

City of Elmira 2014 CAPER

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.

Despite reductions in CDBG and HOME funding available to the City of Elmira, the Department of Community Development was able to successfully carry out its 2014-2015 Annual Action Plan. The City and its nonprofit partners are focused on efforts to improve the quality of life for low-moderate income residents by providing opportunities otherwise unavailable without these federal resources. Highlights from the 2014-2015 Program Year include the following:

- The Department of Community Development was able to complete the rehabilitation 23 housing units using CDBG and HOME funds surpassing the goal of 20 units. An additional 12 housing units were completed using Program Year 2013 funding.
- The City of Elmira and Catholic Charities of Chemung/Schuylers First-Time Homebuyer Program continued to draw interest from the community with 36 households participating in the group trainings to learn about the program and 3 new homebuyers closing on their new home with HOME direct assistance. As of June 30, 2015, the program has assisted 424 families in purchasing their first home in the City of Elmira. An additional 4 new homebuyers were approved during the Program Year but closed in July and August 2015. The fewer number of closings during the Program Year is contributed to establishment or repairing credit, special money match programs (First Home Club) that requires at least a 10-month savings effort, and time involved finding a suitable home within the City.
- CDBG funding was provided to Catholic Charities of Chemung/Schuylers and resulted in the following outcomes: 18 City of Elmira homeowners received one-on-one mortgage foreclosure and loss mitigation counseling; 13 households were able to take steps to avoid foreclosure, homelessness was prevented for 361 individuals.
- In the area of increasing access to quality public facilities, two parks were enhanced. One of the parks that were improved during the Program Year was Blandford Park which is located in low-mod Census Tract 7 which has the highest low-moderate income percentage of 77.81% It is a small neighborhood park located between Judson Street and Harriet Street on the east side of the City of Elmira adjacent to two privately owned low-income housing developments, East Gates Apartments and Heritage Park Apartments, which combined currently houses 314 families with close to 294 children under 12 years of age. Pulaski Park located in Census Tract 2 with a low-mod population of 56.63% was also enhanced through the purchase of new playground equipment. Amenities (benches) were also purchased

for Mark Twain Riverfront Park located in the heart of the City's Central Business District which is programmed by Elmira Downtown Development.

- During the Program Year, the City of Elmira continued to provide CDBG funding to three organizations with the goal of providing enrichment opportunities and advocacy to youth (particularly at-risk youth) including Southside Community Center, Ernie Davis Community Center both located in low-mod census tracts and Court Appointed Special Advocates (CASA). The three youth organizations served 590 youth during the year.

The Department of Community Development continued to enhance community outreach efforts and build strategic partnerships to carry out its strategic plan as well as look forward to future plans. During the Program Year, the City learned that it was successful in receiving funding through NYSERDA's Cleaner, Greener Communities Program to develop a new Comprehensive Master Plan to replace the 1998 Master Plan. This will be a significant planning endeavor that is anticipated to be completed by spring 2016.

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.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
2013 Goal - Improve Elmira's Existing Housing Stoc	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	0	11		0	11	
2013 Goal - Increase access to quality public faci	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	33220		0	33220	
2013 Goal - Promote Homeownership Opportunities	Affordable Housing		Homeowner Housing Added	Household Housing Unit	0	0		0	0	
Create Economic Opportunities Through Job Creation	Economic Development	CDBG: \$20000	Businesses assisted	Businesses Assisted	3	0	0.00%	1	0	0.00%

Improve Elmira's Existing Housing Stock	Affordable Housing Public Housing	CDBG: \$175000 / HOME: \$153313	Homeowner Housing Rehabilitated	Household Housing Unit	0	23		20	23	115.00%
Improve the Quality of Public Facilities	Non-Housing Community Development	CDBG: \$220503	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	31840		1500	31840	2,122.67%
Preservation of Historic Properties	Non-Housing Community Development	CDBG: \$51000	Other	Other	2	0	0.00%	2	0	0.00%
Prevent Homelessness	Homeless	CDBG: \$25000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
Prevent Homelessness	Homeless	CDBG: \$25000	Homeless Person Overnight Shelter	Persons Assisted	300	361	120.33%	300	361	120.33%
Prevent Homelessness	Homeless	CDBG: \$25000	Homelessness Prevention	Persons Assisted	375	361	96.27%	375	361	96.27%
Promote Homeownership and Housing Counseling	Affordable Housing	CDBG: \$25000 / HOME: \$70000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	128		448	128	28.57%

Promote Homeownership and Housing Counseling	Affordable Housing	CDBG: \$25000 / HOME: \$70000	Homeowner Housing Added	Household Housing Unit	0	0		0	0	
Promote Homeownership and Housing Counseling	Affordable Housing	CDBG: \$25000 / HOME: \$70000	Direct Financial Assistance to Homebuyers	Households Assisted	10	3	30.00%	10	3	30.00%
Provide Enrichment and Advocacy for Youth	Non-Housing Community Development	CDBG: \$51000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	670	590	88.06%	670	590	88.06%

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.

Table 1 and Table 2 displays the City of Elmira’s accomplishments, however in future CAPER reports, Table 2 will be more useful since this CAPER is not tied to a Five Year Consolidated Plan. The City of Elmira’s use of CDBG and HOME funds has proven effective in improving Elmira’s existing housing stock and the number of housing units rehabilitated exceeded the expected amount by 115%. Housing rehabilitation continues to be a high priority need given the age of Elmira’s housing stock with 65.7% being built in 1939 or earlier. Public service activities such as housing counseling, providing enrichment opportunities to youth, and homelessness prevention also continue to be high priority needs and the City of Elmira has worked with non-profit partners, as sub recipients, to accomplish goals set forth in these areas. During the year, The City of Elmira entered into two contracts for youth services (Southside Community Center and Ernie Davis Community Center operated by Economic Opportunity Program). Community Development staff also met with a new organization (“Let Elmira Live”) which r-eopened the Community Center at Woodlawn Court (formerly known as Hathorn Court) and this organization was included for funding in the 2015-2016 Program Year.

A significant amount of CDBG funds (\$343,688.00) continues to be applied towards the City’s Section 108 Loan obligation for the First Arena and this commitment will end in August 2019. Unfortunately, the City’s ability to address priorities and specific objectives identified in Annual Action Plan and the Consolidated Plan will be hampered until this obligation is satisfied.

Economic development continues to be a high priority for the City of Elmira, however during the Program Year there were no new economic development loans approved. Southern Tier Economic Growth (STEG), the county-wide economic development agency continued to market the City Loan Program and is in the process of working with a few potential loan prospects. STEG is also the current owner of the West Water Street Redevelopment site as ownership transferred during the program year and a Developer's RFP was issued for this 1.5 acre infill development site on the 100 block of the West Water Street.

Further Explanation of Performance Outcomes

The outcome measurement chart demonstrates the City’s performance in meeting goals and objectives set forth in the 2014 Annual Action Plan. Goals were exceeded in the number of housing units rehabilitated through the City’s Owner-Occupied Housing Rehabilitation Program, public facilities/improvements, and the number of homeless persons provided overnight shelter at Second Place East. Homelessness Prevention and providing enrichment and advocacy for youth were two goals where significant progress was made and both fell just short of meeting their goals. During the Program Year, fewer first-time homebuyer households were provided direct financial assistance than the program year goals.

The fewer number of closings is contributed to establishment or repairing credit, special money match programs (First Home Club) that requires at least a 10-month savings effort, and time involved finding a suitable home within the City. It is also important to note that 4 additional closings took place in July and August 2015 following the end of the program year. Based on accomplishment data as measured by the number of businesses assisted, progress was not made toward meeting the goal of creating economic opportunities through job creation. During the Program Year, no new economic development loans were closed. Southern Tier Economic Growth (STEG) continues to promote the City of Elmira Commercial Loan Program which has not had a new loan since February 2013. During the year, considerable effort was put into future projects, including the redevelopment of the former Werdenberg, 200 W. Water St. and marketing the West Water Street Redevelopment site through the issuance of a Developers RFP. A Consolidated Funding Application (CFA) was submitted for the Werdenberg Building Downtown Anchor Project which is an approximately \$700,000, mixed-use project with two commercial storefronts and four residential units. STEG has also been working with other potential City of Elmira businesses. Two historic properties were allocated CDBG funding in 2014, however rehabilitation work did not commence during the 2014-2015 program year. The Near Westside Neighborhood Association received \$25,000 towards the stabilization of the Richardson-Kennedy House. This amount was used as a match to apply for funding through the Environmental Protection Fund through New York State Office of Parks, Recreation, and Historic Preservation and the Consolidated Funding Application (CFA). A grant of \$333,910 was secured through the 2014 CFA process. Consultation with SHPO has been started and the construction work is scheduled to begin in the fall 2015. Community Arts of Elmira received \$26,000 for the 2014-2015 program years for building renovation, specifically to be applied towards a fire and wet sprinkler system. The original quote received from an outside contractor only covered a partial system. Community Arts was recommended to do the entire system instead of a partial system. Also, the water main pipe needed to be replaced to accommodate the water flow going into the building from the outside, which was an unforeseen complication. The organization used the CDBG funds as a match to apply for additional funds in order to cover the extra project cost. SHPO was consulted on the project and approved the proposed work. The work is scheduled to be finished by the end of September 2015.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME
White	279	13
Black or African American	110	1
Asian	0	0
American Indian or American Native	3	0
Native Hawaiian or Other Pacific Islander	0	0
Total	392	14
Hispanic	11	0
Not Hispanic	381	14

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

Narrative

The Department of Community Development continues to expand outreach to all low income families through the City of Elmira and included in those efforts are efforts to specifically expand outreach to minorities. Based on the above chart, during the past two years significant strides have been made in reaching and assisting minorities through Community Development's programs. Community Development staff have hosted neighborhood meetings during the program year including meetings at Faith Temple Church which is a multi-ethnic, multi-generational faith community. Based on the above chart, 31 % of the families assisted with CDBG and HOME were minorities. An identified need of minorities is for safe, quality affordable housing which the City has been able to help address through the Department's Owner-Occupied Housing Rehabilitation program. A significant number of minority families are also assisted through providing CDBG assistance to public services agencies, including the Ernie Davis Community Center, a youth center founded and named after, Ernie Davis, the first African-American to earn the prestigious Heisman Trophy.

The Department of Community Development continues to outreach to minority contractors for participation on the Department's Active Contractor list. The Community Development Department also tries to promote a state-wide program through New York State Empire State Development called the "Bridge to Success" Loan Program for Minority and Women (M/WBE) certified contractors as well as the New York State M/WBE certification process since there are very few minority contractors within the Southern Tier region.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		1,329,191	1,265,059
HOME		247,313	261,993
Other	Local Private Foundations	150,000	793,257
Other	NeighborWorks	15,000	19,201
Other	New York State Affordable Housing Corporation	150,000	199,509
Other	NYS CHIPS	791,000	866,230
Other	NYS Department of Health Creating Healthy Places	30,000	15,000
Other	NYS HOPP	68,000	98,849

Table 3 - Resources Made Available

Narrative

The above chart outlines anticipated sources of funds and the actual amount expended during the 2014 Program Year. The actual amount expended includes Program Income generated from housing rehabilitation and economic development loans as well as grant and loan payoffs received by the Department of Community Development. The actual amount expended for CDBG is the total shown on Line 15 of the PR 26 report.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
BROWNFIELD OPPORTUNITY AREA	10	5	Percentage is based upon funding allocated to housing rehabilitation jobs and public improvements.
BUSINESS IMPROVEMENT DISTRICT	10	2	Operation Green Streets, amenities to Mark Twain Riverfront Park, and street improvements
Near Westside Historic District	4	5	Investment in housing rehab, CHDO, and public improvements

Table 4 – Identify the geographic distribution and location of investments

Narrative

During the Program Year, investments were made in locally designated target areas. A total of 5% of 2014 CDBG and HOME funds were expended on activities occurring in the Brownfield Opportunity Area (Southside Rising) target area that had received planning funding through a NYS Department of State Brownfield Opportunity Area Program to develop a neighborhood revitalization strategy. The percentage was calculated based on funding expending upon housing rehabilitation and public facility/improvements within the 400+ acre target area on the City's south side.

A total of 2% was expended within the Business Improvement District (downtown) due to investments made under Elmira Downtown Development's Operation Green Streets (streetscape program), street improvements on Church Street between College Avenue and Clemens Center Parkway, and amenities (benches) purchased for Mark Twain Riverfront Park.

Lastly, 5% was expended within the Near Westside Historic District including funding allocated to Near Westside Neighborhood Association's HOME CHDO project located at 355 Davis Street.

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.

CDBG and HOME funds are leveraged by the City of Elmira and non-profit subrecipients seeking state and private foundation grants in order to accomplish community development objectives. A total of 1,992,046 was leveraged from other sources during the year. During the Program Year, the Department of Community Development closed out a \$600,000 New York State Affordable Housing Corporation (AHC) grant and a total of \$129,601 in AHC funds were expended which helped assist more families with their housing rehabilitation needs during the year. Near Westside Neighborhood Association also utilizes AHC funding. Catholic Charities of Chemung/Schuylers has a successful track record of leveraging CDBG funds with over 140,000 in state and federal funds through the NYS Attorney General's Office Homeowner Protection Program, Catholic Charities USA HUD Housing Counseling grant, and NeighborWorks National Foreclosure Mitigation Counseling grant. Catholic Charities of Chemung/Schuylers also receives funding through the Continuum of Care for homelessness prevention and during the Program Year, CDBG funding only accounted for 7 % of the Second Place East budget. The City also leveraged \$40,000 in New York State Creating Healthy Places, Community Foundation, and Anderson Foundation grants to enhance the City's parks and create healthy neighborhoods.

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

Table 5 – Fiscal Year Summary - HOME Match Report

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

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
73,169	9,055	15,312	0	66,913

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	87,750	0	0	0	0	87,750
Number	8	0	0	0	0	8
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	87,750	0	87,750			
Number	8	0	8			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	300	279
Number of Non-Homeless households to be provided affordable housing units	5,550	163
Number of Special-Needs households to be provided affordable housing units	5	99
Total	5,855	541

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	2	0
Number of households supported through Rehab of Existing Units	18	34
Number of households supported through Acquisition of Existing Units	1	0
Total	21	34

Table 12 – Number of Households Supported

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

The Department of Community Development exceeded the number of households supported through the rehabilitation of existing units having completed by 16 households.

During the Program Year, fewer first-time homebuyer closings occurred than were anticipated (3 closings versus 10 anticipated). The fewer number of closings is contributed to establishment or repairing credit, special money match programs (First Home Club) that requires at least a 10-month savings effort, and time involved finding a suitable home within the City. It is also important to note that 4 additional closings took place in July and August 2015 following the end of the program year.

Regarding the difference between goals and outcomes for the number of non-homeless to be provided affordable housing units, the City relies on estimations from Catholic Charities of

Chemung/Schuyler. This number is expected to increase as the City in future CAPERS is able to report on the number of non-homeless provided affordable rental units assisted with Low-Income Housing Tax Credits that the City leverages with HOME funds with new projects anticipated.

Two new rental units were anticipated to be created through the CHDO project completed at Near Westside Neighborhood Association at 355 Davis Street. However, due to unanticipated change orders, the project was not completed until the 2015 Program Year and will be reflected on next year's CAPER. An Open House for the project was held on August 18, 2015 and two affordable rental units are being affirmatively marketed to income-eligible households.

Discuss how these outcomes will impact future annual action plans.

Future annual action plans are impacted by outcomes, available financial resources (CDBG and HOME funding), and local capacity. Outcomes continue to demonstrate a need for the rehabilitation of existing owner-occupied units as the goals continue to be surpassed and the age and condition of Elmira's housing stock warrants improvements. Currently, the production of new units is limited based on the fact that the only program that the City has to produce new units is the CHDO project, however HOME funds have been significantly cut. HOME funding is also utilized to provide down payment and closing cost assistance to new homebuyers. The City's 2015-2019 Consolidated Plan includes leveraging HOME funds with Low Income Housing Tax Credits (LIHTC) to make a more significant impact on the number of rental units rehabilitated as well as on the production of new units. The City will be issuing a Request for Proposals in the September 2015 to leverage HOME with LIHTC in anticipation of allocating funding in 2016 and 2017. Reductions to CDBG funding and a continued outstanding Section 108 Loan obligation until August 2019, limit the ability of the City to invest additional CDBG funds for housing at this time.

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.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	10	1
Low-income	14	2
Moderate-income	7	3
Total	31	6

Table 13 – Number of Persons Served

Narrative Information

The City of Elmira continued to provide grants to homeowners within the City whose income fell between 0-50% of HUD's Median Family Income (MFI) and 3% repayable loan for those households

whose incomes fell between 51-80% of MFI. Households that qualified for a loan based on their income were also eligible for a partial grant from the New York State Affordable Housing Corporation. This strategy was effective in assisting extremely low income, low-income, and moderate-income households make necessary home repairs and not place an additional financial burden on those making up to 50% of MFI. The First-Time Homebuyer Program continued to assist income eligible families with downpayment and closing cost assistance (\$8,000 deferred grants) and these were three moderate income families.

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

Catholic Charities of Chemung/Schuylers is the lead agency when it comes to reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs. In 2015, Catholic Charities was able to gain funding via grants from NYS OTDA - STEHP and the local Southern-Tier United Way to develop a Street Outreach project. The staff person is located at the Samaritan Center, but is developing and strengthening connections with the local and county jails. Many of the activities of the NY-501 Regional Continuum of Care are mandated by federal code and regulation under the McKinney-Vento Act, the HEARTH Act, the CoC Program Interim Rule, and annual stipulations of the HUD Notice of Funding Availability (NOFA) for HUD CPD programs. These include, but are not limited to the following activities:

- Conducting an annual Point in Time (PIT) Count of all unsheltered homeless in each CoC county. Increased planning and training have resulted in an increase in the accuracy and number of homeless individuals enumerated in the annual PIT Count- resulting in a more comprehensive understanding of the number of unsheltered homeless, where they are located, their prioritized needs, and subpopulation data to be used in future planning for housing and supportive service initiatives.
- Planning efforts to meet the HUD mandated Coordinated Assessment Plan is resulting in a rollout of a centralized and coordinated homeless intake screening and priority referral system.
- Partnership with the regional 2-1-1 Helpline and designated agency access points within each county will ensure that homeless and at-risk individuals are routed to Catholic Charities of Chemung/Schuylers and resources necessary to provide immediate supportive services and housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

During the program year, the City of Elmira continued to contract with Catholic Charities of Chemung/Schuylers as a CDBG public service subrecipient and provided \$25,000 for Second Place East Homeless Shelter and Homelessness Prevention Services. Catholic Charities reported in their Annual Report to the City of Elmira that 361 homeless individuals were served through the emergency shelter. Every client that seeks shelter services is screened for Gateways Residential Services eligibility and through this screening staff are able to identify accurately a client's individual needs. Clients placed in Gateways residential services are placed in either transitional supportive housing or permanent supportive housing depending upon their needs. The Salvation Army is a primary referral source for victims of domestic violence.

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

Catholic Charities of Chemung/Schuyler as the lead agency for homeless services within the City of Elmira and Chemung County receives funding from multiple sources to help homeless persons make the transition to permanent housing and independent living. In addition to the Catholic Charities programs listed previously, Catholic Charities assists in the following ways:

- Emergency Shelter services will be provided to those in need of emergency shelter at Second Place East, Salvation Army Safe House, or a local motel depending on need and resources available. Program components involve one-on-one case management and connection to mainstream expedited benefits through LDDS onsite liason, which includes housing and employment.
- Rapid Re-Housing case managers will assist homeless individuals and families move into stable housing. Program components involve identifying a housing location, provision of rental and other forms of financial assistance, and support services with a focus on stable employment and permanent housing.
- Prevention funds assist individuals and/or families that have a demonstrated housing crisis and face imminent risk of losing their permanent housing. Program components include targeting eligible households, thorough assessment of the needs of the household, assistance to households in expanding housing options and resources, provision of support services needed for permanent housing and employment.

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

Catholic Charities' Emergency Services Center provides services to many individuals and families who are faced with evictions and court proceedings as well as those facing homelessness. Case managers have developed positive relationships with landlords in order to prevent court eviction proceedings. Examples of programs/projects that Catholic Charities has to assist those likely to become homeless after being discharged from publicly funded institutions and systems of care include the following:

- Community Residence (NYS Office of Mental Health): 14 bed transitional congregate-level

housing program licensed by NYS Office of Mental Health (OMH) and home to individuals with serious and persistent mental illness. These individuals require 24-hour supervision and intensive person-centered case management.

- Supportive Treatment Apartments (OMH): An OMH licensed 36-bed transitional congregate apartment housing program in an apartment facility for individuals with a serious and persistent mental illness.
- Project SHARE (Supportive Housing and Residential Empowerment) is a transitional housing HUD funded project providing 12-units of transitional housing in a scatter-site apartment project that provides up to two years of rental assistance and supportive services to young adults (18-25) who are homeless and have resided in the foster care system.
- Last Success (County/NYS OTDA): A transitional housing 24-bed Supervised Independent Living Program (SILP) in a provider-owned apartment facility for youth 16-21 who are aging out of the foster care system.
- Catholic Charities Chemung-Schuylers operates a 'Bridger' project with NYS Office of Mental Health (OMH) funding. The funding provides funding for a dedicated staff person who attends the weekly discharge meetings at Elmira Psychiatric Center and the acute care behavioral health unit at St. Joseph's Hospital. CCCS also is an active member other Chemung County SPOE (Single Point of Entry) bi-weekly meetings to coordinate and monitor referrals of persons with mental health disabilities for housing and case management services to area service providers.

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

Actions taken to address the needs of public housing

Although the City of Elmira Department of Community Development is not directly involved in managing public housing and the Elmira Housing Authority (EHA) does not request CDBG funding, the City consults with the EHA when developing its Annual Action Plan, Consolidated Plan, and completion of the CAPER. As reported by the EHA, due to the fact that congressional appropriations to the Housing Authority's Capital Fund Program have been greatly reduced, there have been minimal improvements made to public housing properties. One action that was taken by the EHA in January 2014 but learned by the Department of Community Development during the program year was a new "Smoke Free" policy across all of the developments was instituted to create a health atmosphere for all residents. Lastly, the Elmira Housing Authority continues to contract with the City and Elmira Police Department for additional police services.

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

The Elmira Housing Authority Board is made up of seven members, five of whom are appointed by the City Manager of the City of Elmira. The other two members are elected by the residents of the Housing Authority and their input is used for the Agency Plan. The Housing Authority also puts out a 45 day notice that the Agency Plan is available for review and holds a Public Hearing.

The City of Elmira, Catholic Charities First-Time Homebuyer Program is marketed and promoted to public housing residents specifically Hoffman Plaza since the other two developments are geared towards the elderly/disabled.

Actions taken to provide assistance to troubled PHAs

There have been no actions taken to assist the Elmira Housing Authority as it is not a troubled PHA.

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)

An action taken during the program year that addresses public policies that may serve as barriers to affordable housing or effect the return on residential investment was the City of Elmira began the process of developing a new Comprehensive Master Plan. The City of Elmira was awarded a Cleaner Greener Communities (CGC) grant from NYSERDA to replace the City's 1998 Comprehensive Master Plan and the new plan is anticipated to be completed by spring 2015. Zoning will be looked at as part of this planning process and the City is anticipating applying for another CGC Phase II Implementation grant to update its Zoning Ordinance. One of the sub-consultants for the Comprehensive Master Plan is Asterhill, Inc. and has experience with affordable housing projects and will be examining public policies that may serve as a barrier.

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

An underserved need within the City continues to be improving the quality of affordable rental housing and reducing the high cost burden for low income residents. With limited CDBG and HOME resources, the City does not have the financial resources or staff capacity to at this time develop a rental rehabilitation program. Therefore, the Department of Community Development continues to have conversations with private and non-profit housing developers who have the capacity to develop and manage rental projects with the preference for scattered site development and leveraging New York State's Low Income Housing Tax Credit Program. It is anticipated that in the 2015 CAPER the City will be able to report on specific actions taken to address this obstacle.

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

The Department of Community Development continued to take action to reduce lead-based paint hazards by being diligent in inspecting houses where there are young children who reside in the home or frequently visit the property. The City of Elmira does not receive funding to specifically address lead-based paint hazards although incorporates lead-hazard remediation through its Housing Rehabilitation Program. Contractors that perform work funding with CDBG or HOME funds must have proof that they have participated in a Lead Safe Work Practices and Lead Renovators training and that proof is kept on file. The Department of Community Development utilizes a Lead Safe Housing Requirements Screening Worksheet while inspecting properties. Community Development maintained its partnership with the

Chemung County Health Department to conduct risk assessments and lead clearance inspections on an as needed basis for a set fee. During the program year, three properties that were assisted through the CDBG/HOME funded Housing Rehabilitation Program required lead risk assessments and lead clearance inspections. One property assisted involved seven children between the ages of 10 months and 12 years that was a referral from the Chemung County Health Department because of a child with an elevated blood level. The other households assisted included a home-based daycare facility and another owned by a single, disabled mother of a three-year old child with Cerebral Palsy.

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

During the last year, Community Development continued to take small actions to reduce the number of poverty-level families. The Department serves on the Chemung County Poverty Reduction Coalition which is chaired by an AmeriCorps Vista out of Cornell Cooperative Extension of Chemung County. The City continues to promote NYSERDA's EMPOWER New York program which offers no-cost energy services for households that fall within HEAP's income guidelines. High energy costs are a significant burden on individuals (owners and renters) living below the poverty level. Catholic Charities of Chemung Schuyler is a CDBG and HOME sub-recipient and a key partner whose mission is aimed at reducing the number of persons below the poverty level. Through intensive case management services, helping individuals and families access mainstream benefits, connecting people with job assistance, and offering housing counseling services- Catholic Charities is helping individuals achieve economic stability.

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

The Department of Community Development continues to participate in HUD Buffalo's monthly TA Thursday and Rehab Rap Technical Assistance calls to connect with other entitlement communities throughout the state. These continue to be helpful in learning about best practices and receiving clarification on federal regulations and reporting requirements. Sub-recipients are invited to participate in relevant sessions as well. Other actions taken to develop institutional structure include utilizing the expertise of the planning consultants that are working on developing a new Comprehensive Master Plan for the City. The information and data obtained through this city-wide planning effort will help to guide future community development programming and develop institutional structure. The City of Elmira also took a step to develop institutional structure by entering into a shared service agreement in June 2015 with the Town of Horseheads for a shared Director of Code Enforcement with over 30+ years of experience with the retirement of the City's Director of Code Enforcement. This has enable the City to share personnel and expertise with the Town of Horseheads and the new Director is looking at incorporating the use of tablets at the City for fieldwork which is currently done in Horsheads.

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

During the Program Year, the Department of Community Development took efforts to enhance coordination between public and private housing and social service agencies. These efforts were partially linked to the planning and completion of the City's 2015 Consolidated Plan. Community Development staff participate in the Chemung County Housing Coalition, Poverty Reduction Committee, and the Creating Healthy Places Steering Committee which provides opportunities to enhance coordination between community organizations. The City and Community Development staff continued conversations with housing agencies including Providence Housing, Housing Visions, and Arc of Chemung. Providence Housing sought the City's support for a Federal Home Loan Bank application to make facility improvements to a senior development known as Clemens Manor. Additionally, other public and private housing groups such as Vecino Group and CDS Monarch reached out to the City to discuss potential projects involving veteran's housing and supportive housing for seniors and individuals with disabilities. In the spring 2015, the Director of Community Development also participated in a meeting with the Chemung County Commissioner of Human Services and representatives from the Chemung County Housing Coalition to understand their rules as far as providing rental assistance. Additionally, Community Development was invited to a roundtable discussion organized by the City of Elmira Mayor and NYS Attorney General Schneiderman to discuss vacant, abandoned, and zombie properties and efforts being pursued by the Office of the Attorney General.

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

There have been continuous conversations with different rental housing developers regarding scattered site neighborhood revitalization projects as it was mentioned as a priority in the City's Analysis of Impediments to Fair Housing Choice 2015 document. Nearly 52% of the properties within the City are rental units. The goal is to target run-down, high rental, low –moderate income neighborhoods and Qualifying Census Tracts under the Low-Income Housing Tax Credit Program and turn them around with the help of housing developers. This process will include demolishing existing dilapidated housing and building new, energy efficient units, and/or rehabilitating existing units. The partnership with qualified housing developers and leveraging state LIHTC allows the City to begin to address the condition of the existing rental housing in a targeted way despite limited CDBG and HOME funds.

The City of Elmira is in the process of renewing its Master Plan with the help of consultants. SWBR Architects will be the main consultant; and they will work with the following sub consultants: Fagan Engineers, Ingalls Planning and Design, and Asterhill, Inc. Asterhill provides community based planning and development services. Their approach focuses on assisting communities to make development choices, which respect and seek to find equitable relationships between the economic, social, cultural, and environmental issues. They define sustainable communities as counties, cities and towns that have

taken steps to remain healthy over the long term. This master plan process gives city officials an opportunity to take a couple steps back, reevaluate the existing policies, procedures and make changes that will put the city on a new progressive path.

People with disabilities have difficulty finding accessible housing. Although the Fair Housing Act allows tenants to make physical modifications to render an apartment accessible, fixed or otherwise limited incomes present a financial barrier to a disabled person's ability to make the modification creating a barrier. The Department's owner occupied housing rehabilitation program can help low and moderate income homeowners, who need to make their homes more accessible for their disabilities. Community Development continued to have conversations with Arc of Chemung and housing developers about addressing this need.

Every time a local park gets upgraded playground equipment, ADA accessible equipment are incorporated in the design such as ADA swings and interactive play elements that are placed low to the ground to be accessible by children in wheel chairs.

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

Sub-grantees are monitored every three years unless through the evaluation of their quarterly or annual reports a complaint or a concern arises. There are also continuous dialogues with our sub-grantees throughout the program year as well to ensure program compliance.

In regards to the City's CHDO, which is Near Westside Neighborhood Association, Inc, there have been monthly meetings conducted in FY 2014-2015 to ensure that their project is moving forward according to their plans, and any issues and questions that come up can be dealt with in a timely manner.

The Department of Community Development has constantly made efforts to reach out to and work with minority and women owned businesses, and ensure equal employment opportunities within its projects. Unfortunately there is only one MWBE general contractor in the Southern Tier Region who is on the NYS MWBE list and he passed away this summer. We have been having conversations with the contractors, the Community Development Department works with, on the regular basis, and encourage them to get certified as an MWBE.

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During the Program Year, the City learned that it was successful in receiving funding through NYSERDA's Cleaner, Greener Communities Program to develop a new Comprehensive Master Plan to replace the 1998 Master Plan. This will be a significant planning endeavor that is anticipated to be completed by spring 2016.

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 Elmira City Council scheduled a public hearing for September 8, 2015 at their meeting held on August 24, 2015. A public notice for the public hearing appeared in the Star Gazette Legal Section on August 27, 2015 announcing the public hearing and a 15-day public comment period on the City of Elmira's Consolidated Annual Performance and Evaluation Report (CAPER). A public comment period was scheduled for September 3- September 17, 2015. A draft of the CAPER as well as a one-page summary sheet was made available on the City of Elmira's website, to members of City Council, the Steele Memorial Library, and members of the Community Development Citizen Advisory Committee.

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 of Elmira has focused a significant amount of CDBG and HOME housing funds towards improving the owner-occupied housing within the City and encouraging homeownership through the use of HOME funds for downpayment and closing cost with the City of Elmira- Catholic Charities First-Time Homebuyer Program. Funding has also been allocated for housing counseling services and Second Place East Homeless Prevention Program as eligible public service activities. These programs have been manageable for a five-person Community Development office and a 20 year partnership with Catholic Charities of Chemung/Schuylers. Given their success, the City of Elmira intends on continuing these programs, however the Department of Community Development would like to address the condition of rental properties and neighborhoods in a more impactful way by leveraging the New York State Low Income Housing Tax Credit Program with HOME funds. A HOME Request for Proposals will be issued in advance of the fall 2015 NYS Low Income Housing Tax Credit round and the City will be selecting an organization with strong organizational capacity, experience utilizing CDBG and HOME funding, high quality building standards that incorporate energy-efficient design, and projects that can have a transformative impact on a neighborhood.

A priority continues to be expanding economic opportunities (jobs) for low to moderate income residents through the City of Elmira's Economic Development Loan program administered by Southern Tier Economic Growth (STEG). This program has experienced no activity the last two years although it continues to be promoted and at the present time STEG is working with two potential loan clients. The public benefit standard for the program has been reduced to HUD's standard of \$35,000 per job created. CDBG funds were not allocated to STEG in 2014 because of the lack of investment and previous allocations. The City participated in the 1-86 Corridor Project study and has had increased communication with the Southern Tier Regional Economic Development Council staff and consultants concerning economic development within the City of Elmira as it relates to the New York State Consolidated Funding Application and Upstate Revitalization Initiative. Local capacity and focused attention to the urban core (Elmira) needs to be fostered to yield future economic growth.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

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

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

On-site inspections were completed for the Near Westside Neighborhood Association's CHDO project at 362, 364a, and 364b W. Gray Street by the City's staff inspector, Gary Sokolowski since it is an affordable rental housing assisted with HOME funds. The inspection occurred after the program year on August 27, 2015. A summary of issues was provided to NWNA to address issues detected and there will be follow-up within 30 days on the construction items. One of the units was vacant during the time of the inspection since the tenant had just moved out of the unit. The issues found were largely tenant-driven issues concerning wall damage. The smoke detectors within the unit were not operational (missing a battery), handle broken on one toilet, the front door needed to be re-installed because it is loose. These issues were addressed and re-inspected on September 17, 2015. There were areas of the exterior where the siding was loose and areas around the windows that could use caulking. Interior and exterior railings needed to be addressed and there was a front entry broken window. These were the only completed affordable rental housing units to be inspected.

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

Catholic Charities of Chemung/Schuylers continued to market the HOME funded First-Time Homebuyer Program through billboards purchased with funding received by Catholic Charities USA. Near Westside Neighborhood Association continued to affirmatively market rental units and the fair housing logo was placed on all marketing materials. Catholic Charities of Chemung/Schuylers continued to utilize billboards purchased with funding through Catholic Charities USA to advertise the First-Time Homebuyer Program and other housing counseling services offered by the organizations. Catholic Charities and Near Westside Neighborhood Association also prominently display fair housing posters at their offices.

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

A total of \$15,312.00 of HOME program income was expended during the program year. HOME program income derived from HOME grant pay-offs was utilized to assist two (2) single-family property owners rehabilitate their homes. The owner characteristics included the following: 1 elderly man with an income between 31-50% of HUD's MFI & 1 elderly female with an income between 31-50% of HUD's MFI.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The City of Elmira as a HOME participating jurisdiction took several actions during the program year to foster and maintain affordable housing. HOME funds continued to be utilized to provide direct financial assistance to first-time homebuyers to assist with downpayment and closing costs and homebuyers received pre- and post-purchase housing counseling. Catholic Charities of Chemung/Schuylers continued to prevent homelessness, providing case management and assistance in helping individuals at risk of homelessness provide suitable, affordable housing. Additionally, the City of Elmira had discussions with non-profit and private housing developers throughout the program year about the potential of rehabilitating and building new affordable housing for families, individuals with disabilities, and the elderly. A Request for Proposals was prepared and will be distributed to leverage 2016 and 2017 HOME funding with New York State Low Income Housing Tax Credit Program.