

## **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.

During the program year the City of Scottsdale allocated funding for Housing Rehabilitation Programs, (Green Housing Rehabilitation, Roof Repair and Replacement and Emergency Repair). Through the Housing Programs 57 Scottsdale residents were assisted. A Public Facility project that replaced a neighborhood park was completed; the service area includes 7,405 low to moderate income Scottsdale residents. Public Services and meeting the needs of homeless were met through contracts with subrecipients providing the following services to approximately 648 individuals:

- Provided transitional housing and case management to 18 victims of domestic violence in Scottsdale.
- Provided temporary respite from street homelessness and case management services to 80 homeless residents in Scottsdale.
- Provided homeless shelter bed nights to 323 Scottsdale parents with children.
- Provided aging in place services including in-home assessments, comprehensive case management, counseling, socialization, and linkages to community resources for 55 low-income, medically frail, elderly and/or persons with disabilities residing in the Scottsdale.
- Provided transitional housing, case management and employment services to 5 homeless Scottsdale families.
- Provided street outreach and navigation along with transportation to services for 110 unduplicated homeless residents in Scottsdale.

The Scottsdale Landlord Engagement Initiative is increasing Housing Choice Voucher participants' access to healthy, safe, and decent housing in Scottsdale. From July 1, 2023, to June 30, 2024, the Landlord Engagement Initiative Housing Partner Program added 17 new landlords (4 pending) and 96 additional units (10 pending) were added to Scottsdale's housing voucher program. 3 Housing Assistance Payments (HAP) contracts received EHV emergency security deposit coverage that was provided to aid the housing voucher holder in obtaining safe and stable rental housing.

From July 1, 2023, to June 30, 2024, the City of Scottsdale's ADOH Bridge Housing Program provided bridge housing and case management for 79 families.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and**

**explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing Objective	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	300	177	59.00%	72	57	79.17%
Public Facility and Infrastructure Objective		CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7500	7405	98.73%	7405	7405	100.00%
Public Service Objective	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1800	2221	123.39%	716	591	82.54%
Public Service Objective	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	1800	682	37.89%	0	397	
Public Service Objective	Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Support Program Administration	Non-Housing Community Development	CDBG: \$	Other	Other	5	3	60.00%	1	1	100.00%

**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 target population identified in the City of Scottsdale’s Consolidated Plan includes seniors, persons with disabilities, families with children, youth under 19, victims of domestic violence, adults in crisis, and persons experiencing homelessness. The City of Scottsdale awarded CDBG funds for public services, emergency and transitional housing, housing rehabilitation programs and public facility improvements. Public Service activities funded include crisis and emergency shelter for adults and families, case management for homeless and victims of domestic violence, street outreach and navigation services for homeless. Non public service activities funded include, emergency home repair, roof repair and replacement, green housing rehabilitation and improvements to public / community facilities.

**Public Services and Homelessness (648 persons served)**

- Provided transitional housing and case management to 18 victims of domestic violence in Scottsdale.
- Provided temporary respite from street homelessness and case management services to 80 homeless residents in Scottsdale.
- Provided homeless shelter bed nights to 323 Scottsdale parents with children.
- Provided aging in place services including in-home assessments, comprehensive case management, counseling, socialization, and linkages to community resources for 55 low-income, medically frail, elderly and/or persons with disabilities residing in the Scottsdale.
- Provided transitional housing, case management and employment services to 5 homeless Scottsdale families.
- Provided street outreach and navigation along with transportation to services for 110 unduplicated homeless residents in Scottsdale.

**Public / Community Facilities: (7450 LMA Persons Assisted to be Assisted)**

- Completed the replacement of the Apache Park Playground Replacement project. The previous playground and play surface was installed in 2000. The new playground includes new custom play structure designed for ages 2 to 12 years old. Project shall also include a new ADA engineered wood fibers play surface and new benches around the playground for parents.
- Completed the design, procurement and most of the replacement of the Cox Heights Pima Meadows Payment Reconstruction. Entire

project will be completed in PY 24.

**Housing Repair and Rehabilitation (57 persons assisted)**

- Assisted 12 Homeowners with Roof Repair and Replacement.
- Assisted 45 Homeowners with Emergency Repairs.

## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	384
Black or African American	208
Asian	7
American Indian or American Native	33
Native Hawaiian or Other Pacific Islander	5
<b>Total</b>	<b>637</b>
Hispanic	75
Not Hispanic	573

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

### Narrative

During FY 2023/24, Scottsdale serviced a total of 648 individuals with CDBG funds. As the above table indicates, the percentage of White households assisted in Scottsdale was 59 percent compared to 41 percent to minority households. Hispanic families accounted for 12 percent of the total number of families assisted. The additional persons assisted are identified as other races and ethnicities. It is also important to note with the table above there was an additional 11 individuals served under other multi-racial ethnicity that are not reflected in the table above, but is reflected accurately in the percentages of families assisted.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,197,258	1,426,351

Table 3 - Resources Made Available

### Narrative

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Eligible Block Groups	6	9	Areas for area benefit through CDBG Program.
Citywide	94	91	Areas for individual benefit and program administration.

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The City of Scottsdale consists of 184.5 square miles and shares boundaries with the Cities of Tempe and Phoenix, Towns of Cave Creek, Carefree, the Village of Paradise Valley and the Salt River Pima Maricopa Indian Community.

South Scottsdale has several neighborhoods in zip codes 85251 and 85257 that are long -established and have higher concentrations or low-moderate income and minority households. There are also pockets in North Scottsdale that have concentrations of low-moderate income and minority households. In PY2023-2024, 6% or \$94,015 of the funds were set aside for public facility projects in Census Tracts in South Scottsdale.

Homeowner rehabilitation activities, public services activities and administrative activities were planned Citywide with 93% or 1,332,336 of the CDBG funds and provided based on client eligibility and project, of which income is one of the criteria.

## 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.**

The City of Scottsdale utilizes federal CDBG, HOME, and Housing Choice Voucher Programs to assist low-income persons. On a local level, Scottsdale allocates General Funds for brokerage services, domestic violence shelter services, legal services, regional shelter services and senior services. The City also allocates Endowment Funds for community projects and youth programs. In addition, the City allocates Scottsdale Cares funds to promote positive development, self-sufficiency, and address crisis needs. Scottsdale Cares is a utility bill donation program that allows residents to donate \$1 on every utility bill to be allocated to social service agencies. Salt River Pima-Maricopa Indian Community (SRPMIC) Funds support regional shelter services, congregate meal programs for seniors and home delivered meals for seniors in the community.

### **Non-federal resources allocated:**

- \$154,260 Scottsdale Cares Fund
- \$8,600 Endowment Fund
- \$105,000 SRPMIC

Multiple publicly owned properties within the City of Scottsdale were used to address the needs identified in the FY 23/24 Annual Action Plan. The Year 4 Action Plan implements the third year of activities that will address the goals established in the City of Scottsdale 2020/2024 Consolidated Plan. The term of this Year 4 Action Plan is from July 1, 2023 through June 30, 2024.

The target populations identified in the Consolidated Plan are seniors, persons with disabilities, families with children and youth under 18, victims of domestic violence, adults in crisis, and the homeless. The Consolidated Plan also addresses persons in need of obtaining affordable housing.

The Via Linda Senior Center, 10440 E Via Linda, Scottsdale, AZ 85258, was used to facilitate a home delivered meals program for seniors.

The Granite Reef Senior Center, 1700 N Granite Reef Rd, Scottsdale, AZ 85257, was used to

facilitate a home delivered meals program and a congregate meal program. Both programs served seniors.

The Vista del Camino Community Center, 7700 E. Roosevelt St, Scottsdale, AZ 85257, administered an Emergency Rent and Mortgage Assistance program,

The Paiute Neighborhood Center, 6535 E. Osborn Rd, Scottsdale, AZ 85251, is home to a charter school for school aged children in low-income families, a school for disabled children and the Community Assistance Office. The Community Assistance Office Administers Housing Rehabilitation Programs and the Housing Choice Voucher program. Additionally, free legal services for low-income residence was available at the Paiute Neighborhood Center.



## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	72	57
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>72</b>	<b>57</b>

Table 6 – Number of Households Supported

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

City of Scottsdale Housing Rehabilitation programs used a subrecipient to administer a portion of our Emergency Repair program, as we trained our new staff to administer the program. Putting policies place with the new subrecipient to ensure the Emergency Repair program was in compliance with

federal regulations was a challenge. During this process we completed 79% of our goal for the Housing Rehabilitation programs.

**Discuss how these outcomes will impact future annual action plans.**

Future Annual Action Plans will provide additional information on program changes that are currently in development as the City continues to determine the needs of residents in Scottsdale. During the coming years, the City will continue to seek out opportunities and support organizations to expand affordable housing opportunities, homeless assistance and supportive services, and to meet the other needs of the low income residents. Through the use of CDBG funds, the City offers grants to low-income households for emergency repairs and accessibility modifications for disabled homeowners.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	443	0
Low-income	145	0
Moderate-income	44	0
<b>Total</b>	<b>632</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

A total of 648 families were served through the City of Scottsdale Community Assistance Office. Of those served, 68% were extremely low-income. The remaining 30% served through public services and rehabilitation programs were low-income and moderate-income families. The additional 2% (16 families) assisted that are not identified on the table above were presumed beneficiaries experiencing homelessness and domestic violence.

## **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**

In Program Year 2022 the City of Scottsdale's Human Services staff reviewed community needs, current services, the top seven priorities identified through the 2020/2025 Consolidated Action Plan for Community Development Block Grant that were developed through a community survey and public participation process, and developed new funding priorities. The new funding priorities were approved by the Human Services Advisory Commission and implemented. The funding priorities are:

1. Emergency Housing Assistance
2. Crisis Case Management
3. Homeless Supportive Services and Shelters
4. Vulnerable Populations: Seniors and Disabled

For Program Year 2023 and Program Year 2024 the City of Scottsdale gave or will give priority to CDBG public services proposals that addressed funding priority #3, Homeless Supportive Services and Shelters.

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

The following are resources and supportive services that help address reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs and emergency shelter and transitional housing needs:

CDBG - \$30,898, Family Promise-Greater Phoenix's Emergency Shelter Program, provided assistance to 323 individuals.

CDBG - \$3,475, Save the Family's Case Coordination of Homeless Families and Adult Services Program, provided assistance to 5 individuals.

CDBG - \$11,732, Chrysalis Shelter for Domestic Violence Victims provided assistance to 18 individuals.

CDBG - \$16,000, Central Arizona Shelter Services, Inc. - Shelter and Services for Scottsdale Residents Experiencing Homelessness provided assistance to 64 individuals.

CDBG - \$27,000, A New Leaf – Men's Homeless Shelter provided assistance to 16 homeless individuals.

Scottsdale Cares - \$6,013, Central Arizona Shelter Services, Inc. - Move-In Kits for Scottsdale Seniors

Experiencing Homelessness, provided assistance to 15 individuals.

Scottsdale Cares - \$16,285, Community Bridges, Inc- Mobile Crisis Stabilization, provided assistance to 328 individuals.

Scottsdale Cares- \$22,500, Family Promise Greater Phoenix – Bridges Program, provided assistance to 111 individuals.

Scottsdale General Funds -\$10,000, Homeless Youth Connection– Homeless Youth Basic Needs and Case Management provided assistance to 79 individuals.

Scottsdale General Funds -\$22,500 Scottsdale Community Partners– Emergency Mortgage and Rent Assistance provided assistance to 20 individuals.

**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**

The following are resources and supportive services that help address the individuals and families who are or likely to become homeless.

CDBG - \$11,732, Chrysalis Shelter for Domestic Violence Victims provided assistance to 18 individuals.

Scottsdale Cares -\$22,500 Scottsdale Community Partners– Emergency Mortgage and Rent Assistance provided assistance to 20 individuals.

Scottsdale Cares - \$5,004 Homeward Bound– Youth Programs provided age-appropriate programming, meals, and tutoring and academic support after school and during school intercessions for homeless children, provided assistance to 20 individuals.

**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**

Scottsdale has contracts with organizations leveraging federal and nonfederal sources to work comprehensively with those experiencing street homelessness. Phoenix Rescue Mission Scottsdale

Works Program offers day labor opportunities to people experiencing homelessness and to individuals referred through the City' Community Intervention Court.

Scottsdale rents 10 rooms in local hotel and provides emergency housing for individuals experiencing homelessness. Program eligibility requires participants to work with a caseworker to become self-sufficient and secure stable housing

Scottsdale's HOME funded TBRA program assists rent burdened seniors obtain affordable housing. Program eligibility requires participants to work with caseworkers at City of Scottsdale senior centers to become self-sufficient and secure stable housing. Successful participants will be referred for Scottsdale's Housing Agency's Housing Choice Voucher program, upon completion of the two year TBRA program.

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

**Actions taken to address the needs of public housing**

N/A. The City of Scottsdale does not have public housing.

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

N/A. The City of Scottsdale does not have public housing.

**Actions taken to provide assistance to troubled PHAs**

N/A. The City of Scottsdale does not have public housing.

## **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)**

Affordable housing development can be impeded by a variety of factors including zoning and land use policy, permitting and approval of housing development, property taxes, local building codes and development and infrastructure costs. The City has identified three primary barriers to affordable housing:

- Current market conditions such as increased land costs, high construction costs, construction liabilities and lack of developable land constrain the housing market and become barriers to affordable housing;
- Financing requirements, increasing interest rates and lending discrimination make homeownership less attainable for low and moderate income households; and
- Regulatory/policy measures such as development fees, building codes, zoning, and the approval process create obstacles to developing affordable housing. Although the ability to eliminate, or even mitigate, some of these barriers is limited, the City continues to do the following: Preserve and improve existing housing stock through Housing Rehabilitation; Leverage HOME funds for acquisition and rehabilitation; and Ensure equal access to housing by providing resources to educate and address fair housing and landlord/tenant disputes.

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

**The City of Scottsdale took the following actions to address obstacles to meeting underserved needs including:**

- • Worked with code enforcement and a City program, Operation Fix It, to preserve neighborhoods
- • Funded programs offering rehabilitation to preserve older housing stock
- • Funded non-profit agencies to provide programs and services to the elderly and frail elderly
- • Increased services for basic needs

## **Continued to target capital improvements including but not limited to:**

- Neighborhood oriented public improvements

## **The City of Scottsdale continued to provide services to the community, including but not limited to:**

- Homeowner-occupied Housing Rehabilitation, Roof Repair and Replacement and Emergency

- Repair Programs for low-income households
- Family Self-Sufficiency Programming
- Subsidized Rental assistance (Housing Choice Voucher Program, Foster to Youth Independence housing vouchers)
- Tax counseling assistance at Senior Centers
- Emergency rent and utility assistance through Vista Del Camino

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

The following measures were taken by the City of Scottsdale to inform residents about the hazards of lead-based paint, and to ensure HUD-funded housing rehabilitation projects effectively address lead paint hazards:

- In an effort to educate citizens about lead-based paint hazards, the City distributed a copy of the Environmental Protection Agency (EPA) brochure "The Lead-Safe Certified Guide to Renovate Right" to all applicants assisted through the City's Housing Rehabilitation Programs that reside in homes built prior to 1978. Applicants must sign a receipt acknowledging receipt of this brochure.
- In all housing rehabilitation activities that disturb more than 2 square feet of painted surfaces, lead-hazards are identified through an independent Risk Assessment at no cost to the homeowner. The assessment firm determines all areas where lead is present and provides a Lead-Based Paint Risk Assessment Report to the City. The report is then used to help the Housing Rehabilitation Coordinator determine what aspects of the housing rehabilitation project require lead paint safe work practices.
- A copy of the Lead-Based Paint Risk Assessment Report is given to the property owner, and the property owner must sign a Notice of Evaluation of Lead-Based Paint, as a receipt for the report. The Housing Rehabilitation Coordinator reviews the Lead-Based Paint Risk Assessment Report with the property owner to ensure they understand the information provided in the report, and acknowledge the identified components containing lead-based paint.
- Lead-based paint work is performed by certified Lead Renovation firms and is monitored by the Housing Rehabilitation Coordinator throughout the project to make certain items are correctly addressed per the specifications and in the least amount of time to avoid disruption to the household.
- In compliance with the Housing Rehabilitation Program's Relocation Policy, a property owner may be eligible for temporary relocation accommodations when the rehabilitation project requires the disturbance of materials containing lead-based paint.
- Upon completion of lead reduction work, a clearance test is conducted at the property by the assessment firm; a lead-based paint clearance test is completed to document that lead hazards were mitigated. If a contractor fails a clearance test, the expense of a second clearance test is borne entirely by the contractor. The Housing Rehabilitation Coordinator reviews the results of the clearance test with the property owner and provides them with a copy of the Clearance Test



report, and the property owner must sign a Notice of Lead Hazard Reduction, as receipt for the report.

The City of Scottsdale continues to test homes constructed prior to 1978 for lead-based paint in compliance with 24 CFR part 35. All pre-1978 homes that receive assistance through the Housing Rehabilitation Programs are tested and abated if applicable. The cost associated with lead-based paint remediation continues to increase the total cost of housing rehabilitation projects. In order to keep the costs of lead-based paint testing from adding directly to the cost of each housing rehabilitation project, the City pays for lead-based paint risk assessments and corresponding clearance tests at no cost to the property owner's project.

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

**The City of Scottsdale took the following actions to reduce the number of families in poverty including:**

- • Intake and case management
- • Food boxes
- • Utility assistance
- • Emergency mortgage and rent assistance

Long term strategies are provided through the Housing Choice Voucher Family Self-Sufficiency Program, the Vista Job Prep Program and case management and employment services that are provided by non-profit organizations.

Local non-profits including A New Leaf, Chrysalis Shelter for Victims of Domestic Violence, Family Promise of Greater Phoenix, Save the Family Foundation of Arizona and Florence Crittenton help stabilize households through emergency and transitional housing. These emergency and transitional housing services are also accompanied by supportive resources and employment services.

The Housing Choice Voucher Family Self-Sufficiency Program combines the resources of case management with career counseling and job coaching with longer term assistance through rental subsidy to achieve economic independence. Family Self-Sufficiency also includes opportunities to further education, financial literacy, establish Individual Development Accounts, Individual Development Empowerment Accounts and multiple forms of homeownership assistance with the results that some graduates become self-sufficient homeowners in the Community.

The City of Scottsdale also actively markets the Earned Income Tax credit to its citizens. Two City facilities, Via Linda Senior Center and Granite Reef Senior Center, provided space and resources for AARP to provide free tax preparation.

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

**The City of Scottsdale furthers delivery system for housing and community development including:**

- Homeownership
- Housing Rehabilitation Programs
- Housing Choice Voucher Program and Foster to Youth Independence Program (rental subsidy)
- Family Self-Sufficiency Programming

**Development of other community resources is ongoing and will continue to include regional cooperation in:**

- The Maricopa HOME Consortium
- The MAG Continuum of Care Committee on Homelessness and
- The East Valley Needs Assessment / Community Health Needs Assessment

**Local initiatives, including:**

- Brokerage licenses to non-profit service providers in City facilities
- The Scottsdale Cares utility donation program
- General Fund allocations to regional homeless facilities
- Salt River Pima-Maricopa Indian Community Funds
- Endowment Fund allocations for community projects and programs for the public good

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

**The City of Scottsdale took the following actions to enhance coordination between public and private housing and social service agencies in FY2023/24:**

- Provided funding assistance and licensee agreements to non-profit providers of services to Scottsdale's youth, seniors, special needs populations, victims of domestic violence, persons and families in crisis, and disabled persons
- Addressed increased needs through best practices in management of programs, funding, facilities, and license agreements
- Improved quality of life through connectivity-people to services
- Provided access to basic need
- Collaboration with other governmental agencies, social service providers and faith-based organizations to address the needs of the homeless population during the coronavirus pandemic.

**Provided prevention assistance through:**

- Intake and referral

- Emergency rent and mortgage assistance
- Emergency utility assistance
- Promote self-sufficiency , mitigate the causes of poverty and support independent living through the Family Self-Sufficiency Program (FSS)
- Improve quality of life through education, recreation and socialization

**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 following steps were taken to address identified impediments:

- Maintained a Fair Housing page of the City's web page.
- Maintained a direct link from the City's webpage to the HUD Fair Housing Website.
- Maintained a call log for Fair Housing complaints and referrals.
- Making referrals to the Arizona Attorney General's Office, Southwest Fair Housing Council, HUD and other enforcement entities.
- Displaying Fair Housing posters in public buildings and at Fair Housing functions.
- Including the Fair Housing logo on business cards, local brochures and marketing information.
- Monitoring grant-funded sub-recipients for compliance with fair housing and affirmative marketing requirements.
- Providing Community Assistance Office staff opportunities to receive education in Fair Housing, reasonable accommodations and equal opportunity best practices and laws.
- Intervened, educated and made referrals to landlords who fail to understand equal opportunity and fair housing regulations.

## **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**

Monitoring is an on-going process of review to ensure adequate performance and compliance with all applicable federal regulations and policies. Appropriate planning, implementation, communication, and follow up during each phase of the activities are effective tools for improving performance and avoiding non-compliance. The typical phases of an activity include the initial allocation of funding, written agreements (contract), monthly progress/performance reports, monthly demographic reports, request of expenditure reimbursements, and closing reports.

Forms of Monitoring:

- Monitoring may include, but is not limited to the following procedures:
- Review of monitoring reports, audits, and management letters at the time of application
- Review of Federal requirements during contract signing
- Review of periodic reimbursement requests and periodic performance reports
- Technical Assistance (meetings, telephone calls, site visits, written correspondence, etc.)
- Desk reviews (consists of in-house reviews of documentation submitted to the reviewer, program files, and financial records)
- On-site reviews (consists of reviewing program files and financial records)

Risk Assessment:

The level of monitoring to be conducted is determined by a risk analysis assigned to the entity. Entities receiving CDBG/HOME funds will be evaluated annually to determine the appropriate risk classification. Entities deemed to be “low risk” will be subject to desk review. Entities deemed to be “high risk” will be subject to an on-site monitoring review.

To be classified as “low-risk”, an entity must generally meet the following criteria:

- An on-site visit has been conducted within the last two years
- There has been insignificant or no compliance or performance problems noted

To be classified as “high-risk”, an entity may meet one or more of the following risk factors:

- An on-site visit has not been conducted within the last two years
- The entity is new to the CDBG or HOME Program
- There has been a high rate of employee turnover or turnover in key staff positions

- There has been noncompliance with one or more contract provisions
- There were significant findings and/or concerns noted in previous desk reviews or on-site monitoring visits
- There are significant unresolved audit findings
- There has been a high incidence of citizen or vendor complaints
- Reimbursement requests or performance reports contain inaccurate information
- There is a demonstrated need for on-going technical assistance. Please note the risk designations are not limited to the above-stated conditions and may be assigned due to other circumstances, if required. Public agencies are monitored every other year. Housing-related agencies are monitored annually

**Minority Business Outreach:** The City of Scottsdale Community Assistance Office program guidelines are used as a compliance tool for meeting its Federal Grant Program requirements mandated in the regulatory rules and is not intended to supersede, replace or impose an unfair or un-equal advantage of M/WBE's to the detriment of others. These program guidelines meet Federal program requirements, establish a *"good faith effort"* with CDBG, HOME and other HUD funded programs and aid and assist in creating and sustaining economic and community revitalization activity by providing *"Equal Opportunity"* to compete for contract opportunities.

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

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

The CAPER was made available to the public for review electronically on the City's Website at <https://www.scottsdaleaz.gov/housing/community-development-block-grant-and-home-programs> and located at the Community Assistance Office at 6535 E. Osborn Road Bldg. 8 for review and comment.

The City of Scottsdale conducted a 15-day public comment period and public hearing for the CAPER.

For Program Year 2023-2024, the public comment period began September 11, 2024 and closed on September 27, 2024. A public meeting was held on Thursday, September 26, 2024 at the Human Services Commission meeting providing a comprehensive presentation on the outcomes of the CDBG and HOME funding. In addition to commenting at the meeting, citizens were invited to submit written comments to the Community Development Supervisor at [cbeougher@scottsdaleaz.gov](mailto:cbeougher@scottsdaleaz.gov).

The public meeting was announced through a public agenda notification. The comment period was announced through an advertisement in the Arizona Republic, a local newspaper in circulation, and was posted in public locations such as the Community Assistance Office and on the City's website. The public meeting included the meeting, date, time and topics to be considered.

No public comments were received.

### **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.**

**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.**

**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-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 8 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					



Other.					
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**Table 9 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

Projects completed in PY 23 did not require Section 3. During PY 23 and early PY 24, the City of Scottsdale Housing and Community Assistance office strengthened our Section 3 plan and policies.

The plan/tool helps staff, our subrecipients, contractors, and subcontractors comply with the Section 3 requirements and achieve the Section 3 goals. While the final rule does not require recipients to have Section 3 plans or policies, HUD views having them as a best practice that will aid recipients in complying with the Section 3 requirements and achieving the Section 3 goals. The Section 3 plan can serve as a guide for ensuring that the Section 3 requirements are properly implemented.

The comprehensive plan includes, but is not limited to the following sections:

1. Overview of Section 3 Requirements
  - A. WHAT IS SECTION 3?
  - B. PURPOSE OF THIS DOCUMENT
  - C. APPLICABILITY
2. Section 3 Coordinator
3. Employment, Training, and Contracting Goals
  - A. SAFE HARBOR COMPLIANCE
  - B. SAFE HARBOR BENCHMARKS
  - C. CERTIFICATION OF PRIORITIZATION OF EFFORT FOR EMPLOYMENT, TRAINING, AND CONTRACTING
4. Section 3 Eligibility and Certifications
  - A. SECTION 3 WORKER AND TARGETED SECTION 3 WORKER CERTIFICATION
  - B. SECTION 3 BUSINESS CONCERN CERTIFICATION
5. Assisting Contractors with Achieving Section 3 Goals

6. Section 3 Outreach
  - A. OUTREACH EFFORTS FOR EMPLOYMENT AND TRAINING
  - B. OUTREACH EFFORTS FOR CONTRACTING
7. Section 3 Contracting Policy and Procedure
8. Section 3 Provisions/Contract Language
9. Reporting Requirements
  - A. MONTHLY REPORTING
  - B. ANNUAL REPORTING
  - C. REPORTING ON PROJECTS WITH MULTIPLE FUNDING SOURCES
10. Recordkeeping and Retention
11. Internal Section 3 Complaint Procedure