

# Table of Contents

CR-05 - Goals and Outcomes .....	1
CR-10 - Racial and Ethnic composition of families assisted .....	9
CR-15 - Resources and Investments 91.520(a) .....	9
CR-20 - Affordable Housing 91.520(b) .....	15
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) .....	17
CR-30 - Public Housing 91.220(h); 91.320(j) .....	19
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	20
CR-40 - Monitoring 91.220 and 91.230.....	25
R-45 - CDBG 91.520(c).....	26
CR-50 - HOME 91.520(d).....	26

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

### **Goal #1: Increase the supply of affordable housing units for low- to moderate-income buyers.**

Funds Used: HOME and CDBG

Activities: The City's HOME Program saw the completion of 16 owner-occupied single-family units by Mesilla Valley Habitat for Humanity and Tierra Del Sol Housing Corporation. Habitat for Humanity completed total of 5 homes with 2 homes completed in the Sierra Norte Subdivision Phase 1 and 3 homes in the Del Rey Estates Subdivision. HOME funds were used for both acquisition and new construction expenses while CDBG funds were used for acquisition of the 3 parcels of land in the Del Rey Estates Subdivision that were completed this program year. Tierra Del Sol completed 11 HOME-assisted single family dwellings with 6 units receiving down payment assistance in the Paseo Del Oro Subdivision Phase 1 and 5 units receiving HOME-assistance for acquisition and new construction in the Tierra Grande Subdivision on the City's east mesa.

### **Goal #2: Increase affordability of rental housing for the City's lowest income renters.**

Funds used: HOME, Continuum of Care Permanent Supportive Housing/ Shelter Plus Care Program, and Neighborhood Stabilization Program (NSP)

Activities: HOME Funds are currently being used for a Tenant Based Rental Assistance (TBRA) Program. 21 homeless and near homeless households who are also victims of domestic violence have been assisted through La Casa Inc. The funding has provided rent subsidy, security deposits and supportive services. This resulted in approximately \$66,000 in rental assistance payments for PY2013.

Through the Continuum of Care Permanent Supportive Housing Shelter Plus Care program (PSH/S+C), continued and ongoing rental assistance and required supportive services was provided to disabled, homeless persons. Approximately 19 households were assisted with Community Housing Connection I and 16 households were assisted with Community Housing Connection II throughout the program year.

NSP funding was used to purchase a vacant/foreclosed home to be used as an affordable rental housing unit for a local non-profit. The use is providing affordable rental housing for chronically homeless women.

### **Goal #3: Preserve existing affordable housing stock.**

Funds Used: CDBG

Activities: Two (2) home rehabilitation projects of owner-occupied housing, both were processed and completed in PY2013. Two others were processed, with expected completion in PY2014. All four of the projects included the applicable lead based paint testing and abatement as they were built prior to 1978. Completed project expenditures totaled approximately \$85,268, using funds from Program Year 2012 along with Program Year 2013 funds for program staffing and operating expenses.

Staff processed forty two (42) potential applicants for the Home Rehabilitation Program of which four (4) were eligible for a rehabilitation loans and grants of which two (2) have been completed and two (2) are currently under construction, seven (7) are still processing and twenty five (25) were disqualified due to numerous ineligibility factors, four (4) were found to be income ineligible, two (2) were nonresponsive.

Staff also processed fifteen (15) applicants for the Mobile Home Ramp Program during the 2013 Program Year, of which four (4) were completed. Four (4) additional ramps started construction after the end of Program Year. The total expenditures were approximately \$15,828. Seven (7) additional applicants withdrew or were disqualified due to various ineligibility factors.

The Mobile Home Utility Upgrade Program was started in late PY2012 and carried over into PY2013, of twenty five (25) applicants, seventeen (17) were qualified and provided grants in PY2013, to upgrade their gas systems and/or gas appliances. The total expenditures were approximately \$21,000.

### **Goal #4: Assist special needs populations with social services and housing needs, including needed improvements to public facilities.**

Funds used: CDBG (Public Services), Supportive Housing Program, Shelter Plus Care, and HOME TBRA

Activities: PY2013 CDBG Public Services funds were allocated to local homeless services and prevention providers, domestic violence victims' assistance and legal services for the homeless. Funds were awarded to five (5) local non-profit organizations during PY 2013 that provided high priority community services to help curb escalation of social problems such as homelessness, and domestic violence. This services aware intended to better the living environment of low-income residents. Services are summarized, as follows:

(1) Jardín de los Niños, a childcare facility for homeless and near-homeless children located on the campus of the Mesilla Valley Community of Hope, received \$17,700 in PY2013 CDBG Public Services funding to provide Children's Therapeutic Services for homeless/near homeless children that focuses on direct treatment, prevention, intervention and education via early

learning opportunities, individualized curriculum, therapy for developmental delays and social and emotional behavioral interventions; as well as assistance for self-sufficiency and stabilization out of homelessness; and Health care assessments, housing assistance and information/education. Jardin served a total of 889 duplicated children during PY2013.

(2) La Casa, Inc., a facility serving homeless and near-homeless abused spouses and children, received \$17,700 in PY2013 CDBG Public Services funding to implement the operations of their Emergency Shelter Program. La Casa, Inc. served 625 duplicated homeless and near-homeless abused spouses and children during PY2013.

(3) Mesilla Valley Community of Hope, a primary provider of services to homeless, near-homeless and disabled persons received \$17,700 in PY2013 CDBG Public Services funding for day shelter (showers, laundry, clothing) and case management (referrals to health care, housing, employment and counseling) services. Mesilla Valley Community of Hope served 677 unduplicated homeless and near-homeless adults and their families during PY2013.

(4) New Mexico Legal Aid, a legal services provider received \$16,500 in PY2013 CDBG Public Services funding to implement a legal services outreach program to homeless and near-homeless clients being served on the Community of Hope Campus. The Homeless Law project is still on going and has not yet been completed, to date New Mexico Legal Aid has served 134 unduplicated homeless and near-homeless clients during PY2013.

(5) St. Luke's Health Care Clinic, a provider of medical services for homeless, near-homeless and disabled persons received a \$17,700 operational grant in PY2013 CDBG Public Services funding for Homeless Health Care Coordination. St. Luke's Health Care Center served 1120 duplicated patients during PY2013.

See Summary of HOME TBRA, Permanent Supportive Housing Shelter Plus Care, and NSP under Goal 2 above.

Each program year, the City and staff from the various agencies comprising the Mesilla Valley Community of Hope campus conduct a survey to document the Nature and Location status of the clients on campus for one week. The survey instrument and methodology is structured so that clients are only counted once during each day of the week.

For the PY2013 survey, the campus agencies served a total of at least 1350 persons. Out of the total, 927 (68.67%) agreed to take the survey. 427 (46.06%) reported being currently homeless. 917 (98%) reported as being low-income. 337 (36.35%) reported as being severely disabled. The final results determine a combined percent of presumed benefit clientele (Homeless & Disabled) of 62.78% with 26.65% of the clients being potentially chronically homeless. The PY2013 survey will be retained in files at the City offices.

**Goal #5: Implement the City's 2013 Fair Housing Action Plan.**

Funds Used: CDBG

Activities: Training of all new City employees was continued in Program Year 2013 as well as taking calls and office visits from the general public and referring them to the appropriate channels for problem resolutions. Staff devoted approximately 10% of their time to fair housing issues with approximately \$1,500 spent on fair housing activities. Approximately 279 new employees were provided Fair Housing Training. The City's Fair Housing Ordinance was amended on December 16, 2013.

**Goal #6: Improve public infrastructure, economic and housing conditions in low income, economically-challenged and deteriorating neighborhoods.**

Funds used: CDBG

Activities: There were not any CDBG infrastructure grants/projects awarded during Program Year 2013. Home Rehab funding was used for a utility upgrade project to improve housing conditions in a low income neighborhood. See Goal 4 for more information.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Assist Special Needs Populations	Homeless and non-homeless special needs services and housing	CDBG: \$95400	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	11959	1,195.90%	1000	3455	345.50%
Assist Special Needs Populations	Homeless and non-homeless special needs services and housing	CDBG: \$95400	Homeless Person Overnight Shelter	Persons Assisted		625			625	
Implement the City's Fair Housing Action Plan	Fair Housing Efforts		Other	Other	200	702	351.00%	200	279	139.50%
Improve public infrastructure, economic and housin	Economic opportunity		Other	Other		0		50	50	100.00%
Increase affordable rental housing	Affordable Housing	HOME: \$0	Rental units constructed	Household Housing Unit	0	0		0	0	

Increase affordable rental housing	Affordable Housing	HOME: \$0	Rental units rehabilitated	Household Housing Unit	0			0	0	
Increase affordable rental housing	Affordable Housing	HOME: \$0	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	42	420.00%		0	
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Rental units constructed	Household Housing Unit	0	0			0	
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Rental units rehabilitated	Household Housing Unit	0	0			0	
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Homeowner Housing Added	Household Housing Unit	16	0	0.00%	6	16	266.67%
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Homeowner Housing Rehabilitated	Household Housing Unit	0	0			0	
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Direct Financial Assistance to Homebuyers	Households Assisted	0	0			0	
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	0	0.00%		0	

Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Homeless Person Overnight Shelter	Persons Assisted	0	0			0	
Increase the supply of affordable housing units	Affordable Housing	CDBG: \$0 / HOME: \$315900	Housing for Homeless added	Household Housing Unit	0	0			0	
Preserve existing affordable housing stock	Affordable Housing Mobile Home Ramps and Mobile Home Utility Upgrade Program	CDBG: \$540600	Homeowner Housing Rehabilitated	Household Housing Unit	8	15	187.50%	8	6	75.00%
Preserve existing affordable housing stock	Affordable Housing Mobile Home Ramps and Mobile Home Utility Upgrade Program	CDBG: \$540600	Other	Other	20	30	150.00%	20	17	85.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

For PY 2013 the City's use of funds addressed the highest priority needs identified through the 2011-2015 Consolidated Plan process. These activities included CDBG public services (general), battered and abused spouses, child care services, rehab single unit residential, energy efficiency improvements, lead-based paint testing and abatement, HOME rental subsidy payments, acquisition of real property, and general program administration. Other priority needs included health services, fair housing, and legal services

CDBG funds in the amount of \$28,099 were used to acquire 3 parcels of vacant land on which HOME funds were provided for eligible constructions to build 3 units of single family owner-occupied affordable housing units. City policy is to alternate funding years between multi-family and single family projects for HOME assistance. Program year 2013 is designated a multi-family year for HOME-assisted projects, however; the multi-family projects applying for HOME-assistance did not receive project financing they applied for, specifically tax credit funding needed to proceed for development purposes; therefore HOME funds were re-allocated to single family development projects for PY 2013.

A form of providing for decent housing and a suitable living environment is the implementation of the CDBG-funded, Home Rehabilitation Program. In PY2013, the Program completed rehabilitation of two (2) single family homes, helping low and moderate income persons to upgrade or improve their homes to safe living situations through addressing code deficiencies, repairing or replacing sub-standard elements, or providing necessary weatherization or accessibility needs. This included necessary lead based paint testing and abatement on all buildings built prior to 1978.

The City's Mobile Home Ramp Program, which provides ADA compliant wheelchair ramps for low-income disabled occupants of mobile homes, in PY2013 four (4) ramps were completed. The completed ramps totaled \$15,828.20 in Expenditures.

The Section 3 program is designed to give employment opportunities, to the greatest extent feasible, to Section 3 residents. Section 3 residents are residents of public housing and/or low, to low-mod income residents of the City of Las Cruces. The City currently has 4 certified Section 3 contractors. When Section 3 covered projects come up for bidding, the Section 3 certification and employment needs form are included in the bid documents.

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

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

	<b>CDBG</b>	<b>HOME</b>	<b>HOPWA</b>
White	3,207	34	0
Black or African American	111	3	0
Asian	5	0	0
American Indian or American Native	79	0	0
Native Hawaiian or Other Pacific Islander	2	0	0
Hispanic	2,607	30	0
Not Hispanic	781	7	0
<b>Total</b>			<b>0</b>

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

**Narrative**

The City’s racial and ethnic demographics are 57% Hispanic; 38%/White/NH; 2% Black, 2% Asian/NH; 1% American Indian/AK Native; 1% Native HI/Pac Islander and 1% two or more races. There are 27 Census tracts located fully or partially within the Las Cruces Urban Area with 12 of those tracts meeting the definition of minority concentration, an area in which the representation of each single minority group is 10% above that group’s representation in the city’s general population.

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

**Identify the resources made available**

<b>Source of Funds</b>	<b>Source</b>	<b>Expected Amount Available</b>	<b>Actual Amount Expended Program Year 2013</b>
CDBG		769,526	312,404
HOME	PY 2011 and PY 2012	320,937	242,686

**Table 3 - Resources Made Available**

**Narrative**

Generally HOME funds spent on activities during any current year are from previous years allocations. All HOME activities completed during program year 2013 were funded with prior years funding. In total \$416,357 of HOME and \$28,099 of CDBG funds were spent on the 16

completed units. HOME projects for acquisition of vacant land and construction of units on land, actual disbursement of funds can take place over two to three program years depending on the size of the project. The majority of funds used for the 16 completed units had been spent in prior program years.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

The City of Las Cruces made efforts to direct assistance to low-moderate income Census Tracts in the City, in addition to segments of Census Tracts that were found to qualify as low to moderate income ("CDBG Special Benefit Areas"). Appendix E of the Consolidated Plan contains the documentation of the door-to-door surveys that were conducted in December 2010 and January 2011 to qualify the special benefit areas.

The City's primary method of allocating CDBG and HOME dollars is to assist low to moderate income and special needs populations. To the extent that specific geographic areas have greater needs than other areas in the City and /or if service and housing organizations are located in certain areas, they will receive a larger proportionate share of the funding. For sidewalk improvements, the City does focus on the geographic areas where sidewalks, curb cuts and related ADA accommodations are lacking. Finally, to provide affordable rental and single family housing, the City's dollars were allocated in areas of new development where affordable housing is lacking and /or infill areas that accommodate affordable housing.

**Leveraging**

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

CDBG and Home Funds were used as gap-filling dollars which allowed other funds to be leveraged through our participation. The following is an estimated amount of funds leveraged for CDBG Public services in PY2013:

Jardin De Los Ninos	\$17, 700	\$603,000
La Casa Inc	\$17, 700	\$527,396
Mesilla Valley Comm. Of Hope	\$17, 700	\$720,722
New Mexico Legal Aid	\$16,500	\$36,314
St. Lukes Health Care	\$17, 700	\$280,000
<b>TOTAL</b>	<b>\$87,300</b>	<b>\$2,167,432</b>

The HOME funds generally require a match of local monies; however, through CPD notice 07-

05 issued July 11, 2007, the last Notice ice issued, the exemption from the match requirement is applicable in the subsequent year from the date of the notice. The City is exempt from match for Program Year 2013 according to HUD’s website and the HOME Match Liability Report (PR33).

Mesilla Valley Habitat for Humanity primarily uses HOME funds for eligible construction expenses and all labor is provided by volunteers except their construction superintendent. Other project financing is provided by funding from their Re-store activities. Tierra Del Sol Housing Corporation uses private construction loans for labor costs and construction costs over and above HOME funding reimbursements.

The City of Las Cruces, owns the property identified as Mesilla Valley Community of Hope Campus. The Campus is a unique and highly successful consortium of non-profit organizations that serves the City’s homeless and low income persons on City owned property and buildings located at 999 W. Amador Avenue, Las Cruces, NM 88005. Five of these non-profits have formed an Alliance and operate in close proximity to each other on the 7.3 acres of land on a cul-de-sac street.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	N/A
2. Match contributed during current Federal fiscal year	N/A
3 .Total match available for current Federal fiscal year (Line 1 plus Line 2)	N/A
4. Match liability for current Federal fiscal year	N/A
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	N/A

**Table 5 – Fiscal Year Summary - HOME Match Report**

<b>Match Contribution for the Federal Fiscal Year</b>								
<b>Project No. or Other ID</b>	<b>Date of Contribution</b>	<b>Cash (non-Federal sources)</b>	<b>Foregone Taxes, Fees, Charges</b>	<b>Appraised Land/Real Property</b>	<b>Required Infrastructure</b>	<b>Site Preparation, Construction Materials, Donated labor</b>	<b>Bond Financing</b>	<b>Total Match</b>

**Table 6 – Match Contribution for the Federal Fiscal Year**

**HOME MBE/WBE report**

<b>Program Income – Enter the program amounts for the reporting period</b>					
<b>Balance on hand at beginning of reporting period</b>	<b>Amount received during reporting period</b>	<b>Total amount expended during reporting period</b>	<b>Amount expended for TBRA</b>	<b>Balance on hand at end of reporting period</b>	
<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

**Table 7 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	<b>Total</b>	<b>Minority Business Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Contracts</b>						
Number	0					
Dollar Amount	0					
<b>Sub-Contracts</b>						
Number	0					
Dollar Amount	0					
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Number	<b>0</b>					
Dollar Amount	<b>0</b>					
<b>Sub-Contracts</b>						
Number	<b>0</b>					
Dollar Amount	<b>0</b>					

**Table 8 – Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	<b>Total</b>	<b>Minority Property Owners</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	<b>0</b>					
Dollar Amount	<b>0</b>					

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced						
Nonprofit Organizations Displaced						
Households Temporarily Relocated, not Displaced						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number0						
Cost						

**Table 10 – Relocation and Real Property Acquisition**

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

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

	<b>One-Year Goal</b>	<b>Actual</b>
Number of homeless households to be provided affordable housing units		
Number of non-homeless households to be provided affordable housing units	<b>6</b>	<b>16</b>
Number of special-needs households to be provided affordable housing units	<b>14</b>	<b>21</b>
<b>Total</b>	<b>20</b>	<b>37</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through rental assistance	<b>14</b>	<b>21</b>
Number of households supported through the production of new units	<b>16</b>	<b>16</b>
Number of households supported through the rehab of existing units	<b>28</b>	<b>23</b>
Number of households supported through the acquisition of existing units		
<b>Total</b>	<b>58</b>	<b>60</b>

**Table 12 – Number of Households Supported**

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

For the HOME program the main factor considered for actual goals exceeding one year goals is due to the delayed status of previous years' projects. The units were to be completed prior to Program Year 2013 but due to project delays they were completed in PY 2013 which was not anticipated during the goal setting process.

Homeowner Housing goals for rehabilitation was eight, with twenty other units to be assisted with mobile home accessibility ramps, and mobile home utility upgrades. Two homeowner rehabilitations were completed with two others under construction, four mobile home ramps projects were completed and seventeen mobile homes had utility upgrade projects completed. Difficulty in processing and qualifying clients for the Home Rehabilitation Program increases as a larger number of home owners are taking additional mortgages against property to payoff

other debt.

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

For the HOME program we are tracking the progress of any delayed projects with developers and are receiving detailed work out plans in monthly reports to better anticipate the number to units to be completed during any program year.

For the CDBG program staff will plan additional efforts to collaborate with other City Departments on future planned infrastructure projects.

In addition staff will consider adding programs or re-structuring current program guidelines in the existing Home-Rehab Handbook to consider the inclusion of programs such as Re-roof only for those clients who are unable to qualify for a complete rehab of their home.

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

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	6	20
Low-income	17	17
Moderate-income	15	0
<b>Total</b>	<b>38</b>	<b>37</b>

**Table 13 – Number of Persons Served**

**Narrative Information**

All single family HOME-assisted units completed during program year 2013 were constructed and sold to income eligible households earning between 50-80% AMI.

All CDBG, Owner Occupied, Home Rehabilitation, Mobile Home Ramp, and Mobile Home Utility Upgrade Programs completed during PY2013 were provided to households earning less than 80% AMI.

All households assisted through HOME Tenant Based Rental Assistance were households earning below 80% AMI. Twenty one households were assisted in PY 2013.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

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

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

CDBG public services funds directly assist the homeless population and their needs. Up to 15% of the City's PY 2013 CDBG Entitlement was dedicated to Public Services. In PY 2013 \$87, 300 were dedicated to public services 100% of that funding was awarded to sub-recipients who serve homeless and near homeless populations almost exclusively.

The agencies are:

(1) Mesilla Valley Community of Hope, a primary provider of services to homeless, near-homeless and disabled persons received \$17,700 in PY2013 CDBG Public Services funding for day shelter (showers, laundry, clothing) and case management (referrals to health care, housing, employment and counseling) services. Mesilla Valley Community of Hope served 677 unduplicated homeless and near-homeless adults and their families during PY2013.

(2) Jardín de los Niños, a childcare facility for homeless and near-homeless children located on the campus of the Mesilla Valley Community of Hope, received \$17,700 in PY2013 CDBG Public Services funding to provide Children's Therapeutic Services for homeless/near homeless children that focuses on direct treatment, prevention, intervention and education via early learning opportunities, individualized curriculum, therapy for developmental delays and social and emotional behavioral interventions; as well as assistance for self-sufficiency and stabilization out of homelessness; and Health care assessments, housing assistance and information/education. Jardin served a total of 889 duplicated children during PY2013.

(3) La Casa, Inc., a facility serving homeless and near-homeless abused spouses and children, received \$17,700 in PY2013 CDBG Public Services funding to implement the operations of their Emergency Shelter Program. La Casa, Inc. served 625 duplicated homeless and near-homeless abused spouses and children during PY2013.

(4) St. Luke's Health Care Clinic, a provider of medical services for homeless, near-homeless and disabled persons received a \$17,700 operational grant in PY2013 CDBG Public Services funding for Homeless Health Care Coordination. St. Luke's Health Care Center served 1120 duplicated clients.

(5) New Mexico Legal Aid, a legal services provider received \$16,500 in PY2013 CDBG Public Services funding to implement a legal services outreach program to homeless and near

homeless clients being served on the Community of Hope Campus. The Homeless Law project is still on going and has not yet been completed, to date New Mexico Legal Aid has served 134 unduplicated homeless and near clients during PY2013.

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

The City funded two agencies who are working to meet the housing needs of homeless persons with the City of Las Cruces. Mesilla Valley Community of Hope and La Casa Inc.

The City with NSP funding purchased and rehabilitated a foreclosed/vacant home for Mesilla Valley Community of Hope to provide affordable rental housing for chronically homeless women with disabilities.

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

The City of Las Cruces was the recipient of two Continuum of Care Permanent Supportive Housing Program (PSH) grants, both of which are Shelter Plus Care (S+C) grants that serve homeless, disabled individuals and families. The programs provided affordable rental housing for approximately 35 qualified households.

The PSH Shelter Plus Care grants provide permanent supportive housing and assists with linking the clients to services to include independent living skills. The program requires that all participants have a self-sufficiency plan in efforts to assist them in becoming self-sufficient and to remain in permanent housing to avoid becoming homeless again. HOME funded TBRA also provides transitional housing with clients participating in supportive services promoting self-sufficiency and independent living skills. The City has non-HUD funds that it uses to provide needed public services from non-profit agencies to the community that would include assistance to the homeless and chronically homeless. For PY 2013 approximately \$300,000 in health care funding was allocated for, some of which was dedicated to homeless service providers.

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

## **address housing, health, social services, employment, education, or youth needs**

Previous years HOME funding assisted in the construction of a transitional living facility that targets young adults aging out of foster care, rehabilitation facilities, correction programs and homeless youth. Families and Youth Incorporated/ Resources for Children and Youth own and manage the facility which offers support services for the youth such as life and employment counseling, educational path awareness opportunities and other supportive services.

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

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

No actions were taken in PY 2013 by the City of Las Cruces, as the Public Housing efforts and initiatives are under the responsibility of the Mesilla Valley Public Housing Authority (MVPHA). The MVPHA does not use HOME or CDBG funds for improvements in public housing.

Capital Fund Program funds are awarded annually to maintain public housing units.

GreenWorks donated refrigerators to all public housing units, replaced non-energy efficient incandescent light bulbs with compact fluorescent light bulbs.

MVPHA installed low flow shower heads.

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

MVPHA has a Resident Council that participates in the Annual and Five Year Plans.

A Resident Commissioner was appointed to the MVPHA Board of Commissioners by the Mayor of the City of Las Cruces (4/21/14) and the Dona Ana County Board of County Commissioners (5/13/14).

MVPHA has 18 families who participate in the HCV Homeownership Program. Effective July 1, 2014, MVPHA is no longer offering the HCV Homeownership Program to voucher holders.

When vacant positions are advertised, notices are posted in the MVPHA Lobby and with NM Dept. of Workforce Solutions so interested residents can submit an application.

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

A Corrective Action Plan for SEMAP was submitted to the HUD Field Office on July 17, 2014. No response has been received as of August 25, 2014

**CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

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

The Las Cruces City Council acknowledges the burden that public policies can have on the creation of affordable housing and has provided funding to pay certain development impact fees for qualified grantees for the development of affordable housing. The Las Cruces City Council has also allocated funding to the newly created City of Las Cruces Affordable Housing Trust Fund. Land acquired or owned by the City may also be allocated to the City Affordable Housing Land Bank for future development of affordable housing or it also may be sold with the proceeds set aside for the affordable housing trust fund to use for additional affordable housing development. Development standards for density bonus, parking standards and development on infill lots have also been reviewed to help with the feasibility of new development.

In November 2013 the City adopted the Comprehensive Plan 2040. The plan outlines various goals and policies that may result in actions to remove or ameliorate barriers to affordable housing.

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

No other specific actions related to the Action Plan are identified other than those previously described or elsewhere in this report. However, the City does look to use or pursue other funding sources to address the needs, including their own. This includes providing public service funds for general welfare and health care needs from the City's special funds from the proceeds and/or interest earnings of a pre-paid lease of Memorial Medical Center. In PY 2013, approximately \$300,000 of City-financed health care funds was provided to public service agencies that primarily benefited the low-income residents of the community.

The City also provides money from its general fund to an outside agency that provides low-income residents with assistance on their City utility bills. This assistance is limited to those residents that are delinquent in the payments and receive some other form of government assistance to determine their income status/eligibility. In the last year, the City provided \$75,000 in utility assistance from the general fund, of which 53% was expended.

The City's Public Works and Facilities Departments also use either grants or other appropriations received from the State of New Mexico to implement projects that benefit low-income residents, special needs populations, or low-income areas. On-going efforts include funding for improvements to the buildings at Community of Hope.

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

The City of Las Cruces is committed to reducing the hazards posed by Lead Based Paint (LBP) in the older stock of the City and to reduce the potential for childhood lead poisoning.

All City-eligible contractors in the Home Rehabilitation Program, which bid on houses that were built before 1978, are mandated to be certified with the EPA’s “Renovate, Repair, and Painting Rule” (RRP). This EPA Rule has added more advanced training and documentation requirements for contractors and renovation workers.

Under the City’s Home Rehabilitation and Neighborhood Stabilization Programs, LBP testing was done on all homes constructed before 1978 and which were rehabilitated through these two programs. All LBP, detected at levels considered "hazardous," was removed and disposed of per HUD/EPA regulations as part of the Rehabilitation.

In PY2013, the Home Rehabilitation Program tested five (5) houses for LBP. Three were found to be clear of LBP hazards and two (2) were found to have LBP at levels considered to be "hazardous" and had all the LBP removed. Currently there is one (1) still processing and one under construction, both were tested and found to be clear of lead based paint.

The Following is a table that summarizes the LBP efforts of the City’s Home Rehabilitation Program:

**LEAD BASED PAINT SUMMARY PY 2013**

Number of Homes Rehabilitated (completed)	2
Number of homes under construction	1
Number of Homes Tested for LBP #	5
Number of Houses Containing LBP #	2
Total Cost of LBP Testing	\$3,396.85
Total Cost of LBP Clearance	None in PY2013
Estimated Cost of Removal of all LBP	\$2,300
Combined Total – LBP Testing, Clearance, and Removal	\$5,696.85
Total Rehabilitation Cost of Houses with LBP#	\$58,597.13
% of LBP Testing, Clearance, and Removal to Total Costs (Approx.)	9.7%

One of the homes tested positive for LBP in PY2013 that carried over into PY2014. The clearance testing cost are reflected in the PY2013 summary above.

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

The low incomes of many citizens of Las Cruces have left them with insufficient means for decent, affordable living. The immediate goal is to ensure services are provided throughout the City that addresses this issue. The City is cognizant of the needs of those living in poverty. Its strategy is to address the issue of poverty by supplementing resources to ensure an acceptable standard of living, and this will continue to be done through a number of programs and goals. These programs and goals include: home rehabilitation for low-income families who cannot afford to maintain their homes and who would be in danger of losing them, and funding and support of other types of services (primarily CDBG Public Services) for low-income persons (primarily presumed benefit groups). All of these activities support housing or social service needs so that low-income families and persons can use their limited resources for other living requirements.

The City has undertaken additional efforts to assist with reducing the number of poverty level families. This includes the use of EDI grants (previously completed), the use of Health Care funds to area non-profits, and Continuum of Care, especially those programs that provide permanent supportive housing efforts.

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

Funding is one of the biggest gaps for all programs using federal housing and community development funds. The gaps in funding directly affect eligible clients, as most of the organizations are called upon to do more and more, with fewer dollars every year. The City has undertaken efforts since 2006 to identify and develop potential programs that can produce additional affordable housing using local resources (i.e. either a revenue stream or land), which in FY2008, resulted in the use of City General Fund monies to develop an affordable housing strategic plan. The “2009 Affordable Housing Strategies Plan” for the City of Las Cruces was adopted by the City Council in August 2009 (early PY 2009). The Plan recommends three main activities to be undertaken in the future:

- Review and possible modifications to current development regulations
- Establishment of a land bank and land bank program, and
- Establishment of a housing trust fund, which would be funded through a General Obligation Bond or the City’s current Gross Receipts Bond recycling program.

All of these efforts would be to improve the overall housing market in Las Cruces and would

work in conjunction with CDBG and HOME funds to address more community needs in future years. It is hoped that any revenue stream identified would provide for both loans and grants to affordable housing providers. The Affordable Housing Land Bank and Trust Fund were formalized as programs in PY2010 due to their inclusion in the City's Municipal Code. Actual implementation of revisions to the development standards will begin in PY2014. City Council did approve funding to the affordable housing trust fund in the amount of \$100,000.00 from the City's general fund.

The other biggest effort that is undertaken to overcome institutional gaps and capacity are our continued monitoring efforts with our outside agencies. While none of the agencies particularly like being monitored, City staff view it as an opportunity to address any deficiencies and provide training on specific regulations or programs.

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

The City provided public service funding to local non-profit funds for agencies that serve special needs populations, primarily to the homeless, victims of domestic violence, the disabled, and low income youth and young adults. Additionally, the City provided HOME funds to private, non-profit housing providers for the development of single-family housing.

The City continued implementation of a development impact fee waiver for an additional six (6) affordable housing units using City General Fund monies. This program provides approximately \$35,000 in fee waiver value (\$35,000 in cash for utility fee waivers and park fee waivers.) in accordance with the State's Affordable Housing Act and Development Fees Act.

The City began the process for implementation of its Affordable Housing Land Bank and Trust Fund.

The City continued efforts to improve coordination related to enhancing efforts in the areas of homeless services and ending homelessness, including chronic homelessness.

The City continued participating in meetings with outside partners in efforts to improve overall delivery of CDBG, HOME, and CoC-funded projects, as well as public service and homeless providers on a regular basis.

City staff has actively participated and provided meeting space for the HUD field office for the Community Needs Assessment roundtable discussions initiative. This initiative brings together stakeholders from the private sector, public housing agency as well as social service providers in both the City of Las Cruces and Dona Ana County.

**Identify actions taken to overcome the effects of any impediments identified in the**

**jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The identified goals from the City's AI for the 2011-2015 Consolidated Plan period is:

1. Improve fair housing visibility on the City's website.
2. Support organizations that provide credit and homebuyer counseling.
3. Implement the development recommendations from the Affordable Housing Strategy plan to facilitate affordable housing development.
4. Apply for fair housing grant funds to conduct testing.
5. Conduct a review of accessibility needs.
6. Update the City's fair housing ordinance.
7. Monitor MVPHA occupancy standards.

Responses:

1. The City continues to monitor the visibility of Fair Housing information online and in print. We have up to date information available in City Public buildings (City Hall, Public Library) and on the City's website ([www.las-cruces.org](http://www.las-cruces.org)).
2. No direct action taken on this item; however, one of our CHDO's, Habitat for Humanity, is looking to become a certified HUD counseling agency and were provided 2013 CHDO Operating Funds from the City's HOME Grant.
3. The City has provided funding from its general fund to the Housing Trust Fund and has acquired property for the Land Bank to be used for affordable housing. The City will develop and implement policies and procedures in PY 2014
4. The city at this time is not eligible to apply for FHIP/FHAP funds.
5. No action at this time further assessment will be conducted in PY2014
6. The updated fair housing ordinance was adopted in PY 2013.
7. The city feels that this goal has been ameliorated but will continue to monitor the MVPHA

## **CR-40 - Monitoring 91.220 and 91.230**

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

The City's monitoring expectations call for at least one annual visit to each CDBG Public Service, HOME Project site (including CHDO Operating, CHDO Reserve projects and TBRA-assisted sites); and Supportive Housing Shelter Plus Care Housing grants. HOME rental project sites are monitored in accordance with the requirements at 24 CFR 92.504. City staff provide the monitoring review to the Sub-recipient at a time that is conducive to their schedule. Generally, the arrangement for the visit commences with a call to arrange the visit, with a follow-up formal letter, verifying the time and indicating what records are to be reviewed and what activities are to be assessed. This letter is generally done with at least a two-week advance notice.

To perform the actual monitoring visit, City staff use Community Planning and Development (CPD) Handbook (HBK) 6509.2, Revision-5, selected forms from Chapters 3 and 22 for Public Services, Chapters 13 and 22 for Supportive Housing Program, and Chapters 7 and 22 for both HOME/CHDO and as a framework for S+C.

Generally, for all on-site reviews there is a full record(s) review (review of program participant eligibility and supporting documentation), a complete Housing Quality Standards (HQS) for HOME multi-family, plus TBRA and Supportive Housing Program tenant based rentals and a walk-through of HOME single-family homes under construction or un-occupied, but where construction has been completed. If there are problems or issues beyond Program staff's expertise, other City Departments may be contacted. Once the review is complete, a written follow-up letter is provided to the agency, noting any Findings, Concerns, Comments, and/or Observations to the Sub-recipient, with appropriate due dates for correction/compliance.

For PY 2013, CDBG Public Services reviews have been completed, and the program year monitoring results have been closed out.

For the HOME program the monitoring has been completed for all of the rentals. One CHDO visit is complete with one re-scheduled CHDO visit, and the HOME TBRA Program to be completed by the end of October 2014. CHDO recertifications take place at least twice a year, once at application and once prior to the execution of any agreement for the commitment of CHDO funds for the cities two CHDOs', Tierra Del Sol Housing Corporation and Mesilla Valley Habitat for Humanity.

For PY 2013, most of the CDBG Public Services sub recipients experienced few problems and had few, if any, findings or concerns all of which have been corrected and addressed in a timely manner. The monitoring results for the HOME projects that have been completed also resulted in very few findings or concerns.

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

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

A draft of the 2013 CAPER was available for comment between Tuesday, September 9, 2014 through Thursday, September 25, 2014, on the City's website at [www.las-cruces.org](http://www.las-cruces.org), at the Community Development Department, and the City Clerk's Office, 700 N. Main Street, and Branigan Library, 200 E. Picacho Las Cruces, NM. A Public input meeting is scheduled on Tuesday, September 23, 2014 to receive comments on the 2013 CAPER from 2:00 to 3:00 p.m. at the City of Las Cruces room 2007-A, 700 N. Main Street, Las Cruces, NM 88001.

**R-45 - CDBG 91.520(c)**

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

The City will continue to address the updated goals as established by the new 2011-2015 Consolidated Plan and Analysis of Impediments to Fair Housing Choice.

No substantial changes have been made to programs, however the City is continuing to evaluate and revise all Standard Operating Procedures to better improve our programs and service to residents. This may result in changes for PY2014.

**CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

**Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.**

For Program Year 2013 City staff held on-site monitoring visits for all HOME-assisted multi-family properties. The properties monitored were Cactus Gardens, Casa Del Corazones, Montana Senior Village II, Mesquite Village, Desert Palms, Stone Mountain and Alta Tierra

apartments as well as El Crucero, the youth transitional living center. The majority of the complexes had zero findings for tenant files and housing inspection standards including satisfactory financial performance. Two complexes had minor errors with income calculations with City staff providing additional technical assistance and review for those agencies. Deficiencies in housing quality standards were minor with missing light bulbs, a non-working toilet, leaky shower, a broken door, weather stripping needs, and evidence of infestation in one unit. Monitoring visits for the City's 2 CHDO's Mesilla Valley Habitat for Humanity and Tierra Del Sol Housing Corporation are scheduled for the 3<sup>rd</sup> quarter of the year.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The City of Las Cruces actively markets its programs through bilingual public forums and advertisements. All HOME-assisted projects must have an affirmative marketing plan or certification as applicable as part of their HOME Agreement with the City.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

Balance of program income on hand at beginning of reporting period was \$21,192.53

Amount received during reporting period \$34,467.14 – HOME 2012 \$1,427.97 HOME 2013 \$30,039.17

Total amount expended during reporting period \$49,993.62

Balance on hand at end of reporting period \$5,666.05

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

All HOME-assisted multi-family complexes with the exceptions of Cactus Gardens a four unit complex, Casa de Corazones a Section 811 property, and El Crucero, a youth transitional living facility were financed with LIHTC funding from New Mexico Mortgage Finance Authority. City of Las Cruces policy is to alternate funding years between single family and multi-family housing.

Program year 2013 was designated a multi-family year for HOME funding allocations, however the projects applying for HOME funds did not receive favorable tax credit awards and City HOME funds were reallocated to single family project development.