

**2011  
CONSOLIDATED ANNUAL PERFORMANCE  
AND  
EVALUATION REPORT**



**CITY OF WARREN, OHIO  
AND  
WARREN-TRUMBULL HOME CONSORTIUM**

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**CITY OF WARREN, OHIO  
2011 CAPER**

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The grantee must submit an updated Financial Summary Report (PR26).

Program Year 2 CAPER Executive Summary response:

**Executive Summary**

It is the purpose of the Consolidated Annual Performance and Evaluation Report (CAPER) to review the activities of the City of Warren and the Warren-Trumbull HOME Consortium for the most recent fiscal year: January 1, 2011 through December 31, 2011. This document provides the US Department of Housing and Urban Development (HUD) with a summary of resources used and self-evaluation of progress made to address goals and objectives outlined in the FY2010-2014 Consolidated Plan, including identifying the activities, expenditures, and accomplishments made during the past program year.

Community Development Block Grant (CDBG) Program

The City of Warren, a designated entitlement community, receives CDBG funds to develop viable urban communities through continued investment in neighborhood revitalization, economic development activities, community facilities and public services, principally directed towards low- to moderate-income individuals. All programs are administered by the Warren Community Development Department.

HOME Investment Partnership (HOME) Program

The Warren-Trumbull HOME Consortium is a cooperative enterprise between the City of Warren and Trumbull County. Recognized as a participating jurisdiction its funds are used to expand the local supply of decent, affordable housing throughout the county. Activities are accomplished through acquisition, rehabilitation and new construction of housing. The City of Warren is the lead agency for the Consortium and the Community Development Department administers all related programs.

During the 2011 fiscal year, the City of Warren and Consortium received the following funds:

2011 ALLOCATED FUNDS

CDBG	B-11-MC-39-0022	City of Warren	\$ 1,219,683
HOME	M-11-DC-39-0202	Consortium	\$ 733,305

## General Questions

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining “other” public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

Program Year 2 CAPER General Questions response:

### Assessment of one-year goals and objectives

Objective	Performance Indicator	5 Year Goal	2011 Accomplishment	Funding Source	Amount Expended
<b>Economic Opportunity</b>					
<b>Economic Development</b>					
<u>C, D &amp; E, D Professional Services</u>					
Administrative services contract to assist businesses	# of businesses assisted	250	meetings w/ current or prospective businesses 23 meetings involving development issues 35 business inquiries 30 business inquiries/ downtown buildings 37 site visits 10 meetings w/ new RLF borrowers 18	CDBG	\$ 88,000.00
<u>Revolving Loans</u>					
Bantha			5 FTE retained		\$ 20,000.00
Dr. Sharon George			6 FTE retained		\$ 15,000.00
<u>Facade grants</u>	# of business assisted	25		UIDAG	
<b>Acquisition, Disposition, Clearance</b>	# of businesses	2	0		
<u>Commercial Land Acquisition</u>					
<u>Clean up of Contaminated Sites</u>	# of sites	2		CDBG	\$ 41,088.00
Mahoningside Power Plant			1	Clean Ohio	\$ 1,002,011.00
Gasification Plant			In progress	Clean Ohio	\$ 197,956.00
<b>Housing</b>	# of units				
<u>Residential Historic Preservation</u>		2	In progress	CDBG	\$ 12,855.00
Restoration to the interior of the Kinsman House				SAT	\$ 10,675.00
<u>Code Enforcement</u>	# of units	1500	365	CDBG	\$ 61,698.00

	Performance Indicator	5 Year Goal	2011 Accomplishment	Funding Source	Amount Expended
<b>Objective Decent Housing</b>					
<b>Housing and Homeless Services</b>					<b>\$ 546,642.00</b>
<u>Emergency Home Repair</u>	# of units assisted	100	7	CDBG	\$ 32,316.00
209 Eastland					\$ 1,375.00
2256 Milton					\$ 4,570.00
2323 Central Parkway					\$ 5,945.00
281 Highland					\$ 5,371.00
419 Maryland					\$ 5,790.00
409 Martin Luther King					\$ 3,325.00
1397 Hamilton					\$ 5,940.00
<u>Owner-occupied Rehabilitation - City</u>	# of units assisted	100	16	HOME	\$ 263,570.00
completed 1854 Ferndale					\$ 39,520.00
1724 Ogden					\$ 24,256.00
848 Garden					\$ 45,175.00
159 Linden					\$ 44,770.00
209 Eastland					\$ 23,025.00
264 Douglas					\$ 25,460.00
643 Southern					\$ 30,789.00
under contract 701 Woodbine					\$ 30,575.00
<u>Rental Rehabilitation - City</u>					\$ 33,750.00
completed 776 Hoyt					\$ 33,750.00
<u>Owner-occupied Rehabilitation - County</u>				HOME	\$ 162,006.00
completed 796 Miller, Warren					\$ 32,500.00
2917 Barder, Warren					\$ 25,245.00
2632 Harvey, Warren					\$ 11,597.00
151 Miller, Warren					\$ 2,674.00
686 Sixth St., Warren					\$ 26,990.00
under contract 312 Catherine, Youngstown					\$ 41,000.00
201 Turnberry, Warren					\$ 22,000.00
<u>Home ownership Assistance - City</u>	# of units assisted	100	11	HOME	\$ 30,000.00
3341 Tod NW					\$ 5,000.00
307 Fairmount NE					\$ 5,000.00
1162 Central Parkway SE					\$ 5,000.00
1409 Edgehill SE					\$ 5,000.00
2779 Woodland NE					\$ 5,000.00
421 Fairmount NE					\$ 5,000.00
<u>Home ownership Assistance - County</u>					\$ 25,000.00
318 Manesll Drive, Youngstown					\$ 5,000.00
213 Wae Trail, Cortland					\$ 5,000.00
276 Marshall NW, Warren					\$ 5,000.00
8006 Brookwood NE, Warren					\$ 5,000.00
2414 Bristol Champion Townline, Bristolville					\$ 5,000.00
Multi-Unit Housing	# of units assisted	40	28	HOME PI	
Transitional Housing	# of beds				

	Performance Indicator	5 Year Goal	2011 Accomplishment	Funding Source	Amount Expended
<b>Objective Suitable Living Environment</b>					
<b>Infrastructure &amp; Public Improvements</b>					<b>\$ 456,029.00</b>
<u>Street Improvements</u>	# of persons served	<b>50,000</b>	9065	CDBG	\$ 239,696.00
Belvedere SE					
Stiles NW					
Colonial SE					
Hazelwood SE					
Delaware SW					
Martin Luther King SW					
Francis SE					
Cherry NW					
<u>Sidewalk Program</u>	# of persons served	<b>10,000</b>	4788	CDBG	\$ 82,094.00
1806, 1853, 1901 Larchmont NE					
657 Vine NE					
246 Washington NE					
245, 373, 661 Third SW					
172, 407, 810, 830-840 Atlantic NE					
Main					
Franklin SE					
North Park					
South Park					
Elm Rd & High					
High NW					
Pine NE					
<u>Warren Blvd Streetscapes</u>	# of persons	<b>1000</b>	1132	CDBG	\$ 18,829.00
Fence and Tree					
Trees					\$ 24,523.00
<u>Target Area tree cutting</u>	# of persons	<b>2000</b>	2933	CDBG	\$ 23,383.00
232, 419, 480 Belmont NE					
138, 234, 269, 284 Mulberry NW					
269, 300 Atlantic NW					
149, 194 Atlantic NE					
847 Hunter					
128 Ford					
404 Maryland					
Target Area tree planting					\$ 1,140.00
<u>Parks &amp; Recreation</u>	# of persons served	<b>25000</b>	4104	CDBG	\$ 72,217.00
ADA compliant drinking fountain Courthouse Park					\$ 2,640.00
New fence for Packard Park pavilion area					\$ 1,477.00
Enhancements to target area parks					\$ 2,252.00
Improvements to bike trail					\$ 1,065.00
Packard Music Hall Boiler upgrade					\$ 64,783.00
<u>Fire Station Equipment</u>	# of units	<b>1</b>	1	CDBG	\$ 9,958.00
Thermal Imaging Equipment					
<u>Health Services</u>	# of persons served	<b>100</b>	0	CDBG	\$8,712.00
Access Health Mahoning Valley			0		
<b>Acquisition, Disposition, Clearance</b>					
<u>Clearance &amp; Demo</u>	# of units	<b>350</b>	0	CDBG	
			138	NSP-1	\$ 647,094.61



	Performance Indicator	5 Year Goal	2011 Accomplishment	Funding Source	Amount Expended
<b>Objective</b>	<b>Suitable Living Environment</b>				
<b>Public Services</b>					<b>\$169,270.00</b>
<u>General</u>	# of persons served	<b>600</b>	<b>140</b>	CDBG	<b>\$15,412.00</b>
Catholic Charities Homeless Benefits			24		\$3,736.00
American Red Cross			24		\$2,216.00
Take Back the Neighborhood			n/a		\$990.00
Christy House Emergency Shelter			51		\$5,169.00
A House of Blessing			41		\$3,301.00
<u>Youth Services</u>	# of persons served	<b>5000</b>	<b>2419</b>	CDBG	<b>\$119,973.00</b>
UMCC BILL & GAIL Program			102		\$12,434.00
YWCA Team Program			183		\$3,576.00
Truancy Intervention Program			25		\$20,724.00
Community Volunteer Council			417		\$3,288.00
Warren Philharmonic Orchestra			332		\$12,112.00
Inspiring Minds NEO Disciples			420		\$179.00
Inspiring Minds Learning with a Purpose			300		\$29,267.00
Mind Body and Soul			45		\$13,099.00
Second Harvest Food Bank & Back Pack Program			595		\$25,294.00
<u>Transportation Services</u>	# of persons served	<b>25</b>	<b>13</b>		<b>\$2,526.00</b>
SCOPE Adult Day Care Transportation					
<u>Legal Services</u>		<b>100</b>	<b>15</b>	CDBG	<b>\$10,674.00</b>
Community Legal Aid					
<u>Senior Services</u>	# of persons served	<b>100</b>	<b>12</b>	CDBG	<b>\$3,136.00</b>
Trumbull Mobile Meals Therapeutic Meals					
<u>Substance Abuse</u>	# of persons served	<b>100</b>	<b>56</b>	CDBG	<b>\$4,572.00</b>
Sahara Club II Membership Subsidy					\$0.00
Warren UMADAOP			56		\$4,572.00
<u>Battered and Abused Spouses</u>	# of persons served	<b>100</b>	<b>211</b>	CDBG	<b>\$8,180.00</b>
Someplace Safe					
<u>Handicapped Services</u>	# of persons served	<b>55</b>		CDBG	<b>\$3,615.00</b>
Western Reserve Independent Living Center					
<u>Neighborhood Cleanups</u>		<b>100</b>			<b>\$1,182.00</b>
Trumbull Neighborhood Partnership			n/a		

### Program changes

At this time the city has no plans to change its programs.

### Affirmatively Furthering Fair Housing

Housing choice is impeded when actions, omissions, or decisions are taken 1) to restrict a person's choice of housing because of the person's race, color, religion, sex, handicap, national origin, or familial status, 2) or certain residential dwellings are not made available to persons because of race, color, religion, sex, handicap, familial status, or national origin.

In 2010, representatives from the City of Warren, Trumbull County and the Greater Warren-Youngstown Urban League completed the process of implementing the new Analysis of

Impediments to Fair Housing policy. Several action steps were defined for implementation, including education, affordability, accessibility, and enforcement.

### Education

Education is measured in terms of the quantity of fair housing materials distributed each year at various locations, meetings, and presentations throughout the county. As part of the fair housing education component, the City of Warren and Trumbull County promote awareness of and encourage willing compliance with fair housing laws by all entities. Concerns and problems include the lack of awareness of the laws; the protection that is available, and the reluctance to file a complaint.

The Greater Warren-Youngstown Urban League, a non-profit organization serves the city as the Fair Housing consultant. The agency was paid \$13,200 to provide fair housing services, education and complaint investigation. The agency received 49 landlord/tenant complaints, distributed 204 landlord/tenant booklets and 937 fair housing flyers. These informational items are meant to educate landlords, real estate agents, home sellers and tenants on non-discriminatory practices.

A rise in complaints taken was against landlords not providing a mailing address to the tenant. This poses a problem for the tenant to properly notify the landlord of problems in the residence and/or attempts to block the tenant from following the rent escrow process. The Greater Warren – Youngstown Urban League has collaborated with Catholic Charities and Community Legal Services to compile a brochure advising tenants of their legal rights under the rent escrow procedure and outlines the warning signs of unscrupulous landlords.

The City contracts with Consumer Credit Counseling to educate homeowners on preparing household budgets, and prioritizing finances. Of the 15 individuals/families counseled, 6 were issued homeownership loans in the city and 5 in the county.

As of June 2009, Ohio had the eight highest rate of foreclosures filed against homeowners in the nation. Trumbull County was one of the ten counties with the highest rates of foreclosure filings. Foreclosure is a legal process, requiring timely responses to court deadlines and correct legal procedures. Poor homeowners are less likely to have the resources to hire an attorney to fight their foreclosure, and unrepresented homeowners are more likely to lose their homes, even if they potentially had the resources to save it. The City provided \$17,492.00 to Community Legal Aid Services to provide free legal advice and representation to homeowners at risk of losing their homes.

### Affordability

Some of the most affordable housing units in both the City of Warren and Trumbull County are owned and operated by the Trumbull Metropolitan Housing Authority (TMHA). Founded in 1934, the Trumbull Metropolitan Housing Authority (TMHA) provides decent, safe and sanitary housing for low- to moderate-income families unable to secure housing needs on the open market. TMHA currently operates 1,222 public housing units in 13 Trumbull county developments, and serves approximately 2,300 low- and moderate income residents. In addition, participants in Section 8 New Construction and TMHA administered Housing Choice Voucher programs make up

over 2,400 tenants in 985 units. In 2011, TMHA utilized capital funds to continue a \$1.4 million renovation at Hubbard Manor. Additionally, \$2.8 million American Recovery & Reinvestment Act (ARRA) funds were utilized to conduct a total renovation of the Lancer Court development.

The Family Self-Sufficiency program continues to be a catalyst for the financial autonomy of residents. A combined total of 65 public housing and Housing Choice Voucher families currently participate in asset accumulation activities and are linked to services which help them overcome any obstacles to self-sufficiency. Since its inception, 54 families have completed the program and have received the balance of their earned escrow accounts. Additionally, the Elderly Service Coordinator has provided over 400 linkages between TMHA residents and the assistance they require to maintain a self-reliant lifestyle during 2011.

TMHA has also joined with local lending institutions to advance homeownership opportunities for Housing Choice Voucher participants and public housing residents. The importance of saving money, improving credit, proper home maintenance and other related issues are clarified to participants so that they might share in the American dream. In 2011, one family purchased a home as a result of this program.

Sunshine, a private, non-profit Community Housing Development Organization (CHDO), provides decent affordable housing to low-income households. Sunshine purchases and rehabilitates vacant single-family houses and rents them to low- and moderate-income individuals. Currently, Sunshine owns and operates 90 units.

The City utilized its CHDO set-aside and other HOME funds to work with neighborhood non-profits to rehabilitate and construct new housing for first-time homebuyers. In 2011, construction of a single-family home was built on Palmyra Rd. This project relied on concerted effort by public and non-profit agencies, service providers and the community at large.

### Accessibility

The Fair Housing consortium is comprised of government, non-profit, and for-profit institutions. The goal for the upcoming year is to identify accessibility impediments for the Consortium's own buildings and programs with emphasis on signage, entranceways and doors, parking, sidewalks, restrooms, reception areas, emergency planning, public meetings, fair housing and grant-related literature, and web site content.

While the City of Warren and Trumbull County continue working towards the improvement of housing opportunities for the disable population and improving access to public facilities, more needs to be accomplished.

Educational materials are also distributed at several training workshops held throughout the county to address accessibility to fair housing and fair housing laws.

### **Obstacles of meeting the Underserved**

The main issue affecting the ability to meet the underserved needs in the city is the lack of funding. In order to address this obstacle, the City continues to partner with government agencies, development organizations, private and non-profit corporations, advocacy and neighborhood

groups in an effort to explore other funding sources aimed at benefiting low to moderate income persons.

As a funding agency, it is the goal of the City of Warren to fund gaps in applicant projects with HUD funds. For that reason, the City is often one of several partners in projects that promote a comprehensive approach to housing, community services and economic development. These and similar policies have allowed the City to maximize the amount of support provided to both low- and moderate-income individuals, in addition to the remainder of Warren residents. The City has established a significant number of partnerships with government agencies, development organizations, private and non-profit corporations, advocacy and neighborhood groups, public schools, behavioral health and shelter service providers, and volunteer groups. The Community Development Department seeks to preserve these relationships while extending the City's role as a coordinator of community resources.

### **Leveraging Resources**

The City leveraged several resources to address the need for site assessment and remediation of two brownfield locations. Clean Ohio Revitalization Fund award of \$1,358,607.00 was used to clean up and remediate hazardous substances at the Mahoningside site and Clean Ohio Assistance Fund award of \$237,690.00 to undertake site assessment of the former Warren Gasification Plant.

The City also received \$150,000.00 from the National Parks Service to make renovations to the interior of the historic Kinsman House and continued to eliminate slum and blight by razing unsafe structures throughout the city using NSP1 funds in the amount \$2,071,151.

### **Match Requirement**

According to HUD regulations, grantees must match HOME funds with outside funding. In 2011, \$323,817.82 of HOME funds expended required \$80,954.45 in match. The City utilized credits accumulated from cash contributions, real property and donated labor and has a remaining balance of \$225,444.55. (See Index Tab - Match Report)

Program Year 2 CAPER Managing the Process response:

### **Managing the Process**

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

Program Year 2 CAPER Managing the Process response:

The Community Development department serves as the lead entity of the Warren-Trumbull HOME Consortium. As per agreement, Trumbull County submits all necessary paperwork to Community Development for set-up, draw and completion of all housing activities. Staff remains current on program and planning requirements through conference and training events and through individual research and study; in addition, working relationships are encouraged with representatives at the Columbus field office. The department is also responsible for overseeing compliance with HUD regulatory program and planning requirements for CDBG and HOME

funding. In accordance with performance measurement procedures, staff reviewed sub-recipient budgets, programs, monitored compliance with local priorities, tracked performance goals and performed regular on-site visits. The City of Warren also undergoes an annual city-wide financial audit.

### **Citizen Participation**

1. Provide a summary of citizen comments.
2. 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.

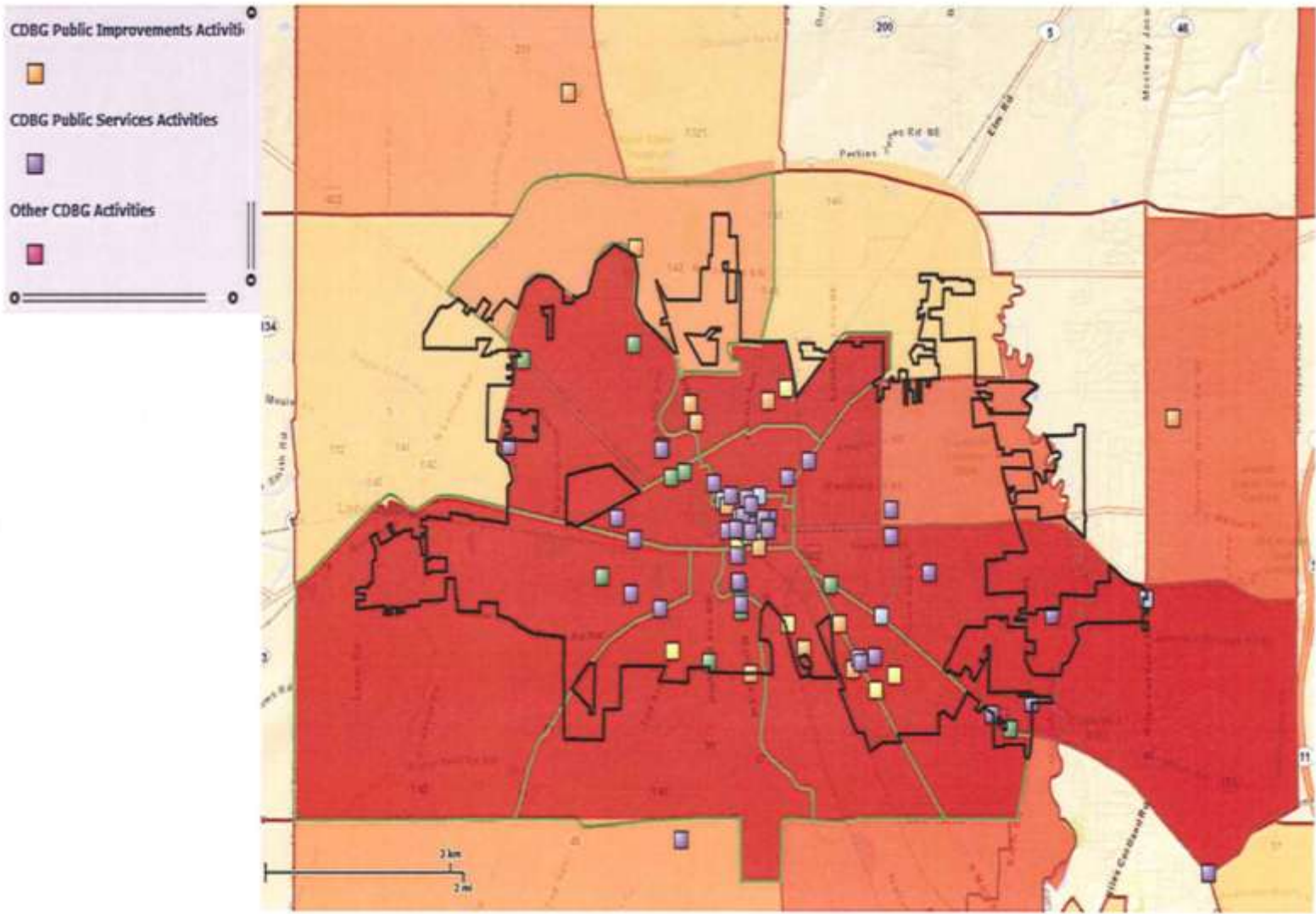
\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

#### **Program Year 2 CAPER Citizen Participation response:**

In accordance with the requirements of the Citizen Participation Plan, the City published notice of Comment Period and Public Hearings in a newspaper of general circulation and on the City's web site at [www.warren.org](http://www.warren.org); indicating that the 2011 CAPER was made available for review between February 24, 2012 and March 24, 2012 at the office of the Warren Community Development Department and on line at [www.warren.org](http://www.warren.org). Public hearings were held on Tuesday, March 27, 2012.

There were no public comments received.

# Geographic Distribution



<b>CDBG - GENERAL PURPOSE</b>	
Access Health Mahoning Valley	\$8,712
Commercial Land Acquisition	\$65,340
Community & Economic Development	\$88,000
Contingency	\$28,477
Code/Demo	\$87,120
Fire Dept Thermo Imaging	\$9,958
cdbg	\$43,560
Kinsman House	\$65,340
Parks	\$43,560
Program Administration	\$243,937
Property Maintenance Code Division	\$49,307
Revolving Loan	\$43,560
Target Area Tree Cutting	\$26,136
Target Area Street Resurfacing	\$174,240
Target Area/Downtown Sidewalks	\$30,492
Warren Blvd SE Streetscape	\$30,492
	<b>\$1,038,231</b>

<b>CDBG - PUBLIC SERVICE</b>	
A House of Blessing	\$9,583
American Red Cross	\$2,614
Catholic Charities	\$2,248
Christy House Emergency Shelter	\$14,985
Comm. Legal Aid Foreclosure Prevention	\$7,492
Commuity Volunteer Council	\$11,238
Inspiring Minds NEO Disciples	\$16,553
Inspiring Minds Learning with a Purpose	\$29,969
Mind Body and Soul	\$16,858
Sahara Club II Membership	\$0
SCOPE Adult Daycare	\$3,746
Second Harvest Food Bank	\$13,112
Someplace Safe	\$3,746
Take Back the Neighborhood	\$749
Truancy Intervention Program	\$11,238
Trumbull Mobile Meals	\$4,495
Trumbull Neighborhood Partnership	\$3,746
UMCC - BILL & GAIL	\$9,130
Warren Philharmonic Orchestra	\$12,458
Warren UMADAOP	\$7,492
	<b>\$181,452</b>

<b>2011 CDBG</b>	
<b>TOTAL FUNDED</b>	<b>\$1,219,683</b>
<b>15% Public Service Amount Allowed</b>	<b>\$182,952</b>

<b>HOME -CITY</b>	
Administration	\$43,998.00
Community Housing Development	\$36,665.00
Downpayment Assistance	\$50,000.00
Homeowner Housing Rehabilitation	\$125,000.00
Special Project Set-aside	\$199,353.00
	<b>\$455,016.00</b>

<b>HOME- COUNTY</b>	
Administration	\$29,332.00
Downpayment Assistance	\$50,000.00
Homeowner Housing Rehabilitation	\$198,957.00
	<b>\$278,289.00</b>

<b>2011 HOME TOTAL FUNDED</b>	<b>\$733,305.00</b>
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See Index Tab - Housing & CD Tables & Worksheets and IDIS reports.

## **Institutional Structure**

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

### **Program Year 2 CAPER Institutional Structure response:**

In previous program years, the City's CDBG and HOME strategy consisted of allocating small dollar amounts to a large number of smaller projects. While this strategy allowed the Community Development Department to distribute funds to many different departments and organizations, the approach proved to be inefficient as small projects tend to result in less visible community improvements.

The City shifted its strategy toward larger public improvement projects by allocating larger amounts of CDBG and HOME funding to fewer projects; in doing so, these projects generated more visible improvements in Target Area neighborhoods. The higher visibility of projects helped foster private investment in areas where these funds were expended.

Representatives of the City of Warren, the Community Development Department, the Trumbull County Planning Commission and other housing agencies (including the Urban League, Public Housing Authority and CHDO'S) are in constant communication with the express purpose of investigating potential gaps in institutional structures that have influence over affordable housing issues in Trumbull County. Progress has been made in balancing the goals of awareness and involvement with local affordable housing objectives, and all organizations are exploring options for the modification of the Consortium's HOME program to reflect a more inclusive and comprehensive agenda.

## **Monitoring**

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
  - a. Describe the effect programs have in solving neighborhood and community problems.
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
  - d. Indicate any activities falling behind schedule.
  - e. Describe how activities and strategies made an impact on identified needs.
  - f. Identify indicators that would best describe the results.



- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

#### Program Year 2 CAPER Monitoring response:

Once funded, the administrative staff reviews all reimbursement requests and activity reports submitted by sub-recipients to ensure compliance with the contractual agreement. Staff checks that required backup documentation, including evidence of procurement and verification of expenses are provided. Sub-recipients are also required to prepare an annual report identifying use of funds, number of beneficiaries, and program impact.

The majority of the monitoring reviews have demonstrated satisfactory compliance with the regulatory and programmatic requirements. In most cases, deficiencies revealed as part of the monitoring process have been limited to documentation and record keeping issues. Department employees continue to provide technical assistance to sub-recipients as needed.

The department's staff created a number of strategies for program development based upon needs and objectives identified through the citizen participation and community outreach process. The City allocates funding for improvements based upon the extent of critical need and the availability of supplementary funding sources to leverage those CDBG program funds as distributed.

The City provides decent housing and suitable living environments for low and moderate-income persons by providing HOME funds for housing rehabilitation projects and to assist home buyers with down payment costs. In addition, CDBG funds are available for emergency home repairs, infrastructure projects and to provide economic development for businesses to create and/or retain job opportunities for low to moderate-income persons.

With the use of federal, state and local resources the City of Warren and the Warren-Trumbull HOME Consortium was successful in achieving its proscribed goals set in the 2011 Action Plan. Programs that benefit very low-, low- and moderate-income individuals throughout the community were created and maintained, and the Consortium continued working towards moving all individuals and families out of the cycle of poverty and into environments where they are better able to care for themselves and to take control of their own future.

However, as the allocation of funds for CDBG and HOME continue to decline the ability to fulfill the strategies outlined in the 2010-2014 Consolidated Plan substantially decreases.

#### **Lead-based Paint**

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

## Program Year 2 CAPER Lead-based Paint response:

In compliance with HUD Lead Based Paint practices, the Community Development department has a contract with Mahoning County Lead and Healthy Homes Program to perform all lead inspections and risk assessments. In 2011, ten lead inspections and seven risk assessments were done along with five clearance tests.

The goal of the City of Warren, with the collaboration of the Lead Hazard Control program is to make housing units lead safe using a combination of interim controls and lead abatement techniques and to reduce environmental health issues.

## HOUSING

### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

### Program Year 2 CAPER Housing Needs response:

The goal of the Warren-Trumbull HOME Consortium is to provide affordable, safe and sanitary housing to low- and moderate-income families and individuals. Programs that receive funding include housing rehabilitation projects, homeownership assistance, and emergency home repair. See Index Tab - Housing Needs Tables.

The City of Warren considers all its residents due basic rights to safe and affordable housing. Nevertheless, sizeable portions of individuals throughout Trumbull County do not have access to adequate housing or are currently at risk of becoming homeless. Immediate causes of homelessness vary greatly from case to case, including failed relationships, domestic abuse, unemployment, drug or alcohol addiction, mental or physical health problems, or a breakdown in housing arrangements. In some instances, a suitable residence may be all that is required, but homelessness is often a consequence of a range of social and economic problems that must be managed through determined and focused action, assessing and addressing needs effectively on a flexible and individual basis.

As a result, the City is an active member of the Trumbull County Housing Collaborative. The Collaborative is charged with the continuous update and implementation of the Trumbull County Continuum of Care plan. Key strategies include prevention of homelessness, the development of emergency shelters for families and individuals, access to centralized information, preservation and production of affordable housing, integrated health and human services, the expansion of economic opportunity, and eventual reduction of the social and economic divide between the prosperous and disadvantaged residents of the community.

A considerable percentage of the housing stock within the city is deteriorating at a rate greater than its suburban counterparts, due both to disinvestment and deferred maintenance. As a result, the

City of Warren provides assistance designed to alleviate immediate threats to the health and safety of low-income resident homeowners by providing partial assistance to those whose incomes fall under 60 percent of the area median income. Through CDBG funding, a deferred payment loan offers assistance to the owners of sub-standard and deteriorated properties which endanger the health and safety of occupants.

Priority is given to those persons of 62 years of age or older, physically disabled residents, and households with children who have elevated blood lead levels. Examples of emergency housing improvement needs include: inoperable heating systems, lack of hot water, severe roof damage, upgrade of water/sewage disposal systems, and repair of electrical wiring defects. Improvements may not necessarily bring the entire structure into compliance with property and health codes.

Homeownership is a critical element in the maintenance and improvement of the existing housing stock. In Trumbull County, 73% of occupied units are owner-occupied compared to 57% within the City of Warren. The Homeownership Loan program encourages low- and moderate-income residents to purchase homes in city/county target area neighborhoods. HOME funds provide zero-interest deferred loans of \$7,500.00 within these neighborhoods and \$5,000.00 outside these neighborhoods. There are 15 lending institutions currently participating in this program.

The City has a contract with Paragon Residential Solutions, a private, non-profit Community Housing Development Organization (CHDO) to develop and implement Trumbull County's HOME projects and to assist the city with inspections of multi-family units.

### **Specific Housing Objectives**

1. Evaluate progress in meeting specific objective 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.
2. 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.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 2 CAPER Specific Housing Objectives response:

Objective	Decent Housing	Outcome:	Availability/Accessibility			
Housing and Homeless Services		Performance Indicator	2011 Goal	2011 Accomplishment	Funding Source	Amount Expended
Emergency Home Repair		# of units assisted	20	7	CDBG	\$ 32,316.00
Owner-occupied Rehabilitation			20	7	HOME	\$ 263,569.54
Owner-occupied Rehabilitation	county			5	HOME	\$ 162,006.10
Rental rehabilitation				1	HOME	\$ 33,750.00
Home ownership Assistance			20	6	HOME	\$ 30,000.00
Home ownership Assistance	county			5	HOME	\$ 25,000.00
Multi-Unit Housing			40	28	HOME PI	

As the city's housing stock continues to age, the expense of maintenance and rehabilitation increase sharply. Older housing units may lack proper insulation and effective heating systems, increasing operating costs over time. Nearly 85 percent of the housing stock within the city was built before 1970. In 2011, the City completed 7 emergency home repairs using \$32,316 of block grant funds and recorded and additional 7 applications.

<u>Emergency Home Repair</u>	<b>\$ 32,316.00</b>
209 Eastland	\$ 1,375.00
2256 Milton	\$ 4,570.00
2323 Central Parkway	\$ 5,945.00
281 Highland	\$ 5,371.00
419 Maryland	\$ 5,790.00
409 Martin Luther King	\$ 3,325.00
1397 Hamilton	\$ 5,940.00

Rehabilitation Assistance

A declining population combined with new housing construction in suburban areas frequently leads to disinvestment in the older, urban housing stock. Additionally, the age of the housing stock present in the community also affects housing conditions which increases the rehabilitation cost of a structure, at times in excess of its value. Funding is provided to preserve the existing housing stock within the city and county, rather than allow structures to become vacant and deteriorate.

<u>Owner-occupied Rehabilitation - city</u>		<b>\$ 263,569.54</b>
completed	1854 Ferndale	\$ 39,520.00
	1724 Ogden	\$ 24,255.54
	848 Garden	\$ 45,175.00
	159 Linden	\$ 44,770.00
	209 Eastland	\$ 23,025.00
	264 Douglas	\$ 25,460.00
	643 Southern	\$ 30,789.00
under contract	701 Woodbine	\$ 30,575.00
<u>Rental Rehabilitation - city</u>		<b>\$ 33,750.00</b>
	776 Hoyt	\$ 33,750.00
<u>Owner-occupied Rehabilitation - County</u>		<b>\$ 162,006.10</b>
completed	796 Miller, Warren	\$ 32,500.00
	2917 Barder, Warren	\$ 25,245.00
	2632 Harvey, Warren	\$ 11,597.00
	151 Miller, Warren	\$ 2,674.10
	686 Sixth St., Warren	\$ 26,990.00
under contract	312 Catherine, Youngstown	\$ 41,000.00
	201 Turnberry, Warren	\$ 22,000.00

As partners in the Consortium, the City and the County completed eight and five rehabilitation projects, respectively, to serve the needs of low-income homeowners. Fifty-six households remain on the City’s program list with 23 applications recorded in 2011. The County received 8 applications, and has a waiting list of two.

Homeownership Loan Program

Homeownership was identified as a priority throughout Warren and Trumbull County. The Homeownership Promotion program aims to increase the rate of homeownership, especially among low- and moderate-income and minority households, while revitalizing and stabilizing urban neighborhoods. The program provides low- and moderate-income persons seeking to purchase a single-family home with down payment and closing costs – often the principal hurdle to buying a home. The Consortium provided zero-interest deferred loans to eleven eligible home buyers in 2011. The city made six loans for \$30,000.00 and the county made five for \$25,000.00.

<u>Homeownership Assistance - City</u>	<b>\$ 30,000.00</b>
3341 Tod NW	\$ 5,000.00
307 Fairmount NE	\$ 5,000.00
1162 Central Parkway SE	\$ 5,000.00
1409 Edgehill SE	\$ 5,000.00
2779 Woodland NE	\$ 5,000.00
421 Fairmount NE	\$ 5,000.00
<u>Homeownership Assistance - County</u>	<b>\$ 25,000.00</b>
318 Manesll Drive, Youngstown	\$ 5,000.00
213 Wae Trail, Cortland	\$ 5,000.00
276 Marshall NW, Warren	\$ 5,000.00
8006 Brookwood NE, Warren	\$ 5,000.00
2414 Bristol Champion Townline, Bristolville	\$ 5,000.00

Sunshine of Warren-Trumbull Area

Sunshine, a private, non-profit Community Housing Development Organization (CHDO), provides decent affordable housing to low-income households. Sunshine purchases and rehabilitates vacant single-family houses and rents them to low- and moderate-income individuals. Over the past 15 years, Sunshine has developed 148 single-family homes using Low Income Housing Tax Credits. Currently, Sunshine owns and operates 90 units, as identified in the following table.

2011 SUNSHINE RENTAL HOUSING

TOTAL UNITS	UNIT TYPE	AVERAGE INCOME	MAXIMUM ALLOWED RENT	AVERAGE ACTUAL RENT
26	2 bedrooms	\$ 2,785	\$ 627	\$ 390
53	3 bedrooms	\$ 8,371	\$ 789	\$ 414
9	4 bedrooms	\$ 1,982	\$ 851	\$ 505
2	5 bedrooms	\$ 0	\$ 979	n/a

The City of Warren as lead agency for the Warren-Trumbull HOME Consortium continues to use HOME program funds and Program Income to rehabilitate and construct housing units that are affordable to low- and moderate-income persons. The expansion of affordable housing with supportive services began in 2011 with the new construction of a 40 unit 2 story housing known as Willow Glenn. This multi-unit housing project will serve very low-income elderly person.

The City utilizes its CHDO set-aside and other HOME funds to work with neighborhood non-profits to rehabilitate and construct new housing for first-time homebuyers. In 2011, construction of a single-family home was built on Palmyra Rd. This project relied on concerted effort by public and non-profit agencies, service providers and the community at large.

The City also entered into a contract with Paragon Residential Solutions, a private, non-profit Community Housing Development Organization (CHDO) to develop and implement Trumbull County’s HOME projects and to assist the city with inspections of multi-family units.

**Public Housing Strategy**

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

Program Year 2 CAPER Public Housing Strategy response:

Founded in 1934, the Trumbull Metropolitan Housing Authority (TMHA) provides decent, safe and sanitary housing for low- to moderate-income families unable to secure housing needs on the open market. TMHA currently operates 1,222 public housing units in 13 Trumbull county developments, and serves approximately 2,300 low- and moderate income residents. In addition, participants in Section 8 New Construction and TMHA administered Housing Choice Voucher programs make up over 2,400 tenants in 985 units. In 2011, TMHA utilized capital funds to continue a \$1.4 million renovation at Hubbard Manor. Additionally, \$2.8 million American Recovery & Reinvestment Act (ARRA) funds were utilized to conduct a total renovation of the Lancer Court development.

The Family Self-Sufficiency program continues to be a catalyst for the financial autonomy of residents. A combined total of 65 public housing and Housing Choice Voucher families currently participate in asset accumulation activities and are linked to services which help them overcome any obstacles to self-sufficiency. Since its inception, 54 families have completed the program and have received the balance of their earned escrow accounts. Additionally, the Elderly Service

Coordinator has provided over 400 linkages between TMHA residents and the assistance they require to maintain a self-reliant lifestyle during 2011.

TMHA has also joined with local lending institutions to advance home ownership opportunities for Housing Choice Voucher participants and public housing residents. The importance of saving money, improving credit, proper home maintenance and other related issues are clarified to participants so that they might share in the American dream. In 2011, one family purchased a home as a result of this program.

	<b>Public Housing</b>
2010-2014 OBJECTIVES	<ul style="list-style-type: none"> <li>▪ Assist Trumbull Metropolitan Housing Authority in achieving those program and project goals as stated below</li> </ul>
2011 GOALS	<ul style="list-style-type: none"> <li>▪ Enhance attractiveness and marketability</li> <li>▪ Encourage self-sufficiency</li> <li>▪ Establish staff development program</li> <li>▪ Improve quality of fiscal management system</li> <li>▪ Develop and implement plan for diversification</li> <li>▪ Identify additional housing needs in Trumbull County</li> </ul>
2011 ACCOMPLISHMENTS	<ul style="list-style-type: none"> <li>▪ Capital funds used to commence a \$1.4 million renovation at Hubbard Manor</li> <li>▪ ARRA funds completely renovate Lancer Court</li> <li>▪ 65 families involved in asset accumulation activities; 54 families have completed program and received the balance of the escrow account</li> <li>▪ Over 400 referrals to associated service providers by Elderly Service Coordinator at the Elms.</li> </ul>

## **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

### **Program Year 2 CAPER Barriers to Affordable Housing response:**

Through continued coordination between city and county agencies, we are working to eliminate barriers to affordable housing and to meet the needs of underserved populations through the Trumbull County Housing Collaborative, Continuum of Care, and Blueprint to End Homelessness; we continue to uncover and work to close gaps in local service agencies through meetings of key stakeholders in local affordable housing, thereby enhancing the coordination between public, private, and non-profit organizations. We continue to encourage business location and expansion within the city, making jobs available to low- and moderate-income residents; and the City continues evaluating, reducing, and performing necessary remediation of all lead-based paint hazards present in city projects.

## HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women’s Business Enterprises (WBEs).
4. Assessments
  - a. Detail results of on-site inspections of rental housing.
  - b. Describe the HOME jurisdiction’s affirmative marketing actions.
  - c. Describe outreach to minority and women owned businesses.

Program Year 2 CAPER HOME/ADDI response:

### Assessment of Relationship of HOME funds

Objective	Decent Housing	Outcome:	Availability/Accessibility		
Housing and Homeless Services		2011 Goal	2011 Accomplishment	Funding Source	Amount Expended
Emergency Home Repair		20	7	CDBG	\$ 32,316.00
Owner-occupied Rehabilitation	city	20	7	HOME	\$ 263,569.54
Owner-occupied Rehabilitation	county		5	HOME	\$ 162,006.10
Rental Rehabilitation	city		1	HOME	\$ 33,750.00
Home ownership Assistance	city	20	6	HOME	\$ 30,000.00
Home ownership Assistance	county		5		\$ 25,000.00
Multi-Unit Housing		40	28	HOME PI	

### Home Match Report/HOME MBE Report

See IDIS Match Report and HUD-40107-A

### Assessments

Paragon Residential Solutions, a private, non-profit Community Housing Development Organization (CHDO) provided on-site inspections of rental housing for the HOME Consortium. Properties inspected were Beatitude House/A House of Blessing, Manor at Howland Glen, Walnut Run Senior villas and New Warren Heights. As a result of these inspections, no corrective action or response was required.



The City of Warren is committed to the participation of minority-owned businesses, and conducts outreach activities to make these firms aware of projects being bid by the City. All city contracts recommend that effort be made to hire women and minority-owned contractors.

## HOMELESS

### Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 2 CAPER Homeless Needs response:

Through the Trumbull County Housing Collaborative, the City of Warren, Trumbull County, and numerous other county agencies work together to perform a comprehensive range of services for homeless individuals and families. The Collaborative completed a Continuum of Care Plan, which organizes and delivers housing and services to meet specific needs of homeless persons and those at risk of becoming so; it includes action steps to end homelessness and prevent a return to that state. Currently, the Collaborative is studying service gaps in the immediate city and county area, prioritizing needs of homeless and at-risk individuals, planning future programming options, and continues to apply for funding from various federal grant programs.

Catholic Charities Regional Agency provides services for homeless individuals/families by the PATH program and Case Management, Outreach and Advocacy for our Community's Homeless. The scope of these programs is to provide case management and outreach to homeless individuals and families who are not served or are underserved by existing systems.

### Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 2 CAPER Specific Housing Prevention Elements response:

The City of Warren's CDBG program funded operational expenses for the Christy House Emergency Shelter to provide short-term housing and meals for homeless persons and to Someplace Safe, Inc. to provide emergency shelter for victims of domestic violence and their children.

Funding was also provided for Catholic Charities Regional Agency to provide homeless basic services needed in order find permanent housing. These basic services include, obtaining state ID, birth certificates, Social Security cards.

The City of Warren continues to administer the Homelessness Prevention and Rapid Re-Housing grant issued under Title XII of the American Recovery and Reinvestment Act of 2009. The grant provides short-term rental, utility assistance, and housing relocation and stabilization services to those individuals or families who may be at risk or have become homeless.

### **Emergency Shelter Grants (ESG)**

1. 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).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
  - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
  - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
  - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
  - b. Homeless Discharge Coordination
    - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as

health care facilities, foster care or other youth facilities, or corrections institutions or programs.

- c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 2 CAPER ESG response:

The city does not receive ESG funds

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. 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.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

- b. 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.
  - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
- 6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
  - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
  - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
  - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
- 7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. 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.
- 8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
  - b. Detail the amount repaid on each float-funded activity.
  - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
  - d. Detail the amount of income received from the sale of property by parcel.
- 9. 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:
  - a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
- 10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

11. Lump sum agreements

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.
- b. Provide the total CDBG funds involved in the program.
- c. Detail other public and private funds involved in the project.

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

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 2 CAPER Community Development response:

# 1 Assessment of Relationship of CDBG Funds to Goals and Objectives

Goals	Outcome/Objective <i>Availability/Accessibility of Economic Opportunity</i>	Source of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
EO-1	Strategy							
1.2	Clean-up of Contaminated sites	complete remediation of two brownfield projects Mahoningside Power Plant Gasification Plant	CDBG Clean Ohio	# of sites	2010	1	0	0%
					2011	1	1	100%
				in progress	2012	1	0	0%
					2013			#DIV/0!
					2014			#DIV/0!
				<b>MULTI-YEAR GOAL</b>		<b>7</b>	<b>8</b>	<b>0%</b>

## Sustainability of Economic Opportunity

EO-3	Strategy							
1.1.1	ED Direct Technical Financial Assistance For Profits	To provide financial assistance to businesses for economic opportunity by creating and/or retaining low to moderate jobs	CDBG	# of jobs created or retained	2010	50		0%
					2011	50	11	22%
					2012	50		0%
					2013	50		0%
					2014	50		0%
				<b>MULTI-YEAR GOAL</b>		<b>250</b>	<b>11</b>	<b>4%</b>
1.1.2	ED Technical Assistance	To provide economic development & job opportunities for low to moderate income people	CDBG	# of businesses assisted	2010	50		0
					2011	50	153	3.06
					2012	50		0
					2013	50		0
					2014	50		0
				<b>MULTI-YEAR GOAL</b>		<b>250</b>	<b>153</b>	<b>0.612</b>
1.1.3	CI Land Acquisition/Disposition	To acquire commercial property for development with the goal of providing economic opportunity to businesses for the creation of jobs.	CDBG	# of businesses assisted	2010	2		0
					2011	2		0
					2012	2		0
					2013	2		0
					2014	2		0
				<b>MULTI-YEAR GOAL</b>		<b>10</b>	<b>0</b>	<b>0</b>
1.3	Residential Historic Preservation	Historic preservation/restoration projects	CDBG SAT	# of projects	2010			
					2011			
					2012	1		0
					2013			
					2014			
				<b>MULTI-YEAR GOAL</b>		<b>1</b>	<b>0</b>	<b>0</b>

Priority Need		Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed				
DH-1		Strategy										
2.1.1	Rehabilitation of Single-unit Residential	Improve the condition of existing housing by providing assistance to low-income resident homeowners to make needed structural repairs to preserve existing housing stock Emergency Home Repair	CDBG	# of units assisted	2010	20	6	30%				
					2011	20	7	35%				
					2012	20		0%				
					2013	20		0%				
					2014	20		0%				
<b>MULTI-YEAR GOAL</b>					<b>100</b>	<b>13</b>	<b>13%</b>					
2.1.2	Rehabilitation of existing owner units	Improve the condition of existing housing by providing loans for owner-occupied rehabilitation projects for low to moderate income persons City	HOME	# of units assisted	2010	20	2	10%				
					2011	20	8	40%				
					2012	20		0%				
					2013	20		0%				
					2014	20		0%				
	County			# of units assisted	2010	20	2	10%				
					2011	20	5	25%				
					2012	20		0%				
					2013	20		0%				
					2014	20		0%				
<b>MULTI-YEAR GOAL</b>					<b>100</b>	<b>17</b>	<b>17%</b>					
2.1.3	Screening for lead based paint hazard	Improve the condition of housing stock by the detection and prevention of lead based hazards	HOME	# of clearance tests performed and abatements	2010	5	3	60%				
					2011	5	22	440%				
					2012	5		0%				
					2013	5		0%				
					2014	5		0%				
<b>MULTI-YEAR GOAL</b>					<b>25</b>	<b>25</b>	<b>100%</b>					
2.2	Homeownership assistance	Increase homeownership by providing deferred loans for low to moderate income persons City	HOME	# of units assisted	2010	20	15	75%				
					2011	20	6	30%				
					2012	20		0%				
					2013	20		0%				
					2014	20		0%				
					County			# of units assisted	2010	20	15	75%
									2011	20	5	25%
	2012	20		0%								
	2013	20		0%								
	Encourage successfully homeownership by providing HOME Buyers counseling Service			CDBG	# of units assisted	2010	20	15	75%			
						2011	20	15	75%			
						2012	20		0%			
						2013	20		0%			
						2014	20		0%			
<b>MULTI-YEAR GOAL</b>						<b>100</b>	<b>71</b>	<b>71%</b>				
Priority Need						Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-2		Strategy										
2.4	Production of new rental units	Improve the affordability of supportive multi-unit housing for very-low income seniors, disabled adults, women and children	HOME	# of units assisted	2010	176	176	100%				
					2011	50	0	0%				
					2012	72		0%				
					2013	5		0%				
					2014	5		0%				
<b>MULTI-YEAR GOAL</b>					<b>308</b>	<b>176</b>	<b>57%</b>					

Priority Need	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
SL-1		Strategy						
3.1	Street & infrastructure Improvements	Provide street improvements to facilitate neighborhood revitalization, such as infrastructure and enhancement projects	CDBG	# of persons	2010	2000	6011	301%
		Street Program			2011	2000	9065	453%
					2012	2000		0%
					2013	2000		0%
					2014	2000		0%
		Sidewalk Program		# of persons served	2010	2000	0	0%
					2011	2000	4788	239%
					2012	2000		0%
					2013	2000		0%
					2014	2000		0%
		Warren Blvd Streetscapes		# of persons served	2010	2000	0	0%
		Fence and trees			2011	2000	1132	57%
					2012	2000		0%
					2013	2000		0%
					2014	2000		0%
					<b>MULTI-YEAR GOAL</b>	<b>10000</b>	<b>20996</b>	<b>210%</b>
3.1.2	Parks/Recreation Facilities	Fund the construction or restoration of recreational facilities either unavailable or under-represented in target area parks. ADA compliant drinking fountain - courthouse park New fence - Packard park	CDBG	# of persons served	2010	2000	0	0%
					2011	2000	4104	205%
					2012	2000		0%
					2013	2000		0%
					2014	2000		0%
					<b>MULTI-YEAR GOAL</b>	<b>10000</b>	<b>4104</b>	<b>41%</b>
4.1	Youth Services	Support programs that provide a variety of social, economic and educational needs that meet the need of low to moderate youth, emphasizing	CDBG	# of persons served	2010	500	512	102%
					2011	500	2419	484%
					2012	500		0%
					2013	500		0%
					2014	500		0%
					<b>MULTI-YEAR GOAL</b>	<b>2500</b>	<b>2931</b>	<b>117%</b>
4.2	Senior Services	Support programs that provide a significant number of low- and moderate income seniors with services including; but not limited to, in-home services, home delivered meals, and transportation	CDBG	# of persons served	2010	30	13	43%
					2011	30	25	83%
					2012	30		0%
					2013	30		0%
					2014	30		0%
					<b>MULTI-YEAR GOAL</b>	<b>150</b>	<b>38</b>	<b>25%</b>
3.2.1	Clearance and Demolition	Eliminate slum and blight conditions by razing unsafe structures which do not meet code in target area neighborhoods	CDBG	# of structures	2010	70	131	187%
			NSP-1		2011	70	138	197%
					2012	70		0%
					2013	70		0%
					2014	70		0%
					<b>MULTI-YEAR GOAL</b>	<b>350</b>	<b>269</b>	<b>77%</b>
3.2.2	Code Enforcement	Improve suitable living environments by enforcement of code violations to address the physical deterioration of housing stock	CDBG	# of units served	2010	20		0%
					2011	20	365	1825%
					2012	20		0%
					2013	20		0%
					2014	20		0%
					<b>MULTI-YEAR GOAL</b>	<b>100</b>	<b>365</b>	<b>365%</b>
2.3	Public Service General	Improve suitable living environments for homeless persons and at risk individuals by providing funding for the establishment and operation of supportive housing to fill present gaps in current facilities, including permanent supportive housing and transitional housing	CDBG	# of persons served	2010	20		0%
					2011	20	116	580%
					2012	20		0%
					2013	20		0%
					2014	20		0%
					<b>MULTI-YEAR GOAL</b>	<b>100</b>	<b>116</b>	<b>116%</b>
4.3	Battered & Abused Spouses	Reduce the number of homeless/at-risk individual and families by providing suitable living environment for women and children who are victims of domestic violence	CDBG	# of persons served	2010	20		0%
					2011	20	211	1055%
					2012	20		0%
					2013	20		0%
					2014	20		0%
					<b>MULTI-YEAR GOAL</b>	<b>100</b>		<b>0%</b>
4.4	Public Service General	Improve suitable living environments by providing non-profits assistance to revitalize target area neighborhoods through clean-up projects	CDBG	# of persons served	2010	2000		0%
					2011	2000	0	0%
					2012	2000		0%
					2013	2000		0%
					2014	2000		0%
					<b>MULTI-YEAR GOAL</b>	<b>10000</b>	<b>0</b>	<b>0%</b>
4.4	Substance Abuse	Improve suitable living environment by providing low income persons with access to a substance abuse facility	CDBG	# of persons served	2010	20	19	95%
					2011	20	0	0%
					2012	20		0%
					2013	20		0%
					2014	20		0%
					<b>MULTI-YEAR GOAL</b>	<b>100</b>	<b>19</b>	<b>19%</b>
4.4	Health Facilities	Improve suitable living environment by providing low to moderate income persons access to a free medical clinic		# of persons served	2010	20		0%
					2011	20	0	0%
					2012	20		0%
					2013	20		0%
					2014	20		0%
					<b>MULTI-YEAR GOAL</b>	<b>100</b>	<b>0</b>	<b>0%</b>



## 2 Changes to Program Objectives

The City did not make any changes in program objectives for PY 2011.

## 3 Assessment of Efforts in Carrying Out Planned Actions

The City of Warren and the Warren-Trumbull HOME Consortium pursued all resources indicated in the 2010-2014 Consolidated Plan and 2011 Action Plan. All certifications were provided as requested, and the city did not hinder implementation either by action or willful inaction.

## 4 For Funds Not Used for National Objectives

All uses of CDBG funds met a HUD national objective

## 5 Anti-displacement and Relocation

The City of Warren did not undertake any activity that required anti-displacement or relocation.

## 6 Low/Mod Job Activities

Of the five loans issued during 2011, 23 jobs were retained and 1 new job created.

	RETAINED		CREATED		INCOME LEVEL	
	Full Time	Part Time	Full Time	Part Time	Moderate	non-Low/Moderate
Bantha Holdings, LLC	5	3			7	1
Dr. Sharon L. George, DO	6	2			8	
Youth Development	3				3	
WRAP-Martin Properties						
Eli's Bar-B-Que, Inc	4		1		5	

## 7 Low/Mod Limited Clientele Activities

The City did not fund any limited clientele activity for PY 2011.

## 8 Program Income received

During 2011 \$134,140 was receipted in and returned to the Revolving Loan program for use in providing loans to local businesses in an effort to provide economic development and job opportunities for low to moderate income people.

The City of Warren does not have any float-funded activity.

There were no sales of property purchased with CDBG or HOME funds in PY 2011.

## 9 Prior period adjustments

There were no disallowed activities during PY 2011.

## 10 Loans and other receivables

Company Name	Loan Type	CDBG Loan		Principal	Interest	2011 Balance
		Amount	2010 Balance			
BSH Inc./Prime Marketing	RLF	\$10,000.00	\$2,356.70			\$2,356.70
Top Shelf - 3	RLF	\$60,000.00	\$46,686.95			\$46,686.95
CN Hospitality, Inc.	RLF	\$80,000.00	\$49,754.65			\$49,754.65
T C I Land Company	Façade	\$11,000.00	\$4,757.48	\$4,757.48	\$138.25	\$0.00
Trumbull Art Gallery	RLF	\$50,000.00	\$17,670.89	\$5,771.58	\$353.42	\$11,899.31
R&S Lewkowitz	RLF	\$75,000.00	\$29,309.55	\$8,074.89	\$1,037.19	\$21,234.66
T C I Land Company-2	UDAG	\$12,000.00	\$6,968.79	\$1,248.01	\$326.99	\$5,720.78
Sir Bentley's	RLF	\$155,000.00	\$12,000.00			\$12,000.00
WRAP (Construction)	RLF	\$175,000.00	\$118,865.60	\$11,087.90	\$3,414.34	\$107,777.70
AFLAC	RLF	\$15,000.00	\$5,744.22			\$5,744.22
Little Johnny's Café	UDAG	\$35,000.00	\$31,683.73			\$31,683.73
Queen of Hearts	RLF	\$40,000.00	\$37,063.45	\$0.00	\$160.00	\$37,063.45
Robert Razum, Jr.	Façade	\$25,000.00	\$8,186.77	\$3,428.39	\$205.24	\$4,758.38
Safehouse Ministries, Inc.	RFL	\$65,000.00	\$63,548.82	\$0.00	\$5,500.00	\$63,548.82
Warren Otologic Group, Inc.	RFL	\$150,000.00	\$74,005.37	\$31,980.44	\$2,099.56	\$42,024.93
Foamy Suds Auto Wash, LLC	UDAG	\$15,000.00	\$9,500.00	\$3,560.00	\$0.00	\$5,940.00
Flat Land Motorcycle, LLC	UDAG	\$66,275.00	\$65,888.69			\$65,888.69
Jumpin Jack & Jill, LLC	UDAG	\$53,000.00	\$50,874.60			\$50,874.60
Easy Auction, Inc.	UDAG	\$15,000.00	\$12,654.02			\$12,654.02
Tenke Inc. dba Rite Cleaners	UDAG	\$50,000.00	\$28,137.15	\$8,131.35	\$1,768.65	\$20,005.80
Big Dipper	RLF	\$44,000.00	\$41,422.07	\$4,253.13	\$2,847.03	\$37,168.94
Pelinoe Properties Limited	UDAG	\$50,000.00	\$26,654.66	\$10,674.04	\$905.96	\$15,980.62
Flat Land Motorcycle, LLC-2	UDAG	\$33,725.00	\$33,725.00			\$33,725.00
Jackson Lounge	RLF	\$16,000.00	\$14,727.50	\$1,215.39	\$1,704.39	\$13,512.11
YWCA of Warren	UDAG	\$60,000.00	\$42,602.76	\$5,208.41	\$2,087.59	\$48,009.89
LaMota Enterprises, LLC	UDAG	\$60,000.00	\$59,775.00			\$59,775.00
Stan Hover Motor Sports, LLC	RLF	\$50,000.00	\$84,164.97	\$0.00	\$5,260.32	\$84,164.97
Top Shelf	RLF	\$50,000.00	\$50,000.00			\$50,000.00
WRAP - 161 W. Market St.	RFL	\$110,000.00	\$50,000.00			\$50,000.00
WRAP - 124 N. Park Ave.	RFL	\$75,000.00	\$75,000.00			\$75,000.00
WRAP - Campbell Court	UDAG	\$80,000.00	\$72,000.00			\$72,000.00
WRAP - Leeds Project	Comm. Ac.	\$44,000.00	\$44,000.00			\$44,000.00
WRAP - 141-147 W. Market st	RLF	\$339,000.00	\$339,000.00			\$339,000.00
WRAP-Martin Properties	UDAG	\$100,000.00	\$0.00			\$100,000.00
Bantha Holdings, LLC	RLF	\$20,000.00	\$0.00	\$1,708.85	\$691.15	\$18,291.15
Eli's Famous BBQ, Inc.	UDAG	\$30,000.00	\$0.00	\$1,955.85	\$1,244.15	\$28,044.15
Sharon L. George, DO	RLF	\$15,000.00	\$0.00	\$2,027.64	\$519.36	\$12,972.36
Youth Development	UDAG	\$3,000.00	\$0.00	\$245.10	\$54.90	\$2,810.90

## 11 Lump sum agreements

The City does not have any lump sum agreements

## 12 Housing Rehabilitation

### Emergency Home Repair Program

A considerable percentage of the housing stock within the city is deteriorating at a rate greater than its suburban counterparts, due both to disinvestment and deferred maintenance. As a result, the City of Warren provides assistance designed to alleviate immediate threats to the health and safety of low-income resident homeowners by providing partial assistance to those whose incomes fall under 60 percent of the area median income. Through CDBG funding, a deferred payment loan offers assistance to the owners of sub-standard and deteriorated properties which endanger the health and safety of occupants. Improvements may not necessarily bring the entire structure into compliance with property and health codes.

Priority is given to those persons of 62 years of age or older, physically disabled residents, and households with children who have elevated blood lead levels. Examples of emergency housing improvement needs include: inoperable heating systems, lack of hot water, severe roof damage, upgrade of water/sewage disposal systems, and repair of electrical wiring defects.

Emergency Home Repair continues to be a priority for the city, to serve the needs of low-income homeowners with severe problems. In 2011, the City completed 7 repairs for a total cost of \$32,316.00. A total of 7 applications were recorded for the program.

## 13 Neighborhood Revitalization Strategies

The City does not have any HUD approved neighborhood revitalization strategies.

### **Antipoverty Strategy**

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

Program Year 2 CAPER Antipoverty Strategy response:

The primary goal of most city- and county-funded service programs is to move individuals and families out of the cycle of poverty and into an environment where they are better able to care for themselves and to take control of their future. The Consortium follows a comprehensive approach in supporting those persons living in chronic poverty by providing them with access to affordable, safe and sanitary housing facilities, social services and employment opportunities. Additional funding is continuously sought to allow those existing agencies and organizations to continue and expand current and create new programs aimed at reducing the number of households with incomes below the poverty line.

Sunshine continues to provide for the housing needs of those low-income renters who would otherwise pay more than 30 percent of their income for shelter and utilities. The CHDO tailors its rents to the individual resources of each household – offering a feasible alternative to the private housing market. In addition, the Consortium’s housing improvement programs benefit those low-

income households currently living in substandard conditions; the improvements provided reduce the monthly housing costs of occupants, and extend the useful life of affordable housing.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. 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).

Program Year 2 CAPER Non-homeless Special Needs response:

The Trumbull County Housing Collaborative was established to coordinate and develop services and housing for homeless and low-income persons. The Collaborative consists of representatives from public, private and non-profit agencies with a common goal to provide a continuum of care for individuals and families. The following service organizations provide supportive housing throughout Trumbull County.

Beatitude House – Offers permanent supportive housing to women who have a disability or have a child with a disability.

Catholic Charities Regional Agency – Provides Case Management Outreach and Advocacy for our Community’s Homeless program (COACH) as well as the Projects in Assistance with Transition from Homelessness (PATH) program. These programs provide homeless outreach, start up and prevention funds to assist clients in accessing housing, job placement, resource eligibility, counseling, medications and other resources.

Emmanuel Community Care Center – A Humility of Mary Housing program, provides transitional housing for homeless, single parent families in need of supportive services, and intensive case management, while receiving subsidized housing. Families can remain in housing for up to two years and work on goals that will lead to greater self-sufficiency and economic independence.

Trumbull County Citizen Circle –Is a partnership between the Adult parole Authority, the Ohio Department of Corrections, local social service agencies and concerned community citizens designed to provide assistance to ex-offenders released from prison and coming home to the community.

Crossroads - Provides permanent supportive housing for 12 women who have a mental health and/or substance use disorder. Women entering the home must be homeless prior to entering (coming from the streets, an emergency shelter or transitional housing program). All women entering the home receive a shelter plus care voucher, which provides a rental subsidy for their unit.

Joey's Landing –An eight unit facility that provides safe, decent, affordable housing for persons with mental health disorders.

Someplace Safe – Trumbull County's domestic violence agency, provides shelter and supportive services to victims and their minor children who find themselves in abusive situations.

Shelter Plus Care Voucher Program – A HUD funded supportive housing program that provides rental subsidy and supportive services to disabled homeless individuals and families.

### **Specific HOPWA Objectives**

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
  
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
  - a. Grantee Narrative
    - i. Grantee and Community Overview
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
      - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
      - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
      - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body

- (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
  - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- ii. Project Accomplishment Overview
    - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
    - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
    - (3) A brief description of any unique supportive service or other service delivery models or efforts
    - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
  - iii. Barriers or Trends Overview
    - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
    - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
    - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
  - b. Accomplishment Data
    - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
    - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 2 CAPER Specific HOPWA Objectives response:

The City of Warren does not receive HOPWA funds.

#### OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 2 CAPER Other Narrative response: