



# **SALT LAKE CITY CORPORATION CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

## **2013-2014**

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# Fourth Program Year CAPER SALT LAKE CITY FISCAL YEAR 2013-2014

## GENERAL QUESTIONS

**Assessment of the one-year goals and objectives:** Describe the accomplishments in attaining the goals and objectives for the reporting period. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective. If applicable, explain why progress was not made towards meeting the goals and objectives.

### CR-05 ASSESSMENT OF YEAR FOUR GOALS AND OBJECTIVES [91.520(a) and 91.520(g)]

During fiscal year 2013-2014, Salt Lake City used Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Housing Opportunities for Persons With Aids (HOPWA), and Emergency Shelter Grant (ESG) funds, provided by the U.S. Department of Housing and Urban Development (HUD), to help address the goals established in the 2010-2015 Consolidated Plan. Funds available for 2013-2014 projects were as follows:

CDBG	\$3,338,569
HOME	763,113
ESG	233,821
HOPWA	367,068
Reallocated CDBG funds from prior years & program income	811,441
Reallocated HOME funds from prior years & program income	300,828
Reallocated ESG funds from prior years	4,138
Reallocated HOPWA funds from prior years	17,440
<b>TOTAL FUNDS AVAILABLE FOR 2013-14 PROJECTS:</b>	<b>\$5,836,418</b>

### 2010-2015 DECENT HOUSING GOALS

**DH1.1 Use CDBG funds to provide emergency home repairs to 950 households (not individual projects per address, but addresses served)**

Fiscal Year	Allocation Amount	Outputs Number of Households	% of Goal Reached
2010-11	\$350,000	223 HH	23.7%
2011-12	\$350,000	187 HH	19.7%
2012-13	\$350,000	178 HH	18.7%
2013-14	\$350,000	134 HH	14.0 %
2014-15			
<b>TOTAL</b>	<b>\$1,400,000</b>	<b>722 HH</b>	<b>76.1%</b>

**DH1.2 Use CDBG and HOME funds to rehabilitate 450 homeowner and/or rental housing units**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Households</b>	<b>% of Goal Reached</b>
2010-11	\$972,063	111 HH	25%
2011-12	\$869,777	118 HH	26%
2012-13	\$968,789	121 HH	27%
2013-14	\$839,652	138 HH	30%
2014-15			
<b>TOTAL</b>	<b>\$3,650,281</b>	<b>488 HH</b>	<b>108%</b>

**DH1.3 Use CDBG and HOME funds to encourage the development of 25 new affordable housing units.**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Households</b>	<b>% of Goal Reached</b>
2010-11	\$0	NA	0%
2011-12	\$100,000	12 HH	48%
2012-13	\$0	NA	0%
2013-14	\$0	NA	0%
2014-15			
<b>TOTAL</b>	<b>\$100,000</b>	<b>12 HH</b>	<b>48%</b>

**DH2.1 Use CDBG and HOME funds to provide 100 grants to eligible first time homebuyers**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Households</b>	<b>% of Goal Reached</b>
2010-11	\$1,950,639	48 HH	48%
2011-12	\$700,000	17 HH	17%
2012-13	\$2,359,101	29 HH	29%
2013-14	\$1,597,505	20HH	20%
2014-15			
<b>TOTAL</b>	<b>\$6,607,245</b>	<b>114 HH</b>	<b>114%</b>

**DH2.2 Use HOME funds to provide down payment assistance to 50 eligible homebuyers**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Households</b>	<b>% of Goal Reached</b>
2010-11	\$30,572	8 HH	16%
2011-12	\$95,000	20 HH	40%
2012-13	\$95,000	17 HH	34%
2013-14	\$75,000	17 HH	34%
2014-15			
<b>TOTAL</b>	<b>\$295,572</b>	<b>62 HH</b>	<b>124%</b>

## 2010-15 SUITABLE LIVING ENVIRONMENT GOALS

**SL1.1 Use ESG funding to support nonprofit organizations that provide services to homeless persons and/or for homelessness prevention to 5,000 persons.**

Fiscal Year	Allocation Amount	Outputs Number of Households/Persons	% of Goal Reached
2010-11	\$201,975	1,949 P	39%
2011-12	\$179,115	1,992 P	40%
2012-13	\$322,339	2,522 P	50%
2013-14	\$233,821	742 P	14%
2014-15			
<b>TOTAL</b>	<b>\$937,250</b>	<b>7,205 P</b>	<b>144%</b>

**SL1.2 Allocate 15% of CDBG funds to public service programs that provide services targeted to low-income persons. This includes programs which deal with counseling, crime prevention, home security programs, high-risk poverty-level children, minor home rehabilitation, food banks and pantries, community gardens, abused children, educational programs, community health centers, substance abuse programs, victims of domestic violence, and homeless and homeless prevention. A portion of these funds will assist non-profit organizations that provide homeless and homeless prevention programs as well as housing programs.**

Salt Lake City allocated \$500,785, or 15%, of the 2013-2014 CDBG allocation, to public service programs. Salt Lake City does not consider program income when calculating the 15% public service cap.

**SL1.3 Provide CDBG funding for building improvements to 25 nonprofit organizations that provide public services to low- and moderate-income persons.**

Fiscal Year	Allocation Amount	Outputs Number of Organizations	% of Goal Reached
2010-11	\$563,841	14	56%
2011-12	\$329,491	9	36%
2012-13	\$448,290	5	20%
2013-14	\$138,737	4	16%
2014-15			
<b>TOTAL</b>	<b>\$1,480,359</b>	<b>32</b>	<b>128%</b>

**SL2.1 Use HOME funds to assist 500 low-income households with tenant-based rental assistance to prevent homelessness.**

Fiscal Year	Allocation Amount	Outputs Number of Households/Persons	% of Goal Reached
2010-11	\$170,000	95 HH	19%
2011-12	\$165,000	57 HH	11%
2012-13	\$180,000	62 HH	12.4%
2013-14	\$180,000	76 HH	15.2%
2014-15			
<b>TOTAL</b>	<b>\$695,000</b>	<b>290 HH</b>	<b>57.6%</b>

**SL2.2 Use HOPWA funds to provide the following:**

**A. Long-term rental assistance, short-term emergency rental/mortgage assistance, deposits and utility assistance for 100 persons with HIV/AIDS and/or their families over five years.**

**B. Supportive services/permanent housing placement for emergency motel stays to facilitate the placement of homeless persons living with HIV/AIDS into permanent housing, and permanent housing placement for costs not to exceed two month's rent, including security deposits, credit checks, and housing applications to move HOPWA clients into permanent housing. These types of assistance will be provided to 100 persons living with HIV/AIDS over five years.**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Households/Persons</b>	<b>% of Goal Reached</b>
2010-11A	\$192,475	43 P	43%
2011-12A	\$320,646	144 P	144%
2012-13A	\$290,769	123 P	123%
2013-14A	\$308,496	118 P	118%
2014-15A			
<b>TOTAL A</b>	<b>\$1,112,386</b>	<b>428 P</b>	<b>428%</b>
2010-11B	\$47,880	98 P	98%
2011-12B	\$36,560	64 P	64%
2012-13B	\$32,487	58 P	58%
2013-14B	\$31,642	41 P	41%
2014-15B			
<b>TOTAL B</b>	<b>\$148,569</b>	<b>261 P</b>	<b>261%</b>

**SL3.1 Use CDBG funds for 4 planning projects such as master plans, historic or preservation plans, and feasibility studies for eligible activities in eligible areas of the City.**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Projects</b>	<b>% of Goal Reached</b>
2010-11	\$50,000	1	20%
2011-12	\$77,136	3	75%
2012-13	\$0	0	0%
2013-14	\$0	0	0%
2014-15			
<b>TOTAL</b>	<b>\$217,136</b>	<b>4</b>	<b>95%</b>

**SL3.2 Use CDBG funds to design 5 street projects in eligible areas over five years.**

<b>Fiscal Year</b>	<b>Allocation Amount</b>	<b>Outputs Number of Projects</b>	<b>% of Goal Reached</b>
2010-11	\$30,000	1	20%
2011-12	\$82,000	2	40%
2012-13	\$0	0	0%
2013-14	\$0	0	0%
2014-15			
<b>TOTAL</b>	<b>\$112,000</b>	<b>3</b>	<b>60%</b>

**SL3.3 Use CDBG funds for 5 street improvement projects, including median islands, landscaping, irrigation, sidewalk, curb, gutter, and street reconstruction over five years.**

Fiscal Year	Allocation Amount	Outputs	% of Goal Reached
2010-11	\$271,000	1	20%
2011-12	\$246,000	1	20%
2012-13	\$402,000	1	20%
2013-14	\$484,300	2	40%
2014-15			
<b>TOTAL</b>	<b>\$1,403,300</b>	<b>5</b>	<b>100%</b>

**SL3.4 Use CDBG funds to construct 350 physically accessible street corner ramps throughout the City in eligible areas over five years.**

Fiscal Year	Allocation Amount	Outputs	% of Goal Reached
2010-11	\$270,000	24	7%
2011-12	\$ 70,000	66	19%
2012-13	\$150,000	46	13%
2013-14	\$395,126	182	52%
2014-15			
<b>TOTAL</b>	<b>\$885,126</b>	<b>318</b>	<b>91%</b>

**SL3.5 Use CDBG funds to replace 25,000 square feet of cracked and displaced sidewalk in eligible areas over five years.**

Fiscal Year	Allocation Amount	Outputs	% of Goal Reached
2010-11	\$ 81,000	12,920 sq.ft.	51%
2011-12	\$150,000	26,957 sq.ft.	107%
2012-13	\$150,000	96,222 sq.ft.	384%
2013-14	\$257,883	10,266 sq.ft.	41%
2014-15			
<b>TOTAL</b>	<b>\$638,883</b>	<b>146,365 sq.ft.</b>	<b>583%</b>

**SL3.6 Use CDBG funds to improve/develop 13 City parks and/or park playgrounds.**

Fiscal Year	Allocation Amount	Outputs	% of Goal Reached
2010-11	\$927,504	6	46.15%
2011-12	\$507,100	3	23.10%
2012-13	\$591,000	2	15.375%
2013-14	\$472,800	2	15.375%
2014-15			
<b>TOTAL</b>	<b>\$2,498,404</b>	<b>13</b>	<b>100%</b>

**SL3.7 Use CDBG funds to support the development of 2 art projects for placement in eligible City parks such as decorative pavements, railings, sculptures, fountains, murals and other works of art.**

Fiscal Year	Allocation Amount	Outputs	% of Goal Reached
2010-11	\$25,000	0	0%
2011-12	\$30,000	0	0%
2012-13	\$ 3,000	0	0%
2013-14	\$33,385	1	50%
2014-15			
<b>TOTAL</b>	<b>\$91,385</b>	<b>1</b>	<b>50%</b>

Salt Lake City is on target to meet or exceed the majority of the goals and objectives established in the 2010-2015 Consolidated Plan. Several of our goals have been exceeded and many look to be on target by the end of 2015. Any future reductions of CDBG and HOME funding could make meeting these goals and objectives a challenge for the duration of this Consolidated Plan.

The emergency housing repairs DH1.1 appears to be below our anticipated goal. The amount of work and rising materials costs, coupled with homeowners having less financial resources available to pay for repairs means small issues become much larger emergency projects. ASSIST has an established dollar amount per funding year that they spend up to at each address annually, which was increased this year to keep pace with construction costs and provide meaningful impacts at each address. The overall goal was also lowered from 1,000 units to 950 units due to construction costs. The revised goal will be reflected in each Action Plan and CAPER until new goals are established in the 2015-2020 Consolidated plan.

Although the number of households serviced has made a slight increase, the tenant based rental assistance SL2.1 is still below our anticipated goal. The demand for rental housing has remained high and new construction of affordable housing is still low. Rent has steadily increased on any rental units. While the rents continue to stay up we are unable to serve as many households as we had anticipated when setting the goals. Until the number of new affordable units increases the cost of rent charged will continue to be an obstacle over the next couple of years. We will be reviewing and evaluating this goal.

The number of physically accessible street corners SL3.4 is now on target to complete the Consolidated Plan goal. In spite of the deep cuts to CDBG funding over the last two years, the City made accessibility a priority. It is important that people of all ages and mobility can safely maneuver throughout the City's pedestrian sidewalks.

In evaluating art projects SL3.7 the City believes that we are now firmly on target to meet the set goals. During this year another new art project was funded for Jordan Meadows Park. An artist and design has been selected and this project should be completed by June 30, 2015.

**Describe the manner in which the recipient would change its program as a result of its experiences.**

While the City believes that the overall goals and objectives established in our Consolidated Plan are on target, we will be evaluating all of our goals and objectives over the next year to assure that we are on target or whether we need to make adjustments. There have been increases in the cost of construction materials and supplies, which have the potential to negatively impact all construction projects. The need for affordable rental housing is also increasing and with more demand landlords are aggressively increasing the rents charged for the clients served by our Federal funds. These are the two main factors that could dramatically impact our ability to meet several of our goals by the end of the 2010-2015 Consolidated Plan.

## **SALT LAKE CITY'S PERFORMANCE MEASUREMENTS**

Salt Lake City is committed to implementing the HUD required performance measurement data for all of the HUD allocations we receive and disburse. The 2013-2014 grant applicants were required to indicate the objectives, outputs and outcomes their programs/projects were intended to accomplish.

HAND hosted a training workshop on July 10, 2013 for all agencies that were awarded 2013-2014 funding. City staff provided information relevant to performance measurement issues, data collection

and reporting requirements, written agreements and billing requests. Staff met separately with those agencies in need of more in-depth assistance and encouraged them to set up additional individual meetings to provide further assistance.

Community Development Block Grant funding is not currently used for economic development projects, therefore we have no projects that fall under the economic opportunity category. However, the outcomes/numbers served provided in this CAPER, offer a summary of how Salt Lake City provided new or improved availability/accessibility, affordability, sustainability of decent housing, and a suitable living environment.

## **CR-35 AFFIRMATIVELY FURTHERING FAIR HOUSING** **[91.220 (j) –(k); 91.320(i) – (j)]**

### **Actions Taken To Affirmatively Further Fair Housing**

Salt Lake City, Salt Lake County, and the other Entitlement Cities throughout the County share a Regional Analysis of Impediments (or AI) for program years 2010 through 2014. The Salt Lake County Division of Community Resources and Development was the lead agency coordinating development of the AI which was prepared by the Bureau of Economic and Business Research, David Eccles School of Business, University of Utah, in consultation with HUD's Region VIII Office of Fair Housing and Equal Opportunity. The collaboration among these entities has resulted in a comprehensive countywide approach toward identifying impediments to fair housing choice and outlining actions to overcome their effects.

Salt Lake City recognizes that fair housing impediments need to be updated as conditions change. As such, the City is evaluating current impediments to fair housing choice in preparation for the PY 2015-2019 Consolidated Plan. Earlier in 2014, the Bureau of Economic and Business Research completed two studies identifying impediments to fair housing on both a regional and city scale. The *Regional Analysis to Fair Housing Choice: Salt Lake County and Fair Housing Equity Assessment: Salt Lake City* provide information not only on discrimination issues, but also on access to opportunity. The assessments evaluate disparities in access to opportunity between Salt Lake City's neighborhoods, with vast differences between concentrated areas of poverty and high opportunity areas. Salt Lake City is utilizing this information in preparing the PY 2015-2020 Consolidated Plan, as well as in current fair housing efforts.

Fair housing issues can range from a regional, to a neighborhood, to a site-specific scale. As such, Salt Lake City is taking a comprehensive approach to affirmatively furthering fair housing and is in the process of developing a multifaceted strategy to address needs. The City is collaborating with Salt Lake County, local municipalities and community partners to define and address regional issues and priorities. In addition, the City is in the process of developing city-specific goals and priorities to address neighborhood and site-specific needs.

### **2010-2014 Impediments to Fair Housing Choice**

Based on the demographic, economic and housing data in the 2010 – 2014 AI, Salt Lake City has recognized the needs to (1) promote fair housing education, (2) address the rehabilitation and maintenance of an aging housing stock and provide accessibility improvements for persons with disabilities, (3) review/revise zoning ordinances and city regulations to permit housing diversity and promote a sustainable community that encourages fair housing choice, and (4) provide affordable housing options to low-income residents and special needs housing alternatives to the homeless, elderly,



mentally ill, persons with HIV/AIDS, those suffering from alcohol and/or substance abuse and victims of domestic violence.

- 1. Need to promote fair housing education.** The AI outlines demographic and economic trends that have been affecting fair housing choice in Salt Lake City. The City has experienced a significant growth in minority, refugee and aging populations over the last ten years. There have also been increases in large families, single parent families, and persons with disabilities. These categories include many households in the protected classes who are also renters because of their socioeconomic characteristics and the lack of availability of affordable housing. The members of these groups are vulnerable to housing discrimination and frequently lack information about their fair housing rights. Education about fair housing laws and how to file fair housing complaints is a priority to help improve their housing options.
- 2. Need to address the rehabilitation and maintenance of an aging housing stock and provide accessibility improvements for persons with disabilities.** The AI addresses the deteriorating housing stock in Salt Lake City as a barrier to housing choice. The aging condition of housing in older areas of the City presents high risks of deteriorating quality and increasing energy costs that can impose significant financial burdens on low income households which include many persons in the protected classes. For residents who do not have the choice of moving, improving the quality of their existing housing is a creditable substitute. The rehabilitation, energy conservation and maintenance of existing housing are cost-effective means to provide quality housing for everyone. And accessibility improvements for persons with disabilities and the elderly can enhance the quality of their homes as well as their lives. Salt Lake City wants to promote accessible housing and be an accessible community for its residents with disabilities.
- 3. Review/revision of zoning ordinances and city regulations to permit housing diversity and promote a sustainable community that encourages fair housing choice.** The AI states that zoning practices and development approvals have a greater impact than any other factor on fair housing choice. Zoning determines the location, type and characteristics of housing development and frames housing policies and procedures. Salt Lake City has continued to review and revise its zoning ordinances to effectively address the City's changing housing needs. The City desires a flexible application of zoning standards to encourage innovation and creative problem solving in new developments. The City has also continued to review its building permit process to evaluate its impacts on proposed residential development. Within the past year new building and energy codes have been adopted by Salt Lake City, with minimal building cost impact. Salt Lake City's Building Services department has also dedicated staff members to residential plan reviews in order to provide a faster review and permit process.
- 4. Need to provide affordable housing options to low-income residents and special needs housing alternatives to the homeless, elderly, mentally ill, persons with HIV/AIDS, those suffering from alcohol and/or substance abuse and victims of domestic violence.** The AI underlines that increased levels of affordable housing, particularly rental housing, are necessary to meet the housing needs of protected classes and promote fair housing choice. Salt Lake City strives to be a diverse and balanced community with housing that offers a wide range of choice for all income levels. It seeks affordable housing available in all neighborhoods and not concentrated in a few areas of the City. Encouraging a variety of low, medium and high density housing developments for all income levels will help to enhance, maintain and sustain livable, viable neighborhoods.

**Aggregate number of persons Salt Lake City assisted with HUD funds (CDBG, ESG, HOME and HOPWA) including their race/ethnicity, those with disabilities, and single female heads of households.**

Salt Lake City assisted 25,949 persons with HUD funds during 2013-2014. Of that number 3,504 were disabled and 3,476 were single female heads of households.

Persons Assisted	CDBG	HOME	HOPWA	ESG
<b>RACE:</b>				
White	15,947	191	98	707
Black or African American	1,675	25	39	121
Asian	615	8	1	10
American Indian/ American Native	1,026	6	0	59
Native Hawaiian/ Pacific Islander	603	7	1	12
Two or more	3,839	0	2	31
Other	773	5	1	78
<b>Total*</b>	<b>25,502</b>	<b>242</b>	<b>142</b>	<b>1,015</b>
*The following are included.				
<b>ETHNICITY:</b>				
Hispanic	8,297	42	22	233
Not Hispanic	16,205	200	120	782
<b>OTHER:</b>				
Disabled	2,823	48	142	491
Single female Head of House	3,331	40	31	74

Salt Lake City has continued to strive to increase the number of people, particularly underserved populations, who receive notices to participate in the services and programs it offers. During the past year, notices regarding the CAPER, Consolidated Plan, and solicitations for applications to apply for HUD program funds were distributed to more than 250 individuals and organizations. Several of those organizations provide key services to minority residents, refugees, people with disabilities, and single female-headed households. Some of those key organizations include the Asian Association of Utah, Disabled Rights Action Committee, TURN Community Services, Disability Law Center, Utah Council for the Disabled, Centro Civico Mexicano, Guadalupe Center, English Skills Learning Center, Literacy Action Center, Multi-Cultural Legal Center, Catholic Community Services, Community Action Program, Crossroads Urban Center, Indian Walk-In Center, NAACP, Polynesians Corporation, Utah Tongan Association, Utah Health and Human Rights Project and University Neighborhood Partnerships. The list is updated on a regular basis and staff is always looking to include new groups and organizations that may be able to help us broaden our outreach efforts to underserved populations. Mailing sign-up sheets are available at all Housing & Neighborhood Development public meetings.

**Actions to Overcome the Impediments**

During program year 2013-2014, Salt Lake City addressed impediments as identified in the Consolidated Plan for program years 2010-2014. In addition, the City is beginning to address impediments as identified in the Bureau of Economic and Business Research’s assessments *Regional Analysis to Fair Housing*

*Choice: Salt Lake County and Fair Housing Equity Assessment: Salt Lake City.* Program year efforts and achievements are as follows:

## **1. Actions to promote fair housing education**

- Human Rights Education Project (HREP) - The Human Rights Education Project (HREP), administered by the Salt Lake City Mayor's Office of Diversity & Human Rights (ODHR), is entering into its third year since unveiling in May, 2012. HREP provides workshops for refugee and immigrant communities to provide education on legal rights and responsibilities. Workshop topics include: Workers' Rights, Tenant Rights, Workplace Safety, Law Enforcement, Gang and Sexual Violence Prevention, and U.S. Citizenship. Since its inception, HREP workshops have been taught to over 3,000 refugees and immigrants in twelve different languages. ODHR has partnered with the Disability Law Center to present the Tenant Rights Workshop to educate refugees about laws that forbid housing discrimination in Utah. Instruction will focus on unequal terms/conditions in a rental, harassment, accommodation of a disability, and accommodations for religious practices. In the next 12 months, HREP will continue to offer workshops to a minimum of 20 different refugee communities and is working to expand into other organizations that work with refugees as well to increase the number of refugees HREP workshops reach.
- Human Rights Commission & Office of Diversity - The Human Rights Commission and Office of Diversity and Human Rights serve to protect the human rights of Salt Lake City residents including members of the protected classes through policy, education, advocacy and celebration. The Commission wrote a discrimination report that was used to help substantiate the need for two non-discrimination ordinances protecting individuals from employment and housing discrimination.
- Nondiscrimination Ordinances - The Salt Lake City Council unanimously adopted a Nondiscrimination Ordinance to protect City residents from discrimination based on sexual orientation and gender identity in housing and employment. The ordinance extends antidiscrimination rights relating to housing beyond the federal and state protected classes to gender identity and sexual orientation.
- Renters Resource Toolkit - HAND made a financial contribution to the Utah Housing Coalition in June 2012 to support its project to develop a renters' resource guide. The guide was completed in Spring of 2014 and serves to improve landlord-tenant relations through a comprehensive, informative, balanced, and useful resource for renters, housing authorities, municipalities, landlords and property managers. The Guide has been targeted to refugees and other minority populations. HAND's contribution was specifically based on the guide including a "fair housing" section.

Among other topics, the renters' resource guide includes information on how to read a lease agreement, renters' rights to privacy and habitable living conditions, Utah's Fit Premise Act, federal and state fair housing laws including how to file a complaint, overview of municipal good landlord programs, accommodations for people with disabilities including resources for disabled tenants, landlords' rights as property owners, and the eviction process in Utah. The guide is available at the Salt Lake City & County Building (City Hall) as well as various locations throughout the Salt Lake Valley.

- Housing & Neighborhood Development (HAND) Citizen Outreach - Promoting and supporting all aspects of fair housing was one of HAND's highest priorities in FY 2013-14. HAND integrated fair housing education with all affordable housing materials, educational curriculum, and its programs and services increasing opportunities to affirmatively further fair housing.

In addition, HAND continued to work with the City's Office of Diversity and Human Rights (ODHR) throughout the year to distribute fair housing information to underserved populations with emphasis on protected classes including minorities and refugees. HAND provided copies of HUD's Fair Housing brochures to ODHR to distribute at neighborhood events and programs.

HAND continued to maintain a fair housing page on its website providing links to the Utah Antidiscrimination and Labor Division Fair Housing website and HUD's Housing Discrimination and Complaints website. All calls received by HAND looking for information or wanting to file a discrimination complaint were referred to the Disability Law Center.

- Salt Lake City's Housing Rehabilitation and First-Time Homebuyer Program Outreach  
HAND continued to make its programs and activities available to all eligible individuals including those for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. HAND's most frequent contacts with limited English proficient persons have been with those who speak Spanish. HAND has several bilingual staff members who are fluent in English and Spanish, its website lists the telephone number of a bilingual staff member for Spanish-speaking persons to call to obtain information about its housing programs, and it provides written Spanish translations of applications and loan and mortgage documents for its First-Time Home Buyer and Housing Rehabilitation programs. HAND also offers to provide oral interpreters to persons applying for First-Time Homebuyer and Housing Rehabilitation loans who speak languages other than English or Spanish. HAND additionally requires its sub-grantees to comply with Title VI requirements including limited English proficiency to assure that non-English speaking persons have access to their programs.
- Sub-grantee Fair Housing Training - HAND continued to provide fair housing information and training at its annual workshop for CDBG, ESG, HOME, and HOPWA sub-grantees to help them increase the awareness of their clients—many of whom are minorities, immigrants, refugees, single parents, persons with disabilities, and tenants—about fair housing laws. HAND also distributed fair housing information at outreach activities during the year including neighborhood fairs and community council meetings.
- Fair Housing Month - Mayor Becker continued to commemorate the anniversary of the passage of the federal Fair Housing Act of 1968 by proclaiming April as Fair Housing Month in Salt Lake City and reaffirming the City's commitment to support Federal and State fair housing laws.
- Apartment Association Fair Housing Education Conference & Trade Show - Salt Lake City's Community Development Programs Administrator provided support for the Fair Housing booth at the Utah Apartment Association Fair Housing Education Conference and Trade Show. The fair housing booth provided a platform to educate individuals, realtors, apartment owners, property managers, landlords and tenants about the Fair Housing Act and Utah laws relating to fair housing.
- Utah Fair Housing Forum - Salt Lake City continued to be a member of the Utah Fair Housing Forum, which includes representatives from HUD's Regional Office of Fair Housing and Equal Opportunity, the Utah Antidiscrimination and Labor Division, the Disability Law Center, entitlement cities, and fair housing advocacy groups. The forum serves as a platform to share information and coordinate efforts relating to fair housing.
- ESL Education - The English Skills Learning Center received \$7,000.00 in CDBG funds to teach English language skills to 10 non-English speaking refugees and immigrants of whom 10 were minority, none were disabled, and 1 who was a single female head of household family.

## **2. Actions to address the rehabilitation and maintenance of an aging housing stock and expand housing opportunities for low-income households, persons with disabilities, minorities, refugees, large families, and single-parent households.**

- Salt Lake City's Housing Rehabilitation and First-Time Homebuyer Programs - HAND has continued to expand housing opportunities for low-income households and protected classes through the housing rehabilitation program. Low-interest loans are provided to homeowners for home improvements and repairs including structural repairs, new roofs, bathroom remodel, electrical upgrades, plumbing repairs, new flooring, emergency repairs, and accessibility improvements. New housing developments comply with the requirements of the Federal Americans with Disabilities Act, Fair Housing Amendment Act (FHAA), Section 504 of the Rehabilitation Act, and the International Building Code.

During the 2013-2014 program year, HAND's Housing Rehabilitation Program and First Time Homebuyer Program was allocated \$1,018,978 in CDBG and HOME funds to completed 112 projects to eligible homeowners and seven loans to investors who provided 22 housing units for low and moderate income residents, thus serving 134 households. 19 of the homeowners were minority, 14 were disabled, and 8 were single female heads of households.

- NeighborWorks Salt Lake Housing Programs - Salt Lake City allocated \$413,652 in CDBG and HOME funds for housing activities including, down payment assistance, housing development and home improvement loans. NeighborWorks Salt Lake served 15 households, with 6 of the homeowners being minority, none being disabled, and 7 being single female heads of households.
- ASSIST Emergency Home Repair Program - Salt Lake City allocated \$350,000 in CDBG funding to Assist, an Emergency Home Repair and Accessibility Improvement Program. ASSIST served 134 households, with 27 of the homeowners being minority, 94 being disabled, and 12 being single female heads of households.
- Community Development Corporation Affordable Housing Program - Salt Lake City allocated \$145,000 in CDBG and HOME funding to the Community Development Corporation of Utah, for affordable housing programs that provide down payment assistance loans/grants and housing rehabilitation. CDC of Utah served 39 households, with 5 of the homeowners being minority, none being disabled, and 3 being single female heads of households.
- ADA Neighborhood Improvements - Salt Lake City allocated \$395,126 in CDBG funds to construct sidewalk accessibility ramps in compliance with ADA requirements. Efforts were focused toward neighborhoods with concentrations of poverty, including Salt Lake City's two racial/ethnic concentrated areas of poverty.
- Americans With Disability Act Compliance - Salt Lake City requires all sub-grantees to submit documentation of compliance with the Americans with Disabilities Act. Sub-grantees must submit an annual ADA Questionnaire to document their parking and building access, entrances and interior routes, ramp availability, elevator access, and accessible bathroom stalls. Additionally, all construction-funded activities are required to incorporate ADA standards when feasible.

## **3. Actions to review/revise zoning ordinances to permit housing diversity, promote a sustainable community, and encourage fair housing choice.**

- Community Housing Plan - Salt Lake City adopted a Community Housing Plan in 2000. The plan identifies housing needs and provides a strategy for meeting identified needs for affordable and moderate-income households, seniors and persons with disabilities.
- Comprehensive Housing Policy - In 2012, the Salt Lake City Council adopted a Comprehensive Housing Policy to promote housing diversity and community sustainability that provides a variety of housing types within individual developments; a widespread distribution of housing options throughout the community; multi-family developments that incorporate a variety of unit sizes and bedroom mixes; affordable housing through incentives to the private sector; and home ownership opportunities within the City. The plan encourages mixed-use and mixed-income housing development—including affordable units—in areas with established transportation, public infrastructure, and related public services.
- Accessory Dwelling Unit Ordinance - The Salt Lake City Council has adopted an Accessory Dwelling Unit (ADU) ordinance permitting residential units located on the same lot as a single-family dwelling unit. ADUs increase the housing stock of existing neighborhoods while respecting the look and scale of single-family dwelling development. The City's changing demographics and housing needs support the inclusion of ADUs as a housing alternative. They offer a means for residents, particularly seniors, single parents, and families with grown children, to remain in their homes and neighborhoods. ADUs also promote a broader range of accessible and more affordable housing and provide an opportunity for workforce housing near transit stops and close to places of work.
- Impact Fee Exemption Ordinance - Salt Lake City continued to support the development of affordable housing for low-income households, including all protected classes, through an impact fee exemption ordinance. Affordable housing development will be incentivized through an impact fee exemption that offers a sliding scale reduction depending on the affordability level of the unit. Reductions can be as much as 100%, depending on the unit's affordability level.
- Transit Station Area Zoning Districts - Salt Lake City incentivized the development of affordable housing for low-income households, including protected classes, through the Transit Station Area Zoning District ordinance. Transit-oriented developments provide persons with physical disabilities with adequate, reliable public transportation to easily access employment, goods, services, and housing. Affordable housing near public transportation also expands housing options for persons without driver's licenses, such as refugees, newly immigrated minorities, and mentally disabled persons.
- Mobility - Salt Lake City began a program in early 2014 to increase accessibility to affordable housing for protected classes. Salt Lake City and UTA partnered in developing the HIVE Pass program, which provides public transportation passes at a deeply discounted rate of \$30 per month. The pass is good on TRAX, buses, Frontrunner and S-Line Streetcar. HIVE passes is an important tool to increase mobility for disabled persons, refugees, and other protected classes, thereby expanding housing choices.
- Mixed-Use, Mixed-Income Developments - In April 2013, the City Council adopted additional mixed use zoning to encourage the development of higher density residential, retail and office along the 300 West corridor in the Capitol Hill Community and West Capitol Hill Redevelopment Project Area. The new zoning regulations eliminated the minimum lot sizes for multi-family development and allowed small lot single family residential uses, thereby promoting housing that is more affordable. The mixed-use zoning replaced zoning that limited development to small commercial and residential developments. In addition, the approval process for additional height was simplified in some zoning districts, such as the Residential Mixed Use District (RMU), so that

a conditional use process is no longer required. Instead, the approval for additional height is based on the building and site design criteria (an administrative review).

- Housing /Transportation Connection - Salt Lake City has reviewed its housing policies to assure they encourage and promote Transit Oriented Developments (TODs) as well as adequate, reliable public transportation so that residents may easily access employment, goods and services, and housing. TODs with public transportation linked to employment and retail centers help increase the use of circulation alternatives such as walking, cycling, and mass transit leading to a reduction in green house gas emissions and fuel use.
- Landlord/Tenant Program - Salt Lake City adopted a Landlord/Tenant Initiative Program which took effect September 1, 2011. It is a voluntary incentive program that provides owners of rental dwellings who meet its requirements a discounted City business/apartment license fee. Owners must complete a training program which includes a fair housing section, and execute a written rental dwelling management agreement with the City. The agreement requires nondiscrimination and fair housing as provided in local, state, and federal law; prohibits retaliation against any tenant as the result of reporting violations of a lease agreement, rental dwelling management agreement, or the Landlord/Tenant Initiative Program; requires owners to track annually occupancy denials and evictions; and requires owners or their agents to meet semiannually with tenants to discuss their concerns.

**4. Actions to provide affordable housing to low-income residents and special needs housing to the homeless, elderly, mentally ill, persons with HIV/AIDS, those suffering from alcohol and/or substance abuse, and victims of domestic violence.**

**Affordable Housing**

- Salt Lake City has numerous affordable housing units available for low income families and seniors and has continued to encourage new developments. HAND has explored opportunities to participate with the Housing Authority, private developers, and non-profit agencies in the construction of affordable housing and supportive and special needs housing. HAND has also continued to collaborate with the providers of homeless services, neighborhood residents and business owners to create an environment where a mix of residents with different income levels and persons with special needs can live, work, and flourish together.
- HAND has continued to explore opportunities to use its Housing Trust Fund monies as match for acquisition, rehabilitation and new construction of transitional and permanent housing projects proposed by local housing development agencies to provide affordable and special needs housing.
- The following chart outlines the affordable housing programs and services that received HUD funds during FY 2013-2014.

**AFFORDABLE HOUSING ACTIONS for FY 2013-2014:**

ORGANIZATION	SOURCE	AMOUNT	NUMBER SERVED	MINORITY	DISABLED	SINGLE FEMALE HEAD OF HH
Housing and Neighborhood Development Division First-Time Homebuyer and Housing Rehabilitation Programs	CDBG HOME	600,000 418,978	134	19	14	8

NeighborWorks Salt Lake Revolving Loan Fund to provide low-interest loans, blended mortgages, and home improvement and rehabilitation loans to persons who do not qualify for bank mortgages	CDBG	100,000	9	4	0	4
NeighborWorks Salt Lake Rebuild & Revitalize Blight Project to bring blighted housing up to code	HOME	333,652	6	2	0	3
Community Development Corporation of Utah Own in Salt Lake Program to provide home ownership opportunities through down payment assistance and closing costs	CDBG HOME	70,000 75,000	39	5	0	3
Salt Lake Community Action Program TBRA to special needs and at-risk populations to move into housing and maximize their stability	HOME	70,000	26	9	18	6
Salt Lake Community Action Program Housing Outreach Rental Program to assist low-mod income residents to obtain safe and affordable housing	CDBG	20,000	672	150	208	165
Salt Lake Community Action Program Tenant Home Maintenance to provide home maintenance training and financial management training	CDBG	10,000	12	3	5	3
Assist Emergency Home Repairs and Accessibility Modifications	CDBG	350,000	134	27	94	12

- **Senior Housing** - Mayor Becker's Aging in Place Committee has continued to focus on the issues related to Aging in Place and develop policy recommendations for the City to help the growing number of seniors in Salt Lake City remain in their homes. Among other matters, the committee is addressing the City's goal to help seniors remain in their homes by helping them address the problems confronting them including disability issues and promoting accessible housing.

### **Supportive and Special Needs Housing**

- Salt Lake City takes pride in the number and variety of supportive and special needs housing facilities located here which provide critically needed housing to eligible persons in our community. Several recent projects include Palmer Court which provides 201 units of supportive housing for chronically homeless single men, women, and families with children, the Freedom Landing Apartments which provide 110 units of permanent supportive housing for homeless veterans, and the YWCA Crisis Shelter & Residence for Women and Children which provides 24 units of short-term crisis shelter, 12 units of extended shelter for women with dependent children, and 12 units of transitional housing for single, homeless women.



- HAND continued to allocate HUD funds to provide emergency shelter for homeless persons; tenant-based rental assistance to transition homeless, special needs, and other at-risk populations into permanent housing; transitional housing and supportive services for homeless single women; residential substance abuse treatment and case management to homeless mothers and therapeutic intervention to their children; residential substance abuse treatment to chronically homeless men; emergency shelter, case management and supportive services to chronically homeless individuals with severe and persistent mental illness; and tenant-based and project-based rental assistance, housing information and referral services, short-term rent, mortgage and utility assistance, and permanent housing placement assistance, and case management to persons with HIV/AIDS.
- The following chart outlines the supportive and special needs housing programs and services that received HUD funding during FY 2013-2014.

**SUPPORTIVE AND SPECIAL NEEDS HOUSING ACTIONS for FY 2013-2014:**

ORGANIZATION	SOURCE	AMOUNT	NUMBER SERVED	MINORITY	DISABLED	SINGLE FEMALEHEAD OF HH
YWCA Residential Self-Sufficiency Program to provide transitional housing and supportive services to homeless single women	ESG	\$28,000	48	12	13	3
YWCA Domestic Violence Shelter to provide crisis shelter and supportive services to women and children	CDBG	34,000	401	187	187	120
Salt Lake Community Action Program Emergency Housing Assistance Program to provide one-time rent/deposit to households to avoid eviction and first month rent or deposit to homeless families to move into permanent housing	ESG	11,000	23	9	12	1
Valley Mental Health Safe Haven to provide emergency shelter and supportive services to the chronically homeless severely mentally ill	ESG	8,000	42	9	42	0
Catholic Community Services St. Mary's Home for Men to provide residential substance abuse treatment to chronically homeless men	CDBG	10,000	8	0	8	0
Catholic Community Services Weigand Day Shelter to provide basic services to the homeless	CDBG ESG	20,000 20,000	642	164	216	54

Volunteers of America Homeless Youth Resource Center to provide basic needs and case management to homeless youth	ESG	18,923	445	140	278	30
The Road Home - To provide emergency shelter and supportive services to homeless persons	ESG CDBG	44,000 109,022	225	55	106	7
The Road Home TBRA and/or Rapid Re-Housing to transition homeless persons into permanent housing	HOME ESG	110,000 95,000	120	52	23	33
Housing Authority of the County of Salt Lake To provide TBRA to persons with HIV/AIDS	HOPWA	191,496	32 <u>15*</u> 47	11	32	0
Housing Authority of the County of Salt Lake - To provide PBRA to persons with HIV/AIDS	HOPWA	20,000	4 <u>0*</u> 4	2	4	0
West Valley City Housing Authority - To provide TBRA to persons with HIV/AIDS	HOPWA	52,000	7 <u>0*</u> 7	4	7	3
Salt Lake Community Action Program - To provide housing information services, short term rent, mortgage and utility assistance, and permanent housing placement to persons with HIV/AIDS	HOPWA	100,000	79 <u>22*</u> 101	25	79	19
Utah Aids Foundation - To provide housing related case management to persons with HIV/AIDS	HOPWA	10,000	20 <u>0*</u> 20	2	20	0

\*Other beneficiaries living with HOPWA eligible individuals.

**Describe Other Actions in the Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs**

For very low and low income residents of Salt Lake City, inadequate personal income, education and job skills, lack of affordable housing, limited English proficiency and social, mental or physical limitations are common obstacles to economic self-sufficiency.

In 2013-2014, the City collaborated with its nonprofit partners and allocated 15% of its CDBG funds for public service projects to support programs that assisted residents with job training and mentoring, language development skills, healthcare services, housing accessibility, emergency food supplies, and

counseling programs. In addition, the City used CDBG, HOME and HOPWA funds to provide housing assistance to qualified residents. ESG funds were used to address homeless needs by awarding funds to nonprofit agencies who work in this critical area. The City also leveraged its Federal allocations with low interest and cash flow loans from the City's Housing Trust Fund to assist developers in providing affordable and special needs housing units in the City.

**CR- 15 Leveraging Resources [91.520(a)]**

**Identify progress in obtaining “other” public and private resources to address needs.**

Salt Lake City's efforts to obtain other public and private resources include establishing partnerships with other local governmental agencies, for profit housing development organizations, and local nonprofit organizations to provide a broad base of housing and community development services to residents. Some of those services include: Housing Choice Vouchers, Public Housing Operating Funds, Supportive Housing Rental Assistance, Housing Search Assistance Program, Housing Authority Capital Fund programs, ROSS Grant Self Sufficiency, Social Services Block Grants, Continuum of Care grants, Comprehensive Grant Programs, Homeland Security Agency grants, Economic Development Administration grants, Health & Human Services Refugee Youth and Family Consortium grants, Department of Education grants, and various U.S. Department of Justice grants including Local Law Enforcement Block Grants, Office of Community Policing grants, Drug Free Communities grants, and Methamphetamine Initiatives.

**How Federal resources from HUD leveraged other public and private resources.**

To accomplish its Consolidated Plan objectives, the City leveraged its federal funds and program income with City general funds and grants from other government sources. A major component of community development funding is the City's Capital Improvement Program (CIP), which is subdivided by funding source as follows:

**2013-2014 Capital Improvement Program**

<b>Funding Source</b>	<b>Amount Allocated</b>
General Fund (including Sales Tax Series and GO Bonds debt service)	\$14,929,655
Class “C” Fund	\$2,400,000
Impact Fee Fund	\$2,060,600
CDBG CIP	\$1,381,584
Airport Enterprise Fund	\$367,322,515
Golf Fund	\$210,000
Water Utility Enterprise Fund	\$21,938,500
Sewer Utility Enterprise Fund	\$21,189,500
Storm Water Enterprise Fund	\$4,894,000
Street Light Enterprise Fund	\$950,000

Some projects within each fund provide for system-wide improvements which increase capacity and benefit all residents and businesses in the City, including low and moderate income populations. The General Fund and Class “C” Fund and Impact Fee Fund CIP contain specific projects that will benefit

residents of CDBG eligible areas, including Indiana Avenue street reconstruction and Pioneer, Glendale and Poplar Grove Park improvements.

Another major component of community development funding comes from the Salt Lake City Redevelopment Agency (RDA), whose \$21.3 million budget allocates funds to projects located in the eight project areas, all of which are located within CDBG eligible census tracts.

The City administers the Economic Development Loan Fund (EDLF, formerly known as the Revolving Loan Fund), which makes loans to businesses located in the City for the purposes of stimulating economic development and commercial and industrial diversity by enhancing business opportunities, providing employment, and promoting neighborhood revitalization. From July 1, 2013 through June 30, 2014, the City made two loans totaling \$110,000. During this year, the program was temporarily on hold for programmatic reconfiguration as approved by the City Council was implemented. As of July 1, 2014, cash available within the EDLF was \$6,771,878.90 and loans outstanding in the RLF totaled \$3,567,731.58.

The City Housing Trust Fund provides loans to developers for the development of affordable housing. During 2013-14 the Housing Trust Fund committed \$1,500,000 for two new multi-family developments. Liberty Village Properties will consist of 35 affordable units available of households at 50% AMI or below. In addition, funding for the State Street Plaza will provide 136 affordable units with rents targeted at 35% - 60% AMI.

Salt Lake City and many of its nonprofit Sub-grantees leverage their HUD funds with other federal, state, local government and private sources. Resources identified by CDBG Sub-grantees include but are not limited to the following:

<b>Organization</b>	<b>Other Funding Sources</b>
Salt Lake Community Action Program	State grants
The Road Home	United Way, federal, state & local government grants, private foundations and contributions
Family Support Center – Crisis Nursery	Federal, state & local government grants, local foundations and private contributions
Crossroads Emergency Food Pantry	Private contributions, state grants
Wasatch Community Gardens	Private contributions, county grant
Rape Recovery Center	Federal grants, private donations and foundations
English Skills Learning Center	State and local grants & private contributions
Community Health Centers	United Way, federal, state & local government grants, private foundations and contributions
Legal Aid Society of Salt Lake	Federal, state and local government grants, local foundations, United Way, private donations
Community Action Program	Federal, state and local grants, United Way,
YMCA – homeless youth after school program	County grant, foundations

<b>Organization</b>	<b>Other Funding Sources</b>
Wasatch Homeless Health Care	Foundations, private contributions
SLC Housing rehabilitation	HOME, local financial institutions, program income
ASSIST	Local foundations, State grants
NeighborWorks Salt Lake	Federal grants, HOME, local financial institutions

Salt Lake City leverages the HUD grants it receives with numerous grants from other federal and state sources, including the Departments of Justice, Commerce, Transportation, Health and Human Services, the Environmental Protection Agency, Department of Energy; the State of Utah Criminal and Juvenile Justice, Utah Department of Workforce Services, Utah State Arts Council; Utah Department of Transportation, Utah Health and Public Safety, Utah Natural Resources, Community and Economic Development, the Governor’s Office; and private foundations. The amount of funding each organization receives from contributions from leveraging partners varies from year to year.

**How matching requirements were satisfied.**

**HOME Match Requirements**

Salt Lake City met its 25% HOME match liability requirement of \$105,000 with local bank pool funds and City revolving funds. The City’s remaining sub-recipients who received HOME funds from Salt Lake City’s 2013-14 allocation all provided 25% matching funds from private contributions as follows:

<u><b>Subrecipient</b></u>	<u><b>Source of Matching Funds</b></u>	<u><b>Amount</b></u>
NeighborWorks Salt Lake	Private Contributions	\$78,500
The Road Home	Private Contributions	27,500
CDC of Utah	Private Contributions	18,750
Community Action Program	Private Contributions	17,500

**ESG Match Requirements**

Emergency Solution Grant Sub-grantees are required by contract to provide an additional amount equal to the ESG allotment (1 to 1 match) from in-house sources or private contributions as the required match for the grant.

<u><b>Subrecipient</b></u>	<u><b>Source of Matching Funds</b></u>	<u><b>Amount</b></u>
CCS – Weigand Day Center	Private fundraising	20,000
Salt Lake Community Action Program	Private fundraising	11,000
The Road Home	Private fundraising	139,500
Valley Mental Health	State Homeless Trust Fund	9,000
Volunteers of America	Private fundraising	18,923
YWCA	Private fundraising	23,000

## **MANAGING THE PROCESS**

### **Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.**

Salt Lake City's Housing and Neighborhood Development Division used a formal, competitive process for accepting applications for its 2013-2014 federal grant programs. To ensure compliance with the appropriate national objectives and eligible activity criteria, as well as conformity with the City's five year Consolidated Plan, each application was reviewed by qualified staff. Following the eligibility review of all applications by the City staff, CDBG and ESG applications were reviewed by the Community Development Capital Improvement Program Board (CDCIP) comprised of local residents representing each of the seven City Council districts of Salt Lake City. HOME, and HOPWA applications were reviewed by the Housing Trust Fund Advisory Board, also comprised of local residents representing the seven City Council districts. HOPWA is also reviewed by the *HOPWA Entitlement Review Committee*, which provides diverse perspective on issues relating to HIV/AIDS and housing.

Two public hearings were held to receive public comment regarding general priorities and specific funding recommendations. The first of these hearings was the General Needs hearing to receive comments from the public regarding housing and community development priorities and to assist applicants in the Federal application process. The second hearing was held by the Salt Lake City Council to allow for public comment on organizations requesting funding from the City's 2013-2014 Federal grant allocations.

An Open House was hosted by the CDCIP Board to provide an opportunity for the Board and the public to meet with the CDBG applicants and ask questions about funding requests on their projects/programs.

Housing and Neighborhood Development ensures all CDBG, HOME, ESG and HOPWA funds are used in accordance with appropriate local and federal requirements. Once approved by the City, successful grant recipients must sign written agreements with the City and submit quarterly and annual reports providing performance measurement data to the City, in order to be reimbursed for eligible expenses.

## **CR-40 CITIZEN PARTICIPATION [91.105(d) and 91.115(d)]**

In order to offer the public an opportunity to relate community concerns to the City, a chance to review the 2013-2014 federal applications, and to accept public comment on the applications and the City's public review process, a General Needs Hearing was held on August 13, 2012 as well as an Open House on January 7, 2013. The Open House further provides the public an opportunity to meet with the applicants who had requested funding, as well as City staff, in order to understand the applications submitted and to provide input on those funding requests. On March 26, 2013, the Salt Lake City Council held a public hearing to allow public input on projects proposed for funding.

Notices of the above events were emailed and mailed out to individuals and organizations on Salt Lake City's community development mailing lists. The lists consist of approximately 375 interested organizations and individuals in our community.

### **Provide a summary of citizen comments.**

The community needs identified at the 2013-2014 public meetings included recommendations that

Federal funds should continue to assist low income residents with affordable housing, job training and with the 211 information and referral system, as well as maintaining accessible sidewalks. The comments received at the City Council public hearing were in support of the various applications for funding.

**In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.**

**Performance Report Provided to Public**

This Consolidated Annual Performance and Evaluation Report (CAPER) for 2013-2014 was made available for public review and comment between August 29 and September 12, 2014. Copies were located at Salt Lake City Corporation, 451 South State Street, in the Office of Community Affairs (Room 345) and in Housing and Neighborhood Development (Room 406) as well as posted on the City’s official web site. A copy was also placed for public review at the Salt Lake City Public Library, Main Branch, located at 210 East 400 South in Salt Lake City. No comments from the public were received on the City’s 2013-2014 CAPER draft.

The following IDIS reports were made available for the public for their review:

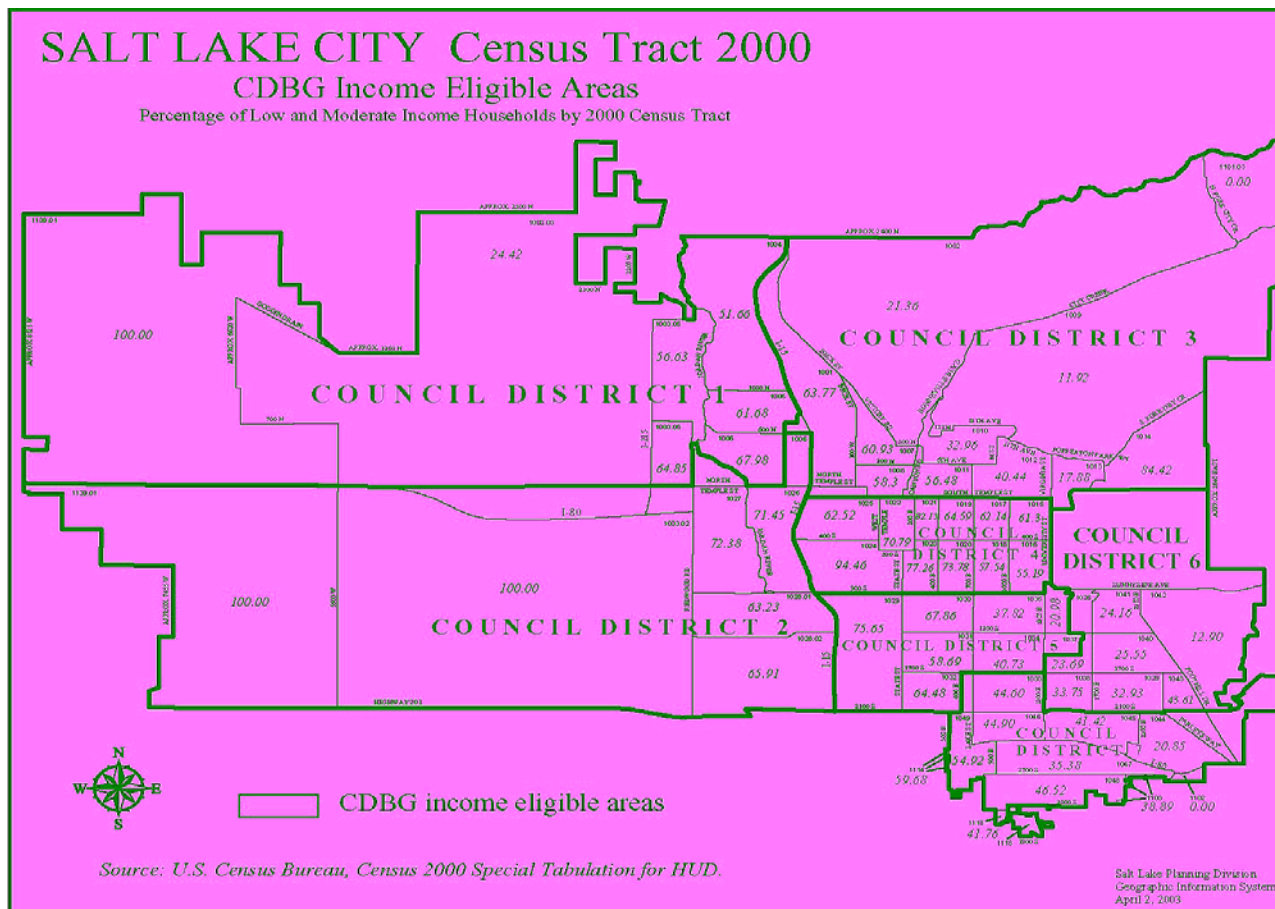
- Summary of Accomplishments Report (C04PR23)
- Summary of Consolidated Plan Projects for Report Year 2010 (C04PR06)
- CDBG Financial Summary Report (C04PR26)
- CDBG Summary of Activities (C04PR03)
- CDBG Performance Measures Report (C04PR83)
- HOME Housing Performance Report (Grantee/PJ) (C04PR85)

2013-14	Amount Funded	Commitment Requirement	Amount Committed	Amount Expended
CDBG	\$3,338,569	3,338,569	3,338,569	3,808,998
HOME	\$ 763,113	763,113	763,113	490,120
ESG	\$ 233,821	233,821	233,821	115,894
HOPWA	\$ 367,068	367,068	367,068	258,777

Salt Lake City estimated it would receive \$900,000 in CDBG program income in 2013-2014. The City shows \$990,913 received in program income and expended all of the CDBG program income funds in 2013-2014. Salt Lake City also estimated it would receive \$325,000 in HOME program income in 2013-2014. The City actually received \$300,828 in program income and expended all of the program income funds.

## GEOGRAPHIC DISTRIBUTION OF EXPENDITURES

The 2000 Census provided the data used by Salt Lake City to establish the geographic distribution for its federal grant programs. Census tracts, with at least 51% of the households having low and/or moderate income levels, are where the City's housing activities and community development activities, such as sidewalks, parks and street improvements were directed as indicated by the shaded areas on the following map:



The census tracts with the largest minority concentration are noted below with the accompanying federal grant funded activities for 2013-2014:

Census Tract	Percent Nonwhite	Percent Hispanic	2013-14 Activities
1027	42	46	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided accessibility ramps
1026	46	45	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk replacement and accessibility ramps
1006	38	45	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk replacement and accessibility ramps



Census Tract	Percent Nonwhite	Percent Hispanic	2013-14 Activities
1028.01	43	43	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided street reconstruction to Redwood Drive, sidewalk replacement and accessibility ramps
1024	36	42	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided accessibility ramps
1005	25	42	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided park improvements, and sidewalk replacement and accessibility ramps
1003.06	44	39	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk replacement and accessibility ramps
1003.05	40	38	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided park improvements to Jordan River Park, security lighting to Jordan River Parkway, sidewalk replacement and accessibility ramps
1001	33	36	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk replacement
1020	33	34	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk Replacement
1029	39	32	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs
1004	23	27	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided skateboard at Rosewood Park, sidewalk replacement and accessibility ramps
1028.02	47	25	HAND, CDC, NWSL and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk replacement and accessibility ramps
1023	29	29	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk Replacement
1030	26	29	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs
1007	18	23	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs
1031	22	21	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs
1032	19	18	HAND, CDC and ASSIST provided rehab and homebuyer assistance programs; SLC Engineering provided sidewalk Replacement
1018	22	17	HAND, CDC and ASSIST provide rehab and homebuyer assistance programs; SLC Engineering provided sidewalk replacement

## **INSTITUTIONAL STRUCTURE [91.220(k); 91.320(j)]**

**Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.**

Salt Lake City's Housing and Neighborhood Development, a division of Community and Economic Development, is responsible for the administration of the City's federal assistance programs, for the development and implementation of the City's five year Consolidated Plan, the Citizen Participation Plan, substantial amendments to the Consolidated Plan and the Consolidated Annual Performance and Evaluation Report. Salt Lake City has established an extensive network of public and private sector partnerships with numerous organizations to help meet the economic and housing development needs of its residents and to implement its Consolidated Plan.

During the 2013-2014 Consolidated Plan year there were no changes to the City's diverse network of private and public partnerships. However, since the submittal of the 2012-2013 CAPER, the Housing and Neighborhood Development Division lost staff due to retirement and resignation. New staff members were hired, and some of the duties have been reorganized. Tammy Hunsaker was hired as the new Community Development Programs Administrator. In addition to other duties, Ms. Hunsaker will administer the Community Development Block Grant, and the Housing Opportunities for Persons With Aids grant. Mr. J. Todd Reeder was brought on board as the Housing Development Programs Specialist, and administers the HOME Investment Partnership Program. Mr. Jacob Williams, our new Housing Special Projects Coordinator, will focus on Labor Relations compliance with regards to HUD grants. Lastly, Ms. Elizabeth Reining Buehler, the City's new Homeless Services Coordinator also administers the Emergency Solutions Grant.

The City is confident that these staff transitions have gone smoothly without wavering in our commitments or responsibilities to the communities we serve. The new staff has come to the City with a wealth of knowledge, extensive skill sets, and meaningful experience. They have attended numerous HUD sponsored trainings around the country. The City, our sub-grantees, and various community partners have experienced a seamless transition of duties and responsibilities. All of the HAND staff continues to participate in available training and educational opportunities whenever possible.

## **CR-40 MONITORING [91.220 and 91.230]**

**Describe how and the frequency with which you monitored your activities.**

To ensure compliance from the start of a project or program, the Housing and Neighborhood Development (HAND) Division uses the application process to start the monitoring process of all agencies. Each application must go through an extensive review process that is conducted to ensure that each applicant meets a national objective and that the organizational goals are aligned with the goals identified in the City's Consolidated Plan.

Once the applications pass the initial review, each application is taken through an extensive public process, with the final funding decisions being made by our City Council. At that time, contracts are drawn up that identify governing regulations, scope of work, budgets and any other Federal requirements and local requirements of the grant. Once fully executed contracts are in place, the HAND Accountant/Auditor is responsible for monitoring the agencies through the life of the contract. The

agencies are monitored for compliance with the program regulations as well as the content found in the City contracts.

To ensure Sub-grantees are aware of program requirements, each agency that was awarded funds received an invitation to attend a grant training seminar. This seminar allows HAND staff to reiterate Federal regulations, provide guidance on changes for the upcoming grant year, identify Federal funding concerns, and review expectations of the agencies. The City encourages at least one attendee from each agency come to the training. Each person attending the training seminar receives a handbook that contains important information including contacts, website links, timelines, and a list of documents that are required to be submitted to the City annually. Agencies that were unable to attend do have the ability to receive training documents if they contact the City.

The City operates all CDBG, ESG, HOME and HOPWA grants on a reimbursement basis. This ensures that desk reviews, an important part of monitoring, can be completed before Federal funds are utilized for any program or project. A desk review was completed for every reimbursement request. This allowed the Accountant/Auditor to ensure that all requirements of the contract and federal regulations were actively being met prior to disbursing any funds or drawing funds from HUD's Integrated Disbursement and Information System (IDIS). The IDIS system also helps assist with program/project eligibility requirements, track spending rates and report performance measurements.

During the program year, the HAND staff works together to ensure Federal regulations are followed. This ensures consistent communication between staff and agencies and reduces confusion. As a matter of routine, the City files property restrictions with the Salt Lake County Recorder's Office for all CDBG public service building improvement projects that receive over \$25,000 in funding. Recording these restrictions ensures that the property will be used for an appropriate purpose for the required number of years as required by federal regulation. Additionally, agencies receiving Tenant Based Rental Assistance funding are highly encouraged to place clients in multi-family units that meet the City Housing Code standards. It is the City's requirement that all residential rental units containing three or more units must have a current City business license. These units are regularly inspected as per City Ordinance. However, it is also our understanding that some clients may not be housed in multi-family units for one reason or another. In an effort to ensure safe, decent housing, a process exists so that a Landlord may self certify that the unit meets City Housing Code. Outside of the City's incorporated boundaries, agencies must follow local housing ordinances. In each instance, a Housing Quality Standard Inspection form must be in the client's file in addition to any local government required inspection. All inspections and housing standards must be met prior to the clients moving into their units.

Through the use of a Risk Analysis, coupled with reporting mechanisms, the Division Director and the Accountant/Auditor are able to determine which agencies would benefit from a technical training session, and which agencies need to have an on-site monitoring visit. The agencies that score highest typically have a monitoring visit during the following program year. As per Federal regulations, select agencies from each program (CDBG, ESG, HOME & HOPWA) are monitored on an annual basis.

**Describe the results of your monitoring including any improvements.**

Because it is a HAND policy that each reimbursement request receives a desk review prior to funds being disbursed, it is a straightforward process to monitor compliance throughout the term of the contract. In addition to desk reviews, tailored guidance is given throughout the year via telephone and email conversations. This past program year, several on-site technical assistance visits and monitoring visits were completed. The following diagram illustrates the number of agencies that were monitored or received formal technical assistance visits during the 2013-2014 program year.

Grant Program	Monitoring Visits	Technical Assistance Visits
CDBG	4	2
ESG	1	0
HOME	1	0
HOPWA	2	0

The on-site monitoring visits for CDBG, ESG, HOME, and HOPWA all went well. Monitoring visits revealed that in general, our agencies have well documented processes and know to contact the City when questions arise. Minor deficiencies were identified and agencies have worked quickly to adjust processes as necessary and move forward with stronger programs. Most of the agencies receiving funding have been operating the programs for a long period of time, as such only two Technical Assistances visits were completed. These were done in such a manner that the Accountant/Auditor went on site to meet staff, review processes and make recommendations. This is done in an effort to assist the agency at meeting the Federal requirements. Any findings or concerns are included in the next risk assessment and are addressed at the next scheduled on-site monitoring review.

During the spring/summer of 2014, HAND completed on-site monitoring reviews and housing quality inspections for six HOME funded multi-family rental units for the fiscal year 2013-2014. The list of HOME projects is maintained by the HOME staff. This ensures all reviews are completed according to regulatory requirements. Each multi-family property that is due for an inspection receives both an operational review as well as a visual inspection for City Code compliance. (See HOME section for results of the on-site reviews)

**Self Evaluation**

**Describe the effect programs have in solving neighborhood and community problems.**

With the down turn of the economy, the need in our community has increased tremendously. Certainly the need of our community far out paces the funds available. As such, we encourage our agencies to collaborate, partner and leverage funding and resources where possible. Many agencies have had to re-evaluate their role in the community and ensure that they are providing a unique service as so not to duplicate efforts of another agency.

Salt Lake City’s funding priority has been set by the City’s Capital Facilities 10 year plan, coupled with the Consolidated Plan submitted to HUD. As such, we focus as much CDBG funding as possible into Public Services to assist with core essential needs of our community and communicate with our governmental partners ensure services are ongoing. This past year, the City has continued to strive for the safety for disabled residents, pedestrians and vehicles. As such, street, sidewalk and ADA ramp improvements continue to be a priority. Doing these types of projects allow the City to increase public accessibility and safety. Sidewalk improvements meet all ADA requirements. Park improvements improve the safety, accessibility, usefulness and aesthetics of the natural environment for neighborhood residents. In turn, this increases resident morale and encourages residents to keep up their personal properties and their surroundings. The City also allocates funds for building improvements of public facilities. This helps ensure social programs are able to continue to meet in safe and sanitary conditions.

We recognize that Salt Lake City is an “older community” that requires a lot of maintenance, especially in the low income areas. Housing programs have done a tremendous job at sustaining existing housing stock, creating additional housing stock through new construction, deterring conditions that may be considered “slum” or “blight”, assisting first time home buyers in affordable home acquisition and

fostering neighborhood revitalization. Despite the conditions of the economy, there has been a substantial amount of work that has been done and will continue to be done.

Partnering with agencies within our community, allows the City to make a large impact in assisting the City's working poor, homeless and those struggling with special needs.

### **Describe progress in meeting priority needs**

This completes the fourth year in our 2010-2015 Consolidated Plan. We continue to be a "Housing First" community that centers a lot of focus on getting and keeping residents stably housed in safe and affordable housing. Construction costs have continued to rise and the availability of housing has stabilized. The challenge the City and its nonprofit developers face, is competing with groups or investors that are in the business of flipping homes. This presents challenges as it is becoming increasingly difficult to purchase a house at a rate that allows for it to be sold as an affordable home. The City continues to be committed to ensuring that each activity funded meets the needs of our residents and works toward the goals outlined in the Consolidated Plan. As the economy adjusts, the City continues to be well poised to meet the needs of our residents.

### **Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.**

Salt Lake City is committed to helping provide decent housing and suitable living environments for our low and moderate income persons. In the 2013-2014 program year Salt Lake City allocated 33.5% of its CDBG grant award directly to housing programs. The City was also able to use additional CDBG Program Income funding generated by the City's First Time Home Buyer and Homeowner Rehab Program to allocate an additional \$990,000 toward housing efforts. By utilizing reallocated funds and program income, the City was able to allocate over one million dollars of HOME funding for housing development, housing rehabilitation, down payment assistance, tenant based rental assistance and first time homebuyer efforts. As we have continuously done in the past, CDBG and HOME Program Income generated from our mortgage portfolio are reinvested into the same programs. This helps us leverage our resources and meet an ever expanding need within our community. Of our HOPWA funds, 99% were allocated for tenant based rental assistance, project based rental assistance, assistance in locating and moving into housing, and short term housing assistance. Of the ESG funds 94% were allocated for homeless support and housing programs. At the end of each program year, if any sub-grantee did not fully expend their grant award, these funds are recaptured and reallocated to future programs/projects. These funds are not utilized for administration of the grants thereby increasing the amount of available funding for programs/projects that are targeted for the low-income within our community.

Each year the City utilizes the full 15% of CDBG grant allowable for public service activities. This year, that 15% went to provide funding for the following types of programs: youth programs, literacy, domestic violence prevention, homeless prevention, education, legal assistance, refugee/asylee care, youth community gardening programs, and health care. All of these programs are funded in an effort to help further facilitate a suitable living environment.

Salt Lake City also allocated over \$1.7 million of its CDBG funds for street reconstruction, sidewalk reconstruction, physical access ramps, park improvements and public service building improvements. This was all done in an effort to provide suitable living environments for its low and moderate income residents.

Salt Lake City did not allocate any Federal funds for economic development activities.

### **Indicate any activities falling behind schedule**

It is normal course of business to expect that most CDBG construction and infrastructure projects take up to two years to complete. This is mostly due to the weather patterns here in Salt Lake City and the planning, engineering and design work that each of these projects require. Last year, a memorial park planned in honor of a fallen City Officer Ron Heaps fell behind schedule due to other major community projects that impacted the memorial park. This project has since been redesigned and is now going to be an artistic memorial marker, which is set to be designed, built and installed during the 2014-2015 program year. Any other projects not completed in 2013-2014 are on track to be completed in the next program year.

### **Describe how activities and strategies made an impact on identified needs**

As a granting entity, it is important that the City must give a lot of thought to capacity, experience, community needs, other community resources and leveraging ability of the Sub-grantees. Many of the same organizations do get funding from year to year, however, each year their programs are scrutinized to determine if it continues to meet the priority needs outlined in the 2010-2015 Consolidated Plan.

For the 2013-2014 program year, the City identified other local initiatives and looked to see how the programs receiving Federal funds aligned with the other initiatives. These would include Sustainable Salt Lake Plan, Council priorities and Mayor's livability agendas.

### **Identify indicators that would best describe the results**

The IDIS Timeliness Report gives a clear picture as to the City's dedication at ensuring that these funds are quickly put to use meeting the needs of our community. The Timeliness Report as of May of 2014 shows an adjusted draw ratio of 1.37%, which is below the 1.5% requirement. In the future funding years the City expects to see the timeliness metric improve even more as large projects are completed. One of the City's focuses during these tough economic times has been to quickly spend the funds where the need is most pressing that allows the City to meet its goals and objectives.

Entering the final year of the consolidated plan, the results show the City is on track to meet or exceed almost all of the goals identified. This is despite a lingering floundering economic downturn, and high mortgage foreclosure rates. Our community has been able to fine tune processes, work more collaboratively and explore alternative methods of product delivery to ensure that client and community needs are met.

### **Identify barriers that had a negative impact on fulfilling the strategies and overall vision**

The City considers these barriers as having a negative impact on fulfilling strategies and overall vision:

- The job market has improved, however with the decrease of the unemployment rate; employers have become more selective in their hiring practices thereby making it harder for undereducated/under skilled clientele to find employment. This also increases the number of residents that are reliant upon social services.
- Utah's housing market has finally turned a corner however rental vacancy rates are low causing landlords to be more selective in whom they target for housing, banks are requiring a larger homeowner contribution and housing prices are increasing dramatically. This may affect our ability to meet goals identified in the Plan.

- The City has a shortage of units available for those in lower AMI brackets to rent at affordable rates.
- Cost of raw land and construction has drastically increased, this may affect the number of homes that are built or rehabilitated and thereby may reduce our outcomes.
- Cost of education continues to rise faster than inflation. This presents additional challenges and barriers to low income residents.

**Identify whether major goals are on target and discuss reasons for those that are not on target**

All projects are doing well. Construction/infrastructure projects, housing development/rehabilitation, and public art projects historically take multiple years to complete. However no projects are significantly behind schedule to meet this target timeline.

**Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively**

As in the past, the City continues to place strong emphasis on Sub-grantee monitoring and the placement of residents in safe and decent housing. The City continues to emphasize the importance of staff training and encourage Sub-grantees to partner with the City to ensure accuracy of data collection, record keeping and reporting. Performance Measurement reporting forms are updated annually to ensure that the reporting is captured in a user friendly manner that accurately reflects the efforts of the City and our community.

**CR-35 LEAD-BASED PAINT [91.220(k)]**

**Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.**

We have implemented policies that update our “lead procedures” to ensure compliance with both HUD and EPA lead rules. We have also coordinated with Salt Lake County in helping our contractors and their workers become EPA certified.

Our staff members have been trained in Lead issues. One employee is a certified Risk Assessor and three are Certified Lead Inspectors. One other staff member has attended a class on project design and passed the required examination.

We have six contractors that are certified as lead supervisors. Those that aren’t certified are required to use a certified sub-contractor to handle any lead related work that is included in his or her projects.

We request a risk assessment for each project that progresses to the point of preparing an actual work description. If an applicant decides not to pursue the project, they are given a copy of the risk assessment for their file in the event they want to do work in the future. We do many more risk assessments than we do projects.

The City continues to work closely with Salt Lake County in the Lead Safe Housing Program, attending monthly meetings and distributing literature on the program every time we participate in an event or have opportunities to communicate with community. Any of our rehabilitation projects that qualify for county

lead funding are referred to the county to apply for the county lead grant. If the project doesn't qualify for county funding, the city will grant up to \$5,000.00 to cover the additional costs associated completing any lead related work that needs to be accomplished. We continue to find that many homeowners are still resistant to the concept of paying additional money to remediate lead dangers.

We will continue our outreach efforts. This past year we will mailed out over 15,000 pieces to households in our target areas. We also participate in fairs, community open houses and community festivals. Staff always makes a discussion about lead a major point in our first meeting with homeowners. The City has partnered with Salt Lake County to include flyers on lead-base paint hazards with our weekly mailings, and continue to target specific neighborhoods for joint outreach activities. We are also working with Salt Lake County to develop projects to deal with lead issues in cases where elevated blood lead levels have been found. Finally, we are working with the county to develop more effective materials to advise the public of the dangers of lead based paint.

## **HOUSING NEEDS**

### **Describe actions taken during the last year to foster and maintain affordable housing.**

The City allocated 33.5% of its 2013-2014 CDBG funds and all of its HOME funds, along with funds from the City's Bank Pool Loan fund, in the amount of \$1,994,416 to leverage the federal program funds, to help Salt Lake City foster and maintain its affordable housing stock. This was accomplished by providing funding for rehabilitation of existing affordable housing, and by providing down payment assistance and First Time Home Buyer funding for low- and moderate-income residents of Salt Lake City.

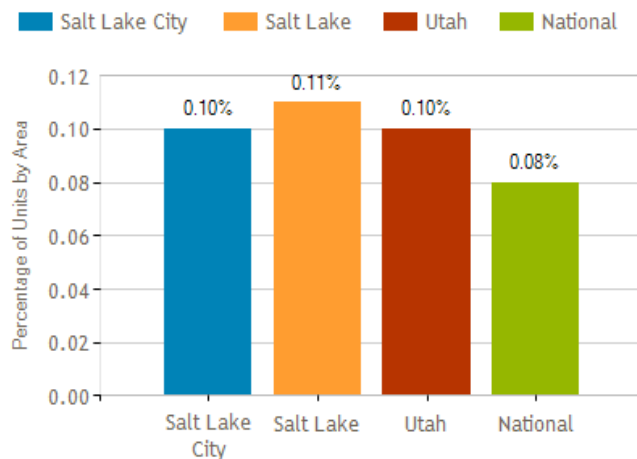
Salt Lake City also leveraged its Federal funds with the City's Housing Trust Fund. During 2013-2014 the City contributed a total of \$1,500,000 of Trust Fund dollars to further the affordable housing goals of our community. During this time loans were made to developers for the development two new multi-family developments. Liberty Village Properties will consist of 35 affordable units available of households at 50% AMI or below. In addition, funding for the State Street Plaza will provide 136 affordable units with rents targeted at 35% - 60% AMI.

Utah has traditionally been behind the curve in feeling the effects of the housing lending crisis. In 2013 there was an increase in the number of foreclosures as the effects of the wave spread into the state's economy. Overall, Utah dropped from 16<sup>th</sup> in the foreclosures (in the later part of 2013) to 12<sup>th</sup> in the nation for home foreclosures by mid 2014. Based on information from the RealtyTrac website foreclosures within the State are slowly dropping.

The nation as a whole is experiencing fewer foreclosures down approximately 35% from 2012, with 1 in every 1,137. The State of Utah is showing 1 in every 1,010 homes in foreclosure, while Salt Lake City currently is experiencing 1 in every 997.



## Geographical Comparison for Salt Lake City, UT



Total number of foreclosures broken down by type of filing.

In 2013, the Housing and Neighborhood Development (HAND) Division of Salt Lake City contracted with **BBC – Research & Consulting** to prepare the “*Housing Market Study*”. The study assess housing market conditions, to identify the greatest needs and to analyze how well the City’s private housing stock meets the housing needs of the workforce, as well as current and potential residents. This information in this report will aid HAND in formulating future HUD Consolidated Plans, provide input for the City’s Master Plans, as well as provide guidance for areas and income levels with the greatest need as housing development is proposed.

## SPECIFIC HOUSING OBJECTIVES

**Evaluate progress in meeting specific objectives of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.**

Specific objectives of the City’s housing goals include, but are not limited to, housing rehabilitation, homebuyer assistance, homeless and transitional housing development, rental assistance, new construction, in-fill housing, special needs housing, emergency home repair and accessibility modifications.

Salt Lake City identified unmet needs for different income levels but did not break down its housing goals for those different income levels.

**2010-2015 Consolidated Plan Rental Housing Accomplishments:**

<u>YEAR</u>	<u>0-30%</u>	<u>31-50%</u>	<u>51-80%</u>	<u>Organization</u>
2010-11	185	6	0	CAP, Road Home, UNPHC
2011-12	68	4	0	CAP, Road Home
2012-13	61	1	0	CAP, Road Home
2013-14	72	3	1	CAP, Road Home
2014-15				
<b>Total</b>	<b>386</b>	<b>14</b>	<b>1</b>	

**2010-2015 Consolidated Plan Home Owner Housing Accomplishments:**

<u>YEAR</u>	<u>0-30%</u>	<u>31-50%</u>	<u>51-80%</u>	<u>Organization</u>
2010-11	0	19	167	HED, NWSL & CDC
2011-12	4	19	61	HED, NWSL & CDC
2012-13	5	27	11	HED, NWSL & CDC
2013-14	6	28	74	HED, NWSL & CDC
2014-15				
<b>Total</b>	<b>15</b>	<b>93</b>	<b>313</b>	

As of the 2013-2014 program year the housing market has slightly recovered and prices are continuing to go up. However, it is still harder for low income clients to get into housing. Larger homeowner contributions continue to be required for financing.

The City places a high priority on utilizing its Federal grants by funding organizations with the capacity and expertise to develop affordable housing and create housing opportunities for the largest number of low/moderate income residents in our community. In an effort to encourage the preservation and development of affordable housing, the City supports its own Housing and Neighborhood Development Division as well as NeighborWorks Salt Lake, and Community Development Corporation of Utah, three nonprofit housing organizations that concentrate their efforts in the City's lowest-income neighborhoods, helping to City address some of its "worst-case" housing issues.

Salt Lake City also directs a significant portion of its CDBG, ESG, HOME, and HOPWA funds to supportive housing organizations such as the Salt Lake Community Action Program, the Road Home, Catholic Community Services, Utah Nonprofit Housing Corporation, House of Hope, Assist, and local housing authorities. These organizations/programs also help Salt Lake City address its "worst case" housing needs, and ensure that Section 215 Qualification as Affordable Housing standards are met to help ensure low-income residents do not pay more than 30% of their gross income for housing. In addition, they help to address the needs of disabled residents through construction of accessible and visit-able housing projects as well as rehabilitation/modification of units that address accessibility issues.

According to the 5 year 2008-2012 American Community Survey data, of the households earning less than \$50,000 a year, 6,897 home owners' mortgage costs were 30% or higher of their gross income (which has more than doubled from around 2,300 previously, indicating that the community is still dealing with the impact of the housing crisis); and, 17,832 renters' housing costs were at 30% or more of their gross income. It is important to note that the City experienced a 10.2% increase in the number of renters from 2000 to 2010. Salt Lake City's 2010-2015 Consolidated Plan incorporate the Section 215 Qualification as Affordable Housing requirements.

## **CR-30 PUBLIC HOUSING STRATEGY [91.220(h); 91.320(j)]**

### **Describe actions taken during the last year to improve public housing and resident initiatives.**

The Housing Authority of Salt Lake City (HASLC) contracts on an annual basis with U.S. Inspection Group to conduct 100% of the Uniform Physical Condition Standards Inspections (UPCS) on all public housing units, common areas and building exteriors to ensure they remain safe, decent, and an asset to the community.

The Housing Authority applied for HUD's Rental Assistance Demonstration Program (RAD) in November 2013. This Program Demonstration will allow a PHA to convert their public housing into a Project Based Section 8 Rental Assistance Program (PBRA) or will allow the PHA to Project Base some of their existing Section 8 Vouchers to a Project Based Voucher (PBV). The intent of this demonstration is to provide PHA's the ability to borrow private money against the property in order to make capital repairs. With the continuing reduction in federal funding for Public Housing Capital Repairs, the housing stock nationwide is at risk of deterioration.

The HASLC has a very active Resident Advisory Board that has been working with the Salt Lake City Police Department to create safer living environments and guidance on how to establish a Neighborhood Watch Program. The HASLC also contracts with Salt Lake County Aging and Adult Services for participation in their Senior Companion Program.

### **New Housing Developments:**

The HASLC was awarded Low Income Housing Tax Credits in December 2013 for the construction of 112 units of Senior (55 and older) housing. The official ground breaking for this development is July 29, 2014.

On June 27, 2014, the Purchase and Sales Agreement was signed between the HASLC and the Redevelopment Agency of Salt Lake City. This property is located at 444 South 900 East and will consist of a 62 one and two bedroom units. This will be a Transit Oriented Development (TOD) where development is scheduled to start in late fall of 2014.

### **Payment in Lieu of Taxes:**

Each year, Salt Lake City contributes back to the Housing Authority the PILOT funds it pays. This contribution is used for Homeless Programs the HASLC administers such as transitional housing for homeless families, a homeless program for veterans, and units set-a-side for homeless individuals in their mixed income, tax credit projects.

## **CR-50 HOME PROGRAM [91.520(d)]**

### **Assessment of Relationship of HOME Funds to Goals and Objectives**

**Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.**

Preservation and creation of affordable housing are high priorities for Salt Lake City. In order to accomplish the goals established in the 2010-2015 Consolidated Plan, Salt Lake City used the 2013-2014 HOME allocation of \$763,113 to fund the following projects:

<b>Program/Project</b>	<b>Population</b>	<b>Accomplishment</b>	<b># Assisted</b>
Salt Lake Community Action Program	Low/mod-income households	Tenant Based Rental Assistance	26 HH
Community Development Corporation of Utah	Low/mod-income households	Down Payment Assistance	17 HH
NeighborWorks Salt Lake	Low/mod-income households	Housing development 1 <sup>st</sup> Time Homebuyer Assistance and homeowner education	6 HH
SLC Housing and Neighborhood Development.	Low/mod-income households	1 <sup>st</sup> -time Homebuyer Assistance and Home Owner Rehab	11 HH 123 HH
The Road Home	Low/mod-income households	Tenant Based Rental Assistance	50 HH

**Assessment of Relationship of HOME funds to Goals and Objectives:**

HOME goals established in the 2010-2015 Consolidated Plan, included 500 tenant based rental assistance to help prevent homelessness, 450 rehabilitation projects for homeowner and rental housing units, 50 down payment assistance goals, and 100 first time home buyer goals. As this is the fourth CAPER for the 2010-2015 Consolidated Plan, we are confident about reaching our established goals within the next year of the Plan period with the exception of tenant based rental assistance. Households are taking longer periods of assistance than anticipated leaving additional individuals seeking assistance without this funding option.

**HOME MATCH REPORT**

**Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.**

See Attachment – Form 40107-A – HOME Match Report

**HOME MBE AND WBE REPORT**

**Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women’s Business Enterprises (WBEs).**

See Attachment – Form 40107 – Annual Performance Report – HOME Program

**ASSESSMENTS [92.351(b)]**

**Results of On-site Inspections of Affordable Rental Housing**

Each year, Salt Lake City arranges to do a file review and a physical on site inspection of affordable rental housing. The property visited is determined by the HOME regulations in terms of affordability period and the funds invested in each property. For the 2013-2014 year, the City was required to inspect a total of six properties. The on-site inspection and monitoring included a review of how residents are selected, affirmative marketing plans, accessibility, lease agreements; client files for income certification,

visual inspections, as well a review of the interior and exterior physical conditions, maintenance and upkeep of the premises.

Typically a minimum of ten percent of the files were monitored and inspected for each project. The properties that were monitored and inspected are as follows:

- Sedona Apartments 562 West 200 North
- Jefferson Apartments 1071 S. West Temple
- Riverwood Cove Apartments 582 N. Riverside Drive
- Freedom Landing 1900 W. North Temple
- Lowell Apartments 746 South 200 East
- VOA Young Men’s Transitional Home 556 South 500 East

The primary purpose of reviewing the tenant files was to ensure that both the tenant and property owner sign all required documents and to verify that income certifications are being done annually. Lease agreements were reviewed for compliance with HOME requirements, to ensure that tenants are income-eligible, and that income is properly documented. Finally, the City looks to ensure that rents being charged do not exceed program guidelines.

City staff also reviewed Fair Housing Marketing Plans that include all efforts for outreach with other nonprofit organizations, housing authorities and social service agencies to fill vacancies. Because the housing projects may serve special populations, the majority of prospective tenants are referred by agencies that provide case management for their clientele. Contact with referring agencies is done on a regular basis, or whenever an apartment becomes vacant. On-site signage is also used for advertising and City staff ensures that signs include the Fair Housing and Equal Opportunity logos.

The primary purpose of doing an on-site inspection is to ensure that the physical property, including the buildings and rental units, are maintained according to Salt Lake City Residential Building Code and that the property is free of hazards. All of this is in an effort to ensure that those residents living on these premises are housed in a clean, safe and decent living environment.

The City sends monitoring results within sixty days of the audit to the project owner. If issues arise that need to be addressed, the apartment owner is provided up to 120 days to bring the units into compliance. The length of time is dependent upon the severity of the issues identified. The City requires that the property owner submit a letter indicating that all findings have been addressed with proof of work completed. This may be in the form of maintenance work orders, invoices, payments, etc.

**Utah Nonprofit Housing Corporation (UNPHC)**

UNPHC owns and manages the following properties: Sedona Apartments, Lowell Apartments, and Riverwood Cove Apartments. All properties have access to the same computer programs and forms are uniform at each property. As in years past, UNPHC holds training meetings on a regular basis for their property managers. They also ensure that appropriate personnel attend federal award training to ensure compliance throughout their properties

**Sedona tenant files:**

Tenant files appeared to be accurate and complete. Of the sixteen units, five files were reviewed.

**Sedona physical inspection:**

This building was inspected by Salt Lake City Housing & Zoning Enforcement. Physical inspections were completed on five units and all common areas, with no deficiencies found.

Lowell tenant files:

Tenant files appeared to be accurate and complete. This property has eighty-one units. Of these units, nine files were randomly selected to be monitored. HAND monitor also recognized that past compliance errors appeared to be rectified and better management practices in place.

Lowell physical inspection:

This building was inspected by Salt Lake City Housing & Zoning Enforcement Physical inspection was done on five units and the common areas of the property. Several interior design improvements to the common areas were noted from the previous year.

Riverwood Cove tenant files:

Tenant files appeared to be accurate and complete. The property has 110 total units, of which 11 are floating HOME units. Five of the HOME unit files were randomly selected and reviewed for compliance.

Riverwood Cove physical inspection:

This building was inspected by Salt Lake City Housing & Zoning Enforcement. Four units and the common areas of the property were inspected. There were no deficiencies found in any of the units.

**Housing Authority of Salt Lake City (HASLC)**

The HASLC owns and manages the Jefferson School Apartments. The Fair Housing Marketing program is well documented and executed as is the Tenant Selection Criteria. The HASLC also provides extensive outreach to Minority and Women-Owned Businesses and Enterprises for their repairs.

Jefferson School tenant files:

Tenant files appeared to be accurate and complete. HOME funds assisted 5 fixed units in this 86 unit project. Each of the five files were reviewed for compliance.

Jefferson School physical inspection:

Physical inspection was done on a total of five units and the common areas. There were no major discrepancies found during the inspection.

**Volunteers of America – Young Mens Transitional Home**

In November 2011, the VOA purchased a building to renovate and convert to a young men's transitional home. HOME funding was used to help acquire the building that would result in 14 transitional rooms for the areas homeless young men (age 18-24). During construction, a fire damaged the entire building resulting in substantial delays. In April 2014, the new home was complete and opened to the community.

Tenant Files:

As the projects first HOME review, the property manager received additional training on HOME requirements necessary for all tenant files. Seven files were reviewed for compliance and additional requirements were discussed with all are required for all HOME files.

VOA Young Mens Transitional Home Physical Inspection

As the building received a final construction inspection in April 2014, no physical inspection was required.

## **Describe the HOME jurisdiction's affirmative marketing actions. [92.351(b)]**

The City's affirmative marketing actions for informing the public, project owners and potential tenants about Federal fair housing laws include the following:

Salt Lake City is a member of the Utah Fair Housing Forum through which it coordinates activities with HUD's Regional Office of Fair Housing and Equal Opportunity and the Utah Antidiscrimination and Labor Division. To promote knowledge of fair housing laws among landlords and tenants, the City also supports and participates in the annual Education Conference and Trade Show sponsored by the Utah Fair Housing Forum and Utah Apartment Association. This is been an excellent opportunity for individuals, realtors, apartment owners, property managers, landlords and tenants to learn about Federal Fair Housing Laws.

The City's Housing and Neighborhood Development Division continues to be proactive in affirmative marketing actions by providing information and training at its annual workshop for sub-recipients to help them increase the awareness of their clients—many of whom are immigrants, minorities, and tenants—about fair housing laws.

Housing and Neighborhood Development's website also includes a fair housing page with a link to HUD's Housing Discrimination and Complaints website. This link provides citizens with the ability to file fair housing discrimination complaints on-line.

### **Describe outreach to minority and women owned businesses:**

Salt Lake City encourages and offers minority and women entrepreneurs who may wish to conduct business with the City an equal opportunity to compete. Businesses are encouraged to become registered as a Disadvantaged Business Enterprise. By receiving certification, businesses will be given an opportunity to bid on a wide variety of HUD funded projects. These registers allow companies to advertise their goods and services in all HUD funded projects, to other cities, to prime contractors, and to local agencies.

Salt Lake City purchases the highest quality supplies, equipment, construction and services at the lowest possible prices. The purchases of these goods and any contracts on projects funded by the U.S. Department of Housing and Urban Development (HUD) are administered without discrimination on the basis of race, color, religion, sex, age, national origin, and physical or mental handicap. The City actively seeks out, assists, and establishes rapport with minority and women-owned businesses. The City has instructed all departments and employees who have responsibilities for the purchase of goods and services or enter into contracts to commit themselves to actively support this Affirmative Action Plan for HUD Funded Projects.

Salt Lake City currently refers all agencies and sub-recipients to use the U.S. Small Business Administration's Dynamic Business Registry and the Utah Unified Certification Program - Disadvantaged Business Enterprise (UUCP DBE). Agencies can use these programs to access disadvantaged businesses in Utah and provide them opportunities to bid or participate with local projects. We encourage all Minority, Women-Owned, Veteran owned, Section 3, Small Business, and other Disadvantaged Businesses to register with the U.S. Small Business Administration's Dynamic Business Registry.

## CR-25 HOMELESS NEEDS [91.220(d, e); 91.320(d, e); 91520(c)]

### Identify actions taken to address needs of homeless persons.

The following table outlines the CDBG, ESG, HOPWA and HOME funds allocated by Salt Lake City for 2013-2014 to homeless service providers to help prevent homelessness to those at risk, provide case management and other direct vital services to the homeless, provide emergency shelter, and to help the homeless population transition into permanent housing and independent living.

Program/Project	Grant	Con Plan Objective	Purpose	Number Assisted
Catholic Community Services – Weigand Day Center	CDBG	SL1.1	Administrative support for center that provides day shelter from weather, case management and etc.	321
Salt Lake Donated Dental	CDBG	SL1.1	Administrative support for dental services to homeless and low-income families.	269
Fourth Street Clinic (Wasatch Homeless Health Care)	CDBG	SL1.1	Administrative support for outreach medical services to homeless persons.	570
The Road Home - Community Shelter	CDBG	SL1.1	Administrative support for facility that provides shelter and services to the homeless.	132
YMCA	CDBG	SL1.1	Administrative support for program for youth from homeless families staying at the Road Home shelter.	126
YWCA	CDBG	SL1.1	Administrative support for program for women and children who are victims of domestic violence.	401
Catholic Community Services – Weigand Day Center	ESG	SL1.1	Administrative support for program that provides basic day shelter services to homeless populations.	321
Community Action Program	ESG	SL1.1	Emergency housing assistance to prevent families from becoming homeless.	23
The Road Home - Community Shelter	ESG	SL1.1	Operational support for agency that provides emergency shelter.	93
Valley Mental Health	ESG	SL1.1	Operational support for agency that provides transitional housing to persons with mental disabilities.	42
Volunteers of America	ESG	SL1.1	Operational support for agency that provides street outreach services and assistance to homeless youth.	445
YWCA	ESG	SL1.1	Operational support for agency that provides transitional housing.	21
Community Action Program	HOME	SL2.1	Provide tenant based rental assistance	26
The Road Home	HOME	SL2.2	Provide tenant based rental assistance	50

Additionally, Salt Lake City, in cooperation with the Pamela J. Atkinson Foundation and the Downtown Alliance, operate the Homeless Outreach Service Team (HOST) in an effort to reduce panhandling and encourage those in need to seek service from reliable providers, while still allowing the general public a way to give immediate assistance. Downtown visitors can add spare change to decommissioned parking meters rather than encourage panhandling. There are 13 meters located in the downtown area. Business



owners can also sponsor meters in front their businesses. All funds go directly to the Pamela J. Atkinson Foundation under the HOST program to be distributed directly to service providers.

**Identify actions to help homeless persons make the transition to permanent housing and independent living.**

The City assists in the implementation of the Ten Year Plan to End Chronic Homelessness, adopted by the Salt Lake Continuum of Care, by allocating HOME, CDBG, ESG and HOPWA funds to projects that provide units of permanent, affordable housing, coupled with supportive services, for chronically homeless individuals. Utah has adopted a “housing first” approach to handling chronic homeless and created new facilities as outlined below where the homeless are given permanent or subsidized housing first and then supportive services are provided, such as employment assistance, medical care, substance abuse rehabilitation.

The Young Men’s Transitional Home project developed by the Volunteers of America, Utah opened in March 2014. The project is a transitional living and treatment home for 14 young men between the ages of 18 and 24 that are homeless. This project has received \$100,000 in HOME match funds and in the spring of 2012. The project also received funding from numerous private sources, including \$50,000 from the LGBT Community Endowment Fund through the Community Foundation of Utah.

Through the ESG and HOPWA grants in 2013-2014, Salt Lake City provided funds to nonprofit agencies that provide transitional housing and supportive services that help families and individuals move to more permanent housing.

**Identify new Federal resources obtained from Homeless SuperNOFA**

Salt Lake City is an active member of the Salt Lake and Tooele Counties Continuum of Care. The 2013 Continuum of Care Super NOFA application process resulted in \$5,240,995 for 2013-2014 as shown by many of the programs that impact Salt Lake City below.

<b>Projects Approved for Continuum of Care Funding for 2013-2014</b>	<b>Amount</b>	<b>Location</b>
Utah State Department Workforce Services (Supportive Housing Program, renewal) – Homeless Management Information System	\$223,151	County-wide
Local Housing Authorities	\$2,475,837	County-wide
Valley Mental Health – Homefront III and Safe Haven	\$240,329	Salt Lake City
Volunteers of America	\$248,176	County-wide
The Road Home	\$1,766,518	Salt Lake City
Housing Assistance Management Enterprise	\$66,479	Salt Lake City
Family Support	\$95,857	Salt Lake City
YWCA - Kathleen Robison Huntsman and Residential Self-Sufficiency Programs	\$124,648	Salt Lake City

**SPECIFIC HOMELESS PREVENTION ELEMENTS**

**Identify actions taken to prevent homelessness.**

The following table identifies the Sub-grantees awarded funding from Salt Lake City in 2013-2014 to provide services to the homeless and the number assisted.

Program/Project	Grant	Con Plan Objective	Purpose	Number Assisted
Salt Lake Community Action Program	ESG	SL1.1	Homeless prevention that provides rent and utility assistance to prevent homelessness	23
Salt Lake Community Action Program	HOPWA	SL2.2	Short term utility and/or housing assistance to prevent homelessness	104
The Road Home	HOME	SL2.2	Homeless prevention that provides tenant based rental assistance	50
Salt Lake Community Action Program	HOME	SL2.1	Homeless prevention that provides tenant based rental assistance	26

These activities assist families and individuals to make basic financial payments that allow them to stay in rental housing and avoid homelessness.

Discharge Coordination Policy

The Salt Lake Continuum of Care under the administration of the Salt Lake County Homeless Coordinating Council has subcommittees addressing the issue of discharge planning with area hospitals, jails and correctional facilities. These facilities were included in a recent point-in-time count of homeless persons.

A policy has been developed for mentally ill persons leaving jail. Salt Lake County Mental Health is working on a project plan called Right (people) In, Right (people) Out, R/IO. This is a reference to the goal to keep people with mental illness out of jail so there is room for those criminals wanted in jail. RI/IO has active participation from Criminal Justice Services, Valley Mental Health, Third District Court, Salt Lake County Metro Jail (Sheriff), National Alliance on Mental Illness (NAMI), Legal Defender's Association, and the Housing Authority of the County of Salt Lake.

Several state departments and the Housing Authority of Salt Lake City (HASLC) have developed a working plan to access Family Unification Program (FUP) vouchers to aid young people transitioning into adulthood from foster homes to living in safe, stable and affordable housing. These vouchers can be accessed by the young person at the age of eighteen to form their own household or utilized to stabilize their nuclear family that may be facing homelessness. The HASLC has used the FUP vouchers to help single women transitioning out of domestic violence shelters.

The Women in Successful Housing (WISH) is a pilot program which successfully places homeless women parolees in safe housing. The women transition from the Orange Street Community Correction Center to their own affordable living situations. Each month community members meet for the Women's summit and Men's summit meetings. The summit meetings are used to identify and develop resources needed for successful transition, including housing. It is the hope that a pilot project aimed at housing men who are released from incarceration will be an offshoot of their group effort.

**EMERGENCY SOLUTIONS GRANT (ESG)**

**Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).**

Salt Lake City allocated the following funding to provide essential services to homeless individuals and families:

2013-2014

The City received \$233,821 in ESG funds for fiscal year 2013-14. In addition, the City allocated \$4,138 in carryover funds for a total of \$237,959.

2013-2014 ESG funds were allocated for Programs that support homeless assistance activities. Funds were used to provide emergency shelter for homeless individuals and families; day shelter and essential services for homeless persons; emergency shelter for chronically homeless mentally ill persons; transitional housing and supportive services for homeless women who survived domestic violence; outreach, essential services, and case management for homeless youth; essential resources and case management to help homeless families secure housing; emergency one-time rent and deposit assistance to low-income residents who experienced a housing crisis to avoid eviction; and first month’s rent payments and/or deposit assistance to make it possible for homeless families to move into housing.

**Assess relationship of ESG Funds to Goals and Objectives**

Salt Lake City recognizes the importance to allocate ESG funds for rapid re-housing and homelessness prevention in our efforts to eliminate homelessness in our community and allocated funds for these activities. Salt Lake City also recognizes an important need to continue to allocate ESG funds for the operation of homeless shelters. Shelters for homeless persons in Salt Lake City provide an essential service to our community, and ESG funding is critical for them to maintain their level of operations. Salt Lake City allocated funds for homeless assistance activities in compliance with the level of funding permitted by ESG regulations.

Salt Lake City awarded ESG funds to agencies that participate in the Salt Lake and Tooele County Continuum of Care which coordinates the provision of homeless services and grant funds from HUD. These agencies support the Ten-Year Plan to Reduce Chronic Homelessness, and participate in the state-wide HMIS system and in the annual Point-in-Time survey for Salt Lake County. Funds were leveraged by Supportive Housing Program and Shelter Plus Care funds received under the Continuum of Care by these agencies.

**Homeless Needs Assessment**

The following data was taken from the January 2014 Point-in-Time Count for Salt Lake County.

Number experiencing homelessness on a given night during 2014:

Persons in households with no children	1,287
Persons in families with children	783
Unaccompanied minors	2
*TOTAL	2,072

\*Subpopulations:

Chronically homeless	287
Veterans	273
Chronically homeless veterans	34

Annualized homeless estimates

Persons in households with no children	5,431
Persons in families with children	3,915
Unaccompanied minors	10
TOTAL	9,356

Chronically homeless individuals	431
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Number of sheltered homeless on a given night

Chronically homeless individuals	265
Persons in households with no children	1,195
Persons in families with children	783
Unaccompanied minors	2

Number of unsheltered homeless on a given night

Chronically homeless individuals	22
Persons in households with no children	92
Persons in families with children	0
Unaccompanied minors	0

Composition of Salt Lake County homeless population (These were approximated using Non-HMIS and Non-DV Shelter PIT Numbers and Unsheltered PIT Numbers approximate)

American Indian/Alaskan Native	4.9%
Asian	1.1%
Black/African American	9.4%
Native Hawaiian/Pacific Islander	1.1%
White	73.1%
Other/Multiple Race	10.4%
Disabled	32.8%
Single Female Head of Household	7.3%

### **Homeless Service Priorities**

The 2013 Homeless Service Priorities identified by the Salt Lake County Continuum of Care, the Salt Lake County Homeless Coordinating Council, and Long Range Planning Committee as to the types of housing and services needed by homeless individuals and families and which homeless populations need which services are as follows:

For Non-Chronically Homeless

- Families with dependent children receiving Permanent Housing with appropriate supportive services

For Chronically Homeless

- Single Adults receiving Permanent Supportive Housing
- Other Subpopulation Priorities
- Mentally Ill
- Chronic Substance Abuse
- Youth

Overall Service Priorities

- Case Management
- Employment
- Mental Illness Treatment
- Life Skills Services
- Substance Abuse Treatment
- Continue the work to house the Chronically Homeless, but as that population is successfully housed increase services for the Non-Chronically Homeless

Other Priorities

- Focus on Rapid Re-housing and Permanent Supportive Housing more than supportive services
- Continued utilization of HMIS
- Support of Centralized Intake Process
- Prevention

**Homeless Management Information System (HMIS)**

Salt Lake City requires all ESG recipients to use HMIS for reporting services to the homeless. They only exception is domestic violence shelters which certify that they are using a comparable system.

**Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including number and types of persons served**

Salt Lake City allocated ESG funds to local nonprofit community and faith-based organizations with the expertise and capacity to provide services needed by the homeless and those at-risk of becoming homeless. Salt Lake City coordinated and consulted with the Continuum of Care and other partners, including local homeless service providers, to synchronize efforts to ensure the best utilization of those funds.

Salt Lake City also took into consideration the Salt Lake Continuum of Care priorities and the national priorities established in “Opening Doors: Federal Strategic Plan to Prevent and End Homelessness,” to finish ending chronic homelessness in five years, prevent and end homelessness for veterans in five years, end homelessness for families, youth and children in ten years, and set a path to end all types of homelessness.

**Salt Lake City’s FY 2013-2014  
ESG Grant Fund Allocations**

<b>Activity Type</b>	<b>Obligated Amount</b>
Rapid Re-housing	\$95,500
Homelessness Prevention	\$11,000
Administrative Activities	\$17,536
<b>Total Award</b>	<b>\$124,036</b>

Salt Lake City disbursed ESG FY 2013-2014 funds to the following organizations for shelter operations and homeless prevention as follows:

<b>SUBGRANTEE</b>	<b>PROJECT DESCRIPTION</b>	<b>FUNDED AMOUNT</b>	<b>NUMBER ASSISTED</b>
Catholic Community Services  Weigand Day Center	Operational support for a day shelter that provides essential services to homeless individuals and families, including showers, lockers, hygiene items, phone and mail services and health referrals.	20,000	321

Salt Lake Community Action Program Emergency Rent/Deposit Assistance	Funding for a homeless prevention program that provides emergency rent assistance to low-income households to avoid eviction and first month's rent and deposit assistance to homeless families moving into housing.	11,000	23
The Road Home Salt Lake Community Shelter	Operational support for a program that provides emergency shelter and supportive services to homeless families, women, and men.	44,000	93
Valley Mental Health Safe Haven	Operational support for a program that provides emergency shelter and supportive services for homeless individuals with severe and debilitating mental illness.	8,000	42
Volunteers of America Homeless Youth Resource Center	Operational support for a program that provides street outreach services, basic needs, case management and employment assistance to homeless youth between 16 and 21 years of age.	18,923	445
YWCA Residential Self-Sufficiency Program	Funding for operations and essential services for program which provides transitional housing and supportive services to homeless single women in transition from homelessness.	23,000	21

**ESG Match Requirements:**

Emergency Solutions Grant Sub-grantees are required by contract to provide an additional amount equal to the ESG allotment (1 to 1 match) from in-house sources or private contributions as the required match for the grant.

<b>Sub-grantee</b>	<b>Amount</b>	<b>Source of Match</b>
CCS – Weigand Day Center	20,000	McCarthy and Private fundraising
Salt Lake Community Action Program	11,000	LDS Church, and Crossroads Urban Center
The Road Home	139,500	George & Dolores Eccles Foundation, Marriner Eccles Foundation, and John Ernest and Ruth Eleanor Bamberger Memorial Foundation
Valley Mental Health	9,000	Valley Mental Foundation and Valley Mental Health
Volunteers of America	18,923	George & Dolores Eccles Foundation
YWCA	23,000	George S. & Delores Dore' Eccles, Daniels Foundations, Private donations

## CR- 45 COMMUNITY DEVELOPMENT

**Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.**

The 2013-2014 CDBG projects were allocated into the following Consolidated Plan priorities:

Consolidated Plan Categories	CDBG Amount Allocated
Housing Activities	\$1,120,000
Public Services (Includes homeless activities)	500,785
Community Development Activities	1,050,072
Administration/Planning Activities	667,712

The City allocated \$1,120,000 from its CDBG funds to housing projects/programs in order to help the City meet its housing goals and priorities, including first time homebuyer assistance, emergency home repairs, rehabilitating housing units for existing owners, housing rehabilitation for first time homebuyers.

The City allocated 15% of its CDBG allocation to public service programs/projects, some of which serve homeless and housing priorities as well, and all of which serve low and moderate-income residents of Salt Lake City.

CDBG projects met community development goals outlined in the Consolidated Plan through street and sidewalk improvements, physical access ramp construction, park improvements and development, and building improvements for nonprofit organizations who serve low/moderate income clients.

These allocations meet high priority needs as identified in the 2010-2015 Consolidated Plan of homeowner assistance, neighborhood facilities, parks and recreation facilities, street and sidewalk improvements, handicapped services, crime awareness, and youth centers and services.

**Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.**

The City is making progress in reaching its housing goals by using its CDBG funds for affordable housing, through the rehabilitation of 104 housing units during 2013-14, all of whom were low/moderate income persons.

**Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.**

Nearly 100% of all CDBG activities in 2013-14 benefited low and moderate-income residents of Salt Lake City.

### CHANGES IN PROGRAM OBJECTIVES

**Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.**

There have been no major changes. The entire program will be evaluated during preparation for the new 2015-2020 Consolidated Plan.

**ASSESSMENT OF EFFORTS IN CARRYING OUT PLANNED ACTION**

**Indicate how grantee pursued all resources indicated in the Consolidated Plan.**

Salt Lake City has established a solid network of partnerships with local, nonprofit and for profit organizations and housing developers. Resources were pursued by forming collaborations with organizations with the capacity to deliver products and services to low and moderate income residents of Salt Lake City, by leveraging funding from Federal grant programs with other public and private sources of funding.

**Indicate how grantee provided certifications of consistency in a fair and impartial manner.**

All requested certifications of consistency were evaluated by the Director of Housing and Neighborhood Development and staff to determine if the organizations' activities were consistent with the City's Consolidated Plan. Certifications were then signed and provided to the requesting organization.

**Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.**

Salt Lake City followed the guidelines established in its Citizen Participation Plan, reviewed all funding requests for eligibility and followed the appropriate federal regulations in order to ensure compliance with those regulations. Salt Lake City did not hinder Consolidated Plan implementation by action or willful inaction.

**For Funds Not Used for National Objectives**

**Indicate how use of CDBG funds did not meet national objectives.**

National objectives were met for all funds awarded.

**Indicate how grantee did not comply with overall benefit certification.**

Not applicable

**ANTI-DISPLACEMENT AND RELOCATION – FOR ACTIVITIES THAT INVOLVE ACQUISITION, REHABILITATION OR DEMOLITION OF OCCUPIED REAL PROPERTY**

**Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**

Salt Lake City did not engage in any activities that displaced individuals or households that would have triggered the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42 U.S.C. 4201-4655) and 49 CFR part 24.

**Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.**

Salt Lake City did not engage in any activities that displaced individuals or households that would have triggered the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42 U.S.C. 4201-4655) or Section 104(d) of the Housing and Community Development Act of 1974.



**Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.**

Not applicable

**Low/Mod Job Activities – For Economic Development Activities Undertaken Where Jobs Were Made Available but not Taken by Low/Moderate-Income Persons**

No economic development activities were funded during 2013-2014.

**LOW/MOD LIMITED CLIENTELE ACTIVITIES – FOR ACTIVITIES NOT FALLING WITHIN ONE OF THE CATEGORIES OF PRESUMED LIMITED CLIENTELE LOW AND MODERATE INCOME BENEFIT**

**Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.**

All activities that were awarded funds from Salt Lake City which qualified under the limited clientele benefit fell within one of the categories of presumed limited clientele low- and moderate-income benefit.

**PROGRAM INCOME RECEIVED**

All program income received by Salt Lake City during 2013-2014 was generated by housing activities in the HOME and CDBG programs.

Program income received from HOME and CDBG projects during 39th Year (2013-2014):

<u>Fund</u>	<u>Source</u>	<u>Amount</u>
CDBG	SLC Housing Division	\$ 990,913
HOME	SLC Housing, NWSL	\$ 324,655

**Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:**

No activities or expenditures were disallowed in 2013-2014.

**Loans and other receivables**

There were no loans or float-funded activities made during 2013-2014.

**Lump sum agreements**

There were no lump sum agreements made with Salt Lake City during 2013-2014.

**HOUSING REHABILITATION – FOR EACH TYPE OF REHABILITATION PROGRAM FOR WHICH PROJECTS/UNITS WERE REPORTED AS COMPLETED DURING THE PROGRAM YEAR:**

**Identify the type of program and number of projects/units completed for each program.**

Salt Lake City allocated \$600,000 from CDBG funds and \$418,978 from HOME funds to the City's Housing and Neighborhood Development Division for its housing rehabilitation program and First Time Homebuyer programs for 2013-2014. Those funds were leveraged with bank pool funds and provided major rehabilitation to 104 single-family housing units, 7 multi-family projects (22 units) and assisted 8 First Time Homebuyers.

Salt Lake City allocated \$350,000 from 2013-2014 CDBG funds to ASSIST for their emergency home repair project. Those funds were leveraged with other state and local grant funds and provided 134 moderate housing repairs.

**Provide the total CDBG funds involved in the program.**

The 2013-2014 CDBG funds allocated for housing totaled \$600,000. A total of 134 housing rehabilitation/repair projects were completed with those funds.

**Detail other public and private funds involved in the project.**

The City used local bank pool funds, and other funding sources to leverage its federal funds for the rehabilitation of 104 single family houses, 7 multi-family projects (22 units) and 8 First Time Homebuyer projects. Bank Pool funds the City received were:

GE Capital	\$111,303
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NeighborWorks Salt Lake used the following additional funding sources for their Rebuild and Revitalize program in the development of 14 single family housing units:

Program Proceeds	\$522,569
Private Foundations	\$ 76,891
Bank Financing	\$ 717,221

ASSIST used the following additional funding sources for completing 134 housing repairs in their emergency home repair program during 2013-2014:

Local Government Entities	\$878,990
Private fundraising & Banks	\$ 7,484

**Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies**

Not applicable to Salt Lake City.

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

At this time Salt Lake City have any BEDI's under CDBG.

## **ANTIPOVERTY STRATEGY**

### **Describe actions taken during the last year to reduce the number of persons living below the poverty level.**

In Utah, the State and County governments have the major roles in anti-poverty programs, while municipalities provide the basic services such as water, sewer, street networks, libraries, police and fire protection, and parks and recreation programs to their residents. Even though these services enhance the quality of life for all residents, they do not specifically lift them out of poverty. Salt Lake City uses Federal funds to assist nonprofit agencies, who in turn, provide services to low-income and homeless individuals and families to help them gain the skills needed to enable them to find and retain jobs, to help with medical care, and to find and secure affordable housing.

As in previous years, the City provided CDBG funds in 2013-2014 to English Skills Learning Center for literacy training, Utah Health and Human Rights Program to foster self-sufficiency and develop a framework of community support for refugees, Community Action Program (Tenant Home Maintenance Project) for self sufficiency training for renters, the Columbus Foundation Center for the Disabled which provides vocational services for individuals with disabilities, the YMCA "Discovery Club" for tutoring programs for youth, Salt Lake Donated Dental and Community Health Centers for dental and medical care, Fourth Street Clinic for medical outreach to the homeless, and YWCA for life skills training for victims of domestic violence.

The City will place a high priority on funding requests for programs that provide adult and child day care, literacy skill improvement, employment mentoring, early child development, and self-sufficiency.

The City continues to assist in the development of affordable housing and assist nonprofit agencies in serving persons in poverty with its federal funds to the extent allowed by grant requirements and the allocation of federal funds. Salt Lake City will continue to leverage its federal funds with the City's Housing Trust Fund for the development of affordable and special needs housing, bank pool funds for its First Time Homebuyer Program and Capital Improvement Project funds from the City's general fund for critical infrastructure improvements.

## **CR-25 NON-HOMELESS SPECIAL NEEDS [91.220(d,e); 91.320(d, e); 91.520(c)]**

### **Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).**

Frail Elderly and Elderly: Of the 12,225 senior households (age 65 and older) in Salt Lake City, approximately 69% (or 8,419) own their own home, while 31% (or 3,806) live in rental housing.

According to the 5 Year 2008-2012 American Community Survey, of the nearly 35,672 (or 19.4%) of the people in the City are living at or below poverty. There are roughly 18,048 seniors (age 65 and older) living in Salt Lake City, nearly 15% of which live below the poverty level. Like many elderly across the country, those residing in Salt Lake City do not want to move out of their neighborhoods, but have come to a point in their lives where they do not want the responsibility of owning and maintaining a home. In

some cases the cost of owning their home has become higher than their income can support and leaves them with insufficient funds to pay their other expenses, as well as deferred maintenance. Some higher income neighborhoods in the City offer residents an option to move into elderly rental housing projects and still live in their neighborhoods.

However, many of the low to moderate income neighborhoods in the City do not offer elderly residents an option to stay in their neighborhoods because there are no rental units or affordable rental units available. The City actively encourages developers to go into these neighborhoods and support elderly only designated properties.

The need for senior/elderly housing has been a high priority for the City and to show our support we have given low interest loans from our non-federal housing trust fund to help mitigate the loss of Federal funds to support these types of projects. The City also grants impact fee waivers for projects that rent to low to moderate income residents.

The Housing Authority of Salt Lake City (HASLC) contracts on an annual basis with U.S. Inspection Group to conduct 100% of the Uniform Physical Condition Standards Inspections (UPCS) on all public housing units, common areas and building exteriors to ensure they remain safe, decent, and an asset to the community.

The Housing Authority applied for HUD's Rental Assistance Demonstration Program (RAD) in November 2013. This Program Demonstration will allow a PHA to convert their public housing into a Project Based Section 8 Rental Assistance Program (PBRA) or will allow the PHA to Project Base some of their existing Section 8 Vouchers to a Project Based Voucher (PBV). The intent of this demonstration is to provide PHA's the ability to borrow private money against the property in order to make capital repairs. With the continuing reduction in federal funding for Public Housing Capital Repairs, the housing stock nationwide is at risk of deterioration.

The HASLC has a very active Resident Advisory Board that has been working with the Salt Lake City Police Department to create safer living environments and guidance on how to establish a Neighborhood Watch Program. The HASLC also contracts with Salt Lake County Aging and Adult Services for participation in their Senior Companion Program.

Disabled: The 3 Year American Community Survey data for 2010-2012 shows that approximately 20,342 residents or 10.9 % of Salt Lake City population experience some type of disability. The exact number of existing accessible units to accommodate the physically disabled is not known, and any units that might qualify are not marketed as such. Best estimates indicate there are probably less than 100 fully accessible housing units within Salt Lake City. As the number of disabled and elderly increase with the aging population more units may be needed by 2020.

During the 2013-2014 funding year, Salt Lake City substantially increased the amount of funding to \$395,126 to the Engineering Division for physical access ramps at street corners in eligible areas of the City to accommodate its disable population. Salt Lake City also provided \$350,000 to Assist, Inc., a nonprofit organization that helps disabled and low- and moderate-income residents address emergency repairs and accessibility issues in their homes.

Salt Lake City provided \$56,989 to the Community Foundation for the Disabled for building improvements to the Columbus Center facility. This is the third year the City was able to grant funding to this organization that provides employment and training programs to persons with disabilities.

Mentally ill and Persons with Alcohol or other Addictions: Service providers in Salt Lake City agree that finding safe, decent and affordable housing for their clients is their number one challenge, especially for those suffering from substance abuse and/or mental illness. Many of the City's mentally ill are also chronically homeless and in need of the services provided by multiple nonprofit organizations.

Salt Lake City provided \$86,748 in funding year 2013-2014 to nonprofit agencies that provide services to the homeless, the mentally ill and those who suffer from substance abuse problems. Agencies who received this funding include Catholic Community Services, Odyssey House and House of Hope.

HIV/AIDS Population: Tenant-based and project-based rental assistance has contributed providing individuals housing stability and improved their access to medical care and supportive services. This assistance served clients who were homeless or would have become homeless. It significantly contributed to their ability to obtain decent, safe, and affordable housing.

The Community Action Program (CAP) agency provided housing counseling and referral services to 79 individuals: short-term emergency rent, mortgage and utility assistance to 75 individuals, and permanent housing placement assistance to 21 individuals. This assistance helped persons without a stable housing situation move into permanent housing and assisted those who were already in housing to maintain it when faced with a crisis related to their HIV/AIDS.

Salt Lake City provided \$367,068 in HOPWA funds to support persons living with HIV/AIDS through tenant based rental assistance, short-term mortgage assistance, case management and other supportive services.

## SECTION 3 NARRATIVE

### SALT LAKE CITY 2013/2014 FUNDING YEAR REPORT

*Salt Lake City 2013/2014 actions to increase participation in the Section 3 program:*

- 1) Salt Lake City Housing & Neighborhood Development listed all Federally-funded bids with major area newspapers, and posted City-managed bids on the City's Purchasing website.
- 2) Salt Lake City Housing & Neighborhood Development includes Section 3, Clause 135.38 in all federally-funded contracts:
  - A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
  - B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
  - C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
  - D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
  - E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
  - F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- 3) To verify Section 3 status and certification, every contractor and sub-contractor awarded contracts on Federally-funded projects was required to complete the Section 3 Business Certification form. Completed forms were turned in with the payroll reports to retain in file. *[See Attached]*

- 4) In addition to the Section 3 Business Certification form all projects over the \$100,000 threshold Section 3 compliance in hiring practices was monitored through the Section 3 Report Form. This form will assist in our departments reporting requirements as well as serve as an accountability tool for contractors awarded Section 3 eligible projects. [*See Attached*]
- 5) Salt Lake City Housing & Neighborhood Development informed contractors at pre-bid and pre-construction meetings of their Section 3 requirements and goals. This included:
  - a. Instructing all awarded contractors to list job openings with Workforce Services, and send notification to Salt Lake Housing Authority of each job opening.
  - b. Contractors were instructed to make efforts to increase the number of Section 3 qualified residents among new hires. Contractors must also comply with all required Section 3 reporting requirements for any awarded projects.
- 6) Salt Lake City's Housing & Neighborhood Development department is submitting HUD 60002 report to HUD headquarters with our CAPER annual report.
- 7) In the past to further our compliance efforts with Section 3 goals, Salt Lake City Housing & Neighborhood Development has had strategy meetings with public service providers within our County, including Salt Lake County, West Valley City, Salt Lake Housing Authority, Workforce Services, non-profit agencies, and other organizations to offer Section 3 corroboration and discuss possibilities of further implementation. Our hope is that implementing a larger scale Section 3 effort will assist all agencies in meeting Section 3 goals. Because the State of Utah has created a Section 3 Registry for all agencies these strategy meetings will be held on an as needed basis.
- 8) Use of Utah State Section 3 Registry: Salt Lake City encourages all sub-grantees to solicit contractors registered with the State of Utah as a Section 3 Business. Salt Lake City also encourages all contractors selected for federally funded projects to solicit sub-contractors from this list. In addition, Salt Lake City encourages all contractors to not only comply with Section 3 business requirements and goals, but also to register their qualifying business with the State of Utah's Section 3 Registry.

<http://www.jobs.utah.gov/housing/section3/HUDSection3.html>

## SECTION 3 BUSINESS CERTIFICATION

The undersigned bidder/contractor certifies as part of its bid or contract that it is a section 3 business as indicated below (check applicable box):

- Category 1 Business: A business that is owned by 51% or more Section 3 Residents.
- Category 2 Business: A business whose current full time employees, either temporary, seasonal or permanent, consist of at least 30% Section 3 Residents or whose current permanent, full time employees were Section 3 Residents when they were first hired and the period from the date they were first hired to the date of certification does not exceed three (3) years.

A Section 3 resident is defined as any low or very low income person residing within Salt Lake County. Low income is defined at 80% of the area median income based on family size.

Family Size	Maximum Income
1 PERSON	39,400
2 PERSONS	45,000
3 PERSONS	50,650
4 PERSONS	56,250
5 PERSONS	60,750
6 PERSONS	65,250
7 PERSONS	69,750
8 PERSONS +	74,250

- Category 3 Business: A business that provides sufficient evidence to assure a commitment to subcontract more than 25% of the total dollar amount of all subcontracts to Section 3 Businesses.
- Is not a Section 3 Business.

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Business Name	Project
Business Address	Certifying individual
Title	Date