CITY OF BURLINGTON

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

PROGRAM YEAR 2011
July 1, 2011 - June 30, 2012

EQUAL HOUSING OPPORTUNITY

City Officials

Burlington City Council

Mayor
Ronnie Wall

David R. Huffman	**Mayor Pro Tem**
Stephen Ross	**Councilmember**
Celo Faucette	**Councilmember**
Bob Ward	**Councilmember**

City Manager: Harold Owen

Robert R. Harkrader	Planning and Economic Development Director
Shawna B. Tillery	Community Development Administrator
Staci K. Harris	Community Development Technician

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GENERAL NARRATIVES
Assessment of Five-year Goals and Objectives

During program year 2011, the City conducted the following actions to address the City's planned outcomes set forth in its Five-year Strategic Plan, 2010-2015. Actions are based on achieving the City's planned outcomes over a five-year period ending June 30, 2012.

Affordable Housing

Priority Needs:

- Elderly and low and moderate-income homeowners in need of housing rehabilitation.
- Affordable housing for low and moderate-income homebuyers.

Goal: Provide decent and affordable housing for low and moderate-income households. (Multi-year Goal: 50 houses rehabilitated and 5 homebuyers assisted through homeownership).

Objectives:

DH-1. Provide access to affordable, decent housing by rehabilitating homes for low and moderate-income homeowners.

DH-2. Assist low and moderate-income households to become homeowners by making homeownership affordable.

As of June 30, 2012, the City completed 100% percent of its five-year goal for housing rehabilitation. Table 1 on page 2 and the maps in the appendix display the City's performance during the 2011 program year to achieve its specific objectives and address identified housing needs.

During the program year, the City rehabilitated ten (10) owner-occupied houses using Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) Program, and leveraged resources. Of these houses, the City renovated and made accessible homes for one disabled head of households. Elderly individuals headed seven of the households. For one homeowner, the City reconstructed dilapidated homes. Of the nine units tested, the City used interim controls or abatement procedures to reduce the lead-based paint hazards in three positive units. (See section on Lead-based paint hazard reduction activities for further discussion.) All rehabilitated units were brought from substandard to standard conditions and made energy efficient.

Table 1: Summary of Specific Housing Objectives

Specific Obj. #	Outcome/Objective Specific Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1	**Availability/Accessibility of Decent Housing**						
DH-1.1	Provide affordable decent housing by reducing the number of substandard units occupied by the elderly and low and moderate-income homeowners.	CDBG	Number of units rehabilitated. Number occupied by elderly. Number brought to standard. Number qualified as Energy Star Number made accessible. Number made lead safe.	2010	10	11	110%
				2011	10	10	100 %
		HOME		2012	10		%
				2013	10		%
				2014	10		%
			MULTI-YEAR GOAL		**50**	**11**	**110%**
DH-2	**Affordability of Decent Housing**						
DH-2.1	Address need for affordable decent housing by increasing homeownership among low and moderate-income homebuyers.	HOME	Number of first time homebuyers.	2010	1	0	0%
				2011	1	1	100%
				2012	1		%
				2013	1		%
				2014	1		%
			MULTI-YEAR GOAL		**10**	**23**	**%**

Table 2 summarizes the City's housing accomplishments by income levels of the households during the program year.

Table 2. Affordable Owner Housing Accomplishments
Program Year 2010

Housing Category	0-30% of MFI	31-50% of MFI	51-60% of MFI	61-80% of MFI	Section 215	Total
Owners (Rehabilitations)	4	2	0	4	0	10
Homebuyers (Assisted)	0	0	0	0	0	0
Total	**4**	**2**	**0**	**4**	**0**	**10**

As a further strategy to create opportunities for homeownership for low and moderate-income households, the City supported the activities of non-profits to develop affordable housing. The City assisted Alamance County Community Services Agency (ACCSA), its Community Housing Development Organization (CHDO), continued endeavors to develop homes at the Apple Tree Village subdivision on city-owned lots. During the program year, ACCSA began construction of a home at the subdivision. Construction was initiated in May 2012 along with a ground-breaking event in June. The home is expected to be completed by mid-August 2012.

During the program year, ACCSA publicized the availability of lots, accepted applications and counseled potential first-time homebuyers. The agency processed 14 requests for the Apple Tree Subdivision and 21 requests for other homeownership programs. ACCSA counseled 87 applicants for its homeownership program. Of these applicants, 12 families closed on loans. ACCSA also assisted in the weatherization of 19 homes in Alamance County.

During the program year, the City received calls regarding issues with rental properties and the need for the emergency financial assistance. As a standard procedure the City referred these individuals to ACCSA for assistance through the Housing Counseling Program and Emergency Assistance Program.

Since 2007, ACCSA has administered an Individual Development Account (IDA) Program to encourage low-income families to save funds for homeownership, secondary education or a small business. Participants must save a minimum of $50 each month for a two-year period. At the end of two years, their accumulated savings are matched dollar for dollar. During the program year 2011, the agency continued the program with six families acquiring savings in their accounts. Of these families, three individuals have purchased a new home with their IDA accounts. ACCSA also provided financial management training to ten individuals.

In 2007, the City conveyed a tract of land on Rauhut Street to Habitat for Humanity to effectuate the construction of five (5) houses. The City purchased the land with CDBG funds as part of the Rauhut Street revitalization project in the 1980's. Habitat for Humanity has completed two homes on this tract of land. Habitat's current focus is completing a subdivision located in Graham with 13 out of 14 homes being completed. In 2013 Habitat will focus it efforts on lots bounded by Hunt, Key, Jackson and Dudley Streets in the Rauhut St. corridor. The Hunt St. lots were assisted through the CDBG program in program year 2010 by the installation of new water and sewer lines. Also in the spring of 2012 the City and Habitat partnered for a lot exchange in order for a deserving owner to receive a new home.

Homeless Activities

***Priority Needs*:**

- Homeless individuals and homeless families with children in need of a range of housing and services.
- Homeless persons with special needs in need of housing and service options.
- Effective partnerships between provider agencies to enhance service planning and delivery.

Goal: Provide services and housing for the homeless.

Objectives:

SL-1. Promote accessibility to services and housing for the homeless for the purpose of creating a suitable living environment.

DH-1. Promote accessibility/availability of decent housing for the homeless with special needs.

The City continued to work with local agencies to provide a network of services and housing options for homeless individuals and homeless families with children.

Continuum of Care:

Organized in January 2000, the Alamance County Interagency Council for Homeless Assistance (ACICHA) oversees the local formal Continuum of Care, a community-based, comprehensive and coordinated housing and service delivery system. ACICHA meets monthly to interact, gather information and develop projects to apply for HUD funds and any other applicable funds to fill the gaps and unmet needs of the homeless or persons threatened with homelessness. Each year, the Council revises its "gaps analysis" to determine the unmet needs in services or programs for the homeless.

Since 2005 ACICHA has been a member of the Balance of State Continuum of Care. Over the past several years, ACICHA has successfully received Continuum of Care Homeless

Assistance Program funds to make decent housing accessible and available for the disabled homeless and transitional housing for homeless families. ACICHA also participates in the Carolinas Homeless Information Network (CIHN) to help to improve the planning and delivery of services to the homeless.

ACICHA plans to submit an application for 2012 Continuum of Care funds as a member of the Balance of State Continuum. The Piedmont Behavioral Health – Alamance/Caswell Community Operations Center and Graham Housing Authority requested one renewal this year and will continue to request renewals as needed.

Other Homeless Activities:

The existing housing and service providers will continue to address the needs of the homeless and potentially homeless during the program year. Allied Churches of Alamance County and Family Abuse Services operate emergency shelters and provide supportive services for the homeless. Residential Treatment Services provides emergency or crisis beds and transitional housing for substance abusers or the mentally ill.

Residents remain in the shelters from several days to months depending on their needs. The shelters offer supportive services, such as counseling and case management, to help the homeless persons make the transition to permanent housing. Through the local continuum of care system, the agencies have cooperative arrangements with federal, state and local human service agencies/departments, educational institutions, Alamance Regional Medical Center, local police and sheriff departments, state and civic groups to offer various supportive services.

***Allied Churches*:**

Allied Churches provided overnight shelter to 609 different homeless individuals to create access to a suitable living environment. Included in this number were 30 families consisting of 53 children. Individuals, not in families, were comprised of 356 males and 170 females. The number of females increased by 75% compared to 2010.

For lunch meals, the agency's Good Shepard Kitchen served an average of 125 meals per day each weekday. The kitchen served a total of 36,498 individual lunches to the unemployed, underemployed, disabled, and homeless. This was an increase of 14% of meals served compared with 2011.

Throughout the program year, Allied Churches used its resource library to tutor and provide enrichment activities for homeless children. Area teachers volunteer to provide free individual tutoring to children throughout the year. Allied Churches has also continued to meet the growing need of shelter guests through capacity building with local health and human service agencies to provide case management. The Center has also continued to have two mental health providers on-site one day a week to see clients.

Allied Churches continued its outreach efforts to address chronic homelessness and other homelessness by operating the Drop-in Center and Resource Center in Burlington. This center has operated in Burlington since 2011. This location is within walking distance to the shelter and allows guests a better opportunity to receive additional services. The Resource Center provides referral services through Job Links, computers, telephones, access to NC Benefits Bank, various referral services, and a safe haven for the homeless population in Burlington. Funds from the Duke Energy Share the Warmth program and emergency funds are distributed at the Center. The Resource Center average 20-33 person per day with approximately 35% not affiliated with Allied Churches. The continued development of the centralized intake model will make the Resource Center a hub for housing and emergency assistance referrals.

***Family Abuse Services*:**

During the past year, Family Abuse Services served 137 victims of domestic violence and child abuse (68 women and 69 children) in its women's shelter. The agency answered 483 crisis calls and provided counseling to the callers. During the program year the transitional housing facility housed seven victims which includes four women with three children.

To the community and its clients, Family Abuse Services provided other services. Family Abuse Services advocates issued 493 restraining/protection orders during the fiscal year. The agency answered 575 calls for court advocacy and served 389 individuals in-person for their court appearance. Their community educator conducted puppet shows and male violence presentations for the school and other groups and made presentations to business and churches. During the year, the agency partnered with the County Department of Social Services to help disburse Alamance County's share of Temporary Assistance for Needy Families (TANF) funds. These funds are used to help victims of domestic violence move into safe long-term housing. The agency also offered supportive services, such as support groups for 90 women, 728 individual counseling sessions, and general case management to ensure the women in the emergency shelter may make the transition to independent living.

Each year, the City of Burlington allocates to Family Abuse Services one-third of the revenue received from a special (5%) surcharge on the liquor local restaurants and bars purchase to sell as mixed drinks. During the past fiscal year, the City granted almost $30,181.67 to the agency. The City also continued to fund the positions for the two officers to investigate reports of domestic violence and assist the victims to obtain legal action, emergency shelter and other needed services.

Since 2004, Family Abuse Services has provided the Alamance County Visitation Center with grant funds from the North Carolina Governor's Crime Commission. The Center's program is a collaborative partnership between Family Abuse Services, Healthy Alamance, Alamance County Department of Social Services, and the Burlington Police Department to promote healthy and safe relationships with parents and their children in a safe environment, free from family conflict. At the Burlington Police Department, the Center offers a "safe haven" for

victims of domestic violence to take their children to be exchanged for visits with their estranged spouses or mates. Since 2005, the Center has maintained one-hour supervised visits with the children, when necessary, at the FAS offices. During the 2011 program year, the Center rendered 336 supervised visits and 4 monitored exchanges.

Since 2010, the Family Justice Center (FJC) has served the needs of crisis clients in Alamance County. The Center offers services to victims of domestic violence who have been threatened with physical, sexual, or emotional violence. Services available at the Center include assisting with filing a protective order, referral to a safe shelter, substance abuse counseling, support groups, child care and legal support. The FJC also houses two police officers through the Burlington Police Department and Alamance County Sheriff Office's domestic violence units. UNC Horizon, Legal Aid of North Carolina, Department of Social Service Child Protective Service Unit, and District Attorney (available by appointment) are housed at the Center. It is a seamless one stop center for persons experiencing violence in Alamance County. In conjunction with the FJC, FAS has received funding to initiate a Volunteer Court Navigator program that will recruit and train volunteers to support victims through civil and criminal proceedings relating to the domestic violence. The program began in July 2012.

A new program started at the Center is the system of electronic filing for protective orders. The state has contracted with a software company to develop an interactive portal that will allow FAS advocates, court clerks, district court judges, and sheriff's deputies to access protective orders. The system will also notify victims when the order has been served. The software development is expected to take several more months. Alamance County continues to serve as the pilot county for this project.

***Residential Treatment Services*:**

Residential Treatment Services Hall Avenue Facility has 25 beds of which eight are emergency or crisis beds and 17 are residential beds for homeless and non-homeless substance abusers or the mentally ill. Of the total beds in the facility, the agency estimates that homeless individuals occupy 13-15 beds or approximately 62 percent of the beds as a rule. The agency continues to counsel substance abusers at Allied Churches emergency shelter.

The Mebane Street Facility completed its first year of a three year grant for Alamance Women's Permanent Housing program and has entered the second year of funding. The program houses six beds of which six are filled. Three women who began last year have remained housed and in compliance with their leases. Of these participants two are employed and one is currently enrolled in a local community college to gain the skills necessary to obtain employment at a higher-than-minimum wage level. The other women in the program are fairly new participants working towards increasing their education levels, obtaining employment, and/or accessing benefits.

Burlington Development Corporation:

Since 2008, Burlington Development Corporation, a non-profit affiliate of Burlington Housing Authority, has operated the STEPS and HOPE programs funded by two 2006 Continuum of Care Supportive Housing Program grants. Supportive Tools Enhance Program Success (STEPS) is a transitional housing program offering private units for four homeless families. Housing Opportunities Producing Empowerment (HOPE) is a program leasing housing for six chronically homeless and disabled individuals. Participants in both programs receive treatment, medical and supportive services.

Graham Housing Authority:

Graham Housing Authority has one Shelter Plus Care grant and administers three other Shelter Plus Care grants for the Piedmont Behavioral Health-Alamance/Caswell Community Operations Center. During program year 2011, the housing authority administered the rental portion of the projects averaging 37 participants. For the Shelter Plus Care grant GHA housed 9 single adults, 1 adult in families, 1 child, and 3 families. The housing authority transitioned two Shelter Plus Care participants out of the program to Section 8 Housing Choice Vouchers during the year.

Piedmont Behavioral Health-Alamance/Caswell Community Operations Center:

The Piedmont Behavioral Health-Alamance/Caswell Community Operations Center (PBH) has three Shelter Plus Care grants that are administered by the Graham Housing Authority. Renewal applications are currently being completed for two of the grants. During the program year, the PBH housed 36 single adults, 11 adults in families, 19 children, and 11 families through the three grants. This agency provided supportive services to the homeless with special needs participating in the Shelter Plus Care projects and other programs for the homeless.

PBH also provided supportive services to both homeless and non-homeless persons with special needs. As an alternative to institutional living, PBH continued to provide supportive services to the residents of Belleshire Apartments and Hillendale Apartments, independent apartments for persons disabled by chronic mental illness. The PBH contracted with the State Mental Health Association to operate the apartment facilities. Additionally, PBH remained the local lead agency for the Key Program in Alamance County. The Key program offers rental assistance to persons with a disability and a source of income less than 30 percent of the area median income. This program can provide housing to up to 33 persons in Alamance County. As of June 30, 2012 22 persons were housed in this program.

***Alamance County Community Services Agency*:**

Through its Self-Sufficiency and Housing Services program, Alamance County Community Services Agency (ACCSA) placed 81 very low-income families or individuals residing

in substandard dwellings and/or threatened with homelessness in affordable, decent housing. ACCSA supplied counseling and case management services. The agency also provided limited financial help for security deposits and prorated rent and/or mortgage assistance for 605 households to obtain or maintain their housing.

Non-Homeless with Special Needs

Priority Needs:

- Non-homeless persons with special needs in need of housing and services.

Goal: Provide services and housing for non-homeless with special needs.

Objective DH.1: Promote accessibility/availability of decent housing for non-homeless with special needs.

Family Abuse Services, Ralph Scott Lifeservices, Residential Treatment Services, and the Piedmont Behavioral Health-Alamance/Caswell Community Operations Center served the homeless and non-homeless persons with special needs. The non-profit organizations continued to provide independent, supervised living quarters and supportive services for their clientele with special needs.

Family Abuse Services housed four victims of domestic violence with three children in its four-unit transitional housing facility during the program year. The agency counseled the women on health care, substance abuse, money management, child care, arranged for job training and other education, assisted with job searches, securing transportation, permanent housing, furniture, and clothing. Residents of the transitional facility have special needs that are not met during their tenancy in the emergency shelter.

During the program year, the City allocated funds to assist Family Abuse Services to upgrade the carpeting in emergency shelter for victims of domestic violence. At the end of the program year, the agency had completed the project.

Ralph Scott Lifeservices supplied housing and supportive services to the developmentally disabled. The agency provided group homes, independent apartments with supportive services and vocational facilities for the developmentally disabled.

Residential Treatment Services (RTS) continued to provide medical treatment, counseling and supportive services for the non-homeless substance abusers, the mentally ill and dually diagnosed persons at its facilities. The agency operated an emergency crisis center as well as group homes, apartments and transitional housing with supportive services for its clientele. RTS also provided its counseling and supportive services for Allied Churches at the homeless shelter and at their facility and accepted referrals from all local agencies

Each year, the City sets aside for Residential Treatment Services two-thirds of the revenue received from a special (5%) surcharge on the liquor local restaurants and bars purchase to sell as mixed drinks. During the past fiscal year, the City allocated $60,363.33 to the agency.

The PBH – Alamance/Caswell Community Operations Center continued to provide crisis services and contract with local behavioral health providers to provide supportive services to the residents of Bellshire Apartments and the Hillendale Apartments and to contract with the EasterSeals/UPC to operate the facilities. These facilities are supported independent apartments for persons disabled by chronic mental illness. The units are affordable to persons who need housing with supportive services in settings less restrictive than care-type rest

Other Activities

Graham Housing Authority gives priority for the elderly and the disabled to receive housing vouchers, if vouchers are available, to move into supportive housing units. The elderly and disabled are not placed on the waiting list as a rule.

For low and moderate-income persons with physical disabilities, elderly and frail elderly, the City modified their dwellings as part of the rehabilitation of their residences during the program year. These modifications include installing bathtubs with bars, handicapped commodes, single lever faucets, adding banisters, constructing ramps, and other improvements to make the house accessible for the resident. In program year 2011, the City completed two rehabilitations for two disabled homeowners. These projects included an accessible bathroom, appropriate flooring, and widened bathroom doorways for improved accessibility needs. During the year, the City completed a total of 10 units including seven dwellings with elderly heads of households.

The City expediently issued Certificates of Consistency with its Consolidated Plan to non-profits applying for funds to develop housing opportunities for the disabled homeless and supportive housing for persons with disabilities and to the public housing authority for proposed programs and plans. Upon request, the City also provided technical assistance and letters of support for various agencies' grant applications as well as information about potential grant opportunities.

<u>Non-Housing Community Development Activities</u>

Priority Needs:

- Improvement or development of public infrastructure to revitalize neighborhoods.
- Access to local public facilities and services that contribute to neighborhood development and/or deliver recreational or human services.
- Promotion of job training and development.

Goal: Provide a suitable living environment and promote economic development.

Objective SL-1: Improve or develop public infrastructure and facilities to revitalize low and moderate-income areas.

In its Five-year Strategic Plan, the City proposed to undertake one public facility or infrastructure improvement project per year to ensure new or improved availability/access to a suitable living environment for low and moderate-income area residents. During the program year, the City conducted two projects. (See project map in appendix for project location.)

In a low to moderate-income area located in East Burlington the City installed a new water line connection on Gilliam Rd. The current set-up did not allow homes located in this area to receive water when the water line on Park Rd. and Webb Ave. is cut off. The project benefited homes in the Glen Raven area because it minimized areas impacted by waterline breaks and water service shutdowns, increased fire flow, and reduced water quality complaints.

Through a substantial amendment to the FY 2007-08 Action Plan the City completed a sewer line improvement project in East Burlington. The existing sanitary sewer line located along Queen Ann Street was collapsing and in dire need to replacement. The damaged portion of the sewer line was located under an existing 18,000 sq. ft. industrial facility. The project relocated the sewer line, eliminating the need for condemnation or acquisition and demolition of the existing building. The project served the existing area residential area for improved sewer service.

Objective SL-1.2: Enhance access to local public facilities and services that deliver recreational and human services to HUD target populations.

During the 2011 program year the City completed three recreation projects at two City-owned recreation facilities. The recreation improvement projects were all focused on energy efficient improvements. A lighting upgrade project was completed at both Fairchild Park and North Park. A building automation project was completed at Fairchild Park. The lighting projects removed the old T12 light and replaced them with high efficient T8 lights for an overall savings of 30%. The building automation project focused on the installation of a control system to set points to allow for HVAC programming schemes.

To update the quality of a public facility two projects were completed. The first project was for persons who are victims of domestic violence. This project provided funds to assist Family Abuse Services to upgrade the carpeting in the emergency shelter. This facility serves low-income domestic violence victims and their children. The second project was for persons who are homeless and need assistance through the homeless shelter. This project provided funds to assist Allied Churches to renovate the bathroom facility, replace existing roof, and install a new HVAC system.

Other Neighborhood Revitalization Activities

The City's goal to provide a suitable living environment for low and moderate-income area residents includes improving the safety and livability of neighborhoods. Over the five-year period of its Strategic Plan, the City proposed various strategies to increase the safety of neighborhoods.

Since 2003, the City has maintained a designated area for its Weed and Seed Strategy. The strategy is to link services and resources to "weed" out the crime and "seed" efforts to revitalize the East Burlington area and improve the quality of life. During the 2011 program year, the City continued its "Weed and Seed Strategy" by operating safe havens at City-owned recreation centers, undertaking actions to weed out crime, and developing and/or continuing programs to revitalize the area.

Since 2007, the City of Burlington continued the "Connecting Burlington Communities" (CBC) initiative. CBC is a comprehensive effort, involving City departments, community leaders and citizens, to improve the overall quality of life for Burlington residents. By consolidating the efforts of City departments with community input, the goal is to improve neighborhood appearances, reduce street crime and instill pride throughout the Burlington communities. Citizens may anonymously submit "tip cards," call a dedicated CBC hotline or send an e-mail message to register concerns or complaints. The appropriate City department investigates and responds to the tips.

Objective EO-1.1: Stimulate employment opportunities for low and moderate-income individuals by partnering with state agencies to provide job training program.

To stimulate access to economic opportunities during the 2011 program year, the City partnered with the North Carolina Home Builders Association and the North Carolina Housing Finance Agency to operate a local program to train construction workers. Through this program, the City paid the Home Builders Association to provide job training in the construction industry for low-income area residents and/or homeless persons. Of the 20 enrollees in the classes, 17 participants completed the training. Individuals completing the training included one female. The program graduates were comprised of six Whites and eleven African Americans. All program participants were low-income persons, of which approximately 85% had extremely low incomes. The Home Builders Association is following up with the program participants to determine how many successfully find employment or pursue additional training/education.

The City also conducted the following outreach activities to encourage women and minority owned businesses to participate in its Community Development Program and the employment of low and moderate-income area residents for HUD funded projects:

1) Mailed letters, applications and information and also verbally explained the housing rehabilitation program to prospective contractors.

2) Advertised the program in the *Burlington Times News* and to attract minority and women contracting businesses.
3) Encouraged contractors during pre-construction conferences to hire local residents as employees and use area suppliers on projects funded by the Program.
4) Continued to advertise the City of Burlington's Rehabilitation Program with new brochures and updates to the City's web-site.

Table 4 summarizes the City's performance in meeting its proposed five-year non-housing community development goals and objectives.

Table 3: Summary of Specific Community Development Objectives

Specific Obj. #	Outcome/Objective Specific Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1	**Availability/Accessibility of Suitable Living Environment**						
SL-1.1	Improve or develop public infrastructure to revitalize low and moderate-income areas. (Goal: One project per year – Number of beneficiaries will vary depending upon area.)	CDBG	Number of persons with new access to facility or infrastructure. Number of persons with improved access to facility or infrastructure. Number served by public facility or infrastructure that is no longer substandard.	2010	1	1	100%
				2011	1	2	200 %
				2012	1		%
				2013	1		%
				2014	1		%
			MULTI-YEAR GOAL		**5**	**3**	**%**
SL-1.2	Enhance access to local public facilities and services that deliver recreational and human services to HUD target populations. (Goal: One project per year – Number of beneficiaries will vary depending upon area.)	CDBG	Number of persons with improved access to service. Number receive service or benefit that is no longer substandard.	2010	1	2	200 %
				2011	1	3	300 %
				2012	1		%
				2013	1		%
				2014	1		%
			MULTI-YEAR GOAL		**5**	**5**	**%**
EO-1	**Availability/Accessibility of Economic Opportunity**						
EO-1.1	Stimulate employment opportunities for low an moderate-income individuals by partnering with state agencies to provide job training program.	CDBG	Number of persons assisted. Number of persons with improved access to service.	2010	12	13	110%
				2011	12	17	200%
				2012	12		%
				2013	12		%
				2014	12		%
			MULTI-YEAR GOAL		**60**	**30**	**110%**

Affirmatively Furthering Fair Housing

In January 2011, the City completed an updated analysis of impediments to fair housing choice in its jurisdiction. The prior analysis of impediments was completed in 2006 and the current AI was an update to the previous AI. In the updated AI the City identified two primary concerns that can have an impact on equal housing choice in the Burlington area. The first impediment identified is the availability of access to affordable homeownership, rental units, and prevention of predatory lending. The second impediment identified is the need for accelerated Fair Housing outreach with the housing industry including developers, relators, financial institutions, and insures.

The City has instituted several actions to overcome the effect of the impediments identified above. The following list describes the actions:

- Maintain partnerships and coordinate with realtors, public/private housing providers and housing counselors – the City will refer potential first-time homebuyers to certified housing counselors at Alamance County Community Services Agency and/or local mortgage lenders and to the Consumer Credit Counseling Service of Burlington.
- Conduct accelerated Fair Housing outreach with housing industry including developers, realtors, financial institutions, and insurers.
- The City will continue to distribute and display brochures on fair housing and fair housing laws at entities in the community. The City will also maintain an up-to-date website with fair housing information.
- The City will also work to complete more outreach in the Latino community and analyzing lending audits.

In program year 2011 the City completed a list of activities to affirmatively further fair housing. The following list details those activities:

1) Conducted the following education/outreach effort on fair housing choice: Distributed HUD pamphlets, “Fair Housing, It’s Your Right Equal Opportunity for All” and “Are you a Victim of Housing Discrimination,” to public facilities. Placed pamphlets in the public information rack in the City Municipal Building. Replenished supply of information periodically.
2) Distributed new fair housing material from the National Fair Housing Council to Alamance County Community Services and the Burlington Housing Authority.
3) Referred potential first-time homebuyers for housing counseling to certified housing counselors at Alamance County Community Services Agency, the banks and the Consumer Credit Counseling Agency of Burlington.
4) Increased and maintained affordable owner-occupied housing stock through the City’s existing housing rehabilitation loan programs.

5) Rehabilitated homes of disabled and elderly households to make the houses more accessible based on their physical limitations, thereby, enabling them to continue to reside in their homes.
6) Referred homeowners threatened with foreclosure on their property or with credit problems to Consumer Credit Counseling Service, Resolution Mitigation Services, and/or Legal Aid. Legal Aid, as appropriate and necessary placed the homeowners with the UNC or Duke Law Clinics.
7) Referred landlords and eligible potential tenants to Graham Housing Authority to obtain rental assistance through the Section 8 program.
8) Referred eligible rehabilitation clients to Alamance County's Housing rehabilitation grant program.
9) Referred clients with rental housing problems to Alamance County Community Services for assistance through their Housing Counseling Program.
10) Advertised housing information in local newspaper in April 2012.
11) Verified and documented with HUD concerning potential housing issues.
12) Maintained fair housing webpage on the City of Burlington's website which details fair housing information to citizens.
13) Through a promotional event of the Apple Tree Subdivision the City also promoted Fair Housing rights at the event.
14) Began preliminary assessment of lending and sales audit among different races.

Other Actions

Obstacles to Meeting Underserved Needs

In the Action Plan, the City proposed actions to leverage private and other public funds to fill gaps to finance projects. During the program year, the City leveraged its housing rehabilitation funds with owners' contributions and State Construction Training Program funds. For qualified homeowners, the City referred the applicants to Alamance County Community Services Agency's weatherization and other programs. The agency weatherized 19 homes in Alamance County during the year. For energy crisis intervention or replacement of heating systems, the City also referred homeowners to the agency for assistance if funds were available. The agency provided energy crisis assistance for 605 households.

The City proposed actions to coordinate efforts with other agencies and public entities to develop, finance and provide programs, services and housing for low and moderate-income people, the homeless and special needs populations. To leverage funds for affordable housing projects, staff supplied information to non-profits, such as Habitat for Humanity and Alamance County Community Services Agency applying for private and public funds. Staff also provided technical assistance such as developing house plans, made referrals to information sources and furnished other support/information upon request. The City provided information and letters of support and other technical assistance as needed for agencies, such as the Burlington Housing Authority, to apply for supplemental funds.

The City regularly attended monthly Community Council meetings held by the United Way to maintain connections with housing and community needs in the City. These monthly meetings allow for a networking/collaboration opportunity for City staff to stay aware of the needs in the community.

To meet the needs of persons with special needs, the City worked with other agencies to provide housing options. Staff also served as a member of the Alamance County Interagency Council for Homeless Assistance to identify housing needs and options for the homeless, to plan projects and to assist with funding applications.

To identify underserved needs in its jurisdiction, the City encouraged citizen participation in program development. City staff discussed potential funding proposals with community groups, individual citizens and representatives of various organizations and explained the process for submitting a funding proposal. Before any public hearing or area meeting, the City advertised in the local daily newspaper and sent notices to various agencies and organizations. The City made funding applications or plans available for public review before submitting the proposals to the funding agency.

Foster Affordable Housing

Actions to foster affordable housing for low and moderate-income households are discussed in the description of affordable housing activities and CDBG Narratives. The City used CDBG and HOME Program funds for housing projects, such as housing rehabilitations and down-payment assistance, during the program year. To further encourage the production of affordable housing for lower income first-time homebuyers, the City conveys, when available, City-owned lots to non-profits to construct houses.

The City follows an affirmative marketing policy for units assisted through its housing program, whatever the funding source. During the program year, the City undertook the following actions to affirmatively market its housing rehabilitation and homebuyer assistance program:

1) Encouraged citizen participation to find out the community housing needs during the planning process to apply for program funds.
2) Informed the public, potential purchasers, and owners about its affirmative marketing policy and commitment to nondiscrimination, equal opportunity and fair housing choice.
3) Verified the household income of the occupants before rehabilitating an occupied unit or the prospective homebuyers before providing down-payment assistance to purchase a home.
4) Marketed Apple Tree Subdivision (CHDO Project) and Housing Rehabilitation Program on City of Burlington's website.
5) Distributed brochures to local agencies for Housing Rehabilitation Program.
6) Worked with Habitat for Humanity on a property exchange for affordable housing development.

Barriers to Affordable Housing

In the Action Plan, the City proposed to undertake several actions to moderate any negative effects of its public policies. These proposed actions were as follows:

1) Ensure City regulations provide sufficient land use and density categories to allow the development of various housing types, including affordable housing, and avoid requirements that could produce discriminatory patterns.
2) Encourage affordable housing development by funding infrastructure projects or, when feasible and eligible for HUD funding, sharing the cost for infrastructure development with a non-profit or other public entity.

During the reporting period, the City executed the following to address these proposed actions:

1) Provided technical assistance and allocated funds for the local CHDO to continue developing City-owned property for affordable housing in the Apple Tree Village subdivision on Apple Street.
2) Served as a member of the Steering Committee and Planning Committee for the local Weed and Seed Initiative to improve the designated area in East Burlington and thereby, to encourage development. Targeted the area for infrastructure/public facility improvement projects, such as water and sewer project in two neighborhoods and several recreation improvements in East Burlington.

Institutional Structure/Coordination Efforts

For program year 2011, the City planned several actions to eliminate gaps in the institutional structure for conducting its affordable and supportive housing programs. These actions were as follows: participate with other entities to provide affordable housing, coordinate and integrate its housing assistance with non-profit housing agencies, participate in North Carolina Construction Training Partnership Program, and use the technical expertise of various City departments as well as Community Development Program staff. The City also supported activities to enhance the provision of housing options and coordination of services between public and private housing providers and social service agencies.

During the program year, the City undertook the following activities to accomplish these proposed actions to overcome gaps in the institutional structure and enhance local coordination:

1) Participated in the Greensboro/Guilford/Burlington/Alamance Housing Consortium for the HOME Program to maximize the available funds for affordable housing. Administered Alamance County's HOME Program besides its own program.
2) Participated in the North Carolina Construction Training Partnership Program to provide job training for 17 low-income persons and leverage funds to improve the affordable housing stock for low-income area residents.

3) Served on the Steering Committee and Planning Committee of the local Weed and Seed Initiative to make the designated area of East Burlington a safer and more livable area of the community.
4) Cooperated with other City departments and citizens to execute the "Connecting Burlington Communities" (CBC) initiative to improve the overall quality of life for Burlington residents.
5) Served as a member of the Alamance County Interagency Council for Homeless Assistance to promote and augment the local Continuum of Care system. Assisted with the updating of statistics on homelessness and available services.
6) Provided technical assistance and financial support to ACCSA, the local CHDO, to continue developing the City-owned property in the Apple Tree Village subdivision. The CHDO counseled clients to become homeowners. The CHDO is working to complete its the construction of the sixth house in the subdivision. Marketed Apple Tree Village Subdivision on City of Burlington's website.
7) Leveraged public and private funds to make the improvements of properties feasible and thereby, kept affordable housing available in the housing market.
8) Communicated, exchanged information and made referrals between various government agencies and non-profits that provide supportive facilities and services and/or housing programs.
9) Marketed Housing Rehabilitation Program through a brochure detailing the program. This brochure was distributed to local agencies and uploaded to the City of Burlington's website.
10) Incorporated all the requirements of the City of Burlington's Housing Rehabilitation revisions to the Contractor Manual for the Housing Rehabilitation Program.
11) Responded expediently to requests to provide Certificates of Consistency and letters of support and/or information for non-profits to apply for funds to deliver housing assistance for persons with special needs and the homeless and the public housing authority to set up or continue programs.
12) Continued to administer the City's housing programs with experienced staff from various City departments.

<u>Public Housing Improvements and Resident Initiatives</u>

Two public housing authorities, Burlington Housing Authority and Graham Housing Authority, own and operate public housing units that are available to low and extremely low-income residents throughout the County. Graham Housing Authority also administers a countywide Section 8 housing choice vouchers program.

Burlington Housing Authority:

Burlington Housing Authority (BHA) has completed several public housing improvement projects in program year 2011. These improvements included replacement of sidewalks in all the BHA communities along with installation of shutters and landscaping at some communities.

Resident Initiatives

Burlington Housing Authority (BHA) will continue its programs and initiatives to encourage residents to become involved in management. The housing authority Resident Initiatives Programs to counsel, support and train residents on security and crime prevention, drug prevention, management, leadership, and small business operations. Through these programs, residents become involved in resolving problems with drugs, vandalism, resident safety, etc. BHA also counsels and supports residents' pursuing education/career training opportunities and becoming homeowners or renters in the private housing market.

The public housing communities elects 16 residents to serve as officers and representatives on the Resident Advisory Council, which includes two representatives per community complex. A representative from the Resident Advisory Council serves on the Burlington Housing Authority Board of Commissioners as an equal voting member. During the program year, the Resident Advisory Council accomplished several notable activities. These notable actions included: administration of a food pantry for an average of 35 families monthly; conducted a Community Day project where residents gathered school supplies and information on local programs for the resident; and sponsored GRASPS

To improve resident skills academically, BHA continued a resident academic scholarship program. Eligible residents over 18 years of age with a high school diploma or GED can be considered for financial assistance upon enrollment in any certifiable education/skill training program. During program year 2011-12, nine residents participated in the program. For the program year there were several graduations: one from Hampton University (Magna cum laude); one from Appalachian State (Summa cum laude); and one from Johnson C. Smith (Summa cum laude). To date, BHA has assisted almost forty residents through the program. Additional eligible residents will be enrolled, as funding is available.

The housing authority continued to sponsor supportive programs for its residents. The housing authority currently has 96 youths participating in its after school enrichment program, a year round program. Alamance County United Way provided funds for materials and equipment for the after school program. For school age children, BHA partners with others to offer scouting programs and to encourage participation in the recreation programs of the local parks and recreation departments.

To encourage homeownership, BHA conducted a Family Self-Sufficiency (FSS) Program that supports the residents' efforts to save funds to purchase a home or move into an unsubsidized dwelling. BHA secured a grant to provide counseling services and referrals for the program participants. The housing authority has 27 residents enrolled in its program. Of the program enrollees, 2 successfully completed the program.

Gang prevention, intervention and suppression is an Alamance County project administered by Burlington Housing Authority in which all seven law enforcement agencies of the County have joined to implement successful efforts. Through the Juvenile Justice and

Delinquency Prevention Grant and supportive program 35 youth of the County were engaged in academic, social and gang prevention training.

The housing authority continued its initiatives to prevent crime and promote the safety and security of its residents. BHA conducted a Drug Elimination Program. The housing authority hired off-duty policemen to patrol the public housing sites, to conduct drug arrests and to provide drug prevention activities for the youth. Burlington Housing Authority also has a part-time crime prevention investigator on staff for the residents to report criminal activities and to act as a liaison with the Burlington Police Department.

During the year, the housing authority continued to conduct the Training for Manhood Program for 17 participants and the P.H.A.S.A.C. Basketball/Academic Program for 27 participants. The program encourages youth residents to gain self-esteem, succeed in school and develop alternative activities to joining gangs. Through the P.H.A.S.A.C. Basketball/Academic Program the average GPA was 2.68 with one individual having a 3.76. There were 11 senior who participate with 8 of them continuing to higher education and two entering the military.

The HOPE and STEPS program operated by the Burlington Development Corporation remains an active source of additional housing in Burlington. The STEPS program which is transitional housing had three families participating through June 30, 2012. The HOPE program which is for chronically homeless and disabled individuals had four families participating through June 30, 2012. To date there are two slots available for HOPE and one slot available for STEPS.

Graham Housing Authority:

Graham Housing Authority (GHA) installed new roofing on 14 buildings along with security screens, security doors with deadbolt lock. The housing authority completed annual inspections and required owners of dwellings leased to Section 8 tenants to comply with the applicable Housing Quality Standards.

Resident Initiatives

Graham Housing Authority (GHA) continued to train and encourage residents to participate on the Resident Advisory Board and in developing and managing programs and policies for the residents. The public housing communities elected four residents to serve on the Resident Advisory Board. During the year, the Resident Advisory Board spearheaded the following activities: senior tenant Christmas lunch and Fall picnic.

Upon the request of the Resident Advisory Board, one of its trained members may serve on the Graham Housing Authority Board of Commissioners. The Resident Advisory Board has chosen not to select a member to serve on the Board of Commissioners. Training to serve on the Board of Commissioners will be an on-going activity.

Through a Family Unification Program, GHA helped 47 families who are threatened with homelessness or separation from their children to find decent, affordable housing. GHA provides rental assistance to make the units affordable and thereby, encourage the families to reunite.

GHA's participation in the Section 8 program is been consistent for several years. There are currently 2,330 persons being served through the Section 8 Housing Program which includes 1,003 families. There is currently 1,607 people on the waiting list for the Section 8 Program as of June 30, 201. The waiting list was closed in April 2012 due to the large number of persons on the existing list.

During the year, Graham Housing Authority worked with other area agencies, participating in the local continuum of care, to execute multi-year Shelter Plus Care grants for the disabled homeless population in Alamance County. The housing authority administers one grant and the rental portion of all of the projects.

The housing authority also administers housing choice vouchers granted by the Housing Opportunities for Persons with Aids (HOPWA) Program. During the year, GHA housed three participants through the HOPWA Program.

Lead-Based Paint Hazard Reduction

As part of its housing activities, the City continued actions previously instituted to raise its program participants' awareness of lead-based paint hazards. The City's policy is to inform residents of units scheduled for rehabilitation or potential homebuyers about the health dangers of lead poisoning, especially to children. Staff gives additional information on how to prevent and protect young children from lead poisoning to residents of older housing units. If the dwelling could potentially contain lead-based paint, the City encourages these households to test the children for lead poisoning at the County Health Department. The County Health Department actively conducts clinics to test children and educational programs/mailings to explain the importance of lead screening for children.

During the program year, the City inspected any home built before 1978 for potential lead-based paint hazards and required actions to contain any potential hazard noted. For units in its housing rehabilitation program, the City contracted with a certified firm to inspect and prepare lead-based paint risk assessments and to perform clearance tests, when required. All contractor performing work on lead positive home were verified to have completed the Renovation, Repair, and Paint training. Certified contractors completed either the required interim controls or abatement procedures to reduce the lead-based paint hazards during the rehabilitation of two (2) positive units. All of these units passed the clearance tests.

Anti-Poverty Actions

Through its established programs and policies, the City strived to alleviate the impact of poverty and to reduce the number of households living below the poverty level. The City coordinated its efforts among public and private housing providers and health and human service agencies to meet its objectives. Activities pursued are as follows:

1) Rehabilitated dwellings for three extremely low-income (incomes 0-30% of Median Family Incomes (MFI)), five very low income (incomes 0-50% of Median Family Income (MFI)), and two (incomes 61% to 80% of Median Family Income (MFI)) to improve the availability of safe, decent, sanitary, and affordable housing in the marketplace.
2) Encouraged the revitalization of low-income neighborhoods by installing a new water line connection and new sewer connection and making energy efficient improvements to two recreation facilities
3) Assisted with carrying out the planned activities of the City's Weed and Seed Program, an initiative to comprehensively address crime, socioeconomic problems, and environmental problems in a designated low and moderate-income area. Completed the two infrastructure projects in East Burlington the designated Weed and Seed area.
4) Continued to conduct activities to develop affordable housing for low and moderate-income families on City-owned lots in the existing Apple Tree Village subdivision on Apple Street.
5) Supported and cooperated with other governmental entities, agencies and non-profit organizations providing programs and services for impoverished and low-income groups. Referred eligible individuals seeking assistance to appropriate agencies, such as Alamance County Community Services Agency, Alamance County, Graham and Burlington Housing Authorities, Loaves and Fishes, Allied Churches, and Salvation Army, etc. (Refer to discussion in section on institutional structure and coordination efforts.)

Local Monitoring and Compliance

Throughout the program year, the City of Burlington conducts monitoring reviews of the HUD-funded programs, including its public services projects and CHDO's projects, to ensure compliance with the required regulations, statutes, procedures, standards, and affordability. During the year, the City periodically reviews and assesses the available resources, expenditures and accomplishments to determine whether the planned activities are effectively meeting the City's goals and objectives.

For all types of projects, staff maintains project files documenting the City's compliance with regulations, such as environmental reviews, income eligibility of household(s) or project area(s), lead-based paint, relocation, Davis-Bacon Act, housing quality standards, affirmative marketing, and financial management. Review and update of these files is an ongoing process. The City also records its activities and efforts to encourage fair housing, citizen participation, equal opportunity, handicap accessibility, long-term affordability, and special needs housing. Audits and continual reviews of revenue and expenditures ensure financial accountability.

For its public service project, the City randomly checks the Library System's reported CDBG purchases to ensure the funds are used for the North Park library. The City reviews monthly reports on the construction training classes conducted by the North Carolina Home Builders Association. City staff and the program coordinator collaborate to set up classroom space and housing projects for the trainees to gain direct work experience. Staff routinely inspects job sites when trainees work on residential rehabilitation and/or reconstruction projects.

For public facilities and infrastructure improvements, the City routinely visits project sites to monitor eligibility and feasibility before beginning the project. During the project, the City visits and/or ensures compliance with regulations and labor and safety standards and procedures. The City certifies satisfactory progress and completion of the project as payments are issued to the contractor(s).

As a policy, the City Community Development Division examines dwellings to assess the condition and feasibility of the proposed rehabilitation project. Throughout the project, staff and/or the rehabilitation specialist inspect a job a minimum of twice a week and if necessary, once a day. Both the frequency and duration of inspections depend upon the progress, problems or uniqueness of the job. Periodically, the Community Development Administrator and Community Development Technician inspect progress on a job. In addition, the Community Development Division requires documentation of inspections by the City's Inspection Department and the Rehabilitation Specialist/Class 3 Building Inspector before paying a contractor. At the completion of a project, the Rehabilitation Technician and the property owner inspect a job to ensure satisfactory completion. The City's Chief Building Inspector and the Rehabilitation Specialist/Class 3 Building Inspector also must certify final inspection of the job. For vacant units or units vacated temporarily during the rehabilitation process, the City's Inspector Department issues a Certificate of Occupancy.

Each year, with the assistance of the City, the Lead Entity of the Housing Consortium re-certifies the eligibility of the designated local CHDO to participate in the HOME Program. The City also annually requires the CHDO to submit a copy of their audit and an IRS 990 form. Throughout the year, the City provides technical assistance and monitors and inspects the work on the houses developed by the CHDO. The CHDO provides to the City information documenting the eligibility of the homebuyers and other pertinent records pertaining to the project.

Annually, during the applicable period of affordability, the City monitors the compliance of property owners, who received HOME Program rental housing rehabilitation funds, with the program standards for tenant income eligibility, rent affordability, and property standards. As required, the City periodically inspects the rental units to ensure the condition of the unit meets program property standards.

Leveraging

During program year 2011 the City leveraged various other public and private resources to address the proposed housing and community development activities in its Consolidated

Plan. For housing rehabilitation projects, the North Carolina Housing Finance Agency provided Construction Training Program (CTP) funds to partially finance the construction costs to renovate or complete the renovation of two dwellings during the year. One of those dwellings one was a complete reconstruction. To match HOME Program expenditures for rehabilitations, the City allocated a portion of its closed-out Rental Rehabilitation Program loan payments. Other financial resources used for rehabilitation work were grants and private funds contributed by property owners.

As compared with the previous program years, program year 2011 saw an increase in the amount of leveraged funds. Table 4 identifies the various leveraged resources available and the expenditure of these funds in 2011-12 for the City's housing and community development activities. The amounts are rounded to the nearest dollar.

Table 4. Leveraged Resources
Program Year 2011

Funding Source	Available Funds	Expenditures
State:		
CTP	65,000	65,000
Local:		
HOME Match	24,376	24,376
City	5,167	5,167
Private:		
Homeowners	1,150	1,150
Weatherization	949	949
Non-Profit	14,700	14,700
Lowes	396	396
Total	**$111,738**	**$111,738**

Summary of Citizen Comments

September 7, 2012, the City of Burlington placed a notice of the preparation of its Consolidated Annual Performance and Evaluation Report (CAPER) for program year 2011 in the local newspaper, the Burlington Times News. The notice stated that the City would hold a public hearing on September 18, 2012 for citizens to comment on its performance of the Community Development Program activities during 2011 program year. Copies of the report would be available for public review for fifteen (15) days, September 7-22, 2012 in the City Planning and Community Development Department, Burlington Municipal Building. During this period, citizens did not submit any oral or written comments on the CAPER.

On September 18, 2012, the City Council held a public hearing on its performance report. No citizens commented at the hearing.

Self-Evaluation

Throughout the program year, the City internally maintains status reports on its housing program(s) and public infrastructure/facilities projects or neighborhood revitalization efforts. The City periodically reviews and assesses the available resources, expenditures and accomplishments to gauge whether the planned activities are effective or need to be modified. It also maintains records of funds leveraged for projects. For non-quantifiable inputs and outcomes, the City gathers information on resources used, such as staff activities and assistance to help other governmental entities/agencies, non-profits and organizations to address homelessness, housing for persons with special needs, and various human services needs, and the qualitative results.

During the program year, the City enters planned and actual accomplishments for each activity into HUD's Integrated Disbursement and Information System (IDIS) in accordance with the CPD Outcome Performance Measurement System framework. The City also accesses IDIS reports to track its progress using resources relative to accomplishments and to the HUD benchmark for timeliness for expending funds. At the end of the program year, the City uses the IDIS reports and internal information to aggregate its data on accomplishments. In the "Assessment of Five-year Goals and Objectives" section, the City reviewed and appraised the aggregated data on its accomplishments and progress in meeting the priority needs and objectives identified in its Consolidated Plan.

In the 2011 program year, the City successfully addressed its five-year goal to provide decent and affordable housing to low and moderate-income families by rehabilitating houses and providing homebuyer assistance. At the end of the program year, the City had completed the rehabilitation of ten units. As the second year of the 2010-2015 Consolidated Plan, the City had completed rehabilitation on 21 units. For program year 2011, the City has met its one-year goal for rehabilitating 10 units.

To expand homeownership opportunities during the past program year, the City supported non-profit efforts to develop affordable housing for low and moderate-income homebuyers. The City assisted financially and technically Alamance County Community Services Agency (ACCSA), its CHDO, continued endeavors to develop homes in the Apple Tree Village Subdivision on city-owned lots. The City maintained and updated the webpage on the City's website to promote the Apple Tree Village Subdivision. During the program year, ACCSA worked to qualify a potential participant and construction started in May 2012. The project is expected to be completed by August 2012.

On properties conveyed by the City, Habitat for Humanity plans to start construction of homes on Rauhut St in early 2012. In program year 2011 the Ben Court Subdivision in Graham was the focus of Habitat's activity. This 18-house subdivision will be completed by late 2011 at which time the Rauhut Street subdivision will begin.

Other future developments for Habitat for Humanity include a 35 home subdivision in East Burlington acquired by Habitat through bankruptcy. In April 2011 a parcel acquired by the City through foreclosure was transferred to Habitat for Humanity in April 2011. Habitat will develop this lot with two homes in the coming years.

For the homeless, the City's five-year goal is to provide services and housing by promoting the accessibility/availability to create a suitable living environment for the homeless and decent housing for the homeless with special needs. Through the local continuum of care network, the City made an impact on the needs of the homeless population as indicated in its five-year assessment discussion. The City continued to financially assist Family Abuse Services, the emergency shelter provider for victims of domestic violence. City staff also served on the Alamance County Interagency Council for Homeless Assistance.

As a member of the Balance of State Continuum of Care, the Alamance County Interagency Council did not apply for any Continuum of Care funds.

The City set a five-year goal to provide services and housing for the non-homeless with special needs by promoting accessibility/availability of decent housing to this population group. In program year 2011 the City allocated funds to upgrade carpeting at the emergency shelter operated by Family Abuse Services and to upgrade the bathroom, roof, and HVAC at the emergency shelter operated by Allied Churches.

Additionally, the City distributed a portion of the revenue from a special liquor surcharge to Family Abuse Services, the provider of services for victims of domestic violence and their children. Throughout the year, the City supplied information, letters of support and Certificates of Consistency with its Consolidated Plan for various agencies' grant applications to address the area supportive housing needs for the non-homeless.

In the five-year assessment section, the City reviewed its progress on improving public infrastructure and enhancing access to public facilities to address its goal to provide a suitable living environment. The City proposed to undertake one public facility or infrastructure improvement project each year. Using CDBG funds, the City installed a new water line connection on Gilliam Rd. to better serve the Glen Raven area in East Burlington. The City met its goal by 100% by completing one project to improve or develop public infrastructure in low and moderate-income areas.

To improve access to the public facilities and services, the City provided financial assistance to the library located in the Mayco Bigelow Community Center at North Park, a City-owned park. The park is located in a low and moderate-income area. Continued city support ensures the library is able to provide and maintain its current level of service to the area.

The City has enhanced access to local public facilities and services that deliver recreational and human services to HUD target population. For program year 2011, the City completed three energy upgrade projects at City-owned recreation facilities. New energy efficient lighting was installed at Fairchild Park and North Park. Also, at Fairchild Park new building automation controls were installed. These projects allowed for energy savings on lighting, and a system for remote troubleshooting of equipment failures. The City also updated the quality of a public facility for persons who are victims of domestic violence and homeless individuals and families. The City provided funds to assist Family Abuse Services to upgrade the carpeting in its emergency shelter and funds to Allied Churches to update the bathrooms, HVAC, and exterior roofing. As part of the first year of the five-year strategic plan, the City has improved the availability/accessibility of local public facilities, such as special needs housing or treatment centers and the branch library in a community center, by conducting five projects – 500% of its multi-year goal of five projects.

In the Consolidated Plan, the City proposed to promote economic development over the five-year period. To stimulate employment opportunities for low and moderate-income individuals, the City conducted a training program for construction workers during the year. The City partnered with the North Carolina Home Builders Association and the North Carolina Housing Finance Agency to provide job training in the construction industry. Additionally, during the year, the City encouraged women and minority owned businesses to participate in its Community Development Program and contractors to employ low and moderate-income area residents in HUD funded projects. (See discussion of non-housing community development activities in the five-year assessment narrative.)

Over the past year, the City has successfully strived to employ various strategies to address its proposed five-year goals and objectives. At this time, the City will continue its

existing strategies, but continually review and assess the progress and success of its programs. When necessary, the City will institute revisions to its programs and budgets to effectively use its resources to achieve its desired results.

COMMUNITY DEVELOPMENT BLOCK GRANT NARRATIVES

Relationship of Expenditures to Plan and Strategies

Table 6 summarizes the City's expenditure of CDBG funds for housing activities and non-housing community development activities. Reported expenditures include the program income and revolving loan funds used for projects. Funds spent for program administration are not shown in the table.

Table 5. CDBG Expenditures
Program Year 2011

Housing Projects

An objective in the City's Consolidated Plan is to provide decent housing by reducing the number of substandard units occupied by low and moderate-income homeowners. In the 2011 program year, the City planned to rehabilitate 10 housing units for low and moderate-income households. During the program year, the City completed the rehabilitation of 10 owner-occupied houses. In the affordable housing discussion of the five-year assessment narrative, Table 2, Affordable Owner Housing Accomplishments, identifies the assisted households by income levels.

In Table 6, the total CDBG expenditures for housing projects include the cost for lead-based paint hazard inspections and temporary relocations. Of the total expenditures for housing projects, the City spent approximately $111,667 of its revolving CDBG loan funds – over $72,193 for two housing rehabilitations, $2,640 for lead-based paint hazards inspections for three houses, $1,012 for relocation costs and about $35,822 for additional activity delivery costs. The City paid $2,875 of CDBG funds for temporary relocation costs for three homeowners during the rehabilitation of their dwellings. During the program year, the City primarily used HOME Program funds for housing rehabilitation projects. Funds from the HOME Program and Construction Training Program used for rehabilitations, required lead-based paint reduction procedures, and temporary relocations are not included in the total expenditures for housing projects shown in Table 6.

Table 6. CDBG Expenditures

Activity	Expenditures
Housing Projects	$111,667
Public Facilities	$413,763
Public Services	$10,000
Relocation	$2,876
Total	**$538,306**

In response to local employment and affordable housing needs, the City invested $65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is a tri-party venture between the City, North Carolina Housing Finance Agency (NCHFA) and North Carolina Home Builders Association (NCHBA). The City paid North Carolina Home Builders Association to recruit the trainees who were low-income or homeless and to conduct two eight-week classes and "hands-on" training. HBA also helped the students with job preparation (i.e. proper work ethic, interviewing and job search strategies) and job placement activities.

Of the 20 enrollees in the program, three individuals did not graduate, two individuals left for early employment, 17 individuals completed the training. The graduates attended class, constructed utility buildings, and observed and worked on houses through our rehabilitation program. The class also assisted Habitat for Humanity with a community based roofing project. North Carolina Housing Finance Agency provided $65,000 for the hard construction or rehabilitation costs of eligible program-related projects identified and undertaken by the City. During the program year, the City used $65,000 of Construction Training Program (CTP) funds to leverage HOME Program funds spent to renovate four homes. The CTP funds will be repaid to the HOME Program account when the housing loans become due.

CTP Class at work rehabilitation project

Public Facilities

Several objectives for public facilities improvements are outlined in the City's five-year Consolidated Plan. These objectives include improving access to public infrastructure in East Burlington and improving the recreational facilities for residents in East Burlington. In program year 2011 the City completed one project for each objective of public facility improvement.

For improvement to the public infrastructure the City's five-year focus is to target an improvement project in a low to moderate-income neighborhood to revitalize the area for provide a suitable living environment.

To meet this objective the City completed four projects in East Burlington. The first project improved public infrastructure by installing a new water line connection along a portion of Gilliam Road. The City expended $58,508 to this connection. This project will serve the residents of the Glen Raven with a minimized area impacted by waterline breaks and water service shutdowns; increased fire flow; and reduced water quality complaints. The other three projects were energy upgrades projects at City-owned recreation facilities. The City expended

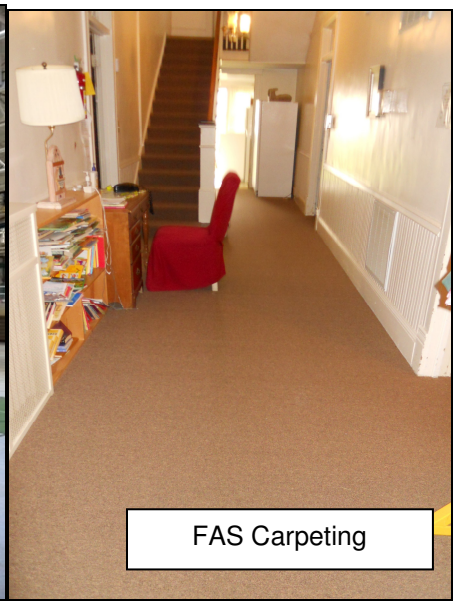
$40,700 on lighting upgrades and building automation controls at Fairchild Park. The City also expended $21,130 on light updates at North Park.

Accessibility and availability of decent housing and services for HUD target populations is another specific five-year objective for the City. During the 2011 program year the City completed two of these projects. The City expended $7,776 to install new carpeting in the emergency shelter for victims of domestic violence operated by Family Abuse Services. The City also expended $98,289 to install a new roof and HVAC along with renovate the bathrooms in the emergency shelter for homeless individuals and families operated by Allied Churches.

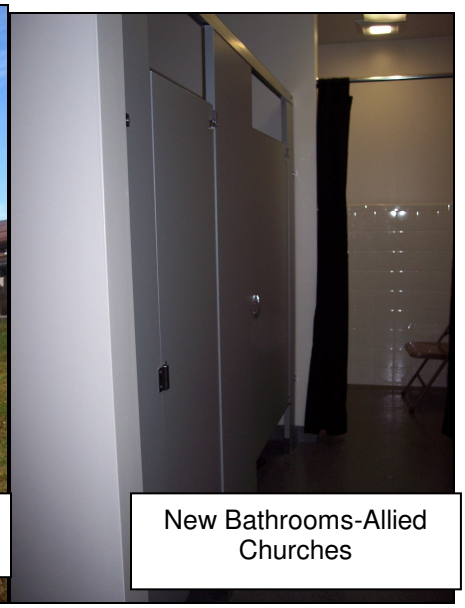
Gilliam Rd during construction

Lighting Installation at Fairchild Park

New Lighting at North Park



FAS Carpeting



Public Services

In the 2011 Action Plan, the City Community Development Program allocated $10,000 to support the public library branch in the Mayco Bigelow Community Center at North Park. The library primarily serves a low and moderate-income area. During the program year, the library circulated 10,232 materials for use in the library and in the patrons' homes. Library patrons accessed the computer 1,628 times, improving their computer skills and gaining information. This increased by 14% compared with last year's numbers. The library presented 89 children's programs with 1,992 children attending. The children programs presented decreased by 192 attendees. For the program year, the door count at the branch library was 4,309 patrons which was a .25% increase from last year.

Budget Amendment

Changes in Priorities and Objectives

With the submission of the FY 11-12 Action Plan the City of Burlington incorporated a substantial amendment to its CDBG 2007-08 Action Plan to reallocate unused funds from several completed community development projects. These funds were reallocated to complete a public infrastructure project in East Burlington.

Under the objective to provide improved public infrastructure for residents in East Burlington the City completed a sewer line project. The City expended $122,360 to relocate the sewer line, eliminating the need for condemnation or acquisition of an existing building. The sewer line was collapsing under building. The project created continued and improved sewer access to residents of this area.

This project was completed as of June 30, 2012 and the funds were expended to benefit a low to moderate income area of East Burlington.

Assessment of Efforts to Carry Out Planned Actions

During the program year, the City pursued the resources identified in the action plan. The City leveraged federal and state funds, local resources, and private funds to execute its planned projects and strategies. In the section on "Leveraging," the City discusses its use of other funds for housing rehabilitation projects.

To address community needs, the City conducted public improvement and facilities projects in East Burlington neighborhoods, low and moderate-income areas. The City completed a water line improvement project and a various recreation facility improvements in East Burlington. (See discussion of the City's actions to address "Non-Housing Community Development Priority Needs" in the Five-Year Assessment Section.)

For persons with special needs, the City provided funds to renovate a public facility for victims of domestic violence and the homeless shelter. For persons who were victims of domestic violence, the emergency shelter was updated with new carpeting and the upgraded the homeless shelter new bathrooms, HVAC, and roof.

The City promptly processed requests certifying consistency with its Consolidated Plan for local applicants for HUD funds. In the discussions of actions to promote the accessibility and availability of housing/services for the homeless and supportive housing for the homeless and non-homeless and efforts to foster the institutional structure/coordination, the City described its support and response to requests from other agencies.

During the program year, the City did not hinder implementing the proposed actions in the Consolidated Plan by any action or willful inaction.

National Objectives

All of the City's activities executed during the program year met a national objective. The City's expenditures benefited 100% low and moderate-income clientele.

Displacement

During the program year, the City did not permanently displace any residents to rehabilitate their dwellings or to carry out any activities involving acquisition of an occupied property using CDBG funds. Any demolition work occurred as part of a housing rehabilitation project and did not permanently displace the residents. If necessary, the City temporarily relocated the homeowner to facilitate rehabilitation of the property.

Economic Development

The City did not undertake any economic development project that created or retained jobs for low and moderate-income persons. Through the Construction Training Partnership Program, the City provided occupational training for 17 low-income or homeless persons to become construction workers. The Home Builders Association (HBA) also helped the students develop job preparation skills and strategies and assisted with potential job placements in the construction trade. HBA follows up on the students to ascertain how many find employment or have another positive outcome, such as entering schools. Other activities included efforts to revitalize the City's "Weed and Seed" designated area, to encourage women and minority owned businesses to participate in its Community Development Program, and to advocate for the employment of low and moderate-income area residents for HUD funded projects. See discussion in five-year assessment section.

Limited Clientele Activities

In the 2012 program year, the City conducted a limited clientele activity for victims of domestic violence and the homeless population. All other City activities directly benefited low and moderate-income individuals and households or an identified low and moderate-income area.

Program Income

The Financial Summary (IDIS Report C04PR26), HUD-4949.3 form and attachments relate the program income generated during the 2011 program year. The City received approximately $174,621.30 from monthly loan payments or lump sum repayments to its revolving loan fund.

Rehabilitation

The City Housing Rehabilitation Program provided funds to correct Minimum Housing Code violations, to reduce lead-based paint hazards, and to improve the energy efficiency in single-family dwellings occupied by low and moderate-income homeowners. During the program year, the City funded these projects with the following sources: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Rental Rehabilitation Program income (local match for HOME Program), North Carolina Housing Finance Agency Construction Training Partnership (CTP) Program, revolving loan funds, and leveraged private funds. As of June 30, 2012, the City completed the rehabilitation of ten owner-occupied units.

Table 7 shows the racial/ethnic composition of the assisted households in the eleven (11) completed units.

Table 6. Racial/Ethnic Composition
Assisted Households
Program Year 2011

Racial/Ethnic Status	Households
White	1
Black	9
Total	**10**

Table 8 breaks down the City's expenditures during the program year for housing rehabilitation projects by funding source/program. Expenditures for completed and unfinished housing rehabilitation projects include appropriations, revolving loan funds, program income, and local matching funds for the HOME Program.

Table 7
Housing Rehabilitation Projects
Expenditures by Funding Source
Program Year 2011

Funding Source	Expenditures
CDBG	$71,876
HOME Program	$277,926
State CTP	$65,000
Total	**$414,802**

Of the total expenditures for housing rehabilitation projects, the City spent $2,640 of CDBG revolving loan funds and $7,821 of HOME Program funds to inspect, prepare risk assessments and test for clearance of lead-based paint hazards for the housing rehabilitation projects. For the temporary relocations of families during the rehabilitation of their dwellings, the City expended an additional $1,012 of CDBG funds and almost $13,162 of HOME Program

funds. Expenditures for temporary relocations are not included in the total rehabilitation costs for housing projects.

Project delivery costs for staff and other direct costs to conduct the housing rehabilitation program amounted to an additional expenditure of about $35,822 of CDBG revolving loan funds. The Housing Rehabilitation map shows the geographic location of the City's investment in rehabilitation projects by census tracts.

At the end of the program year, the City had preliminarily inspected fourteen (14) houses. Of these houses, the City plans to rehabilitated nine (9) in FY 11-12 and plans to rehabilitate the other one (1) in FY 12-13. Plans are to bid out the work on these houses upon receiving any required lead-based paint inspection reports and risk assessments, finalizing the work write-ups and pending the completion of the legal and other paperwork.

Neighborhood Revitalization Strategies

The City of Burlington does not have a HUD-approved neighborhood revitalization strategy.

APPENDIX

MAPS
FINANCIAL SUMMARY
IDIS REPORTS

MAPS

On the following pages the following maps are list.

A: Completed Projects for FY 2011-12

B: Completed Budget Amendment Projects for FY 2011-12

C: Completed CDBG Rehabilitation Projects for FY 2011-12

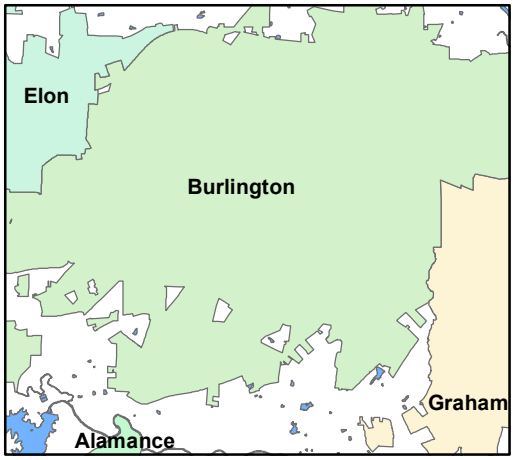
D: Completed HOME City Rehabilitation Projects for FY 2011-12

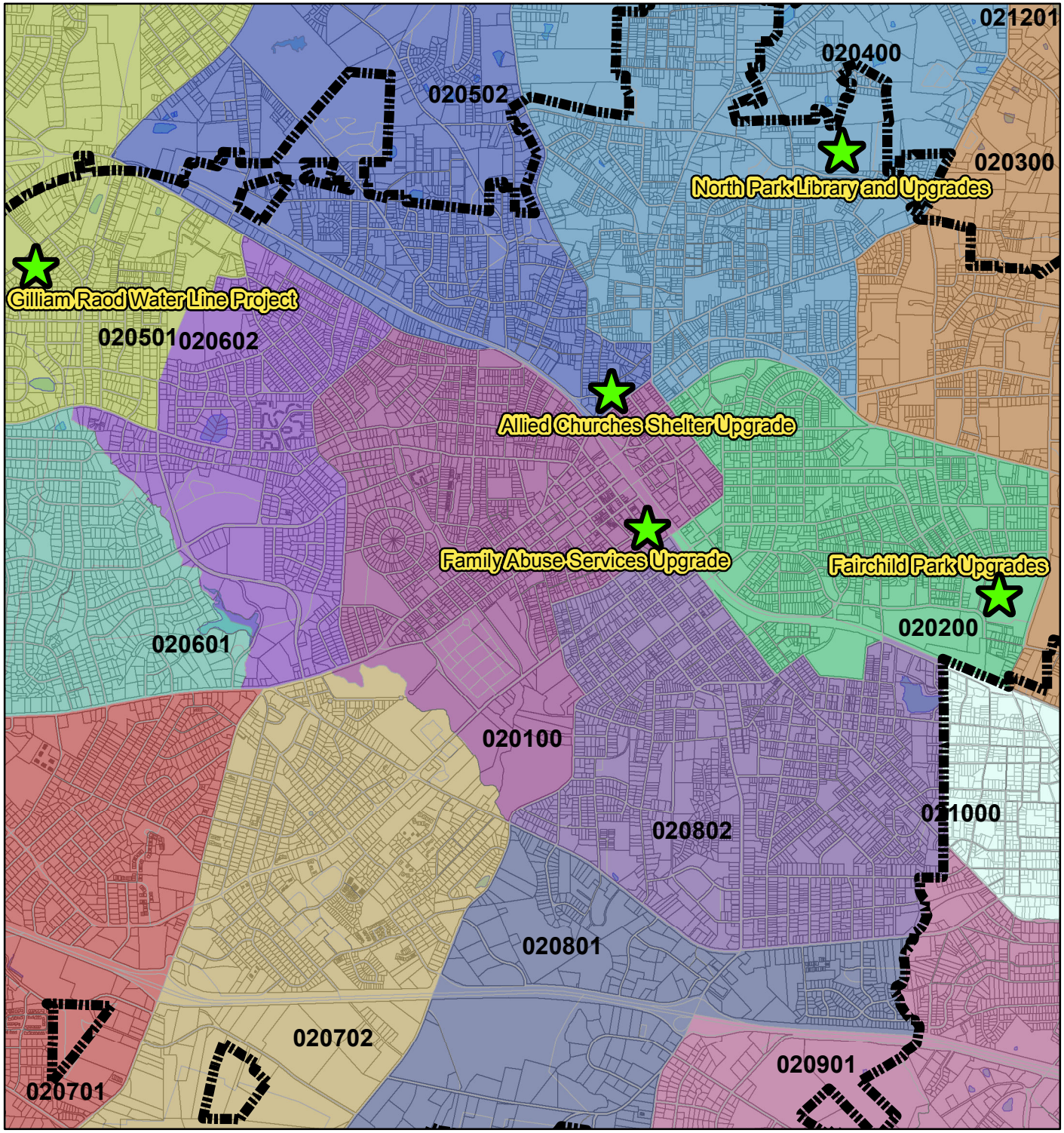
E: Completed HOME County Rehabilitation Projects for FY 2011-12

CDBG Completed Projects 2011-12

NORTH

1 inch = 3,046 feet

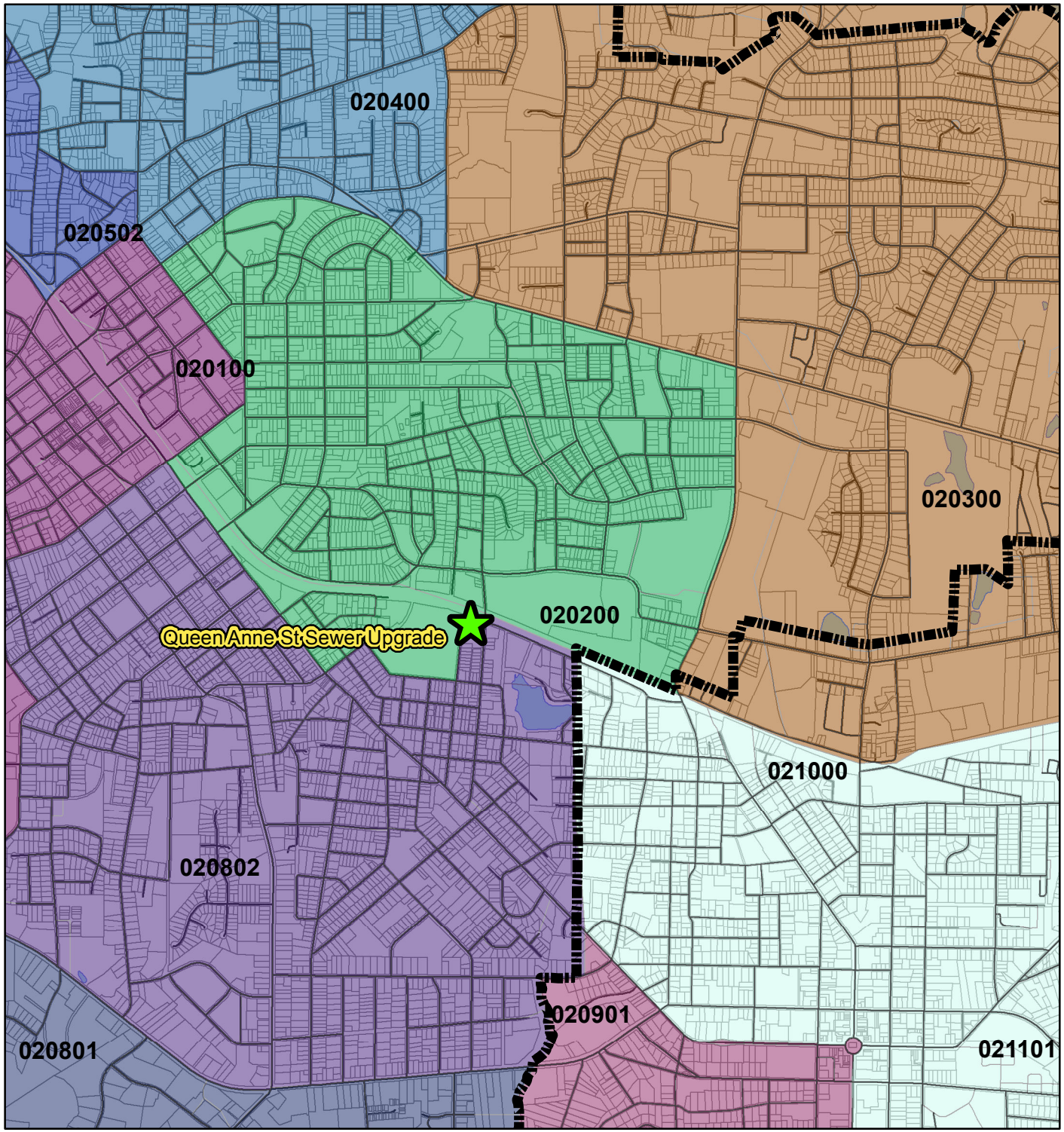


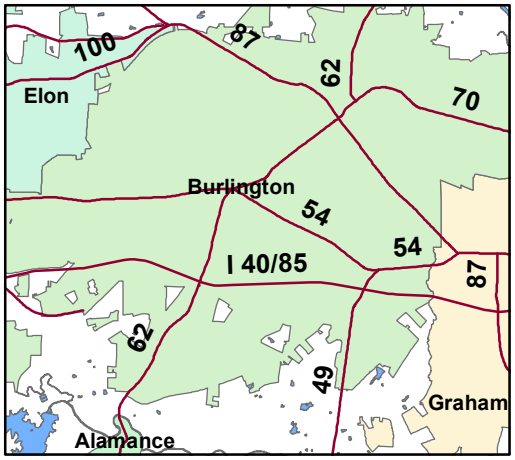


Completed Budget Amendment Projects: 2011-12

NORTH

1 inch = 2,019 feet

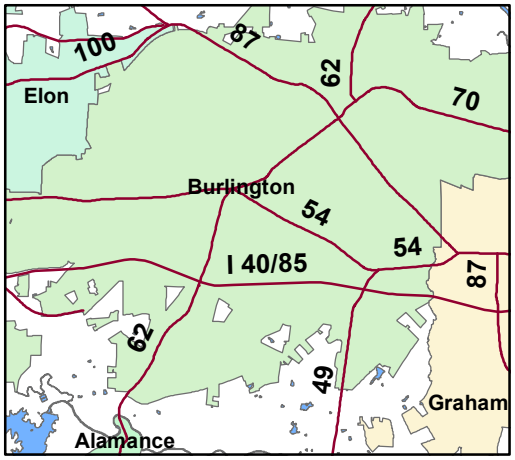


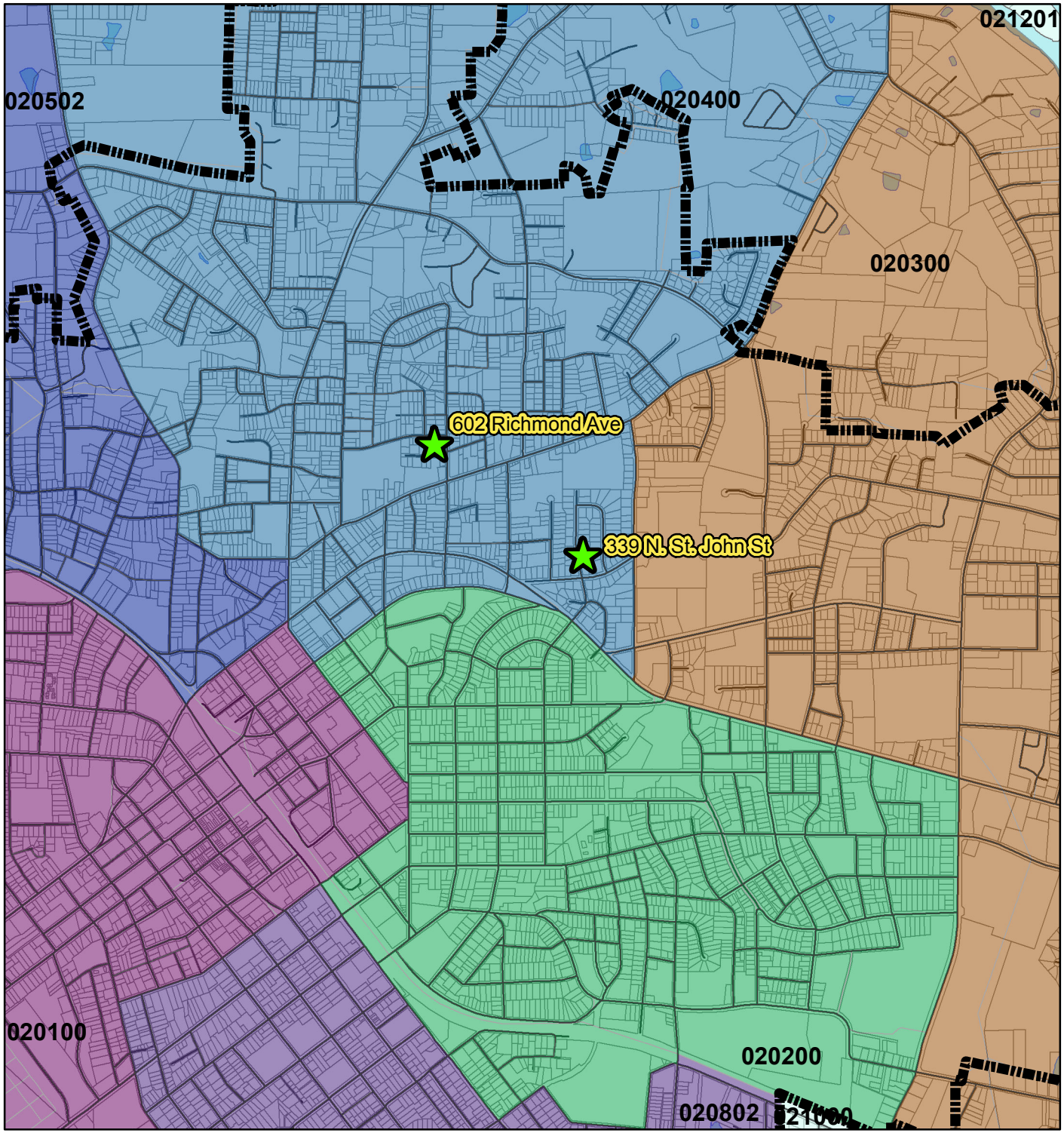


Completed CDBG Rehab Projects: 2011-12

NORTH

1 inch = 1,803 feet

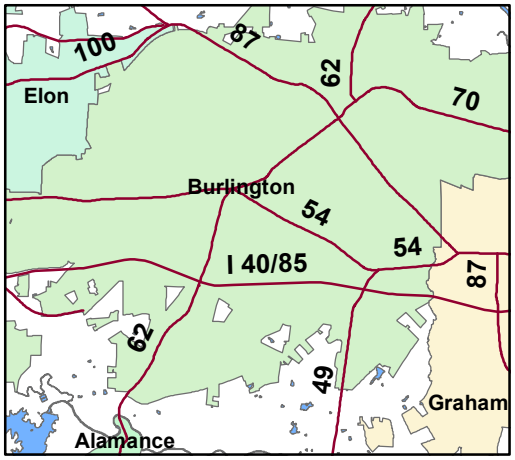


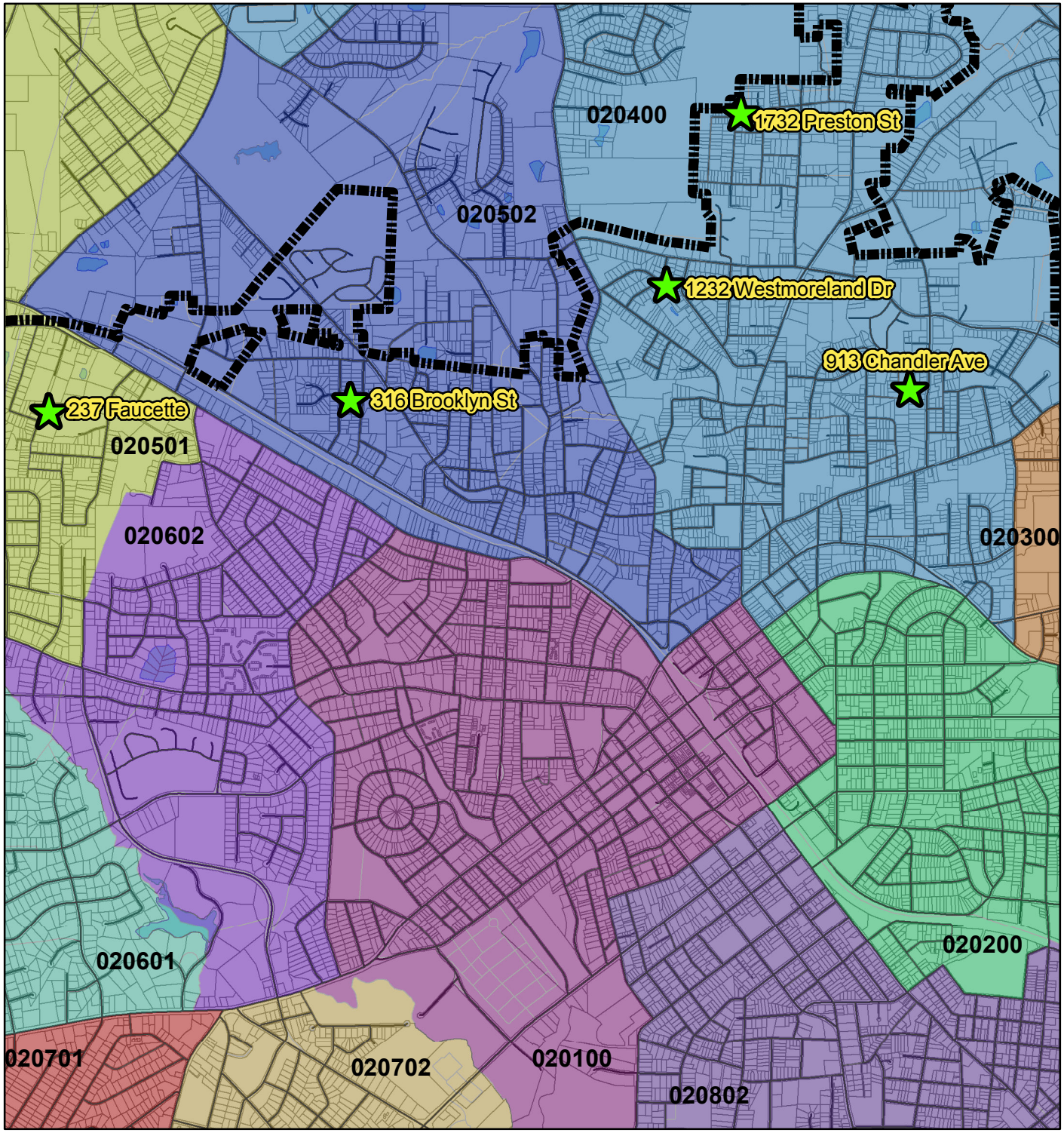


Completed HOME CITY Rehab Projects: 2011-12

NORTH

1 inch = 2,283 feet

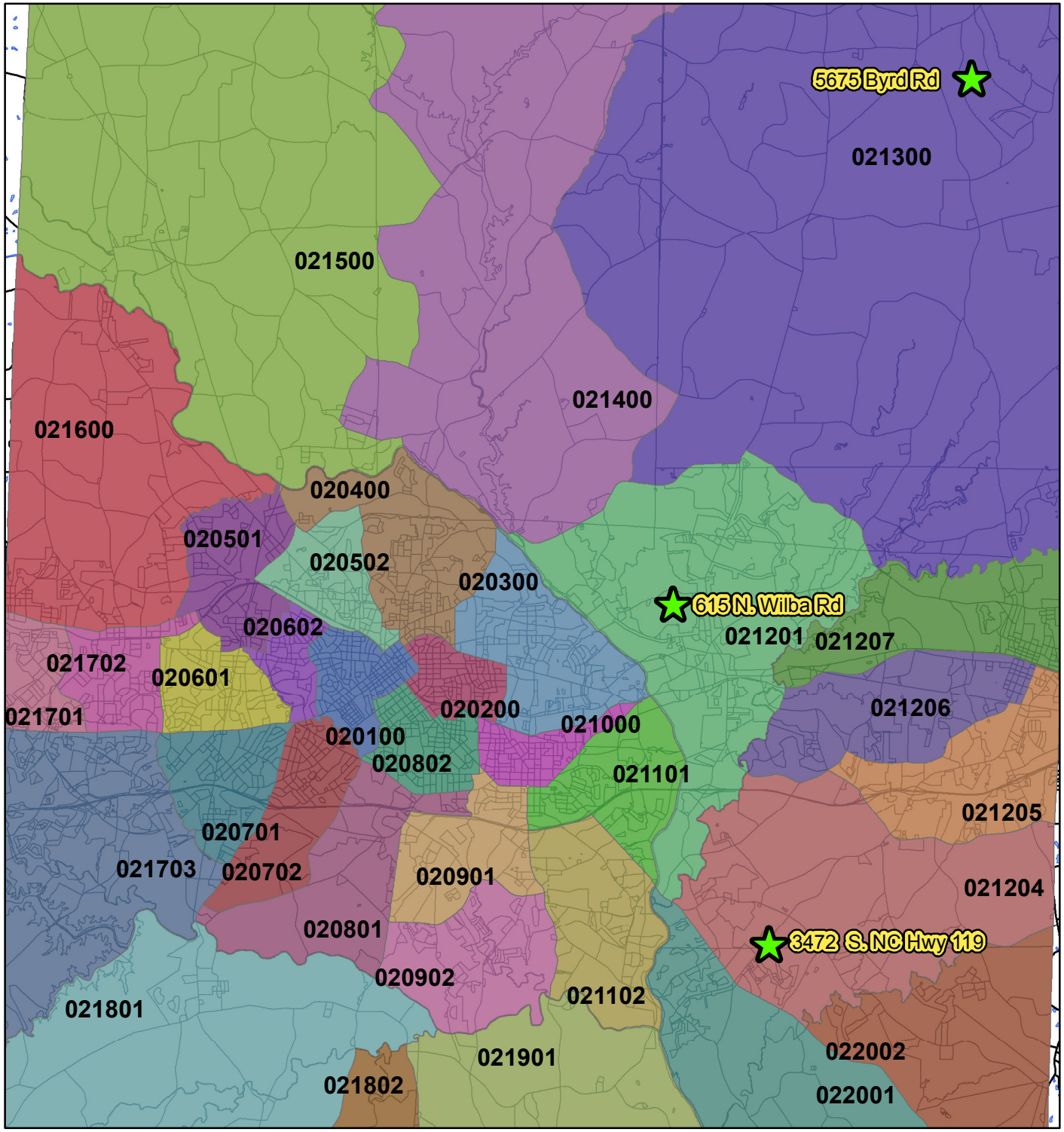


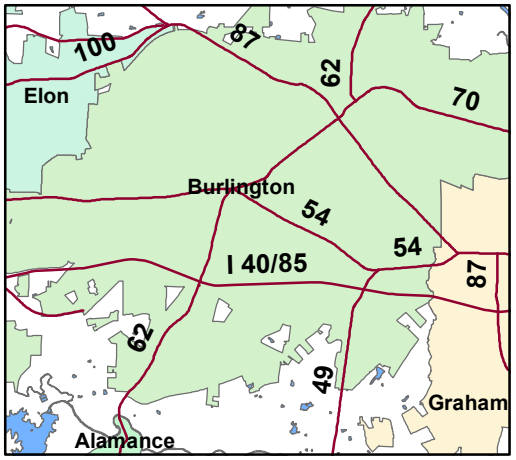


Completed HOME COUNTY Rehab Projects: 2011-12

NORTH

1 inch = 11,266 feet





Financial Summary
GPR (HUD-4949.3)

Financial Summary
Grantee Performance Report
Community Development Block Grant Program

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0077 (Exp.5/31/97)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2506-0077), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collecton displays a valid OMB control number.

Do not send this form to the above address.

1. Name of Grantee	2. Grant Number	3. Reporting Period
City of Burlington	B-11-MC-37-0002	From 7/1/11 To 6/30/12

Part I: Summary of CDBG Resources			
1. Unexpended CDBG funds at end of previous reporting period (Balance from prior program years)			$ 857,296
2. Entitlement Grant from form HUD-7082			$ 398,713
3. Surplus Urban Renewal Funds			$ 0
4. Section 108 Guaranteed Loan Funds (Principal Amount)			$ 0
5. Program Income received by:	Grantee (Column A)	Subrecipient (Column B)	
a. Revolving Funds	$174,621.30	$	
b. Other (Identify below. If more space is needed use an attachment)			
	$	$	
	$	$	
c. Total Program Income (Sum of columns a and b)			$ 174,621.30
6. Prior Period Adjustments (if column is a negative amount, enclose in brackets)			$ 0
7. Total CDBG Funds available for use during this reporting period (sum of lines 1 through 6)			$ 1,430,630.30
Part II: Summary of CDBG Expenditures			
8. Total expenditures reported on Activity Summary, forms HUD-4949.2 & 4949.2A			$ 587,147
9. Total expended for Planning & Administration, form HUD-4949.2		$ 48,840.71	
10. Amount subject to Low/Mod Benefit Calculation (line 8 minus line 9)		$ 538,305.99	
11. CDBG funds used for Section 108 principal & interest payments			$ 0
12. Total expenditures (line 8 plus line 11)			$ 587,147
13. Unexpended balance (line 7 minus line 12))			$ 843,483
Part III: Low/Mod Benefit This Reporting Period			
14. Total Low/Mod credit for multi-unit housing expenditures from form HUD-4949.2A			$ 0
15. Total from all other activities qualifying as low/mod expenditures from forms HUD-4949.2 and 4949.2A			$ 587,147
16. Total (line 14 plus line 15)			$ 587,147
17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period)			100 %

Part IV: Low/Mod Benefit for Multi-Year Certifications (Complete only if certification period includes prior years)	
Program years (PY) covered in certification PY 2010 PY 2011 PY 2012	
18. Cumulative net expenditures subject to program benefit calculation	$591,467
19. Cumulative expenditures benefiting low/mod persons	$591,467
20. Percent benefit to low/mod persons (line 19 divided by line 18)	100 %
Part V: For Public Service (PS) Activities Only: Public Service Cap Calculation	
21. Total PS expenditures from column h, form HUD-4949.2A	$10,000
22. Total PS unliquidated obligations from column r, form HUD-4949.2A	$ 0
23. Sum of line 21 and line 22	$10,000
24. Total PS unliquidated obligations reported at the end of the previous reporting period	$ 0
25. Net obligations for public services (line 23 minus line 24)	$10,000
26. Amount of Program Income received in the **preceding** program year	$67,552.16
27. Entitlement Grant Amount (from line 2)	$398,713
28. Sum of line 26 and line 27	$466,265.16
29. Percent funds obligated for Public Service Activities (line 25 divided by line 28)	2.14 %
Part VI: Planning and Program Administration Cap Calculation	
30. Amount subject to planning and administrative cap (grant amount from line 2 plus line 5c)	$ 573,334
31. Amount expended for Planning & Administration(from line 9 above)	$ 48,841
32. Percent funds expended (line 31divided by line 30)	8.52 %

Instructions

Name of Grantee: Enter the grantee's name as shown on the approved Grant Agreement (form HUD-7082) for the most recently completed program year.

Grant Number: Enter the grant number assigned by HUD to the Community Development Block Grant for the most recently completed program year.

Period Covered: Enter the beginning date and ending date for the most recently completed program year.

CITY OF BURLINGTON
CDBG Financial Summary
(IDIS Report CO4PR26 & HUD Form 4949.3)
July 1, 2011 - June 30, 2012
Attachment for CDBG Program Income;
Adjustments and Loans & Receivables

A. Program Income:

1. Total program income to revolving fund:

   Single – unit housing rehabilitation revolving fund $ 174,621

2. Float – funded activities $ - 0 –

3. Other loan repayments by categories $ - 0 -

B. Prior Period Adjustments:

The City of Burlington did not have any prior period adjustments during the reporting period.

C. Loans and Other Receivables:

1. Float-funded activities outstanding as of the end of the reporting period. $ - 0 -

2. Outstanding CDBG loans

   a. Rehabilitation loan activity

   - Number of Loans 95
   - Principal Balance $2,405,909
   - Number of Defaults $ - 0 -
   - Amount of Defaults $ - 0 -

   b. Home Purchase Incentive Program (Mortgage Loans)

   - Number of Loans 6
   - Principal Balance $90,538
   - Number of Defaults - 0 -
   - Amount of Defaults - 0 –

3. Parcels acquired or improved with CDBG funds that are available for sale at end of reporting period.

Alamance County Tax Map (ACTM) 62-269-119
ACTM 62-271-Lots 75, 76 (2 parcels)
ACTM 12-42-Lots 24a, 25 (2 parcels)
ACTM 12-43-65

4. CDBG loans in default $ - 0 –

5. Lump sum drawdown agreements $ - 0 –

D. Reconciliation

Unexpended CDBG balance (Line 13, CO4PR26) $843,483

Reconciliation:

Add:

LOC Balances	$ 414,866
Cash on Hand:	
Grantee Program Account	$ 9,434
Sub-recipients Program Accounts	$ -0 -
Revolving Fund Cash Balances	$ 323,968
Section 108 Cash Balances	$ - 0 -

Subtract:

Grantee CDBG Program Liabilities	(- 0 -)
Subrecipient CDBG Program Liabilities	(- 0 -)

Total Reconciling Balance: $748,268

Unreconciled Difference: $ 95,215

Explanation of Unreconciled Difference:

Over the years, HUD changed the required reporting format and method for calculating figures and accounting for funds available, expenditures and other figures for the Grantee Performance Report (GPR). For the 1993-94 GPR, HUD began requiring the attachments for the 4949.3 form. HUD changed the format for the attachment for the 1994-95 annual report.

The City has made CDBG loans and received payments on these loans since 1976. To account for the specific dollar amounts included in the $95,215 unreconciled difference, the City auditors would have to prepare a similar reconciliation for each year of the local Community Development Program's operation. We would need to try to recalculate our GPR's and CAPER's for each year.

IDIS Report
CDBG Financial Summary
(C04PR26)

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	398,713.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	238,581.46
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(63,960.16)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	573,334.30
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	677,058.23
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	(75,798.18)
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	601,260.05
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	50,377.87
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(1,537.16)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	650,100.76
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(76,766.46)
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	677,058.23
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	(75,798.18)
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	601,260.05
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2010 PY: 2011 PY: 2012
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	10,000.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	10,000.00
32 ENTITLEMENT GRANT	398,713.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	67,552.16
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	466,265.16
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	2.14%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	50,377.87
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	(1,537.16)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	48,840.71
42 ENTITLEMENT GRANT	398,713.00
43 CURRENT YEAR PROGRAM INCOME	238,581.46
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(63,960.16)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	573,334.30
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	8.52%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2010	1	155	5354509	Homeowner Housing Rehabilitation	14A	LMH	$67,552.16
2010	2	156	5302143	Fairchild Park Upgrades	03F	LMA	$2,323.93
2010	2	156	5303694	Fairchild Park Upgrades	03F	LMA	$4,629.05
2010	6	160	5316057	Relocation for Homeowner Housing Rehabilitation	08	LMH	$526.00
2010	6	160	5328616	Relocation for Homeowner Housing Rehabilitation	08	LMH	$526.00
2010	6	160	5342767	Relocation for Homeowner Housing Rehabilitation	08	LMH	$526.00
2010	6	160	5428991	Relocation for Homeowner Housing Rehabilitation	08	LMH	$1,052.00
2010	10	165	5302143	NORTH PARK UPGRADES	03F	LMA	$1,538.50
2011	1	168	5332518	Fairchild Park Upgrades	03F	LMA	$23,715.86
2011	1	168	5338429	Fairchild Park Upgrades	03F	LMA	$370.00
2011	1	168	5378772	Fairchild Park Upgrades	03F	LMA	$527.54
2011	1	168	5431134	Fairchild Park Upgrades	03F	LMA	$16,086.60
2011	2	169	5332518	North Park Upgrades	03F	LMA	$17,105.10
2011	2	169	5338429	North Park Upgrades	03F	LMA	$4,024.90
2011	3	170	5309123	Family Abuse Shelter Upgrade	03C	LMC	$7,776.05
2011	4	171	5326276	Allied Churches Facility Upgrades	03C	LMC	$43,143.00
2011	4	171	5363806	Allied Churches Facility Upgrades	03C	LMC	$9,898.66
2011	4	171	5367158	Allied Churches Facility Upgrades	03C	LMC	$9,898.66
2011	4	171	5374053	Allied Churches Facility Upgrades	03C	LMC	$7,177.68
2011	4	171	5397762	Allied Churches Facility Upgrades	03C	LMC	$28,171.00
2011	5	172	5445766	Housing Rehabilitation	14A	LMH	$171,029.30
2011	5	172	5454569	Housing Rehabilitation	14A	LMH	$3,592.00
2011	7	174	5302143	ConstructionTraining Program	14A	LMH	$32,500.00
2011	7	174	5371388	ConstructionTraining Program	14A	LMH	$32,500.00
2011	8	175	5402528	Gilliam Road Water Line Improvement	03J	LMA	$58,507.90
2011	9	176	5406273	North Park Library	05	LMA	$10,000.00
2011	10	177	5357471	Queen Anne Street Sewer Upgrade	03J	LMA	$51,038.45
2011	10	177	5363806	Queen Anne Street Sewer Upgrade	03J	LMA	$269.06
2011	10	177	5378772	Queen Anne Street Sewer Upgrade	03J	LMA	$70,852.36
2011	10	177	5402528	Queen Anne Street Sewer Upgrade	03J	LMA	$200.47
Total							$677,058.23

CITY OF BURLINGTON
CDBG FINANCIAL SUMMARY
(IDIS REPORT C04PR26)
July 1, 2011 – June 30, 2012
Attachments/Explanations

Line 7. Adjustment to Compute Total Available

Line 5 does not accurately report the revolving loan funds (program income) earned during the program year 2011 and disbursed for the housing rehabilitation projects. The $238,581.46 included 2010 revolving loan payments of $67,552.16 plus the first receipt of program 2011 revolving loan payments of $171,029.30. After June 30th an additional receipt of revolving loan payments of $3,592 was added to the amount for June 2012 payments. To correct the total amount of available resources (line 8) for the program year, the City subtracted $63,960.16 in line 7 to show the revolving loan funds earned. The actual amount received was $174,621.30. The total resources available in line 8 reconcile with the City's financial records and audit reports.

Line 10. Adjust to Compute Total Amount Subject to Low/Mod Benefit

Activity/Project	Source*	Amount Expended
Adjustments for Program Year 2010		
North Park Improvement (FY 10-11)	IDIS/Cash on Hand	-1,538.50
Fairchild Soccer Park Project	IDIS/Cash on Hand	-6,952.98
Housing Rehabilitation	IDIS/Cash on Hand	-67,522.16
Total		-$76,043.64

Line 10 does not include the following adjustments:

In July 2011 an additional North Park Improvements expense was incurred for $1,538.50. This expense needed to be subtracted in Line 19 detail since it was for project expenditures incurred in program year 2010 and was adjusted for in program year 2010 CAPER.

In July 2011 an additional Fairchild Park Soccer Park project expense was incurred for $6,952.98. This expense needed to be subtracted in Line 19 detail since it was for project expenditures incurred in program year 2010 and was adjusted for in program year 2010 CAPER.

In November 2011 a revised Housing Rehabilitation amount was drawn due to a mistake from program year 2010 CAPER. The amount of $67,552.16 needed to be subtracted since it was for program year 2010.

Adjustments for Program Year 2011

Relocation	IDIS/Cash on Hand	+245.46

In July 2012 $245.46 was ordered for relocation costs incurred in June 2012. This expense needed to be added to Line 19 detail since it was for program expenditures incurred in program 2011.

The total amount adjusted was -$75,798.18. In line 10, the City calculated the total disbursements of $601,260.05 made subject to low/mod benefit calculation in line 11.

Line 14. Adjustment to Compute Total Expenditures

Administration	IDIS	-$4,866.40
Administration	IDIS	+3,329.24
Total		-$1,537.16

*Line 14 adjustments:

In July 2011, $4,866.40 was ordered for Administration expense incurred in program year 2010. This expense was included in the Line 12 Detail Report from IDIS and needs to be subtracted since it was for administrative activities for program year 2010. This adjustment was added in program year 2010 CAPER.

In July 2012, $3,329.24 was ordered for Administration expense incurred in program year 2011. This expense was not included in Line 12 from IDIS and needs to be added since it was for administrative activities for program year 2011.

To correct the amount of expenditures (line 15) for the 2010 program, the City adjusted the amount reported in IDIS by subtracting the net administrative costs $4,866.50 and adding $3,329.24 in line 14 to accurately reflect the total disbursement of $48,840.71 for Administration during program year 2011.

With adjustments in lines 10 and 14, the total expenditures shown in line 15 reconcile with the City's financial records and audit reports.

Line 20. Adjustment to Compute Total Low/Mod Credit

All disbursements other than planning/administration expenditures were for activities benefiting low and moderate-income person. Adjustments to line 20 are the same as line 10 (subtracting $76,043.64 and adding $245.46) to report accurately the total amount of expenditures for low and moderate-income benefit activities shown in line 19 for the computation of line 21.

Line 34. Adjustment to Compute Total Subject to PS Cap

Line 33 does not include the prior year program income to correct the reported program income in line 33, the City added $67,552.15 in line 34.

Line 40. Adjustment to Compute Total PA Obligations

In line 40, the City subtracted $1,537.16 of administrative expenses to show accurately expenditures during the program year. See adjustment made in line 14.

Line 44. Adjustment to Compute Total Subject to PA Cap

Line 43 incorrectly reports the current year program income and therefore, required adjusting to correct current year program income earned. Adjustments in line 44 are the same as line 7 – subtracting $63,960.16 to record receiving $174,621.30 of program income (revolving loan funds) during program year 2011-12.

IDIS Report
(PR 06)
Summary of Consolidated Plan Projects for Program Year 2011

Plan Year	IDIS Project	Project Title and Description		Program	Project Estimate	Commited Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2011	1	Fairchild Park Upgrades	Plans are to install new T-8 lighting in both gyms, office areas, and meeting rooms. Building automation controls will be installed to update the system controls for the exisiting 1970s system which does not allow for automation.	CDBG	$40,700.00	$40,700.00	$40,700.00	$0.00	$40,700.00
	2	North Park Upgrades	Plans are to install new T-8 lighting in both gyms, all office areas, meeting rooms, and Sertoma building.	CDBG	$21,500.00	$21,130.00	$21,130.00	$0.00	$21,130.00
	3	Family Abuse Shelter Upgrade	Plans are to provide funds to assist Family Abuse Services upgrade carpet in its emergency shelter for low-income domestic violence victims and their children.	CDBG	$7,812.00	$7,776.05	$7,776.05	$0.00	$7,776.05
	4	Allied Churches Facility Upgrades	Plans are to provide funds to assist Allied Churches to renovate the bathroom facility, replace exisitng roof, and to install a new HVAC system.	CDBG	$91,701.00	$98,289.00	$98,289.00	$0.00	$98,289.00
	5	Housing Rehabilitation	The City will provide housing rehabiliation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of project participants during the rehabiliation of their homes. Project delivery costs will be funded as part of this activity.	CDBG	$100,000.00	$174,621.30	$174,621.30	$0.00	$174,621.30
	6	Administration	Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses.	CDBG	$62,000.00	$0.00	$0.00	$0.00	$0.00
	7	Construction Training Program	Invest in program to provide job training in the construction industry and housing assistance for low-income area residents. NC Home Builders Association will conduct job-training courses with financial assistance from the City. NC Housing Finance Agency will provide funds to the City to rehabilitate eligible affordable housing for low-income households.	CDBG	$65,000.00	$65,000.00	$65,000.00	$0.00	$65,000.00

Plan Year	IDIS Project	Project Title and Description		Program	Project Estimate	Commited Amount	Amount Drawn Thru Report Year	Amount Available to Draw	Amount Drawn in Report Year
2011	8	Gilliam Road Water Line Improvement	Plans are to install a new water line connection along Gilliam Rd. The current set-up does not allow homes located in this area to receive water when the water line at Park Rd. and Webb Ave. is cut off. The project will benefit homes in the Glen Raven area because it will minimize areas impacted by waterline breaks and water service shutdown; increase fire flow; and reduce water quality complaints.	CDBG	$100,000.00	$58,507.90	$58,507.90	$0.00	$58,507.90
	9	North Park Library	Plan are to provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.	CDBG	$10,000.00	$10,000.00	$10,000.00	$0.00	$10,000.00
	10	Queen Anne Street Sewer Upgrade	Relocate existing sewer line on a portion of Queen Anne St. since the existing line is collapsing under existing building.	CDBG	$150,039.03	$122,360.34	$122,360.34	$0.00	$122,360.34
	11	Queen Anne Street Sewer Upgrade	Relocate existing sewer line on a portion of Queen Anne St. since the existing line is collapsing under existing building.	CDBG	$150,039.03	$0.00	$0.00	$0.00	$0.00

IDIS Report
(PR 03)
CDBG Activity Summary Report for Program Year 2011

PGM Year: 2006
Project: 0009 - ADMINISTRATION
IDIS Activity: 128 - ADMINISTRATION

Status: Completed 6/30/2011 12:00:00 AM
Location: CITYWIDE BURLINGTON, NC BURLINGTON, NC 27216

Objective:
Outcome:
Matrix Code: General Program Administration (21A)
National Objective:

Initial Funding Date: 01/06/2009

Financing

Funded Amount:	96,309.46
Drawn Thru Program Year:	96,309.46
Drawn In Program Year:	4,866.40

Description:

PAYMENT OF PROGRAM ADMINISTRATIVE EXPENSES FOR PROGRAMSTAFF, CONSULTANTS AND OTHER ELIGIBLE ADMINISTRATIVE EXPENSES.

Proposed Accomplishments

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments **Accomplishment Narrative**

Year	# Benefitting

PGM Year: 2007
Project: 0007 - ADMINISTRATION
IDIS Activity: 135 - ADMINISTRATION

Status: Completed 7/10/2012 12:00:00 AM
Location: unknown BURLINGTON, NC 27216

Objective:
Outcome:
Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 09/09/2010
Financing
Funded Amount: 58,674.01
Drawn Thru Program Year: 55,344.77
Drawn In Program Year: 45,511.47

Description:
PROGRAM ADMINISTRATION EXPENSES-SALARIES & BENEFITS FOR PROGRAM STAFF,COSTS INCURRED FOR CONSULTANTS, AND OTHER ELIGIBLE ADMIN. EXPENSES.

Proposed Accomplishments

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:	Owner	Renter	Total	Person
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2008

Project: 0006 - ADMINISTRATION

IDIS Activity: 143 - ADMINISTRATION

Status: Completed 7/10/2012 12:00:00 AM

Location: unknown BURLINGTON, NC 27216

Objective:

Outcome:

Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 01/14/2010

Financing

Funded Amount: 52,429.90

Drawn Thru Program Year: 52,429.90

Drawn In Program Year: 0.00

Description:

ADMINISTRATIVE EXPENSES INCURRED FOR PLANNING AND ADMINISTRATION OF THE CITY'S COMMUNITY DEVELOPMENT PROGRAM.

Proposed Accomplishments

Actual Accomplishments

Number assisted:	**Owner**		**Renter**		**Total**		**Person**	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:	**Owner**	**Renter**	**Total**	**Person**
Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0

Percent Low/Mod

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2010

Project: 0001 - Housing Rehabilitation (RL)

IDIS Activity: 155 - Homeowner Housing Rehabilitation

Status: Open

Location: Address Suppressed

Objective: Provide decent affordable housing

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A) National Objective: LMH

Initial Funding Date: 06/30/2011

Financing

Funded Amount: 67,552.16

Drawn Thru Program Year: 67,552.16

Drawn In Program Year: 67,552.16

Description:

Provide housing rehab assistance for eligible property owners residing in single-family houses at scattered sites.

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	1	0	0	0	1	0	0	0
Black/African American:	2	0	0	0	2	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**3**	**0**	**0**	**0**	**3**	**0**	**0**	**0**
Female-headed Households:	1		0		1			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	2	0	2	0
Moderate	1	0	1	0

Non Low Moderate	0	0	0	0
Total	3	0	3	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments		Accomplishment Narrative
Year	# Benefitting	
2010	3	The City provided housing rehab assistance for three eligible property owners residing in single-family houses at scattered sites within the City limits of Burlington. The City also used the revolving loans funds through to activity for other associated eligible program expenses.

PGM Year: 2010
Project: 0002 - Fairchild Park Upgrades
IDIS Activity: 156 - Fairchild Park Upgrades

Status: Completed 7/27/2011 12:00:00 AM
Location: 1451 Graham St Burlington, NC 27217-4339

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F)
National Objective: LMA

Initial Funding Date: 09/02/2010

Financing

Funded Amount: 219,189.32
Drawn Thru Program Year: 219,189.32
Drawn In Program Year: 6,952.98

Description:
Development and installation of soccer fields at City-owned Fairchild Park.

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 933
Census Tract Percent Low / Mod: 61.60

Annual Accomplishments		Accomplishment Narrative
Year	# Benefitting	

PGM Year: 2010
Project: 0006 - Relocation
IDIS Activity: 160 - Relocation for Homeowner Housing Rehabilitation

Status: Open
Location: City Wide Burlington, NC 27215

Objective: Provide decent affordable housing
Outcome: Availability/accessibility
Matrix Code: Relocation (08)
National Objective: LMH

Initial Funding Date: 10/26/2010

Financing

Funded Amount: 5,943.71
Drawn Thru Program Year: 5,698.25
Drawn In Program Year: 2,630.00

Description:
Funding provided to cover the eligible temporary relocation expensesincurred during the rehabilitation program

Proposed Accomplishments

Households (General) : 10

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:	0		0		0			

Income Category:	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2010

Project: 0010 - NORTH PARK UPGRADES

IDIS Activity: 165 - NORTH PARK UPGRADES

Status: Completed 6/30/2011 12:00:00 AM

Location: 849 Sharpe Rd Burlington, NC 27217-1637

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Parks, Recreational Facilities (03F)

National Objective: LMA

Initial Funding Date: 04/15/2011

Financing

Funded Amount: 10,193.28

Drawn Thru Program Year: 10,193.28

Description:

Plans to provide funds to install six concrete slabs which will be fitted with six permanent picnic tables and grills.
Adrinking water fountain is also planned to be purchased and installed.

Drawn In Program Year: 1,538.50

Proposed Accomplishments

Public Facilities : 1

Total Population in Service Area: 865

Census Tract Percent Low / Mod: 82.90

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2011

Project: 0001 - Fairchild Park Upgrades

IDIS Activity: 168 - Fairchild Park Upgrades

Status: Completed 6/13/2012 12:00:00 AM

Location: 827 S Graham Hopedale Rd Burlington, NC 27217-4327

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Parks, Recreational Facilities (03F) National Objective: LMA

Initial Funding Date: 10/03/2011

Financing

Funded Amount: 40,700.00

Drawn Thru Program Year: 40,700.00

Drawn In Program Year: 40,700.00

Description:

Plans are to install new T-8 lighting in both gyms, office areas, and meeting rooms.
Building automation controls will be installed to update the system controls for the existing 1970s system which does not allow for automation.

Proposed Accomplishments

Public Facilities : 1

Total Population in Service Area: 933

Census Tract Percent Low / Mod: 61.60

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2011

Project: 0002 - North Park Upgrades

IDIS Activity: 169 - North Park Upgrades

Status: Completed 5/17/2012 12:00:00 AM

Location: 849 Sharpe Rd Burlington, NC 27217-1637

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Parks, Recreational Facilities (03F) National Objective: LMA

Initial Funding Date: 10/03/2011

Financing

Funded Amount: 21,130.00

Drawn Thru Program Year: 21,130.00

Drawn In Program Year: 21,130.00

Description:

Plans are to install new T-8 lighting in both gyms, all office areas, meeting rooms, and Sertoma building.

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 865
Census Tract Percent Low / Mod: 82.90

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2011
Project: 0003 - Family Abuse Shelter Upgrade
IDIS Activity: 170 - Family Abuse Shelter Upgrade

Status: Completed 7/13/2012 12:00:00 AM
Location: Address Suppressed

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Homeless Facilities (not operating costs) (03C)
National Objective: LMC

Initial Funding Date: 08/08/2011

Financing

Funded Amount: 7,776.05
Drawn Thru Program Year: 7,776.05
Drawn In Program Year: 7,776.05

Description:

Plans are to provide funds to assist Family Abuse Services upgrade carpet in its emergency shelter for low-income domestic violence victims and their children.

Proposed Accomplishments

Public Facilities : 1

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	90	35
Black/African American:	0	0	0	0	0	0	41	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	6	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**137**	**35**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	137

Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	137
Percent Low/Mod				100.0%

Annual Accomplishments

Year	# Benefitting
2011	137

Accomplishment Narrative

The City provided funds to assist Family Abuse Services to upgrade the carpeting in its emergency shelter for domestic violence victims and their children. The existing carpet was 20 years old and in need of replacement.

PGM Year: 2011

Project: 0004 - Allied Churches Facility Upgrades

IDIS Activity: 171 - Allied Churches Facility Upgrades

Status: Completed 7/13/2012 12:00:00 AM

Location: 206 N Fisher St Burlington, NC 27217-2424

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Homeless Facilities (not operating costs) (03C)

National Objective: LMC

Initial Funding Date: 09/19/2011

Financing

Funded Amount: 98,289.00

Drawn Thru Program Year: 98,289.00

Drawn In Program Year: 98,289.00

Description:

Plans are to provide funds to assist Allied Churches to renovate the bathroom facility, replace existing roof, and install a new HVAC system.

Proposed Accomplishments

Public Facilities : 1

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	284	15
Black/African American:	0	0	0	0	0	0	313	2
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	5	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	5	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**609**	**17**

Female-headed Households:	0	0	0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	609
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	609
Percent Low/Mod				100.0%

Annual Accomplishments **Accomplishment Narrative**

Year	# Benefitting	
2011	609	Funds were provided to Allied Churches for emergency shelter upgrades. These funds were used to remodel the exisitng bathrooms, replace the roof, and install a new HVAC system.

PGM Year: 2011

Project: 0005 - Housing Rehabilitation

IDIS Activity: 172 - Housing Rehabilitation

Status: Open

Location: 425 S Lexington Ave Burlington, NC 27215-4200

Objective: Provide decent affordable housing

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A) National Objective: LMH

Initial Funding Date: 06/28/2012

Financing

Funded Amount: 174,621.30

Drawn Thru Program Year: 174,621.30

Drawn In Program Year: 174,621.30

Description:

The City will provide housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites.
Activities will include required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes.
Project delivery costs will be funded as part of this activity.

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	1	0	0	0	1	0	0	0
Black/African American:	9	0	0	0	9	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0

Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**10**	**0**	**0**	**0**	**10**	**0**	**0**	**0**
Female-headed Households:	6		0		6			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	5	0	5	0
Low Mod	2	0	2	0
Moderate	3	0	3	0
Non Low Moderate	0	0	0	0
Total	10	0	10	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Year	# Benefitting
2011	10

Accomplishment Narrative

The City provided housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities included required lead-based paint hazard reduction procedures and when necessary, temporary relocation of program participants during the rehabilitation of their homes.

During program year 2011 the City completed two housing rehabilitation with CDBG funds and six rehabilitation projects through the HOME program.

PGM Year: 2011

Project: 0007 - Construction Training Program

IDIS Activity: 174 - ConstructionTraining Program

Status: Completed 5/17/2012 12:00:00 AM

Location: 237 Faucette Ave Burlington, NC 27215-1976

Objective: Create economic opportunities

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A)

National Objective: LMH

Initial Funding Date: 07/22/2011

Financing

Funded Amount: 65,000.00

Drawn Thru Program Year: 65,000.00

Drawn In Program Year: 65,000.00

Proposed Accomplishments

Housing Units : 4

Description:

Each fall and spring the City participates in the Construction Training Program through a tri-party agreement with the North Carolina Home Builders Association (NCHBA) and the North Carolina Housing Finance Agency (NCHFA).
The NCHBA conducts the job-training courses with financial assistance from the City.
NCHFA provided funds to the City match our City HOME program.
This funding is used to assist with the rehabilitation loan cost for qualified units.
The program provides job training for low to moderate income individuals through hands-on rehab training.
The students participate in two to four rehabilitation projects per year.
The goal is for 10 students to be enrolled in each class for a total of 20 participants.
The goal is have 16 participants graduate from the class.

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0		0
Black/African American:	4	0	0	0	4	0	0	0

Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**4**	**0**	**0**	**0**	**4**	**0**	**0**	**0**
Female-headed Households:	2		0		2			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	2	0	2	0
Low Mod	0	0	0	0
Moderate	2	0	2	0
Non Low Moderate	0	0	0	0
Total	4	0	4	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Year	# Benefitting
2011	4

Accomplishment Narrative

The Construction Training Program is designed as a program to provide job training and hands-on rehabilitation experience low-income class participants. The NC Home Builders Association will conduct job-training courses and coordinate with the City the hands-on training. The will do this with financial assistance from the City. The NC Housing Finance Agency will provide funds to the City to match the City's HOME program to rehabilitate eligible affordable housing for low-income households.

PGM Year: 2011

Project: 0008 - Gilliam Road Water Line Improvement

IDIS Activity: 175 - Gilliam Road Water Line Improvement

Status: Completed 5/17/2012 12:00:00 AM

Location: Address Suppressed

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Water/Sewer Improvements (03J)

National Objective: LMA

Initial Funding Date: 03/20/2012

Financing

Funded Amount: 58,507.90

Drawn Thru Program Year: 58,507.90

Drawn In Program Year: 58,507.90

Proposed Accomplishments

People (General) : 1

Description:

Plans are to install a new water line connection along Gilliam Rd.
The current set-up does not allow homes located in this area to receive water when the water line at Park Rd.
and Webb Ave.
is cut off.
The project will benefit homes in the Glen Raven area because it will minimize areas impacted by waterline breaks and water service shutdown; increase fire flow; and reduce water quality complaints.

Total Population in Service Area: 544
Census Tract Percent Low / Mod: 61.60

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2011
Project: 0009 - North Park Library
IDIS Activity: 176 - North Park Library

Status: Completed 7/10/2012 12:00:00 AM
Location: 849 Sharpe Rd Burlington, NC 27217-1637

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) National Objective: LMA

Initial Funding Date: 03/28/2012

Financing

Funded Amount: 10,000.00
Drawn Thru Program Year: 10,000.00
Drawn In Program Year: 10,000.00

Description:

Plan are to provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.

Proposed Accomplishments

People (General) : 2,000
Total Population in Service Area: 865
Census Tract Percent Low / Mod: 82.90

Annual Accomplishments **Accomplishment Narrative**

Year # Benefitting

PGM Year: 2011
Project: 0010 - Queen Anne Street Sewer Upgrade
IDIS Activity: 177 - Queen Anne Street Sewer Upgrade

Status: Completed 5/17/2012 12:00:00 AM
Location: 1040 Queen Ann St Burlington, NC 27217-7041

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Water/Sewer Improvements (03J) National Objective: LMA

Initial Funding Date: 12/01/2011

Financing

Funded Amount: 122,360.34
Drawn Thru Program Year: 122,360.34
Drawn In Program Year: 122,360.34

Description:

Relocate existing sewer line on a portion of Queen Anne St.
since the existing line is collapsing under existing building.
Replacement of existing sewer line to eliminate need for condemnation, acquisition, or demolition of existing building.

Proposed Accomplishments

People (General) : 1
Total Population in Service Area: 657
Census Tract Percent Low / Mod: 58.80

Annual Accomplishments		Accomplishment Narrative
Year	# Benefitting	

Total Funded Amount:	**$1,108,676.43**
Total Drawn Thru Program Year:	**$1,105,101.73**
Total Drawn In Program Year:	**$727,436.10**

IDIS Report
(PR 23)
Summary of Accomplishments for Program Year 2011

BURLINGTON

Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Underway Count	Underway Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Acquisition	Relocation (08)	1	$2,630.00	0	$0.00	1	$2,630.00
	Total Acquisition	1	$2,630.00	0	$0.00	1	$2,630.00
Housing	Rehab; Single-Unit Residential (14A)	2	$242,173.46	1	$65,000.00	3	$307,173.46
	Total Housing	2	$242,173.46	1	$65,000.00	3	$307,173.46
Public Facilities and Improvements	Homeless Facilities (not operating costs) (03C)	0	$0.00	2	$106,065.05	2	$106,065.05
	Parks, Recreational Facilities (03F)	0	$0.00	4	$70,321.48	4	$70,321.48
	Water/Sewer Improvements (03J)	0	$0.00	2	$180,868.24	2	$180,868.24
	Total Public Facilities and Improvements	0	$0.00	8	$357,254.77	8	$357,254.77
Public Services	Public Services (General) (05)	0	$0.00	1	$10,000.00	1	$10,000.00
	Total Public Services	0	$0.00	1	$10,000.00	1	$10,000.00
General Administration and Planning	General Program Administration (21A)	0	$0.00	3	$50,377.87	3	$50,377.87
	Total General Administration and Planning	0	$0.00	3	$50,377.87	3	$50,377.87
Grand Total		3	$244,803.46	13	$482,632.64	16	$727,436.10

BURLINGTON

CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Acquisition	Relocation (08)	Households	0	0	0
	Total Acquisition		0	0	0
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	13	4	17
	Total Housing		13	4	17
Public Facilities and Improvements	Homeless Facilities (not operating costs) (03C)	Public Facilities	0	746	746
	Parks, Recreational Facilities (03F)	Public Facilities	0	3,596	3,596
	Water/Sewer Improvements (03J)	Persons	0	1,201	1,201
	Total Public Facilities and Improvements		0	5,543	5,543
Public Services	Public Services (General) (05)	Persons	0	865	865
	Total Public Services		0	865	865
Grand Total			13	6,412	6,425

BURLINGTON

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Housing	White	0	0	2	0
	Black/African American	0	0	15	0
	Total Housing	0	0	17	0
Non Housing	White	374	50	0	0
	Black/African American	354	2	0	0
	Asian	1	0	0	0
	American Indian/Alaskan Native	5	0	0	0
	Native Hawaiian/Other Pacific Islander	1	0	0	0
	Black/African American & White	6	0	0	0
	Other multi-racial	5	0	0	0
	Total Non Housing	746	52	0	0
Grand Total	White	374	50	2	0
	Black/African American	354	2	15	0
	Asian	1	0	0	0
	American Indian/Alaskan Native	5	0	0	0
	Native Hawaiian/Other Pacific Islander	1	0	0	0
	Black/African American & White	6	0	0	0
	Other multi-racial	5	0	0	0
	Total Grand Total	746	52	17	0

BURLINGTON

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	7	0	0
	Low (>30% and <=50%)	2	0	0
	Mod (>50% and <=80%)	5	0	0
	Total Low-Mod	14	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	14	0	0
Non Housing	Extremely Low (<=30%)	0	0	746
	Low (>30% and <=50%)	0	0	0
	Mod (>50% and <=80%)	0	0	0
	Total Low-Mod	0	0	746
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	0	0	746

IDIS Report
PR 83
Summary of Accomplishments for Program Year 2011

Public Facilities and Infrastructure

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Number of Persons Assisted										
with new access to a facility	0	0	0	0	0	0	0	0	0	0
with improved access to a facility	3,745	0	0	0	0	0	0	0	0	3,745
with access to a facility that is no longer substandard	0	0	0	0	0	0	0	0	0	0
Totals :	3,745	0	0	0	0	0	0	0	0	3,745
Number of Households Assisted										
with new access to a facility	0	0	0	0	0	0	0	0	0	0
with improved access to a facility	0	0	0	0	0	0	0	0	0	0
with access to a facility that is no longer substandard	0	0	0	0	0	0	0	0	0	0
Totals :	0	0	0	0	0	0	0	0	0	0

Public Services

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Number of Persons Assisted										
with new (or continuing) access to a service	0	0	0	0	0	0	0	0	0	0
with improved (or continuing) access to a service	4,309	0	0	0	0	0	0	0	0	4,309
with new access to a service that is no longer substandard	0	0	0	0	0	0	0	0	0	0
Totals :	4,309	0	0	0	0	0	0	0	0	4,309

Public Services (continued)

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Number of Households Assisted										
with new (or continuing) access to a service	0	0	0	0	0	0	0	0	0	0
with improved (or continuing) access to a service	0	0	0	0	0	0	0	0	0	0
with new access to a service that is no longer substandard	0	0	0	0	0	0	0	0	0	0
Totals :	0	0	0	0	0	0	0	0	0	0

Economic Development

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total Number of Businesses Assisted	0	0	0	0	0	0	0	0	0	0
Of Total										
New businesses assisted	0	0	0	0	0	0	0	0	0	0
Existing businesses assisted	0	0	0	0	0	0	0	0	0	0
Number of business facades/buildings rehabilitated	0	0	0	0	0	0	0	0	0	0
Assisted businesses that provide a good or service to service area/neighborhood/community	0	0	0	0	0	0	0	0	0	0
Total Number of Jobs Created	0	0	0	0	0	0	0	0	0	0
Types of Jobs Created										
Officials and Managers	0	0	0	0	0	0	0	0	0	0

Economic Development (continued)

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Professional	0	0	0	0	0	0	0	0	0	0
Technicians	0	0	0	0	0	0	0	0	0	0
Sales	0	0	0	0	0	0	0	0	0	0
Office and Clerical	0	0	0	0	0	0	0	0	0	0
Craft Workers (skilled)	0	0	0	0	0	0	0	0	0	0
Operatives (semi-skilled)	0	0	0	0	0	0	0	0	0	0
Laborers (unskilled)	0	0	0	0	0	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0	0	0
Of jobs created, number with employer sponsored health care benefits	0	0	0	0	0	0	0	0	0	0
Number unemployed prior to taking jobs	0	0	0	0	0	0	0	0	0	0
Total Number of Jobs Retained	0	0	0	0	0	0	0	0	0	0
Types of Jobs Retained										
Officials and Managers	0	0	0	0	0	0	0	0	0	0
Professional	0	0	0	0	0	0	0	0	0	0

Economic Development (continued)

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Technicians	0	0	0	0	0	0	0	0	0	0
Sales	0	0	0	0	0	0	0	0	0	0
Office and Clerical	0	0	0	0	0	0	0	0	0	0
Craft Workers (skilled)	0	0	0	0	0	0	0	0	0	0
Operatives (semi-skilled)	0	0	0	0	0	0	0	0	0	0
Laborers (unskilled)	0	0	0	0	0	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0	0	0
Of jobs retained, number with employer sponsored health care benefits	0	0	0	0	0	0	0	0	0	0
Acres of Brownfields Remediated	0	0	0	0	0	0	0	0	0	0

Rehabilitation of Rental Housing

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total LMH* units	0	0	0	0	0	0	0	0	0	0
Total SB*, URG units	0	0	0	0	0	0	0	0	0	0
Of Total, Number of Units										
Made 504 accessible	0	0	0	0	0	0	0	0	0	0
Brought from substandard to standard condition	0	0	0	0	0	0	0	0	0	0
Created through conversion of non-residential to residential buildings	0	0	0	0	0	0	0	0	0	0
Qualified as Energy Star	0	0	0	0	0	0	0	0	0	0
Brought to lead safety compliance	0	0	0	0	0	0	0	0	0	0
Affordable	0	0	0	0	0	0	0	0	0	0
Of Affordable Units										
Number subsidized by another federal, state, local program	0	0	0	0	0	0	0	0	0	0
Number occupied by elderly	0	0	0	0	0	0	0	0	0	0
Number of years of affordability	0	0	0	0	0	0	0	0	0	0
Average number of years of affordability per unit	0	0	0	0	0	0	0	0	0	0
Number designated for persons with HIV/AIDS	0	0	0	0	0	0	0	0	0	0

Rehabilitation of Rental Housing (continued)

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Of those, number for the chronically homeless	0	0	0	0	0	0	0	0	0	0
Number of permanent housing units for homeless persons and families	0	0	0	0	0	0	0	0	0	0
Of those, number for the chronically homeless	0	0	0	0	0	0	0	0	0	0

Construction of Rental Housing

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total LMH* units	0	0	0	0	0	0	0	0	0	0
Total SB*, URG units	0	0	0	0	0	0	0	0	0	0
Of Total, Number of										
504 accessible units	0	0	0	0	0	0	0	0	0	0
Units qualified as Energy Star	0	0	0	0	0	0	0	0	0	0
Affordable units	0	0	0	0	0	0	0	0	0	0
Of Affordable Units										
Number occupied by elderly	0	0	0	0	0	0	0	0	0	0
Years of affordability	0	0	0	0	0	0	0	0	0	0
Average number of years of affordability per unit	0	0	0	0	0	0	0	0	0	0

Construction of Rental Housing (continued)

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Number subsidized with project based rental assistance by another federal, state, or local program	0	0	0	0	0	0	0	0	0	0
Number designated for persons with HIV/AIDS	0	0	0	0	0	0	0	0	0	0
Of those, the number for the chronically homeless	0	0	0	0	0	0	0	0	0	0
Number of permanent housing units for homeless persons and families	0	0	0	0	0	0	0	0	0	0
Of those, the number for the chronically homeless	0	0	0	0	0	0	0	0	0	0

Owner Occupied Housing Rehabilitation

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total LMH* units	0	0	0	10	0	0	4	0	0	14
Total SB*, URG units	0	0	0	0	0	0	0	0	0	0
Of Total, Number of Units										
Occupied by elderly	0	0	0	7	0	0	3	0	0	10
Brought from substandard to standard condition	0	0	0	0	0	0	0	0	0	0
Qualified as Energy Star	0	0	0	0	0	0	0	0	0	0
Brought to lead safety compliance	0	0	0	0	0	0	0	0	0	0
Made accessible	0	0	0	0	0	0	0	0	0	0

Homebuyer Assistance

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total Households Assisted	0	0	0	0	0	0	0	0	0	0
Of Total:										
Number of first-time homebuyers	0	0	0	0	0	0	0	0	0	0
Of those, number receiving housing counseling	0	0	0	0	0	0	0	0	0	0
Number of households receiving downpayment/closing costs assistance	0	0	0	0	0	0	0	0	0	0

Development of Homeowner Housing

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total LMH* units	0	0	0	0	0	0	0	0	0	0
Total SB*, URG units	0	0	0	0	0	0	0	0	0	0
Of Total, Number of										
Affordable units	0	0	0	0	0	0	0	0	0	0
Years of affordability	0	0	0	0	0	0	0	0	0	0
Average number of years of affordability per unit	0	0	0	0	0	0	0	0	0	0
Units qualified as Energy Star	0	0	0	0	0	0	0	0	0	0
504 accessible units	0	0	0	0	0	0	0	0	0	0
Units occupied by households previously living in subsidized housing	0	0	0	0	0	0	0	0	0	0
Of Affordable Units										
Number occupied by elderly	0	0	0	0	0	0	0	0	0	0
Number designated for persons with HIV/AIDS	0	0	0	0	0	0	0	0	0	0
Of those, number for the chronically homeless	0	0	0	0	0	0	0	0	0	0
Number of housing units for homeless persons and families	0	0	0	0	0	0	0	0	0	0
Of those, number for the chronically homeless	0	0	0	0	0	0	0	0	0	0

Housing Subsidies

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Total Number of Households	0	0	0	0	0	0	0	0	0	0
Of Total:										
Number of households receiving short-term rental assistance (< = 3 months)	0	0	0	0	0	0	0	0	0	0
Number of households assisted that were previously homeless	0	0	0	0	0	0	0	0	0	0
Of those, number of chronically homeless households	0	0	0	0	0	0	0	0	0	0

Shelter for Homeless Persons

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Number of beds created in overnight shelter/other emergency housing	0	0	0	0	0	0	0	0	0	0
Number of homeless persons given overnight shelter	746	0	0	0	0	0	0	0	0	746

Homeless Prevention

	Create Suitable Living			Provide Decent Housing			Create Economic Opportunities			Total
	Access	Afford	Sustain	Access	Afford	Sustain	Access	Afford	Sustain	
Number of Persons Assisted										
that received emergency financial assistance to prevent homelessness	0	0	0	0	0	0	0	0	0	0
that received emergency legal assistance to prevent homelessness	0	0	0	0	0	0	0	0	0	0

Section 3 Report

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office: Greensboro, NC

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip)	2. Federal Identification: (grant no.) B-11-MC-37002	3. Total Amount of Award: 398,713
City of Burlington Planning & Community Development Dept 425 S. Lexington Ave Burlington, NC 27215	4. Contact Person Shawna Tillery	5. Phone: (Include area code) 336-222-5094
	6. Length of Grant: 12 Months	7. Reporting Period: 07/1/11-06/30/12
8. Date Report Submitted:	9. Program Code: (Use separate sheet for each program code)	10. Program Name: CDBG Entitlement

Part I: Employment and Training (** Columns B, C and F are mandatory fields. Include New Hires in E &F)

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List) Trade	3	3	0	0	17
Trade	0	0	0	0	0
Trade	0	0	0	0	0
Trade	0	0	0	0	0
Trade	0	0	0	0	0
Other (List)	0	0	0	0	0
Total	3	3	0	0	17

* Program Codes
1 = Flexible Subsidy
2 = Section 202/811
3 = Public/Indian Housing
A = Development,
B = Operation
C = Modernization
4 = Homeless Assistance
5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement
8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

form HUD 60002 (6/2001)
Ref 24 CFR 135

Part II: Contracts Awarded

1. Construction Contracts: 4

A. Total dollar amount of all contracts awarded on the project	$ 282,900
B. Total dollar amount of contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	$ 2,640
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

X Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

X Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

____ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

____ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

X Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form HUD-60002, **Section 3 Summary Report, Economic Opportunities for Low- and Very Low-Income Persons.**

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any ***public and Indian housing programs*** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of $200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to ***contracts and subcontracts in excess of $100,000*** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts, which are to be completed for all programs covered by Section 3. Part I relates to ***employment and training***. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F). Part II of the form relates to ***contracting***, and Part III summarizes recipients' ***efforts*** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit one copy of this report to HUD Headquarters, Office of Fair Housing and Equal Opportunity. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. ***Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.***

HUD Field Office: Enter the Field Office name .

1. Recipient: Enter the name and address of the recipient submitting this report.
2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.

4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.

6. Reporting Period: Indicate the time period (months and year) this report covers.
7. Date Report Submitted: Enter the appropriate date.
8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e. supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: (Mandatory Field) Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: (Mandatory Field) Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: (Mandatory Field) Enter the number of Section 3 residents that were trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts – Self -explanatory

Submit one (1) copy of this report to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office. The Section 3 report is submitted by January 10. Include only contracts executed during the period specified in item 8. PHAs/IHAs are to report all contracts/subcontracts.

* The terms "low-income persons" and very low-income persons" have the same meanings given the terms in section 3 (b) (2) of the United States Housing Act of 1937. ***Low-income persons*** mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that The Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. ***Very low-income persons*** mean low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments or smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

City of Burlington, North Carolina
Section 3 Report
(HUD Form 60002)

July 1, 2011-June 30, 2012

Attachment

Part 1: Employment and Training

Employed Opportunities were also given to participants in the Construction Training Program (CTP). During program year 2011, 20 participants were enrolled with 17 participants graduating. According to the available tracking as of June 30, 2012 three individuals have received job placement

Part II: Contract Awarded

1. Construction Contract:
During the reporting period, the City of Burlington did not award any Community Development Block Grant (CDBG) construction contracts in excess of $200,000 for Section 3 covered project. The City awarded the following contracts:

Queen Anne St. Sewer Line Project	$107,646
Gilliam Rd. Water Line Project	$63,879
Fairchild Park Building Automation	$16,086.60
Allied Churches Project	$98,289

For (2) single-family housing rehabilitation project, the City awarded approximately $71,876 of Community Development Block Grant (CDBG) funds. The City primarily used HOME Program funds to perform housing rehabilitation projects.

2. Non-Construction Contracts:
The City did not award any CDBG non-construction contracts for Section 3 covered activities during the program year.

To meet the lead-based paint regulations for federal funded project, the City paid $2,640 to a certified firm for the lead-based paint inspections and risk assessment for (3) units. The City has an agreement with the firm to perform these tasks as needed.

MWBE Report