



# Second Program Year CAPER

The CPMP Second 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 2 CAPER Executive Summary response:

In the Program Year 2012 Annual Action Plan, the City of Lauderhill proposed how it will utilize its CDBG and HOME funding awarded by the US Department of Housing and Urban Development while detailing the City's strategies for improving quality of living standards through housing, rehabilitation, economic development, community programming and expansion of homeownership opportunities. Continuous commitment to improving the lives of its citizens, especially of low and moderate income, is one of the main goals of the City.

This Consolidated Annual Performance Evaluation Report (CAPER) covers the period of October 1, 2012 through September 30, 2013.

During this year, Lauderhill received \$676,097 in Community Block Grant funds and \$171,416 in HOME Partnership funds during Program Year 2012. The City used these funds to carry out activities to assist low and moderate income residents and to eliminate blight and deterioration through neighborhood revitalization and capital improvement strategies. The CAPER outlines how Lauderhill addressed its community development objectives by utilizing HUD funding and leveraging local and other funding sources in Program Year 2012.

The City of Lauderhill is carrying out activities funded by the Community Development Block Grant (CDBG) program in a manner consistent to the approved Consolidated Plan. The City's 2012-2016 Consolidated Plan addressed the following three (3) federal statutory goals:

- **Provide Decent Housing:**  
Assist homeless persons in obtaining affordable housing, retain the affordable housing stock and increase the availability of permanent housing that is affordable to income eligible residents without discrimination.
- **Provide a Suitable Living Environment**

## Jurisdiction

Improve the safety and livability of neighborhoods, increase access to quality facilities and services and reduce the isolation of income groups within areas by de-concentrating (affordable) housing opportunities and revitalizing deteriorating neighborhoods.

- **Expand Economic Opportunities:**  
Create jobs accessible to income eligible residents.

Below is a summary of activity accomplishments for Program Year 2012:

<b>Activity</b>	<b>Funded Amount</b>	<b>Drawn Amount During Report Year</b>
<b>Administration and Planning</b>		
General Program Administration	\$135,219.00	\$25,706.13
<b>Public Service</b>		
Parks and Leisure Services	\$28,000.00	\$28,000.00
Windermere Youth Comm. Activities	\$73,415.00	\$73,415.00
<b>Acquisition/ Rehabilitation/ Purchase Assistance</b>		
Acquisition of Real Property	\$143,630.00	\$457,681.40
Homeownership/ Minor Home Repair Previous Year – 2011	\$304,580.21	\$304,580.21
Homeownership/ Minor Home Repair	\$70,000.00	\$8,922.32
<b>Economic Development</b>		
Micro Loan Program	\$10,000.00	\$0.00
Technical Assistance	\$63,833.00	\$0.00
<b>Public Facilities and Improvements</b>		
Park Improvements	\$152,000.00	\$8,124.61
<b>Total:</b>	<b>\$ 676,097.00</b>	<b>\$906,429.67</b>

## 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.

## Jurisdiction

- 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 2 CAPER General Questions response:

Based on the City of Lauderdale's 2012-2013 Action Plan and Public Notice to reprogram funds, the following activities were budgeted and completed during this period:

**Program Administration **\$25,706.13****

This activity provided grant administration capacity within the Office of Business and Enrichment necessary for the management, coordination and monitoring of CDBG funded activities. With the funding, the City was able to coordinate and monitor CDBG funded activities to assure compliance with program regulations. It also provided financial management to ensure compliance with Labor Standards and Davis Bacon requirements, Environmental Regulations, Section 3, Fair Housing Requirements and Citizens' Participation. The remaining balance of \$105,840.21 was transferred to Activity Number 170 and the balance of \$3,672.66 to Activity Number 182.

**Acquisition of Real Property **\$457,681.40****

Activity number 172 was funded in the amount of \$143,630.00. No Funds were drawn and the unexpended balance was transferred to activity number 182, along with the other transfers that had been made through the public notice advertised in July 2013 totaling \$457,681.40. The City purchased six (6) homes throughout Lauderdale.

**Neighborhood Facilities – Park Improvements **\$8,124.61****

## Jurisdiction

This activity was originally budgeted to receive \$152,000.00, however prior year funding had been released and added to this balance bringing the new encumbered amount to \$224,000.00. During this year, the City expended \$8,124.61 on installation of a fence at John E. Mullin Park. The balance of the budgeted funds will be reallocated to an activity called Park Improvements for FY 2013-14. Funds were originally budgeted for the 31<sup>st</sup> Avenue Park Improvement, however, due to some technicalities, the work will not commence until the environmental review has been completed. We look to begin next Fiscal Year.

### **Public Service – Parks and Leisure Services** **\$28,000.00**

This activity provided funding for income eligible youths (\$19,370.00) and seniors (\$8,630.00) to participate in various programs within the City of Lauderdale. Programs funded were art classes, vocal, dance, martial arts, and literacy classes. Through the program, we were able to assist a total of 1837 youths and seniors.

### **Public Service – Windermere Youth Community Activities** **\$73,415.00**

This activity provided funding for low and moderate income youths to participate in a youth camp program at the Windermere Community Center. There were approximately 52 children serviced through this activity. The Windermere camp is unique in that it provides tutoring in reading and math. This opportunity provides a direct benefit to our children in combating academic regression during the summer months, and instead gives an advantage to them as they return to school. Additionally, activities such as swimming, basketball, football, cooking classes, and arts and crafts were offered to the children.

### **Economic Development – Micro Loan** **\$0.00**

This activity was cancelled and funds were transferred to Activity Number 170 in the amount of \$10,000.00 as per the public notice ran in July 2013.

### **Economic Development - Technical Assistance** **\$0.00**

Activity was cancelled and funds were transferred to activity number 170 in the amount of \$63,833.00 as per the public notice ran in July 2013.

### **Homeownership Assistance/ Minor Home Repair** **\$313,502.53**

This activity for Program Year 2011 and 2012 has enabled the City to provide minor home repairs to income eligible homeowners and vacant units purchased by the City and transferred to Lauderdale Housing Authority for management. To date, fourteen (14) individuals have been assisted with repairs through this CDBG funded activity and thirteen (13) vacant units have been rehabbed. The original budget for this activity was

During this period, the City expended \$906,429.67 in CDBG funds to assist persons and areas of low and moderate income.

## **Managing the Process**

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

Program Year 2 CAPER Managing the Process response:

The administration and general management of the CDBG program is the responsibility of the Office of Business and Neighborhood Enrichment Division under supervision of the Finance Department. At times, the City Attorney assisted by providing legal advice when appropriate. The Office of Business and Neighborhood Enrichment prepared the FY 2013/14 Action Plan, CAPER, Section 3 Report, created and closed out activities in IDIS, and completed the financial forms required by HUD to ensure compliance with program and comprehensive planning requirements.

## **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 2 CAPER Citizen Participation response:

The Program Year 2012 CAPER has been prepared in accordance with the City's of Lauderhill's Citizen's Participation Plan for the CDBG Entitlement program. The draft CAPER with the corresponding IDIS reports were made available to the general public with a comment period of 30 days. A notice was published in the Sun Sentinel newspaper to advertise the availability of the CAPER and corresponding reports for public review. In addition, a public hearing was held on December 9, 2013 to provide the public an opportunity to hear key elements included in the CAPER and to obtain citizen comments. No citizen comments were received for the 2012 CAPER.

## **Institutional Structure**

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

Program Year 2 CAPER Institutional Structure response:

## Jurisdiction

The City of Lauderdale continued to take strides towards improving our institutional structure during Program Year 2012. Staff maintained an open dialogue with the following departments; Administration, Public Works, Parks and Leisure, Police, Fire, and Lauderdale Local Affordable Housing Advisory Committee.

During the past year, the City has continued to use the financial software, Genero, to streamline its financial processes, including the commission approved CDBG FY 2012/13 budget, payments and reimbursements.

The City also continued to improve sub-recipient monitoring. This past year, it was required of sub-recipients to submit an approved contract, monthly narratives detailing the ethnicity and number of people assisted, monthly budget and invoice, and sign-in sheets to account for the amount of recipients that attended the classes that were offered through CDBG funding.

## 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 2 CAPER Monitoring response:

The City has begun to take a proactive approach rather than reactive to ensure timeliness and compliance. The implemented strategy includes a pre-application orientation mandatory for all applicants prior to submitting an application for funding, staff site visits to applicants' locations to complete an initial assessment of their capacities, monthly beneficiary reporting as a condition for reimbursement, frequent communication between staff and sub-recipients and mandatory meetings with sub-recipients regarding continuing concerns, as determined by staff.

We monitor our sub-recipients very closely in terms of compliance with process requirements. We require monthly reports from the sub-recipients and when they

## Jurisdiction

are not timely with their submission, staff sends out reminders. We have ongoing communication with sub-recipients to ensure compliance on the part of them and contractors.

During this year, City staff has continued to take advantage of the available trainings offered by HUD to improve understanding of the program and regulations and sharpen administrative skills. The City also took the proactive approach in educating the sub-recipients and contractors in the CDBG about the CDBG program, application procedures, review and approval process and performance requirements. Efforts continue to be made to ensure that all activities were on track and timely.

The CDBG program continues to be an excellent resource to address needs in the community if Lauderhill.

## Lead-based Paint

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

Program Year 2 CAPER Lead-based Paint response:

During this year, the City has followed the current steps to evaluate and reduce lead-based paint hazards:

The City's approach to Lead-Based Paint compliance has been to identify the presence of hazards through inspections as part of the Grantee's Minor Home Repair program and First-time Homebuyer program. Cases of lead based paint are handled on a case-by-case basis, by requiring the initial inspector to complete a lead-based paint test through the use of proper techniques and safe work practices in compliance with EPA regulations when handling paint of lead hazard. There were no hazards reported during this year.

For homes built prior to 1978 participating in CDBG and HOME programs, the EPA's Protect Your Home pamphlets are provided to either homebuyer or homeowner. Visual inspections by a certified professional are provided and inspection reports are documented and kept in each client's file.



The City is enforcing EPA's standards by hiring residential LBP inspector to have proper LBP licensing to work on projects in Lauderhill and safe work practices are required to be strictly followed.

The City hired a lead-based paint inspector certified by HUD requirements to perform tests on the painted surfaces according to Federal regulations which requires homes built prior to January 1, 1978 to be tested, in accordance with SubPart J.

## 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 2 CAPER Housing Needs response:

Over the past (5) five years, the Lauderhill Housing Authority has proceeded with the targeted acquisition of blighted structures in Central Lauderhill. As such, LHA has purchased several deteriorated multi-family units, including (4) four quad-plexes located at 19th and 52nd Ave; (3) three duplexes on 18th Place between 54th Terrace and 52nd Avenue; and a 1 acre parcel located at 19th Street and 55th Avenue. Post acquisition, LHA has demolished the dilapidated structures and has re-sodded the vacant lots.

In May 2013, LHA announced its plans to develop 14 single family homes that will be marketed as affordable housing. Subsequently, the Authority published the information in the Sun Sentinel and on its website. Interested participants were invited to register online for a lottery drawing. On June 20, 2013, LHA conducted its lottery drawing to select participants from a pool of more than 1900 applicants. In the Fall of 2013, construction is scheduled to commence on the single family home project that will aid in the revitalization of Central Lauderhill, provide quality housing that is both attractive and affordable.

The aforementioned activities promote the primary objective of the CDBG/NSP/HOME programs to provide decent housing and a suitable living environment, and expand economic opportunities, principally for very low, low and moderate income persons.

### 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 2 CAPER Specific Housing Objectives response:

The City of Lauderhill housing strategy focused on assisting low and moderate income owner and renter occupied household with housing affordability problems and physical defects through its CDBG and HOME programs. Owner occupied projects



## Jurisdiction

consisted of residential rehabilitation and homeownership purchase assistance. Low income renters were eligible to participate in a renter's assistance program with a goal of becoming first time homebuyers.

The city has responded to the need for additional grant support by including assistance for low and moderate income first homebuyers in its Local Housing Assistance Plan (LHAP) for 2013-2014, 2014-2015, 2015-2016.

We have also undertaken many steps to try and meet the needs of low-income homebuyers with server cost burden and renters to address substandard housing and alleviate instances of involuntary displacement.

## Public Housing Strategy

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

Program Year 2 CAPER Public Housing Strategy response:

The Office of Business and Neighborhood Enrichment (BNE) worked closely with the Lauderhill Housing Authority (LHA) to identify the large number of Section 8 households located in Lauderhill. Once the households were identified, we worked with as many families as possible to transfer them from renters to homeowners through financial assistance from CDBG, HOME and SHIP programs. We did not have a success story to report during this Program Year.

Currently, the Lauderhill Housing Authority does not receive vouchers to operate a Section 8 program.

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## Barriers to Affordable Housing

## Jurisdiction

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

Program Year 2 CAPER Barriers to Affordable Housing response:

The City of Lauderhill implemented the following to remove barriers to affordable housing:

- The processing of approvals of development orders or permits, as defined in s. 163.3164 (7) and (8), for affordable housing projects is expedited to a greater degree than other projects.
- The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.
- The allowance of increased density levels for affordable housing.
- The reservation of infrastructure capacity for housing for very-low-income persons and low-income persons.
- The allowance of affordable accessory residential units in residential zoning districts.
- The reduction of parking and setback requirements for affordable housing.
- The allowance of zero-lot-line configurations for affordable housing.
- The modification of street requirements for affordable housing.
- The establishment of a process by which the City government considers, before adoption, policies, ordinances, regulations or plan provisions that increase the cost of housing.
- The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

This entire process was expedited by the Building Department. All affordable housing projects introduced to the City are reviewed by the Planning and Zoning Department who then relays the information to the City Manager to begin the process of expedited permitting. The City Manager is always fully involved in the process to ensure the permitting process is expedited.

## **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

## Jurisdiction

- 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 2 CAPER HOME/ADDI response:

The City of Lauderhill is a member of the Broward County HOME Consortium and reports to the County on a monthly basis by submission of Exhibit G, as per the Interlocal Agreement for Weatherization/ Minor Home Repair between the City and County. Our goal was to assist at least 11 residents. During this Program Year, the City was able to assist 14 residents, (6) six very low and (8) eight low income households through the HOME Partnership Program in the amount of \$247,763.50. Rehabilitation services included home weatherization, such as, replacement of windows, doors, shutters, air conditioning units, roofs, electrical hazards and plumbing health and safety issues. The City did not receive ADDI from HUD.

The City is required to submit its Minority/Women's Business Enterprises report on an annual basis for our CDBG Program. Because we are a component of the Broward County HOME Consortium, the County will report on our behalf in their CAPER so that the information is not duplicated.

Since rental housing was not one of our activities, the City was not required to compile results of on-site inspections for rental housing.

Based on the Affirmative Marketing Policy set forth in the Interlocal Agreement between the City of Lauderhill and Broward County, the City is exempt from the Affirmative Marketing Policy. The City did not have utilized any rental activities with HOME funds, nor did the City assist more than five (5) homebuyers with HOME funds. However, the Equal Housing Opportunity logo appears on all printed materials issued through the City, as it pertains to federally funded programs.

The City of Lauderhill encourages minority and women owned businesses to participate in all federally funded programs that the City has to offer by showing preference. All businesses that can prove minority or women owned status were encouraged to bid on the weatherization program offered through the City.

## 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 2 CAPER Homeless Needs response:

## Jurisdiction

The Broward County Continuum of Care (CoC) facilitated the issues regarding homeless persons and those at risk of becoming homeless county-wide. The County held monthly meetings in conjunction with the Broward County HOME Consortium meeting to discuss and collaborate on planning activities that will reduce homelessness and prevent those at risk from becoming homeless. A representative from the City of Lauderdale County attended the meetings on a monthly basis. Members of the CoC assisted in gathering data and approving reports regarding the needs of the homeless in Broward County.

The City continued to be a participating member of the Broward County Continuum of Care (CoC) Program which supports county-wide homeless needs to:

- Maintain affordable, transitional and supportive housing
- Improve data collection
- Increase income of homeless persons
- Prevent homelessness through effective discharge planning
- Expand supportive services
- Expand network of social service providers and volunteers

During this year, the City continued to take an active role in the discussion and initiatives set forth by the Broward County Continuum of Care to address the needs of its homeless population.

### **Specific Homeless Prevention Elements**

1. Identify actions taken to prevent homelessness.

Program Year 2 CAPER Specific Housing Prevention Elements response:

The Broward County Continuum of Care (CoC) facilitated the issues regarding homeless persons and those at risk of becoming homeless county-wide. The County held monthly meetings in conjunction with the Broward County HOME Consortium meeting to discuss and collaborate on planning activities that will reduce homelessness and prevent those at risk from becoming homeless. A representative from the City of Lauderdale County attended the meetings on a monthly basis. Members of the CoC assisted in gathering data and approving reports regarding the needs of the homeless in Broward County.

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## 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 2 CAPER ESG response:

The City of Lauderhill did not receive ESG funding during Program Year 2012-13.

## 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

## Jurisdiction

- 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

## Jurisdiction

- 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.



## Jurisdiction

- 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 2 CAPER Community Development response:

Economic development is a priority need within the City of Lauderhill. The Lauderhill Community Redevelopment Agency (CRA) has taken the lead role in revitalizing the State Road 7 Corridor and Central Lauderhill.

Lauderhill's priority needs and community development objectives were derived from the City's HUD FY2012-2016 Consolidated Plan. Lauderhill's Consolidated Plan addressed the following three federal statutory goals:

1. **Provide decent housing:** During this reporting period, CDBG funds assisted current income eligible homeowners by providing them with minor home repair funds.
2. **Provide a suitable living environment:** During this reporting period, the City has noticed an increase in the safety and livability of neighborhoods, increases in access to quality facilities and services and reduced the isolation of income groups within areas by de-concentrating (affordable) housing opportunities and revitalizing deteriorating neighborhoods through the opportunity of the Purchase Assistance activity.
3. **Expand economic opportunities:** During this quarter, the City's Economic Development Manager has done an excellent job in fostering the creation of jobs accessible to low and very low-income persons. To date, sixteen (16) new jobs were created with the help of the Economic Development Manager.

During the reporting period, the City of Lauderhill has continued to expand the various services offered to our low and moderate-income residents through the amenities offered by the following parks and recreational facilities:

#### **Priority 1: Parks and Recreational Facilities.**

- City Hall Park- Basketball, field cricket/football/soccer, fitness trails, lake, pavilions, and playground
- Gateway Park- Park benches and fitness stations.
- Sadkin Community Center - Basketball, billiards tables, gym, meeting rooms and exercise equipment.
- St. George Community Park- Baseball, basketball, cricket, gym, meeting room, pavilions, playground, recreation room, tennis, tetherball and walking course
- West Ken Lark Park- Baseball, basketball, cricket, football/soccer field, fit core workout stations, gym, meeting room, pavilion, playground, recreation room, tennis and walking course.



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The aforementioned projects are a great example of how the City leveraged funds to make the park improvements and additions through the Great Neighborhood Bond passed by its residents in 2005. CDBG funds were utilized to provide various services to low and moderate-income residents throughout our parks.

### **Priority 2: Flood Drain Improvements**

### **Priority 3: Water, Sidewalk, Street, Sewer Improvements**

Priorities II and III were addressed during this reporting period but CDBG funds were not used for any improvements during this reporting period. The majority of funding to make these improvements came from the Great Neighborhood Bond which the residents of Lauderhill voted to complete. The following improvements were made:

- 56<sup>th</sup> Avenue roadway, sidewalk, lighting and drainage improvements
- State Road 7 landscaping and irrigation improvements
- State Road 7 County Park access road
- Oakland Park Boulevard paver replacement
- Broward Estates curb improvements
- Broward Estates speed humps
- Gateway and neighborhood signage improvement on roadways

### **Priority 4: Code Enforcement**

The Code Enforcement Division plays an important role in preserving the standards of housing, safety and sanitation for the City of Lauderhill. In meeting these standards, the City accomplished the following goals: (1) Ensuring that residents have a safe and clean environment (2) Maintaining desirable housing (3) Having a significant and positive effect on property values (4) Increasing the potential for future growth in the city by attracting individuals to a well maintained community. Our aggressive Code Compliance addressed the following during this reporting period:

- The exteriors of ALL structures were maintained in good condition, and did not show any evidence of deterioration, weathering discoloration, ripping, tearing, or holes.
- There was no evidence (on the exterior of the property) of algae, mildew or fungus growth, holes or cracks in exterior walls, peeling of paint, breaks, fading, or wood rot of any kind.
- Awnings were kept in good working order; properly anchored, painted, and cleaned as needed - canvas or fabric awnings were maintained; no algae, mildew or fungus growth was found.
- All exterior decoration and/or ornamentation was kept clean and/or painted and anchored in such a way as not to become a flying projectile in high winds.

### **Priority 5: Public Service**

The City of Lauderhill provided funding for the following activities as public services:

#### **AFRICAN DANCE/DRUMMING CLASSES**

We were able to continue our very successful African Dance Program in 2012 -2013. Classes were opened to students' ages 5 through 12 and 13 through adult. Students were taught dances native to Africa. Since 2006, we added live drummers to

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accompany the dancers. These drummers were students of the primary instructor's husband who taught private drumming lessons. Because there has been so much excitement surrounding the classes, many participants want to learn how to play the drums in addition to learning African dance. Also, because of the popularity of these particular CDBG funded classes, the instructor has been able to form the Lauderhill African Dance Troupe, where students have performed at several venues, including Lauderhill Unite-a-Fest and several other festivals and events throughout the tri-county area. The addition of live musicians and the opportunity of participants to be part of a traveling dance troupe have enhanced the authenticity and the importance of the program and have increased the number of participants exposed to the overall cultural experience.

Classes in African Dance and Drumming offered students exposure to dances and musicality which were created and are performed in another continent. It introduced them to steps and body movements that are not associated with the dances done here in the United States. It also exposed them to drum music, whose rhythm is quite different from the "dance music" that is common in this country.

A goal of the African Dance program has given novice through advanced and child through adult dance students the opportunity to learn and experience postures, movements, and music that are not offered as part of a traditional dance curriculum. It gave them access to a program that is usually not readily available, and certainly not affordable.

Students participated in the end of year dance recital at the Sadkin Center and Kwanzaa celebration program at a Broward County Library performing arts facility. All participants were of very-low and low income households and reside within the City of Lauderhill. During this reporting year, there were a total of 523 Lauderhill residents that took part in the classes offered to residents of low/mod income areas.

### **ART PROGRAMS - SENIORS**

Our department has continued to provide a well-rounded Art Program that provided educational and recreational experiences for all participants in a non-judgmental, entertaining manner. Art classes were offered for seniors, funded primarily by CDBG monies.

The purpose of this program was to encourage *long-term*, hands-on "*art learning*." Taught by experienced professional artist, students' learned basic skills, and then moved on to higher-level skills in each medium. Students learned that artistic expression is one method of communicating thoughts and feelings. Students were unable to visit local museums, galleries, and cultural centers for guided tours that would have supported and enriched their learning experience due to the funding limitations. All participants were of very-low and low income households and reside within the City of Lauderhill.

Building upon the success of art programs offered in prior years, our art component provided the following:

- Visual art classes such as:
  - Drawing

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- Painting
- Ceramics
- Sculpting
- Art Appreciation

Students were taught the proper use of paints, brushes, clay, etc. Learned to mix colors properly, and complete drawings and paintings using various shapes, colors, and subjects.

At the end of the program each student produced original artwork in several media's. During this reporting period, a total of 209 seniors took part in this program funded by CDBG funds.

### **OSCAR THOMAS FOUNDATION SENIOR ART PROGRAM**

The purpose of this program was to encourage hands-on art techniques taught by experienced professional artist, students' learned basic skills, and then moved on to higher-level skills in each medium. Students learned that artistic expression is one method of communicating thoughts and feelings. Students were unable to visit local museums, galleries, and cultural centers for guided tours that would have supported and enriched their learning experience due to the funding capacity. All participants were of very-low and low income households and reside within the City of Lauderhill. During this period, there were a total of 192 students that participated in this program.

### **OSCAR THOMAS FOUNDATION LITERACY PROGRAM**

The Literacy Program was offered to seniors in the Lauderhill community. The classes focused on reading skills, and were a wonderful asset for seniors who struggle with comprehension and fluency.

Classes were taught in a non-judgmental, pressure free atmosphere where seniors could concentrate on enhancing their reading skills without fear of criticism. Subject matter was carefully chosen so that it kept the interest of the student, and encouraged him or her to continue in the program. All participants were of very-low and low income households and reside within the City of Lauderhill. During this reporting period, 85 seniors participated in the literacy program.

### **ENCORE PERFORMING ARTS CENTER, INC. – DANCE**

**ENCORE Performing Arts Center, Inc.** is committed to providing a safe environment and creative outlet for South Florida's youth.

More than just a famous vacation destination, South Florida is a "Cultural Mecca" with a plethora of untapped talent. ENCORE reached out to and tapped into the creative minds of children, who had an interest in the performing arts, to expose them to a world unbeknownst to them.

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ENCORE offered children alternatives to everyday situations and the negative influences they are faced with in today's ever changing society. Through participation in the performing arts (acting, singing, dance, spoken word and improvisation) children, ages 6-19, were exposed to creative expression, public speaking, critical thinking, cultural awareness, diversity and more.

ENCORE supplied the necessary tools for children who enjoy performing and are interested in pursuing a career in the entertainment field. Unlike most performing arts schools, whose services are too expensive for many families, ENCORE provided FREE Drama, Vocal and Dance training thus welcoming children from all economic backgrounds. All participants were of very-low and low income households and reside within the City of Lauderhill.

A free performing arts workshop was held every Saturday. Children participated in a 5 hour performing arts workshop, including but not limited to Drama, Vocal and Dance training, under the guidance of accomplished artists at the Herbert G. Sadkin Community Center. There were 110 participants in this program during Program Year 2012.

### **ENCORE PERFORMING ARTS CENTER, INC. – VOCAL**

**ENCORE Performing Arts Center, Inc.** is committed to providing a safe environment and creative outlet for South Florida's youth.

More than just a famous vacation destination, South Florida is a "Cultural Mecca" with a plethora of untapped talent. ENCORE reached out to and tapped into the creative minds of children, who have an interest in the performing arts, to expose them to a world unbeknownst to them.

ENCORE offered children alternatives to everyday situations and the negative influences they are faced with in today's ever changing society. Through participation in the performing arts (acting, singing, dance, spoken word and improvisation) children, ages 6-19, were exposed to creative expression, public speaking, critical thinking, cultural awareness, diversity and more.

ENCORE supplied the necessary tools for children who enjoy performing and are interested in pursuing a career in the entertainment field. Unlike most performing arts schools, whose services are too expensive for many families, ENCORE provides FREE Drama, Vocal and Dance training thus welcoming children from all economic backgrounds. All participants were of very-low and low income households and reside within the City of Lauderhill.

FREE Performing Arts Workshop...

Every Saturday, children participated in a 5 hour performing arts workshop, including but not limited to Drama, Vocal and Dance training, under the guidance of accomplished artists at the Herbert G. Sadkin Community Center. During this reporting period there were 110 participants that took part in the ENCORE program.

### **MARTIAL ARTS CLASSES**

## Jurisdiction

The Martial Arts classes were offered to young people aged 5 through 12 by USA Karate and Martial Arts Foundation. The goal of martial arts training is not merely learning how to fight. Self-defense skill is important but there is more to it in martial arts training. Complete martial artist strives to improve physically, mentally and spiritually while polishing combat skills. Character development and self-esteem enhancement shall be a primary focus of the accomplishments produced from the Martial Arts program. This period, with the help of CDBG funds, we were able to assist 495 students through the combined martial arts classes. All participants were of very-low and low income households and reside within the City of Lauderhill.

### **Priority 6: Economic Development**

The City of Lauderhill Community Redevelopment Agency is involved in various economic development activities throughout the City (which do not use federal funding). These activities primarily include commercial real estate development and revitalization.

The City's current Consolidated Plan identifies the goal of providing decent housing, suitable living environment and expanding economic activities, for low and moderate income persons. CDBG funds were used to make improvements to public facilities provide public services and to rehabilitate housing units that serve primarily the low and moderate income sector of the City. CDBG dollars were used to administer a summer camp for youth within the Windermere Community, which was free of cost to low and very-low income households within the Windermere community and throughout Central Lauderhill.

In addition, as a part of the Consolidated Plan strategy to provide decent, affordable housing, several condominium units within the Windermere Community have been completely remodeled and have been reintroduced into the housing stock of affordable rental units, serving low to moderate income households with the Purchase Assistance program through the HOME program to assist with closing costs and principal buy-down.

The City of Lauderhill has not made changes to any of the consolidated program objectives.

The City of Lauderhill assessed the efforts while carrying out the actions planned.

The City is looking to begin construction on approximately 15 new homes within Central Lauderhill to commence in February 2014 and be completed in September 2014. These homes will be made affordable to assist low and moderate new homebuyers.

The Lauderhill Chamber of Commerce, through partnerships with local businesses have developed strategies that encourage businesses to provide job opportunities to area residents, with priority to low to moderate income residents. There are no specific instances where jobs were made available for, but not taken by low-or moderate income persons. There has been significant response from persons of all socio-economic backgrounds, particularly those of low to moderate income.

## Jurisdiction

The City of Lauderhill made great effort to notify residents, particularly those within Central Lauderhill that would directly benefit from the camp, of employment opportunities for at the Windermere camp. Several of the positions with the Summer Camp program were filled by local Lauderhill residents, some of whom reside within the Central Lauderhill area. The camp counselor positions were advertised at the Windermere Community Center and on the Lauderhill Housing Authority's website.

The City of Lauderhill did not receive any program income and there were no prior period adjustments made.

## **Antipoverty Strategy**

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

Program Year 2 CAPER Antipoverty Strategy response:

During the Second Program Year, the City of Lauderhill utilized Section 3 and Davis Bacon to reduce the number of persons living below the poverty level. Because the City had been awarded CDBG and HOME Partnership funds, we were encouraged to abide by the applicable regulations of both Section 3 and Davis Bacon.

### **SECTION 3**

The City utilized Section 3 by advertising HUD funded programs in the local newspaper while stating the Section 3 preference. This notified the qualified bidders that if they were Section 3 certified they would have been given special preference. If the winning bidder is Section 3 certified, we ask that, as a business, they verify the following to determine their qualification:

- Is at least 51 percent or more owned by Section 3 residents.
- Permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of date of first employment with the business concern were Section 3 residents' or
- Provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to a Section 3 business concern.

This allowed for different types of opportunities, such as, job training, employment and contracts, which, in turn, promote local economic development, neighborhood economic improvement, and individual self-sufficiency.

The Section 3 certified business was to select Section 3 residents. These residents included, but were not limited to:

- Public housing residents, and/or
- Low and very-low income persons who live in the MSA or Non-metropolitan County where a HUD-assisted project for housing or community development is located.

Income is determined by HUD's 2012 Income limits, shown below:

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Household Size	Very Low (50% or Below)	Low (80% or Below)
1	\$23,850	\$38,150
2	\$27,250	\$43,600
3	\$30,650	\$49,050
4	\$34,050	\$54,500
5	\$36,800	\$58,900

To date, the City expended \$304,580 for all construction contracts awarded on rehabilitation projects throughout the City of Lauderdale to four (4) Section 3 businesses. However, there were no new hires reported because the contractors could not afford to hire new workers.

### **DAVIS BACON/ LABOR STANDARDS**

The City also utilized the Davis Bacon and Related Acts, which required all contractors and subcontractors performing work on federal construction contracts or federally assisted contracts in excess of \$2,000 to pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits for corresponding classes.

During this year, the City entered into (2) two contracts that triggered Davis Bacon. Both contracts amounted to \$16,295.17 for park improvements within city limits. City staff collected all necessary documents and prepared separate folders for record-keeping purposes.

In addition to Section 3 and Davis Bacon, the City also collaborated with the Lauderdale Regional Chamber of Commerce (LRCC) to assist small business development through activities such as job incentive programs, technical assistance and business planning and marketing directed towards job creation. Each month, LRCC provided the City with a report that includes job incentives programs, technical assistance and business planning and marketing directed towards job creation.

## **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 2 CAPER Non-homeless Special Needs response:



## Jurisdiction

During this program year there were a number of special needs services that were addressed through City sponsored programs. Seniors were assisted through the city's social service programs and activities which took place at the Sadkin Community Center and other park facilities throughout the City of Lauderdale. Funds were also set aside through the CDBG program to address rehabilitation repairs for the elderly and disabled.

Special needs that are not specifically addressed by the City such as housing for persons with AIDS, foster care programs, mental health disorders and substance abuse are addressed through the County through a network of social service providers, such as 211.

## 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



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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 2 CAPER Specific HOPWA Objectives response:

The City of Lauderhill did not receive HOPWA funds for Program Year 2012.

## OTHER NARRATIVE

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

Program Year 2 CAPER Other Narrative response:

## Jurisdiction