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*2022 Consolidated Annual Performance and Evaluation Report (CAPER)*

***DRAFT***

*City of Fort Pierce Grants Administration Division 100 North U.S. Hwy. 1*

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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). For FY 2022, the City was allocated \$541,184 in CDBG funds which was received February of 2024. Fundings from past years were used to fund the 2022 activities mentioned in this report. CDBG funds help the City address the housing, community and economic development objectives outlined by HUD, which include, but are not limited to: affordable housing development and preservation, public facilities and infrastructure improvements, 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. The Division was able to complete several activities. With the revamping of programs, the staff was able to address more of the community needs.

**Public Service Projects** – The City expended \$10,477.96 for 4 public service projects for LMI citizens. These projects have been completed as of September 30, 2023. \$1,303.70 was expended for the funding of Summer Jam Summer Camp and Art of Fort Pierce Art Camp.

**Housing Programs** – The City expended \$265,596.46 for Rapid Rehousing and Weatherization. \$20,000 was also expended on Weatherization/home rehabs for very low-income citizens. A total of 55 households were assisted through the Rapid Rehousing program.

**Economic Development** – The City expended \$106,994.96 for marketing/advertising to strengthen the capacity and sustainability of existing micro-enterprise businesses. The City expended \$100,000 to support CBDO's that promote economic development, job creation, tourism, historic preservation, and energy efficiency improvements.

**Public Facilities** – The City expended \$8,590 for improvements to public facilities and improvements to playgrounds located in lower income neighborhoods.

**Neighborhood Revitalization** – The City expended \$34,269.93 to recognize, promote and celebrate Native and African American Latino/Hispanic, Cuban and Haitian cultures throughout the city.

CARES Act Workforce Development: The City recognized the need for workforce development assistance within the community. This activity included additional training for youth and job placement. In total, about 75 LMI individuals were assisted through the CARES Workforce Development.

**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
1A Expand and Improve Public Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	3000	30.00%	14000	0	0%
1B Improve Access to Public Facilities	Non-Housing Community Development	CDBG: \$8,590	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	3000	30.00%	10000	1000	10.00%
2A Housing Rehabilitation	Affordable Housing	CDBG: \$65,466.19	Homeowner Housing Rehabilitated	Household Housing Unit	75	13	17.00%	30	13	43.00%

2B Affordable Housing Opportunity	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	10	0	0.00%	40	48	120.00%
3A Provide Supportive Services for Special Needs	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	0	0.00%	1500	856	57.00%
3B Provide Vital Services for LMI Households	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	0	0.00%	1500	0	0%
4A Provide for Small Business Assistance	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	100	0	0.00%	100	0	0.00%
4A Provide for Small Business Assistance	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	250	65	26.00%	100	35	35.00%

**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.**

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. Even with the negative effects of the pandemic and drastic changes to the economy, 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 PY

2021.

Home Rehab / Home Purchase Assist / Fair Housing: Priority High

There was 13 LMI homeowner household assisted with housing rehab activities which included weatherization improvements. The City is working to identify new eligible households for the World Changers and Paint Our Town Program. Currently, more information on these programs are provided on the City's website.

Economic Opportunity: Priority High

CDBG funds were used to assist 35 small businesses with technical assistance through micro-enterprise assistance such as marketing and advertisement assistance.

Public Facilities: Priority High

CDBG funds were utilized for the improvements to playgrounds located in lower income neighborhoods.

Public Services: Priority High

In PY 2022, the City assisted LMI persons with youth services and employment training. These activities assisted a total of 856 LMI persons in the City.

Neighborhood Revitalization: Priority High

Neighborhood Revitalization activities support local art and cultural heritage projects to recognize and celebrate cultures throughout the City. The activities would also create economic opportunities. In PY 2022 the City sponsored the 6<sup>th</sup> Annual Highwaymen Festival and the first annual Juneteenth celebration.

CARES ACT Funds and Activities

CV Workforce Development: CDBG-CV assisted youth in job placement and certifications to assist gaining employment.

CV Outreach: Outreach events include COVID-19 testing and vaccinations throughout the county with targetted focus on low-income areas within the City of Fort Pierce (Lincoln Park).

**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)

	<b>CDBG</b>
White	271
Black or African American	2,500
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>2,771</b>
Hispanic	100
Not Hispanic	0

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

**Narrative**

## 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	541,184	469,787

Table 3 - Resources Made Available

### Narrative

#### *CARES Act Funds*

The City received \$728,232 in CARES Act CDBG-CV funds for activities that help prepare and respond to COVID-19. In PY 2022 the City expended \$70,804 in CDBG-CV funds. In PY 2022 the City expended funds to support workforce development and outreach events to encourage low income communities to get vaccinated. The City will continue to work on the activities proposed to assist LMI Fort Pierce residents in the upcoming year, and will continue to closely track expenditures.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

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. While the project or planned activities are intended to serve individuals or households directly (direct services), beneficiaries must meet income and residency requirements in order to receive assistance.

The City has also identified public facility and infrastructure improvement activities as a need in Fort Pierce. These planned activities have an “area-wide” benefit. Per HUD requirements, these areas must be within an eligible Census Block Group Tract, as defined by HUD-CDBG regulations, whereby the majority of the residents are low- to moderate-income (51%).

## 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.

The City also provides CDBG funding annually for our Weatherization program, which leverages approximately \$75,000 for the program from the Fort Pierce Utilities Authority.

CDBG funds are also used to leverage funds associated with rehabilitation of empty historic facilities located in a very low-income areas in Fort Pierce to transform them into arts and cultural heritage center(s). These facilities are open to the public with the purpose to promote civic pride, deter crime, encourage economic investment, development and help with the creation of jobs.

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	0	7
Number of Non-Homeless households to be provided affordable housing units	40	41
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>40</b>	<b>48</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	48	48
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	30	13
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>78</b>	<b>61</b>

Table 6 – Number of Households Supported

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

The City was able to assist 13 households with the rehab program. These rehabs were conducted through the weatherization program, World Changers, and Paint Our Town program. The City has continued funding the World Changers and Paint Our Town program in the AAP. The Weatherization program was discontinued due to a discontinued partnership with the FPUA.

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

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

To meet the goals established in the plan, the City is continuing to work to identify new eligible households for the the Paint Our Town Program. Information on the Paint Our Town Program can be found and accessed in several ways, including by phone and email to the Grants Administration department, or through the City website at: <https://cityoffortpierce.com/873/Paint-Our-Town-Program>.

**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>	<b>HOME Actual</b>
Extremely Low-income	28	0
Low-income	30	0
Moderate-income	3	0
<b>Total</b>	<b>61</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

## **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, Inc. (TCHSC) is the lead agency for the CoC FL-509, which provides resources and assistance for persons experiencing homelessness in the region. The mission of the TCHSC is to prevent and end homelessness on the Treasure Coast and to assure that if homelessness happens, it is brief and non-recurring. The CoC conducts an annual 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 such as this Consolidated Plan and subsequent Annual Action Plans to address our homeless issues.

The CoC uses the Coordinated Entry system for all individuals seeking housing assistance, and this process prioritizes the most vulnerable households for assistance. There are several locations across the CoC area that participates in the Coordinated Entry process including the TCHSC Housing Resource Center. Additionally, the TCHSC also administers the Homeless Management Information System (HMIS). The CoC uses Clienttrack for its HMIS system. The members in the CoC are encouraged to utilize the HMIS as it helps to reduce the duplication of services and measures the effectiveness of the CoC to meet the needs of the homeless. Through the uses of these tools, it is the hope that the City may be able to assess the population and their needs in the future.

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

There are a very few emergency shelters located within the City of Fort Pierce. To alleviate this, the City has implement the Rapid Rehousing program through SHIP and CDBG funding. This program assist households that are homeless or being evicted with rental assistance and first, last, and security deposit for those that need to find a home. The City has partnered with the Treasure Coast Homeless Services Council and the Fort Pierce Housing Authority to prevent residents from becoming homeless or to identify those that are homeless.

The City of Fort Pierce has begun partnering with the Treasure Coast Homeless Services Council and other social service agencies to facilitate the Rapid Rehousing Program. Through a semi-coordinated entry (by utilizing the agencies) homeless individuals or those living in emergency shelters and transitional shelters were connected with the City's Rapid Rehousing 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**

The City of Fort Pierce has begun partnering with the Treasure Coast Homeless Services Council and other social service agencies to facilitate the Rapid Rehousing Program. Through a semi-coordinated entry (by utilizing the agencies) homeless individuals or those living in emergency shelters and transitional shelters were connected with the City's Rapid Rehousing Program.

**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 located within the boundaries of the three county Continuum of Care area, and continues to work to establish a relationship with the Treasure Coast Homeless Services Council, Inc (CoC lead) to draw from their knowledge and resources for helping homeless person, and especially for chronically homeless individuals and families, veterans and their families and homeless youth. The CoC uses the Coordinated Entry system for all individuals seeking housing assistance, and this process prioritizes the most vulnerable households for assistance. There are several locations across the CoC area that participates in the Coordinated Entry process including the TCHSC Housing Resource Center.

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.

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

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

The Fort Pierce Housing Authority (FPHA) is the local housing authority in the City. It is the mission of the housing authority to provide quality and affordable housing options within the community without discrimination; while preserving the community's best interest; purposefully with the vision and core values of working to eliminate the negative influence of poverty, promoting partnerships that provide linkage to services that enable self-sufficiency development through education and employment, addressing homelessness, providing housing options to families with carrying levels of income to achieve an optimal living standard, operating in a fiscally responsible manner and maintaining organizational integrity.

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.

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

The FPHA has a Resident Advisory Board (RAB) which meets with the FPHA Operations Office Manager to discuss issues at the residences and also meets to review planning and policies of the FPHA such as the PHA's 5-Year Plan, Administrative Plan, Admissions and Continued Occupancy Policy and Capital Fund Program 5-Year Action Plan. This participation from the RAB ensures that public housing residents are heard in the planning and development of programs with the FPHA.

FPHA provides a 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. The City will continue to partner with the FPHA to promote our down payment and closing cost assistance. The purchase assistance program through the SHIP program assist individuals with learning what is required to purchase a home.

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

N/A

## **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)**

There is a severe shortage in the affordable housing stock which 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 in the process of developing an Affordable Housing Advisory Committee to recommend strategies to create more affordable housing within the City.

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

As mentioned above, one of the obstacles in meeting the needs of LMI households in Fort Pierce is the great need for affordable housing in the City. There is also a lack of adequate funds to properly address this issue. The City however has taken these actions to address affordable housing in Fort Pierce.

The City 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. One of the ways the City maintains affordable housing is through the rehab programs, which help to maintain conditions of existing housing.

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 address affordable housing in Fort Pierce.

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

### **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 continues to provide grants for programs to address human service needs in the community. These services and programs include youth services, food and nutrition services, Employment training programs, and 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.

The City also hosted workshops available to the public and local service providers with the purpose to expand information about the benefits of the CDBG program as well as eligible activities and uses of funds. This session was part of an outreach effort to answer common concerns and questions surrounding federally funded programs. Information covered in the sharing session included CDBG program basics and other related program requirements such as fair housing.

**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 City provides an opportunity annually for organizations to apply for grant funds for services for our lower income citizens. The application period for this opportunity typically opens in November. Once applications are received, they are reviewed and scored by the Communitywide Council. Their recommendations are then presented to City Commission for final approval. Following approval from the City Commission, the organization is provided a contract for funding. Throughout this process, the City provides technical assistance and information about the CDBG program to applicants. This information includes CDBG program basics, national objectives and eligible activities and uses of CDBG federal funds.

**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 Fair Housing Assessment is currently being updated.

## **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, 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 subrecipient 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.

### ***MBE/WBE & Section 3***

The City will continue to work with local businesses to contract with, in particular woman-owned and minority-owned businesses. Further, as applicable the City will comply with Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C 1701u) and regulations at 24 CFR Part 75. Each year as part of the AAP submission, the City certifies it will comply with Section 3.

### **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 of Fort Pierce follows its HUD approved Citizen Participation Plan (CPP) which guides the City in the citizen participation process of the Consolidated Plan, the Annual Action Plans, any substantial amendment to these plans and the CAPER as per 24 CFR 91.105. The following is a summary of efforts that City has taken to allow for citizen participation in the development of the 2021 AAP.

The City of Fort Pierce adheres 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 Comment Period and Public Hearing was advertised in a local paper, and on the City's website that the draft CAPER would be available for a period of 15-days and that a public hearing would be held to discuss the draft CAPER.

### **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.**

Based on the program year 2022-2023, the changing economy has made it more clear that the public is in need of affordable housing efforts and assistance that will assist in the rising gas, food, and living expenses. The City is working on partnerships with developers to build more transitional housing, affordable housing, and working with the Housing Authority for more housing. Additionally, the City is working with the Continuum of Care to establish a more robust coordinated entry system for homeless individuals and those experiencing domestic violence.

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

No

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

N/A

## CR-58 – Section 3

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

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	20	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 8 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0				
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0				
Direct, on-the job training (including apprenticeships).	0				
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	5				
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	0				
Outreach efforts to identify and secure bids from Section 3 business concerns.	0				
Technical assistance to help Section 3 business concerns understand and bid on contracts.	0				
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0				
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	1				
Held one or more job fairs.	1				
Provided or connected residents with supportive services that can provide direct services or referrals.	3				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	1				
Assisted residents with finding child care.	0				
Assisted residents to apply for, or attend community college or a four year educational institution.	0				
Assisted residents to apply for, or attend vocational/technical training.	3				
Assisted residents to obtain financial literacy training and/or coaching.	6				
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0				
Provided or connected residents with training on computer use or online technologies.	0				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	0				
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	0				

Other.					
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**Table 9 – Qualitative Efforts - Number of Activities by Program**

**Narrative**