>	N/A.

	Yes	No	Comments/Verification
2. Match contributed during current Federal fiscal year. This should be the total listed from the Match Contribution table on this screen. (Sum of column 9)	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
3. Total match available for current Federal fiscal year (Line 1 + Line 2). System calculated.	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
4. Match liability for current Federal fiscal year. This should be the same amount as that listed on the PR33 Home Match Liability Report under the column Match Liability Amount for the current fiscal year.	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
5 Excess match carried over to next Federal fiscal year (Line 3- Line 4). System calculated	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Match Contribution for the Federal Fiscal Year			
Is the PJ's method of identifying the project understandable in case CPD needed to review this information? <i>If the project is HOME -funded, it is recommended to use the IDIS activity number as the project number. For match projects that are not HOME-funded, a numbering system that includes the prefix "NON" should be recommended.</i>	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Do the dates the match was contributed fall within the correct Federal Fiscal Year for this reporting period (Column 2)?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
HOME Program Income			
Verify amount received during reporting period by using the PR09 Report	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Verify the total amount expended during reporting period by using the PR07 Report.	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Verify the amount expended for TBRA by using the PR05 or PR07 Report.	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Verify the balance on hand at end of reporting period by using the PR09 Report.	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
<p><i>Notes: Expenditure data on the CR-15 screen is generated by IDIS based on drawdowns completed during the program year. Drawdowns made after the CAPER is generated will not appear on this screen. The grantee may update values in both columns to reflect draws made after the CAPER is begun.</i></p> <p><i>HOME-specific: Section 220(a) of the HOME Statute requires participating jurisdictions (PJs) to make matching contributions based on the amount of HOME funds disbursed from the PJ's HOME Investment Trust Fund during the Federal fiscal year. Consequently, PJs must report matching contributions based on the Federal fiscal year, NOT the PJ's program year. The amount reported is based on the Federal fiscal year immediately preceding the end of the PJ's program year. For example, if the last day of a PJ's program year is March 31, 2015, the timeframe for reporting match would be October 1, 2013 through September 30, 2014. If the last day of a PJ's program year is September 30, 2015, the timeframe for reporting match would be October 1, 2014 through September 30, 2015. The IDIS PR33 Report identifies the PJ's matching liability amount for each Federal fiscal year.</i></p>			
CR-20: Affordable Housing			
Did the grantee provide the actual number of households provided affordable housing units in the	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Yes	No	Comments/Verification
program year? Use the PR-03 and PR23 reports to assist in the review.			
<p><i>Note: This table contains information entered by the grantee into the Action Plan. The table only includes the grantee's goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year using funds made available to the jurisdiction as specified in their Annual Action Plan on screen AP-55 – Affordable Housing. For the purpose of this section, the term "affordable housing" is defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership. The numbers reported for actual should be consistent with the accomplishments reported at the Activity level in IDIS. Several reports, including the PR23 – Summary of Accomplishments for CDBG and HOME, can help the jurisdiction determine the actual number of ELI, LI, and MI renter and owner households that were provided affordable housing units during the program year. The grantee should be asked to revise the numbers in its Annual Action Plan, if the one-year goal field includes numbers that do not meet the definition of "affordable housing" as defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership. Other housing units assisted that do not meet the definition of "affordable housing" in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership may be discussed separately. These estimates should not include the provision of emergency shelter, transitional shelter, or social services.</i></p>			
Did the grantee provide the actual number of households supported?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p><i>Note: This table lists the goals and actual number of affordable housing units produced in the program year for each type of housing assistance (rental assistance, production of new units, rehabilitation of existing units, and acquisition of existing units). The One-Year Goal field is system-generated based on the information from screen AP-55 – Affordable Housing in the Annual Action Plan. The numbers reported in the Actual field should be consistent with the accomplishments reported at the Activity level in IDIS. Several reports, including the PR23 – Summary of Accomplishments for CDBG & HOME, can help the jurisdiction determine the actual counts for the program year. Grantees can adjust these values to correct actual numbers. For the purpose of this section, the term "affordable housing" is defined in the HOME regulations at 24 CFT 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership.</i></p>			
Did the grantee discuss the difference between goals & outcomes and any problems encountered in meeting these goals? 91.520	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee discuss how these outcomes will impact future annual Action Plans?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee provide the actual number of households provided affordable housing with both CDBG, HOME and HTF funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The number of extremely low -income renter households?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER screens do not divide by renters and owners
The number of extremely low- income owner households?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER screens do not divide by renters and owners
The number of low income renter households?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER screens do not divide by renters and owners
The number of low income owner households?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER screens do not divide by renters and owners

	Yes	No	Comments/Verification
The number of moderate income renter households?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER screens do not divide by renters and owners
The number of moderate income owner households?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER screens do not divide by renters and owners
The number of middle income persons served?	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER does not include this question.
The number of homeless persons served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is the number of owner and renter households assisted meet the Section 215 definition of affordable housing included?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
<p><i>Note: This table should display the number of persons assisted at each income level who received housing assistance during the program year. The numbers reported for actual based on accomplishments entered into IDIS at the activity level. Incorrect numbers may be the result of accomplishments entered after the CAPER was created. Several reports, including the PR23 – Summary of Accomplishments, can help the jurisdiction determine the actual counts for the number of households that were provided affordable housing units during the program year. Grantees can adjust these values in the system to correct actual numbers. Compare the number of ELI, LI, MI, and homeless households provided affordable housing with narrative for the strategic plan goals summary screen SP-45 to determine progress in meeting the strategic plan goal. For the purpose of this section, the term “affordable housing” for all program accomplishments is defined in the HOME regulations at 24 CFT 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership.</i></p> <p><i>. Other housing units assisted that do not meet the definition of “affordable housing” in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership and in the HTF regulations at 24 CFR 93.302 for rental housing and 24 CFR 93.304 for homeownership, may be discussed separately. These estimates should not include the provision of emergency shelter, transitional shelter, or social services.</i></p>			
Did the grantee provide additional narrative regarding the information provided by these tables? Is there an evaluation of progress in meeting its specific objective of providing affordable housing assistance during the reporting period? Each type of owner and renter household should be discussed (ELI, LI, Mod, MI, Homeless)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Is there a summary of the efforts to address “worst case needs”, and progress in meeting the needs of persons with disabilities? Worst-case housing needs are defined as low-income renter households who pay more than half of their income for rent, live in seriously substandard housing, which includes homeless people, or have been involuntarily displaced. The needs of persons with disability do not include beds in nursing homes or other service-centered facilities.	<input type="checkbox"/>	<input type="checkbox"/>	2018 CAPER does not include this question
Did the grantee describe other actions taken to foster and maintain affordable housing? 91.220(k); 91.520(a). This info may also be on the CR-50 screen.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
States Only: Did the state include the coordination of LIHTC with the development of affordable housing?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.

	Yes	No	Comments/Verification
91.320(j); 92.520(a). This info may also be on the CR-50 screen.			
CR-25: Homeless and Other Special Needs			
Does the report the grantee's progress in reaching out to homeless persons, especially unsheltered persons, and assessing their individual needs? 91.520(c)(1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Address the emergency shelter and transitional housing needs of homeless persons? 91.520(c)(2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Address helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(a) Likely to become homeless after being discharged from publicly funded institutions and systems of care, such as health care facilities, correction programs, mental health facilities, foster care and other youth facilities? (91.520(c)(4)(ii))	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(b) Receiving assistance from public or private agencies that address housing, health, social services, employment, education or youth needs? 91.520(c)(4)(ii). The grantee should explain how the jurisdiction is implementing a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Address 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 experienced homelessness, facilitating access for homeless individuals and families to affordable units, and preventing individuals and families who were recently homeless from becoming homeless again? 91.520(c)(3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-30: Public Housing			
Did the grantee identify actions taken to address the needs of public housing? 91.520(a)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to encourage public housing residents to become more involved in management and participate in homeownership? 91.520(a)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If grantee has a troubled PHA, did it identify actions to provide assistance to this PHA?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.

	Yes	No	Comments/Verification
CR-35: Other Actions			
Did the grantee describe actions taken to remove or improve 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to address obstacles to meeting underserved needs? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to reduce lead-based paint hazards? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to reduce the number of poverty-level families? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to develop institutional structure? 91.220(k); 91.320(j)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to enhance coordination between public and private housing and social service agencies? 91.220(k); 91.320(j)	<input type="checkbox"/>	<input type="checkbox"/>	
Did the grantee identify actions taken to overcome the effects of any impediments identified in the grantee's analysis of impediments to fair housing choice or AFH? 91.520(a)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-40: Monitoring			
Did the grantee describe the standards and procedures used to monitor activities and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and comprehensive planning requirements? This should include all CPD funds received: CDBG (Including Section 108, if applicable), HOME, HTF, ESG & HOPWA.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Did the grantee describe efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports, including minorities, non-English speaking persons and persons with disabilities? 91.520(a)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CR-45: CDBG Grantees			
Did the grantee specify the nature of, and reasons for, any changes in the grantee's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences? 91.520(d)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Does the grantee have an existing Section 108 guaranteed loan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2018 CAPER does not include this question

	Yes	No	Comments/Verification
If yes, did the grantee report accomplishments and program income on any open activities during the last year?			2018 CAPER does not include this question
Does the grantee have any open Brownfields Economic Development Initiative (BEDI) grants?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes, did the grantee describe grant accomplishments and program outcomes during the last year?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
<p>NOTE: Section 108 recipients and BEDI grantees should describe program accomplishments and outcomes following instructions for Section 108 reporting contained in Chapters 8 and 9 of the IDIS Online for CDBG Entitlement Communities Training Manual at: https://www.hudexchange.info/resource/2685/idis-online-for-cdbg-entitlement-communities-training-manual/. Review IDIS PR03 Report to determine extent to which extremely low-income, low-income, and moderate-income served by each activity where information on income by family is required to determine the eligibility of the activity. 91.520(d) Review jurisdictions with a HUD-approved neighborhood revitalization strategy to determine progress against benchmarks for the program year.</p>			

FINANCIAL ANALYSIS:

To ensure the integrity of the CAPER, a comprehensive review of both programmatic and financial analysis should be performed. The financial review evaluates the fiscal integrity and financial capacity of the grantee and can be used as a part of the Annual Community Assessment. This section examines the financial data for accuracy, necessity, and compliance with Federal cost principles and agency. Deficiencies found during the financial analysis do not affect the determination as to whether or not the CAPER is satisfactory; however, any violations in the following regulatory requirements could result in a monitoring finding.

	Yes	No	Comments/Verification
CAPER Financial Analysis			
CDBG Entitlement Grantee: (PR26) – Note use the PR26 Troubleshooting Guide to verify calculations are correct, particularly in regard to PI and SI for both annual allocations and Section 108 loan guarantees.			
Was the 70% low/mod overall spending requirements for CDBG met? (PR26 Report)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If this is a multi-year certification, review period covered.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Has the grantee exceeded the 20% administrative cap for CDBG?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Has the grantee exceeded the 15% public service cap? for CDBG?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>Grant-based admin cap: Run a PR26 CDBG Activity Summary by Selected Grant report for 2015-2018. Has the grantee exceeded the 20% grant-based administrative cap for any open CDBG grants since 2015?</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
HOME PJ: (PR 22, PR25, PR49, PR27)			
Has the PJ exceeded the 10% administrative cap for HOME?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the PJ met the 15% CHDO set-aside for HOME?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the PJ met its 24-month HOME commitment requirement? (Does not apply to deadlines that occur in 2017- 2019).	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the PJ met its five-year HOME expenditure requirement? (Does not apply to FY 2015 grant and later).	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
HTF Grantee: (PR 108 and PR109) If a jurisdiction has received HTF funds, this section should be reviewed.			
Has the grantee exceeded the 10% administrative cap for HTF?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the grantee met its 24-month HTF commitment requirement?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the grantee met its five year HTF expenditure requirement?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.

	Yes	No	Comments/Verification
Has the grantee met its HTF activity spending requirements? (Minimum 80 percent for rental housing, maximum of 10 percent for homeownership housing) 24 CFR 93.200(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the grantee met its HTF income targeting requirements per 24 CFR 93.250?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Has the grantee exceeded the 1/3% operating cost cap for HTF, per 24 CFR 93.200?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
HOPWA Grantee: (paper APR CAPER)			
<i>Note: Use the paper APR CAPER until the IDIS accomplishment screen is fully functional.</i>			
Has the grantee exceeded the 3% administrative cap for HOPWA or the 7% administrative cap by project sponsors under HOPWA?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Did the jurisdiction 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?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
ESG Grantee: (PR91, PR93)			
Has the jurisdiction exceeded the 7.5% administrative cap for ESG?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Does the amount of ESG funds for street outreach and emergency shelter activities exceed the greater of 60% of the jurisdiction's fiscal year ESG grant or the amount of FY2010 ESG funds committed for homeless assistance activities?	<input type="checkbox"/>	<input type="checkbox"/>	N/A.
Is the jurisdiction on track to meet the 24-month expenditure deadlines? (See the ESG Operating Instructions for guidance about possible corrective actions when the expenditure deadline has not been met.)	<input type="checkbox"/>	<input type="checkbox"/>	N/A.

CAPER Troubleshooting Guide: This chart outlines known system issues and the interim solution.

Screen	Table Name	System issue	Interim Solution
CAPER Set-up for Consortia	Setting up CAPERS for Consortia members	How Consortia members set up CAPERS in the system.	All consortia grantees - lead and participating - are responsible for setting up and submitting their own CAPERS. CAPERS are not connected in the system and each member can generate their own separately.
CR-25	First 2 textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first two textboxes.	Please manually add the text in the MS Word download document before making it available for public comment. When the plan is submitted for review, the Field Office will be able to view the inserted objects when reviewing the screen.
CR-30	First 2 textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first two textboxes.	Please manually add the text in the MS Word download document before making it available for public comment. When the plan is submitted for review, the Field Office will be able to view the inserted objects when reviewing the screen.
CR-35	First 6 textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first six textboxes.	Please manually add the text in the MS Word download document before making it available for public comment. When the plan is submitted for review, the Field Office will be able to view the inserted objects when reviewing the screen.
CR-35	Second and third textboxes	The on-screen label for the 2nd text box is incorrectly repeated as the label for the 3rd text box. The label for the 3rd text box should be "Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)."	Please respond to the meeting underserved needs questions in the second text box and answer the lead-based paint question in the third text box. The correct label for the third text box appears in the MS Word download document.
CR-40	First textbox	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the first textbox.	Please manually add the text in the MS Word download document before making it available for public comment. When the plan is submitted for review, the Field Office will be able to view the inserted objects when reviewing the screen.
CR-50	Second and third textboxes	Inserted objects (including text boxes, JPEGs, and tables) on this screen do not appear in MS Word download for the second and third textboxes.	Please manually add the text in the MS Word download document before making it available for public comment. When the plan is submitted for review, the Field Office will be able to view the inserted objects when reviewing the screen.

Screen	Table Name	System issue	Interim Solution
CR-60	ESG Recipient Information	Unable to add a subrecipient to the subrecipient list.	If the subrecipient list available through CR-60 does not include a particular subrecipient, it is because the entity was not included on any of the jurisdiction's funded ESG activities in IDIS. However, jurisdictions may go back to the IDIS funding screens to add an ESG subrecipient to an activity if that activity still has funds available. After the subrecipient has been added, it will automatically appear in the selection list generated on screen CR-60 and can be selected by the jurisdiction completing the CAPER. The instructions for setting up subrecipients are located in Section 6.2 of the IDIS Guide for ESG and be accessed at: https://www.hudexchange.info/resource/1857/using-idis-online-for-the-emergency-solutions-grants-esg-program/ . If the user is unable to add an ESG subrecipient to an activity because the funds for that activity have been fully drawn, the jurisdiction should submit an AAQ to the HUD Exchange for assistance.
CR-75	Other Grant Expenditures	Totals in tables 11e and 11g in the MS Word download currently exclude the 'Street outreach' values in table 11d from the total calculation	Please manually add the text in the MS Word document before making it available for public comment. When the plan is submitted for review, the Field Office will be able to view the screens where users have entered responses.

PR 26 Financial Summary Report ORIGINAL



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 ROCHESTER , NH

DATE: 09-13-19
 TIME: 16:13
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	182,715.63
02 ENTITLEMENT GRANT	290,637.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	43,277.25
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)	516,629.88
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	288,236.55
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	84,054.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	372,290.55
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	55,727.82
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)	428,018.37
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	88,611.51
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	288,236.55
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	288,236.55
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	77.42%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	Py: 2018 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	43,529.55
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	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	43,529.55
32 ENTITLEMENT GRANT	290,637.00
33 PRIOR YEAR PROGRAM INCOME	63,047.04
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	353,684.04
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.31%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	55,727.82
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)	55,727.82
42 ENTITLEMENT GRANT	290,637.00
43 CURRENT YEAR PROGRAM INCOME	43,277.25
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	333,914.25
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	16.69%



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

Report returned no data.

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

Report returned no data.

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
2017	6	574	6211772	Rochester Recreation Department Tennis Court Lights Project	03F	LMA	\$64,705.00
2017	6	574	6246423	Rochester Recreation Department Tennis Court Lights Project	03F	LMA	\$19,349.00
					03F	Matrix Code	\$84,054.00
2018	2	586	6211772	Cross Roads House	03T	LMC	\$3,000.00
2018	2	586	6246423	Cross Roads House	03T	LMC	\$3,000.00
2018	2	586	6268372	Cross Roads House	03T	LMC	\$3,000.00
2018	2	586	6299807	Cross Roads House	03T	LMC	\$3,000.00
2018	2	587	6211772	My Friends Place	03T	LMC	\$1,750.00
2018	2	587	6246423	My Friends Place	03T	LMC	\$1,750.00
2018	2	587	6268372	My Friends Place	03T	LMC	\$1,750.00
2018	2	587	6299807	My Friends Place	03T	LMC	\$1,750.00
					03T	Matrix Code	\$19,000.00
2018	5	595	6246423	School Department - Maple St. Magnet School Chairlift	03Z	LMC	\$8,790.00
2018	5	595	6268372	School Department - Maple St. Magnet School Chairlift	03Z	LMC	\$37,710.00
2018	5	596	6268372	School Department - Spaulding High School Chairlift	03Z	LMC	\$14,153.00
					03Z	Matrix Code	\$60,653.00
2018	2	593	6211772	SOS Recovery Center	05F	LMC	\$1,250.00
2018	2	593	6246423	SOS Recovery Center	05F	LMC	\$1,250.00
2018	2	593	6268372	SOS Recovery Center	05F	LMC	\$1,250.00
2018	2	593	6299807	SOS Recovery Center	05F	LMC	\$1,250.00
					05F	Matrix Code	\$5,000.00
2018	2	591	6211772	Dover Adult Learning Center	05H	LMC	\$1,250.00
2018	2	591	6246423	Dover Adult Learning Center	05H	LMC	\$1,250.00
2018	2	591	6268372	Dover Adult Learning Center	05H	LMC	\$1,250.00
2018	2	591	6299807	Dover Adult Learning Center	05H	LMC	\$1,250.00
					05H	Matrix Code	\$5,000.00
2018	2	590	6211772	Court-Appointed Special Advocates of NH	05N	LMC	\$727.62
2018	2	590	6246423	Court-Appointed Special Advocates of NH	05N	LMC	\$727.62
2018	2	590	6268372	Court-Appointed Special Advocates of NH	05N	LMC	\$727.62
2018	2	590	6299807	Court-Appointed Special Advocates of NH	05N	LMC	\$727.64
					05N	Matrix Code	\$2,910.50
2018	2	592	6211772	Tri-City Consumers Action Cooperative	05O	LMC	\$924.67
2018	2	592	6246423	Tri-City Consumers Action Cooperative	05O	LMC	\$921.27
2018	2	592	6268372	Tri-City Consumers Action Cooperative	05O	LMC	\$921.27
2018	2	592	6299807	Tri-City Consumers Action Cooperative	05O	LMC	\$917.84
					05O	Matrix Code	\$3,685.05
2018	2	588	6211772	Community Partners - Rental Assistance	05Q	LMC	\$364.00
2018	2	588	6299807	Community Partners - Rental Assistance	05Q	LMC	\$2,570.00
2018	2	589	6211772	SHARE Fund	05Q	LMC	\$1,250.00
2018	2	589	6246423	SHARE Fund	05Q	LMC	\$1,250.00
2018	2	589	6268372	SHARE Fund	05Q	LMC	\$1,250.00
2018	2	589	6299807	SHARE Fund	05Q	LMC	\$1,250.00
					05Q	Matrix Code	\$7,934.00
2018	3	594	6211772	Strafford CAP Weatherization Assistance Program	14A	LMH	\$4,966.77
2018	3	594	6246423	Strafford CAP Weatherization Assistance Program	14A	LMH	\$27,775.21



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	3	594	6268372	Strafford CAP Weatherization Assistance Program	14A	LMH	\$2,000.00
2018	3	594	6299807	Strafford CAP Weatherization Assistance Program	14A	LMH	\$15,258.02
					14A	Matrix Code	\$50,000.00
2018	4	598	6264905	KW Thompson Tool Co JOB Loan	18A	LMJ	\$50,000.00
					18A	Matrix Code	\$50,000.00
Total							\$288,236.55

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	2	586	6211772	Cross Roads House	03T	LMC	\$3,000.00
2018	2	586	6246423	Cross Roads House	03T	LMC	\$3,000.00
2018	2	586	6268372	Cross Roads House	03T	LMC	\$3,000.00
2018	2	586	6299807	Cross Roads House	03T	LMC	\$3,000.00
2018	2	587	6211772	My Friends Place	03T	LMC	\$1,750.00
2018	2	587	6246423	My Friends Place	03T	LMC	\$1,750.00
2018	2	587	6268372	My Friends Place	03T	LMC	\$1,750.00
2018	2	587	6299807	My Friends Place	03T	LMC	\$1,750.00
					03T	Matrix Code	\$19,000.00
2018	2	593	6211772	SOS Recovery Center	05F	LMC	\$1,250.00
2018	2	593	6246423	SOS Recovery Center	05F	LMC	\$1,250.00
2018	2	593	6268372	SOS Recovery Center	05F	LMC	\$1,250.00
2018	2	593	6299807	SOS Recovery Center	05F	LMC	\$1,250.00
					05F	Matrix Code	\$5,000.00
2018	2	591	6211772	Dover Adult Learning Center	05H	LMC	\$1,250.00
2018	2	591	6246423	Dover Adult Learning Center	05H	LMC	\$1,250.00
2018	2	591	6268372	Dover Adult Learning Center	05H	LMC	\$1,250.00
2018	2	591	6299807	Dover Adult Learning Center	05H	LMC	\$1,250.00
					05H	Matrix Code	\$5,000.00
2018	2	590	6211772	Court-Appointed Special Advocates of NH	05N	LMC	\$727.62
2018	2	590	6246423	Court-Appointed Special Advocates of NH	05N	LMC	\$727.62
2018	2	590	6268372	Court-Appointed Special Advocates of NH	05N	LMC	\$727.62
2018	2	590	6299807	Court-Appointed Special Advocates of NH	05N	LMC	\$727.64
					05N	Matrix Code	\$2,910.50
2018	2	592	6211772	Tri-City Consumers Action Cooperative	05O	LMC	\$924.67
2018	2	592	6246423	Tri-City Consumers Action Cooperative	05O	LMC	\$921.27
2018	2	592	6268372	Tri-City Consumers Action Cooperative	05O	LMC	\$921.27
2018	2	592	6299807	Tri-City Consumers Action Cooperative	05O	LMC	\$917.84
					05O	Matrix Code	\$3,685.05
2018	2	588	6211772	Community Partners - Rental Assistance	05Q	LMC	\$364.00
2018	2	588	6299807	Community Partners - Rental Assistance	05Q	LMC	\$2,570.00
2018	2	589	6211772	SHARE Fund	05Q	LMC	\$1,250.00
2018	2	589	6246423	SHARE Fund	05Q	LMC	\$1,250.00
2018	2	589	6268372	SHARE Fund	05Q	LMC	\$1,250.00
2018	2	589	6299807	SHARE Fund	05Q	LMC	\$1,250.00
					05Q	Matrix Code	\$7,934.00
Total							\$43,529.55

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
2018	1	585	6211772	Planning and Administration	21A		\$18,792.87
2018	1	585	6246423	Planning and Administration	21A		\$16,609.63



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	1	585	6268372	Planning and Administration	21A		\$10,774.71
2018	1	585	6279356	Planning and Administration	21A		\$7,212.15
2018	1	585	6299807	Planning and Administration	21A		\$2,338.46
						Matrix Code	<u>\$55,727.82</u>
Total							\$55,727.82

PR 26 Activity Summary Report

PR26 - Activity Summary by Selected Grant
 Date Generated: 09/13/2019
 Grantee: ROCHESTER
 Grant Year: 2018

Total Grant Amount for 2018 Grant year = \$290,637.00													
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	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)
NH	ROCHESTER	2018	B18MC330004	Administrative And Planning	21A		585	Open	\$58,127.40	\$55,727.82		\$58,127.40	\$55,727.82
Administrative And Planning									\$58,127.40	\$55,727.82	19.17%	\$58,127.40	\$55,727.82
NH	ROCHESTER	2018	B18MC330004	Housing	12	LMH	597	Cancel	\$0.00	\$0.00		\$0.00	\$0.00
NH	ROCHESTER	2018	B18MC330004	Housing	14A	LMH	594	Open	\$50,000.00	\$50,000.00		\$50,000.00	\$50,000.00
Housing									\$50,000.00	\$50,000.00	17.20%	\$50,000.00	\$50,000.00
NH	ROCHESTER	2018	B18MC330004	Public Improvements	03F	LMA	613	Open	\$0.00	\$0.00		\$0.00	\$0.00
NH	ROCHESTER	2018	B18MC330004	Public Improvements	03Z	LMC	595	Open	\$46,500.00	\$46,500.00		\$46,500.00	\$46,500.00
NH	ROCHESTER	2018	B18MC330004	Public Improvements	03Z	LMC	596	Open	\$31,116.00	\$14,153.00		\$31,116.00	\$14,153.00
Public Improvements									\$77,616.00	\$60,653.00	20.87%	\$77,616.00	\$60,653.00
NH	ROCHESTER	2018	B18MC330004	Public Services	03T	LMC	586	Open	\$12,000.00	\$12,000.00		\$12,000.00	\$12,000.00
NH	ROCHESTER	2018	B18MC330004	Public Services	03T	LMC	587	Open	\$7,000.00	\$7,000.00		\$7,000.00	\$7,000.00
NH	ROCHESTER	2018	B18MC330004	Public Services	05F	LMC	593	Open	\$5,000.00	\$5,000.00		\$5,000.00	\$5,000.00
NH	ROCHESTER	2018	B18MC330004	Public Services	05H	LMC	591	Open	\$5,000.00	\$5,000.00		\$5,000.00	\$5,000.00
NH	ROCHESTER	2018	B18MC330004	Public Services	05N	LMC	590	Open	\$2,910.50	\$2,910.50		\$2,910.50	\$2,910.50
NH	ROCHESTER	2018	B18MC330004	Public Services	05O	LMC	592	Open	\$3,685.05	\$3,685.05		\$3,685.05	\$3,685.05
NH	ROCHESTER	2018	B18MC330004	Public Services	05Q	LMC	588	Open	\$3,000.00	\$2,934.00		\$3,000.00	\$2,934.00
NH	ROCHESTER	2018	B18MC330004	Public Services	05Q	LMC	589	Open	\$5,000.00	\$5,000.00		\$5,000.00	\$5,000.00
Public Services									\$43,595.55	\$43,529.55	14.98%	\$43,595.55	\$43,529.55
Total 2018									\$229,338.95	\$209,910.37	72.22%	\$229,338.95	\$209,910.37
Grand Total									\$229,338.95	\$209,910.37	72.22%	\$229,338.95	\$209,910.37

FY 18 Rochester NH CAPER Public Comments

SeacoastClassifiedAds

Local listings for Portsmouth Herald, Exeter News-Letter, Hampton Union, York County Coast Star, York Weekly, Foster's Daily Democrat.

Search Classifieds



★
Legal Notice PUBLIC NOTICE – CITY OF ROCHESTER - CDBG FY 2019 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT In accordance with federal regulations governing the use of Community Development Block Grant (CDBG) funds, the public may view and comment on the draft Consolidated Annual Performance Evaluation Report for FY 2019 for the next 30 calendar days following the posting of this notice. The Consolidated Annual Performance Evaluation Report provides a summary of activities and accomplishments of Rochester's CDBG program for the last fiscal year. Any citizen interested in reviewing the report may do so by visiting the Office of Economic and Community Development at 33 Wakefield St., Rochester, NH 03867; the City Clerk's Office at 31 Wakefield St., Rochester, NH 03867; the Rochester Public Library at 65 South Main St., Rochester, NH 03867; or the Community Development Division's webpage at <https://www.rochesternh.net/community-development-division/pages/annual-reports>. Interested parties may also contact Community Development Coordinator Julian Long to review the report or to provide comments by sending an email to julian.long@rochesternh.net or by calling 603-335-7519. Une interprétation orale de ce document est disponible gratuitement, sur demande. S'il vous plaît communiquer avec le coordonnateur développement communautaire Julian Long à julian.long@rochesternh.net.

Post Date: 07/25 12:00 AM

Refcode: #SMG Digital Internet 00444888 iPrint

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Similar Listings

★
LEGAL NOTICE Public Notice: Notice of Intent to File Please take notice that Susan and Mark Lauring, 27 Holden Street, Worcester MA is intended to file a Natural Resources Protection Act, Coastal S... Show more »

Post Date: 07/15 05:00 PM

★
Legal Notice The Board of Adjustment of the Town of Rye, NH will hold a public hearing at: 7:00 PM on Wednesday, August 7, 2019 at the Rye Town Hall, 10 Central Road 1. Mary Murphy Westover Mt. Vernon Street, Boston, MA for property owned and located at 9 Perkins Road, Tax Map 5.2, Lot 123 requests variances from Section 603.2 to raze the existing nonconforming home and detached garage and replace with a new home and attached garage; from Section 204.3 A for building 3.8' from the rear boundary where 25' is required and from Section 204.3 B for an AC unit 16.8' from the side boundary where 20' is required. Property is in the General Residence and Coastal Overlay District. Case #30-2019. 2. Patrick Merrill for Carbajal Family Rev Trust, Lori Carbajal, Trustee for property located at 18 Tower Ave, Tax Map 8.1, Lot 66 requests variances from Section 603.1 for expansion of a nonconforming structure; from Section 204.3 A for a patio where 18' exists from the rear boundary, 5' is proposed and 30' is required and from Section 204.3B for a patio where 23' exists from the side boundary, 8' is proposed and 20' is required. Property is in the General and Coastal Overlay Districts. Case #31-2019. 3. Jackie & Jay Rushforth for property owned and located at 199 Locke Road, Tax Map 12, Lot 86 request variances

from Section 204.3 C for a garage 22.08' from the front boundary where 30' is required and from Section 203.3B for a garage 10' from the side boundary where 20' is required. Property is in the Single Residence District. Case #32-2019. 4. Paul R. Bacon for property owned and located at 200 Parsons Road, Tax Map 19, Lot 115 requests variances from Section 301.8B(1) & (7) for fill, regrading, and improvements including a boardwalk 16.21', grading and patio 30.47', a greenhouse 34.50' and a retaining wall 33' from the wetlands where 100' is required. Property is in the General Residence, Coastal Overlay and Wetlands Conservation Overlay Districts. Case #33-2019. 5. James Holland for property owned and located at 2250 Ocean Blvd, Tax Map 5.3, Lot 70 requests variances from Section 203.3 A for a patio 6.0' and stairs 15.9' from the rear boundary where 18.28' was approved and 30' is required; from Section 203.3 B for rinsing station 14.6' from the left side boundary where 20' is required and for a patio 5.9' from the right side boundary where 20' is required and from Section 304.5 for impervious coverage of 17.4% where 17.2% was approved and 15% is required. Property is in the Single Residence, Coastal Overlay and SFHA, Zone AO+1. Case #33- 2019. Burt Dibble, Clerk [Show more »](#)

Post Date: 07/20 12:00 AM

★
Legal Notice Town of Kittery Planning Board SITE WALK Tuesday, July 2, 2019— 11:00 AM 96 Pepperrell Road – Shoreland Development Plan Review Owners/applicants Paul J. & Jessica O. McKeon request consideration for repair/replacement of an existing stone revetment and other site improvements on a 12,333 sf parcel located at 96 Pepperrell Road (Tax Map 27 Lot 47) in the Residential – Kittery Point Village (R-KPV) and the Shoreland Overlay (OZ-SL-250') Zones. Agent Steven Riker, CWS - Ambit Engineering, Inc. Application information is available for public inspection between 8:00 am to 6:00 pm Monday thru Thursday at the Planning and Development Department located in Town Hall. To request a reasonable accommodation for this meeting please contact staff at (207) 475-1323. [Show more »](#)

Post Date: 06/26 12:00 AM

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City of Rochester, New Hampshire

Office of the City Clerk

31 Wakefield Street • Rochester, NH 03867-1917

AFFIDAVIT

PUBLIC NOTICE POSTING

I, Julian Long, Community Development Coordinator (full name and title, printed) do hereby swear or affirm that on 7/25/2019 the following items were posted at the date and times listed below for each posting:

1. Item: FR 19 CAPER Notice

Locations:

*Community Center
11:30 am
JLL*

Rochester Public Library - date: July 25th 2019 at 11:45 AM/PM, I personally posted/supervised the posting of the above referenced item to be posted.

(will be posted 7/26/19)

Print Full Name and Title Julian Long, Community Development Coordinator

Signed [Signature]

City of Rochester Website - date: July 25th 2019 at 10:31 AM/PM, I personally posted/supervised the posting of the above referenced item to be posted.

Print Full Name and Title Julian Long, Community Development Coordinator

Signed [Signature]

City of Rochester - City Hall Boards - date: July 25th 2019 at 11:19 AM/PM, I personally posted/supervised the posting of the above referenced item to be posted.

Print Full Name and Title Julian Long, Community Development Coordinator

Signed [Signature]

Copies of said notice(s) and/or agenda(s) is/are attached to this Affidavit and each was posted in accordance with the provisions of New Hampshire Revised Statutes Annotated Chapter 91-A:2, II, which states:

Except in an emergency or when there is a meeting of a legislative committee, a notice of the time and place of each such meeting, including a nonpublic session, shall be posted in 2 appropriate places one of which maybe the public body's Internet website, if such exists, or shall be printed in a newspaper of general circulation in the city or town at least 24 hours, excluding Sundays and legal holidays, prior to such meetings. An emergency shall mean a situation where immediate undelayed action is deemed to be imperative by the chairman or presiding officer of the public body. He/she shall post a notice of the time and place of such meeting as soon as practicable, and shall employ whatever further means are reasonably available to inform the public that a meeting is to be held.

Signed: [Signature] Date: 25 Jul 19



City of Rochester, New Hampshire
Office of Economic & Community Development
31 Wakefield Street • Rochester, NH 03867
(603) 335-7522
www.RochesterNH.net



FY 2018 Consolidated Annual Performance and Evaluation Report

The draft FY 2018 Consolidated Annual Performance and Evaluation Report was made available to the public on July 25, 2019 at the Office of Economic and Community Development at 33 Wakefield St., Rochester, NH 03867; the City Clerk's Office at 31 Wakefield St., Rochester, NH 03867; the Rochester Public Library at 65 South Main St., Rochester, NH 03867; and the Community Development Division's webpage at <https://www.rochesternh.net/community-development-division/pages/annual-reports>. A public comments period notice was published in local newspaper *Foster's Daily Democrat* on July 25, 2019, and the comments period ran from July 25, 2019 to September 9, 2019. No public comments were received.