



## **Program Year 2020**

*(First Year Activities for 2020-2024 Consolidated Plan)*

# ***Consolidated Annual Performance & Evaluation Report (CAPER)***

**PUBLIC REVIEW PERIOD**

**August 25, 2021 – September 9, 2021**

URBAN DEVELOPMENT DEPARTMENT  
350 Commercial St NE, Salem, OR 97301  
PHONE (503) 588-6178 FAX (503) 589-2054  
[www.cityofsalem.net](http://www.cityofsalem.net)

---

## *City of Salem Leadership*

---

Mayor Chuck Bennett  
Virgina Stapleton, Ward 1  
Tom Andersen, Ward 2  
Trevor Phillips, Ward 3  
Jackie Leung, Ward 4  
Jose Gonzalez, Ward 5  
Chris Hoy, Ward 6  
Vanessa Nordyke, Ward 7  
Jim Lewis, Ward 8



### **Redwood Crossings Apartments**

*Owner: Salem Housing Authority*

*CDBG Used for Acquisition*

*Single Room Occupancy units for single person households that include a private living/sleeping area and kitchenette with a shared bathroom and foyer for each two units. Resident Services staff at Redwood Crossings work with residents to develop a service plan designed to help residents successfully maintain their housing and improve their self-sufficiency if that is their goal.*

# **PROGRAM YEAR 2020 CAPER TABLE OF CONTENTS**

I.	CR-05 - Goals and Outcomes - 91.520(a)	Page 5
II.	CR-10 Racial and Ethnic composition of (person/households/families) assisted	Page 12
III.	CR-15 Resources and Investments 91.520(a)	Page 13
IV.	CR-20 Affordable Housing 91.520(b)	Page 18
V.	CR-25 Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)	Page 20
VI.	CR-30 Public Housing 91.220(h); 91.320(j)	Page 24
VII.	CR-35 Other actions 91.220(j)-(k); 91.320(i)-(j)	Page 25
VIII.	CR-40 Monitoring 91.220(d, e); 91.520(c)	Page 30
IX.	CR-45 CDBG 91.520(c)	Page 32
X.	CR-50 HOME 91.520(d)	Page 33
XI.	Appendices	

THIS SPACE INTENTIONALLY LEFT BLANK

## **CAPER Background**

Under the U. S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs entitlement funds are provided to improve the lives of low- and moderate-income residents of Salem. HUD prescribe the program guidelines for the annual funding allocation.

Each fiscal year (FY), an Annual Action Plan (AAP) is prepared. The AAP informs the community of the goals and objectives the City intends to meet with CDBG and HOME funds during the upcoming program year. Should there be changes to the activities a substantial amendment is prepared and publicly reviewed. At the end of the fiscal year, a Consolidated Annual Performance Evaluation Report (CAPER) is prepared to illustrate the actual accomplishments achieved during that program year.

This report covers activities for the period of **July 1, 2020 to June 30, 2021**. It is important to note that some activities were funded from previous program year allocations. It captures The FY 2020 CAPER captures the initial year expenditures, accomplishments, and progress made on identified needs and priorities of the 2020-2024 Consolidated Plan.

With the national shutdown of businesses, schools, childcare facilities, and nonessential government services, the use and need for CDBG resources and programs shifted. The City of Salem and our partners implemented safety procedures in response to the Center for Disease Control (CDC) and Oregon Health Authority (OHA) public health guidance. Many activities were halted due to the social distancing and personal protective equipment requirements. This included construction projects.

During this CAPER reporting period the City received two allocations of CDBG funding to prevent, prepare and respond to coronavirus pandemic. To allocate the CDBG-CV funding, substantial amendments were made to the 2019 Annual Action Plan. HUD has not provided specific guidance regarding reporting the CDBG-CV resources. Once guidance is provided the City will report on the special activities.

The FY 2020 Annual Action Plan, amendments and other pertinent documents may be accessed through the City's Federal Programs website at <https://www.cityofsalem.net/apply-for-federal-funding>.

## CR-05 -2020 Goals and Outcomes

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

A summary of the priority needs identified, and progress made include:

### ConPlan Goal #1- End Homelessness

- Activities Funded / Implemented in this and prior fiscal years: *Case Management and Facility Coordinated Access to Housing; Homeless Prevention Subsidies/Subsistence Payments; Homeless Prevention Case Management and Respite Services and Coordinated Access to Housing Rehabilitation/Conversion Affordable Housing*

#### COMPLETED ACTIVITIES:

Subrecipients	Source	Activity	Progress Made
Congregations Helping People	CDBG	Interim Housing (one-time Rental Assistance / Subsistence Payments)	Activities assisted 69 households assisted. The average subsistence payment was \$779 per household.
Marion Polk Food Share	CDBG	Increased nutrition meal service for seniors.	Completed activity with 575 senior (60 and older) households served.
Mid-Willamette Valley Community Action Agency	CDBG	Salem Warming Network	2019 activities completed. Total persons assisted exceed 5,000 individuals.

#### ONGOING ACTIVITIES:

Subrecipients	Source	Activity	Progress Made
Mid-Willamette Valley Community Action Agency	CDBG	Salem Warming Network	2020 activities are ongoing.
Center for Hope and Safety	CDBG	Prevention of Domestic Violence Case Management and Rent Assistance	Rent assistance activities are ongoing.

### ConPlan Goal #2-Expand Affordable Housing:

- Activities Funded / Implemented in this and prior fiscal years: *Rehabilitation for "Aging in Place" Rehabilitation/Conversion Affordable Housing Elderly and Disabled Housing Rehabilitation; New Construction Rental Housing.*

**COMPLETED ACTIVITIES:**

<b>Subrecipient</b>	<b>Source</b>	<b>Activity</b>	<b>Progress Made</b>
<b>Salem Housing Authority</b>	2018 CDBG	Redwood Crossing Apartments	Project closed July 2020. Renovation of interior and exterior. Thirty-one living units in three story building. Community room, laundry, and office spaces for onsite supportive services. A bed bug sauna treatment system was installed. Bicycle storage and landscaping.
<b>WestCare Oregon, Inc.</b>	2020 CDBG	Veterans Housing ADA Improvements	Project activities completed. Security system upgrades, ADA walkway improvements, exit to outside decking upgrade to meet accessibility needs,
<b>Salem Interfaith Hospitality Network</b>	2018 HOME	TBRA Rent Assistance and Security Deposits	Project activities completed.
<b>DevNW</b>	2018 & 2020 HOME	Community Housing Development Organization Operating (CHDO)	Up to 5 percent of a participating jurisdiction's fiscal year HOME allocation may be used for the operating expenses CHDOs. Such costs include salaries, wages, and other employee compensation and benefits; employee education, training, and travel; rent; utilities; communication costs; taxes; insurance; equipment; materials; and supplies.

**ONGOING ACTIVITIES:**

<b>Subrecipients</b>	<b>Source</b>	<b>Activity</b>	<b>Progress Made</b>
<b>Salem Housing Authority</b>	CDBG and HOME	Yaquina Hall	Ongoing activity. Anticipated to close and begin rehabilitation Fall 2021.
<b>Salem Housing Authority</b>	2018 HOME	Security Deposits	Ongoing activity.
<b>Salem Housing Authority</b>	2016 CDBG	Southfair Apts. Rehabilitation	Ongoing activity. Funds have been drawn for predevelopment expenses. Anticipated to close and begin rehabilitation Fall 2021.

<b>Center for Hope and Safety</b>	2018 CDBG	Demolition and remediation for affordable housing project.	Demolition completed in PY 2018. No Further Action (NFA) letter received from DEQ. Housing component expected to be completed by 2023.
<b>Salem Interfaith Hospitality Network</b>	2018 HOME	TBRA Rent Assistance and Security Deposits	Ongoing activity.
<b>Polk Community Development Corporation</b>	2020 CDBG	LMI Owner-Occupied Housing Rehabilitation. Salem Community Development Block Grant	Ongoing activity.
<b>Integrated Supports for Living, Inc.</b>	2020 CDBG	Rehabilitation of Fisher / Sizemore Apartments	Ongoing activity.
<b>Mid-Willamette Valley Community Action Agency</b>	2019 & 2020 HOME	TBRA rental assistance and security deposits.	Ongoing activity.
<b>St. Francis Shelter</b>	2020 HOME	TBRA rental assistance and security deposits.	Ongoing activity.
<b>DevNW</b>	HOME CHDO SetAside	Acquisition and Rehabilitation of former Evergreen Presbyterian Church.	Acquisition completed. Ongoing activity.

**ConPlan Goal #5- Promote Economic Development**

- Activities Funded / Implemented in this and prior fiscal years: *Microenterprise Training and Technical Assistance / Facilities Modernization*

**COMPLETED ACTIVITIES:**

<b>Subrecipient</b>	<b>Source</b>	<b>Activity</b>	<b>Progress Made</b>
<b>Garten Services</b>	CDBG	Recycling Center Facility Modernization Phase III and Phase IV	Upgrades to the facility allowed for 9 jobs to be retained. Improvements also included upgrade to the ventilation for greater comfort and safety of workers. The improvements will allow a wider range of employees with disabilities and health conditions to access employment opportunities.

**ONGOING ACTIVITIES:**

<b>Subrecipient</b>	<b>Source</b>	<b>Activity</b>	<b>Progress Made</b>
<b>MERIT</b>	2020 CDBG	Microenterprise training and technical assistance	Will be completed by June 2022.

In addition to the federal grants, during the FY year, the City of Salem expended general funds, urban renewal, and other resources to support various housing and community development priorities identified in the City's Consolidated Plan. These non-HUD accomplishments and resources are not included in the data report.

**THIS SPACE INTENTIONALLY LEFT BLANK**



**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.**

To address specific needs of Low and Moderate Income (LMI) clientele, program year efforts were focused on activities that were identified as priorities in the Consolidated Plan. The five priority needs identified in the 2020-2024 ConPlan are described below. The funded CDBG and HOME activities are provided.

**1. Support Efforts to End Homelessness**

This goal is to support service provider efforts to combat homelessness through coordinated homeless prevention activities, additional emergency shelters for families and youth, transitional housing, services for homeless households, establishment of permanent supportive housing with wrap around services and HOME Tenant Based Rental Assistance (TBRA).

Funded Projects:

<b>Partner</b>	<b>Activity</b>
<b>Salem Interfaith Hospitality Network</b>	Homeless Case Management
<b>Congregations Helping People</b>	Interim Housing (one-time Rental Assistance / Subsistence Payments)
<b>Marion Polk Food Share</b>	Increased nutrition meal service for seniors.
<b>Mid-Willamette Valley Community Action Agency</b>	Salem Warming Network
<b>Salem Interfaith Hospitality Network</b>	TBRA Rent Assistance and Security Deposits
<b>Salem Housing Authority</b>	TBRA Rent Assistance and Security Deposits
<b>Salem Interfaith Hospitality Network</b>	TBRA Rent Assistance and Security Deposits
<b>Mid-Willamette Valley Community Action Agency</b>	TBRA Rent Assistance and Security Deposits
<b>St. Francis Shelter</b>	TBRA Rent Assistance and Security Deposits

**2. Expand Affordable Housing**

The expansion of affordable housing includes the development of new affordable housing units, preservation of existing housing through renovation of rental and owner-occupied housing, assistance with security deposits and provide six months or more of rental assistance.

This will increase access to affordable housing options for low to moderate income households.

<b>Partner</b>	<b>Activity</b>
<b>Salem Housing Authority</b>	Redwood Crossing Apartments
<b>WestCare Oregon, Inc.</b>	Veterans Housing ADA Improvements
<b>DevNW</b>	Community Housing Development Organization Operating (CHDO)
<b>Salem Housing Authority</b>	Yaquina Hall Apartments
<b>Salem Housing Authority</b>	Southfair Apts. Rehabilitation
<b>Center for Hope and Safety</b>	Demolition and HOPE Plaza Apartments New Construction
<b>Polk Community Development Corporation</b>	LMI Owner-Occupied Housing Rehabilitation – West Salem
<b>Integrated Supports for Living, Inc.</b>	Rehabilitation of Fisher / Sizemore Apartments
<b>DevNW</b>	Acquisition and Rehabilitation of former Evergreen Presbyterian Church.

### **3. Provide Support for Public Service Programs**

This goal aims to increase access to public services in Salem for at-need populations including the elderly, persons with disabilities, persons with substance abuse issues, and food insecure households. Maximum allowable amount for public service costs is 15%.

<b>Partner</b>	<b>Activity</b>
<b>Congregations Helping People</b>	Interim Housing (one-time Rental Assistance / Subsistence Payments)
<b>Marion Polk Food Share</b>	Increased nutrition meal service for seniors.
<b>Center for Hope and Safety</b>	Prevention of Domestic Violence Case Management and Rent Assistance

### **4. Enhance Access to Public Facilities**

This goal includes modifications and / or rehabilitation of public facilities in Salem, including increasing access to facilities for special

needs and low-income populations.

Partner	Activity
<i>No applications for funding in this priority were received.</i>	

#### **5. Promote Economic Development**

This goal will provide households with access to a greater number of economic opportunities through job training and employment connection. This goal aims to promote self-sufficiency and economic mobility for low to moderate income households in Salem.

Partner	Activity
<b>Garten Services</b>	Recycling Center Facility Modernization Phase III and Phase IV
<b>MERIT</b>	Microenterprise training and technical assistance

Despite challenges associated operating during a pandemic, many programs made progress in addressing the action plan goals. The housing rehab and new construction activities are delayed due to the amount of time it takes to complete large, subsidized projects during this well documented housing crisis construction environment.

**THIS SPACE INTENTIONALLY LEFT BLANK**

**CR-10 - Racial and Ethnic composition of families assisted****Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)****Table 3 – Table of assistance to racial and ethnic populations by source of funds**

<b>Race/Ethnicity</b>	<b>CDBG</b>	<b>HOME</b>
White	1553	37
Black or African American	76	5
Asian	6	0
American Indian or American Native	59	3
Native Hawaiian or Other Pacific Islander	17	3
Multi-Racial	9	0
<b>TOTAL</b>	<b>1720</b>	<b>48</b>
Hispanic	142	5
Not Hispanic	1465	43
<b>TOTAL</b>	<b>1607</b>	<b>48</b>

**Narrative**

Partner agencies offer services and programs to eligible persons/households regardless of race or ethnicity. These tables reflect the racial and ethnicity of families served by completed activities. The data is collected by subrecipients and reported to the City. The information is confirmed during program monitoring. Please note that “Total” includes information on “other/multiracial” persons/households in CDBG. In some cases, individuals may report a race and then include the ethnicity as Hispanic and in some cases a race is not identified. If a race is not identified, then the individual or family will be counted in the white race category.

**THIS SPACE INTENTIONALLY LEFT BLANK**

**CR-15 - Resources and Investments 91.520(a)** *Identify the resources made available*

**Table 4 - Resources Made Available**

Source of Funds	Resources Made Available	Program Income Received	Actual Amount Expended During Program Year
<b>CDBG</b>	\$1,318,651.00	\$398,765.62	\$814,557.93
<b>HOME</b>	\$778,029.00	\$343,214.57	\$287,090.19
<b>TOTAL</b>	<b>\$2,096,680.00</b>	<b>\$741,980.19</b>	<b>\$1,101,648.12</b>

**Narrative**

- The amounts indicated in the "Resources Made Available" column in the table above represent PY2020 resources **ONLY**. The amounts indicated in the "Amount Expended During Program Year" column are based on the HUD PR 01 Report (HUD Grants and Program Income).
- Program Income (PI) is the gross income received by the grantee or subrecipient directly generated from the use of CDBG or HOME funds. Per HUD guidelines, PI may be used as an additional resource, but is subject to all the other program requirements and must be used prior to the entitlement funds. An estimate of PI is calculated and used in determine how much is anticipated in the coming PY.
- Line item breakdown of resources made available and expenditures from drawdowns for CDBG can be seen in Attachment 1: IDIS Report PR-26: CDBG Financial Summary Report.
- Projects 2020 funds may have carried over into the 2021 PY. Carryover funds will be reported in next year's CAPER or upon completion of the activity.
- The City's fiscal year is not be completely closed out when the CAPER is due for submittal, there may be adjustments needed.
- The City's Comprehensive Annual Financial Report (CAFR) has not been completed for 2020. There may be minor changes to above numbers.

- The CDBG-CV resources are not included in this CAPER report. The City will report on the use of those resources separately based upon HUD guidance.
- Line item breakdown of resources made available and expenditures from drawdowns for CDBG can be seen in Attachment 2: IDIS Report PR-26: CDBG Financial Summary Report.

**Table 5 – Identify the geographic distribution and location of investments**

Target Area	Planned Allocation	Amount Allocated	Narrative Description
Salem NRSA	0	0	The City did not receive any applications targeted toward households in the designated NRSA.

No applications for funding requests were received for the Salem NRSA. Pre-2020 HOME TBRA and Security Deposit funds assisted households residing in Keizer.



*Garten Recycling Center Improvements 2019 and 2020 CDBG Resources*

## **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.**

COS commitment of HOME, CDBG, URA or General Fund is often the catalyst used by community-based organizations (CBOs) as the basis for their fundraising efforts and leveraging private dollars for even greater impact. With the City's endorsement and financial commitment, organizations are awarded points for a stronger application through Oregon Housing and Community Services. Additionally, private donors (foundations, philanthropist, private developers) are more likely to support efforts if the City is a financially committed to an effort.

Due to the lack of available resources, City of Salem funds are often used as last-in "gap financing" to support housing and community development initiatives. Private sector capital provides the bulk of each project's funds. COS resources work in tandem with non-profit and quasi-governmental development organizations to leverage funds.

Applicants awarded CDBG and HOME funds were required to detail all secured and unsecured funding sources in the proposals submitted for review. Subrecipient agreements detail a sources and uses, annual CAPER reporting and at project closeout grantees are required to provide information regarding the match resources.

- In November, the City's Urban Renewal Agency amended the Riverfront-Downtown Urban Renewal Plan to add projects to address homelessness. The Agency and the City have provided urban renewal and federal entitlement funds as grants and loans to the Mid-Willamette Valley Community Action Agency (MWVCAA) to construct improvements at 615 Commercial Street NE to operate the ARCHES program and provide homeless services. Urban renewal funds were used to build out space to be used in the future as a sobering center while HUD entitlement funds were used to build out dayroom space and kitchen and hygiene facilities. City staff entered discussions with MWVCAA about the property and ways to support and partner in expanded service hours. The City purchased the land and proceeds from the sale allowed MWVCAA to pay off its mortgage on the Property, and funds previously used for debt service will be used to expand service days/hours to serve the homeless community. The cost was \$2,250,000.
- In partnership with Church at the Park and the City of Salem, a low-barrier temporary shelter was been set up at the Oregon State Fairgrounds Pavilion. The site welcomed its first guests in February. The site hosted over 100 individuals in 50 socially distanced camp sites. This large camping project provided guests with a safe space to reside, warm meals, and supportive services to help them transition back into housing.

- In May, the Salem City Council approved the sale of City surplus property at 4396, 4408, 4432, 4446, and 4480 Market Street NE to the United Way of the Mid-Willamette Valley. The land sale will allow the United Way to build Cottage Clusters for low income seniors who are at-risk of homelessness due to economic insecurity. The goal is to create micro-communities of rental cottages at a price point that is less than \$450 per month.
- City owned property located at 2640 Portland Road, NE, supports managed houseless camp. The City purchased 20 “pallet” structures, single room buildings that host two people. They are installed in the parking lot. Car camping is also allowed at the location.
- The City is also working to establish a Navigation Center to address emergency housing needs of unsheltered residents.

#### **Program Income**

Program income dollars are collected monthly for both the CDBG and HOME programs. Program income is derived primarily from loan repayment provided to citizens to assist in the purchase of homes or developers provided to assist in developing affordable housing and non-housing community development projects.

**Table 7 – Program Income (HOME report)**

<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>Balance on hand at end of reporting period \$</b>
\$0	\$208,996.60	\$208,996.60	\$0

**THIS SPACE INTENTIONALLY LEFT BLANK**



**Table 8 – Minority Business Enterprises and Women Business Enterprises** – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	\$227,056	\$2,285	\$224,771			
Number	49	1	48			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 9 – Minority Business and Women Business Enterprises**

**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

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	24	0	0	0	0	24
Dollar Amount	\$227,056	0	0	0	0	\$227,056

**Table 10 – Minority Owners of Rental Property**

**Relocation and Real Property Acquisition** – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

Parcels Acquired	0	0				
Businesses Displaced	0	0				
Nonprofit Organizations Displaced	0	0				
Households Temporarily Relocated, not Displaced	0	0				
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 11 – 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.**

**Number of Households Supported**

	<b>One-Year Goal</b>	<b>Actual</b>
# of households supported through Rental Assistance	48	48
# of households supported through the Production of New Units	20	0
# of households supported through Rehab of Existing Units	12	0
# of households supported through Acquisition of Existing Units	50	22
<b>Total</b>	130	70

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

The City made affordable housing a priority of the 2020-2024 Strategic Plan and expects to have a budget item for affordable housing annually. Several developers (for profit and nonprofit) have expressed interest in the available funds and the City continues to work with them. Complications associated with surges of COVID pandemic, challenges of putting together Low-Income Tax Credit proposals, increased construction material prices and supply chain delays were hindrances.

Notwithstanding the enormous challenges ahead, it is anticipated that upon year 5 of the ConPlan the City's overall goal to increase affordable housing will be met.

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

Several affordable rental housing projects are under construction. The units completed within the next few years will contribute to the overall creation of over 300 affordable rental units in Salem.

<b>Subrecipients</b>	<b>Activity</b>	<b>Progress Made</b>
<b>Salem Housing Authority</b>	Yaquina Hall	Anticipated to close and begin rehabilitation Fall 2021.
<b>Salem Housing Authority</b>	Security Deposits	Families are being assisted. Program expected to close out by June 2022.
<b>Salem Housing Authority</b>	Southfair Apts. Rehabilitation	Ongoing activity. Anticipated to close and begin rehabilitation Fall 2021.
<b>Center for Hope and Safety</b>	Demolition and remediation for affordable housing project.	Demolition completed in PY 2018.HOPE Plaza expected to be completed by 2023.

<b>Salem Interfaith Hospitality Network</b>	TBRA Rent Assistance and Security Deposits	Families are being assisted. Program expected to close out by June 2022.
<b>Polk Community Development Corporation</b>	LMI Owner-Occupied Housing Rehabilitation.	Families are being assisted. Program expected to close out by June 2022.
<b>Integrated Supports for Living, Inc.</b>	Rehabilitation of Fisher / Sizemore Apartments	Families are being assisted. Program expected to close out by June 2022.
<b>Mid-Willamette Valley Community Action Agency</b>	TBRA rental assistance and security deposits.	Families are being assisted. Program expected to close out by June 2022.
<b>St. Francis Shelter</b>	TBRA rental assistance and security deposits.	Families are being assisted. Program expected to close out by June 2022.
<b>DevNW</b>	Acquisition and Rehabilitation of former Evergreen Presbyterian Church.	Acquisition completed. 19 units anticipated to be completed by 2023.

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

**Table 12 –Number of Persons Served**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	1560	42
Low-income	234	5
Moderate-income	47	1
<b>Total</b>	<b>1841</b>	<b>48</b>

### **Narrative Information**

The numbers in the above table represent projects/programs completed during the 2020 PY.

The Warming Center Network assisted over 1500 guests during this reporting period. More guest would have been quartered however pandemic protocols limited the amount of space and it was difficult to find the appropriate number of volunteers. Additionally, 650 persons were assisted by Marion Polk Foodshare, Congregations Helping People, Westcare Veteran Housing and Redwood Crossings. Salem Interfaith hospitality Network assisted 48 individuals with monthly rent and security deposit assistance.

**THIS SPACE INTENTIONALLY LEFT BLANK**

**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**

Through annual Point in Time (PIT) counts, street outreach, and shelter in-reach efforts, the Continuum of Care (CoC) conducted assessments on families, single adults, and youth experiencing homelessness in January. The final numbers are not reported this year. The City participated in PIT Count Workgroup and provided support as needed.

**ARCHES Program Advocacy Center**

The Day Center for homeless persons, which received CDBG funding in FY 2018, is a drop-in center operated by Mid-Willamette Valley Community Action Agency ARCHES Program. Homeless men and women can access resources to meet basic needs and get referrals to services. Services will include one stop case management, mail, phones, messages, computer access, meals, and limited storage space. Client needs are assessed by taking the VISPADT, an extensive assessment tool which helps match homeless persons with housing resources.

The City's strategy of reducing, preventing, and supporting the elimination of homelessness is to support community agencies providing services needed to help move people from homelessness into permanent housing. Through partnerships with local service agencies, housing developers, and job training programs, barriers for persons experiencing homelessness will be reduced, providing the stability, support, and means for those experiencing homelessness to move into permanent housing. This strategy is aligned with HUD's goal of eliminating homelessness.

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

HUD requires each of the COCs across the country to conduct a Point-in-Time Count of sheltered and unsheltered homeless people and a Housing Inventory Count (HIC) of dedicated homeless beds.

The Mid-Willamette Valley Homeless Alliance (MWVHA) Housing Inventory Count (HIC) was updated May 17, 2021, based on beds available the night of the PIT Count (1/26/21).

Since the last update to the HIC in 2020, Salem Housing Authority opened Redwood Crossings, a permanent supportive housing facility with 36 beds (including 6 respite beds for homeless persons). The beds are designated for person likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities). The Housing Authority partnered with Salem Health to provide six respite beds on the first floor of the building.

Mid-Willamette Community Action Agency opened Tanner Project, a Veteran transitional housing facility with 36 beds.

Public health considerations related to COVID-19 reduced the number of emergency shelter beds by 300. This was addressed by the acquisition of two motels by Mid-Willamette Community Action Agency and Center for Hope and Safety.

The City has few shelters for the homeless and even less for homeless families. During the 2020 Program Year, the City of Salem provided funding to Salem Interfaith Hospitality Network (CDBG), Center for Hope and Safety (CDBG), and Northwest Human Services (General Funds) for case management in coordination with shelter for homeless individuals and families. Salem Interfaith Hospitality Network collaborates with local churches to provide emergency shelter for homeless families entering their program.

Salem Interfaith Hospitality Network provided Transitional Tenant Based Rental Assistance funded with HOME. Center for Hope and Safety provided essential services including emergency shelter for victims of domestic violence and human trafficking. Northwest Human Services provided services including emergency shelter to homeless youth during the Program Year.

In July, Salem's largest homeless shelter for men, Union Gospel Mission, opened a new 57,000 square foot shelter, making room for nearly 300 more beds, 50% more recovery program participants, 61% more in our Learning Center, and 222% more dining room guests.

In addition, this new men's shelter at 777 Commercial Street includes a designated medical triage space, improved health and safety features, ADA accommodations, and, ultimately, a more inviting place of care and comfort that will help individuals break the cycle of homelessness.





*New UGM Facility Exterior and Guest Day Room*

In May, the Salem City Council approved the sale of City surplus property at 4396, 4408, 4432, 4446, and 4480 Market Street NE to the United Way of the Mid-Willamette Valley. The land sale will allow the United Way to build Cottage Clusters for low income seniors who are at-risk of homelessness due to economic insecurity. The goal is to create micro-communities of rental cottages at a price point that is less than \$450 per month.

The City Council supports managed camps and the establishment of a Navigation Center to address emergency housing needs of unsheltered residents.

**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 supports a number of programs to assist low-income individuals and families to avoid homelessness, including providing rapid re-housing assistance to unsheltered persons, allocating funds to keep people in their homes in times of financial crisis, food assistance and case management is available to help persons and families recover and avoid returning to being unsheltered.

Launched in July 2017, Homeless Rental Assistance Program (HRAP) is one of the City of Salem's key strategies to reduce the number of chronically homeless individuals in Salem. It is one of the largest "Housing First" programs in Oregon. The program combines rental assistance, intensive case management services, and funding to reduce other barriers to client success. The program is administered by the Salem Housing Authority.

The City continues to support the regional activities to address homelessness. An annual contribution is made to fund contracted services necessary to coordinate Continuum of Care efforts.

During the Program Year, Salem Interfaith Hospitality Network and St. Francis Shelter received funding for their TBRA Programs, in which preference is given to families with children experiencing homelessness.

**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**

Congregations Helping People (CHP) received CDBG funding for one-time crisis rental assistance (subsistence payments) and social service General Funds for one-time crisis utility assistance. These two programs provide assistance needed to prevent homelessness. CHP program is in hiatus due to impacts associated with COVID-19 pandemic.

Westcare VetCare completed improvements to the Veterans Housing facility. Twenty-seven vets are no longer on the street. They have access to onsite supportive services.

Garten Services Inc. received CDBG funding for their Facility Modernization project. This project retained and created jobs for persons with disabilities allowing them to earn living wages and providing stability in income and subsequently stability in housing.

In May, the Salem City Council approved the sale of City surplus property at 4396, 4408, 4432, 4446, and 4480 Market Street NE to the United Way of the Mid-Willamette Valley. The land sale will allow the United Way to build Cottage Clusters for low income seniors who are at-risk of homelessness due to economic insecurity. The goal is to create micro-communities of rental cottages at a price point that is less than \$450 per month.

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

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

The City awarded HOME funding to the Salem Housing Authority (SHA) for a Security Deposit Program to all residents of Salem and Keizer. The resources are also available for use by non-PHA residents.

SHA operates a Family Self Sufficiency Program that connects Section 8 or Public Housing tenants to outside resources to remove barriers that prevent families from being self-sufficient and that helps them achieve better living conditions. SHA staff assists tenants in setting individual goals such as: financial management, preparation for homeownership, completion of a GED, or vocational training to acquire job skills, often translating into higher income jobs and self-sufficiency. These goals are converted into a five-year contract that includes completion dates or deadlines to help keep tenants accountable. Staff meets with tenants on a quarterly basis, or more frequently if needed, to offer encouragement and moral support throughout the five-year period.

SHA has dedicated staff that assists senior clients residing in public housing who rely on resources to continue to live independently.

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

The Housing Authority of the City of Salem (SHA) is proactive in incorporating resident input into the agency's policy-making process. An equitable and transparent policy-making process that includes the opinions of residents is achieved through the involvement of one tenant serving on the board with a goal of at least three to five tenants attending. There is no restriction of the maximum number of tenants allowed to participate. Tenants are always welcome to attend meetings without serving on the committee.

The Family Self Sufficiency Program Coordinating Committee (PCC) is comprised of residents and social service professionals who review proposed changes to the Action Plan. The Resident Advisory Board is responsible for reviewing the Public Housing Annual Plan. Tenants receive newsletters and other correspondence ensuring awareness of SHA activities and are encouraged to provide feedback to staff.

All tenants are given a 30-60 day period to comment on updated utility allowances, changes made to the security deposits, updates to maintenance charges, and modifications to the Admission and Continued Occupancy Policy as well as revisions to leases, and addendums or other items that could directly affect them.

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

The Housing Authority of the City of Salem is not designated as troubled under 24 CFR Part 902.



**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 City provides System Development Charge (SDC) waivers for organizations constructing new affordable housing that utilize federal funds. This waiver reduces the cost of construction which provides incentives to construct affordable housing for families that earn 60% or less of the local area median income. Organizations utilizing HOME and/or CDBG funds are required to maintain the property as affordable for a prescribed number of years. To ensure the maintenance of affordable housing, the City monitors subrecipients on a regular basis.

Other actions taken:

- Federal Programs staff continue to participate in various land use application review processes.
- Remote based technical assistance to address and reduce findings/concerns identified through the distance monitoring of subrecipients.
- Continued to educate nonprofit and for-profit affordable housing developers and public service agencies regarding new or changing requirements
- Continued to provide property tax exemptions for low-income housing held by charitable, nonprofit organizations. The tax exemption is intended to benefit low-income residents and support the availability of low-income housing units in the City.
- Through the Our Salem process updated its zoning and development code, establishing new rules around pedestrian access, and other issues.
- The Oregon Legislature passed, and Governor Brown signed into law SB1533 ending Oregon's 17-year ban on inclusionary zoning. Counties in Oregon now have more options to require developers to include affordable housing units in new construction of multifamily units.
- The Legislature passed and Governor Brown signed into law House Bill 4143 focused on renters with month-to-month leases. It bans rent increases in the first year of the lease and requires 90-days' notice for any increases after the first year or for no-cause evictions.
- The Oregon Legislature passed, and Governor Brown signed into law HB 4081. This bill protects a property tax exemption that was passed in 2014 supporting nonprofits that own affordable housing. This bill helps ensure more than 2,000 homes statewide remain affordable.
- The City approved the creation of single-property or single tax lot TIF Districts in areas of the city currently not included in an existing urban renewal area. Taxes on new development ("tax increment") will be rebated to the property owner in exchange for affordable units within the development. The actual rebate amount and number of affordable units in the development will be subject to an agreement between the Salem Urban Renewal Agency ("Agency") and the property owner and based on a menu of options.

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

Actions taken during the 2020 PY include:

- The COVID-19 pandemic highlighted the need for additional targeting of resources in the African American, Pacific Islander and Latinx communities. Decisions were made to ensure equitable distribution of CDBG/CDBG-CV and HOME resources.
- Resources were allocated to partners with mission focused on serving persons living with disabilities.
- Maintain its support of non-profit agencies, the local housing authority, homeless providers, and special needs groups in their goal to meet the underserved needs of the community. The City will continue to provide technical assistance to providers in pursuit of Federal, State, and other funding sources.

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

According to the Code of Federal Regulations (CFR) 24 part 35, any housing rehabilitation project involving housing constructed before 1978, and receiving \$5,000 or more in Federal funds, shall be tested for lead-based paint. All projects meeting those parameters with identified lead-based paint hazards are to be mitigated or abated. City policy is to abate all reported lead-based paint with levels exceeding the acceptable limits.

The City conduct inspections of HOME and CDBG funded projects for LBP hazards and educate partners on LBP requirements. Properties constructed prior to 1978 are subject to LBP assessment, evaluation, and mitigation per the federal regulations.

HOME TBRA program requires a visual assessment for LBP hazards as part of the Housing Quality Standards (HQS) inspection if the unit was built prior to 1978 and the household includes a child under six years of age. If the visual assessment reveals LBP, the owner must remediate/mitigate before the family can move into the unit. All adults receiving TBRA are given the brochure "Protect Your Family from Lead in Your Home." Subrecipients must report LBP findings to the Marion County Health Department.

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

Garten Services Inc. provides job creation and job training opportunities with a focus on persons with disabilities. This creation of jobs and job training provides employment skills and generates employment stability for individuals.

Section 3 is encouraged for all applicable projects/programs. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide training, employment, contracting and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons. The Opportunity Portal and Business Registry are tools to connect potential employees with employers.

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

The City recognize that collaboration and coordination with our community partners is the best method to address regional homelessness.

- The Continuum of Care (CoC) is one collaborative to develop stronger institutional structure. The City is a member of the steering committee and participate in various CoC workgroups.
- The Federal Programs staff continued online learning to ensure compliance with HOME CDBG-CV and entitlement CDBG.
- The City of Salem Federal Programs staff provided technical assistance and support to the newly formed Marion County Urban County CDBG and HOME programs.
- Partner agencies receive technical assistance and support from City staff.

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

Coordination between public and private housing and social services agencies is an extremely important activity. The City attend the Continuum of Care (CoC) collaborative meetings, which is comprised of various housing and social service agencies.

The City of Salem participate in regulated monitoring of projects that received both City of Salem federal funds and State of Oregon funding such as Low-Income Housing Tax Credit (LIHTC) funds. This coordination is a streamlining effort to reduce the burden of entry for tenants occupying funded units, and to reduce the administrative burden of monitoring on the City of Salem and the State of Oregon.

Members of the State Streamlining Group met in March to discuss portfolio monitoring during the pandemic - What is working? What worries are anticipated? – Partners generally discussed keeping communications open with Owners and Managers regarding vacancies and arrearages. Statewide most have been unable to perform monitoring reviews, but some are reviewing financial reports. Biggest concern is the condition of properties when inspections can resume. Some properties may be at years 4 since last inspection. Maintenance staff have also faced barriers resulting from Covid-19 preventing them from addressing interior repairs. It is likely that inspections will take longer when they resume due to the number and extent of issues expected to be present. There was concern about the size of the backlog when we finally get back out in the field.

- There was general agreement that we are unable to predict when the pandemic restrictions will cease and that the best course of action may be to begin planning for 2022. Some jurisdictions feel that up to 100% of the portfolio may need to be inspected within the first year. There was a suggestion to share staffing resources among the jurisdictions to tackle the inspections in bulk.

- It was reported that HUD is changing the REAC inspection protocol to NSPIRE to conform all housing programs under one inspection system.
- UPCS Training is required for inspectors according to the Memorandum of Understanding (MOU). It was suggested that a training be schedule in January 2022.
- There was general agreement to schedule periodic meetings to discuss an extension or draft an updated MOU.
- Oregon Congressional delegation reached out to assist in the extreme conditions.

The pre-pandemic social services meetings, usually attend by City staff, were halted.

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

Impediments to Fair Housing Choice are defined as any actions, omissions, or decisions taken because of protected class status that have an effect of restricting housing choice or the availability of housing choice. The federally protected classes are race, color, religion, sex, disability, familial status, or national origin. The State of Oregon adds the following classes as protected classes within the State of Oregon: marital status, source of income, sexual orientation including gender identity, honorably discharged veterans/military status, and domestic violence. At a local level, age is added. The analysis reviews the laws, regulations, administrative procedures, and practices of the entitlement community. It assesses how laws affect the location, availability, and accessibility of housing while considering conditions, both public and private, affecting fair housing choice for all protected classes within the jurisdiction.

Efforts for 2020 provided by the Fair Housing Council of Oregon performed under contract with the City:

**Education & Outreach**

The Fair Housing Council of Oregon (FHCO) performed thirty-four education and outreach activities to address the impediments to fair housing in the City of Salem. More than twelve hundred people received fair housing information focused on their connection to housing issues. Audiences included school district staff and educators, tenants, realtors, social service advocates, shelter and transitional housing providers, City of Salem Housing Authority managers and staff, immigrants and refugees, and elected officials.

FHCO's consistent presence and ability to deliver a strong message about the presence of discrimination in housing has allowed us to develop strong relationships with Salem stakeholders. One of the outcomes of this has been the ability to have more nuanced conversations about bias and disparate impact and find new audiences eager to understand better the history of housing discrimination in Oregon.

FHCO was able to continue to run public service announcements on Radio Poder, reaching a Spanish language audience in the Salem area for whom fair housing rights are often not upheld.

Following are examples of FY 2020 trainings:

- 2/4/21 – Fair Housing training for Shangri-La.  
Shangri-La's mission is to serve individuals with disabilities or disadvantages so they may recognize and achieve their potential. The 12 attendees at this training included members from Developmentally Delayed Support team, Youth and Family Services Team, and Employment Program Team. Focus areas were fair housing basics and fair housing rights for people living with disabilities. Questions asked during this training revolved around harassment in housing, reasonable accommodations, and assistance animals. The training was recorded so staff could have it for future use.
- 12/15/20 – Habitat for Humanity's Board of Director's  
FHCO presented history of fair housing including fair housing basics to Salem's Habitat for Humanity's Board of Directors. Nine were in attendance. Following the presentation, the directors discussed that housing discrimination against familial status is often seen in the groups they work with, often against single moms. They also witness discrimination in immigrant communities where landlords keep units in very poor conditions.

#### **Enforcement: Intake and Referrals**

During FY2020, 75 complaints were screened for possible fair housing violations. Fourteen cases were found to be bonafide allegations, and further investigations were conducted on those cases. FHCO was able to use the tools provided by fair housing law to informally resolve almost half of the bonafide complaints. No cases have been referred to legal aid during this reporting period.

THIS SPACE INTENTIONALLY LEFT BLANK

#### **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**

Limited desk review is conducted for each activity seeking reimbursement for eligible expenses. This is completed at the time draw requests are received: Draw requests and invoices are reviewed, beneficiaries are counted, and it is verified that the draw is consistent with the City's written agreement. Every claim for reimbursement must include complete documentation to support the request or funds will not be disbursed until the information is received. Documentation typically includes Client Eligibility Forms, timesheets, tenant based rental assistance set up forms, and/or invoices.

The City also communicate with subrecipients on a quarterly basis. Major housing development projects are in constant communication with assigned program managers.

By policy, annual on-site monitoring is conducted on a minimum of 10% of the agencies that received funding during that fiscal year with the goal of on-site monitoring of no fewer than three subrecipients, subject to staff modification based on activities and subrecipients. No on-site monitorings were conducted during 2020 due to the COVID-19 pandemic and concerns for health and safety of staff and subrecipients.

In follow-up to the previous CAPER findings, the City received payment from a non-compliant property. The recaptured payment will be returned to the U S Treasury.

When programs or projects are out of compliance, staff works diligently with subrecipients to correct issues. An important part of this effort includes coaching through the compliance process.

#### **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.**

The notice of a 15-day public comment period providing citizens the opportunity to review and submit feedback was posted in the Statesman Journal. The City of Salem City Council will hold a public hearing on Monday, September 27, 2021 to receive testimony.

The Council Rules of the City of Salem City Council, which include the procedures for conduct of hearings before the City Council, are available at the City of Salem Recorder's Office, Civic Center, 555 Liberty Street SE, Room 205, Salem, Oregon 97301, 503-588-6097 and online at <https://www.cityofsalem.net/Pages/council-rules.aspx> . Testimony may also be provided during the meeting via Zoom. Please pre-register between 8:00 a.m. and 2 p.m. on the day of the meeting at the following link: <https://www.cityofsalem.net/Pages/Public-Comment-at-Salem-City-Council-Meeting.aspx>.

Interested persons may view the meeting in real-time online at CC: Media You Tube Channel.

The drafted CAPER is available on the City's website.

**THIS SPACE INTENTIONALLY LEFT BLANK**

Document for Public Review

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

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

During the Program Year the City did not change the program objectives as it pertained to the Con Plan or the Annual Plan. The City is in the process of changing program priorities based upon current housing needs. The need for housing and supportive services will be the top priority.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>
--

No
----

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

THIS SPACE INTENTIONALLY LEFT BLANK



**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.*

With Covid-19 social distancing requirements and public health restrictions on-site inspections were not completed during this program year. The City scheduled a series of on-site monitoring beginning Fall 2021. Future onsite monitoring will be contingent on the ability to implement safety protocols for all parties.

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

Flyers are available at various locations, news articles are published in local newspapers, and information is available on the City's website, which details all available programs and the parameters under which citizens may gain access to services. All written information includes the following language to ensure that all citizens have access:

"It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income", as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, and related statutes and regulations, in all programs and activities".

All HOME projects with five or more units are required to submit an Affirmative Fair Housing Marketing Plan (AFHMP) that includes the affirmative marketing actions undertaken. Review of the AFHMP occurs with owners during the HOME monitoring to ensure information continues to be current.

All programs funded through Federal Programs are required to post a statement documenting affirmative marketing on materials provided to clients for the program. Many of the organizations post this statement in applications, on websites, and in brochures for their programs.

The City does not anticipate changing the affirmative marketing actions.

**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****Table 13**

Sources of Funds	Expected Amount Available	Actual Amount Expended PY 2020
CDBG Program Income	\$175,000	\$ 197,413.91
HOME Program Income	\$210,000	\$208,996

CDBG and HOME program income is used to fund multiple projects/programs. As projects request reimbursement, the City draws from PI and then EN based on the amount of PI available.

**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)**

The City continues to help foster and maintain affordable housing by providing HOME funds to CHDOs and other nonprofit housing organizations with an affordable housing mission. These partnerships have helped to remove many housing barriers including limited availability and coordinated housing. Additionally, the combination of HOME and CDBG funds over the past year have provided programs including but not limited to subsistence payments, tenant based rental assistance, security deposits, job training programs, and case management activities. These programs assist in addressing barriers such as fees and charges, limitations, coordinated housing, job creation, and job training. The City provides System Development Charge waivers for organizations constructing new affordable housing using federal funds allocated through the Federal Programs Division. This waiver reduces the cost of construction which provides incentives to construct affordable housing for families that earn 60% or less of the local area median income. Organizations utilizing HOME funds are required to maintain the property as affordable for a prescribed number of years as outlined in the HOME and CDBG requirements. To ensure the maintenance of affordable housing, the City follows all compliance monitoring requirements on a regulated schedule.

At the time when property is acquired or rehabilitated, steps are taken to prevent as much tenant disruption as possible. Required notices are sent to tenants as part of the application process and at time of award. Verification that these steps have been taken is a condition of funding to the organization for the project.

**APPENDICES**

- Public Comments (Provided upon completion of the public review period)
- PR26: CDBG Financial Summary Report

THIS SPACE INTENTIONALLY LEFT BLANK



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2020  
SALEM , OR

DATE: 09-06-21  
TIME: 15:45  
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	2,834,551.00
02 ENTITLEMENT GRANT	1,318,651.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	398,765.62
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	4,551,967.62

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	536,639.00
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	536,639.00
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	277,918.93
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	814,557.93
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	3,737,409.69

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	536,639.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	536,639.00
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2018 PY: 2019 PY: 2020
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	182,803.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	182,803.00
32 ENTITLEMENT GRANT	1,318,651.00
33 PRIOR YEAR PROGRAM INCOME	168,777.88
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,487,428.88
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.29%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	277,918.93
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	277,918.93
42 ENTITLEMENT GRANT	1,318,651.00
43 CURRENT YEAR PROGRAM INCOME	398,765.62
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,717,416.62
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	16.18%



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2020  
SALEM , OR

DATE: 09-06-21  
TIME: 15:45  
PAGE: 2

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	2	3291	6412475	MWVCAA Warming Center Network	03T	LMC	\$48,421.00
2019	2	3291	6463817	MWVCAA Warming Center Network	03T	LMC	\$10,747.00
					03T	Matrix Code	\$59,168.00
2020	11	3320	6499639	Garten Facility Modernization Project - Baler Replacement	03Z	LMJ	\$153,000.00
					03Z	Matrix Code	\$153,000.00
2020	8	3308	6463817	CH&S-Case Management & Rent Assistance	05G	LMC	\$45,000.00
2020	8	3308	6474621	CH&S-Case Management & Rent Assistance	05G	LMC	\$7,500.00
2020	8	3308	6485253	CH&S-Case Management & Rent Assistance	05G	LMC	\$7,500.00
2020	8	3308	6499639	CH&S-Case Management & Rent Assistance	05G	LMC	\$9,683.00
					05G	Matrix Code	\$69,683.00
2019	2	3289	6434087	CHP-Interim Housing (subsistence payments)	05Q	LMC	\$14,396.00
2019	2	3289	6445530	CHP-Interim Housing (subsistence payments)	05Q	LMC	\$6,391.00
					05Q	Matrix Code	\$20,787.00
2020	17	3316	6499639	Women at the Well-Case Management (2020)	05Z	LMC	\$33,165.00
					05Z	Matrix Code	\$33,165.00
2018	1	3285	6412475	2018 Garten Facility Modernization Project	17D	LMJ	\$83,476.00
2018	1	3285	6428143	2018 Garten Facility Modernization Project	17D	LMJ	\$82,905.00
2018	1	3285	6449192	2018 Garten Facility Modernization Project	17D	LMJ	\$34,455.00
					17D	Matrix Code	\$200,836.00
Total							\$536,639.00

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2019	2	3291	6412475	No	MWVCAA Warming Center Network	B19MC410004	EN	03T	LMC	\$48,421.00
2019	2	3291	6463817	No	MWVCAA Warming Center Network	B19MC410004	EN	03T	LMC	\$10,747.00
								03T	Matrix Code	\$59,168.00
2020	8	3308	6463817	No	CH&S-Case Management & Rent Assistance	B19MC410004	PI	05G	LMC	\$2,145.69
2020	8	3308	6463817	No	CH&S-Case Management & Rent Assistance	B20MC410004	PI	05G	LMC	\$42,854.31
2020	8	3308	6474621	No	CH&S-Case Management & Rent Assistance	B20MC410004	PI	05G	LMC	\$7,500.00
2020	8	3308	6485253	No	CH&S-Case Management & Rent Assistance	B20MC410004	PI	05G	LMC	\$7,500.00
2020	8	3308	6499639	No	CH&S-Case Management & Rent Assistance	B20MC410004	PI	05G	LMC	\$9,683.00
								05G	Matrix Code	\$69,683.00
2019	2	3289	6434087	No	CHP-Interim Housing (subsistence payments)	B19MC410004	PI	05Q	LMC	\$14,396.00
2019	2	3289	6445530	No	CHP-Interim Housing (subsistence payments)	B19MC410004	PI	05Q	LMC	\$6,391.00
								05Q	Matrix Code	\$20,787.00
2020	17	3316	6499639	Yes	Women at the Well-Case Management (2020)	B20MC410004	EN	05Z	LMC	\$33,165.00
								05Z	Matrix Code	\$33,165.00
				No	Activity to prevent, prepare for, and respond to Coronavirus					\$149,638.00
				Yes	Activity to prevent, prepare for, and respond to Coronavirus					\$33,165.00
Total										\$182,803.00

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	3	3301	6428143	CDBG CV Administration	21A		\$10,451.00
2020	2	3309	6463817	CDBG General Program Administration (2020)	21A		\$227,758.00
2020	2	3309	6474621	CDBG General Program Administration (2020)	21A		\$33,124.00
					21A	Matrix Code	\$271,333.00
2019	3	3296	6428143	2019 Fair Housing Council of Oregon Activities	21D		\$2,514.00
2019	3	3296	6474621	2019 Fair Housing Council of Oregon Activities	21D		\$4,071.93
					21D	Matrix Code	\$6,585.93
Total							\$277,918.93