DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

July 1, 2017 - June 30, 2018

Program Year 2017
CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)
This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

At the end of the program year, the County evaluated progress made in meeting its objectives through these programs and activities and summarized the use of the funds during the program year. The County presents the information to its citizens in the form of this CAPER as a year-end report.

Mountainland Association of Governments (MAG) administers the Utah County CDBG program and works to ensure that funds are used in accordance with all program requirements. Mountainland Association of Governments and Utah County have worked to develop a strong CDBG program through its commitment to building solid partnerships. MAG staff has worked to cultivate a collaborative relationship between HUD, County staff, adjacent local government representatives, and non-profit organizations, in order to provide quality services and programs to low and moderate-income residents of the County.

As the administrator of the CDBG grant, Mountainland Association of Governments recognizes the importance of providing a high level of technical assistance to our sub-recipients. During the 2017 program year, MAG staff provided several training opportunities for sub-recipients, such as hosting How to Apply Workshops in October 2016. The How to Apply Workshops address the objectives of the CDBG program, eligible projects, and instructions regarding the application process. MAG staff conducted a site visit for each potential applicant to ensure project readiness and eligibility. In addition, MAG staff also hosted a Sub-Recipient Training Session in May 2016. During these trainings, staff explains the cross-cutting regulations that will apply to the CDBG program, such as Davis-Bacon, and the Fair Housing Act, which includes stressing the importance of incorporating fair housing information and working to affirmatively further fair housing through their federally funded grants. Sub-recipients that have active projects can contact MAG staff as needed at any time with their questions and concerns. MAG staff also meets frequently with prospective applicants and citizens of the County to discuss potential

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)
Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.
<table>
<thead>
<tr>
<th>Goal</th>
<th>Category</th>
<th>Source / Amount</th>
<th>Indicator</th>
<th>Unit of Measure</th>
<th>Expected – Strategic Plan</th>
<th>Actual – Strategic Plan</th>
<th>Percent Complete</th>
<th>Expected – Program Year</th>
<th>Actual – Program Year</th>
<th>Percent Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $187500</td>
<td>Rental units rehabilitated</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>12</td>
<td>12</td>
<td>100.00%</td>
</tr>
<tr>
<td>Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $187500</td>
<td>Homeowner Housing Added</td>
<td>Household Housing Unit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>7</td>
<td>4</td>
<td>57.14%</td>
</tr>
<tr>
<td>Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $187500</td>
<td>Homeowner Housing Rehabilitated</td>
<td>Household Housing Unit</td>
<td>7</td>
<td>4</td>
<td>57.14%</td>
<td>7</td>
<td>4</td>
<td>57.14%</td>
</tr>
<tr>
<td>Affordable Housing</td>
<td>Affordable Housing</td>
<td>CDBG: $187500</td>
<td>Direct Financial Assistance to Homebuyers</td>
<td>Households Assisted</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Economic Development</td>
<td>Non-Housing Community Development</td>
<td></td>
<td>Jobs created/retained</td>
<td>Jobs</td>
<td>5</td>
<td>5</td>
<td>100.00%</td>
<td>5</td>
<td>5</td>
<td>100.00%</td>
</tr>
<tr>
<td>Economic Development</td>
<td>Non-Housing Community Development</td>
<td></td>
<td>Businesses assisted</td>
<td>Businesses Assisted</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Public facilities and infrastructure improvements</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $855758</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>38100</td>
<td>37625</td>
<td>98.75%</td>
<td>1602</td>
<td>1600</td>
<td>99.88%</td>
</tr>
<tr>
<td>Public facilities and infrastructure improvements</td>
<td>Non-Housing Community Development</td>
<td>CDBG: $855758</td>
<td>Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit</td>
<td>Households Assisted</td>
<td>206</td>
<td>193</td>
<td>93.69%</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Public Services</td>
<td>Non-Homeless Special Needs Non-Housing Community Development</td>
<td>CDBG: $83367</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit</td>
<td>Persons Assisted</td>
<td>4075</td>
<td>3825</td>
<td>93.87%</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>361</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>365</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>101.11%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 1 - Accomplishments – Program Year & Strategic Plan to Date
Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The mission of the Utah CDBG program is to improve the quality of life for low and moderate in residents, by increasing access to decent and attainable housing, improving their living environment, and expanding their economic resources. CDBG staff has worked to provide successful applicants funding for programs and projects that addressed the priorities outlined in the Consolidated Plan. Applicants may include non-profit agencies, governmental and quasi-governmental agencies and housing authorities. To expand upon this mission, Utah County has incorporated a proactive approach of providing assistance to the organizations on the front lines, providing help to the at-risk population.

Staff works with the non-profit community serving Utah County to identify the needs of the low and moderate-income residents of the community and coordinates with them to address gaps in the delivery system. We believe that, by combining the resources available to the County with those of local jurisdictions and the non-profit organizations, these gaps will begin to close. CDBG staff has worked to establish partnerships with these community stakeholders to combine resources for a coordinated response, providing a widespread approach to address the current gaps in services.
CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

<table>
<thead>
<tr>
<th>Racial and Ethnic Status</th>
<th>CDBG</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>10,568</td>
</tr>
<tr>
<td>Black or African American</td>
<td>3</td>
</tr>
<tr>
<td>Asian</td>
<td>0</td>
</tr>
<tr>
<td>American Indian or American Native</td>
<td>6</td>
</tr>
<tr>
<td>Native Hawaiian or Other Pacific Islander</td>
<td>221</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>10,798</strong></td>
</tr>
<tr>
<td>Hispanic</td>
<td>8,983</td>
</tr>
<tr>
<td>Not Hispanic</td>
<td>1,585</td>
</tr>
</tbody>
</table>

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

Narrative

In Utah County, 11.1% of people claim Hispanic origin. Although in the American Community Survey Data, people who identify their origin as Spanish, Hispanic or Latino may be of any race. The 2011-2015 American Community Survey Data also shows Utah County as 91.9% White, which would account for why there are very few services that directly serve minority populations. In general, services provided for within the CDBG program serve the low-income population at large, without regard to race or origin. Other minority populations are present in Utah County, but separate data on their living conditions is not available. In Utah County, there are less than 1% each of Black/African American, American Indian, Native Hawaiian/Pacific Islander and only 1.5% Asian.
CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Source</th>
<th>Resources Made Available</th>
<th>Amount Expended During Program Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG</td>
<td>CDBG</td>
<td>1,126,625</td>
<td>842,727</td>
</tr>
<tr>
<td>HOME</td>
<td>HOME</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOPWA</td>
<td>HOPWA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ESG</td>
<td>ESG</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Planned Percentage of Allocation</th>
<th>Actual Percentage of Allocation</th>
<th>Narrative Description</th>
</tr>
</thead>
</table>

Table 4 – Identify the geographic distribution and location of investments

Narrative
Leveraging

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

Federal dollars leveraged additional funds in many of the projects completed during the 2017 grant year. Often, an agency will utilize its own funds to complete the necessary budget for the project. The leveraged dollars represent a benefit to all concerned. They stretch the grant funds received by the County, while allowing the projects to proceed, which benefits either the area or a specific clientele and at the same time aids the agencies supplying the leveraged funds in meeting their goals. The funds represent the community commitment and the perceived need of that project in the community. The Utah County CDBG Program funding leveraged $1,067,508 in other funds. There was approximately 95 cents in leveraged funds for every $1 provided through the 2017 allocation.
CR-20 - Affordable Housing 91.520(b)

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

<table>
<thead>
<tr>
<th>Number of Homeless households to be provided affordable housing units</th>
<th>One-Year Goal</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Non-Homeless households to be provided affordable housing units</td>
<td>40</td>
<td>42</td>
</tr>
<tr>
<td>Number of Special-Needs households to be provided affordable housing units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>40</td>
<td>42</td>
</tr>
</tbody>
</table>

Table 5 – Number of Households

<table>
<thead>
<tr>
<th>Number of households supported through Rental Assistance</th>
<th>One-Year Goal</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of households supported through The Production of New Units</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Number of households supported through Rehab of Existing Units</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>Number of households supported through Acquisition of Existing Units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>19</td>
<td>17</td>
</tr>
</tbody>
</table>

Table 6 – Number of Households Supported

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

Habitat for Humanity has spent down half of their award for critical home repair. They are on track to rehab at least another 2 units by the end of 2018.

Discuss how these outcomes will impact future annual action plans.
Utah County actively recruits projects that address fostering and maintaining affordable housing. In 2017 Utah County received 2 such applications.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

<table>
<thead>
<tr>
<th>Number of Households Served</th>
<th>CDBG Actual</th>
<th>HOME Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely Low-income</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Low-income</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Moderate-income</td>
<td>12</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>17</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 7 – Number of Households Served

Narrative Information

The Self Help Home Project has completed their project and has provided 12 families with affordable housing. The 12 families fell into the moderate income category. Habitat for Humanity has completed critical home repair projects for five families, three were low income, two were extremely low-income.
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Although Utah County does not provide direct housing assistance, the organization has been continually engaged in addressing housing needs of the community in the following ways:

- Providing assistance to jurisdictions in addressing housing concerns, developing affordable housing plans, and responding to development issues.

- Utah County is a partner in the Mountainland Continuum of Care process and has participated in development and implementation of the Region’s 10-Year Plan to End Chronic Homelessness.

- Utah County distributes Community Development Block Grant funds that can be used to address housing and homelessness.

- Mountainland AOG who administers the Utah CDBG program has completed several housing studies to support the housing element of the Consolidated Plan.

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

As discussed above, the Continuum of Care provides an on-going forum for service providers to coordinate efforts and identify and correct any gaps in the service delivery system. Continuum members are currently participating in the Zero:2018 initiative to end chronic and veteran homelessness. This process requires strong regional collaboration. Any gaps in the system are addressed within the Continuum setting, in continuum subcommittees, and among service providers.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Utah County is an active participant in the Mountainland Continuum of Care. Led by the United Way of Utah County, this organized body of local jurisdictions, government agencies, local non-profit organizations, faith-based organizations, and other service providers seeks to maximize resources, prevent duplication of services, and provide unified planning for the area. The vision of the Continuum
of Care is to provide decent, safe and affordable housing and effective support services to homeless and at-risk families and individuals including stabilization, transitional housing, permanent housing, case management, and independence from government assistance.

The CoC recently joined the Zero: 2018 initiative driven by Community Solutions, a non-profit dedicated to ending homelessness throughout the nation. This initiative is comprised of 75 communities nationwide that have all committed to end veterans and chronic homelessness by the end of 2018. These communities come together to support each other’s effort through sharing best practices, resources, and energy.

The CoC plans to work towards this goal by achieving functional zero. This means that we will have more housing resources available for veterans and chronic homeless persons than people needing these resources. To achieve this goal, we estimate that we need to house one veteran and two chronically homeless individuals every month.

Utah County sits on the review subcommittee for the Continuum of Care. This subcommittee is made up of individuals in the community who have interest in the Continuum of Care process but are not an application for the funding cycle of HUD’s NOFA. This committee uses CoC established criteria to thoroughly review and score applications to ensure strong applications in response to identified community gaps and needs.

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

As discussed above, the Continuum of Care provides an on-going forum for service providers to coordinate efforts and identify and correct any gaps in the service delivery system. Continuum members are currently participating in the Zero:2018 initiative to end chronic and veteran homelessness. This process requires strong regional collaboration. Any gaps in the system are addressed within the Continuum setting, in continuum subcommittees, and among service providers.
CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Housing Authority of Utah County manages 146 rent-assisted units (79 formerly public housing, 36 tax credits, 13 farm labor, 18 other agency owned) and have given 1,059 Section 8 Vouchers (231 households currently have a senior household member). Of the 36 tax credits, 8 are victims of domestic violence and 28 are for seniors. They have also provided 39 Shelter + Care Vouchers. In all of Utah County, there are ten tax credit rental projects, for a total of 1059 units. Currently, these units are divided between 880 family tax credit units and 179 senior tax credit units. There are also two HUD project-based apartments and one HUD 202 Senior project. The Provo City Housing Authority (PCHA) does not operate any units within the Utah County CDBG Program area, but their units in Provo are available to all county residents, therefore they are important to consider in the overall housing picture. They provide 875 Section 8 Vouchers and 36 Shelter + Vouchers (PCHA does not distinguish between senior and family). They maintain 108 Senior and 140 Family Public Housing Units. Their 107 Tax Credit Units are divided as follows: 61 – Senior, 24 - Mentally Ill, 8 - Domestic Violence Victims, 6 - Rent to Own, 8 – Family. They also provide shared housing for 10 Homeless Mentally Ill.

The Housing Authority of Utah County (HAUC) itself owns more than 100 rental units throughout Utah County. Units with 2, 3, 4 and 5-bedroom are available to eligible families in duplexes or 4-plexes located in Lindon, Orem, Springville, Spanish Fork and Spring Lake.

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

Public Housing resident participation is encouraged by holding an Annual Advisory Board meeting where resident concerns and agency goals are discussed. HAUC does not currently have any other programs in place to help residents participate in management of public housing units. Home ownership is an important goal of public housing. HAUC has a program called Family Self-Sufficiency that helps tenants set goals and make plans that will lead them to home ownership within 5 years. Several families have successfully completed the program to become homeowners.

Actions taken to provide assistance to troubled PHAs

Resident feedback is taken seriously as the authority implements new plans and strategies. Helping residents progress towards standards and that tenant damage is kept to a minimum. A HAUC staff member also does a weekly drive-by to monitor outside conditions of the house and tenant activity. In addition, HAUC monitors units to check for compliance with section 504 requirements. This monitoring is used to identify capital improvement or modernization needs for housing units. Finally, HAUC periodically conducts resident surveys to receive feedback on what residents feel could be improved.
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The following are barriers to affordable housing that have been identified in Utah County and its Cities, Towns, and residents. Strategies for removing these barriers are also presented.

1. Zoning Ordinances that require high minimum square footage, expensive finishing elements on homes, and restrictions on accessory apartments.
2. Cultural legacy of single-family residential, a prevalent attitude throughout the western United States
3. Lack of Infrastructure to support urban lifestyleFew public transportation optionsCommercial and business districts not in walking distance of residential area

Potential Strategy: Provide evidence that other ways of doing things will be beneficial to the community. HUD recently awarded a grant to a joint planning effort among Wasatch Front communities to develop several mixed-use transit oriented developments as catalyst sites, one of which is in Provo. This is one of the results of the Wasatch Choice 2040 study produced in cooperation with several area agencies. The success of this project will encourage cities to adopt ordinances and other changes that make this kind of development possible and more feasible.

1. Use of impact fees to fund new growth
2. Increase of land value due to population boom in past decade

Potential Strategy: Create a Utah County Housing Trust Fund. Developers would be required to provide a ratio of affordable housing in all new developments or chose to pay and opt-out of the requirement. The fees would go to a trust fund that would be used to create affordable housing. Land banking could also be used with or separate of this strategy to provide future sites for affordable housing.

1. Lack of planning as a region to develop affordable housing
2. Lack of political will

Potential Strategy: Create committees and groups that will work to support changes in housing policy and facilitate regional planning.

1. Nimby (Not In My Backyard) attitudes. There is a stigma to affordable housing that is unattractive and will increase the level crime and neighborhood deterioration.

Potential Strategy: A campaign to increase awareness of what affordable housing looks like and how it is an important step for preventing homelessness and alleviating poverty.
The Mountainland Continuum of Care’s Community Relations sub-committee has been working on the creation of a series of brochures to promote awareness and educate the general public in regards to issues of affordable housing, homelessness, domestic violence, mental health, and other issues.

A lack of fair housing is a barrier that often leaves LMI individuals with few options for housing. The Utah County CDBG Program supports all activities that will affirmatively further fair housing in the county. MAG hopes to participate in a Regional Analysis of Impediments to Fair Housing in the near future.

A recent collaborative effort to assess community needs and unify regional planning efforts called Wasatch Choices 2040 is an invaluable resource to the Utah County CDBG Program and Consolidated Plan. Wasatch Choices 2040 provides strategies targeted to provide more affordable housing by eliminating barriers such as expensive land, high cost of living, high development cost, and poorly located housing. The Utah County CDBG Program supports the Wasatch Choices 2040 recommendation that jurisdictions evaluate ordinances to identify additional barriers to fair housing that exist and work toward eliminating them.

### Actions

Impediments and Actions

Additionally, the 2015 Regional AI identifies 10 impediments to affordable housing. The following is the 10 impediments and actions taken during the 2017 program year.

1. Segregation due to concentrations of affordable housing: nimbysism, zoning and land prices.
   - Action: They Utah County CDBG program recruited applications that addressed affordable housing. One application was submitted and funding to purchase land in Payson to build 12 affordable single family homes in an established non-LMI neighborhood. The Utah County CDBG program continues to recruit such projects.

2. Concentration of tax credit and rent assisted apartment communities.
   - No Action taken by the Utah County CDBG program. This is under the umbrella of the Utah County Housing Authority.

3. Concentrations of rental units limit housing choice for HUD voucher holders.
   - No Action taken by the Utah County CDBG program. This is under the umbrella of the Utah County Housing Authority.

4. Vague and outdated housing plans.
   - Utah County CDBG is coordinating with Orem, Provo, Lehi and other stakeholders to update housing plans.

5. Availability of rental units for large families.
   - No Action taken by the Utah County CDBG program. This is under the umbrella of the Utah County Housing Authority.

6. Language access plans fundamental to housing discrimination complaint process and information.
   - No Action taken by the Utah County CDBG program. This is under the umbrella of the Utah County Housing Authority.

7. High cost of housing developments at TOD’s impedes development of affordable housing.
   - No action taken by Utah County CDBG. However, the regional MPO is working with stakeholders to address this issue.

8. Hispanic denial rates for mortgage loans indicate possible impediment to fair housing.
   - Action taken: Community Action Services continues to provide housing counseling to low income and the Hispanic Community.

9. Concentration of low income minorities impedes housing choice as well as opportunity.
   - No Action taken by the Utah County CDBG program. This is under the umbrella of the Provo City and the Utah County Housing Authority.
Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

A major obstacle to meeting underserved housing and community development needs in the County is a lack of sufficient resources to address all of the needs that exist. The County does collaborate with several organizations to prioritize and focus funding on these types of projects. In addition, Utah County recruits organizations that are serving the underserved populations to apply for CDBG funding.

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

As mentioned above, a major obstacle to meeting underserved housing and community development needs in the County is a lack of sufficient resources to address all of the needs that exist. The County does collaborate with several organizations to prioritize and focus funding on these types of projects. In addition, Utah County recruits organizations that are serving the underserved populations to apply for CDBG funding.

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

Utah County CDBG supports and often Bridge out of Poverty and Circles

Right now, there is an ever-increasing desire to reach out in the community and help those who are suffering in poverty. We facilitate workshops for the community and individual organizations that teach how poverty works, its effects on a family, and how best to communicate with and overcome poverty’s harmful restrictions and habits.

Those who attend Bridges out of Poverty workshops learn key lessons for working with individuals in poverty. You will learn:

- The unspoken expectations and hidden rules of middle class and poverty.
- Tools necessary for understanding and helping those living in poverty bridges the gap to a more sustainable lifestyle.

We offer free introductory workshops for the community as well as workshops for individual organizations.

This free class will be invaluable to you if you are interested in:

- Simply learning more about poverty.
- Becoming part of the conversation regarding why and what poverty is in Utah County.
- Volunteering with any organization that works with people in poverty.
Circles is a nation-wide initiative focused on helping individuals and families overcome poverty and become self-reliant. In an initial 12-week class, participants establish goals and future plans and learn new tools to secure and sustain better jobs. Participants (called Circle Leaders) are then matched with community volunteers (known as Allies) who meet with them weekly and support them in their personalized goals. Through this accountability process, Circle Leaders are able to decrease their debt, increase their income, and wean themselves from public assistance. We also empower our participants to influence positive changes in the community.

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

This CDBG urban county entitlement program serves nearly all jurisdictions in Utah County outside of Provo, Orem and Lehi. The 2016 participating municipalities include American Fork, Cedar Fort, Cedar Hills, Eagle Mountain, Elk Ridge, Fairfield, Genola, Goshen, Highland, Lehi, Lindon, Mapleton, Payson, Pleasant Grove, Salem, Santaquin, Saratoga Springs, Spanish Fork, Springville, and Vineyard.

Utah County is governed by the Board of County Commissioners. This three-member Board has executive, legislative, and judicial functions which are set by State statute. The Commission is responsible for levying taxes, adopting ordinances, and making policy which affect all of the County's nearly 550,000 residents. Commissioners are elected for four year terms.

The municipalities operate with city or town councils elected from their respective jurisdictions, with the exception of Goshen and Genola, whose populations is less than 1000 persons each. Each municipality has departments to oversee differing aspects of housing and community development within their own authority.

The mission of the Utah CDBG program is to improve the quality of life for low and moderate income residents, by increasing access to decent and attainable housing, improving their living environment, and expanding their economic resources. CDBG staff has worked to provide successful applicants funding for programs and projects that addressed the priorities outlined in the Consolidated Plan. Applicants may include non-profit agencies, governmental and quasi-governmental agencies and housing authorities. To expand upon this mission, Utah County has incorporated a proactive approach of providing assistance to the organizations on the front lines, providing help to the at-risk population.

Staff works with the non-profit community serving Utah County to identify the needs of the low and moderate-income residents of the community and coordinates with them to address gaps in the delivery system. We believe that, by combining the resources available to the County with those of local jurisdictions and the non-profit organizations, these gaps will begin to close. CDBG staff has worked to establish partnerships with these community stakeholders to combine resources for a coordinated response, providing a widespread approach to address the current gaps in services.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**
The Mountainland Region Continuum of Care (CoC) is a group of homeless service providers and other agencies in the Utah, Wasatch, and Summit County area. The Local Homeless Coordinating Committee is comprised of many of these same agencies. The Mountainland CoC coordinates to provide a continuum of services to meet the needs of our community’s homeless population, which also represents possibly the largest under-served population in the county. The CoC’s primary goal is to organize and coordinate efforts by other agencies as they seek to end homelessness. The Continuum has established a “10-Year Plan to End Chronic Homelessness”. The vision statement for the Plan includes their goals and purpose:

The Mountainland Region’s vision is to end homelessness by providing decent, safe and affordable housing and effective support services to homeless, chronic homeless and near homeless families and individuals including—initial stabilization, transitional housing, permanent housing, access to mainstream resources and independence from governmental assistance. The vision emphasizes the complete cooperation, coordination and spirit of partnership of all housing organizations, faith-based organizations, service agencies as well as the private and public sector to efficiently utilize limited resources and to implement effective programs.

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

The Utah County CDBG Program (UCCDBG Program) acknowledges that multiple stakeholders are needed to make improvements to impediments. As a guiding rule, the UCCDBG Program will seek the input and coordination of community partners and will provide or organize the use of facilities, some limited financial support, technical expertise, and program management to address these impediments. As the entitlement jurisdiction for the CDBG program, the Utah County government has final oversight and authority in addressing these impediments.

Major community partners include Utah County, the State Division of Housing and Community Development, HUD’s regional office, Utah Apartment Association, Mountainland Continuum of Care, United Way of Utah County, Utah Housing Coalition, churches and/or charities and local governments throughout the county.

The Utah County CDBG Program partnered with several agencies engaged in activities to build awareness of fair housing. These activities included sending letters to government entities and appropriate business or nonprofit organizations in which Mountainland Association of Governments (MAG) offered technical expertise in various policy-making activities. These activities include, in no particular order: (1) offering professional assistance in developing affordable housing plans, (2) creating and offering to cities a pro forma Fair Housing ordinance, (3) a letter encouraging diversity in appointed boards and commissions for each city, (4) communication encouraging a restructuring of the Utah Valley Housing Consortium, (5) proposing a change to the UCCDBG Program’s Area Review Committee which adds additional weight to CDBG applications that help improve housing conditions, availability, or education, and (6) communicating with the State Tax Commission on improving and updating the
Affordable Housing Model used by cities when preparing their Moderate Income Housing Elements.

In the future, MAG will work with community stakeholders to develop or enhance educational workshops to assist Utah County cities, property managers, and landlords understand their obligations to Affirmatively Further Fair Housing. These workshops, conducted in conjunction with other interested stakeholders, will then be held at least once a year. For example, the State of Utah’s 2010 Analysis of Impediments to Fair Housing Action Plan suggests increasing participation at trainings with local HUD staff. Where possible, MAG will work to consolidate and locate some of those trainings in Utah County as well as invite more organizations concerned with fair housing to attend the trainings.
CR-40 - Monitoring 91.220 and 91.230

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

A desk-audit is completed each time a subgrantee submits a draw, which is typical on a monthly or quarterly basis. This includes assuring that performance goals and objectives of the Consolidated Plan are being achieved through Subgrantee’s projects and programs, reviewing the subgrantees contract, comparing the scheduled timeframe and budget to draw down requests, and if necessary, taking appropriate actions to address performance problems. Subgrantees also monitor their own programs for compliance and maintain records documenting their efforts.

Monitoring either in person, through the draw process or by phone allows CDBG staff to have one-on-one discussions regarding federal regulations that impact CDBG Subgrantees, such as Davis-Bacon, Affirmatively Furthering Fair Housing, etc.

Staff will conduct informal and formal monitoring of the subgrantees in order to review programmatic and financial aspects of projects and activities. Informal monitoring is ongoing in the form of desk audits for all active subgrantees, as well as CDBG staff contacting subgrantees by phone and email to demonstrate staff-availability, answer questions, provide updated information and technical support, and encourage the subgrantees. Staff stresses the importance of submitting the required reports and drawdown requests in a timely manner. As staff is in regular contact with subgrantees, technical assistance is provided frequently, and if draws are not submitted regularly, a conference call or meeting is scheduled to determine if the subgrantee is in need of assistance or if unexpected circumstances have occurred. This informal monitoring allows staff to assess the subgrantees progress in spending down their grant allocation within a one-year timeframe, helps identify the need for increased technical assistance, recognize potential problems and help the subgrantee adjust accordingly. If a problem persists a more thorough on-site monitoring review will be scheduled. As a last resort, funds are reallocated in order to spend them in a timely and appropriate fashion.

Formal monitoring includes a review of financial management, labor standards, procurement and contracting procedures, documentation of national objectives, and client data records. On-site visits are scheduled with advance notice to the subgrantee. A letter is sent to the subgrantee confirming the time and date of the visit. During the visit each subgrantee is asked to respond to a number of questions designed to evaluate the agency’s practices regarding eligibility, financial documentation, and reporting accomplishments. In some instances agencies will be asked to provide access to project files and finances for further review. Following each formal monitoring visit, a completed monitoring form summarizing the visit is provided to the subgrantee for their records. The form documents the monitoring discussion, lists any corrective actions that need to be implemented, and provides suggestions as needed. The monitoring summary will include a timeframe in which the subgrantee must
complete the corrective action in order to demonstrate compliance with the CDBG program requirements.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

It is the policy of the Utah County Community Development Block Grant Program to:

- Give citizens timely notice of local meetings and reasonable and timely access to information, performance reports, and records relating to the program’s proposed and actual use of CDBG funds.
- Take reasonable steps to provide technical assistance to groups or organizations representing persons of low and moderate-income that request assistance in developing proposals.
- Hold public hearings for the purpose of obtaining the views of citizens and responding to proposals and questions.
- Take reasonable steps to assist non-English speaking residents to be able to understand and participate in discussions that take place at public hearings, when a significant number of non-English speaking residents can reasonably be expected to attend.
- Provide translation services when needed.
- Provide TDD/TTY device information and State Relay number on all announcements.
- Provide citizens with reasonable advance notice of and opportunity to comment on the CAPER and any proposed deletion or other substantial change to the activities.
- Take reasonable steps to address concerns expressed by citizens and to respond to any formal complaints or grievances in a timely manner.
- Encourage citizen participation, particularly of low and moderate-income persons who reside in the areas for which grant funding is proposed to be used.
- Conduct Public Hearing Meetings in buildings that ADA accessible.

In preparing the FY16 CAPER, MAG consulted with various organizations located in Utah County and at the State level. In some instances, these consultations were part of on-going interactions between MAG and the agencies. MAG distributed an online community needs survey in an effort to increase consultation responses. This strategy made it easy and effective for agencies to respond to requests for input. The survey was sent to the following groups:

- Elected officials and staff of all cities and towns within Utah County
Utah County Board of Commissioners
All members of the Mountainland Continuum of Care
Organizations who have applied for or received CDBG funding from Utah County in the past
Key service providers in the region including those that serve non-english speakers.

State agencies with community development involvement in Utah County

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No Changes.

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

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.
CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No Changes.

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

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.