



City of  
**South  
Gate™**

# **Consolidated Annual Performance Evaluation Report**

**CAPER**

**FY 2021-2022**

**Community Development Department**

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## **CR-05 - Goals and Outcomes**

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

### **91.520(a)**

For the 2021-2022 Program Year, the City of South Gate (City) received Community Development Block Grant Program (CDBG) funds and Home Investment Partnerships Program (HOME) funds to facilitate accomplishing the goals set by the U.S. Department of Housing and Urban Development (HUD). As part of the application and allocation process for these federal funds, the City must prepare and submit the Consolidated Annual Performance and Evaluation Report (CAPER). This report presents a summary of resources made available during the program year, accomplishments based on priorities established by the Consolidated Plan and documented in the 2021-2022 Annual Action Plan, and an assessment of the City's annual performance toward meeting its five-year goals.

The City's mission is to enhance the quality of life for all its residents by maximizing the use of available resources to assure the availability of safe, decent, and affordable housing. This report reviews how the City achieved its housing goals by providing rehabilitation loans to South Gate homeowners using HOME funds. In addition, how the goals of the non-housing priorities of public service programs were met. All CDBG funds except for Planning/Administration, were used for activities that benefited low-and-moderate-income persons.

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Program Administration	CDBG: \$270,976 HOME: \$71,313	Other	Other	1	1	100%	1	1	100%
Fair Housing	Fair Housing	CDBG: \$24,000	Other	Persons Assisted	1350	651	48%	250	381	141%
Public Services	Non-Housing Community Development Public Services	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1225	272	22%	70	201	287%
Commercial Rehabilitation	Non-Housing Community Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	70	4	6%	N/A	4	100%
Housing	Affordable Housing	CDBG: \$100,000 HOME: \$2,506,133	Homeowner Housing Rehabilitated	Household Housing Unit	30	0	0.00%	10	0	0.00%
Infrastructure and Public Facility	Non-Housing Community Development	CDBG: \$861,890	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100000	0	0.00%	N/A	N/A	N/A

Economic Development	Non-Housing Community Development	CDBG: \$0	Jobs created/retained	Jobs	140	0	0.00%	N/A	N/A	N/A
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**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

For FY 2021-2020 the City prioritized funding public services and infrastructure improvement projects that would serve the City’s community members. Via its partnerships with local community organizations, the City was able to more than double meeting its goals for public services. As part of its public service activities, the City offered a food insecurity program that assisted 122 South Gate households to access weekly grocery deliveries.

The City planned to fund two public facilities infrastructure projects however it was unable to secure final project approval from the Department of Housing and Urban Development (HUD) so the City chose to reprogram those funds as part of its FY 2022-2023 Annual Action Plan process.

The City partners with the Fair Housing Foundation to provide fair housing services to its residents. For this reporting period the Fair Housing Foundation assisted 381 unduplicated South Gate residents with housing issues like rent increases, evictions fair housing. They also provided information via workshops and by dropping off information at the library and with organizations in the area.

The City was able to complete four (4) commercial rehabilitation programs. HOME rehabilitations have been a challenge for the City to complete. One of the main challenges is that the rehabilitation home value threshold is lower than most of the current house values for the City, making many of applicants ineligible for the Home Rehabilitation Program.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	520	0
Black or African American	3	0
Asian	0	0
American Indian or American Native	4	0
Native Hawaiian or Other Pacific Islander	1	0
Other: Multi Racial	50	0
Declined to Answer	4	0
<b>Total</b>	<b>582</b>	<b>0</b>
Hispanic	548	0
Not Hispanic	34	0

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

### Narrative

For FY 2021-2022, the City's Public Service programs comprised of various nonprofits and programs that provided public service activities to low- and moderate- income-eligible households.

Public Service program data outlined in Table 2 included the CDBG activities carried out in Program Year 2021-2022. CDBG public service activities funded in Program Year 2021-2022 included the Salvation Army who served eight (8) people, the Southern California Rehabilitation services who increased the accessibility for eight (8) people, the South Gate Police Explorers who supported three (3) youth, the South Gate Family Violence Prevention Program who assisted 60 participants, and the South Gate Food Insecurity Program who provided recurring grocery deliveries to 122 South Gate households.

Unfortunately, due to challenges with finding eligible applicants the HOME Rehabilitation Program did not complete any projects. As part of its Program Year 2022-2023 Annual Action Plan the City allocated HOME funds to larger affordable housing projects to ensure that it continues to make affordable housing for residents a priority and that funds are expended in a timely manner.

The City of South Gate previously received a total of a total of \$1,738,226 of supplemental CDBG-Coronavirus (CDBG-CV) funds to use to prepare, prevent, and respond to the Coronavirus pandemic (COVID-19). The City chose to amend their 2019-2020 Annual Action Plan to program their CDBG-CV funds and funded several activities to help support their residents through the coronavirus pandemic. Programs that continued to offer services included the South Gate Family Violence Prevention Program, Rental Utility Assistance, Food Insecurity, and Business Assistance.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$1,474,886	\$589,012
HOME	public - federal	\$2,506,133	\$83,772

Table 3 - Resources Made Available

### Narrative

For Program Year 2021-2022, the City received \$1,474,886 in Community Development Block Grant (CDBG) and had \$2,506,133 in HOME Investment Partnership funds (HOME) available.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Other
Eligible Target Areas			Census Tracts/Block Groups

Table 4 – Identify the geographic distribution and location of investments

### Narrative

To address the needs of all residents and expand its impact, the City does not focus on specific geographic areas, instead they distribute its CDBG and HOME funded investments Citywide. CDBG funded supportive services are designed to meet CDBG national objectives with a focus on benefiting low and moderate-income persons.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

### Leveraged Resources

The following other Federal and Non-Federal funding sources were used to leverage funds allocated to activities: General Funds; Gas Tax; Water Funds; Sewer Funds; Metropolitan Transit Authority Funds; Measure R Funds; Housing Choice Voucher Funds (HCV).

The City of South Gate utilized its General Fund to leverage CDBG funds for its Graffiti Abatement Programs. The City uses gas tax, water funds, sewer funds, and other resources to address public infrastructure needs. In addition to these sources, public service subrecipients used private and other funds to leverage the City's CDBG Program funds.

### HOME Match

As a recipient of HOME funds, the City is required to make non-Federal financial contributions to projects that qualify as affordable housing under the HOME Program. Annually, the match contributions must total a minimum of 25% of the HOME funds expended from the City's HOME entitlement amount (less administration costs), unless the City has received a reduction in the match requirement.

The HOME statute provides for a reduction of the matching contribution requirement under two criteria for fiscal and severe fiscal distress for local PJs:

- 1) Family poverty rate, and/or
- 2) Per capita income (PCI)

When a local jurisdiction meets one of the distress criteria, it is determined to be in fiscal distress and receives a 50 percent reduction of the match. If a local jurisdiction satisfies both distress criteria, it is determined to be in severe fiscal distress and receives a 100 percent reduction of the match. The City of South Gate meets both distress criteria and, therefore, receives a 100 percent reduction of the match.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
0	0	0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	0	0	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	10	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>10</b>	<b>0</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>10</b>	<b>0</b>

Table 12 – Number of Households Supported

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

The City allocated HOME funds for a Home Rehabilitation Program. This Program is for income-qualified applicants, offering a zero percent interest deferred loan for improvements to their property and to bring their dwelling up to code.

During program year 2021-2022, the City's Home Rehabilitation Program experienced challenges finding eligible program participants. There is a continued need for this type of program in the City as the

program does receive frequent inquiries. However, the challenges the program has faced include applicants being over the eligible income threshold or the current home value being higher than the eligible HUD after-rehabilitation value.

To support affordable housing efforts for its residents the City of South Gate offers the following programs:

- Home Rehabilitation Program – A HOME funded program that offers deferred loans to income-qualified residents.
- Section 8 Housing Choice Voucher (HCV) Program – The South Gate Housing Authority administers the Housing Choice Voucher Program providing rental assistance to very-low-income families, the disabled, and the elderly for them to access affordable decent, safe, and sanitary housing in the City of South Gate's private sector.

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

Outcomes of the prior 5-year report period impact future Annual Action Plans as they assess the City's success in meeting established goals and outcomes. As the City experienced many challenges with its Homeowner Rehabilitation Program it acknowledges that extra efforts are needed to continue to offer affordable housing options for its residents and make the most effective use of its CDBG and HOME funds. As a result of these challenges the City programmed two affordable housing projects as part of its Program Year 2022-2022 Annual Action Plan to help increase affordable housing options in the City.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	344	0
Low-income	189	0
Moderate-income	49	0
<b>Total</b>	<b>582</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The numbers in Table 13 reflect the number of low-income persons served by CDBG-funded activities.

During Program Year 2021-2022, the following three (3) CDBG activities served individuals at the Extremely Low to moderate-income level:

1. Fair Housing Foundation: 381 people
2. Salvation Army: 8 people
3. Southern California Rehabilitation Services: 8 people
4. Police Explorers: 3 youth
5. Family Violence Prevention & Education Program:60 people
6. Food Insecurity: 122 households

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**  
**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

The City of South Gate plans, coordinates, and organizes strategies to assist the City's homeless population in collaboration with other public and private organizations. The County of Los Angeles, through the Los Angeles Homeless Services Authority (LAHSA), has the primary responsibility for providing regional homeless services. Individuals and families who do not qualify as South Gate residents are referred to People Assisting the Homeless (PATH) for screening and services intake.

The South Gate Police Department, in cooperation with the Salvation Army Bell Shelter, operates a homeless outreach program that consists of a mobile outreach team. Police Department Liaison and personnel from the Bell Shelter coordinate street outreach efforts by vehicle and on foot. Street outreach, case management, and referrals are provided to homeless families and individuals through this Program. Homeless clients are guided in identifying barriers to overcoming homelessness and developing a plan to address these challenges. The team then assists clients at a highly supportive level to address those needs, including accessing mainstream services, increasing income, developing self-determination, and accessing shelter and housing. The City allocates some of its CDBG funds towards the Salvation Army Bell Shelter.

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

The Salvation Army Bell Shelter provides both emergency shelter and temporary shelter to people experiencing homelessness. The shelter provides case management and other homelessness services. Homeless clients are guided in identifying barriers to overcoming homelessness and assisted in developing a plan to overcome these barriers. The team then assists clients at a highly supportive level to address those needs, including accessing mainstream services, increasing income, and developing self-determination.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City of South Gate partners and coordinates with local nonprofit agencies, churches, and

subrecipient agencies to assist the City's vulnerable populations, especially those at risk of becoming homeless. The City of South Gate's homeless prevention plan includes assisting those discharged from public institutions, health facilities, foster care.

The City allocated CDBG funds to various public service organizations to address the multi-needs of low-income families and increase housing stability. Programs that the City funded during Program Year 2021-2022 included the Fair Housing Foundation which directly works with residents and landlords to address housing issues including discriminatory claims, rent increases, and evictions. The Salvation Army is a local shelter that provides shelter, case management, and other resources for those experiencing homelessness. The Family Violence Prevention and Education Program assists victims of domestic violence seek resources to escape their situations while the Police Explorers offers structured activities and mentorship to keep youth engaged. Lastly this Program Year, the City offered a Food Insecurity Program that delivered groceries to 122 households, which helped increase their food security and housing stability.

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

To assist the people experiencing chronic homelessness, the City collaborates with local and county agencies, including law enforcement, social services, mental health, public health, and community services. Efforts to assist the chronic homeless include street outreach for initial contact, referral to PATH or Salvation Army Bell Shelter for case management, homelessness services, and ultimately partnering with property owners to help people who are homeless in locating permanent housing.

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

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

The City does not administer public housing programs.

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

The City does not administer public housing programs.

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

The City does not administer public housing programs.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City continues to pursue the following course of action to eliminate any negative effects that may result from public policies:

- Maintain dialogue with developers, residents, and nonprofit organizations involved in housing projects to assist South Gate in making the best planning, infrastructure, and development decisions.
- Continue to work toward increasing public awareness and acceptance of the need for affordable housing throughout the City
- Research housing programs and determine feasibility with consideration of the current housing market and funding for programs
- Develop and update the City's affordable housing plan

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

The City of South Gate continues to expend CDBG funds on various activities that meet underserved needs. These programs provided new or expanded accessibility, affordability, sustainability to decent housing, improved public facilities, and a suitable living environment for low-income persons. Such programs include housing rehabilitation programs, health, public services, and fair housing services.

To address the continuing needs of the underserved community, the City promotes its housing and community service programs citywide in both English and Spanish using the Chamber of Commerce, local newspapers, city newsletter, City website, and community events to promote all services and programs to low-income residents of South Gate.

During the 2021-2022 program year, the City provided CDBG funds to several social service organizations and City departments that addressed the underserved needs of the homeless, battered families, disabled individuals, youth.

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

Lead-based paint hazard education is distributed through various City efforts which include, Section 8 Housing Choice Voucher (HCV) inspections, distribution of pamphlets (E.g., *Protect Your Family From Lead In Your Home*), among other pamphlets and announcements, on the City Website. All CDBG, HOME, and HCV funded housing programs and projects have incorporated lead-based paint hazard reduction efforts such as conducting inspections and assessments on all properties built before January

1st, 1978, to test for lead. When units test positive for lead, certified contractors are hired for remediation and abatement of the lead.

As part of the City's Program Year 2022-2023 Annual Action Plan the City plans to implement a Lead-Based Abatement Program that will assist residents address and abatement lead payment in their homes, which will increase the quality of living for City residents.

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

The City did the following during Program Year 2021-2022 to reduce the number of poverty-level families:

- Funded a food insecurity program to ensure families had access to food consistently
- Funded the Family Violence Prevention and Education Program to assist persons and families experiencing domestic violence and finding resources
- Contracted with the Fair Housing Foundation to assist with housing and tenancy issues to prevent evictions, address housing discrimination, and increase housing stability

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

The City's efforts to eliminate institutional gaps and enhance coordination of programs includes working closely with other governmental entities to determine households' critical needs based on limited resources and expanding demand for services. The City continues its outreach efforts through public meetings and public hearings with the Citizens Advisory Committee to solicit public comments on the distribution of CDBG funds.

As part of its grant administration, the City monitors its subrecipients' performance in meeting both resident needs and program and CDBG compliance.

The City will continue to fund the Fair Housing Foundation to promote, educate, and enforce fair housing in the community.

The City will continue to coordinate and share ideas with residents, affordable housing providers, other local government entities, and social service agencies to maximize planned activities' effectiveness. The City will also continue to coordinate services, as appropriate, with surrounding HUD entitlement communities.

The City encourages intra- and inter-departmental discussions to identify effective service delivery options and ideas. Within the Community Development Department, staff conducts regular monthly meetings to discuss projects and programs. Through daily contact and working relations, staff continue to implement programs and services, provide sufficient financial resources, and track concerns. This process allows easy access to tracking building activities, housing conditions, code requirements, zoning,

and other demographic data.

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

The City has developed an inventory of public and private housing, health, and social services agencies. The City regularly updates the inventory and maintains a point of contact for each agency. Additionally, the City obtains the agency-specific 5-Year Consolidated and Annual Action Plans and maintains these plans in a resource binder to facilitate coordination in future program years.

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

HUD regulations require that the City prepare an Analysis of Impediments to Fair Housing choice (AI) every five years. In 2020 the City updated its AI; it includes the City's *Fair Housing Action Plan*, which outlines the City's actions to eliminate ameliorate impediments to fair housing issues and choice. As part of its *Fair Housing Action Plan*, the City identified the following actions to overcome the effects of impediments identified:

- Continue to work with housing providers to build housing in areas near jobs, commercial amenities, public facilities, and public transit.
- Continue to work with housing providers to avoid concentrating affordable housing in any one area of the City.
- Continue to implement revitalization plans in older, lower income neighborhoods.
- Continue to proactively address affordable housing at risk of losing rent restrictions by engaging local HUD field office, property owners, and local housing providers.
- Continue to work with the Rancho Southeast Association of Realtors to educate their members about their responsibilities and rights under Fair Housing Law.
- Continue CDBG funding for Fair Housing Foundation to implement the City's Fair Housing Program to educate tenants, landlords and the general public.
- Continue to promote the education of the general public on the issue of fair housing.
- Work with Fair Housing Foundation to update information related to fair housing for the community.
- Continue to gather data for the ongoing process of updating this document and monitoring the fair housing situation in South Gate.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

At the beginning of the program year, City staff meets with all CDBG and HOME funded project managers to discuss the reporting requirements and the monitoring. Every quarter, program providers are required to provide progress reports, which are reviewed for progress and compliance.

During the year, a site review is held with all the program providers. An entrance interview is held with key representatives to review the program's purpose, scope, objectives, and goals. During the review, HUD required records and information is reviewed and/or collected. The review ends with an exit conference to present preliminary results of the monitoring, this provides an opportunity to discuss program compliance and reporting concerns. At this point the program provider can also share steps being taken to address areas of non-compliance or non-performance. Formal notification of the monitoring review results is sent to the program provider, which creates a permanent written record, an outline of any concerns and/or findings, and sets deadlines for a written response and corrective actions. The Monitor is responsible for providing technical assistance to ensure that the programs are productive and in compliance with federal regulations. Staff continuously monitors programs and activities to comply with city, state, and federal regulations and policies with a focus on:

- Financial Standards and Procedures – Community Development staff and the City's accounting division work closely to ensure funds drawn through IDIS are used for authorized activities on approved projects. Activity agreements, expense documentation, and approvals must be in place before funds are expended.
- Environmental Standards and Procedures – All projects and individual activities requiring environmental reviews per HUD regulations are completed before funding approval. Staff completed the appropriate Environmental Reviews for all CDBG and HOME programs.
- Labor Standards and Procedures – Labor standards are monitored by Community Development, and Public Works staff and outside consultants. Labor requirements are included in all bid documents and reviewed again during the pre-construction meeting.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City has ensured that it has complied with its HUD-approved Citizen Participation Plan. This plan ensures that the City provides the public with sufficient notice and opportunities to review and comment on actions affecting the City's Consolidated Plan, Annual Action Plans, and CAPERs.

The City publishes a Notice of Public Hearing and a 15-day comment period to receive comments on the CAPER in the *South Gate Press* on August 25, 2022. To ensure that all City residents had the opportunity to make comments, the Notice included the date and time of the hearing, availability of the CAPER for review, the timeframe of the comment period, and details on how to submit their comment(s). The comment period commenced on August 25, 2022, and ended on September 13, 2022; the public hearing was held on September 13, 2022.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City did not find the need to make any changes to the program objectives identified in the City’s Consolidated Plan. However, as part of the 2021-2022 Program Year the City originally intended to fund two public facilities improvement projects but these projects did not move forward. As part of the Program Year 2022-2023 Annual Action Plan the City opted to reprogram these funds to other programs that would better benefit the public.

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

No, it does not.

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

Not applicable.

## **CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

**Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.**

In FY 21-22 the City completed desk and onsite unit inspections for thirteen (13) rental HOME-Assisted properties. The City created a schedule and coordinated with property managers (American Family Housing, HOPE, SG Realty and Newstart) verify compliance with the Department of Housing and Urban Development (HUD) HOME regulations. The monitoring included the review of relevant tenant, maintenance, financial, and administrative files. The monitoring team also reviewed property standards and compared them to HUD requirements and other applicable regulations.

Findings noted during the monitoring for one particular property included tenants not having enough source documentation or lease agreements in their tenant files. Additionally, property management did not provide the City with a copy of the most recent independent financial audit or a copy of their budget at the time of the monitoring. As a corrective action, the City asked for them to submit all pending documents, which they were able to provide. The affordability period for this property has now ended.

During the monitoring and inspection of a different property the monitoring team found them in compliance with income and rent restrictions but did note some areas of concern. Concerns noted included the collection of income source documentation and income calculations, which were later provided by property management and corrected within 30 days of the initial report letter. Minor repairs were needed for a couple of units, but these were also attended to by the property management in a timely manner.

During the desk monitoring for another property, it was noted that eight (8) units were missing income source documents in their files and that another tenant's income was incorrectly calculated. As a corrective action, the City requested that the appropriate income source documentation be submitted and that accurate income calculations recertifications of the units be listed in the report.

Desk monitoring and unit inspections of the last property found that the property was in compliance with tenant income, rent limits, and property standards. No areas of concern were identified.

The City of South Gate will continue to inspect units and monitor property management to ensure ongoing compliance with HUD HOME regulations.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.  
92.351(b)**

For all HOME funded rental projects, the City has obtained, reviewed, and approved Marketing Plans and Tenant Leases for compliance with HOME Program regulations.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

There was no program income reported for FY 2021-2022 for CDBG or HOME programs.

## CR-58 – Section 3

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

Total Labor Hours	CDBG
Total Number of Activities	0
Total Labor Hours	0
Total Section 3 Worker Hours	0
Total Targeted Section 3 Worker Hours	0

**Table 14 – Total Labor Hours**

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

**Table 15 – Qualitative Efforts - Number of Activities by Program**

## **Narrative**

The City did not have active Section 3 eligible activities for Program Year 2021-2022.