

CITY OF BURLINGTON

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

***PROGRAM YEAR 2013
July 1, 2013 - June 30, 2014***



City Officials

Burlington City Council

Mayor
Ronnie Wall

David R. Huffman	Mayor Pro Tem
Celo Faucette	Councilmember
Bob Ward	Councilmember
Jim Bulter	Councilmember

City Manager: Harold Owen

Amy L. Nelson

Planning and Economic Development Director

Shawna B. Tillery

Community Development Administrator

Staci K. Harris

Community Development Technician

Table of Contents

General Narratives	1
Affordable Housing	1
Homeless Activities	4
Continuum of Care	5
Other Homeless	5
Non-Homeless with Special Needs	9
Other Activities	10
Non-Homeless Community Development Activities	10
Affirmatively Furthering Fair Housing	14
Institutional Structures/Coordination Efforts	18
Public Housing Improvement and Resident Initiatives	19
Lead Based Paint Hazard Reduction	22
Anti-Poverty Actions	23
Local Monitoring and Compliance	23
Leveraging	24
Summary of Citizen Comments	24
Self-Evaluation	25
CDBG Narratives	25
Housing Projects	27
Public Facilities	29
Public Services	31
Budget Amendment	31
Assessment of Efforts to Carry Out Planned Activities	35
Appendix	36
Maps	
IDIS Reports	
Section 3 Report	
MWBE Report	

GENERAL NARRATIVES
Assessment of Five-year Goals and Objectives

During program year 2013, 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, 2013.

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, 2014, the City completed 110% 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 2013 program year to achieve its specific objectives and address identified housing needs.

During the program year, the City rehabilitated eleven (11) 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 six disabled head of households. Elderly individuals headed eight of the households. For one homeowner, the City reconstructed a 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.	2010	10	11	110%
				2011	10	10	100%
		HOME	Number occupied by elderly.	2012	10	12	120%
				2013	10	11	110%
				2014	10		%
			Number brought to standard. Number qualified as Energy Star Number made accessible. Number made lead safe.				
			MULTI-YEAR GOAL	50	44	110%	
DH-2 Affordability of Decent Housing							
DH-2.1	Address need for affordable decent housing by increasing homeownership among low and moderate-income homeowners.	HOME	Number of first time homebuyers.	2010	1	0	0%
				2011	1	1	100%
				2012	1	0	0%
				2013	1	0	0%
				2014	1	0	0%
			MULTI-YEAR GOAL	10	1	%	

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 2013**

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	5	0	0	11
Homebuyers (Assisted)	0	0	0	0	0	0
Total						11

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 2013 ACCSA worked on crediting issues with another potential homeowner with a goal of starting a new project in program year 2014.

During the program year, ACCSA publicized the availability of lots, accepted applications and counseled potential first-time homebuyers. The agency processed 12 requests for the Apple Tree Subdivision and 57 requests for other homeownership programs. ACCSA counseled 60 applicants for its homeownership program and held two homebuyer education classes. ACCSA also assisted in the weatherization of 8 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 2013, the agency continued the program with three families acquiring savings in their accounts. Of these families, four individuals have purchased a new home with their IDA accounts.

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 recombined and subdivided all properties on Key/Rauhut this year, and two projects have been completed in the program year.

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.

Alamance County Interagency Council for Homeless Assistance:

Organized in January 2000, the Alamance County Interagency Council for Homeless Assistance (ACICHA) serves as a Regional Committee for the Balance of State (BOS). ACICHA meets monthly to interact, gather information and develop projects for the homeless, review BOS application for ESG funding, and 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 2014 Continuum of Care funds as a member of the Balance of State Continuum.

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 homeless 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 545 different homeless individuals to create access to a suitable living environment. Included in this number were 32 families consisting of 61 children. Individuals, not in families, were comprised of 349 males and 196 females.

For lunch meals, the agency's Good Shepard Kitchen served an average of 158 lunch meals and 94 dinner meals per day each weekday. The kitchen served a total of 43,421 individual lunches to the unemployed, underemployed, disabled, and homeless.

Allied Churches took over as the County's main food pantry in the summer of 2013. As of June 30, 2014 13,728 individuals have been served.

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 at the shelter facility. The Resource Center provides a computer lab, job search, resume writing, utility and rental assistance, referrals, point of connection for organizations working with resides on education

employment, and mental health. 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 100 victims of domestic violence and child abuse (52 women and 48 children) in its women's shelter. The agency answered 1,690 crisis calls and provided counseling to the callers. During the program year the transitional housing facility housed twelve victims which includes three women with six children.

To the community and its clients, Family Abuse Services provided other services. Family Abuse Services advocates issued 457 restraining/protection orders during the fiscal year. The agency answered 760 calls for court advocacy and served 457 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 143 women, 822 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 \$31,107.68 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.

For over 10 year, 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 2013 program year, the Center rendered 692 supervised visits and 260 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 started in October 2012 and the first volunteers began providing direct service in November 2012. There are currently 28 volunteers currently working with victim in the civil and criminal courts. The program is being expanded to provide law enforcement officers access to trained volunteers after hours and on weekends for safety planning and advocacy services.

In June 2012 a new electronic system for filing for protective orders started at FAS. 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. 20 victims have filed electronic ex parte orders using the system.

During program year 2013 90 school based educational programs were provided to students throughout the ABSS and private schools in Alamance County. Seven presentations on Domestic Violence and FAS services were provided to community groups. Volunteers and Interns provided 1,956 hours of service during this time period adding \$23,472 in match for our federal grants.

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 third year of a three year grant for Alamance Women's Permanent Housing program and has entered the final year of funding. RTSA applied for a renewal and was awarded this in program year 2013 for program year 2014. 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, six women remained housed six months or longer. Three women exited the program during this time period. Two of these women moved into private rental housing; both were employed and one was continuing her

education. The remaining exiting female, who left against staff advice, benefited from housing and supportive services resulting in a harm reduction.

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 three 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.

Cardinal Innovation Healthcare Solutions:

Cardinal Innovation Healthcare Solutions (CIHS) operates the Alamance/Caswell Community Operations Center. The organization maintains three Shelter Plus Care grants. Renewal applications were completed for all three grants. During the program year, the CIHS housed 27 single adults, 8 adults in families, 16 children, and 8 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.

CIHS also provided supportive services to both homeless and non-homeless persons with special needs. As an alternative to institutional living, CIHS continued to provide supportive services to the residents of Belleshire Apartments and Hillendale Apartments, independent apartments for persons disabled by chronic mental illness. CIHS contracted with the State Mental Health Association to operate the apartment facilities. Additionally, CIHS 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, 2014 20 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 40 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 24 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 its alarm system in the 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

During the program year, the City allocated funds to assist RTS with two projects. The first project was to install a handicapped parking space and ramp at RTS's Hall Ave facility. The second project was to install new vinyl replacement windows at RTS's Mebane Street facility.

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 \$62,215.32 to the agency.

The Alamance/Caswell Community Operations Center (ACCOC) part of Cardinal Behavior Health 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 facility.

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 2012, the City completed three rehabilitations for three 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 11 units including eight 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.

Non-Housing Community Development Activities

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 one project. (See project map in appendix for project location.)

In a low to moderate-income area located in East Burlington the City constructed a new four segment portion of sidewalk along N. Ireland St. This area was identified as an area of need to the City of Burlington's Pedestrian Plan. A portion of these new sidewalks is located near the main office of the Burlington Housing Authority and senior housing.

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

During the 2014 program year the City completed one recreation projects at Fairchild Park Community Center, City-owned recreation facility. At Fairchild Park the City installed a new shade structure at the preschool aged playground equipment for the exploration station. The playground was in need of shade for the preschool aged children who use this equipment.

To update the quality of a public facilities two projects were completed at two different public facilities. Two projects were completed for persons who are homeless and seeking assistance through the homeless shelter operated by Allied Churches. The first project was repairs at Allied Churches repaired for foundation cracks in the southeast corner of the building. The settling has caused damages both inside to the sheet rock and bricks on the outside. This was completed by a structural engineering company per recommendations of a certified engineer. The second project at Allied Churches was the repaving of the parking lot at the facility. The second public facility project was for persons who are supported through RTS's Hall Ave Facility. The project provided funds to replace the existing roof. This previous roof was installed in the 1970s and was in desperate need of replacement.

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.

For the past 10 years, 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 2013 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.

For the past eight years, 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 2013 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, four took early job placement and 13 participants completed the training. The program graduates were comprised of six Whites, two African Americans, and four Hispanic males. All program participants were low-income persons, of which approximately 95% 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. MULTI-YEAR GOAL	2010 1	1	100%	
				2011 1	2	200%	
				2012 1	1	100%	
				2013 1	2	200%	
				2014 1		%	
				5	4	%	
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. MULTI-YEAR GOAL	2010 1	2	200%	
				2011 1	3	300%	
				2012 1	8	800%	
				2013 1	4	400%	
				2014 1		%	
				5	17	%	
EO-1 Availability/Accessibility of Economic Opportunity							
EO-1.1	Stimulate employment opportunities for low and 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. MULTI-YEAR GOAL	2010 12	13	110%	
				2011 12	17	200%	
				2012 12	17	200%	
				2013 12	17	200%	
				2014 12		%	
				60	47	110%	

Affirmatively Furthering Fair Housing

In January 2011, the City completed an updated analysis of impediments to fair housing choice in its jurisdiction. In the updated AI the City identified two impediments that can have an impact on equal housing choice in the Burlington area.

Impediment 1: Access to Affordable Homeownership, as well as Rental Units, and the Prevention of Predatory Lending Practices.

As in the situation in most communities in the Country, the importance of homeownership, as well as reasonable rental opportunities, Burlington/Alamance County cannot be overstated, both as a means to increase household wealth and as stabilizer in at-risk neighborhoods. Many lower-income household are prevented from owning their home unless they end up paying outrageous interest rates of predatory lenders. Local efforts must continue to include homeownership education and opportunities for prospective homeowners at the lowest income levels including thorough and comprehensive information on access to loans, through diligent marketing efforts that reach all segments.

Suggested Steps to Remove this impediments:

1. With the economic downturn during the past two to three years, together with the home foreclosures, need for sufficient public transportation to employment, the cost of housing remains largely a matter of economics in the private sector. It is possible for a public entity, such as the City of Burlington, to promote education and opportunities for prospective homeowners, as well as renters, at the lowest income levels. Through diligent marketing efforts to all socio-economic segments, the City of Burlington can provide information on available down-payment assistance and other homeownership programs as well as information on access to loans at market interest rates in addition to rental assistance as appropriate.
2. Municipal programs targeted at lower income and protect class citizens should include educating the population on the importance of homeownership and how to access local lending resources in additional to quality rental opportunities as appropriate.

Strategy:

1. In March 2014 the City in partnership with the United Way and the Alamance County Human Relations Commission to hold a Land Tenant Law & Rights workshop through Legal Aid of North Carolina. Over 40 people attended including community representatives, property management companies, and rental property owners.
2. In June 2014 the City participated in a homebuyer education forum at a local church. The event was sponsored by the Alamance County Human Relations Commission and included local realtors, local banks, the City, and local housing non-profits to educate potential homebuyers about the homebuyer process.
3. The City 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. The City increased and maintained affordable owner-occupied housing stock through the City's existing housing rehabilitation loan programs.
5. The City 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. The City referred homeowners threatened with foreclosure on their property or with credit problems to Consumer Credit Counseling Service, and/or Legal Aid.
7. The City referred landlords and eligible potential tenants to Graham Housing Authority to obtain rental assistance through the Section 8 program.
8. The City referred eligible rehabilitation clients to Alamance County's Housing rehabilitation grant program.
9. The City referred clients with rental housing problems to Alamance County Community Services for assistance through their Housing Counseling Program or the Fair Housing Project through Legal Aid of NC.

Impediment 2:

Need to accelerate Fair Housing outreach with housing industry including developers, relators, financial institutions and insurers.

Suggested Steps to Remove this impediments:

1. The City and NCHRC should continue to develop print and electronic media to provide education and outreach to a variety of groups on the Fair Housing law. This campaign should be carried out in a variety of languages.
2. Survey through bi-lingual outreach and education the Latino community to determine what is driving current housing patterns
3. Conduct a lending and sales baseline audit to determine what role gatekeeping plays in a lower homeownership rate experience by African Americans and Hispanics.
4. Continue to hold annual Fair Housing outreach sessions with industry leaders and consumers regarding financing, insurance, development, and the real estate market.

Strategy:

1. In February 2014 the City contracted with the City of High Point, City of Greensboro, and the Surry HOME Consortium to conduct a Regional Analysis of Fair Housing. This project is currently underway.
2. The City participated in Project Homeless Connect in January 2014 to distribute information on Fair Housing.
3. The City 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.
4. In March 2014 the City held stakeholder meetings with community agencies and representatives to get input on fair housing access and other information in the community for research.

5. Completed an assessment of lending and sales audit among different races in 2012.
6. Completed a survey of Hispanic residents in 2013 to determine housing patterns. It was determined the 95% of those 30 returned surveys were living in a neighborhood which was an Hispanic community in Burlington.
7. The City continued to reimburse with our HOME program the work performed by Rehabilitation Specialist for his rehab work and necessary translation for Community Development documents. He also performed translation services as necessary to assist the Hispanic residents through his position on the Code Enforcement staff.
8. In May 2014 the City held a stakeholder presentation on the draft of the Assessment of Fair Housing.
9. During Fair Housing month the City advertised Fair Housing resources available at the City in the CityWorks which is distributed to City residents in their water bills.
10. Additional public meetings and presentations are planned for program year 2014.
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.

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 215 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, sent notices to various agencies and organizations, and sent out notices through United Way's Community Council. 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) Spoke about the housing rehabilitation program through the Burlington Community Workgroup.

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, sidewalk project one neighborhoods and several recreation improvements in East Burlington.
- 3) Attended monthly meetings of the Alamance County Interagency Council on Homeless Assistance to understand housing needs and have a understanding of the needs in the community.

Institutional Structure/Coordination Efforts

For program year 2013, 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 13 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's 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.

Public Housing Improvements and Resident Initiatives

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 2013. Crump Village was completed in 2014. The new community

center at 1211 Chandler Court and the newly removed adjacent building for training and staff opened in April 2014. Both building have the very latest technology and amenities approximately 9,000 sq. ft. of space. The HUD Emergency Safety and Security grant of \$23,335 was completed in March 2014.

A final project is significant rehabilitation work at Burlington Homes which includes a Section 8 new construction 100 unit senior housing facility. The architectural drawings are complete and ready for loan development processing. The Construction is to begin in the fall 2013 and still being completed.

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; five of six communities are represented with membership; and the Council sponsored GRASPS.

To improve resident safety four of the six communities have active neighborhood watches and the new camera system has been connected with the Burlington Police Department. The new coordinated community response programs have reduced gang activity by 25% over the five years. The programs include the previously mentioned initiatives along with the 200 participants in the Strengthening Families classes and 360 participants in the annual Community Day.

The housing authority continued to sponsor supportive programs for its residents. The housing authority currently has 120 youth 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 21 residents enrolled in its program.

During the year, the housing authority continued to conduct the Training for Manhood Program for 28 participants and the P.H.A.S.A.C. Basketball/Academic Program for 10 participants. The program encourages youth residents to gain self-esteem, succeed in school and develop alternative activities to joining gangs.

The Retired and Senior Volunteer Program (RSVP) for persons over 55 years of age has 23 active volunteers serving six local schools, BHA Pre-K, BHA WHIZ Kids, Computer lab, local May Memorial Library, caregiver respite program, and RSVP Advisory Council. Projects for this group included over 1,162 volunteer hours

BHA is also participant in Developing Opportunities to Excel (Project D.O.E) which is a multi-county AmericCorps program supported by a grant in the amount of \$320,475 from the NC Commission on Volunteerism and Community Service.

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, 2014. The HOPE program which is for chronically homeless and disabled individuals had four families participating through June 30, 2014. To date is two slots available for HOPE and one slot available for STEPS.

Graham Housing Authority:

Graham Housing Authority (GHA) finished the installation of new cabinetry in 39 units and replaced kitchen appliances as needed

Resident Initiatives

Graham Housing Authority (GHA) no longer has a resident advisory board.

Through a Family Unification Program, GHA helped 49 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 2,268 persons being served through the Section 8 Housing Program which includes 944 families. There is currently 757 people on the waiting list for the Section 8 Program as of June 30, 2014.

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

Leveraging

During program year 2013 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.

**Table 4. Leveraged Resources
Program Year 2013**

Funding Source	Available Funds	Expenditures
State:		
CTP	65,000	65,000
Local:		
HOME Match	18,701	18,701
Non-Profit	12,176	12,176
City		
Private:		
Homeowners	1,720	1,720
Total	\$93,986.26	93,986.26

Summary of Citizen Comments

September 5, 2014, the City of Burlington placed a notice of the preparation of its Consolidated Annual Performance and Evaluation Report (CAPER) for program year 2013 in the local newspaper, the Burlington Times News. The notice stated that the City would hold a public hearing on September 16, 2014 for citizens to comment on its performance of the Community Development Program activities during 2013 program year. Copies of the report

would be available for public review for fifteen (15) days, September 5-20, 2014 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.

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). 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 2013 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 44 units. For program year 2013, the City has met its one-year goal for rehabilitating 11 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 with hopeful construction to begin in the fall of 2014.

On properties conveyed by the City, Habitat for Humanity started construction of one house at one house and completed it. Habitat has also completed six other home and has two currently under construction to be completed by the end of the year.

Other future developments for Habitat for Humanity include a 35 home subdivision in East Burlington acquired by Habitat through bankruptcy. Preliminary development will begin in this area over the coming year.

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 Allied Churches and Residential Treatment Services. 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 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 2013 the City allocated funds to make structural repairs and new parking lot upgrades at Allied Churches and installed a new roof at the recovery center operated by Residential Treatment Services

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 constructed a new crosswalk area and new sidewalks along Mebane St. in East Burlington. The City met its goal by 200% 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 2013, the City installed a new shade structural for the preschool aged playground equipment at Fairchild Park Community Center. As part of the third 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 one project – 400% 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.

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 2013 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 11 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 5, 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 \$117,803 of its revolving CDBG loan funds – over \$57,763 for two housing rehabilitations, \$3,625 for lead-based paint hazards inspections for three houses, \$14,064 for relocation costs and about \$42,351 for additional activity delivery costs. The City paid \$14,064 of CDBG funds for temporary relocation costs for five 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 5.

Table 5. CDBG Expenditures

Activity	Expenditures
Housing Projects	\$117,803
Public Facilities	\$220,188
Public Services	\$26,237
Relocation	\$3,000
Total	\$367,228





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, two did not graduate, one individual left for early employment, 17 individuals completed the training. The graduates attended class, constructed a utility buildings, worked on a picnic shelter, and observed and worked on houses through our rehabilitation program. The class also assisted Habitat for Humanity with a construction 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.

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.

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 two infrastructure projects in East Burlington. On the first project the City installed a new crosswalk at the intersection of S. Graham Hopedale Rd. and Mebane St. This area connects two major Burlington roadways which merge together and is the location of the East Burlington Wal-Mart. The City expended \$33,300 to complete this project. On the second project the city constructed

a 3,500 ft. segment of sidewalk along Mebane St from James St. to Beaumont St. This project tied into existing sidewalk at each end and extended the sidewalk from south side from Webb Ave. to S. Graham Hopedale Rd. The City expended \$140,321 to complete this project. The City completed another one recreational facility project in East Burlington. The City expended \$9,398 to install a new shade structure at Fairchild Park Community Center.

Accessibility and availability of decent housing and services for HUD target populations is another specific five-year objective for the City. During the 2013 program year the City completed three of these projects. The City expended \$51,821 to complete the structural repairs and parking lot improvement in the emergency shelter operated by Allied Churches. The City also expended \$13,040 to install a new roof at the recovery facility operated by Residential Treatment Services.



Fairchild Park



Allied Churches
Parking Lot



Mebane St. Sidewalks before
and After

Public Services

In the 2013 Action Plan, the City Community Development Program allocated \$26,237 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 4,178 materials for use in the library and in the patrons' homes. Library patrons accessed the computer 894 times, improving their computer skills and gaining information. The library presented 73 children's programs with 1,730 children attending. The children programs presented increased by 65 attendees. For the program year, the door count at the branch library was 3,612 patrons.



Changes in Priorities and Objectives

With the submission of the FY 13-14 Action Plan the City of Burlington incorporated a substantial amendment to its CDBG 2010-11 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 and provide additional assistance for relocation expenses.

Under the objective to provide improved public facilities for residents in East Burlington the City completed the installation of a new permanent generator at the City owned Fairchild Park Community Center. The City expended \$80,928 to install the new generator. Fairchild Park is the only Red Cross certified shelter in the County. The shelter will be able to provide assistance to residents of East Burlington during a disaster.

Under the objective to provide temporary relocation assistance to persons receiving assistance through the homeowner rehabilitation program the City expended \$3,000 to relocate client.

Both projects were completed as of June 30, 2014 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 sidewalk 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 two facilities operated by Residential Treatment Services. For persons who were victims of domestic violence, the emergency shelter was updated with new alarm system, one RTS facility had new windows installed and the other one had a new handicap curb installed.

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 2013 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 2013 program year. The City received approximately \$79,545.76 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, 2014, the City completed the rehabilitation of eleven owner-occupied units.

Table 6 shows the racial/ethnic composition of the assisted households in the eleven (11) completed units.

**Table 6. Racial/Ethnic Composition
Assisted Households
Program Year 2013**

Racial/Ethnic Status	Households
White	5
Hispanic	0
Black	6
Total	11

Table 7 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 2013**

Funding Source	Expenditures
CDBG	\$57,763
HOME Program	\$406,131
State CTP	\$65,000
Total	\$445,919

Of the total expenditures for housing rehabilitation projects, the City spent \$3,625 of CDBG revolving loan funds and \$4,385 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 \$14,064 of CDBG funds and almost \$10,832 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 \$57,763 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 twelve (12) houses. Of these houses, the City plans to rehabilitated nine (9) in FY 13-14 and plans to rehabilitate the other three (2) in FY 14-15. 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 2013-14

B: Completed CDBG Rehabilitation Projects for FY 2013-14

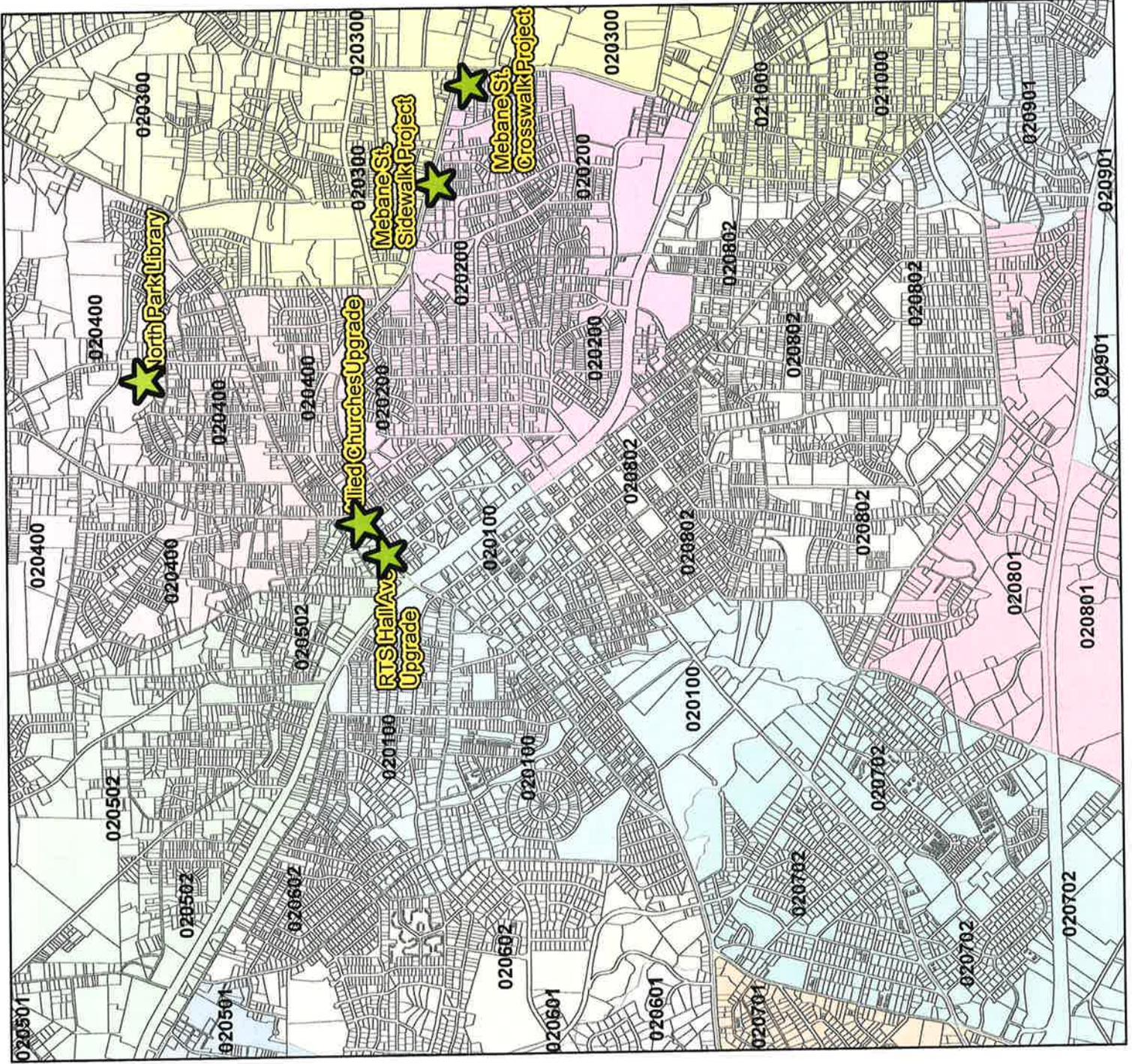
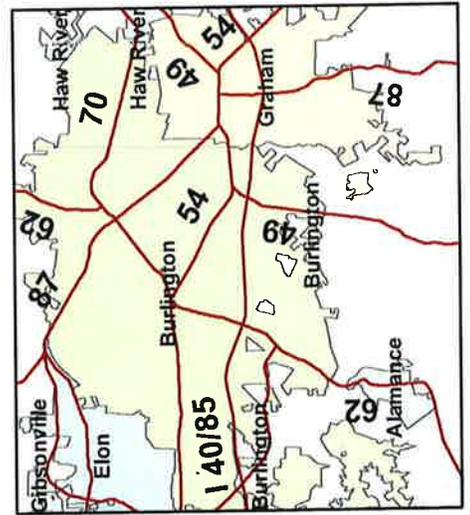
C: Completed HOME City Rehabilitation Projects for FY 2013-14

D: Completed HOME County Rehabilitation Projects for FY 2013-14

CDBG Completed Projects 2013-14



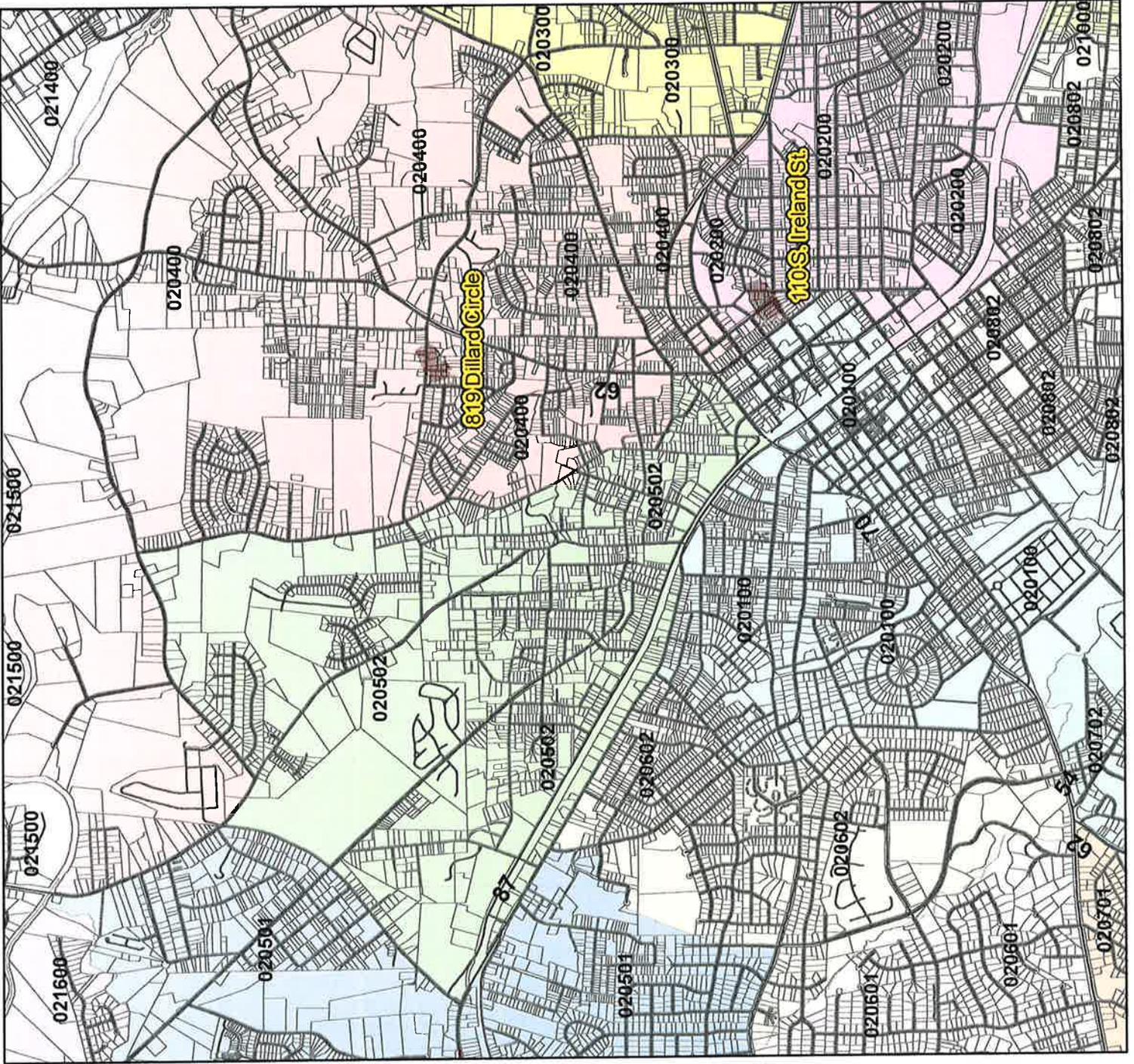
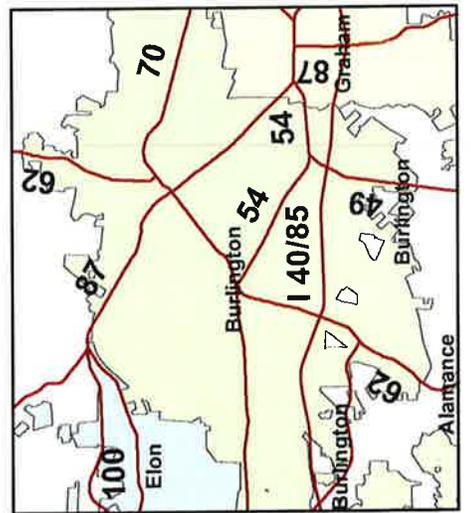
1 inch = 2,680 feet



Completed CDBG Rehab Projects: 2013-14



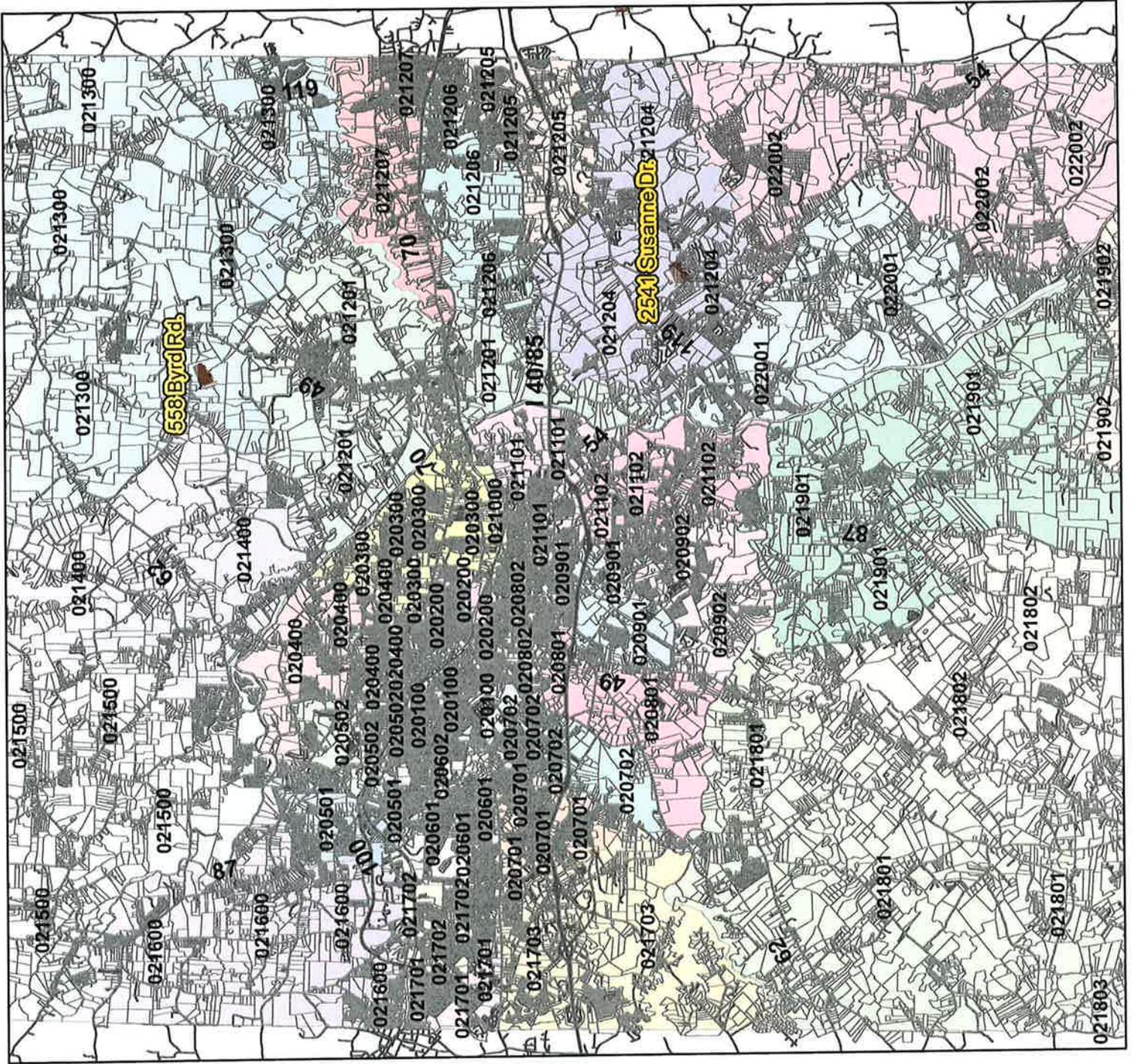
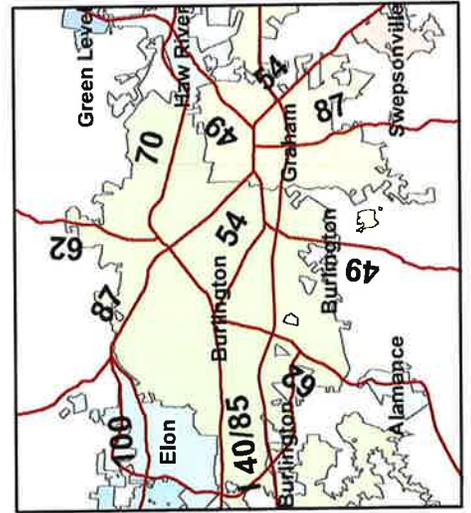
1 inch = 2,618 feet



**Completed HOME COUNTY
Rehab Projects:
2013-14**



1 inch = 12,175 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)

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1. Name of Grantee City of Burlington	2. Grant Number B-13-MC-37-0002	3. Reporting Period From 7/1/13 To 6/30/14
--	------------------------------------	---

Part I: Summary of CDBG Resources

1. Unexpended CDBG funds at end of previous reporting period (Balance from prior program years)			\$	818,090
2. Entitlement Grant from form HUD-7082			\$	458,906
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	\$	\$		79,545.76
b. Other (Identify below. If more space is needed use an attachment)	\$	\$		
	\$	\$		
c. Total Program Income (Sum of columns a and b)			\$	79,545.76
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)			\$	1,356,541.70

Part II: Summary of CDBG Expenditures

8. Total expenditures reported on Activity Summary, forms HUD-4949.2 & 4949.2A			\$	569,003.61
9. Total expended for Planning & Administration, form HUD-4949.2		\$		66,310.76
10. Amount subject to Low/Mod Benefit Calculation (line 8 minus line 9)		\$		502,692.85
11. CDBG funds used for Section 108 principal & interest payments			\$	0
12. Total expenditures (line 8 plus line 11)			\$	569,003.61
13. Unexpended balance (line 7 minus line 12)			\$	787,538.10

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			\$	569,003.61
16. Total (line 14 plus line 15)			\$	569,003.61
17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period)				100 %

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Previous editions are obsolete.

Part IV: Low/Mod Benefit for Multi-Year Certifications (Complete only if certification period includes prior years)		
Program years (PY) covered in certification	PY <u>2012</u> PY <u>2013</u> PY <u>2014</u>	
18. Cumulative net expenditures subject to program benefit calculation		\$ 1,060,956.60
19. Cumulative expenditures benefiting low/mod persons		\$ 1,060,956.60
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		\$ 26,237
22. Total PS unliquidated obligations from column r, form HUD-4949.2A		\$ 0
23. Sum of line 21 and line 22		\$ 26,237
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)		\$ 26,237
26. Amount of Program Income received in the preceding program year		\$ 68,171.69
27. Entitlement Grant Amount (from line 2)		\$ 458,906
28. Sum of line 26 and line 27		\$ 527,077.69
29. Percent funds obligated for Public Service Activities (line 25 divided by line 28)		4.98 %
Part VI: Planning and Program Administration Cap Calculation		
30. Amount subject to planning and administrative cap (grant amount from line 2 plus line 5c)		\$ 538,451.76
31. Amount expended for Planning & Administration (from line 9 above)		\$ 66,310.76
32. Percent funds expended (line 31 divided by line 30)		12.31 %

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, 2013 - June 30, 2014
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 \$ 79,545.76

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	81
- Principal Balance	\$2,031,872.36
- Number of Defaults	\$ - 0 -
- Amount of Defaults	\$ - 0 -

b. Home Purchase Incentive Program (Mortgage Loans)

- Number of Loans	4
- Principal Balance	\$70,829.34
- 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 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) \$787,538

Reconciliation:

Add:

LOC Balances	\$ 426,208
Cash on Hand:	
Grantee Program Account	\$ -0-
Sub-recipients Program Accounts	\$ -0-
Revolving Fund Cash Balances	\$ 215,919
Section 108 Cash Balances	\$ - 0 -

Subtract:

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

Total Reconciling Balance: \$642,127

Unreconciled Difference: \$ 145,411

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 \$145,411 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)**



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2013
BURLINGTON , NC

DATE: 07-30-14
TIME: 15:38
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	818,090.00
02 ENTITLEMENT GRANT	458,906.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	90,592.96
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,367,588.96

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	503,071.66
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	(378.81)
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	502,692.85
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	69,965.47
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(3,654.71)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	569,003.61
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	798,585.35

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	503,071.66
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	(378.81)
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	502,692.85
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: 2012 PY: 2013 PY: 2014
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	26,237.00
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)	26,237.00
32 ENTITLEMENT GRANT	458,906.00
33 PRIOR YEAR PROGRAM INCOME	68,215.92
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	(11,047.20)
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	516,074.72
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	5.08%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	69,965.47
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	(3,654.71)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	66,310.76
42 ENTITLEMENT GRANT	458,906.00
43 CURRENT YEAR PROGRAM INCOME	90,592.96
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(11,047.20)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	538,451.76
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.32%



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2013
 BURLINGTON, NC

DATE: 07-30-14
 TIME: 15:38
 PAGE: 2

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
					08	LMH	\$100.26
2010	6	160	5592679	Relocation for Homeowner Housing Rehabilitation	14A	LMH	\$3,547.77
2012	5	182	5582785	Housing Rehabilitation	03F	LMA	\$9,398.72
2013	1	191	5623542	Fairchild Park Upgrade	03C	LMC	\$7,635.00
2013	2	192	5600040	Allied Churches Upgrade	03C	LMC	\$36,236.00
2013	2	192	5606588	Allied Churches Upgrade	03C	LMC	\$7,950.00
2013	2	192	5621020	Allied Churches Upgrade	03C	LMC	\$13,040.00
2013	3	193	5616376	Residential Treatment Services	14A	LMH	\$68,835.64
2013	4	194	5679511	Housing Rehabilitation	14A	LMH	\$3,889.38
2013	4	194	5689059	Housing Rehabilitation	14A	LMH	\$3,651.78
2013	4	194	5698471	Housing Rehabilitation	14A	LMH	\$32,500.00
2013	6	196	5592679	Construction Training Program	14A	LMH	\$32,500.00
2013	6	196	5644640	Construction Training Program	03K	LMA	\$600.00
2013	7	197	5644640	Mebane Street Sidewalk Project	03K	LMA	\$938.64
2013	7	197	5650553	Mebane Street Sidewalk Project	03K	LMA	\$176.00
2013	7	197	5658708	Mebane Street Sidewalk Project	03K	LMA	\$226.00
2013	7	197	5663116	Mebane Street Sidewalk Project	03K	LMA	\$952.00
2013	7	197	5671080	Mebane Street Sidewalk Project	03K	LMA	\$34,391.17
2013	7	197	5683042	Mebane Street Sidewalk Project	03K	LMA	\$750.00
2013	7	197	5688359	Mebane Street Sidewalk Project	03K	LMA	\$34,516.52
2013	7	197	5695142	Mebane Street Sidewalk Project	03K	LMA	\$67,771.39
2013	7	197	5701669	Mebane Street Sidewalk Project	03K	LMA	\$400.00
2013	8	198	5626280	Mebane Street Crosswalk	03K	LMA	\$27,649.79
2013	8	198	5673657	Mebane Street Crosswalk	03K	LMA	\$5,250.21
2013	8	198	5683042	Mebane Street Crosswalk	05	LMA	\$26,237.00
2013	9	199	5686809	North Park Library	03	LMA	\$44,845.00
2013	10	200	5658708	Fairchild Park Generator Project	03	LMA	\$1,960.48
2013	10	200	5671080	Fairchild Park Generator Project	03	LMA	\$636.76
2013	10	200	5673657	Fairchild Park Generator Project	03	LMA	\$1,368.09
2013	10	200	5677724	Fairchild Park Generator Project	03	LMA	\$29,768.06
2013	10	200	5686809	Fairchild Park Generator Project	03	LMA	\$2,350.00
2013	10	200	5690866	Fairchild Park Generator Project	08	LMH	\$644.72
2013	11	201	5639170	Relocation	08	LMH	\$1,119.84
2013	11	201	5671080	Relocation	08	LMH	\$1,097.46
2013	11	201	5690866	Relocation	08	LMH	\$137.98
2013	11	201	5691312	Relocation			\$503,071.66
Total							

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	9	199	5686809	North Park Library	05	LMA	\$26,237.00
Total							\$26,237.00

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2013
 BURLINGTON, NC

DATE: 07-30-14
 TIME: 15:38
 PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2009	8	153	5583243	ADMINISTRATION	21A		\$4,735.14
2010	7	161	5600040	Administration	21A		\$3,970.29
2010	7	161	5606588	Administration	21A		\$4,221.11
2010	7	161	5615887	Administration	21A		\$11,247.60
2010	7	161	5623542	Administration	21A		\$5,261.13
2010	7	161	5626280	Administration	21A		\$750.00
2010	7	161	5639170	Administration	21A		\$4,423.04
2010	7	161	5644640	Administration	21A		\$294.71
2010	7	161	5650553	Administration	21A		\$3,786.44
2010	7	161	5658708	Administration	21A		\$4,393.74
2010	7	161	5663116	Administration	21A		\$250.00
2010	7	161	5671080	Administration	21A		\$12.41
2010	7	161	5673657	Administration	21A		\$4,013.46
2010	7	161	5675024	Administration	21A		\$1,460.83
2010	7	161	5677724	Administration	21A		\$4,192.99
2010	7	161	5683042	Administration	21A		\$1,211.06
2010	7	161	5686809	Administration	21A		\$269.73
2011	6	173	5688359	Administration	21A		\$3,586.44
2011	6	173	5696427	Administration	21A		\$943.54
2011	6	173	5701669	Administration	21A		\$5,371.89
2011	6	173	5702986	Administration	21A		\$3,610.09
2011	6	173	5703899	Administration	21A		\$1,959.83
Total							\$69,965.47

**CITY OF BURLINGTON
CDBG FINANCIAL SUMMARY
(IDIS REPORT C04PR26)
July 1, 2013 – June 30, 2014
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 2013 and disbursed for the housing rehabilitation projects. The \$90,592.96 included 2013 revolving loan payments of \$76,376.80 plus the \$3,168.96 which was added in July 2014 for the June payments received for program year 2013. In July 2014 the June 2014 receipt of revolving loan funds was receipted for \$3,168.96 making the total program year 2014 revolving loan payments to be \$79,545.76

To correct the total amount of available resources (line 8) for the program year, the City subtracted \$11,047.20 in line 7 to show the actual program year 2013 revolving loan funds earned. The actual amount received was \$79,545.76. 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

<u>Activity/Project</u>	<u>Source*</u>	<u>Amount Expended</u>
<i>Adjustments for Program Year 2012</i>		
Housing Rehab	IDIS/Cash on Hand	-3,547.77
Housing Rehab	IDIS/Cash on Hand	+3,168.96
Total		-378.81

Line 10 does not include the following adjustments:

In July 2013 an additional \$3,547.77 was drawn for the housing rehabilitation activity. This amount was included in the detail and was adjusted for in prior program year and needs to be subtracted.

In July 2014 an additional \$3,168.96 was drawn for the housing rehabilitation activity. This amount is not included in the detail and needs to be added.

The total amount adjusted was -\$378.81 to have the correct for program year 2013 activities. In line 10, the City calculated the total disbursements of \$502,692.85 made subject to low/mod benefit calculation in line 11.

Line 14. Adjustment to Compute Total Expenditures

Administration	IDIS	- \$4,735.58
Administration	IDIS	<u>+1,080.87</u>
Total		- \$3,654.71

*Line 14 adjustments:

In July 2013, \$4,735.58 was ordered for Administration expense incurred in program year 2012. 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 2012. This adjustment was added in program year 2012 CAPER.

In July 2014, \$1,080.87 was ordered for Administration expense incurred in program year 2013. This expense was not included in Line 12 from IDIS and needs to be added since it was for administrative activities for program year 2013.

To correct the amount of expenditures (line 15) for the 2011 program, the City adjusted the amount reported in IDIS by subtracting the net administrative costs \$4,735.58 and adding \$1,080.87 in line 14 to accurately reflect the total disbursement of \$66,310.76 for Administration during program year 2013.

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 \$378.81) 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 correct prior year program income. To correct the reported program income in line 33, the City subtracted \$11,047.20 since the prior amount was \$68,171.69 in line 34.

Line 40. Adjustment to Compute Total PA Obligations

In line 40, the City subtracting \$3,654.71 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 \$11,047.20 record receiving \$79,545.76 of program income (revolving loan funds) during program year 2013-14.

**IDIS Report
(PR 06)
Summary of Consolidated Plan Projects for Program Year 2013**

IDIS

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT

DATE: 7/30/2014

TIME: 3:45:30 PM

OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT

PAGE: 1/2

PR06 - Summary of Consolidated Plan
Projects for Report Year

Plan IDIS Year Project	Project Title and Description	Program
2013 1	Fairchild Park Upgrade	CDBG
2	Allied Churches Upgrade	CDBG
3	Residential Treatment Services-Hall Ave Upgrade	CDBG
4	Housing Rehabilitation	CDBG
5	Planing and Administration	CDBG
6	Construction Training Program	CDBG
7	Mebane Street Sidewalk Project	CDBG
8	Mebane Street Crosswalk	CDBG
9	North Park Library	CDBG
10	Fairchild Park Generator Project	CDBG
11	Relocation	CDBG

IDIS

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT

DATE: 7/30/2014

TIME: 3:45:30 PM

OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT

PAGE: 2/2

PR06 - Summary of Consolidated Plan
Projects for Report Year

<u>Project Estimate</u>	<u>Committed Amount</u>	<u>Amount Drawn Thru Report Year</u>	<u>Amount Available to Draw</u>	<u>Amount Drawn In Report Year</u>
\$10,000.00	\$9,398.72	\$9,398.72	\$0.00	\$9,398.72
\$56,321.00	\$51,821.00	\$51,821.00	\$0.00	\$51,821.00
\$14,350.00	\$13,040.00	\$13,040.00	\$0.00	\$13,040.00
\$100,000.00	\$79,545.76	\$76,376.80	\$3,168.96	\$76,376.80
\$62,000.00	\$0.00	\$0.00	\$0.00	\$0.00
\$65,000.00	\$65,000.00	\$65,000.00	\$0.00	\$65,000.00
\$191,698.00	\$140,321.72	\$140,321.72	\$0.00	\$140,321.72
\$33,300.00	\$33,300.00	\$33,300.00	\$0.00	\$33,300.00
\$26,237.00	\$26,237.00	\$26,237.00	\$0.00	\$26,237.00
\$79,214.00	\$80,928.39	\$80,928.39	\$0.00	\$80,928.39
\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00

**IDIS Report
(PR 03)
CDBG Activity Summary Report for Program Year 2013**



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
CDBG Activity Summary Report (GPR) for Program Year 2013
BURLINGTON

Date: 30-Jul-2014
Time: 15:40
Page: 1

PGM Year: 2009
Project: 0008 - ADMINISTRATION
IDIS Activity: 153 - ADMINISTRATION

Status: Completed 7/15/2013 12:00:00 AM
Location: unknown BURLINGTON, NC 27215

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

Initial Funding Date: 07/25/2012
Financing Description: PAYMENT OF PROGRAM ADMIN EXPENSES TO CONDUCTCD PROGRAM.

Funded Amount: 49,955.96
 Drawn Thru Program Year: 49,955.96
 Drawn In Program Year: 4,735.14

Proposed Accomplishments

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	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							

Female-headed Households:

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

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

Status: Completed 8/8/2013 12:00:00 AM
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: 10,000.00
 Drawn Thru Program Year: 10,000.00
 Drawn In Program Year: 100.26

Description:
 Funding provided to cover the eligible temporary relocation expenses incurred 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:	1	0	0	0	1	0	0	0
Black/African American:	8	0	0	0	8	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:	1	1	0	0	1	1	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	10	1	0	0	10	1	0	0

Female-headed Households: 5

Income Category:

Owner Renter Total Person

Extremely Low	4	0	4	0
Low Mod	3	0	3	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

Years	Accomplishment Narrative	# Benefiting
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2012 Relocation funds for homeowner rehabilitation program

PGM Year: 2010

Project: 0007 - ADMINISTRATION

IDIS Activity: 161 - Administration

Status: Completed 5/13/2014 12:00:00 AM

Location: 1

Objective:

Outcome:

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

Initial Funding Date: 08/28/2013

Financing

Funded Amount: 49,758.54

Drawn Thru Program Year: 49,758.54

Drawn In Program Year: 49,758.54

Proposed Accomplishments

Actual Accomplishments

Number assisted:

White:

Black/African American:

Asian:

American Indian/Alaskan Native:

Native Hawaiian/Other Pacific Islander:

American Indian/Alaskan Native & White:

Asian White:

Black/African American & White:

American Indian/Alaskan Native & Black/African American:

Other multi-racial:

Asian/Pacific Islander:

Hispanic:

Total:

Owner	Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic
Total	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0
Female-headed Households:	0	0	0	0	0	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

No data returned for this view. This might be because the applied filter excludes all data.

PGM Year: 2011
Project: 0006 - Administration
IDIS Activity: 173 - Administration

Status: Completed 7/25/2014 12:00:00 AM
Location:

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

Initial Funding Date: 05/13/2014

Financing
Funded Amount: 16,552.66
Drawn Thru Program Year: 15,471.79
Drawn In Program Year: 15,471.79

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		

White:	2	0	0	0	2	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:	1	1	0	0	1	1	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:	12	1	0	0	12	1	0	0
Female-headed Households:	7							7

Income Category:	Owner	Renter	Total	Person
Extremely Low	3	0	3	0
Low Mod	3	0	3	0
Moderate	6	0	6	0
Non Low Moderate	0	0	0	0
Total	12	0	12	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments **# Benefitting**

Years **Accomplishment Narrative**
 2012 Funds were used for loans for low and moderate-income households to rehabilitate their homes to provide safe, decent dwellings that meet the City's Minimum Housing Code. The City will undertake any required lead-based paint hazard reduction procedure and when necessary, temporarily relocate program participants.

PGM Year:	2013			
Project:	0001 - Fairchild Park Upgrade			
IDIS Activity:	191 - Fairchild Park Upgrade			
Status:	Completed 11/11/2013 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			
Description:	The plans to install a shade structure on the preschool aged playground equipment for the exploration station. The area currently has no shade and this will benefit the children in the area. The facility is City-owned and is located in East Burlington in a low to moderate income area.			
Initial Funding Date:	11/04/2013			
Financing				
Funded Amount:	9,398.72			
Drawn Thru Program Year:	9,398.72			
Drawn In Program Year:	9,398.72			

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

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
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2013 This project was to install a shade structure at the City-owned Fairchild Park for use in the preschool program operated at the Center. State requirements required this structure to be installed for the children while using the playground equipment.

PGM Year: 2013

Project: 0002 - Allied Churches Upgrade

IDIS Activity: 192 - Allied Churches Upgrade

Status: Completed 6/30/2014 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: 08/28/2013

Financing

Funded Amount: 51,821.00
 Drawn Thru Program Year: 51,821.00
 Drawn In Program Year: 51,821.00

Description:
 Plans are to provide funds to assist Allied Churches to repair foundation cracks and to complete a new three part paving project for the facility.
 Allied Churches is a homeless shelter which caters to the needs of the homeless in Burlington.

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	251	0
Black/African American:	0	0	0	0	0	0	313	0
Asian:	0	0	0	0	0	0	1	0
American Indian/Alaskan Native:	0	0	0	0	0	0	3	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	6	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	22	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	596	0
Female-headed Households:	0		0		0			

Income Category:	Owner	Renter	Total	Person
Extremely Low	0	0	0	596
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	596
Percent Low/Mod				100.0%

Annual Accomplishments **# Benefiting**

Years **Accomplishment Narrative**
 2013 The City provided funding to Allied Churches to correct some structural problems and to repave three sections of their existing parking lot. Allied Churches is the only homeless emergency shelter in Burlington.

PGM Year: 2013
Project: 0003 - Residential Treatment Services-Hall Ave Upgrade
IDIS Activity: 193 - Residential Treatment Services
Status: Completed 6/30/2014 12:00:00 AM
Location: 136 Hall Ave Burlington, NC 27217-2310
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Homeless Facilities (not operating costs) (03C) **National Objective:** LMC

Initial Funding Date: 10/14/2013
Financing
 Funded Amount: 13,040.00
 Drawn Thru Program Year: 13,040.00
 Drawn In Program Year: 13,040.00
Description:
 Plans are to provide funds to assist Residential Treatment Services to upgrade its Hall Ave facility.
 The upgrade will be to install a new roof on facility due to the age.
 The current roof was installed in the 1970s and is in desperate need of replacement.
 The facility serves an 8-bed treatment unit which serves both men and women and a supervised living low program for 17 male residents.

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	353	0
Black/African American:	0	0	0	0	0	0	141	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	3	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	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

American Indian/Alaskan Native & Black/African American: 0 0 0 0 0 0 0 0 0 0 0 0
 Other multi-racial: 0 0 0 0 0 0 0 0 0 0 0 0
 Asian/Pacific Islander: 0 0 0 0 0 0 0 0 0 0 0 0
 Hispanic: 0 0 0 0 0 0 0 0 0 0 0 0
Total: 11 0 0 0 11 0 0 0 0 0 0 0

Female-headed Households: 0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	4	0	4	0
Low Mod	2	0	2	0
Moderate	5	0	5	0
Non Low Moderate	0	0	0	0
Total	11	0	11	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
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2014 The City provided housing rehabilitation assistance from various funding sources for eligible property owners residing in single family houses at scattered sites. Activities will included 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.

PGM Year: 2013

Project: 0006 - Construction Training Program

IDIS Activity: 196 - Construction Training Program

Status: Completed 6/4/2014 12:00:00 AM

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

Objective: Create economic opportunities

Outcome: Availability/accessibility

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

Initial Funding Date: 08/07/2013

Financing

Funded Amount: 65,000.00
 Drawn Thru Program Year: 65,000.00
 Drawn In Program Year: 65,000.00

Description:
 Invest in program to provide job training in the construction industry and housing assistance for low-income area residents.

The class participates in hands on construction skills through the City's...
 A... housing rehabilitation program.

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.

Actual Accomplishments

Number assisted:

White: 5
 Black/African American: 6
 Asian: 0

	Owner		Renter		Total	
	Total	Hispanic	Total	Hispanic	Total	Hispanic
	5	0	0	0	5	0
	6	0	0	0	6	0
	0	0	0	0	0	0

American Indian/Alaskan Native:	0	0	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0	0	0
Total:	11	0	0	0	0	0	11	0	0	0
Female-headed Households:	3									3

Income Category:

	Owner	Renter	Total	Person
Extremely Low	4	0	4	0
Low Mod	2	0	2	0
Moderate	5	0	5	0
Non Low Moderate	0	0	0	0
Total	11	0	11	0
Percent Low/Mod	100.0%		100.0%	

Annual Accomplishments

Years	Accomplishment Narrative	# Benefiting
-------	--------------------------	--------------

2013	Invest in program to provide job training in the construction industry and housing assistance for low-income area residents. The class participates in hands on construction skills through the City's housing rehabilitation program. 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.	
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PGM Year: 2013
Project: 0007 - Mebane Street Sidewalk Project
IDIS Activity: 197 - Mebane Street Sidewalk Project
Status: Completed 6/30/2014 2:25:54 PM
Location: 800 N Mebane St Burlington, NC 27217-6014

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Street Improvements (03K) **National Objective:** LMA

Initial Funding Date: 01/08/2014

Financing
 Funded Amount: 140,321.72
 Drawn Thru Program Year: 140,321.72
 Drawn In Program Year: 140,321.72

Description:
 The City plans to construct a 3,500 ft. segment of sidewalk along Mebane Street (south side) from James St. to Beaumont St.
 This project will tie into existing sidewalk at each end and will extend sidewalk on the south side for a span from Webb to Graham-Hopedale.
 This project will benefit residents who live in East Burlington by providing a safe sidewalk connection.

Proposed Accomplishments

People (General) : 1
 Total Population in Service Area: 1,566

Annual Accomplishments **# Benefitting**

Years **Accomplishment Narrative**

2014 The City constructed sidewalks 3,500 ft. segment of sidewalk along Mebane Street (south side) from James Street to Beaumont Street. This sidewalk project will tie into existing sidewalk at each end and will extend sidewalk on the south side for a span from Webb to Graham-Hopedale. This project in East Burlington will benefit residents who in live in East Burlington by providing a safe sidewalk connection.

PGM Year: 2013
Project: 0008 - Mebane Street Crosswalk
IDIS Activity: 198 - Mebane Street Crosswalk
Status: Completed 6/4/2014 12:00:00 AM
Location: 200 S Graham Hopedale Rd Burlington, NC 27217-4320
Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Street Improvements (03K) **National Objective:** LMA

Initial Funding Date: 11/13/2013
Financing
 Funded Amount: 33,300.00
 Drawn Thru Program Year: 33,300.00
 Drawn In Program Year: 33,300.00
Proposed Accomplishments
 People (General) : 1
 Total Population in Service Area: 1,566
 Census Tract Percent Low / Mod: 59.50

Description:
 Plans are to install a crosswalk at the intersection of S. Graham Hopedale and Mebane St. This area is located in East Burlington and the City has received several requests for a crosswalk at the intersection. This area connects two major Burlington roadways together and is also the location of the East Burlington Wal-Mart. This project will allow a safe intersection for those residents using S. Graham Hopedale or Mebane St. to access Wal-Mart.

Annual Accomplishments **# Benefitting**

Years **Accomplishment Narrative**

2013 The City installed a crosswalk and sidewalk at the intersection of S. Graham Hopedale and Mebane Street. This area is located in East Burlington and the City had received several requests for a crosswalk and sidewalks at this intersection. This area connects two major Burlington roadways together and is also the location of the East Burlington Wal-Mart. This project will allow a safe intersection for those residents using S. Graham Hopedale or Mebane Street to access Wal-Mart or the roads.

PGM Year: 2013
Project: 0009 - North Park Library
IDIS Activity: 199 - North Park Library
Status: Completed 5/9/2014 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: 05/08/2014
Financing
 Funded Amount: 26,237.00
 Drawn Thru Program Year: 26,237.00
 Drawn In Program Year: 26,237.00
Description:
 Plans 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

Years	Accomplishment Narrative	# Benefitting
-------	--------------------------	---------------

2013	Each year, the City sets aside funds to purchase books, materials and supplies for the branch library in the Mayco Bigelow Community Center at North Park. Continuation of this financial assistance permits the library to operate and maintain its level of service to the community. This year we increased amount which assisted the library greatly since there a funding cut from the County's budget.	
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PGM Year:	2013				
Project:	0010 - Fairchild Park Generator Project				
IDIS Activity:	200 - Fairchild Park Generator Project				
Status:	Open				
Location:	827 S Graham Hopedale Rd Burlington, NC 27217-4327				
		Objective:	Create suitable living environments		
		Outcome:	Availability/accessibility		
		Matrix Code:	Public Facilities and Improvement (General) (03)	National Objective:	LMA
Initial Funding Date:	02/19/2014	Description:	Fairchild Park Community Center is the only certified Red Cross emergency shelter in Alamance County. This project will install a permanent generator when the shelter is needed to be used as a emergency shelter.		
Financing					
	Funded Amount:		80,928.39		
	Drawn Thru Program Year:		80,928.39		
	Drawn In Program Year:		80,928.39		

Proposed Accomplishments

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

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
-------	--------------------------	---------------

2014	The generator project at Fairchild Park Community Center entailed the installation of a permanent generator. Fairchild Park Community Center is the only Red Cross certified shelter in the County. The shelter will be able to provide assistance to residents of East Burlington during a disaster.	
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PGM Year:	2013				
Project:	0011 - Relocation				
IDIS Activity:	201 - Relocation				
Status:	Completed 6/27/2014 12:00:00 AM				
Location:	425 S Lexington Ave Burlington, NC 27215-4200				
		Objective:	Provide decent affordable housing		
		Outcome:	Availability/accessibility		
		Matrix Code:	Relocation (08)	National Objective:	LMH
Initial Funding Date:	12/18/2013	Description:	Funding provided to cover the eligible temporary relocation expenses incurred during the rehabilitation program		
Financing					
	Funded Amount:		3,000.00		

Drawn Thru Program Year: 3,000.00
 Drawn In Program Year: 3,000.00

Proposed Accomplishments

Households (General) : 4

Actual Accomplishments

Number assisted:

	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	2	0	0	0	2	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:	4	0	0	0	4	0	0	0
Female-headed Households:	1		0		1			

Income Category:

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

Years	Accomplishment Narrative	# Benefiting
-------	--------------------------	--------------

2013 Provide relocation assistance for individuals and families receiving assistance through the housing rehabilitation program.

Total Funded Amount: \$697,031.44
Total Drawn Thru Program Year: \$692,781.61
Total Drawn In Program Year: \$573,037.13

**IDIS Report
(PR 23)
Summary of Accomplishments for Program Year 2012**



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
CDBG Summary of Accomplishments
Program Year: 2013

BURLINGTON

DATE: 09-17-14
 TIME: 11:28
 PAGE: 1

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

Activity Group	Activity Category	Underway		Completed		Program Year Count	Total Activities Disbursed
		Count	Activities Disbursed	Count	Activities Disbursed		
Acquisition	Relocation (08)	0	\$0.00	2	\$3,100.26	2	\$3,100.26
	Total Acquisition	0	\$0.00	2	\$3,100.26	2	\$3,100.26
Housing	Rehab, Single-Unit Residential (14A)	1	\$76,376.80	2	\$68,547.77	3	\$144,924.57
	Total Housing	1	\$76,376.80	2	\$68,547.77	3	\$144,924.57
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	1	\$80,928.39	0	\$0.00	1	\$80,928.39
	Homeless Facilities (not operating costs) (03C)	0	\$0.00	2	\$64,861.00	2	\$64,861.00
	Parks, Recreational Facilities (03F)	0	\$0.00	1	\$9,398.72	1	\$9,398.72
	Street Improvements (03K)	0	\$0.00	2	\$173,621.72	2	\$173,621.72
	Total Public Facilities and Improvements	1	\$80,928.39	5	\$247,881.44	6	\$328,809.83
Public Services	Public Services (General) (05)	0	\$0.00	1	\$26,237.00	1	\$26,237.00
	Total Public Services	0	\$0.00	1	\$26,237.00	1	\$26,237.00
General Administration and Planning	General Program Administration (21A)	0	\$0.00	3	\$69,965.47	3	\$69,965.47
	Total General Administration and Planning	0	\$0.00	3	\$69,965.47	3	\$69,965.47
Grand Total		2	\$157,305.19	13	\$415,731.94	15	\$573,037.13



BURLINGTON

CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count		Program Year Totals
			Count	Completed Count	
Acquisition	Relocation (08)	Households	0	14	14
	Total Acquisition		0	14	14
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	11	23	34
	Total Housing		11	23	34
Public Facilities and Improvements	Public Facilities and Improvement (General) (03)	Public Facilities	933	0	933
	Homeless Facilities (not operating costs) (03C)	Public Facilities	0	1,100	1,100
	Parks, Recreational Facilities (03F)	Public Facilities	0	933	933
	Street Improvements (03K)	Persons	0	3,132	3,132
	Total Public Facilities and Improvements		933	5,165	6,098
Public Services	Public Services (General) (05)	Persons	0	865	865
	Total Public Services		0	865	865
Grand Total			944	6,067	7,011



U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Summary of Accomplishments
 Program Year: 2013

BURLINGTON

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons		Total Hispanic		Total Hispanic		
		Persons	Households	Persons	Households	Persons	Households	
Housing	White	0	12	0	0	0	0	
	Black/African American	0	15	0	0	0	0	
	Asian	0	6	0	0	0	0	
	Other multi-racial	0	1	0	0	1	1	
	Total Housing	0	34	0	0	1	1	
	Non Housing	White	604	3	0	0	0	0
		Black/African American	454	10	0	0	0	0
		Asian	3	0	0	0	0	0
		American Indian/Alaskan Native	6	0	0	0	0	0
		Native Hawaiian/Other Pacific Islander	7	0	0	0	0	0
American Indian/Alaskan Native & White		22	0	0	0	0	0	
Other multi-racial		4	1	0	0	1	1	
Total Non Housing		1,100	14	0	0	1	1	
White		604	15	0	0	0	0	
Black/African American		454	25	0	0	0	0	
Asian	3	6	0	0	0	0		
American Indian/Alaskan Native	6	0	0	0	0	0		
Native Hawaiian/Other Pacific Islander	7	0	0	0	0	0		
American Indian/Alaskan Native & White	22	0	0	0	0	0		
Other multi-racial	4	2	0	0	2	2		
Total Grand Total		1,100	48	0	0	2	2	



U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Summary of Accomplishments
 Program Year: 2013

BURLINGTON

DATE: 09-17-14
 TIME: 11:28
 PAGE: 4

CDBG Beneficiaries by Income Category

	Owner Occupied	Renter Occupied	Persons
Income Levels			
Housing	4	0	0
Extremely Low (<=30%)	2	0	0
Low (>30% and <=50%)	5	0	0
Mod (>50% and <=80%)	11	0	0
Total Low-Mod	0	0	0
Non Low-Mod (>80%)	11	0	0
Total Beneficiaries	1	0	1,051
Extremely Low (<=30%)	1	0	49
Low (>30% and <=50%)	2	0	0
Mod (>50% and <=80%)	4	0	1,100
Total Low-Mod	0	0	0
Non Low-Mod (>80%)	4	0	1,100
Total Beneficiaries			

**IDIS Report
PR 83
Summary of Accomplishments for Program Year 2012**

Public Services (continued)

	Create Suitable Living		Provide Decent Housing		Create Economic Opportunities		Total
	Access	Afford	Access	Afford	Access	Afford	
Number of Households Assisted							
with new (or continuing) access to a service	0	0	0	0	0	0	0
with improved (or continuing) access to a service	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
Totals :	0	0	0	0	0	0	0

Economic Development

	Create Suitable Living		Provide Decent Housing		Create Economic Opportunities		Total
	Access	Afford	Access	Afford	Access	Afford	
Total Number of Businesses Assisted							
Of Total	0	0	0	0	0	0	0
New businesses assisted	0	0	0	0	0	0	0
Existing businesses assisted	0	0	0	0	0	0	0
Number of business facades/buildings rehabilitated	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
Total Number of Jobs Created	0	0	0	0	0	0	0
Types of Jobs Created							
Officials and Managers	0	0	0	0	0	0	0

Economic Development (continued)

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

Rehabilitation of Rental Housing

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

Rehabilitation of Rental Housing (continued)

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

Construction of Rental Housing

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

Construction of Rental Housing (continued)

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

Housing Subsidies

	Create Suitable Living		Provide Decent Housing		Create Economic Opportunities		Total
	Access	Afford	Access	Afford	Access	Afford	
Total Number of Households	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
Number of households assisted that were previously homeless	0	0	0	0	0	0	0
Of those, number of chronically homeless households	0	0	0	0	0	0	0

Shelter for Homeless Persons

	Create Suitable Living		Provide Decent Housing		Create Economic Opportunities		Total
	Access	Afford	Access	Afford	Access	Afford	
Number of beds created in overnight shelter/other emergency housing	0	0	0	0	0	0	0
Number of homeless persons given overnight shelter	596	0	0	0	0	0	596

Homeless Prevention

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

Section 3 Report

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

July 1, 2012-June 30, 2013

Attachment

Part 1: Employment and Training

Employed Opportunities were also given to participants in the Construction Training Program (CTP). During program year 2012, 20 participants were enrolled with 17 participants graduating. According to the available tracking as of June 30, 2013 two 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:

Ireland Street Sidewalks	\$114,835
Fairchild Park Soccer Park Paving	\$56,055
Fairchild Youth Programming	\$50,000
North Park Building Automation	\$9,650
Residential Treatment Services-Windows	\$8,990
Forest Hills Lighting	\$4,398
Family Abuse Services Security System	\$3,305

For (2) single-family housing rehabilitation project, the City awarded approximately \$67,872 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 \$4,890 to a certified firm for the lead-based paint inspections and risk assessment for (6) units. The City has an agreement with the firm to perform these tasks as needed.

Part II: Contracts Awarded

1. Construction Contracts: **7**

A. Total dollar amount of all contracts awarded on the project	\$ 247233
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	\$ 4,890
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.)

- 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.
- 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.
- Other; describe below.

Mailed letters, application and information, accepted application, interview and explained the housing program to prospective contractors. Advertised the housing rehabilitation program in the local newspaper to recruit contractors. Reminded contractors in loan closings to look to

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.

MWBE Report

Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2535-0117 (exp. 1/31/2013)

Public Reporting Burden for this collection of information is estimated to average .50 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 information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Order 12421 dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and that these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals. While no assurances of confidentiality is pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

Privacy Act Notice - The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, United States Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. It will not be disclosed or released outside the United States Department of Housing and Urban Development without your consent, except as required or permitted by law.

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency

City of Burlington CDBG

Check #:
PHA
IHA

2. Location (City, State, ZIP Code)
Burlington, NC

3a. Name of Contact Person

Shawna Tillery

3b. Phone Number (Including Area Code)
(336) 222-5094

4. Reporting Period
 Oct. 1 - Sept. 30 (Annual-FY)

5. Program Code (Not applicable for CPD programs.)
See explanation of codes at bottom of page.
Use a separate sheet for each program code.

6. Date Submitted to Field Office
09/23/2013

Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc.	Amount of Contract or Subcontract	Type of Trade Code (See below)	Contractor or Subcontractor Business Code (See below)	Woman Owned Business (Yes or No)	Prime Contractor Identification (ID) Number	Sec. 3 Subcontractor Identification (ID) Number	Sec. 3 Identification (ID) Number	Contractor/Subcontractor Name and Address						
								Name	Street	City	State	Zip Code		
B-13-MC-370002	13,040	3	1	N	56-2015924			Coleman Roofing, 234 E Market St. Burlington, NC 27217						
B-13-MC-370002	17,600	3	1	N	56-1736347			Cassell Builders, 8600 Spearman Rd. Reidsville, NC 27320						
B-13-MC-370002	74,610	3	1	N	56-061337			King Electric, 808 Chapel Hill Rd. Burlington, NC 27215						
B-13-MC-370002	173,622	3	1	N	56-1513375			C&J Utilities, 2307 Deep Creek Church Rd. Burlington, NC 27215						
B-13-MC-370002	3,625	3	1	N	56-1646239			Get the Lead Out, 2121 Commonwealth Ave, Suite 202 Charlotte, NC 28205						
B-14-MC-370002	59,817	3	1	N	56-1480078			Stonewall Construction 3032 Rock Hill Rd, Burlington, NC 27215						
B-14-MC-370002	25,960	3	1	N	30-0144821			DARL, 4716 Hilltop Rd Greensboro, NC 27407						

7c: Type of Trade Codes:
Housing/Public Housing:
 1 = New Construction
 2 = Education/Training
 3 = Other
 4 = Service
 5 = Project Manag.

7d: Racial/Ethnic Codes:
 1 = White Americans
 2 = Black Americans
 3 = Native Americans
 4 = Hispanic Americans
 5 = Asian/Pacific Americans
 6 = Hasidic Jews

5: Program Codes (Complete for Housing and Public and Indian Housing programs only):
 1 = All insured, including Section 8
 2 = Flexible Subsidy
 3 = Section 8 Noninsured, Non-HFDA
 4 = Insured (Management)
 5 = Section 202
 6 = HUD-Held (Management)
 7 = Public/Indian Housing

Previous editions are obsolete.

Form HUD-2516 (8/98)

This report is to be completed by grantees, developers, sponsors, builders, agencies, and/or project owners for reporting contract and subcontract activities of \$10,000 or more under the following programs: Community Development Block Grants (entitlement and small cities); Urban Development Action Grants; Housing Development Grants; Multifamily Insured and Noninsured; Public and Indian Housing Authorities; and contracts entered into by recipients of CDBG rehabilitation assistance. Contracts/subcontracts of less than \$10,000 need be reported only if such contracts represent a significant portion of your total contracting activity. Include only contracts executed during this reporting period.

This form has been modified to capture Section 3 contract data in columns 7g and 7i. Section 3 requires that the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. Recipients using this form to report Section 3 contract data must also use Part 1 of form HUD-60002 to report employment and training opportunities data. Form HUD-2516 is to be

Community Development Programs

1. **Grantee:** Enter the name of the unit of government submitting this report.

3. **Contact Person:** Enter name and phone of person responsible for maintaining and submitting contract/subcontract data.

7a. **Grant Number:** Enter the HUD Community Development Block Grant Identification Number (with dashes). For example: B-32-MC-25-0034. For Entitlement Programs and Small City multi-year comprehensive programs, enter the latest approved grant number.

7b. **Amount of Contract/Subcontract:** Enter the dollar amount rounded to the nearest dollar. If subcontractor ID number is provided in 7i, the dollar figure would be for the subcontract only and not for the prime contract.

7c. **Type of Trade:** Enter the numeric codes which best indicates the contractor's/subcontractor's service. If subcontractor ID number is provided in 7i, the type of trade code would be for the subcontractor only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.

7d. **Business Racial/Ethnic/Gender Code:** Enter the numeric code which indicates the racial/ethnic/gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Enter the Employer (IRS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IRS) Number must be provided for each contract/subcontract awarded.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Enter the Employer (IRS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. **Contractor/Subcontractor Name and Address:** Enter this information for each Previous editions are obsolete.

completed for public and Indian housing and most community development programs. Form HUD-60002 is to be completed by all other HUD programs including State administered community development programs covered under Section 3.

A Section 3 contractor/subcontractor is a business concern that provides economic opportunities to low- and very low-income residents of the metropolitan area (or nonmetropolitan county), including a business concern that is 51 percent or more owned by low- or very low-income residents; employs a substantial number of low- or very low-income residents; or provides subcontracting or business development opportunities to businesses owned by low- or very low-income residents. Low- and very low-income residents include participants in Youthbuild programs established under Subtitle D of Title IV of the Cranston-Gonzalez National Affordable Housing Act. 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 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary

firm receiving contract/subcontract activity only one time on each report for each firm.

Multifamily Housing Programs

1. **Grantee/Project Owner:** Enter the name of the unit of government, agency or mortgageor entity submitting this report.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Same as item 7i. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. **Contractor/Subcontractor Name and Address:** Same as item 7j. under CPD Programs.

may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families. Very low-income persons means low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family 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 50 per centum 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. Submit two (2) copies of this report to your local HUD Office within ten (10) days after the end of the reporting period you checked in item 4 on the front. Complete item 7h. only once for each contractor/subcontractor on each semi-annual report. Enter the prime contractor's ID in item 7i. for all contracts and subcontracts. Include only contracts executed during this reporting period. PHAs/HAs are to report all contracts/subcontracts.

Public Housing and Indian Housing Programs

PHAs/HAs are to report all contracts/subcontracts. Include only contracts executed during this reporting period.

1. **Project Owner:** Enter the name of the unit of government, agency or mortgageor entity submitting this report. Check box as appropriate.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Same as item 7i. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. **Contractor/Subcontractor Name and Address:** Same as item 7j. under CPD Programs.

Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2535-0117 (exp. 1/31/2013)

Public Reporting Burden for this collection of information is estimated to average .50 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 information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Order 12421 dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and that these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals. While no assurances of confidentiality is pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

Privacy Act Notice - The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, United States Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. It will not be disclosed or released outside the United States Department of Housing and Urban Development without your consent, except as required or permitted by law.

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency

HOME City

Check if:
 PHA
 IHA

2. Location (City, State, ZIP Code)
 Burlington, NC

3a. Name of Contact Person
 Shawna Tillery

3b. Phone Number (Including Area Code)
 (336) 222-5094

4. Reporting Period
 Oct. 1 - Sept. 30 (Annual-FY)

5. Program Code (Not applicable for CPD programs.)
 See explanation of codes at bottom of page. Use a separate sheet for each program code.

6. Date Submitted to Field Office

7a. Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc.	7b. Amount of Contract or Subcontract	Type of Trade Code (See below)	Contractor or Business Code (See below)	7c. Race/Ethnic Code (See below)	7d. Woman Owned Business (Yes or No)	7e. Prime Contractor Identification (ID) Number	7f. Sec. 3 Identification Number	7g. Subcontractor Identification (ID) Number	7h. Sec. 3 Identification Number	7i. Name	7j. Contractor/Subcontractor Name and Address	Street	City	State	ZIP Code
	37,246	3			N	27-0991893				Triple J Construction	1808 Pinecrest St, Burlington, NC 27215				
	24,260	3			N	27-0991893				Triple J Construction	1808 Pinecrest St, Burlington, NC 27215				
	51,815	3			N	56-2007269				William Long Construction	3761 Phillips Chapel Rd, Haw River, NC 27258				
	39,564	3			N	27-0991893				Triple J Construction	1808 Pinecrest St, Burlington, NC 27215				
	54,260	3			N	56-2007269				William Long Construction	3761 Phillips Chapel Rd, Haw River, NC 27258				
		3			N	56-1646239				Get the Lead Out	2121 Commonwealth Ave, Suite 202 Charlotte, NC 28205				
	54,625	3			N	56-1736347				Cassell Builders	8600 Spearman Rd, Reidsville, NC 27320				
	35,335	3			N	56-1736347				Cassell Builders	8600 Spearman Rd, Reidsville, NC 27320				
	83,562	3			N	27-0991893				Triple J Construction	1808 Pinecrest St, Burlington, NC 27215				

7c: Type of Trade Codes:
 Housing/Public Housing:
 1 = New Construction
 2 = Substantial Rehab.
 3 = Repair
 4 = Service
 5 = Project Manag.
 6 = Professional
 7 = Tenant Services
 8 = Education/Training
 9 = Arch./Engrg. Appraisal
 0 = Other

7d: Racial/Ethnic Codes:
 1 = White Americans
 2 = Black Americans
 3 = Native Americans
 4 = Hispanic Americans
 5 = Asian/Pacific Americans
 6 = Hasidic Jews

7e: Program Codes (Complete for Housing and Public and Indian Housing programs only):
 1 = All insured, including Section 8
 2 = Flexible Subsidy
 3 = Section 8 Noninsured, Non-HFDA
 4 = Insured (Management)
 5 = Section 202
 6 = HUD-Held (Management)
 7 = Public/Indian Housing

This report is to be completed by grantees, developers, sponsors, builders, agencies, and/or project owners for reporting contract and subcontract activities of \$10,000 or more under the following programs: Community Development, Block Grants (rental and small cities), Urban Development Action Grants, Housing Development Grants, Multifamily Insured and Noninsured, Public and Indian Housing Authorities, and contracts entered into by recipients of CDBG rehabilitation assistance.

Contracts/subcontracts of less than \$10,000 need be reported only if such contracts represent a significant portion of your total contracting activity. Include only contracts executed during this reporting period.

This form has been modified to capture Section 3 contract data in columns 7g and 7i. Section 3 requires that the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. Recipients using this form to report Section 3 contract data must also use Part I of form HUD-60002 to report employment and training opportunities data. Form HUD-2516 is to be

Community Development Programs

1. **Grantee:** Enter the name of the unit of government submitting this report.

3. **Contact Person:** Enter name and phone of person responsible for maintaining and submitting contract/subcontract data.

7a. **Grant Number:** Enter the HUD Community Development Block Grant Identification Number (with dashes). For example: B-32-MC-25-0034. For Entitlement Programs and Small City multi-year comprehensive programs, enter the latest approved grant number.

7b. **Amount of Contract/Subcontract:** Enter the dollar amount rounded to the nearest dollar. If subcontractor ID number is provided in 7i, the dollar figure would be for the subcontract only and not for the prime contract.

7c. **Type of Trade:** Enter the numeric codes which best indicates the contractor's/subcontractor's service. If subcontractor ID number is provided in 7i, the type of trade code would be for the subcontract only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.

7d. **Business Racial/Ethnic/Gender Code:** Enter the numeric code which indicates the racial/ethnic/gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Enter the Employer (IRS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IRS) Number must be provided for each contract/subcontract awarded.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Enter the Employer (IRS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. Contractor/Subcontractor Name and Address: Enter this information for each Previous editions are obsolete.

completed for public and Indian housing and most community development programs. Form HUD-60002 is to be completed by all other HUD programs including State administered community development programs covered under Section 3.

A Section 3 contractor/subcontractor is a business concern that provides economic opportunities to low- and very low-income residents of the metropolitan area (or nonmetropolitan county), including a business concern that is 51 percent or more owned by low- or very low-income residents; employs a substantial number of low- or very low-income residents; or provides subcontracting or business development opportunities to businesses owned by low- or very low-income residents. Low- and very low-income residents include participants in Youthbuild programs established under Subtitle D of Title IV of the Cranston-Gonzalez National Affordable Housing Act. 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 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary

firm receiving contract/subcontract activity only one time on each report for each firm.

Multifamily Housing Programs

1. **Grantee/Project Owner:** Enter the name of the unit of government, agency or mortgage entity submitting this report.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Same as item 7i. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. Contractor/Subcontractor Name and Address: Same as item 7j. under CPD Programs.

may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families. Very low-income persons means low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family 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 50 per centum 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. Submit two (2) copies of this report to your local HUD Office within ten (10) days after the end of the reporting period you checked in item 4 on the front.

Complete item 7h. only once for each contractor/subcontractor on each semi-annual report.

Enter the prime contractor's ID in item 7i. for all contracts and subcontracts. Include only contracts executed during this reporting period. PHAs/HAs are to report all contracts/subcontracts.

Public Housing and Indian Housing Programs

PHAs/HAs are to report all contracts/subcontracts. Include only contracts executed during this reporting period.

1. **Project Owner:** Enter the name of the unit of government, agency or mortgage entity submitting this report. Check box as appropriate.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Same as item 7i. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. Contractor/Subcontractor Name and Address: Same as item 7j. under CPD Programs.

Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2535-0117 (exp. 1/31/2013)

Public Reporting Burden for this collection of information is estimated to average 50 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 information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Order 12421 dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and that these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals. While no assurances of confidentiality is pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

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1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency

HOME City

Check if:
 PHA
 IHA

2. Location (City, State, ZIP Code)
 Burlington, NC

3a. Name of Contact Person
 Shawna Tillery

3b. Phone Number (Including Area Code)
 (336) 222-5094

4. Reporting Period
 Oct. 1 - Sept. 30 (Annual-FY)

5. Program Code (Not applicable for CPD programs.)
 See explanation of codes at bottom of page. Use a separate sheet for each program code.

6. Date Submitted to Field Office

Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc.	Amount of Contract or Subcontract	Type of Trade Code (See below)	Contractor of Business Code (See below)	Racial/Ethnic Code (See below)	Woman Owned Business (Yes or No)	Prime Contractor Identification (ID) Number	Sec. 3 Identification Number	Sec. 3 Identification Number	Contractor/Subcontractor Name and Address				
									Name	Street	City	State	Zip Code
7a.	7b.	7c.	7d.	7e.	7f.	7g.	7h.	7i.					
	36,075	3	2		N	56-226-0434			Premier Design Builders, 214 E. Mountain St. Suite 100 Kernersville, NC 27284				
	54,260	3	1		N	56-2007269			William Long Construction, 3761 Phillips Chapel Rd. Haw River, NC 27258				
	105,500	3	1		N	56-1736347			Cassell Builders, 8600 Spearman Rd. Reidsville, NC 27320				

7c. Type of Trade Codes:

- Housing/Public Housing:**
- 1 = New Construction
 - 2 = Substantial Rehab.
 - 3 = Repair
 - 4 = Service
 - 5 = Project Managt.
 - 6 = Professional
 - 7 = Tenant Services
 - 8 = Education/Training
 - 9 = Arch./Engng. Appraisal
 - 0 = Other

7d. Racial/Ethnic Codes:

- 1 = White Americans
- 2 = Black Americans
- 3 = Native Americans
- 4 = Hispanic Americans
- 5 = Asian/Pacific Americans
- 6 = Hasidic Jews

5: Program Codes (Complete for Housing and Public and Indian Housing programs only):

- 1 = All insured, including Section 8
- 2 = Flexible Subsidy
- 3 = Section 8 Noninsured, Non-HFDA
- 4 = Insured (Management)
- 5 = Section 202
- 6 = HUD-Field (Management)
- 7 = Public/Indian Housing

Previous editions are obsolete.

This report is to be completed by grantees, developers, sponsors, builders, agencies, and/or project owners for reporting contract and subcontract activities of \$10,000 or more under the following programs: Community Development Block Grants (entirement and small cities); Urban Development Action Grants; Housing Development Grants; Multifamily Insured and Noninsured; Public and Indian Housing Authorities; and contracts entered into by recipients of CDBG rehabilitation assistance. Contracts/subcontracts of less than \$10,000 need be reported only if such contracts represent a significant portion of your total contracting activity. Include only contracts executed during this reporting period.

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Community Development Programs

1. **Grantee:** Enter the name of the unit of government submitting this report.

3. **Contact Person:** Enter name and phone of person responsible for maintaining and submitting contract/subcontract data.

7a. **Grant Number:** Enter the HUD Community Development Block Grant Identification Number (with dashes). For example: B-92-MC-25-0034. For Entitlement Programs and Small City multi-year comprehensive programs, enter the latest approved grant number.

7b. **Amount of Contract/Subcontract:** Enter the dollar amount rounded to the nearest dollar. If subcontractor ID number is provided in 7i, the dollar figure would be for the subcontract only and not for the prime contract.

7c. **Type of Trade:** Enter the numeric codes which best indicates the contractor's/subcontractor's service. If subcontractor ID number is provided in 7i, the type of trade code would be for the subcontractor only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.

7d. **Business Racial/Ethnic/Gender Code:** Enter the numeric code which indicates the racial/ethnic/gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Enter the Employer (IRS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IRS) Number must be provided for each contract/subcontract awarded.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Enter the Employer (IRS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.

7i. **Section 3 Contractor:** Enter Yes or No.

7i. **Contractor/Subcontractor Name and Address:** Enter this information for each Previous editions are obsolete.

completed for public and Indian housing and most community development programs. Form HUD-60002 is to be completed by all other HUD programs including State administered community development programs covered under Section 3.

A Section 3 contractor/subcontractor is a business concern that provides economic opportunities to low- and very low-income residents of the metropolitan area (or nonmetropolitan county), including a business concern that is 51 percent or more owned by low- or very low-income residents; employs a substantial number of low- or very low-income residents; or provides subcontracting or business development opportunities to businesses owned by low- or very low-income residents. Low- and very low-income residents include participants in Youthbuild programs established under Subtitle D of Title IV of the Cranston-Gonzalez National Affordable Housing Act. 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 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary

firm receiving contract/subcontract activity only one time on each report for each firm.

Multifamily Housing Programs

1. **Grantee/Project Owner:** Enter the name of the unit of government, agency or mortgagee entity submitting this report.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b, under CPD Programs.

7c. **Type of Trade:** Same as item 7c, under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d, under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Same as item 7i, under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h, under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7i. **Contractor/Subcontractor Name and Address:** Same as item 7i, under CPD Programs.

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Public Housing and Indian Housing Programs

PHAs/HAs are to report all contracts/subcontracts. Include only contracts executed during this reporting period.

1. **Project Owner:** Enter the name of the unit of government, agency or mortgagee entity submitting this report. Check box as appropriate.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b, under CPD Programs.

7c. **Type of Trade:** Same as item 7c, under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d, under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7i. **Contractor Identification (ID) Number:** Same as item 7i, under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h, under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7i. **Contractor/Subcontractor Name and Address:** Same as item 7i, under CPD Programs.

Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2535-0117 (exp. 1/31/2013)

Public Reporting Burden for this collection of information is estimated to average 50 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 information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Order 12421 dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and that these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals. While no assurances of confidentiality is pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

Privacy Act Notice - The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, United States Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. It will not be disclosed or released outside the United States Department of Housing and Urban Development without your consent, except as required or permitted by law.

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency

HOME County

Check if:
 PHA
 IHA
 Alameda County

3a. Name of Contact Person: Shawna Tillery
 3b. Phone Number (Including Area Code): (336) 222-5094
 4. Reporting Period: Oct. 1 - Sept. 30 (Annual-FY)
 5. Program Code (Not applicable for CPD programs.)
 See explanation of codes at bottom of page. Use a separate sheet for each program code.
 6. Date Submitted to Field Office

Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc.	Amount of Contract or Subcontract	Type of Trade Code (See below)	Contractor of Business Code (See below)	Woman Owned Business (Yes or No)	Prime Contractor Identification (ID) Number	Sec. 3 Identification Number	Sec. 3 Identification Number	Name	Street	City	State	Zip Code
7a.	7b.	7c.	7d.	7e.	7f.	7h.	7i.	7j.	7k.	7l.	7m.	7n.
	44,576	3	2	N	27-0991893	N		Triple J Construction, 1808 Pinecrest St, Burlington, NC 27215	Triple J Construction			
	1,265	3	1	N	56-1646239	N		Get the Lead Out, 2121 Commonwealth Ave, Suite 202 Charlotte, NC 28205				
	64,106	3	2	N	27-0991893	N		Triple J Construction, 1808 Pinecrest St, Burlington, NC 27215	Triple J Construction			
	90,425	3	1	N	56-1736347	N		Cassell Builders, 8600 Spearman Rd, Reidsville, NC 27320				

7c: Type of Trade Codes:
 1 = New Construction
 2 = Substantial Rehab.
 3 = Repair
 4 = Service
 5 = Project Managt.

7d: Racial/Ethnic Codes:
 1 = White Americans
 2 = Black Americans
 3 = Native Americans
 4 = Hispanic Americans
 5 = Asian/Pacific Americans
 6 = Hasidic Jews

7e: Program Codes (Complete for Housing and Public and Indian Housing programs only):
 1 = All Insured, including Section 8
 2 = Flexible Subsidy
 3 = Section 8 Non-Insured, Non-HFDA
 4 = Insured (Management)
 5 = Section 202
 6 = HUD-Held (Management)
 7 = Public/Indian Housing

This report is to be completed by grantees, developers, sponsors, builders, agencies, and/or project owners for reporting contract and subcontract activities of \$10,000 or more under the following programs: Community Development Block Grants (entitlement and small cities); Urban Development Action Grants; Housing Development Grants; Multifamily Insured and Nominusured; Public and Indian Housing Authority; and contracts entered into by recipients of CDBG rehabilitation assistance.

Contracts/subcontracts of less than \$10,000 need be reported only if such contracts represent a significant portion of your total contracting activity. Include only contracts executed during this reporting period.

This form has been modified to capture Section 3 contract data in columns 7g and 7i. Section 3 requires that the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs shall, to the greatest extent feasible, be directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. Recipients using this form to report Section 3 contract data must also use Part I of form HUD-60002 to report employment and training opportunities data. Form HUD-2516 is to be

Community Development Programs

1. **Grantee:** Enter the name of the unit of government submitting this report.

3. **Contact Person:** Enter name and phone of person responsible for maintaining and submitting contract/subcontract data.

7a. **Grant Number:** Enter the HUD Community Development Block Grant Identification Number (with dashes). For example: B-32-MC-25-0034. For Entitlement Programs and Small City multi-year comprehensive programs, enter the latest approved grant number.

7b. **Amount of Contract/Subcontract:** Enter the dollar amount rounded to the nearest dollar. If subcontractor ID number is provided in 7i, the dollar figure would be for the subcontract only and not for the prime contract.

7c. **Type of Trade:** Enter the numeric codes which best indicates the contractor's/subcontractor's service. If subcontractor ID number is provided in 7i, the type of trade code would be for the subcontractor only and not for the prime contractor. The "other" category includes supply, professional services and all other activities except construction and education/training activities.

7d. **Business Racial/Ethnic/Gender Code:** Enter the numeric code which indicates the racial/ethnic/gender character of the owner(s) and controller(s) of 51% of the business. When 51% or more is not owned and controlled by any single racial/ethnic/gender category, enter the code which seems most appropriate. If the subcontractor ID number is provided, the code would apply to the subcontractor and not to the prime contractor.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Enter the Employer (IRS) Number of the Prime Contractor as the unique identifier for prime recipient of HUD funds. Note that the Employer (IRS) Number must be provided for each contract/subcontract awarded.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Enter the Employer (IRS) Number of the subcontractor as the unique identifier for each subcontract awarded from HUD funds. When the subcontractor ID Number is provided, the respective Prime Contractor ID Number must also be provided.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. **Contractor/Subcontractor Name and Address:** Enter this information for each Previous editions are obsolete.

completed for public and Indian housing and most community development programs. Form HUD-60002 is to be completed by all other HUD programs including State administered community development programs covered under Section 3.

A Section 3 contractor/subcontractor is a business concern that provides economic opportunities to low- and very low-income residents of the metropolitan area (or nonmetropolitan county), including a business concern that is 51 percent or more owned by low- or very low-income residents; employs a substantial number of low- or very low-income residents; or provides subcontracting or business development opportunities to businesses owned by low- or very low-income residents. Low- and very low-income residents include participants in Youthbuild programs established under Subtitle D of Title IV of the Cranston-Gonzalez National Affordable Housing Act. 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 per centum of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary

firm receiving contract/subcontract activity only one time on each report for each firm.

Multifamily Housing Programs

1. **Grantee/Project Owner:** Enter the name of the unit of government, agency or mortgageor entity submitting this report.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Same as item 7f. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. **Contractor/Subcontractor Name and Address:** Same as item 7j. under CPD Programs.

may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low-income families. Very low-income persons means low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family 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 50 per centum 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. Submit two (2) copies of this report to your local HUD Office within ten (10) days after the end of the reporting period you checked in item 4 on the front. Complete item 7i, only once for each contractor/subcontractor on each semi-annual report. Enter the prime contractor's ID in item 7f. for all contracts and subcontracts. Include only contracts executed during this reporting period. PHAs/IHAs are to report all contracts/subcontracts.

Public Housing and Indian Housing Programs

PHAs/IHAs are to report all contracts/subcontracts. Include only contracts executed during this reporting period.

1. **Project Owner:** Enter the name of the unit of government, agency or mortgageor entity submitting this report. Check box as appropriate.

3. **Contact Person:** Same as item 3 under CPD Programs.

4. **Reporting Period:** Check only one period.

5. **Program Code:** Enter the appropriate program code.

7a. **Grant/Project Number:** Enter the HUD Project Number or Housing Development Grant or number assigned.

7b. **Amount of Contract/Subcontract:** Same as item 7b. under CPD Programs.

7c. **Type of Trade:** Same as item 7c. under CPD Programs.

7d. **Business Racial/Ethnic/Gender Code:** Same as item 7d. under CPD Programs.

7e. **Woman Owned Business:** Enter Yes or No.

7f. **Contractor Identification (ID) Number:** Same as item 7f. under CPD Programs.

7g. **Section 3 Contractor:** Enter Yes or No.

7h. **Subcontractor Identification (ID) Number:** Same as item 7h. under CPD Programs.

7i. **Section 3 Contractor:** Enter Yes or No.

7j. **Contractor/Subcontractor Name and Address:** Same as item 7j. under CPD Programs.