



# 2018 Consolidated Annual Performance and Evaluation Report (CAPER)

**DRAFT**

City of Fort Pierce  
Grants Administration Division  
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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.

The City of Fort Pierce is an entitlement city, which receives an annual allocation of Community Development Block Grant (CDBG) program funds from the United States Department of Housing and Urban Development (HUD). CDBG funds help the City address the housing, community and economic development objectives outlined by HUD, which include, but are not limited to: development of affordable housing, public facilities & infrastructure improvements, residential rehabilitation, and services for low- to moderate-income (LMI) households and the special needs population. The City's Grants Administration Division is responsible for administering CDBG funds in Fort Pierce. Below is a highlight of PY 2018 accomplishments.

**Affordable Housing:** The City assisted 16 LMI owner-occupied residences with housing rehab. Housing rehab activities included paint, paint supplies, materials and community outreach for the World Changers and Paint Our Town program to improve homes of LMI citizens and weatherization improvement activities to reduce the deteriorated housing stock in historic and low/mod neighborhoods.

**Public Services:** In PY 2018, the City assisted a total of 1,992 LMI and special needs persons with vital public services that improved their quality of life. Services included youth services, summer programs, youth enrichment programs and services for abused and neglected children.

**Public Facilities & Infrastructure Improvements:** The City had public facility and infrastructure activities that went to have a citywide benefit in LMI areas. An estimated 60,345 persons were assisted through these activities. Activities included improvements to streets and parks and recreation facilities.

**Economic Development:** The City assisted 194 small businesses with economic development activities such as marketing/advertising to strengthen the capacity and sustainability of existing micro-enterprise businesses, workshops, technical assistance and grants for small businesses and the Annual Job Fair in LMI neighborhoods. There were 90 LMI persons assisted with job training through the Education & Grants for Small Businesses program. Finally, there were 8 businesses that benefitted from commercial façade grants in low/mod areas.

**Other Neighborhood Revitalization:** The City provided support for Urban Renewal projects that promoted local art and cultural heritage projects to recognize and celebrate cultures throughout the City. The activities would also create economic opportunities. The neighborhood revitalization

activities had a citywide LMI area benefit with an estimated 60,345 persons assisted.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Code Enforcement	Code Enforcement	General Fund	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	250	540	216.00%	550	0	0.00%
Economic Opportunity	Non-Housing Community Development	CDBG	Facade treatment/business building rehabilitation	Business	50	3	6.00%			
Economic Opportunity	Non-Housing Community Development	CDBG	Jobs created/retained	Jobs	50	117	234.00%			
Economic Opportunity	Non-Housing Community Development	CDBG	Businesses assisted	Businesses Assisted	300	183	61.00%			
Home Rehab / Home Purchase Assist / Fair Housing	Affordable Housing	CDBG General Fund SHIP	Homeowner Housing Rehabilitated	Household Housing Unit	365	59	16.16%	32	16	50.00%

Home Rehab / Home Purchase Assist / Fair Housing	Affordable Housing	CDBG General Fund SHIP	Direct Financial Assistance to Homebuyers	Households Assisted	30	12	40.00%	4	0	0.00%
Neighborhood Revitalization	Non-Housing Community Development	CDBG General Fund	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	60345		15000	60345	402.30%
Neighborhood Revitalization	Non-Housing Community Development	CDBG General Fund	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1992		3500	1992	56.91%
Neighborhood Revitalization	Non-Housing Community Development	CDBG General Fund	Facade treatment/business building rehabilitation	Business	0	8		22	8	36.36%
Neighborhood Revitalization	Non-Housing Community Development	CDBG General Fund	Jobs created/retained	Jobs	100	145	145.00%	60	90	150.00%
Neighborhood Revitalization	Non-Housing Community Development	CDBG General Fund	Businesses assisted	Businesses Assisted	250	255	102.00%	70	194	277.14%
Neighborhood Revitalization	Non-Housing Community Development	CDBG General Fund	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0		550	0	0.00%

Public Facilities	Homeless Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	18516	185.16%			
Public Facilities	Homeless Non-Housing Community Development	CDBG	Homeless Person Overnight Shelter	Persons Assisted	300	52	17.33%			
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development Public Supportive Services	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	16500	5837	35.38%			
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development Public Supportive Services	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development Public Supportive Services	CDBG	Homeless Person Overnight Shelter	Persons Assisted	0	0				
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**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.**

The City of Fort Pierce has identified affordable housing and housing rehab, neighborhood revitalization through public improvements and services, and economic development to help assist LMI and special needs populations as its highest priority needs. The City’s CDBG program made significant progress in addressing the priority needs through the activities reported in this plan.

Below is a list of priorities as identified in the City’s Consolidated Plan and summary of activities in PY2018.

**Home Rehab / Home Purchase Assist / Fair Housing – Priority High**

- The City used CDBG funds to assist 16 LMI homeowner households with housing rehab. One household was assisted with painting services and 15 benefitted from weatherization improvements.

**Economic Opportunity – Priority High**

- CDBG funds were used to assist 8 businesses with façade improvements in low/mod areas. Funds were also used to assist 194 small businesses with technical assistance through job fairs, grants and marketing. Finally, 90 LMI received job training through the Education

& Grants for Small Businesses program.

Public Facilities – Priority High

- CDBG funds went towards public facilities improvements which had a citywide area benefit. Activities included improvements to streets and parks and recreation facilities.

Public Services – Priority High

- CDBG funds benefitted 1,992 LMI and special needs persons with vital public services that improved their quality of life. Services included youth services, summer programs, youth enrichment programs and services for abused and neglected children.

Neighborhood Revitalization – Priority High

- The City used CDBG funds to support local art and cultural heritage projects to recognize and celebrate cultures throughout the City. The activities would also create economic opportunities. The neighborhood revitalization activities have a citywide LMI area benefit.

Code Enforcement – Priority High

- There were no code enforcement activities in PY 2018.



## 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	746
Black or African American	1,455
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>2,201</b>
Hispanic	261
Not Hispanic	990

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

### Narrative

NOTE: Data in the table above was generated at the start of the CAPER and matches the IDIS reporting system. The data table does not include a category for people of “multiple or other races”, however there were also 50 “other multiracial” that were assisted bringing the actual total to 2,251. The table also doesn’t include data from projects with area-wide benefits so the estimates in the above table do not necessarily match the total of people actually served in the CDBG program.

According to the 2014-2018 ACS 5-Year Estimates, Black or African American persons account for 38.1% of the total population and persons who identified as ethnically Hispanic were 23.0%. “Some other race” was 3.9% and all other minority races were less than 2%. The funding from CDBG programs has adequately served Black or African American persons when compared to the racial composition of the City, however there is a need to increase support for other minority groups.

Black or African American received about 65% of all CDBG funding in the program year. The White population received 33% of all available funding and Asians, American Indian or Native Americans, and Native Hawaiians or Other Pacific Islanders received the least amount of funding or none at all.

Fort Pierce has a significant Hispanic population. According to the ACS, Hispanic (of any race) individuals account for 23.0% of the total city population. An estimated 12% of CDBG funds went to persons who identified ethnically as Hispanic.

## 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	553,298	618,876
General Fund	public - local	100,000	N/A
Other	public - state	1,200,000	N/A

**Table 3 - Resources Made Available**

### Narrative

In PY2018, the City of Fort Pierce had resources made available from CDBG and other local and state grants. The table above details the resources made available during the program year as well as funds expended during the program year.

CDBG funds in the amount of \$553,298 were made available in PY 2018, with \$549,380 from the annual allocation, and \$3,918 from program income. The City expended \$618,876 including funds from prior years 2016 & 2017. Expended funds went to support housing programs such as residential rehab, public facility and infrastructure improvements, and vital public services for LMI and the special needs population.

General funds went to provide funding to cover the salary and fringe for Code Enforcement staff to provide services to our lower income neighborhoods. State funds for \$1,200,000 was used to rehabilitate substandard owner-occupied housing for income-qualified citizens and to provide down payment and closing cost assistance for income-qualified citizens.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City limits Low/Mod	80	100	See narrative below.

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

CDBG allocations are not limited to specific geographic areas of Fort Pierce, but must serve low- and moderate-income (LMI) residents or benefit LMI areas. The City makes allocations based on the level of benefit for LMI residents and distributes investments for activities within the City limits Low/Mod areas.

## 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.**

The City of Fort Pierce has been able to leverage federal funds to receive annual state funding through the State Housing Initiative Partnership Program (SHIP). SHIP program funds are utilized to serve LMI households in the City, with the primary purpose of making homeownership affordable and provide other types of housing assistance.

*Publicly owned land or properties located in the jurisdiction to address the needs identified in the plan*

The City is currently collaborating with local stakeholders to create a Land Trust in Fort Pierce and is working towards developing affordable rental properties and affordable homes for sale for citizens.

## 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	10	0
Number of Non-Homeless households to be provided affordable housing units	50	16
Number of Special-Needs households to be provided affordable housing units	20	0
<b>Total</b>	<b>80</b>	<b>16</b>

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	0	0
Number of households supported through Rehab of Existing Units	37	16
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>37</b>	<b>16</b>

Table 6 – Number of Households Supported

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

In PY 2018 the City assisted 16 LMI homeowner households with housing rehab. One household was assisted with painting services from the World Changes/Paint Our Town program and 15 benefitted from weatherization improvements. Unfortunately, the City did not reach its goal of assisting 37 households with rehab. The City will revise this goal if it is not feasible to reach this goal.

**Discuss how these outcomes will impact future annual action plans.**

Housing rehab of homeowner households remain a high priority need for LMI residents of Fort Pierce and the City will continue to support this program. The City will continue to allocate funds towards the weatherization program and work with its service providers to identify more LMI households in need of these services.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>
Extremely Low-income	15
Low-income	1
Moderate-income	0
<b>Total</b>	<b>16</b>

**Table 7 – Number of Households Served**

**Narrative Information**

In PY 2018, there were a total of 16 homeowner households assisted with affordable housing activities funded through CDBG funded activities. Income categories reported were 15 extremely low-income, and 1 low-income. Rehab activities included minor home repair such as painting and wheatherization improvements.

Worst case needs are households that are extremely low-income and are at risk of homelessness. The City assisted 15 extremely low-income households with residential housing rehab in PY 2018. Assistance with rehab is vital to maintaining housing conditions that help individuals and families avoid homelessness. The City did not specifically report any persons with a disability in affordable housing programs, however if a household with a disability is identified for assistance in one of the housing programs, the City will make all necessary accommodations within reason to meet the needs of the household.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

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

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

The Treasure Coast Homeless Services Council (TCHSC) serves as the Continuum of Care for 3 counties, which include St. Lucie County (the City of Fort Pierce). The CoC conducts a yearly Point in Time (PIT) count, in relation to HUD's requirements. The TCHSC publishes the homeless numbers for St. Lucie County on their website, which includes an assessment of their individual needs. This information is submitted with annual grant applications to address our homeless issues. Unfortunately, all funding for the TCHSC is primarily utilized in Vero Beach, Florida, even after several attempts by the City of Fort Pierce to have the TCHSC re-evaluate their funding distribution for homeless services so that the City's service organizations could receive some much needed financial support.

The City of Fort Pierce will continue to collaborate with the Fort Pierce Housing Authority and local supportive service organizations to develop a transitional housing program for our growing number of homeless families; additionally, the City will allocate funding through our Public Facilities activity to help cover the costs associated with rehabilitating the showers and enlarging the kitchens in our existing emergency homeless shelters.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

As stated above, there are a few very small emergency shelters located within the City of Fort Pierce. These do not come close to meeting the needs of our homeless population. Additionally, the City is collaborating with the Fort Pierce Housing Authority to develop a transitional housing program using one of the HA properties - to provide assistance for some of our homeless families. Funding is limited, however, we are committed to seeing this through.

Once operational, the Transitional Housing Program will allow homeless families to enjoy clean, stable housing for up to two years while they work toward independence. Housed clients will participate in intensive case management, educational, career, and financial goals during their stay. All activities will be aimed at self-determination and eventual self-sufficiency. TH case managers will use a number of measures to track progress towards financial, educational and behavior modification goals. Case management appointments will schedule on a weekly basis and case managers will assist with day-to-day functioning. Families will live in 4-5 bedroom apartments that are completely furnished with donated furniture and housewares. The homes will be made ready for move-in by the Fort Pierce Housing Authority.

Families will receive vouchers for food and provisions at the Treasure Coast Food Bank and via other local

nonprofits that will provide clothing and other housing staples. Medical needs, transportation costs and funding for additional needs such as tuition, school supplies, daycare and other expenses are yet to be decided.

**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**

Homeless needs are addressed in the community through other organizations, including but not limited to In the Image of Christ emergency shelter for the homeless. The City of Fort Pierce is located within the boundaries of the Treasure Coast Homeless Services Council Continuum of Care, however, none of our homeless providers receive any financial support from the TCHSC.

The City of Fort Pierce will continue to collaborate with the Fort Pierce Housing Authority, St. Lucie County, and local supportive service organizations to develop a transitional housing program (as described above) for our growing number of homeless families.

The City partners with regional nearby counties on the Treasure Coast to sponsor the “Where to Turn” - 211 Network. The 211 Network Program provides referrals to supportive resources to help citizens connect to community services that will assist them in addressing their current housing, medical and day-to-day needs.

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

The City of Fort Pierce is too small to be the lead agency for major social welfare programs. In order to ensure that residents of the City of Fort Pierce are referred to partner agencies for services, the City partners with counties on the Treasure Coast to sponsor the “Where to Turn” - 211 Network. The 211 Network provides computer and telephone information and referral for all social service needs. The network provides persons needing assistance a single point of contact for finding solutions to their problems. The 211 Network links all social service providers into a multi-county network providing solutions to individual and family needs. The 211 Network receives on average 1,500 calls per month from

residents of St. Lucie County.

The 211 Network provides information and referral to persons experiencing the following problems or concerns: Abuse/Neglect/Crime; Basic Needs such as clothing, food, household goods, housing, shelter, utilities; Day Care/Child Care; Counseling/Support Groups; Credit Counseling; Disability Services; Education; Employment; Foreclosure Concerns; Financial Assistance; Health and Medical, including prescription assistance; Legal; Mental health Issues including substance abuse and suicide; Transportation; Veterans Services.

**St. Lucie County Housing and Community Services Department** - Beyond the 211 Network, the St. Lucie County Housing and Community Services Department serves as the lead agency for the three-county Treasure Coast Community Action Agency assisting low-income citizens with Community Services Block Grant (CSBG) funding. CSBG is focused on necessary support associated with successful employment or completion of education that can lead to self-sufficiency. All applicants for CSBG assistance must attend an Effective Budgeting workshop. Additional services provided are: transit coordination for special needs individuals, veteran's services, coordination of volunteers and donations during a declared disaster and assistance with the Special Needs Shelter, assistance for indigent cremations, administration of a program that manages the State-mandated share of County Medicaid, hospital and nursing home funding, as well as, the Health Care Responsibility Act. The County also administers funds donated for utility payments through Florida Power and Light's Care to Share program and provides computer access for individuals seeking to complete applications for benefits such as food stamps, unemployment, Medicaid and nursing home assistance and to search for employment.



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

### **Actions taken to address the needs of public housing**

The delivery of public housing requires the coordination of a number of agencies, both public and private. These agencies will continue to work together to eliminate potential gaps within the delivery systems in Fort Pierce. A vital agency in this initiative is the Fort Pierce Housing Authority (FPHA). The City will continue our collaborations with the FPHA and area supportive service providers to develop a transitional housing program for our growing number of homeless families in the City of Fort Pierce. The City is also collaborating with the Housing Authority regarding creating a Land Bank and affordable housing both to rent and own.

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

The City will continue to partner with the FPHA to promote our down payment and closing cost assistance for first time homebuyers and also the workshops provided by the FPHA that teach and mentor on financial responsibility, improving credit scores, etc.

FPHA provides the Family Self – Sufficiency Program for both its Section 8 Housing Choice Voucher and Public Housing Programs. This program is designed to mentor families and link them to services, training, education and childcare to help them eliminate the need for welfare.

### **Actions taken to provide assistance to troubled PHAs**

N/A. The Fort Pierce Housing Authority (FPHA) is not designated as a troubled PHA.

## **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)**

A severe shortage in affordable housing stock increases the pressure on the City's housing market. One of the biggest challenges in the City is the huge disparity between housing costs and what people with low and moderate incomes can afford to pay. It is because of these factors that fostering and maintaining the existing supply of affordable housing continues to be a priority for the City. The City of Fort Pierce will continue to develop policies that help foster the development of new affordable housing units. Additionally, the City and its municipal partners will also continue to support the efforts of local housing providers who carry out strategies to retain and create affordable housing options throughout the region.

The City is currently working toward establishing a Land Trust which will be used to construct affordable housing. We are meeting with potential developers, consulting with financial institutions and private investors to push the Land Trust, affordable housing discussion further.

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

The City of Fort Pierce continued to explore developing policies that helped to foster the development of new affordable housing units. The City will also maintain affordable housing and work to increase the amount of affordable housing throughout the City, including examining ways to increase the amount of housing stock that is barrier free and ADA compliant. Additionally, the City also continued to support the efforts of local non-profit housing providers who carry out strategies to retain and create affordable housing options throughout the region.

As stated earlier, the City is currently collaborating with local entities to establish a Land Trust and is currently speaking with developers regarding constructing affordable housing - both for homeownership and for rentals - within the land trust. We continue these discussions and are committed to finding the right financial solution to our affordable housing crisis.

State Housing Initiatives Partnership (SHIP) funds are used to rehabilitate owner-occupied homes belonging to lower-income citizens. SHIP funds are also used for down-payment and closing cost assistance.

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

Though no accurate geographic information about the incidence of lead-based paint (LBP) exists in the City of Fort Pierce on a house by house basis, the City realizes that lead-based paint poses a serious health hazard and must be addressed. The City has encouraged residents and property owners to test for and

abate lead paint.

All housing proposed for rehabilitation under the City's CDBG and SHIP programs were screened by the year built to determine possible LBP hazard before funds were utilized. Owners were given the EPA Fact Sheet - *Identifying Lead Hazards in Your Home* and the EPA publication - *Protect Your Family from Lead in Your Home*. During the feasibility inspection, if the inspector identifies a potential lead-based paint problem, he then notifies the owner and may test the suspect area with a swab or take a sample to be processed through the County Health Department. If the repair is determined to disturb any surface containing lead, abatement procedures are utilized before the repair can go forward. If lead paint is detected, abatement costs are included in the rehabilitation. In every program where federal funds are expended on a housing unit, the City incorporates the current procedures for hazard reduction or lead-based paint abatement guidelines as defined in 24 CFR Part 35.

When rehabilitating homes, the City provides homeowners a copy of the U.S. Department of Housing and Urban Development letter that informs homeowners what to do if they encounter lead-based paint in their home, and informs that no paint used during the rehabilitation contains lead. If funds expended exceed \$5,000 and old paint surfaces are disturbed, the City will take the position that the home contains lead-based paint if it was built prior to 1978 and will conduct abatement measures, per state and federal guidelines.

The St. Lucie County Health Department has established a lead screening process to screen school children less than 7 years old for and treat high levels of exposure to lead. All high-elevated levels are reported to the Epidemiology Division and investigated by an Epidemiology nurse.

Funding through the State Housing Initiatives Partnership (SHIP) program were used to remediate lead-based paint issues, as needed.

The City has allocated CDBG funding to promote an ongoing educational campaign designed to inform the public on Fair Housing and on the hazards of lead-based paint and on resources that are available to address this dangerous issue.

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

The City of Fort Pierce is committed to reducing the number of households with incomes below the poverty level by supporting programs to motivate and assist them to move toward self sufficiency. The activities described in this CAPER report directly work towards reducing the number of poverty-level families.

The City will continue to support the efforts of local agencies who are working with consumers who may be at the poverty level or below the poverty level. The City worked with various service providers and

other units of local government to provide low-income citizens with supportive services.

The City continues to provide grants for programs to address human service needs in the community. These services and programs include children and family services, adult services, food and nutrition services, Employment training programs, many others. These programs and services help to build a foundation upon which individuals and families can find a pathway to self-sufficiency. As a means of reducing the number of persons with incomes below the poverty line, the City will continue to coordinate efforts with other public and private organizations providing additional economic development and job training programs.

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

The City of Fort Pierce managed the institutional delivery structure surrounding the acceptance and allocation of federal grant funds for Consolidated Plan programs. The goals and objectives of the Strategic Plan could not have been developed without residents' informed assistance. Implementation of CDBG funds was overseen by the Department of Finance, Grants Administration Division. The area non-profits coordinated and assisted with in the implementation of approved projects, centered on delivering public improvements, economic development initiatives, neighborhood revitalization and better community facilities. The City of Fort Pierce City Commissioners approved projects and programs that met the City's goals. As the program matured during the course of the five year planning period, the City worked to expand the departments and non-profit agencies involved in the institutional delivery system for the CDBG program.

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

Actions taken to enhance coordination between public and private housing and social service agencies included: encouraging agencies to work together to apply for CDBG funds to leverage resources to the fullest extent; as requests align with the Consolidated Plan goals, the City provided CDBG funds to eligible projects for housing and social services; the City continued working with the area nonprofits and the Fort Pierce Housing Authority to address issues of poverty and homelessness; offered referrals to organizations that would benefit from the leadership, programs, services, or collaboration with other organizations.

The delivery of public housing requires the coordination of a number of agencies, both public and private. These agencies will continue to work together to eliminate potential gaps within the delivery systems in Fort Pierce. A vital agency in this initiative is the Fort Pierce Housing Authority (FPHA). The City regularly provides staff to attend monthly FPHA meetings and various social service agency meetings to increase collaborative opportunities and enhance coordination in services.

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

The City's 2016-2020 Assessment of Fair Housing Report identified five impediments to fair housing choice. Each impediment was described explaining the fair housing issue as well as a list of contributing factors to those impediments. Further a strategy was developed with the use of metrics, milestones and a timeframe to reach these achievements. The following are the five identified impediments to fair housing choice.

Impediment #1 – Housing/Lending Discrimination on the basis of Race, Color, National Origin, Religion, Familial Status and Disability

Impediment #2 – Shortage of Affordable / Decent Housing Opportunities

Impediment #3 – Lack of Knowledge, Awareness of, or Education on Fair Housing Protections

Impediment #4 – Fair and Equal Lending Disparities

Impediment #5 – Housing Market Segregation

The following activities below are some of the activities completed so far in the 2016-2020 Consolidated Plan period to help overcome the impediments outlined in the fair housing assessment:

- Provided Fair Housing brochures which included information on how to file a fair housing complaint to Lending Consortium members.
- Provided potential new homebuyers referrals to credit counseling agencies to help improve credit ratings.
- Provided First Time Homebuyer workshops.
- Provided Fair Housing Workshops in low/mod and areas with minority concentrations.
- Working to provide a down payment assistance and closing cost assistance program.
- Focused CDBG funding towards underserved communities and low/mod neighborhoods.
- Provided funding for the preservation of housing for LMI households through rehab activities such as the World Changers and Paint Our Town program and weatherization improvements.

The full 2016-2020 Assessment of Fair Housing Report can be viewed on the City's website at:

<http://cityoffortpierce.com/DocumentCenter/View/2721/2016-2020-Assessment-of-Fair-Housing---English?bidId=>

## **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 continuously monitors to ensure programs are being carried out in accordance with all HUD statutory and regulatory requirements.

Monitoring covers HUD funded and SHIP funded programs. It also includes monitoring to ensure data submitted are correct and complete. The City also conducts onsite monitoring of sub-recipients, as needed, to ensure compliance with all applicable statutory and regulatory requirements. The City monitors expenditures on a monthly basis to ensure the timeliness expense of CDBG entitlement funds.

**Project Monitoring** - The goal of project monitoring is to ensure that HUD-funded projects and activities are implemented in a timely manner in accordance with Federal regulations and other statutory or regulatory requirements. The City's project monitoring process focuses on identifying deficiencies, promoting corrections, and providing technical assistance in order to improve the performance of the City and all its partners.

Project monitoring activities are comprised of desk reviews and/or on-site visits during which management procedures, goal establishment and achievement, record keeping, organizational financial status, construction and labor standards, procurement procedures, and many other areas are reviewed.

**Desk Review** - Desk review is an ongoing process. Materials used for this review includes, but is not limited to, monthly reports and receipts and proof of payment for expenditures, the executed sub recipient/project sponsor agreement, requests for reimbursement, monthly, quarterly and annual reports, audits, and the certificate of liability insurance, client eligibility information, documentation from previous monitoring visits, and the original funding application.

**On-Site Monitoring** - On-site monitoring is a structured review conducted by the program representative at the locations where project activities are being carried out or project records are being maintained. In preparation of the on-site monitoring visit, the assigned monitor contacts the agency to explain the purpose of the visit, schedules a time and date, sends a confirmation letter, and performs a desk review.

Once on-site, the monitor reviews the sub recipient/project sponsor files, including source documentation, to ensure compliance with all regulations governing their administrative, financial, and programmatic operation. The monitor also verifies that their performance objectives are on target and that the activity or project is projected to be completed within budget. This information is utilized to complete the appropriate checklist and provide the sub recipient/project sponsor with tentative conclusions during the exit interview.

The City's Grants Administration Division is responsible for on-site monitoring. Staff also perform a monthly desk review and may conduct on-site monitoring visits, as needed, to ensure that sub recipients are compliant with federal regulations and statutory requirements, as well as the terms of their sub

recipient agreement with the City. Additional monitoring takes place when individual Requests for Reimbursement from grantees are received. Prior to approval, staff verifies client eligibility with regard to the criteria outlined in their agreements before releasing payments.

**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 City adhere's closely to its Citizen Participation Plan on providing reasonable notice and opportunities for citizens to comment on performance reports. This Consolidated Annual Performance Report's (CAPER) availability and announcement for a Public Hearing was advertised in a local paper on **TBD**, and on the City's website for 15 days. A public hearing, following a presentation of the draft CAPER was held at a regularly-scheduled Fort Pierce City Commission meeting on **TBD**.

**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.**

PY 2018 is the third year of the City’s 2016-2020 Consolidated Planning period. The City of Fort Pierce does not anticipate any changes to the the identified priority needs of the ConPlan that would result in changes to its current goals and program objectives.

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

No