



Third Program Year CAPER

The CPMP Third Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 3 CAPER Executive Summary response:

The third program year for the City of Miami Gardens was successful overall. Due to the current economic climate, we encountered some difficulties finding eligible applicants to meet the qualifications for some of our programs. Consequently, the City is reviewing program policies to identify areas that can be revised to address this problem. During this year, a stronger emphasis was placed on energy efficiency and conservation in our housing programs. We also addressed foreclosure and homeownership retention in the community, through our public services programs. We also expanded our economic development program this year.

Outlined below is a summary of the activities and initiatives undertaken during Program Year 3 as well as the associated accomplishments.

Home Delivered Meals for the Elderly

According to the US Census Bureau, 2008 American Community Survey, the estimated number of elderly citizens in Miami Gardens that are between the ages of 60 to 64 is 6,446 (6% of the City's population overall). The same survey shows that another 6,428 of the City's citizens are between the ages of 65 to 74. Developing programs that serve this population continue to be a high priority. The City partnered with two nonprofit agencies during the third program year, to provide services to the elderly population. 10,649 nutritionally balanced meals were delivered to the homes of elderly citizens. This service was provided by Sunshine For All, Inc., which received \$80,000 to administer the program. The program served fifty-nine (59) seniors. Each program participant received one meal per day, five (5) days a week throughout the contract period of Oct. 1, 2008 thru Sep. 30, 2009. Funding for this needed service will continue in program year 4. There is currently a waiting list of almost sixty (60) people for this program.

Services for Seniors Living Alone (SNAP)

There is a growing population not only in the City but nationwide, of elderly residents that reside alone with no other support or assistance from other family members or caregivers in the home. These seniors face many challenges, from health related issues to mental stability, to depression, to other services that seniors need but may not have access to. In an effort to address this special need and expand services for elderly citizens in this community, the City partnered with Switchboard of Miami, Inc. to provide services targeted specifically for this population. Through the Seniors Never Alone Program (SNAP), administered by Switchboard of Miami, Inc., seniors received regular telephone contact from trained counselors, called Reassurance Specialists. Reassurance Specialist called seniors on a weekly basis. Most calls were routine where the reassurance specialist simply gave moral support to the senior. In other cases, where seniors expressed a need for a specific service, the reassurance specialist would connect the senior with the provider of the specific service needed. The reassurance specialist would then follow up with the senior to confirm if services were received. During the period of April thru September 2009, twenty-eight (28) seniors received reassurance services. The program received funding in the amount of \$12,500.

After School Tutoring Program

During program year 3, the JPM Centre at Miami Gardens Drive, Inc. (JPM), a local non-profit, was awarded funding to administer an after school tutoring. This program provided services to youth ages 7 to 15. The program was designed with a focus on deterring youth from low income families from participating in activities that could put them at risk of juvenile delinquency and immoral lifestyles. Besides the basic educational curriculum, youth in the program received instruction and mentoring on topics such as conflict resolution, anger management, self esteem, nutrition, health and personal choices. The program also contained a parental component that required parent participation in workshops that included subjects like positive parenting styles, discipline techniques and communication styles. Thirty (30) youth received tutoring services in this program for 12 hours per week throughout the contract period. The program received funding in the amount of \$40,000.

Housing Programs

The Department administer various types of housing programs including rehabilitation, disaster recovery and homeownership assistance (down payment/closing cost). These programs are funded using various funding sources including CDBG, SHIP, and State CDBG funding through Miami-Dade County. Our housing programs have been successful. To date, we have performed rehabilitation on 25 homes with CDBG funds. This rehabilitation has provided better safety and living conditions for residents that would not have been able to afford such improvements. During this program period, we have completed a total of four (4) rehab projects, including one that was converted to a replacement home. The program has faced

some challenges in identifying qualified applicants. This is mainly due to many people being delinquent on mortgage payments and taxes. Another factor has been the lack of appropriate homeowners insurance. Additionally, four (4) residents received assistance with down payment and closing costs through our homeownership assistance program.

Summer Youth Employment Program

The second program that was administered by a local nonprofit agency was the Youth Works! Program. Concerned African Women, Inc. was awarded \$50,000 to manage this summer youth employment training and placement program. Twenty-five (25) youths ages 14 – 15 participated in this program that consisted of two phases. The first phase was the training phase and the second phase was the actual employment. During the training phase youth attended workshops on topics such as workforce preparation, communication and interpersonal skills, life management, decision making and customer service. During the second phase the participants were placed at six (6) businesses in and around the City for an 8-week employment period where the students worked 20 hours per week. During the employment phase, youths received on-going mentoring to assist in their success while at the job site.

Energy Conservation and Efficiency Awareness Program

The Department of Community Development partnered with private, nonprofit and a County agency to sponsor the *Power Up Miami Gardens!* Program. The program consisted of four separate two-hour workshops. The purpose of the program was to educate homeowners on ways to reduce their home energy costs and conserve water usage. Presentations were made during the workshop by Miami-Dade Water and Sewer, Florida Power & Light, Lowes Home Improvement Stores, and Dream in Green, a nonprofit organization whose mission is to develop and implement programs that promote energy conservation and efficiency. A total of 182 people attended the workshops. Each homeowner that completed the two-hour workshop received a \$250 voucher to purchase selected energy efficiency products from Lowes Home Improvement Stores. This program was funded with a portion of the proceeds from the sale of the HUD Dollar Home and it was a source of leveraging for our CDBG funds.

Technical Assistance Workshops

Several workshops were held during program year 3 to assist community based organizations and businesses in working with the City. On May 5, 2009, a workshop was held for community based organizations looking to receive funding for public service activities. This year, over 30 agencies were represented at the workshop. The purpose of this workshop was to provide community based agencies with an overview of the CDBG program and eligible activities. On July 31, 2009, a workshop was held for contractors that participate in the City's housing program. At this workshop, City staff gave pertinent information to general contractors and sub-contractors on the various programs and departmental procedures as it relates to the program. Approximately forty-nine (49) contractors attended this workshop. Two separate meetings were also

held with a small group of painting contractors regarding the Neighborhood Revitalization Strategy Area (NRSA) paint program. The purpose of these meetings was to inform the painters of the target area and the program structure.

Economic Development Activities

In April 2009, the Economic Development Manager came on board and since that time, numerous activities have occurred. One of the objectives of this position is to provide a direct liaison for the business community to utilize when conducting business with the city. It also affords the City the catalyst for development projects and new economic initiatives.

Two such initiatives are the Business Incentive Program and Commercial Redevelopment Program. Both programs are modeled after special economic development activities as qualified under Florida Statute 570.203. The Business Incentive Program (BIP) is a financial incentive program geared toward small business owners that offers forgivable loans ranging from \$10,000 to \$50,000 for façade improvements and other construction related activities. In June 2009, our first BIP project (Sunshine Meats & Beverage) was completed. This project included build out of the existing space, signage and landscaping. The total CDBG funding for this project was \$47,135. The business owner contributed an additional 20% to the project. The Department has received another nineteen (19) BIP applications; of which two (2) are in the final stages of approval.

The Commercial Redevelopment Program is also a financial assistance program for larger scale projects that include shopping plazas, retail shops, professional offices, etc. This program assisted several tenants by renovating the exterior aesthetics and improving the facelift of the building. The first Commercial Façade project (Stop N Shop Plaza) was completed July 13, 2009. The scope of work included the façade improvements (wall elevations and canopy replacement), lighting upgrades, exterior painting, extension of existing walkway and fascia signage. The total cost of the construction was \$300,653.99; of which the owner contributed 10% (\$27,561.60). This project received a total of \$162,840.40 in CDBG funds. The remaining costs were paid from other sources.

Other programs held during this reporting period include the Business Assistance Workshop, Economic Development Forum and Business Development Series. The City hosted its 2nd Annual Business Assistance Workshop on August 4, 2009 which was attended by over 200 people. More than fifteen (15) organizations participated in the workshop including Miami Dade County Office of Community & Economic Development, the Beacon Council, South Florida Commuter Services and Florida Power & Light. This workshop was designed to offer business owners the opportunity to meet face-to-face with industry professionals. Concurrently, the Economic Development Division partnered with several of the same organizations to conduct

business development seminars including financial literacy, business planning and networking exercises.

Economic Stimulus Town Hall Meeting

On July 30, 2009, the City held a Town Hall Meeting at Florida Memorial University. The purpose of this meeting was to provide the residents and business owners of Miami Gardens with information regarding the American Recovery and Reinvestment Act of 2009 (ARRA), commonly known as the economic stimulus package. A summary of the ARRA was given along with the amount of stimulus dollars that had been allocated to the City. City staff provided an overview of the planned uses for the funds; including housing and energy efficiency programs, homelessness prevention and rapid re-housing programs, small business programs, infrastructure improvements, transportation, and community policing. A question and answer session followed. A handout was distributed to attendees with further information and frequently asked questions. The meeting had a very good turnout with more than 165 residents and business owners in attendance.

Foreclosure Intervention Program

Many citizens voiced their concern over the foreclosure crisis and the need for assistance. To provide this needed assistance to individuals and families facing this crisis, the City awarded funds in the amount of \$29,166 to Neighborhood Housing Services of South Florida, Inc. (NHSSF) to provide foreclosure intervention assistance to residents in the City. The program period was from March thru September 2009. To provide clients with easy access to these services, the agency operated an onsite office located within the City Hall facility, three (3) days a week. A staff person from NHSSF was available to conduct in-take activities as well as provide necessary information on the program. Potential clients had to submit a completed application packet with all necessary supporting documentation in order to enroll in the program. The application packet was then assigned to a foreclosure counselor to initiate negotiations with the mortgage lender.

As a result, the program yielded assistance to 38 clients of which, seven (7) loan modifications were completed, four (4) clients withdrew from the program, and 27 clients were still at some stage in the process at the end of the program contract. According to NHSSF, the success rate for the program (47%) is higher than the national standard (30%). Additionally, NHSSF receives separate funding to operate the program on a broader scale; therefore the Miami Gardens clients will continue to be assisted beyond the scope of the City's contract.

Homebuyer Pool (NSP)

Since the execution of the Neighborhood Stabilization Program (NSP) contract with HUD on March 4, 2009, the City of Miami Gardens has worked tirelessly towards achieving the goals established in the City's plan. To date, the City has acquired twenty-one (21) properties, of which seven (7) are currently being rehabilitated, and

has executed sales contracts for an additional three (3) properties. The rehabilitation includes retrofitting the homes to be energy and water efficient. The City has also demolished two (2) properties that were identified as unsafe structures, which we intend to redevelop new homes.

The City established a Homebuyer's Pool to identify eligible buyers, whereby interested buyers complete an information survey describing their present situation and preferences for purchasing a home. The City receives surveys and inquiries on a daily basis. Currently, the pool has over 520 interested buyers, of which 38 have already been initially pre-qualified. The City is committed to educating and assisting the pool participants in preparing themselves to become homeowners either through or beyond the NSP.

It is evident that although the NSP has had a positive impact on the City, the number of abandoned homes within the City grows daily. For this reason, the City is working expeditiously to acquire, rehabilitate and sell the homes in order to recycle the funds and acquire more of the abandoned homes. Most recently, the City has submitted an application for NSP2 funds. We are hopeful that the high number of existing foreclosures and subprime mortgages in the City will afford us an NSP2 allocation.

Neighborhood Revitalization Strategy Area (NRSA)

Development of the first NRSA project has been ongoing throughout this reporting period. This proposed pilot program consists of a residential paint program and an infrastructure improvement program. A report from the City's Code Enforcement Division showed that a number of residents in the target area had recent code violations for painting. This paint program will assist those homeowners that do not have the resources to address the violation. The infrastructure component includes the installation of stormwater drains to mitigate frequent flash flooding on streets that currently have few or no drains. Street reconstruction is also included as a part of this project.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice.

- b. Identify actions taken to overcome effects of impediments identified.
- 4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
- 5. Leveraging Resources
 - a. Identify progress in obtaining "other" public and private resources to address needs.
 - b. How Federal resources from HUD leveraged other public and private resources.
 - c. How matching requirements were satisfied.

Program Year 3 CAPER General Questions response:

1. Most of the goals and objectives for this reporting period were accomplished. In the area of public services, the number of persons actually served (201) was less than the 250 anticipated. This was largely due to an increase in the agency costs for administering the programs. We completed a total of four (4) housing rehab units this program year. There is currently a waitlist of over 360 applicants in our housing rehab program. City staff is finding, during the intake process, that many of these applicants did not meet the eligibility qualifications for the program. Some of the reasons for applicant disqualification are due to household incomes being over the program income limits, past due/delinquent mortgages and no property insurance. This has been the biggest setback in attaining the goals as listed in the Action Plan for this program. A breakdown of expenditures can be viewed on the attached PR26 report. Under the commercial redevelopment category, the City projected a goal of 4 commercial redevelopment projects. This goal was not met. However, one business was assisted in the BIP program and 10 businesses benefited from the commercial façade rehabilitation in one shopping plaza.

2. Due to the reasons listed above, City staff is reviewing its housing program policies to identify areas where changes can be made to increase the applicant approval rate. Also, the economic development program is being re-evaluated to improve program delivery.

3. The Analysis of Impediments to Fair Housing choice report completed last year indicates that the primary impediment to fair housing choice centers on fair housing education, the racial disparities in fair and equal lending, and the violation of fair housing laws in the jurisdiction and immediate surrounding areas. The reports also suggests a need for education specifically for the significant number of households with disabled individuals on fair housing laws as it relates to reasonable accommodation, modification and accessible design and construction in housing units.

Participants in the rehab and homeownership programs receive a fair-housing brochure that gives information on fair housing choice. Residents inquiring about fair

housing laws are directed to Housing Opportunities Project for Excellence, Inc. (HOPE, Inc.), the only private non-profit agency in the City and Miami-Dade County that specializes in this area.

In response to the analysis of impediments, the Department will continue to present information to citizens on fair housing choice during community meetings. The Department will also include fair housing education as a component in lender trainings or workshops. Additionally, new strategies will be developed to affirmatively further fair housing.

4. There were no major obstacles to meeting underserved needs other than those already listed above. Limited funding availability, by specific program type, to meet the needs in this community is an ongoing challenge.

5. During program year 3, the City was successful in leveraging CDBG resources with other public, state and federal resources including:

- A direction allocation of SHIP funds (\$667,653)
- Disaster Recovery Initiative through Miami-Dade County (\$1,381,250)

Additionally, the City obtained resources from the Neighborhood Stabilization Program (NSP) in the amount of \$6,866,119, the Homelessness Prevention and Rapid Re-housing Program (HPRP) in the amount of \$567,612 and an allocation of CDBG-R funds in the amount of \$371,207 that will leverage the overall program. In addition, matching requirements were satisfied through waiving of permit fees in the housing rehab program. Each year, over \$4,000 in permit fees are waived and an expedited permitting process has been implemented to reduce construction costs and delays.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 3 CAPER Managing the Process response:

The Department of Community Development's staff has grown significantly during this program year to facilitate new programs generated by ARRA funds. Five new positions were created. The new positions include a housing inspector, an economic development manager, a coordinator and administrator for the NSP program, and community development specialist. This brings the total number of staff in the department to nine persons from three people one year ago.

Citizen Participation

1. Provide a summary of citizen comments.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 3 CAPER Citizen Participation response:

A notice of the availability of the draft CAPER document was advertised in the Miami Herald newspaper. The notice included the time frame of the comment period (November 15th thru 30th, 2009), as well as instructions on how to submit comments on the report. The draft CAPER was also accessible on the City's website. Additionally, two public hearings were scheduled (December 10th & 15th, 2009) to receive public comments. These meetings were also advertised in the Miami Herald newspaper, on the City's website, at the City Hall, and various park locations throughout the City. Despite these efforts to promote the public hearings, no one attended either meeting and no comments or responses were received. .

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 3 CAPER Institutional Structure response:

The City's Department of Community Development is the lead agency for administering the CDBG allocation granted to the City. As such, the Department is responsible for coordinating with other City departments and government agencies. Over the past year, staff in the Department has expanded from a staff of three to nine members to ensure there are no gaps in the institutional structure. New staff positions include, an economic development manager, a housing inspector, a community development specialist, an NSP administrator and an NSP coordinator.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.

3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 3 CAPER Monitoring response:

1. Monitoring of sub-recipients (Public Services) was performed periodically during the contract period and technical assistance was given as needed or requested. An annual on-site monitoring was also conducted for each public service program. Housing and other projects are monitored on a case by case basis. One of the newest staff members, our housing inspector, is responsible for monitoring housing projects to ensure that contractors are performing the scope of work as outlined and keep within the timeframe established for the program.

2. Overall, the common finding in most of the sub-recipient monitoring visits was the lack of acceptable eligibility documentation for program participants. Technical assistance was provided on a one-on-one basis to resolve these issues. As a result, some sub-recipients did not receive reimbursement of all funds awarded. Undisbursed funds were recaptured and re-allocated to other activities.

3. Our housing rehab program provided decent housing to four households. Generally, the City was successful in meeting the priority needs. The primary conditions identified during the inspection process, as needing to be addressed included building code violations and/or health and safety issues.

Improving the quality of life and providing a suitable living environment is being addressed through our *Livable Neighborhoods Initiative*. This is a multi-year project that provides funding for an extensive infrastructure program in three (3) neighborhoods that have experienced extensive flooding problems for several years. The program had experienced some delays due to some homeowner's reluctance to convey roadways to the City. One section of the project area is now moving forward and in the construction phase. The completion of this program will result in the provision of new drainage, sidewalks, and lighting in these neighborhoods.

Meeting the priority need of providing expanded economic opportunities, as listed in the Consolidated Plan, has presented some challenges for the City. These challenges have been addressed by the addition of an economic development manager who is responsible for overseeing this activity. The economic development manager is in the process of evaluating the activity and developing strategies to address the obstacles faced in meeting this priority need.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 3 CAPER Lead-based Paint response:

To reduce the threat of childhood lead poisoning in housing units receiving assistance in the City of Miami Gardens, inspections are performed on each unit built prior to 1978 to determine whether lead-based paint is present. If lead-based paint is detected, an assessment report is prepared outlining the proposed remediation. If required, abatement is then performed by an Environmental Protection Agency (EPA) certified contractor. Once abatement is completed, homeowners receive documentation advising them of the different phases of abatement, including copies of the contractor report and clearance.

For all our housing programs, participants receive documentation disclosing the hazards of lead based paint, the test results and the proposed abatement. To date, the City has performed over twenty-seven (27) lead-based paint inspections, and seven (7) abatements.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 3 CAPER Housing Needs response:

According to the US Census Bureau, 2008 American Survey estimates, the homeownership rate in the City is almost 73%. In view of that, a significant effort is placed on maintaining affordability rather than fostering and increasing affordable housing. Approximately 30% of our entire entitlement is allocated toward housing rehabilitation. This activity is focused on improving the quality of existing housing stock by addressing code violations and health/safety concerns for the household residents. But for this effort, many of these properties may have become hazardous

and likely deemed as unsafe structure, which could result in the homeowner being displaced and potentially losing the home.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

Program Year 3 CAPER Specific Housing Objectives response:

1. During the third program year, the City completed four (4) housing rehabilitation projects. This includes one rehab project that was converted to a replacement home, in which, CDBG funds were used to leverage SHIP funds. Our goal for this year fell short by one unit. This was mainly due to number of applicants that were deemed ineligible during the in-take and verification process. All homeowners assisted were low income residents. We also projected assisting five (5) existing households in homeownership preservation (foreclosure prevention). This goal was exceeded, with seven (7) households receiving loan modifications through the foreclosure intervention program. As it relates to direct homeownership assistance, four (4) first-time homebuyers received assistance in completing the purchase of a home, to date.

2. The City of Miami Gardens did not allocate any CDBG funds for affordable housing activities that meet Section 215.

3. The Department defines “Worst-case” housing needs as unsafe structures. As such, the Department works in collaboration with the City’s Building & Code Enforcement Division, as well as other government agencies to address these conditions. Property owners of housing units that are identified as unsafe structures are offered an opportunity to participate in our rehab program. Additionally, in cases involving unsafe structures, persons with disabilities are given priority during the application process.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 3 CAPER Public Housing Strategy response:

Public Housing projects located within the City continue to be operated on a countywide level, by the Miami Dade Housing Agency (MDHA). The housing agency also offers a variety of homeownership programs to low and moderate income families through its Development and Loan Administration Division and New Markets Division. Homeownership programs include: Surtax, State Housing Initiative, HOME, and infill programs.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 3 CAPER Barriers to Affordable Housing response:

The foremost barrier to affordable housing stems from the current housing market and economic conditions. It has been common knowledge that the housing market on a national level is struggling. These conditions have had an obvious adverse impact on affordable housing in the City of Miami Gardens. As stated previously, identifying buyers that can qualify for homes is very difficult. While the City has allocated funds to provide homeownership assistance, no sales using our subsidies have closed, despite receiving several applications for assistance during program year 3. The City will continue to work with local lenders to facilitate the process for eligible applicants.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

Program Year 3 CAPER HOME/ADDI response:

The City did not receive an allocation of HOME funds. Therefore this section is not applicable.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 3 CAPER Homeless Needs response:

1. Prior to this program year, the City had coordinated its efforts with the Miami Dade Homeless Trust to address the needs of homeless persons within the City limits. Through the Homeless Trusts' contracted agency (Citrus), locations of homeless congregants were identified and access to shelter and medical/mental health assistance was facilitated.

2. During this third program year, the City of Miami Gardens received an allocation for the Homelessness Prevention and Rapid Re-housing Program (HPRP), in the amount of \$567,612. A sub-recipient agreement was awarded to Citrus Health Network, Inc., a nonprofit organization to administer HPRP. Reporting on this program will be completed through the E-SNAP, HMIS and Federal Reporting.gov and is not required in the CAPER.

3. Prior to the HPRP allocation, the City did not receive funding for homeless needs. However, we were involved in supporting the Homeless Trusts' efforts to secure available resources from the Federal Government.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Housing Prevention Elements response:

The City only received homeless prevention funding as mentioned above. Therefore a response is not applicable.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).

2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 3 CAPER ESG response:

The City did not receive ESG funding. Therefore this response is not applicable.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
 - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 3 CAPER Community Development response:

1. CDBG funds were used in direct relation to the priorities, needs, goals, and specific objectives outlined in the Consolidated Plan. All CDBG funded activities directly benefited ELI and LMI persons. Progress made toward meeting affordable housing goals could be categorized as challenging. As stated earlier, our focus has been on maintaining affordability rather than fostering and increasing affordable housing. This is accomplished through our housing rehab program. We completed a total of 4 rehab projects. This includes one unit that was converted to a replacement home. All of which were low-income households. The main hindrance in attaining the projected goal as indicated in the Action plan was the lack of eligible applicants.

2. There were no significant changes in Program Objectives during this program year. However, we are re-evaluating some of the programs to identify if changes are needed in the policies. Housing rehabilitation in the City of Miami Gardens still exists and we plan to continue this emphasis for the immediate future.

3. The pursuit of resources indicated in the Consolidated Plan has been accomplished. We were able to acquire SHIP funding as indicated in the Consolidated Plan. We also received funding from the State through Miami-Dade County for Disaster Recovery Initiative. During this program period we were also awarded other Federal funding for energy efficiency and conservation programs, homelessness prevention and rapid re-housing programs, and additional ARRA related CDBG funds (CDBG-R). Certifications of consistency received are evaluated against the established Consolidated Plan as well as the overall Comprehensive Development Master Plan. The desired programs and activities outlined in our Consolidated Plan were not hindered in any way. Full support for implementation was obtained from the Mayor and City Council.

4. All CDBG entitlement funds were used for activities that met a national objective.

5. None of the funded activities in program year three triggered relocation.

6. The City of Miami Gardens did not fund any Economic Development Activities during this program year. However, two economic development activities (that were already in progress) were completed during this reporting period. To date, no low/mod jobs have been created yet as a result of this activity.

7. None of the City's funded activities were funded as Limited Clientele.

8. The City of Miami Gardens did not receive any program income from any of the funded activities in this program year.

9. The City of Miami Gardens has not had to conduct any adjustments from disallowed expenditures.

10. Currently, the City of Miami Gardens funded four (4) repayable loans in our direct homeownership assistance program for a total of \$85,000. Of these, three loans were in the amount of \$20,000 and one loan was in the amount of \$25,000. The loans are secured by mortgage liens. The terms of the loans include \$10,000 in the form of a grant and the remaining balance as a 30-year loan, with 360 equal payments, at zero percent interest. Other terms of the loan include a net share gain, on a declining scale, if the property is sold prior to loan maturity. All four (4) loans were provided to low income residents. Our housing rehab program is a forgivable loan program whereby a mortgage lien is recorded on the property for a period of five years. If after the five-year period, no sale or transfer of title has occurred the loan is completely forgiven. These loans also have a zero percent interest rate. Therefore, we are not anticipating any receivables. To date, we have generated 24 forgivable rehab loans totaling \$715,677.65.

11. The City of Miami Gardens did not enter into any lump sum agreements during this program year.

12. Under the Housing Rehabilitation category, all of the completed units were single family, owner occupied units. The City of Miami Gardens completed four (4) housing units during this year. The total amount of CDBG funds allocated was \$138,410. The City also leveraged approximately \$4,000 of its own general funds, towards permitting fees.

13. The pilot program for the Bunche Park Neighborhood Revitalization Strategy Area was developed during this program year. \$107,641 in CDBG funding has been designated to this program. The proposed pilot project is a residential paint program/infrastructure improvement program. Implementation of the project has not commenced as yet.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 3 CAPER Antipoverty Strategy response:

We hoped to implement a financial literacy program during this year. Steps were taken to identify a nonprofit agency to partner with, but unfortunately we were unable to find an appropriate sub-recipient to administer the program that meets approval of the City Council.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 3 CAPER Non-homeless Special Needs response:

The City of Miami Gardens did not designate any funding for persons that are not homeless but requiring supportive housing.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. Grantee Narrative
 - i. Grantee and Community Overview
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS

- (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- ii. Project Accomplishment Overview
 - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
 - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
 - (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
 - iii. Barriers or Trends Overview
 - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
 - b. Accomplishment Data
 - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 3 CAPER Specific HOPWA Objectives response:

The City of Miami Gardens does not receive an allocation of HOPWA funds; therefore this section is not applicable.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 3 CAPER Other Narrative response:



Third Program Year CAPER

The CPMP Third Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 3 CAPER Executive Summary response:

The third program year for the City of Miami Gardens was successful overall. Due to the current economic climate, we encountered some difficulties finding eligible applicants to meet the qualifications for some of our programs. Consequently, the City is reviewing program policies to identify areas that can be revised to address this problem. During this year, a stronger emphasis was placed on energy efficiency and conservation in our housing programs. We also addressed foreclosure and homeownership retention in the community, through our public services programs. We also expanded our economic development program this year.

Outlined below is a summary of the activities and initiatives undertaken during Program Year 3 as well as the associated accomplishments.

Home Delivered Meals for the Elderly

According to the US Census Bureau, 2008 American Community Survey, the estimated number of elderly citizens in Miami Gardens that are between the ages of 60 to 64 is 6,446 (6% of the City's population overall). The same survey shows that another 6,428 of the City's citizens are between the ages of 65 to 74. Developing programs that serve this population continue to be a high priority. The City partnered with two nonprofit agencies during the third program year, to provide services to the elderly population. 10,649 nutritionally balanced meals were delivered to the homes of elderly citizens. This service was provided by Sunshine For All, Inc., which received \$80,000 to administer the program. The program served fifty-nine (59) seniors. Each program participant received one meal per day, five (5) days a week throughout the contract period of Oct. 1, 2008 thru Sep. 30, 2009. Funding for this needed service will continue in program year 4. There is currently a waiting list of almost sixty (60) people for this program.

Services for Seniors Living Alone (SNAP)

There is a growing population not only in the City but nationwide, of elderly residents that reside alone with no other support or assistance from other family members or caregivers in the home. These seniors face many challenges, from health related issues to mental stability, to depression, to other services that seniors need but may not have access to. In an effort to address this special need and expand services for elderly citizens in this community, the City partnered with Switchboard of Miami, Inc. to provide services targeted specifically for this population. Through the Seniors Never Alone Program (SNAP), administered by Switchboard of Miami, Inc., seniors received regular telephone contact from trained counselors, called Reassurance Specialists. Reassurance Specialist called seniors on a weekly basis. Most calls were routine where the reassurance specialist simply gave moral support to the senior. In other cases, where seniors expressed a need for a specific service, the reassurance specialist would connect the senior with the provider of the specific service needed. The reassurance specialist would then follow up with the senior to confirm if services were received. During the period of April thru September 2009, twenty-eight (28) seniors received reassurance services. The program received funding in the amount of \$12,500.

After School Tutoring Program

During program year 3, the JPM Centre at Miami Gardens Drive, Inc. (JPM), a local non-profit, was awarded funding to administer an after school tutoring. This program provided services to youth ages 7 to 15. The program was designed with a focus on deterring youth from low income families from participating in activities that could put them at risk of juvenile delinquency and immoral lifestyles. Besides the basic educational curriculum, youth in the program received instruction and mentoring on topics such as conflict resolution, anger management, self esteem, nutrition, health and personal choices. The program also contained a parental component that required parent participation in workshops that included subjects like positive parenting styles, discipline techniques and communication styles. Thirty (30) youth received tutoring services in this program for 12 hours per week throughout the contract period. The program received funding in the amount of \$40,000.

Housing Programs

The Department administer various types of housing programs including rehabilitation, disaster recovery and homeownership assistance (down payment/closing cost). These programs are funded using various funding sources including CDBG, SHIP, and State CDBG funding through Miami-Dade County. Our housing programs have been successful. To date, we have performed rehabilitation on 25 homes with CDBG funds. This rehabilitation has provided better safety and living conditions for residents that would not have been able to afford such improvements. During this program period, we have completed a total of four (4) rehab projects, including one that was converted to a replacement home. The program has faced

some challenges in identifying qualified applicants. This is mainly due to many people being delinquent on mortgage payments and taxes. Another factor has been the lack of appropriate homeowners insurance. Additionally, four (4) residents received assistance with down payment and closing costs through our homeownership assistance program.

Summer Youth Employment Program

The second program that was administered by a local nonprofit agency was the Youth Works! Program. Concerned African Women, Inc. was awarded \$50,000 to manage this summer youth employment training and placement program. Twenty-five (25) youths ages 14 – 15 participated in this program that consisted of two phases. The first phase was the training phase and the second phase was the actual employment. During the training phase youth attended workshops on topics such as workforce preparation, communication and interpersonal skills, life management, decision making and customer service. During the second phase the participants were placed at six (6) businesses in and around the City for an 8-week employment period where the students worked 20 hours per week. During the employment phase, youths received on-going mentoring to assist in their success while at the job site.

Energy Conservation and Efficiency Awareness Program

The Department of Community Development partnered with private, nonprofit and a County agency to sponsor the *Power Up Miami Gardens!* Program. The program consisted of four separate two-hour workshops. The purpose of the program was to educate homeowners on ways to reduce their home energy costs and conserve water usage. Presentations were made during the workshop by Miami-Dade Water and Sewer, Florida Power & Light, Lowes Home Improvement Stores, and Dream in Green, a nonprofit organization whose mission is to develop and implement programs that promote energy conservation and efficiency. A total of 182 people attended the workshops. Each homeowner that completed the two-hour workshop received a \$250 voucher to purchase selected energy efficiency products from Lowes Home Improvement Stores. This program was funded with a portion of the proceeds from the sale of the HUD Dollar Home and it was a source of leveraging for our CDBG funds.

Technical Assistance Workshops

Several workshops were held during program year 3 to assist community based organizations and businesses in working with the City. On May 5, 2009, a workshop was held for community based organizations looking to receive funding for public service activities. This year, over 30 agencies were represented at the workshop. The purpose of this workshop was to provide community based agencies with an overview of the CDBG program and eligible activities. On July 31, 2009, a workshop was held for contractors that participate in the City's housing program. At this workshop, City staff gave pertinent information to general contractors and sub-contractors on the various programs and departmental procedures as it relates to the program. Approximately forty-nine (49) contractors attended this workshop. Two separate meetings were also

held with a small group of painting contractors regarding the Neighborhood Revitalization Strategy Area (NRSA) paint program. The purpose of these meetings was to inform the painters of the target area and the program structure.

Economic Development Activities

In April 2009, the Economic Development Manager came on board and since that time, numerous activities have occurred. One of the objectives of this position is to provide a direct liaison for the business community to utilize when conducting business with the city. It also affords the City the catalyst for development projects and new economic initiatives.

Two such initiatives are the Business Incentive Program and Commercial Redevelopment Program. Both programs are modeled after special economic development activities as qualified under Florida Statute 570.203. The Business Incentive Program (BIP) is a financial incentive program geared toward small business owners that offers forgivable loans ranging from \$10,000 to \$50,000 for façade improvements and other construction related activities. In June 2009, our first BIP project (Sunshine Meats & Beverage) was completed. This project included build out of the existing space, signage and landscaping. The total CDBG funding for this project was \$47,135. The business owner contributed an additional 20% to the project. The Department has received another nineteen (19) BIP applications; of which two (2) are in the final stages of approval.

The Commercial Redevelopment Program is also a financial assistance program for larger scale projects that include shopping plazas, retail shops, professional offices, etc. This program assisted several tenants by renovating the exterior aesthetics and improving the facelift of the building. The first Commercial Façade project (Stop N Shop Plaza) was completed July 13, 2009. The scope of work included the façade improvements (wall elevations and canopy replacement), lighting upgrades, exterior painting, extension of existing walkway and fascia signage. The total cost of the construction was \$300,653.99; of which the owner contributed 10% (\$27,561.60). This project received a total of \$162,840.40 in CDBG funds. The remaining costs were paid from other sources.

Other programs held during this reporting period include the Business Assistance Workshop, Economic Development Forum and Business Development Series. The City hosted its 2nd Annual Business Assistance Workshop on August 4, 2009 which was attended by over 200 people. More than fifteen (15) organizations participated in the workshop including Miami Dade County Office of Community & Economic Development, the Beacon Council, South Florida Commuter Services and Florida Power & Light. This workshop was designed to offer business owners the opportunity to meet face-to-face with industry professionals. Concurrently, the Economic Development Division partnered with several of the same organizations to conduct

business development seminars including financial literacy, business planning and networking exercises.

Economic Stimulus Town Hall Meeting

On July 30, 2009, the City held a Town Hall Meeting at Florida Memorial University. The purpose of this meeting was to provide the residents and business owners of Miami Gardens with information regarding the American Recovery and Reinvestment Act of 2009 (ARRA), commonly known as the economic stimulus package. A summary of the ARRA was given along with the amount of stimulus dollars that had been allocated to the City. City staff provided an overview of the planned uses for the funds; including housing and energy efficiency programs, homelessness prevention and rapid re-housing programs, small business programs, infrastructure improvements, transportation, and community policing. A question and answer session followed. A handout was distributed to attendees with further information and frequently asked questions. The meeting had a very good turnout with more than 165 residents and business owners in attendance.

Foreclosure Intervention Program

Many citizens voiced their concern over the foreclosure crisis and the need for assistance. To provide this needed assistance to individuals and families facing this crisis, the City awarded funds in the amount of \$29,166 to Neighborhood Housing Services of South Florida, Inc. (NHSSF) to provide foreclosure intervention assistance to residents in the City. The program period was from March thru September 2009. To provide clients with easy access to these services, the agency operated an onsite office located within the City Hall facility, three (3) days a week. A staff person from NHSSF was available to conduct in-take activities as well as provide necessary information on the program. Potential clients had to submit a completed application packet with all necessary supporting documentation in order to enroll in the program. The application packet was then assigned to a foreclosure counselor to initiate negotiations with the mortgage lender.

As a result, the program yielded assistance to 38 clients of which, seven (7) loan modifications were completed, four (4) clients withdrew from the program, and 27 clients were still at some stage in the process at the end of the program contract. According to NHSSF, the success rate for the program (47%) is higher than the national standard (30%). Additionally, NHSSF receives separate funding to operate the program on a broader scale; therefore the Miami Gardens clients will continue to be assisted beyond the scope of the City's contract.

Homebuyer Pool (NSP)

Since the execution of the Neighborhood Stabilization Program (NSP) contract with HUD on March 4, 2009, the City of Miami Gardens has worked tirelessly towards achieving the goals established in the City's plan. To date, the City has acquired twenty-one (21) properties, of which seven (7) are currently being rehabilitated, and

has executed sales contracts for an additional three (3) properties. The rehabilitation includes retrofitting the homes to be energy and water efficient. The City has also demolished two (2) properties that were identified as unsafe structures, which we intend to redevelop new homes.

The City established a Homebuyer's Pool to identify eligible buyers, whereby interested buyers complete an information survey describing their present situation and preferences for purchasing a home. The City receives surveys and inquiries on a daily basis. Currently, the pool has over 520 interested buyers, of which 38 have already been initially pre-qualified. The City is committed to educating and assisting the pool participants in preparing themselves to become homeowners either through or beyond the NSP.

It is evident that although the NSP has had a positive impact on the City, the number of abandoned homes within the City grows daily. For this reason, the City is working expeditiously to acquire, rehabilitate and sell the homes in order to recycle the funds and acquire more of the abandoned homes. Most recently, the City has submitted an application for NSP2 funds. We are hopeful that the high number of existing foreclosures and subprime mortgages in the City will afford us an NSP2 allocation.

Neighborhood Revitalization Strategy Area (NRSA)

Development of the first NRSA project has been ongoing throughout this reporting period. This proposed pilot program consists of a residential paint program and an infrastructure improvement program. A report from the City's Code Enforcement Division showed that a number of residents in the target area had recent code violations for painting. This paint program will assist those homeowners that do not have the resources to address the violation. The infrastructure component includes the installation of stormwater drains to mitigate frequent flash flooding on streets that currently have few or no drains. Street reconstruction is also included as a part of this project.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice.

- b. Identify actions taken to overcome effects of impediments identified.
- 4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
- 5. Leveraging Resources
 - a. Identify progress in obtaining "other" public and private resources to address needs.
 - b. How Federal resources from HUD leveraged other public and private resources.
 - c. How matching requirements were satisfied.

Program Year 3 CAPER General Questions response:

1. Most of the goals and objectives for this reporting period were accomplished. In the area of public services, the number of persons actually served (201) was less than the 250 anticipated. This was largely due to an increase in the agency costs for administering the programs. We completed a total of four (4) housing rehab units this program year. There is currently a waitlist of over 360 applicants in our housing rehab program. City staff is finding, during the intake process, that many of these applicants did not meet the eligibility qualifications for the program. Some of the reasons for applicant disqualification are due to household incomes being over the program income limits, past due/delinquent mortgages and no property insurance. This has been the biggest setback in attaining the goals as listed in the Action Plan for this program. A breakdown of expenditures can be viewed on the attached PR26 report. Under the commercial redevelopment category, the City projected a goal of 4 commercial redevelopment projects. This goal was not met. However, one business was assisted in the BIP program and 10 businesses benefited from the commercial façade rehabilitation in one shopping plaza.

2. Due to the reasons listed above, City staff is reviewing its housing program policies to identify areas where changes can be made to increase the applicant approval rate. Also, the economic development program is being re-evaluated to improve program delivery.

3. The Analysis of Impediments to Fair Housing choice report completed last year indicates that the primary impediment to fair housing choice centers on fair housing education, the racial disparities in fair and equal lending, and the violation of fair housing laws in the jurisdiction and immediate surrounding areas. The reports also suggests a need for education specifically for the significant number of households with disabled individuals on fair housing laws as it relates to reasonable accommodation, modification and accessible design and construction in housing units.

Participants in the rehab and homeownership programs receive a fair-housing brochure that gives information on fair housing choice. Residents inquiring about fair

housing laws are directed to Housing Opportunities Project for Excellence, Inc. (HOPE, Inc.), the only private non-profit agency in the City and Miami-Dade County that specializes in this area.

In response to the analysis of impediments, the Department will continue to present information to citizens on fair housing choice during community meetings. The Department will also include fair housing education as a component in lender trainings or workshops. Additionally, new strategies will be developed to affirmatively further fair housing.

4. There were no major obstacles to meeting underserved needs other than those already listed above. Limited funding availability, by specific program type, to meet the needs in this community is an ongoing challenge.

5. During program year 3, the City was successful in leveraging CDBG resources with other public, state and federal resources including:

- A direction allocation of SHIP funds (\$667,653)
- Disaster Recovery Initiative through Miami-Dade County (\$1,381,250)

Additionally, the City obtained resources from the Neighborhood Stabilization Program (NSP) in the amount of \$6,866,119, the Homelessness Prevention and Rapid Re-housing Program (HPRP) in the amount of \$567,612 and an allocation of CDBG-R funds in the amount of \$371,207 that will leverage the overall program. In addition, matching requirements were satisfied through waiving of permit fees in the housing rehab program. Each year, over \$4,000 in permit fees are waived and an expedited permitting process has been implemented to reduce construction costs and delays.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 3 CAPER Managing the Process response:

The Department of Community Development's staff has grown significantly during this program year to facilitate new programs generated by ARRA funds. Five new positions were created. The new positions include a housing inspector, an economic development manager, a coordinator and administrator for the NSP program, and community development specialist. This brings the total number of staff in the department to nine persons from three people one year ago.

Citizen Participation

1. Provide a summary of citizen comments.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 3 CAPER Citizen Participation response:

A notice of the availability of the draft CAPER document was advertised in the Miami Herald newspaper. The notice included the time frame of the comment period (November 15th thru 30th, 2009), as well as instructions on how to submit comments on the report. The draft CAPER was also accessible on the City's website. Additionally, two public hearings were scheduled (December 10th & 15th, 2009) to receive public comments. These meetings were also advertised in the Miami Herald newspaper, on the City's website, at the City Hall, and various park locations throughout the City. Despite these efforts to promote the public hearings, no one attended either meeting and no comments or responses were received. .

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 3 CAPER Institutional Structure response:

The City's Department of Community Development is the lead agency for administering the CDBG allocation granted to the City. As such, the Department is responsible for coordinating with other City departments and government agencies. Over the past year, staff in the Department has expanded from a staff of three to nine members to ensure there are no gaps in the institutional structure. New staff positions include, an economic development manager, a housing inspector, a community development specialist, an NSP administrator and an NSP coordinator.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.

3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 3 CAPER Monitoring response:

1. Monitoring of sub-recipients (Public Services) was performed periodically during the contract period and technical assistance was given as needed or requested. An annual on-site monitoring was also conducted for each public service program. Housing and other projects are monitored on a case by case basis. One of the newest staff members, our housing inspector, is responsible for monitoring housing projects to ensure that contractors are performing the scope of work as outlined and keep within the timeframe established for the program.

2. Overall, the common finding in most of the sub-recipient monitoring visits was the lack of acceptable eligibility documentation for program participants. Technical assistance was provided on a one-on-one basis to resolve these issues. As a result, some sub-recipients did not receive reimbursement of all funds awarded. Undisbursed funds were recaptured and re-allocated to other activities.

3. Our housing rehab program provided decent housing to four households. Generally, the City was successful in meeting the priority needs. The primary conditions identified during the inspection process, as needing to be addressed included building code violations and/or health and safety issues.

Improving the quality of life and providing a suitable living environment is being addressed through our *Livable Neighborhoods Initiative*. This is a multi-year project that provides funding for an extensive infrastructure program in three (3) neighborhoods that have experienced extensive flooding problems for several years. The program had experienced some delays due to some homeowner's reluctance to convey roadways to the City. One section of the project area is now moving forward and in the construction phase. The completion of this program will result in the provision of new drainage, sidewalks, and lighting in these neighborhoods.

Meeting the priority need of providing expanded economic opportunities, as listed in the Consolidated Plan, has presented some challenges for the City. These challenges have been addressed by the addition of an economic development manager who is responsible for overseeing this activity. The economic development manager is in the process of evaluating the activity and developing strategies to address the obstacles faced in meeting this priority need.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 3 CAPER Lead-based Paint response:

To reduce the threat of childhood lead poisoning in housing units receiving assistance in the City of Miami Gardens, inspections are performed on each unit built prior to 1978 to determine whether lead-based paint is present. If lead-based paint is detected, an assessment report is prepared outlining the proposed remediation. If required, abatement is then performed by an Environmental Protection Agency (EPA) certified contractor. Once abatement is completed, homeowners receive documentation advising them of the different phases of abatement, including copies of the contractor report and clearance.

For all our housing programs, participants receive documentation disclosing the hazards of lead based paint, the test results and the proposed abatement. To date, the City has performed over twenty-seven (27) lead-based paint inspections, and seven (7) abatements.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 3 CAPER Housing Needs response:

According to the US Census Bureau, 2008 American Survey estimates, the homeownership rate in the City is almost 73%. In view of that, a significant effort is placed on maintaining affordability rather than fostering and increasing affordable housing. Approximately 30% of our entire entitlement is allocated toward housing rehabilitation. This activity is focused on improving the quality of existing housing stock by addressing code violations and health/safety concerns for the household residents. But for this effort, many of these properties may have become hazardous

and likely deemed as unsafe structure, which could result in the homeowner being displaced and potentially losing the home.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

Program Year 3 CAPER Specific Housing Objectives response:

1. During the third program year, the City completed four (4) housing rehabilitation projects. This includes one rehab project that was converted to a replacement home, in which, CDBG funds were used to leverage SHIP funds. Our goal for this year fell short by one unit. This was mainly due to number of applicants that were deemed ineligible during the in-take and verification process. All homeowners assisted were low income residents. We also projected assisting five (5) existing households in homeownership preservation (foreclosure prevention). This goal was exceeded, with seven (7) households receiving loan modifications through the foreclosure intervention program. As it relates to direct homeownership assistance, four (4) first-time homebuyers received assistance in completing the purchase of a home, to date.

2. The City of Miami Gardens did not allocate any CDBG funds for affordable housing activities that meet Section 215.

3. The Department defines “Worst-case” housing needs as unsafe structures. As such, the Department works in collaboration with the City’s Building & Code Enforcement Division, as well as other government agencies to address these conditions. Property owners of housing units that are identified as unsafe structures are offered an opportunity to participate in our rehab program. Additionally, in cases involving unsafe structures, persons with disabilities are given priority during the application process.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 3 CAPER Public Housing Strategy response:

Public Housing projects located within the City continue to be operated on a countywide level, by the Miami Dade Housing Agency (MDHA). The housing agency also offers a variety of homeownership programs to low and moderate income families through its Development and Loan Administration Division and New Markets Division. Homeownership programs include: Surtax, State Housing Initiative, HOME, and infill programs.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 3 CAPER Barriers to Affordable Housing response:

The foremost barrier to affordable housing stems from the current housing market and economic conditions. It has been common knowledge that the housing market on a national level is struggling. These conditions have had an obvious adverse impact on affordable housing in the City of Miami Gardens. As stated previously, identifying buyers that can qualify for homes is very difficult. While the City has allocated funds to provide homeownership assistance, no sales using our subsidies have closed, despite receiving several applications for assistance during program year 3. The City will continue to work with local lenders to facilitate the process for eligible applicants.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

Program Year 3 CAPER HOME/ADDI response:

The City did not receive an allocation of HOME funds. Therefore this section is not applicable.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 3 CAPER Homeless Needs response:

1. Prior to this program year, the City had coordinated its efforts with the Miami Dade Homeless Trust to address the needs of homeless persons within the City limits. Through the Homeless Trusts' contracted agency (Citrus), locations of homeless congregants were identified and access to shelter and medical/mental health assistance was facilitated.

2. During this third program year, the City of Miami Gardens received an allocation for the Homelessness Prevention and Rapid Re-housing Program (HPRP), in the amount of \$567,612. A sub-recipient agreement was awarded to Citrus Health Network, Inc., a nonprofit organization to administer HPRP. Reporting on this program will be completed through the E-SNAP, HMIS and Federal Reporting.gov and is not required in the CAPER.

3. Prior to the HPRP allocation, the City did not receive funding for homeless needs. However, we were involved in supporting the Homeless Trusts' efforts to secure available resources from the Federal Government.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Housing Prevention Elements response:

The City only received homeless prevention funding as mentioned above. Therefore a response is not applicable.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).

2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 3 CAPER ESG response:

The City did not receive ESG funding. Therefore this response is not applicable.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
 - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 3 CAPER Community Development response:

1. CDBG funds were used in direct relation to the priorities, needs, goals, and specific objectives outlined in the Consolidated Plan. All CDBG funded activities directly benefited ELI and LMI persons. Progress made toward meeting affordable housing goals could be categorized as challenging. As stated earlier, our focus has been on maintaining affordability rather than fostering and increasing affordable housing. This is accomplished through our housing rehab program. We completed a total of 4 rehab projects. This includes one unit that was converted to a replacement home. All of which were low-income households. The main hindrance in attaining the projected goal as indicated in the Action plan was the lack of eligible applicants.

2. There were no significant changes in Program Objectives during this program year. However, we are re-evaluating some of the programs to identify if changes are needed in the policies. Housing rehabilitation in the City of Miami Gardens still exists and we plan to continue this emphasis for the immediate future.

3. The pursuit of resources indicated in the Consolidated Plan has been accomplished. We were able to acquire SHIP funding as indicated in the Consolidated Plan. We also received funding from the State through Miami-Dade County for Disaster Recovery Initiative. During this program period we were also awarded other Federal funding for energy efficiency and conservation programs, homelessness prevention and rapid re-housing programs, and additional ARRA related CDBG funds (CDBG-R). Certifications of consistency received are evaluated against the established Consolidated Plan as well as the overall Comprehensive Development Master Plan. The desired programs and activities outlined in our Consolidated Plan were not hindered in any way. Full support for implementation was obtained from the Mayor and City Council.

4. All CDBG entitlement funds were used for activities that met a national objective.

5. None of the funded activities in program year three triggered relocation.

6. The City of Miami Gardens did not fund any Economic Development Activities during this program year. However, two economic development activities (that were already in progress) were completed during this reporting period. To date, no low/mod jobs have been created yet as a result of this activity.

7. None of the City's funded activities were funded as Limited Clientele.

8. The City of Miami Gardens did not receive any program income from any of the funded activities in this program year.

9. The City of Miami Gardens has not had to conduct any adjustments from disallowed expenditures.

10. Currently, the City of Miami Gardens funded four (4) repayable loans in our direct homeownership assistance program for a total of \$85,000. Of these, three loans were in the amount of \$20,000 and one loan was in the amount of \$25,000. The loans are secured by mortgage liens. The terms of the loans include \$10,000 in the form of a grant and the remaining balance as a 30-year loan, with 360 equal payments, at zero percent interest. Other terms of the loan include a net share gain, on a declining scale, if the property is sold prior to loan maturity. All four (4) loans were provided to low income residents. Our housing rehab program is a forgivable loan program whereby a mortgage lien is recorded on the property for a period of five years. If after the five-year period, no sale or transfer of title has occurred the loan is completely forgiven. These loans also have a zero percent interest rate. Therefore, we are not anticipating any receivables. To date, we have generated 24 forgivable rehab loans totaling \$715,677.65.

11. The City of Miami Gardens did not enter into any lump sum agreements during this program year.

12. Under the Housing Rehabilitation category, all of the completed units were single family, owner occupied units. The City of Miami Gardens completed four (4) housing units during this year. The total amount of CDBG funds allocated was \$138,410. The City also leveraged approximately \$4,000 of its own general funds, towards permitting fees.

13. The pilot program for the Bunche Park Neighborhood Revitalization Strategy Area was developed during this program year. \$107,641 in CDBG funding has been designated to this program. The proposed pilot project is a residential paint program/infrastructure improvement program. Implementation of the project has not commenced as yet.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 3 CAPER Antipoverty Strategy response:

We hoped to implement a financial literacy program during this year. Steps were taken to identify a nonprofit agency to partner with, but unfortunately we were unable to find an appropriate sub-recipient to administer the program that meets approval of the City Council.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 3 CAPER Non-homeless Special Needs response:

The City of Miami Gardens did not designate any funding for persons that are not homeless but requiring supportive housing.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. Grantee Narrative
 - i. Grantee and Community Overview
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS

- (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- ii. Project Accomplishment Overview
 - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
 - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
 - (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
 - iii. Barriers or Trends Overview
 - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
 - b. Accomplishment Data
 - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 3 CAPER Specific HOPWA Objectives response:

The City of Miami Gardens does not receive an allocation of HOPWA funds; therefore this section is not applicable.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 3 CAPER Other Narrative response: