



## HUMAN SERVICES COMMISSION AGENDA REPORT

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September 7, 2022  
Item 4

**TITLE: REVIEW THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORTS  
(CAPER) FOR FISCAL YEAR 2021/22**

### **SUMMARY**

Pursuant to Community Development Block Grant (CDBG) Program requirements of the U.S. Department of Housing and Community Development (HUD), the City is making its FY 2021/22 Consolidated Annual Performance and Evaluation Report (CAPER) available for public comment and review. The CAPER summarizes CDBG and other housing and human services projects for low and moderate income persons supported by the City during fiscal year 2021/22. This year, the Human Services Commission will review those projects which were subject to the commission's funding recommendation, which include CDBG and City Grant funds for Human Services, while the Housing Commission will review accomplishments for projects funded through the Lower Income Housing Fund and federal HOME Program.

### **RECOMMENDATION**

Review the Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Reports (CAPER) for Fiscal Year 2021/22 and direct staff to compile the information and finalize the required CAPER document for submittal to HUD.

### **FINANCIAL STATEMENT**

There is no fiscal impact to the City related to the review of the annual CAPER report.

## **BACKGROUND**

One of the City's responsibilities relative to its annual allocation of Community Development Block Grant (CDBG) funds is the preparation of an annual report called the Consolidated Annual Performance and Evaluation Report, or CAPER. The CAPER is intended to provide a consistent process for communities to report on the use of CDBG entitlement funds and is required by Section 104(e) of the Housing and Community Development Act. The CAPER provides detailed information on the use of CDBG funds by sub-recipient agencies during the prior fiscal year (July 1, 2021 – June 30, 2022) and provides an opportunity for the City to describe other leveraged funding for housing and community services activities targeted to low and moderate income households/persons.

The CAPER process is intended to provide an opportunity for public participation and input at the local level. The information submitted in the report provides an evaluation of grantee and jurisdiction performance to HUD. The City coordinates with the Alameda County HOME Consortium (HOME TAC) for submittal of the document and it is forwarded to HUD in Washington D.C. as the basis for meeting the statutory requirement to report to Congress on the CDBG program. HUD requires the submittal of the CAPER for the prior fiscal year by September 30 of each year.

## **DISCUSSION**

The City must prepare and submit its CAPER for FY 2021/22. The information submitted by each agency will be compiled by staff into HUD's CAPER format and submitted to HUD. The agencies which received Housing and Human Services Grant funds in FY 2021/22 are listed in Attachment 1, Table P-1. The commission is encouraged to review the tables and individual CAPER reports.

Six projects (indicated in bold and italicized) will be reviewed by the Housing Commission which makes annual CDBG, Lower Income Housing Fund (LIHF), and HOME funding decisions for housing-related projects. These reports include demographic and performance data from the semi-annual reports and display totals for persons served during the fiscal year.

As part of the public hearing process, the commission is encouraged to review the tables and individual CAPER reports and to prepare questions as appropriate for discussion with the agencies. The information obtained at the public hearing may be useful during the next grant funding allocations that will take place in late 2021 and early 2022.

### Summary of Accomplishments (Tables P-2a and P-2b)

Attachment 2, Table P-2a summarizes the accomplishments described in the CAPER reports and provides final expenditure status for each grant. Table P-2b provides the total count of persons served and demographic data for those participants.

As shown in the data summaries on Tables P-2a and P-2b, CDBG and City funds allocated in FY 2021/22 benefited more than 3,300 individuals through various projects, programs, and services coordinated through sub-recipient agencies, of which 89% benefitted low-income persons. 51% were extremely low income (30% of Area Median Income and below) and included 1,087 seniors and 426 persons with disabilities.

Submitted by:

A handwritten signature in blue ink, appearing to read "Steve Hernandez", with a large, sweeping flourish underneath.

Steve Hernandez  
Housing Manager

Attachments

1. Table P-1, FY 2021-2022 CDBG Program Funding Summary
2. Tables P-2 A&B, FY 2021-2022 CDBG Program Accomplishment Data
3. CAPER Reports Submitted by Sub-recipient Agencies (online only)
4. CAPER Hearing Schedule