

**City of Santa Clarita**  
**Consolidated Annual Performance Evaluation Report**  
**(CAPER) - FY 2017-2018**  
(July 1, 2017 through June 30, 2018)



September 2018

City of Santa Clarita  
**Community Development Department**  
**Community Preservation Division**  
23920 Valencia Boulevard, Suite 300  
Santa Clarita, CA 91355

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

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

All activities undertaken in the 2017-2018 program year addressed a Consolidated Plan priority and a need identified in the 2017-2018 Annual Action Plan. Over 1,100 low- and moderate-income City residents were provided with supportive human services. A total of 46 low- and moderate-income homeowners had their homes repaired to address safety and habitability issues through the CDBG-funded Handyworker Program. In addition, the City's ADA Park Demonstration Project is underway. Design of the improvements have been completed and the project will be going out for bid. The City anticipates completing the project in winter 2018 or spring 2019.

The affordable housing project Newhall Development was completed in 2017 but occupancy began in August 2017. FY 2015-2016 CDBG funds were used to make off-site improvements for the project. The project benefited 13 lower and moderate income households using CDBG funds.

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

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

Refer to Table 1 on the following pages. In most cases, the City was able to meet its goals and objectives in implementing the Consolidated Plan and Action Plan for FY 2017-2018. The ADA Park Demonstration Project is underway.

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve and Expand Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$102,885	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15,339	15,339	100.00%	15,339	0	0.00%
Provide Decent and Affordable Housing	Affordable Housing	CDBG: \$0	Rental units constructed	Household Housing Unit	13	13	100.00%	13	13	100.00%
Provide Decent and Affordable Housing	Affordable Housing	CDBG: \$230,141 .13	Homeowner Housing Rehabilitated	Household Housing Unit	325	213	65.54%	72	46	63.89%
Provide Supportive Human Services	Homeless Non-Homeless Special Needs	CDBG: \$124,983 .72	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,800	3,910	140.89%	618	1,068	172.81%
Provide Supportive Human Services	Homeless Non-Homeless Special Needs	CDBG: \$0	Homeless Person Overnight Shelter	Persons Assisted	0	0	0.00%	0	0	0.00%

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Provide Supportive Human Services	Homeless Non- Homeless Special Needs	CDBG: \$31,514	Homelessness Prevention	Persons Assisted	100	99	99.00%	25	35	140.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

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

All CDBG funds used during the 2017-2018 year addressed high Consolidated Plan priorities and a community need identified in the 2017-2018 Annual Action Plan. High Consolidated Plan priorities included:

- Improve, maintain, and expand affordable housing
- Improve and expand facilities and infrastructure
- Planning and administration
- Promote equal housing opportunity
- Provide supportive human services

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

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

<b>Race</b>	<b>CDBG</b>
White	791
Black or African American	157
Asian	55
American Indian or American Native	19
Native Hawaiian or Other Pacific Islander	10
<b>Total</b>	<b>1,032</b>
Hispanic	348
Not Hispanic	814

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

### **Narrative**

Each subrecipient of CDBG funds tracked the race and ethnicity of participants as part of the standard record-keeping process. Disabled accessibility projects used the ethnicity data from the U.S. Census for the disabled population, as per the guidance from the Department of Housing and Urban Development (HUD).

Overall, 1,162 persons/households were assisted – 348 persons of Hispanic Origins and 814 not of Hispanic Origins. In terms of race, the table above only depicts the key categories. Persons of multi-racial backgrounds are not included in this table.

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

### **Identify the resources made available**

<b>Source of Funds</b>	<b>Source</b>	<b>Resources Made Available</b>	<b>Amount Expended During Program Year</b>
CDBG	CDBG	\$1,704,230.90	\$613,836.41
HOME	HOME	0	0
HOPWA	HOPWA	0	0
ESG	ESG	0	0
Other	Other	0	0

**Table 2 - Resources Made Available**

### **Narrative**

During FY 2017-18, the City had available \$1,704,230.90, including \$1,108,713 in entitlement allocation and \$595,517 of unspent funds from prior years. The total amount expended during the program year was \$613,836.41. The ADA Park Demonstration Project is underway. Design of the improvements have been completed with other funds and construction with CDBG funds is expected to be completed by winter 2018 or spring 2019.

### **Identify the geographic distribution and location of investments**

<b>Target Area</b>	<b>Planned Percentage of Allocation</b>	<b>Actual Percentage of Allocation</b>	<b>Narrative Description</b>
N/A	N/A	N/A	N/A

**Table 3 – Identify the geographic distribution and location of investments**

### **Narrative**

Not applicable. Funds allocated in 2017-2018 were used on a City-wide basis under the Limited Clientele National Objective. No specific allocations were made on the Low/Mod Area National Objective.



## Leveraging

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

The City continues to work to identify other funds with which to leverage CDBG. The City leveraged FY 2017-18 CDBG funds committed to ADA Park Demonstration Project by using City general funds, and other state and federal funds in the same project.

The City contracted with five local-serving non-profit agencies to carry out seven programs which provided supportive human services to low- and moderate-income residents. These agencies leveraged the CDBG funds by using other grant funds, as well as locally raised donations, to provide services to a greater number of residents than would have been possible with CDBG funds alone.

## **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.**

In 2010, \$345,000 in CDBG funding was allocated towards the acquisition of land to be the home of the future affordable housing development project now known as Three Oaks. Another \$303,361 was allocated for off-site improvements in 2015-2016. Construction began in March 2016 and the project was completed in August 2017. Lease-up also began in August 2017. A total of 13 lower and moderate income households benefitted from this Newhall affordable housing project.

During FY 2017-2018, the City undertook the following activities to expand affordable housing opportunities for the City's lower and moderate income households:

- Handyworker Program – 46 households assisted with housing rehabilitation assistance
- Affordable Housing Program – 35 at-risk households prevented from homelessness

	<b>One-Year Goal</b>	<b>Actual</b>
Number of Homeless households to be provided affordable housing units	25	35
Number of Non-Homeless households to be provided affordable housing units	85	59
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>110</b>	<b>94</b>

**Table 4 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	25	35
Number of households supported through The Production of New Units	13	13
Number of households supported through Rehab of Existing Units	72	46
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>110</b>	<b>94</b>

**Table 5 – Number of Households Supported**

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

The CDBG-funded Handyworker Program was successful in providing rehabilitation of 46 existing units for lower-income homeowners of the 72 units planned. Many of these homes are located in mobilehome parks. The on-going problem of extremely high costs for existing housing, the high cost of building new housing, and limited resources, are all challenges to the City in creating new affordable housing.

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

With limited funding, the City may not be able to pursue additional new construction of affordable housing units in the near future. CDBG funds will continue to be focused on providing rehabilitation assistance to lower and moderate income households and to prevent homelessness among at-risk households.

**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.**

Overall, the Newhall Affordable Housing Development (13 households), the Affordable Housing Programs (35 households), and the Handyworker Program (46 households) benefited 94 lower and moderate income households in the City.

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	41	0
Low-income	33	0
Moderate-income	20	0
<b>Total</b>	<b>94</b>	<b>0</b>

**Table 6 – Number of Households Served**

**Narrative Information**

All City residents served by CDBG funds in the area of affordable housing met the income limitation requirements for CDBG.

**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 provided two grants to a local non-profit to provide services to the homeless and those at risk of homelessness. The Homeless Case Management Program was operated by Bridge To Home, the non-profit which also operates the cold-weather winter shelter. This program provided homeless families and individuals with case management, life-skills training, and job search assistance. Bridge To Home also operated the Affordable Housing Program, providing assistance to prevent eviction and to assist homeless and those at-risk-of-homelessness in becoming securely housed.

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

Bridge To Home operates the local cold-weather winter shelter which provides housing, food, and case management between November and March each year. Bridge To Home also assists the homeless with referrals and transportation to temporary and transitional housing operated by other agencies.

**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.**

Bridge To Home operates the local cold-weather winter shelter between November and March each year. In addition to providing shelter, services are available for the homeless that include case management and life-skills training. Bridge To Home also assists the homeless with referrals to other services and transportation to transitional housing operated by other agencies.

Carousel Ranch runs a program known as Ready to Work! This program provides vocational training to young adults with disabilities to help them succeed in the workplace after “aging out” of the educational system. Classroom based curriculum is used to transition participants into being contributing members of society to help them avoid becoming homeless.

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

The Affordable Housing Program operated by Bridge To Home uses CDBG funds from the City to provide one-time rent assistance to prevent eviction, as well as case management to help at-risk families obtain and remain in stable housing to avoid homelessness.

Family Promise of Santa Clarita operates a Clinical Case Management program to counsel homeless families and their children who are receiving temporary shelter. The clinical counseling addresses mental health stability in order to aid in the transition to supportive housing to assure future self-sustainability in 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 own or operate any public housing. Orchard Arms, a public housing development with 183 affordable units, is owned and operated by the Housing Authority of the County of Los Angeles (HACoLA).

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

The City does not own or operate any public housing and therefore has not undertaken efforts to encourage public housing residents to become owners of their public units or developed any other ownership opportunities for these residents.

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

The Housing Authority of the County of Los Angeles (HACoLA) holds a “High Performer” status under HUD’s Section 8 Management Assessment Program (SEMAP); therefore, it is not designated as a “troubled” agency. Units are inspected, repaired, and maintained on a regular basis. According to HACoLA, the physical condition of its public housing stock is considered to be good. It is the goal of HACoLA to maintain each home, whether the unit is a single-family residence, or in an apartment complex. High Performer status will allow HACoLA to apply for additional programs and funding, allowing for an increased level of service for families in Los Angeles County.

## **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 Housing Element of the City’s General Plan requires an evaluation of zoning with the intent to re-zone undeveloped properties to higher densities in order to encourage the development of affordable housing. The most recent Housing Element update was submitted to the State of California in 2013. A number of programs outlined in the Housing Element are designed to encourage the development of affordable housing, including consideration of reductions in development fees, density bonuses, and expedited processing of a development application. Developers proposing affordable units may also request other City financial assistance depending on the project and the availability of funds.

The City is supportive of the development of affordable housing and staff is available to meet with affordable housing developers to discuss options at any time. In 2014-2015, the City committed \$3.8 million dollars in non-CDBG funds to a 30-unit, 100% affordable, family rental housing development which began construction in March 2016. The City also donated a City-owned parcel of land to the project, in which \$345,000 of CDBG funding was used to acquire. Another \$303,631 in CDBG funding was allocated in 2015 for off-site improvements. These contributions to the project reduce the overall construction and development costs, allowing the units to be rented at affordable rates, while at the

same time meeting the City's high standard for construction and design. The project was completed in FY 2016-2017 but did not begin leasing up until August 2017. Therefore, this CAPER includes the New Hall Affordable Housing Development as part of its accomplishments in FY 2017-2018. Thirteen lower and moderate income households benefitted from the CDBG funding expended on this project.

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

In addition to City operated and sub-recipient provided programs and activities, some of the other local non-profit agencies that help address obstacles in meeting underserved needs are listed below. The service providers also address the priorities outlined in the current Consolidated Plan. The agencies listed receive funding through other public sources, private foundations, donations, and fundraising:

- Assistance League
- Goodwill Industries
- Head Start
- Heads Up Therapy on Horses
- Los Angeles Residential Community (LARC)
- Pyles Boys Camp
- Samuel Dixon Family Health Center
- SCV Youth Project
- Single Mothers Outreach
- Special Olympics
- The Gentle Barn
- The Salvation Army

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

The City of Santa Clarita has a need for lead-hazard free housing and in 2017-2018 continued to work to reduce lead-based paint (LBP) hazards to comply with 24 CFR Part 35. While the number of units likely to contain lead-based paint is relatively low, the City addressed the problems of LBP hazard on a case by case basis as needed during repair and renovation of older housing stock through the Handyworker Program. Having information and staff available to the public to educate residents about the need to maintain buildings, which may contain LBP, as well as other programs to encourage home maintenance, also aided in mitigating LBP hazards in the City of Santa Clarita.

Housing rehabilitation was provided through the CDBG-funded Handyworker Program operated by the Senior Center. This program aided in correcting substandard conditions, which contribute to LBP hazards. All applicants eligible for services through the Handyworker Program received the most updated version of the Environmental Protection Agency's (EPA) *Protect Your Family From Lead in Your Home* pamphlet. When a property built before 1978 was approved for grant-funded repairs that may disturb LBP, an inspection test was ordered. If containment and/or abatement were necessary, the homeowner was required to use a contractor certified in lead-safe work practices by the State of California. There were no inspections ordered in 2017-2018.

The City also encouraged homeowners to correct substandard conditions to minimize LBP hazards, especially owners of units where children live. Due to the mean age of the City's housing, homes containing lead-based paint are not believed to be a significant problem. However, the City stayed

current and compliant with LBP requirements and continued to evaluate and reduce LBP hazards through the following actions and activities in 2017-2018:

- Maintained an agreement with a certified consultant when lead-based paint testing and clearance services are needed for grant-funded repairs.
- Displayed a poster in the City's Permit Center which contained lead-safe certification information for contractors.
- Provided information through one-on-one contact with contractors, Building Inspectors, Code Enforcement Officers, and the general public. The written publication from the Los Angeles County Childhood Lead Poisoning Prevention Program was also available in the City's Permit Center: *ATTENTION! Remodeler /Renovator /Contractor /Landlord: Does the New Federal Lead-Based Paint Regulation Apply to You?*

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

While the City has no control over the majority of the factors affecting poverty, it is still able to assist those living below the poverty line. The City supports other government, private, and non-profit agencies involved in providing services to low-income residents, and coordinates efforts with these groups where possible to allow for more efficient delivery of services. The City took the following actions during the last year to help reduce the number of persons living below poverty level:

- Allocated funding to a variety of public service agencies that provided supportive services which assist participants to move out of poverty. These included Community Access Services, Crisis Homeless Services, and Ready to Work. These programs helped lower income, at-risk persons, and persons with disabilities improve their job skills, financial management, and access to services.
- Supported the Santa Clarita WorkSource Center which addresses resident's employability. The WorkSource Center, in conjunction with College of the Canyons and the Employment Development Department, funds no-cost, high-value employment training, job search services such as workshops, computer classes, phones, fax, as well as providing computers with internet access, job leads, newspapers, and a resource library for job seekers. Employers also used the Center to recruit and advertise their job openings.
- Continued efforts to aid in the economic growth of the City by fostering and encouraging responsible economic development opportunities. These efforts are designed to create a jobs/housing balance through quality employment opportunities for residents, an economic base through increased sales-tax generation, and economic wealth by attracting external monies to the local economy. Specifically, four targeted industries have been identified where there is a foundation of businesses in Santa Clarita. These include biomedical, aerospace, technology, and film/entertainment. These business clusters offered a wide variety of high-paying, high-skilled jobs which may be accessed either through traditional educational routes or through on-the-job training and apprenticeship programs.



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

The City took the following actions during 2017-2018 program year to foster a more effective institutional structure and enhance coordination among agencies serving lower-income residents:

- The City worked with a wide range of public and community social service agencies to meet and address the various needs of the community. In 2017-2018, the City continued to collaborate with local non-profit advocacy groups and other County, State, and Federal organizations.
- The City utilized the services of HandsOn Santa Clarita (HOSC), a local non-profit agency. Their mission is to provide training and resources to build the capacity of other non-profit social service organizations while cultivating connections between volunteers, groups, and businesses to best meet the needs of the community. HOSC programs and services include administration of the City's Court Referral Program, overseeing a City-wide volunteer management database, and facilitation of corporate and non-profit volunteer programs.
- The City's Community Services Division is home to the Human Services Office. The purpose of the Human Services Office is to create a safe, healthy, and thriving community by providing services and activities which address the needs of the community. The Human Services Office operates the Newhall Community Center (The Center) which serves residents in one of the lowest income areas of the City. The Center provides after-school supervision, assistance with homework, sports programming, and cultural events. The Center also provides referral services for low-cost health care services, legal services, and English-as-a-Second-Language classes. The Human Services Office also conducts an annual process for competitive community benefit grants to local non-profit organizations to address quality of life issues. General funds were used to provide 19 community benefit grants in 2017-2018, totaling \$91,369. The grants were awarded to local non-profits to address various health and human service related issues. 11 of the grants awarded, totaling over \$50,000, specifically served low income households, seniors, homeless, and the disabled.

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

Actions that were undertaken during the past year to enhance coordination between public and private housing, health, and social service agencies include:

- Working with the Los Angeles Homeless Services Authority (LAHSA) to provide information about homeless shelter and services.
- Collaborating with Bridge To Home (homeless services provider) to administer the Cold-Weather Winter Shelter Program.
- Coordinating with the Housing Authority of the County of Los Angeles (HACoLA) to provide information about Section 8 Rental Assistance Vouchers. As of August 2018, 194 households in Santa Clarita were receiving Housing Choice Vouchers (HCV). Some characteristics of these households included: 139 were elderly headed households; 111 included members with disabilities; ten were veterans; and 158 were female-headed households.

- Coordinating with the County of Los Angeles Health Department Childhood Lead Poisoning Prevention Program (CLPPP) to provide information about lead-based paint hazards.
- Working with the San Fernando Valley Economic Alliance and Southern California Association of Governments in an effort to address shared priorities, such as transportation and air quality issues, large scale planning goals, and advocacy at regional, state, and federal levels.
- Collaborating with Los Angeles County in the administration of a Valley-wide General Plan that includes the unincorporated Los Angeles County areas of the Santa Clarita Valley (Valley). The adopted General Plan encompasses the guidelines for the future growth of the Valley and the preservation of natural resources that the City/County will continue to follow. There are many elements to the City's General Plan, including the Housing Element, which contain a variety of programs and policies that will further benefit lower-income residents of the community. The Housing Element was updated and received HCD certification on June 27, 2013. The HCD certified Housing Element was adopted by the City Council on October 22, 2013, and the required annual update was completed/accepted in 2014. The next update to the Housing Element will occur in 2021.

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

Actions taken in 2017-2018 to overcome the effects of impediments and affirmatively further fair housing are:

- Access to Fair Housing information on the City's website.
- Availability of Fair Housing's contact information in the City's Affordable Housing and Services Brochure.
- Fair Housing posters displayed in the CDBG public offices.
- Conducted a Request for Proposals process to provide fair housing services in the Santa Clarita, resulting in a successful proposal with the Housing Rights Center.

Since 2017, the City has been contracted with the Housing Rights Center (HRC) to provide fair housing services in the City. During FY 2017-2018, HRC assisted 78 persons with general information and eight persons with housing discrimination complaints. Specifically, two complaints became cases, requiring follow-up and resolution.

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

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

The City continually monitors all CDBG-funded activities, including those operated by sub-recipients. This process ensures consistency with the current Consolidated Plan and the associated Annual Action Plan. CDBG staff pride themselves in building and maintaining good working relationships with CDBG-funded sub-recipients. Substantial effort is put towards ensuring frequent contact and communication with all sub-recipients whether by phone, email, or other written correspondence. During the 2017-2018 program year, the City maintained project activity files for each CDBG activity. Among other items, project files typically contain eligibility and compliance documentation, contract, scope of work, budget, purchase order, non-profit status, invoices, required reporting, monitoring documents, and other general correspondence.

CDBG staff conducted an annual monitoring of all CDBG-funded sub-recipients. On-site monitoring visits were conducted for the following organizations where randomly selected participant files were reviewed by staff with no significant findings or concerns:

Boys and Girls, Transporting Hope – This activity provided 20 scholarships for eligible youth to be transported to and participate in the Boys the Boys and Girls Club’s programs throughout the school year.

Carousel Ranch, Special Children of the Valley (Project SCV) - This activity provided 11 disabled individuals with scholarships for equestrian therapy services.

Carousel Ranch, Ready to Work! Vocational Training Program - This activity met 85% of their goal by providing 6 disabled individuals with scholarships to participate in the Ready to Work! program.

Family Promise of Santa Clarita, Clinical Case Management – This program provided 35 families with needed mental health counseling services.

Senior Center, Handyworker Program – This program provided 46 grants to lower-income homeowners, allowing them to make necessary home repairs, keeping their homes safe and habitable.

Due to consistent and compliant sub-recipient performance from the prior year, it was determined that on-site monitoring was not necessary and a desk-review was conducted for:

- Bridge To Home, Affordable Housing Program – this program helped 35 people avoid homelessness in 2017-2018 with CDBG funds.
- Bridge To Home, Homeless Case Management and Life-Skills Program – this program served 467 homeless people in 2017-2018 with CDBG funds, well exceeding their annual goal of 100.

- Senior Center, Community Access Services Program - this activity well exceeded their annual goal of 450 by providing 529 individuals, aged 55 and over, with a variety of supportive services.

The desk reviews conducted for the agencies above confirmed that CDBG contract goals were on target, the scope of services was being followed, invoicing and reporting were detailed and current, and HUD guidelines were being met. Desk monitoring documentation is kept on file with each activity.

**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 notice of availability and public comment period for the draft 2017-2018 CAPER was published on September 7, 2018 and is attached for reference. The draft CAPER was available for public review and comment from September 8, 2018 through September 24, 2018. No comments were received, nor rejected on the CAPER during the review period.

## **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 is confident that all of the activities undertaken with CDBG funds were eligible for CDBG funding and met a Consolidated Plan priority and a community need identified in the City's 2017-2018 Annual Action Plan. No substantial amendments to the 2017-2018 Action Plan were processed.

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

Not applicable to the City of Santa Clarita.