



**Third Program Year CAPER (July 1, 2014 – June 30, 2015)**

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

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

**GENERAL**

**Executive Summary**

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

Program Year 3 CAPER Executive Summary response:

The goals for the third year of the Hendersonville 2012-2017 Consolidated Plan and the status of their implementation are presented below.

**Goal: One or more public facility improvement projects**

**Objective 1: Invest in increasing the accessibility of Public Facilities and Improvements.**

Public improvements include activities such as streets, sidewalks, curbs and gutters, water and sewer lines, flood and drainage improvements, and rehabilitation of the Senior Citizen Center. The National Objectives that will be met include low and moderate income area benefit, limited clientele, and spot blight.

**Accomplishments:** Street and stormwater project identified in eligible low to moderate income area and preliminary planning, engineering, and budgeting started in Year 1. Significant progress was made in Year 2 as streets and stormwater infrastructure within the eligible low to moderate income area were reconstructed in order to increase quality of life for area residents. In Year 3-will, the City continued to improve street and stormwater infrastructure in a new portions of the low to moderate income area.

**Goal: Assess barriers to affordable housing by end of the first program year**

**Objective 2: Conduct an assessment of the Barriers to Affordable Housing.**

The City of Hendersonville continued to review Barriers to Affordable Housing by surveying local social service and affordable housing partners to identify the gaps to meet the affordable housing needs of residents. This assessment was completed in conjunction with Analysis of Impediments to Fair Housing.

**Accomplishments:** Created an inaugural Affordable Housing Committee comprised of realtors, representatives from social service organizations, and others to assist with assessing barriers, community development needs, and preparation of Hendersonville's Analysis of Impediments to Fair Housing Study. Barriers identified and Analysis of Impediments Study were completed in Year 2. The 2014-2015 program year focused on implementing the actions outlined in the AI including

adding a link on the directly on the city's website that provides information about fair housing and ways to report it.

## General Questions

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1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to fair housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
  - a. Identify progress in obtaining "other" public and private resources to address needs.
  - b. How Federal resources from HUD leveraged other public and private resources.
  - c. How matching requirements were satisfied.

[Program Year 3](#) ~~Program Year 3~~ CAPER General Questions response:

### Assessment of the ~~second~~third year (201~~43~~54) goals and objectives

#### Goal: One or more public facility improvement projects

#### Objective 1 (2012-2013): Invest in increasing the accessibility of Public Facilities and Improvements.

Public improvements include activities such as streets, sidewalks, curbs and gutters, water and sewer lines, flood and drainage improvements, and rehabilitation of the Senior Citizen Center. The National Objectives that will be met may include low and moderate income area benefit, limited clientele, and spot blight.

**Accomplishments:** Project identified, engineered, and contracted for in Year 1 was constructed and completed in Year 2.

**Breakdown of 2014/2015 grant funds:** \$187,706 budgeted and committed; \$264,204.93 expended (includes '12-14 funds)

**Progress Assessment:** The City of Hendersonville successfully developed the necessary tools to administer CDBG funds and to begin implementing projects consistent with CDBG and other federal rules and regulations,

including proper procurement policies and complying with environmental review and wage rate regulations. A street and stormwater project in a low to moderate income neighborhood was designed and bid during the reporting period and construction began in July 2013, with the first phase completed in August 2013, at the beginning of the second program year 2013/2014. Phase 2 began in 2014/2015 and will be continued in 2015/2016.

**Goal: Assess barriers to affordable housing by end of the first program year  
Objective 2 (2012-2013): Conduct an assessment of the Barriers to Affordable Housing and complete and Analysis of Impediments to Fair Housing Study in the second program year (2013/2014).**

As the City of Hendersonville embarked on the first year of the Consolidated Plan it worked to assess the issues surrounding Affordable Housing by contacting local social service and affordable housing partners to identify the gaps to meet the affordable housing needs of residents. This assessment was the initial step in developing the City's Analysis of Impediments to Fair Housing Study.

**Accomplishments:** In year one, created an inaugural Affordable Housing Committee comprised of realtors, representatives from social service organizations, and others to assist with assessing barriers, community development needs, and preparation of Hendersonville's Analysis of Impediments to Fair Housing Study (AI). In year two, the AI was completed and submitted for review. In year three, the city worked on the implementation of goals listed in the AI. A Fair Housing link was added to the website in this program year and brochures are now available in City Hall and other public buildings in the city. Additionally, the City of Hendersonville has met with the Affordable Housing Commission to discuss barriers to affordable housing and fair housing initiatives. The City of Hendersonville was a sponsor for the annual Fair Housing Conference and staff attended in April. April was also proclaimed as Annual Fair Housing Month.

**Breakdown of 2014/2015 grant funds:** \$0 budgeted for AI; \$0 expended for AI

**Progress Assessment:** The City of Hendersonville has established a system for assessing barriers to affordable housing. The Affordable Housing Committee was formed in January 2013 and began meeting in February 2013. The committee has identified key barriers and determined actions that can be taken. In addition the TN Fair Housing Council presented at a meeting March, explaining fair housing requirements and laying the groundwork for an ongoing discussion with members in regards to fair housing initiatives. In program year two (2013/2014), the City completed the AI and began implementing those recommendations. Implementation of the AI recommendations was a high priority this program year (2014-2015).

**Program changes during the program reporting period**

Much of the first two program years were spent getting the necessary management and financial systems in place and staff receiving training in CDBG program activities. City staff received technical assistance and training in topics such as IDIS system management, Davis Bacon, and Environmental Review issues. There is a general understanding that substantial changes to programming are not necessary or warranted at this time. There will be future evaluation as Hendersonville's familiarity and experience with CDBG programming matures and planned projects are completed and assessed.

## **Affirmatively furthering Fair Housing**

### **Impediments**

The City of Hendersonville is required to prepare an Analysis of Impediments (AI) which presents its approach to addressing these issues. The AI serves as the basis for fair housing planning, provides essential information to policy makers, administrative staff, housing providers, lenders, and fair housing advocates, and assists in building public support for fair housing efforts. The AI is also a review of impediments or barriers that affect the rights of fair housing choice. It covers public and private policies, practices, and procedures affecting housing choice.

Impediments to fair housing choice are defined as any actions, omissions, or decisions that restrict, or have the effect of restricting, the availability of housing choices, based on race, color, religion, sex, disability, familial status, or national origin.

Conducting an analysis of impediments is a required component of certification and involves the following:

- An extensive review of a State or Entitlement jurisdiction's laws, regulations, and administrative policies, procedures, and practices;
- An assessment of how those laws affect the location, availability, and accessibility of housing;
- An evaluation of conditions, both public and private, affecting fair housing choice for all protected classes; and
- An assessment of the availability of affordable, accessible housing in a range of unit sizes.

When completed, the AI outlines the City of Hendersonville's fair housing objectives, goals, and measureable results. These will be reported on each year with annual reporting to HUD.

### **Actions**

The City's Analysis of Impediments Study was completed in February 2014. Five primary impediments were identified:

1. Lack of public awareness of Fair Housing laws and reporting procedures for discrimination complaints;
2. Need for affordable housing opportunities;
3. Lack of transit options for regional employment and housing opportunities;
4. Mortgage lending practices not favorable to minorities; and
5. Coordination efforts need to be explored with local and regional partners, nonprofits, minority-dominated, and private sector organizations.

The recommended actions to address these impediments in the AI were separated between those applying to the public and private sectors. Actions for the public sector included a list of recommendations centered on building public awareness (education, outreach, and access to information) and regional coordination with other agencies and groups working on transportation barriers and lack of affordable housing opportunities. Actions for the private sector revolve around coordinating and working with real estate professionals, financial institutions, and rental property managers to understand fair housing requirements and address barriers. A fuller discussion of these impediments and on implementing the recommendations is

contained in the The Analysis of Impediments Study to Fair Housing Choice, which is available to the public.

The City of Hendersonville has already commenced affirmatively promoting fair housing choice and will be taking the following actions throughout its second program year:

1. Continuing to work with the TN Fair Housing Council (TFHC) to provide outreach and education in the Hendersonville community. TFHC is a private, non-profit advocacy organization whose mission is to eliminate housing discrimination throughout Tennessee. They give presentations to both landlords and residents regarding fair housing issues and will investigate complaints. The Council has already held one training/workshop in the City. A training was scheduled for apartment complex managers and leasing agents, however, it was cancelled due to illness by the trainer and is being rescheduled;
2. Hendersonville staff and the Affordable Housing Committee received training from TFHC in March;
3. Contracting for the development of its first Analysis of Impediments Study, which was completed and submitted to HUD in February 2014;
4. Ordered Fair Housing posters and materials and displayed those in City Hall and other community locations;
5. Proclaimed April to be Fair Housing Month (Proclamation of the Mayor attached); and
6. Having its newly formed Affordable Housing Committee focus on the identification and analysis of impediments and responsive affirmative actions.

Some examples of ways to carry out these requirements, that Hendersonville will be evaluating, include:

- Providing workshops with fair housing training to realtors, landlords, housing service providers and community members;
- Providing educational materials on fair housing issues and resources in multiple languages, and making these and other fair housing related information available on the City's website;
- Outreaching to housing providers and realtors on fair housing issues and resources;
- Marketing housing assisted with entitlement funds to persons less likely to apply for housing (such as special needs)
- Encouraging banks and other lending organizations to operate in areas that are underserved and to craft services to meet the needs of underserved populations

### **Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs**

The City's complete focus during the first and second program years was on setting administrative policies and procedures and implementing the goals outlined in the Action Plan for those time periods. These actions were addressed in the previous sections assessment of accomplishments for each of the plan's proposed activities. The administrative infrastructure created will help the City to address the obstacles to meeting the underserved needs, as described in the Consolidated and Action Plans.

## Leveraging Resources

Hendersonville receives Emergency Shelter Grant funds from the State of Tennessee Small Cities Entitlement Program. The City contracts with Hendersonville Samaritan Association, a local social service organization that operates a food bank and provides rental assistance and referrals, as a subgrantee to use the ESG funds for homeless prevention and rapid re-housing services. In addition, the City Public Works Department provided engineering and construction management for the CDBG funded public infrastructure projects.

## Managing the Process

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

[Program Year 3](#) ~~Program Year 3~~ CAPER Managing the Process response:

### **Actions taken to ensure compliance with program and comprehensive planning requirements**

The City of Hendersonville's Planning Department is the Lead Agency for the preparation of the Consolidated Plan. The Planning Department has extensive experience in advertising and conducting public meetings on a variety of community planning issues such as land use and transportation, greenways and bike/ped trails, and zoning overlays. They will continue to use their strategies for public notice and outreach, which include advertising in The Hendersonville Star News (the most circulated city paper) and on the City's website.

Hendersonville is a first-time entitlement grantee in the Community Development Block Grant program and elected to partner with The Housing Fund, an organization experienced in the administration of community development and affordable housing programs and HUD Consolidated Plan programs. The Housing Fund (THF), originally called the Nashville Housing Fund, is a private non-profit agency with a mission of providing resources and creative leadership to help individuals and communities create and maintain affordable and healthy places to live. THF is designated by the U.S. Department of Treasury as a Community Development Financial Institution (CDFI).

Because the Consolidated Plan and the Community Development Block Grant (CDBG) program are new to the City, key staff member(s) attended a number of trainings, conferences, workshops, webinars, etc. to further educate themselves on complying with CDBG program and comprehensive planning requirements. In no particular order, a sampling of these include: fair housing training with the TN Fair Housing Council, CDBG Basics Training for Practitioners by the National Community Development Association, and a statewide grantee meeting at the State HUD Community Planning and Development office in Knoxville.

## **Citizen Participation**

Participation activities are designed to provide for and encourage the participation of all citizens, with an emphasis placed on residents with moderate, low, or extremely low household incomes, who are most likely to be affected by the expenditure of housing and community development funds. Participation is encouraged at all stages of the planning, development and evaluation of housing and community development programs by all those who may be affected, or wish to be involved in the process. Efforts will be made to assure that minorities, non-English speaking persons, as well as persons with mobility, visual or hearing impairments, or other disabilities have adequate assistance required to fully participate in the process. Anyone needing technical assistance or special assistance or interpretation service, may make special arrangements by contacting the Planning Department at (615) 264-5316.

## **Access to Information**

Citizens are given multiple opportunities to assess and comment on all aspects of the Consolidated Plan. This may be done at any point through community meetings, public hearings, phone calls, emails or other written comments to the Planning Department. Citizens, public agencies and other interested parties, including those households most affected, will have the opportunity to receive information, review and submit comments on the proposed Consolidated Plan, including estimates of the amount designed to benefit low and moderate income residents. Information regarding the Consolidated Plan and the CDBG program in the City of Hendersonville are maintained on the City of Hendersonville's website <http://www.hvilletn.org/Home>. The Consolidated Plan, performance reports, and amendments are available on the Planning Department's website and made available to citizens free of charge. These documents may be obtained by calling (615) 264-5316. Program records will be available to interested parties for at least a period of five years. Records may be reviewed by appointment during regular business hours.

## **Public Meetings**

A minimum of two public hearings are held each year regarding the Consolidated Plan submission. While every effort will be made to hold these meetings at the same time and location as outlined in the Plan, the meetings will be widely publicized each year. Notification of the public hearings will be published as outlined below in the Meeting Notices section of the Plan. All public hearings will be held at City Hall located at 101 Maple Drive North, Hendersonville, TN 37075. This location is accessible to people with disabilities.

## **The Consolidated Plan and Annual Action Plan**

The Consolidated Plan and/or Annual Action Plan public hearing will be held for the purpose of receiving comments on the proposed plan during the 30 day public comment period. The proposed Consolidated Plan will include information regarding the amount of federal, state and local assistance that is expected to be received by the City of Hendersonville, information regarding the range of activities to be undertaken, including the amount that will benefit low and moderate income persons and the plans to minimize residential displacement and to assist any persons who may be displaced due to housing and community development activities. The

Consolidated Plan and/or Annual Action Plans are due to HUD 45 days before the program year begins. A copy of the Plans will be available on the City of Hendersonville's website <http://www.hvilletn.org/Home> and can be obtained free of charge from the Planning Department. This Consolidated Plan and/or Annual Action Plan public hearing was held the evening of April 15, 2014.

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

The CAPER public hearing is for the City of Hendersonville to report on the accomplishments and outcomes achieved in the previous program year. It also provides an opportunity for citizens, public agencies and other interested parties to provide input on the identification of housing and community development needs within the City of Hendersonville. The CAPER is due to HUD 90 days after the close of the program year. Included in this annual performance report are copies of submitted comments, assessment of these comments, and a summary of any action taken in response to these comments. A copy of the annual performance report is available on the City of Hendersonville's website <http://www.hvilletn.org/Home> and can be obtained free of charge from the Planning Department. This public hearing will be held before the proposed Consolidated Plan or Annual Action Plan is drafted. The 2014/2015 CAPER public hearing was held the evening of August 25, 2015.

### **Citizen Participation**

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

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

| [Program Year 3](#) ~~Program Year 3~~ CAPER Citizen Participation response:

#### **Summary of Citizen Comments**

A public hearing was advertised and scheduled for August 25, 2015. Staff was prepared with a presentation and available to receive comments and answer questions. No members of the general public attended.

#### **Summary of Funds and Expenditures**

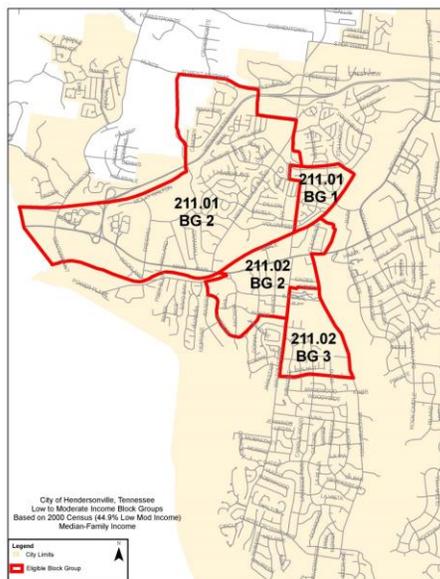
HENDERSONVILLE ACTION PLAN SUMMARY PROGRAM YEAR 13/14					
ACTIVITY TYPE	FUNDS AVAILABLE	PROGRAM INCOME	COMMITTED FUNDS	EXPENDED FUNDS	INVESTMENT LOCATION
Public Facilities	\$187,706	\$0	\$187,706	\$264,204.93**	Census Tract 211.01 BG 2
Planning and Administration	\$46,926	\$0	\$46,926	\$28,392.52	NA
<b>TOTAL</b>	<b>\$234,632</b>	<b>\$0</b>	<b>\$234,632</b>	<b>\$292,597.45</b>	<b>NA</b>

\*\*Includes previous program years' funding

### Geographic Focus

The Community Block Grant Development program requires that each CDBG-funded activity must either principally benefit low and moderate income persons, aid in the prevention or elimination of slums or blight, or meet a community development need having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet that need. With respect to activities that principally benefit low- and moderate-income persons, at least 51 percent of the activity's beneficiaries must be low and moderate income.

Some CDBG assisted activities, such as parks, neighborhoods, facilities, community centers and streets, serve an identified geographic area. These activities generally meet the low- and moderate-income principal benefit requirement if 51 percent of the residents in the activity's service area are low and moderate income. However, in some communities, they have no or very few areas in which 51 percent of the residents are low and moderate income. For these grantees, the CDBG law authorizes an exception criterion in order for such grantees to be able to undertake area benefit activities. Specifically, section 105(c)(2)(A)(ii) of the Housing and Community Development Act of 1974, as amended, states that an activity shall be considered to principally benefit low and moderate income persons when "the area served by such activity is within the highest quartile of all areas within the jurisdiction of such city or county in terms of the degree of concentration of persons of low and moderate income."



The City of Hendersonville is considered an Exception Grantee – CDBG Entitlement Low and Moderate Income Benefit on Area Basis, which means the threshold used to

determine the percent of low and moderate households in a census tract was lowered from 51% to 44.99% for 2012.

The City will not target CDBG funds to specific geographic areas but invest in projects, such as the funded street and stormwater improvements being undertaken in Census Tract 211.01 (Block Group 2), that assist those areas determined to have higher concentrations of low to moderate income households. Currently, these areas are not concentrated to specific geographic areas of Hendersonville but rather dispersed within various neighborhoods. Shown is a map of Census Tracts (2000) that met the 44.99% threshold. [Can add appropriate CT information here.](#)

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## **Institutional Structure**

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

[Program Year 3](#) ~~Program Year 3~~ CAPER Institutional Structure response:

### **Gaps in Institutional Structures and Enhancing Coordination**

The City of Hendersonville is the entity responsible for overseeing the development and implementation of the Consolidated Plan. The Planning Department is charged with developing the Consolidated Plan and implementing its programs. The Planning Commission is comprised of 10 members, 8 of which are appointed by the Mayor, 1 Statutory filled, and 1 Board filled. Each member serves a 3 year term except for the Board position which term length is determined by election.

There were no changes to the institutional structure for delivering Consolidated Plan programs from that outlined in the [City of Hendersonville Consolidated Plan 2012-2017](#). Because the Consolidated Plan programs are new to Hendersonville there are no readily identifiable gaps in how those programs are delivered. As the CDBG program evolves the City and Planning Department will assess and evaluate its performance and any changes or issues will be addressed in future Consolidated Plan Updates and Performance Reports.

Coordination in the delivery of Consolidated Plan programming is enhanced by the formation of the Affordable Housing Committee that includes representatives from [insert positions]. The establishment of the Committee will also be an avenue for bringing additional stakeholders into the planning process interested in community development and affordable housing needs. In addition, the Planning Department is coordinating the implementation of the funded street and stormwater project with the City's Public Works Department and fiduciary/accounting responsibilities with the Finance Department.

## **Monitoring**

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1. Describe how and the frequency with which you monitored your activities.

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

Program Year 3 ~~Program Year 3~~-CAPER Monitoring response:

### **Frequency and Results of Monitoring Activities**

The City of Hendersonville will use the existing City standards and procedures to monitor City funding, expenditures and performance. The City has hired The Housing Fund to analyze these existing practices and make recommendations for ensuring compliance with CDBG, OMB, and other Federal requirements. During the third program year (2014/2015) project activities and/or expenditures were done or incurred by outside contractors which included the appropriate regulations. The Nashville HUD field office also monitored the program during this program year and no findings were included in their report.

### **Self-Evaluation**

#### **Effect of programs in solving neighborhood and community problems:**

Improving and expanding public facilities is an important tool for increasing the accessibility and sustainability of vibrant living environments. The service areas for utilities in Hendersonville have been challenged by growth and the unique geographic qualities of the City, such as the abundance of shoreline. Investment improving substandard services or increasing accessibility to services will be explored. Public infrastructure is also important to provide a desirable residential environment and attract investment by homeowners, housing developers, and small businesses. Public improvements that have high visibility, such as street improvements, sidewalks, and storm water drainage projects, particularly in target areas, will be undertaken as early as possible with a goal of improving the visual appearance and physical functioning of an area.

**Meeting priority needs and specific objectives and helping make the community's vision a reality:** Progress toward meeting specific Consolidated Plan objectives was discussed in the Executive Summary and the subsequent section on

addressing goals and objectives. Obviously not all needs identified in the City's Consolidated Plan can be solved or even addressed with the City's limited amount of CDBG funds, especially during the initial program year. However, with the accomplishments during this first two years being the establishment of basic policies and procedures for the CDBG program, the planning and completion for the City's first CDBG funded project, the creation of an Affordable Housing Committee, the identification of barriers to affordable housing, and completion of the City's first Analysis of Impediments to Fair Housing Choice Study - the vision of an ongoing and impactful community development initiative is being realized.

**Providing decent housing, a suitable living environment, and economic opportunity for low to moderate income persons:** All of the Consolidated Plan objectives are categorized as providing a *Suitable Living Environment* for reporting purposes. The funded street and stormwater project is about providing a suitable living environment through improved public infrastructure for households living in a low to moderate income area. Although the City's initial CDBG activity is not categorized as Decent Housing or Economic Opportunity, improving public infrastructure certainly plays a role in the quality of an area's housing and area economic opportunity by stabilizing and rewarding the private investments made by property owners, both in residential and non-residential properties and buildings.

**Activities falling behind schedule:** Although the funded street and stormwater project was not completed during the City's initial entitlement year, planning and engineering was undertaken and the first phase of construction was completed in August 2013 during the second program year. A second infrastructure project is identified and planning is proceeding.

**How activities and strategies made an impact on identified needs:** Please refer to previous answers in this section on progress towards meeting the needs and objectives identified in the Consolidated Plan.

**Indicators best describing the results:**

Activity/Objective	Indicator(s)
Public facility improvement (street and stormwater)	<ul style="list-style-type: none"> <li>• Initial project identified and selected</li> <li>• Planning and engineering completed</li> <li>• Construction completed</li> <li>• Continuation of project identified and completed</li> </ul>
Assessment of barriers to affordable housing	<ul style="list-style-type: none"> <li>• Affordable Housing Committee (AHC) formed</li> <li>• AHC meetings</li> <li>• AHC ongoing input and identification and assessment of barriers</li> <li>• Barriers listed in Consolidated Plan/Annual Action Plan</li> <li>• Completion of an Analysis of Impediments to Fair Housing Choice Study</li> <li>• AI goals implemented</li> </ul>

**Barriers negatively impacting the fulfillment of strategies and vision:** No significant barriers to completing Consolidated Plan strategies and objectives have been identified.

**Major goals that are on target and reasons for those that are not:**

Goals	Status	Comments
One or more public improvement projects	On target	na
Assess barriers to affordable housing and complete AI	On target	na

**Adjustments or improvements to strategies and activities:** Because the City's CDBG program was just beginning this reporting period, no notable adjustments or changes to any activities were necessary or required.

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### Lead-based Paint

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

| [Program Year 3](#) ~~Program Year 3~~ CAPER Lead-based Paint response:

#### Reducing lead-based paint hazards

The City of Hendersonville does not operate a home repair program nor operate a program specifically on lead based paint hazards. The City is open to opportunities to work with the Sumner County Health Department, Tennessee Department of Health and other interested organizations to evaluate lead-based paint hazards.

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## HOUSING

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### Housing Needs

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

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

| [Program Year 3](#) ~~Program Year 3~~ CAPER Housing Needs response:

#### Fostering and Maintaining Affordable Housing

The City of Hendersonville does not receive any HOME funds for affordable housing although it hopes to cultivate interest in affordable housing development in Hendersonville through the Affordable Housing Committee that has been created. The CDBG funds will be used to achieve the Suitable Living Environment Objective which includes improving the safety and livability of neighborhoods. As stated in a previous section, public infrastructure improvements are believed to help spur private residential investment from area property owners.

### **Specific Housing Objectives**

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

[Program Year 3](#) ~~Program Year 3~~ CAPER Specific Housing Objectives response:

#### **Evaluating progress in meeting specific housing objectives, Section 215 housing, and "worst-case" housing needs**

The City of Hendersonville does not receive any HOME funds for affordable housing although it hopes to cultivate interest in affordable housing development in Hendersonville through the Affordable Housing Committee that has been created. The CDBG funds will be used to achieve the Suitable Living Environment Objective which includes improving the safety and livability of neighborhoods. As stated in a previous section, public infrastructure improvements are believed to help spur private residential investment from area property owners.

### **Public Housing Strategy**

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

[Program Year 3](#) ~~Program Year 3~~ CAPER Public Housing Strategy response:

#### **Improving Public Housing**

The City of Hendersonville does not currently have a public housing agency or City subsidized housing units. The Tennessee Housing and Development Agency may directly provide housing assistance to residents within the City of Hendersonville.

## **Barriers to Affordable Housing**

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

[Program Year 3](#) ~~Program Year 3~~-CAPER Barriers to Affordable Housing response:

### **Eliminating Barriers to Affordable Housing**

As mentioned previously, the Planning Department Created an inaugural Affordable Housing Committee in March 2013 to assist with identifying affordable housing and community development needs, analyzing barriers to affordable housing, and to advise on the development of Hendersonville's Analysis of Impediments to Fair Housing. During the second program year key barriers were identified and the AI was completed and submitted to HUD. Recommendations in the AI are in the process of being implemented.

## **HOME/ American Dream Down Payment Initiative (ADDI)**

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

[Program Year 3](#) ~~Program Year 3~~-CAPER HOME/ADDI response:

### **HOME/ADDI Response**

The City of Hendersonville did not and does not receive ADDI or HOME funds.

## HOMELESS

### Homeless Needs

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

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

Program Year 3 ~~Program Year 3~~ CAPER Homeless Needs response:

#### **Addressing the needs of homeless persons and their transition to permanent housing and independent living**

While the City of Hendersonville does not currently experience a severe challenge related to homeless persons and families, it still persists given the larger regional and national economic realities. There are persons and families stranded from travel along the interstate system, persons and families that have been evicted from existing rental arrangements, and families and persons escaping domestic violence or other social issues.

The Central Tennessee Continuum of Care (C of C) that includes Sumner County and Hendersonville is administered by Buffalo Valley Homeless No More (HNM). It services over 20 Tennessee counties. There is a lack of good data regarding homelessness and its subpopulations in the City of Hendersonville. There is data regarding the activity related to the Central Tennessee C of C. HUD's 2011 Continuum of Care Homeless Assistance Programs for Homeless Populations and Subpopulations as well as the Housing Inventory Chart are included in Attachments Section of the Consolidated Plan.

According to the Central Tennessee C of C's Point-in Time Count held January 26<sup>th</sup>, 2011, there were 208 total homeless households and 232 total homeless persons in those households for the 20 county included in the C of C.

The Planning Department in Hendersonville was contacted by the Tennessee Housing Development Agency notifying them of the State's small cities program. The Tennessee Housing Development Agency administers the federally-funded Emergency Solutions Grant (ESG) Program to increase the number and quality of emergency shelters and transitional housing facilities for homeless individuals and families; to operate these facilities; to provide essential social services; to provide street outreach services; to provide rapid rehousing assistance; and to provide Homeless Management Information Systems. Because these funds are part of the State ESG entitlement and not a direct entitlement from HUD to Hendersonville, reporting will occur as part of the State's required ESG performance reports. These funds are allowing the City of Hendersonville to subcontract with a local non-profit agency for homeless prevention and repaid re-housing services.

## **Federal Sources obtained from Homeless SuperNOFA**

No resources were obtained from the SuperNOFA.

## **Specific Homeless Prevention Elements**

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1. Identify actions taken to prevent homelessness.

[Program Year 3](#) ~~Program Year 3~~ CAPER Specific Housing Prevention Elements

## **Actions Preventing Homelessness**

The Emergency Shelter Grant funds received from the State allow the City to assist groups of persons who otherwise would be candidates for homelessness.

## **Emergency Shelter Grants (ESG)**

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

- health care facilities, foster care or other youth facilities, or corrections institutions or programs.
- c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

[Program Year 3](#) ~~Program Year 3~~ CAPER ESG response:

### **Program Year 3 CAPER ESG response**

The City of Hendersonville does not receive ESG funds from the U.S. Department of Housing and Urban Development. ESG funds from the State of Tennessee were received and awarded during the 2013/2014 program year.

## **COMMUNITY DEVELOPMENT**

### **Community Development**

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

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
  - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
  - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
  - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
  - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
  - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
  - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
  - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
  - a. Indicate how use of CDBG funds did not meet national objectives.
  - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
  - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
  - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act

- or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
    - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
    - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
    - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
  7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
    - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
  8. Program income received
    - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
    - b. Detail the amount repaid on each float-funded activity.
    - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
    - d. Detail the amount of income received from the sale of property by parcel.
  9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
    - a. The activity name and number as shown in IDIS;
    - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
    - c. The amount returned to line-of-credit or program account; and
    - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
  10. Loans and other receivables
    - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
    - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
    - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.

- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
  - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
- a. Provide the name of the financial institution.
  - b. Provide the date the funds were deposited.
  - c. Provide the date the use of funds commenced.
  - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
- a. Identify the type of program and number of projects/units completed for each program.
  - b. Provide the total CDBG funds involved in the program.
  - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

[Program Year 3](#) ~~Program Year 3~~ CAPER Community Development response:

## Community Development Responses

**Assessment of Relationship of CDBG Funds to Goals and Objectives:** The Consolidated Plan designated public facility and infrastructures as “high priority.” Funding for the program reporting period was singularly prioritized to meeting public infrastructure needs, either water/sewer, street, sidewalk, or flood drainage improvements in eligible low to moderate income areas. The initial project undertaken with CDBG funds is a street improvement project that by design also addresses stormwater drainage issues. Due to limited CDBG funding there were no priorities and goals for the reporting period to provide affordable housing or assist individual households with their housing needs.

**Changes in Program Objectives:** With this reporting period being the third full year of the City’s CDBG program and much of the first and second year spent getting the necessary management systems in place, there is a general understanding that substantial changes to the prioritized and funded programs are not necessary at this time. No comments made at the public hearings for the first three Annual Updates to the Consolidated Plan indicated differently.

**Assessment of Efforts in Carrying out Planned Actions:** The City has pursued all resources and initiatives indicated in the Consolidated Plan. CDBG funds are being deployed to the highest priority items and in-kind program management leverage is being provided by the City’s Public Works department in planning and

designing the selected infrastructure improvement project. The City has also received State ESG funds and contracted with local non-profit to provide homeless prevention and rapid re-housing services.

The City can provide Certifications of Consistency to the Consolidated Plan on a case-by-case basis upon request. Staff will review the requests and assess whether or not the application is for a program or initiative that is consistent with the goals and objectives of the Consolidated Plan, and whether or not the project is for persons with low to moderate incomes, or for a majority low to moderate income neighborhood. No CoCs were presented during the reporting period.

The City is not aware of any actions or willful inactions it has taken to hinder Consolidated Plan implementation.

**Funds Not Used for National Objectives:** All funds used went to meet a national objective as presented in the Consolidated Plan.

**Anti-displacement and Relocation:** No displacement or relocation occurred on projects funded through the Consolidated Plan programs.

**Low/Mod Job Activities:** No economic development activities were funded through the Consolidated Plan programs.

**Low/Mod Limited Clientele Activities:** No low/mod limited clientele activities were funded through the Consolidated Plan programs.

**Program Income Received:** No program income was generated or received during 2013/2014 program reporting period.

**Prior Period Adjustments:** This reporting period covered the second CDBG program year and there were no prior period adjustments.

**Loans and Other Receivables:** No loans have been made using Consolidated Plan program funds; the City has no outstanding loans from the prior use of program funds. No properties owned by the City or any subrecipient were acquired or improved using CDBG funds.

**Lump Sum Agreements:** The City has no lump sum agreements.

**Housing Rehabilitation:** The City has no housing rehabilitation program using Consolidated Plan funds.

**Neighborhood Revitalization Strategies:** The City has no HUD approved neighborhood revitalization strategies.

## **Antipoverty Strategy**

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

| [Program Year 3](#) ~~Program Year 3~~-CAPER Antipoverty Strategy response:

### Reducing the number of persons living below the poverty level

The table below shows the poverty rate for the city of Hendersonville that shows it well below the state. Of those in poverty, over 18% are without a high school diploma.

Place	Poverty Rate	Unemployment	Without a H.S. diploma
Hendersonville	9.3%	4.6%	18.2%
Sumner County	10.4%	4.9%	23.8%
Tennessee	17.6%	6.2%	17.6%

Looking at total numbers versus percentages helps to refine the picture of poverty. This is particularly the case for children. Over 1,943 Hendersonville children under 18 years of age (14.5%) live in poverty. Elderly Hendersonville citizens age 65 and older who live in poverty are a much smaller number of 478 (6.9%), though often their instances of poverty are particularly severe. The combined total of African American and Hispanic persons in poverty is 958 (12.5% and 22.8% respectively), some of which are included in the numbers of children and elderly.

Poverty Rate	Tennessee	Sumner County	Hendersonville
<b>Total</b>	17.6	10.4	9.3
<b>Elderly</b>	10.2	6.9	6.9
<b>Children</b>	25.3	14.8	14.5
<b>African American</b>	29.1	14.0	12.5
<b>Hispanic or Latino</b>	33.5	25.9	22.8

The City of Hendersonville is committed to focusing the benefits of the Community Development Block Grant program with leveraged funds and services from other public, private, and non-profit sources, on its low to moderate income citizens and their neighborhoods, including those with incomes below the poverty level. Specific actions helping combat poverty include the City's receiving and passing through the State ESG funding to a non-profit helping families in danger of homelessness and the establishment of the Affordable Housing Committee charged with assessing the barriers to affordable and implementing recommendations from the Analysis of Impediments Study. Both of these initiatives deal with subpopulations that very likely have incomes below the poverty level.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

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

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

[Program Year 3](#) ~~Program Year 3~~ CAPER Non-homeless Special Needs response:

### Addressing special needs of non-homeless persons requiring supportive housing

Specific objectives for Program Year 3 of the Consolidated Plan include conducting an assessment of Homeless and Special Needs Housing and a Social Service Assessment. The Assessment would include the identification of the existing inventory of homeless and special needs housing and service providers, an estimate of the number of homeless persons and subpopulations to the extent possible, linkages between housing and services, and gaps in the system.

### Specific HOPWA Objectives

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

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
  - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.

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

| [Program Year 3](#) ~~Program Year 3~~ CAPER Specific HOPWA Objectives response:

**Program Year 3 CAPER HOPWA Response**

The City of Hendersonville does not receive HOPWA funds. However, the City is open and committed to better identifying linkages between housing, services, and health, and in examining the gaps in service provisions.

**OTHER NARRATIVE**

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

| [Program Year 3](#) ~~Program Year 3~~ CAPER Other Narrative response: