## CR-05 - Goals and Outcomes

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

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

This is the 2023 Consolidated Annual Performance Evaluation Report (CAPER) detailing the accomplishments in the City of Florence's 2020-2024 Consolidated Plan. The activities were undertaken using the Community Development Block Grant (CDBG) program. The following accomplishments were met in the PY23:

Public Service grants were awarded to service providers serving the homeless, veterans, and extremely low, low, and moderate-income populations. During this program year, there were seven (7) public service agencies that assisted with health care, youth physical and educational programs, transportation, and utility assistance. The city has not demolished any blighted structures in low-moderate income areas. Due to the extremely high costs of Lead-Based Paint and Asbestos testing the City was unable to meet the expected outcome of blight removal. Unfortunately, the costs for these types of testing have become astronomical in price, and with the low amount of funding provide by HUD, the City is limited on the amount of blight removal projects. This program year, we were able to create a partnership between the Florence Community Development Division and the Community Action Agency of Northwest Alabama (CAANWAL). With partnership with CAANWAL, there were eight (8) residential rehabiliation projects completed for low income citizens of Florence. As a part of Public Facilities and Improvments, there were two (2) projects completed: Florence-Lauderdale Public Library to create an outdoor educational space and Florence Park and Recreation Department to purchase new recreation equipment at two locations in LMA of Florence.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected  - Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected - Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG:	Other	Other	1	10	1,000.00%	1	1	100.00%
Economic Development	Economic Stimulation	CDBG:	Businesses assisted	Businesses Assisted	5	4	80.00%	5	4	80.00%
Public Facilities and Infrastructure Improvements	Public Facilities and Infrastructure Improvements	CDBG:	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	1000	100.00%	1000	1000	100.00%
Public Services	Public Services	CDBG:	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	1000	100.00%	1000	1000	100.00%
Residential Rehabilitation	Affordable Housing	CDBG:	Homeowner Housing Rehabilitated	Household Housing Unit	0	8		5	8	160.00%
Spot Blight Removal	Non-Housing Community Development	CDBG:	Buildings Demolished	Buildings	6	0	0.00%	1	0	0.00%

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

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

The City of Florence received \$344,816 in CDBG funding and receipted \$7,249.30 in Program Income. Priorities for the 2023 CDBG Program Year were to implement a long standing Economic Develoment project that stems from Florence First and to create a lasting partnership for Residential Rehabilitation. Funds were allocated for program administration, public service providers, residential rehabilitation, spot blight removal, and public facilities/infrastructure improvements.

# 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)

	CDBG
White	3,025
Black or African American	826
Asian	12
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	3,863
Hispanic	315
Not Hispanic	0

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

# **Narrative**

A total of 3,863 individuals were assisted with CDBG funds. The majority of the individuals assisted are Caucasian or African American. Approximately 315 of the individuals assisted were Hispanic. Most of the individuals assisted were of non-Hispanic ethnicity.

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

# Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year		
CDBG	public - federal	410,725	367,110		

Table 3 - Resources Made Available

### Narrative

Florence was awarded \$344,816 for the CDBG-EN 2023 program year. Projects accumulated a total of \$7,249.30 in program income. The total of available resources was \$367,110.40. During this year a total of \$367,110.40 was expended toward eligible projects and activities. There were funds remaining from prior program years that were committed to projects that totals \$43,614.64. Any remaining funds will move forward into the 2024 program year.

# Identify the geographic distribution and location of investments

<b>Target Area</b>	Planned	Actual	Narrative Description
	Percentage of	Percentage of	
	Allocation	Allocation	
			East Florence is a low income area defined by
			U.S Census data of more than 60% LMI
East Florence	25	25	households.
			Florence is a municipality in Lauderdale County.
Entire City	15	15	Population is just over 40,000 individuals
			North Florence is a low income area defined by
			U.S Census data of more than 60% LMI
North Florence	25	10	households.
			Spot Blight is blighted properties through-out
Spot Blight	10	0	the City limits.
			West Florence is a low income area defined by
			U.S Census data of more than 60% LMI
West Florence	25	50	households.

Table 4 – Identify the geographic distribution and location of investments

# **Narrative**

The Florence Community Development staff reviews all project submissions or request submitted to our office. Approved projects must qualify based on CDBG eligibility and national objective. The city only considers eligible projects based on LMI, LMA, LMH, or LMJ. Geographic distribution for CDBG projects is typically evenly distributed because North, West, East and the central business district (CBD) are all located alongside each other. These locations reflect the highest number of LMI based on the U.S

Census.

# 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.

The Community Development Block Grant funds were leveraged by funding projects that provided the maximum benefits to low moderate-income citizens. No financial leverages were made on these federal funds. A match is not required and property was not purchased with this funding. The city did not use publicly owned land or property to leverage CDBG funds or activities.

# 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.

	One-Year Goal	Actual
Number of Homeless households to be		
provided affordable housing units	5	0
Number of Non-Homeless households to be		
provided affordable housing units	250	8
Number of Special-Needs households to be		
provided affordable housing units	0	0
Total	255	8

Table 5 - Number of Households

	One-Year Goal	Actual
Number of households supported through		
Rental Assistance	25	0
Number of households supported through		
The Production of New Units	0	0
Number of households supported through		
Rehab of Existing Units	5	8
Number of households supported through		
Acquisition of Existing Units	0	0
Total	30	8

Table 6 - Number of Households Supported

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

The Florence Community Development Division strives to meet and exceed the annual goals for those served with the Community Development Block Grant program. As usual, all recipients of the the public service programs served more clients with the same or less funding. To date, we have developed a local partnership wiht the Community Action Agency of Northwest Alabama. While they find the reporting to be to extensive for the labor and return of the projects. We are positive and hopeful the partnership and program will grow.

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

The outcomes of the difficulties encountered are the Florence CD division will continue to actively search for partnerships that assist with low and moderate client residential rehabiliatation.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 - Number of Households Served

### **Narrative Information**

The Florence Community Development Division (FCDD) has funded four project activities during PY2023, that served 734- low- and moderate-income individuals. FCDD funded all applicants that aid with affordable housing or services provided to those which reside in low income housing or receive housing choice vouchers. According to information found at www.affordablehousingonline.com, Florence has 24 Low Income Apartment communities which feature 1,668 affordable apartments. There are 1,184 income-based apartments that typically do not pay more than 30% of their income on rent and utilities. There are 484 rent subsidies that do not provide direct rental assistance but remain affordable to low income households.

HUD asks Florence to assess and explain "worst case needs" for meeting the needs of the person with disabilities. At this time, through public meetings and surveys persons with disabilities are not providing a need that has not been met. Therefore, there is not a known worst case need in Florence for those with disabilities. For "worst case needs" of housing Florence has seen an increase in AirBNB properties that currently do not have local rules and regulations in place by the Florence Building Department. These properties are being purchased and "flipped" by developers in low and moderate areas of town decreasing the opportunities for home ownership or long-term rental. To summarize, Florence needs affordable housing options. Currently, we are conducting research to gather as much information about the lack of housing in Florence.

# 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

The City of Florence and the Homeless Care Council of Northwest Alabama (HCCNWA) work in tandem to maximize the services and support to area homeless. The Homeless Care Council reaches the homeless population through coordinating with other agencies to provide direct services to homeless clients. Currently, the CoC is "under construction" therefore they are in the midst of developing several policies, procedures, and plans to address the needs of the area's homeless population. However, the City has supported and will continue to support the Continuum of Care while "under construction" along with supporting the local agencies that provide direct aid to homeless, LI, or MI individuals/households.

Community Action Agency of Northwest Alabama (CAANWAL) is the HMIS Lead Agency, therefore, holds the majority of the local homeless data. Community Action also is a provider of rent and utility assistance, rapid re-housing, homeless prevention, Meal on Wheels, and several other activities that meet the needs of the homeless or those in danger of becoming homeless within Florence. In summary, when assessing the needs of the homeless individual needs we utilize the HMIS data provided by CAANWAL.

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

The HCCNWA seeks out agencies and organizations working to rapidly re-house and provide permanent housing solutions to the homeless population of the CoC. Partnering with these agencies, the HCCNWA works one on one to see that the needs are met and any additional services are provided.

The City of Florence, fosters ongoing partnerships with the Community Action Agency of Northwest Alabama, Safeplace, The Salvation Army of the Shoals, Thrive Alabama, and Freedom House in providing emergency shelter and transitional housing needs. The City of Florence provides Emergency Shelter Grants to the Salvation Army, Community Action Agency of Northwest Alabama, and Safeplace to provide emergency shelter, rapid re-housing, and homeless prevention. Salvation Army and Safeplace are the only shelters in the surrounding six-county area that provide housing to homeless and domestic violence victims 24/7, 365 days a year.

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

During Program Year 2022 Annual Action Plan; the City allocated \$50,522.12 to Public Services agencies that assist qualified individuals with transportation, youth education, and recreation services, health care, subsistence payments, and food banks. The City of Florence requires discharge policies congruent with the continuum of care for providers receiving CDBG funding.

The City of Florence supports the Continuum of Care and its mission. The CoC is currently "under construction" therefore they are in the midst of developing a discharge policy for federal and state-funded institutions. However, each agency funded with state funding has adopted a discharge policy under the Emergency Solutions Grant. Clients must review the discharge policy and sign a waiver that they have reviewed the procedures. Copies are placed in client files.

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 CoC fosters collaborations with the Florence Housing Authority and Community Action Agency of Northwest Alabama to facilitate client housing needs. Additional resources with other non-profit and faith-based partners are mobilized to prevent chronic, or reoccurring homelessness.

As previously stated the City supports the local CoC and its missions. However, the CoC is currently "under construction" and working on a plan to end homelessness through services provided to those in need in the Continuums six-county service area. We support the CoC with data, information, and coordination among contacts, groups, service providers, and elected officials. Currently, service providers coordinate services among each other to provide homeless clients with needs to be housed or supported to prevent them from becoming homeless. For example, if a client checks in at the Salvation Army for shelter they are provided a caseworker. The caseworker meets with the client to discuss the needs and support required to house and help them become self-sufficient. Contacts with the Shoals Career Center are contacted for job openings, Florence Housing is contacted to check on the status of housing, Community Action is contacted for assistance for housing as well if it is a quicker turnaround than the list a housing authority. Community Action can also assist with vouchers for clothing, housewares, and furniture and food by contacting agencies such as St. Vincent de Paul. The caseworker from Salvation Army also assists the client by assisting them in signing up for food stamps and Medicaid. The Riverbend Center for Mental Health is also contacted if the client has mental health requirements. For all other health concerns, the Shoals Community Health Clinic is contacted for medicines, etc.

Providing assistance to the homeless is typically a lengthy process, however, the local agencies that assist with homelessness make it a priority to house a client as quickly as possible to lessen the trauma

that often comes from clients becoming homeless. Caseworkers often remain in contact for a total of a 12 month period to ensure that clients remain self-sufficient and budget accordingly.

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

# Actions taken to address the needs of public housing

The Florence Housing Authority (FHA) is now classified as a Housing Choice Voucher Program. The Housing Choice Voucher Program is a tenant-based rental assistance program eligible to families within Lauderdale County that are income qualified. Families may use their vouchers with private landlords throughout our jurisdiction in Lauderdale County. The objective for FHA is to empower families to improve our community. A family interested in participating in the Housing Choice Voucher Program may apply to the waitlist by submitting an online application. Applicants are placed on the waiting list, and when the applicant's name reaches the top of the list, the applicant is contacted for an interview. They must provide income verification, asset verification, family composition, birth certificates, and social security numbers for all family members and other information used in determining eligibility. Applicants must pass a criminal background screening. Applicants must attend a briefing to receive their Housing Choice Voucher. They will receive information such as family obligations and the number of bedrooms for which they qualify. This briefing is about two hours and teaches families how and where to find a unit, how to maintain the unit, how to remain in the program, along with additional information on the tenancy. Participants are responsible for locating their own rental unit. An initial inspection is conducted, and the unit must meet the Department of Housing and Urban Development's (HUD) Quality Housing Standards (HQS). The rent is set by the owner of the property, however, the rent charged must be reasonable and in accordance with FHA and HUD guidelines. The participant and the landlord will sign an assisted lease agreement. The landlord must provide a lease that is the same agreement used for unassisted tenants. FHA is not a party to the lease. Rather, the landlord and FHA execute a housing assistance payment contract (HAP). Families are not parties to the HAP contract. After the unit passes the inspection and all required documents are signed, the family may move in and HAP will begin. Payments are made the first week of each month.

The Florence Housing Authority has an amazing program that is available to all those that are on a fixed monthly income. The City understands that the voucher program has a lengthy waiting list. However, the Florence Housing Authority is in the process of demolishing current outdated units and building newer and additional housing units to hopefully accommodate a shorter waitlist. The City has supported the efforts of the Housing Authority by using general fund dollars to assist with the rebuilding of the new housing. Florence has provided support within internal departments such as Planning, Building, and Engineering to assist with the new build as well. In return, the increase in apartments should shorten the waiting list significantly.

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

Florence Planning and Community Development staff correspond with the Florence Housing Authority Director on a regular basis to discuss the needs of the public housing residents. The City of Florence supports those endeavors by means available such as funding, networking, coordinating, etc. For

example, Florence Housing Authority has a partnership with the Community Action Agency of the Shoals and Operation Hope. Community Action Agency provides a free homebuyers class that is offered to anyone seeking home ownership. During the class, the Director of Operation Hope is present to schedule monthly meetings to discuss financial stability and credit counseling. Depending on the severity of the issues clients that are serious about seeking home ownership can become pre-approved within six to twelve months from the initial counseling visit.

# Actions taken to provide assistance to troubled PHAs

Florence does not have a troubled Public Housing Authority.

# 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 following are factors evaluated each year to ensure that they do not become impediments to Fair Housing Choice:

- Tax Policies: The Lauderdale County Tax Assessor's Office assesses the value of a property according to size, improvements, etc., and the property tax computation is 10% for owner-occupied properties and 20% for non-owner-occupied properties, plus the millage of .049 of the assessed value. There is a homestead exemption for owner-occupied properties of \$77.50. There is also an exempt status for seniors 65 years or older who are disabled or meet low-income criteria. These tax rates are commensurate with rates in other cities of our size and do not seem to have an adverse effect on the cost of housing.
- Land use controls: Land use controls are only achieved through the Chart of Permitted Uses in the Zoning Ordinance (see below), but are not restrictive as to have an adverse effect on housing costs.
- Zoning ordinances: The City of Florence Zoning Ordinance has revealed no regulatory barriers which hinder the cost of housing. A few years ago, Florence restructured its Zoning Ordinance to be more in line with other cities of similar size and has included a separate zoning designation for multi-family residential to better allow for orderly growth. The mechanism is in place for the creation of higher density zones, such as Planned Building Groups and Planned Residential Developments, by the Planning Commission and the City Council based on the submission of acceptable development proposals.
- Building codes: International Building and Housing Codes, which are recognized and approved by the International Code Council, BOCA (Building Officials & Code Administrators) International, the International Conference of Building Officials, and the Southern Building Code Conference, are adopted for use in the City of Florence. Since these codes are so widely used and are favorably recognized by so many in the building industries, we feel they pose no threat to the cost of housing in any adverse way.
- Fees, charges: Building permit fees for single-family residential are calculated using the latest building valuation data, available on January 1st of each year, as provided by the Southern Building Code Congress International. Valuation per square foot of heated areas, as published in the valuation data for average construction, is used. Valuation of unheated areas, unfinished basements, garages, detached garages, and accessory structures is calculated as one-fourth (1/4) of one (1) percent of total valuation. Fees for residential other than single-family dwellings are calculated using actual cost of construction or latest building valuation data as provided by the Southern Building Code Congress International. Valuation per square foot of heated areas is used as per that published in the valuation data. Valuation of unheated areas is

calculated as one-fourth (1/4) the value per square foot of that provided in the valuation data for heated areas. Since these fees follow the recommendations of established valuation data, we don't consider that they adversely affect housing costs.

 Growth limits: None except for what is achieved through land use according to the Zoning Ordinance (see above), none of which adversely affect housing costs.

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

The City of Florence is part of a network of service and support agencies to meet the needs of residents within the city. Although no major underserved needs have been identified. Funding obstacles can slow services. Innovative fundraising methods along with documented collaboration measures ensure all available funds are utilized in a coordinated and fiscally responsible manner.

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

Based on the City of Florence Policies and Procedures all lead-based paint activities, including waste disposal performed under this part shall be performed in accordance with applicable Federal Laws and Authorities. All activities are subject to the applicable environmental review requirements of the National Environmental Policy Act of 1969, the toxic substance control act, Title IV, and other environmental laws and authorities listed in the policies and procedures.

To further clarify, the City of Florence's Lead-Based Paint Mitigation is discussed under the Residential Rehabilitation Policy and Procedure. However, to summarize we typically do not disturb paint. A visual assessment is performed during the initial inspection. Contractors are notified to utilize safe work practices in cases where painted surfaces are present. If there is a case where the contractor disturbs more than the 10% exemption rule, they are required to contact our office and we will send a local Environmental firm to test for LBP. If it is present, a second contractor will be contracted to properly abate and dispose of all LBP. Then the contractor can continue work.

During the 2023 program year, the Florence Community Development Division secured a grant for \$1.5 million from the U.S Department of Housing and Urban Development Lead Hazard Control and Healthy Homes Division to educate citizens and renovate homes within the city limit of Florence. A Community Development Coordinator was hired in early June 2024 to research, develope and implement Florence Lead Alleviation Program (LAP).

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

The city of Florence encourages homeownership and family self-sufficiency through collaborations with service providers. To the extent possible, the City financially supports programs to upgrade living conditions and economic opportunities to reduce the number of families living in poverty. However, the City is not a direct service provider therefore, we rely on local partners.

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

he City of Florence, Alabama, the county seat of Lauderdale County, is designated by population as a Class 5 municipality by the State of Alabama. The city operates under the Mayor-City Council structure. Every four years the voting populous of Florence elects a mayor at large and six city council district representatives. The full-time mayor serves as the chief elected official and chief administrator of 28 different departments. Each is managed by a department head responsible for administering the budget and activities of their respective purview. Organizational issues arising are the responsibility of the mayor as the chief administrator. The Manual for Supervisors and Employees exists to standardize recurring personnel actions throughout the City of Florence. The aforementioned manual places emphasis upon supervisor-employee relationships and procedures.

19 of the 28 department heads are City of Florence careerists with more than 25 years in the position. The City's hierarchical structure of personnel is representative of its role culture in which employees know their jobs, report to their superiors, and value efficiency and accuracy foremost. The Mayor and City Council place a high emphasis on progressive thinking, continuing education, and interdepartmental cooperation. In Community Development, 14 of the 28 City departments are involved in the successful implementation of its mission and projects.

The City of Florence has a reputation for providing the best services of all area municipalities. Departments have well-educated, highly-trained staff, and employees have a genuine desire to do what is best for citizens and their colleagues. Departments are expected to utilize technology collaboratively to improve effectiveness and efficiency in the delivery of services. A partnership with the University of North Alabama in Florence allows employees to receive deeply discounted tuition to pursue all degree levels in a variety of academic paths. Each department receives professional development funding to take advantage of seminars, conferences, and courses offered by other external agencies and partners including HUD, ADECA, ARC, Alabama League of Municipalities, EPA, FHWA, ALDOT, NCDA, and ESRI.

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

The City will continue to attend meetings held at the various private and public services in order to stay current with concerns and issues in public housing and social service providers. The City meets quarterly with the local Continuum of Care that is a coalition of shelters, agencies, businesses, municipalities, institutions of higher learning, private citizens, and other interested parties, whose purpose is to increase the capacity to solve the problems of homelessness throughout Northwest Alabama. We also participate in a TASK Force Meeting held quarterly by the Alabama Department of Human Resources-Lauderdale County Office. Community Development staff participates in the Florence Planning Commission meetings to understand the potentional growth within the City. Community Development staff joins local service providers, housing agencies, law enforcement, and mental health agencies in Housing Hope meetings.

# Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Notably, no fair housing complaints have been filed with local agencies, nor any state or federal court in Florence. Further, Legal Services Corporation of Alabama, which provides legal assistance to low-income persons, verified no cases involving Fair Housing Discrimination under their purview. Lack of education and knowledge of fair housing laws, and complex enforcement procedures will always be of concern for the City.

Efforts are ongoing to discover best practices and innovative methods to inform and educate citizens, property owners, and elected officials on Fair Housing rights to prevent segregation, improve self-sufficiency, and protect housing affordability. This includes participation in fair housing workshops and seminars to stay abreast of fair housing laws and enforcement procedures, sharing information, providing fair housing literature to the public, and provide assistance and referrals to persons wanting to register fair housing complaints. The City will also continue to fund Public Service providers which focus on providing assistance with fair housing rights, homeownership assistance, mortgage counseling, and self-sufficiency.

# CR-40 - Monitoring 91.220 and 91.230

Describe 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

Sub-recipients are monitored annually to ensure compliance with all of the requirements outlined in their agreement with the grantee. Not only is this good management practice but it is also required by HUD regulations.

The City of Florence Planning and Community Development staff contacts each sub-recipient to arrange the monitoring visit. The sub-recipient will be informed regarding the initial records to be reviewed. These records should be ready for review upon the monitor's request and available at any time per the request of the City of Florence or the U.S Department of Housing and Urban Development. The monitor will review the records selected and discuss record-keeping methods with staff who maintain them. Copies of certain documents and records may be made for purposes of preparing the report. The monitor will call or meet with the sub-recipient director to discuss the results of monitoring. The Director may invite staff and/or board members as he/she deems appropriate.

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

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

Citizens were given a comment period of a minimum of 15 days to provide input on the Consolidated Action Plan and Evaluation Report (CAPER). The CAPER was placed on the City of Florence website for review. Citizens were directed to send any questions, comments, or suggestions to cdbg@florenceal.org. Minorities, non-English speaking persons and persons with disabilities may request CAPER review accommodations via email and requests will be met with interpreters from the University of North Alabama.

As of Monday, July 29, 2024 there were no public comments, suggestions, or requests received. A copy of the CAPER draft and the CPP can be found on the link below.

https://florenceal.org/departments/planning\_and\_community\_development/community\_development \_block\_grant.php

# 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.

The geographic location of the Florence Community Development Block Grant has not changed.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

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

# 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.

The geographic location of the Florence Community Development Block Grant has not changed.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

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

# CR-58 - Section 3

# Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 8 – Total Labor Hours** 

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing					
Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding					
Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment					
including: drafting resumes,preparing for interviews, finding job					
opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide					
direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Table 9 - Qualitative Efforts - Number of Activities by Program

### Narrative

The City of Florence used qualitative efforts to encourage Section 3 opportunities. For example, Florence First is an opportunity for small businesses to apply for funding assistance. Florence First recipient data reflects that a 100% of businesses are locally owned, 100% employing low-Moderate Income Persons, and 51% to Disadvantaged Business Enterprises. Funding opportunities were advertised in several media outlets such as Times Daily and Courier Journals, Mayors news blast via participants email, City of Florence website, public bulletins. Many of the recipients of Florence First provided direct, on the job training. All residents of Florence with small businesses were encouraged to participate. However, Florence Community Development Block Grant allocation totals around \$300k annually. It is a rare circumstance that recipients of CDBG funds exceed the threshold of \$200,000. Therefore, Section 3 is difficult for Florence to utilize when funding rarely allows the opportunity.

# **Attachment**

# **CAPER Cover Page**

# City of Florence, Alabama

# Consolidated Annual Performance Evaluation Report

Community Development Block Grant

# **PY2023 IDIS PR02 Report**

U.S. Department of Housing and Urban Development Office of Community Planning and Development Integrated Disbursement and Information System List of Activities By Program Year And Project FLORENCE,AL IDIS - PR02 TIME: PAGE:

12:59

REPORT FOR CPD PROGRAM; ALL PGM YR: 2023

		Formula and Competitive Grants only							
Plan Year	IDIS Project	Project	IDIS Activity ID	Activity Name	Activity Status	Program	Funded Amount	Draw Amount	Balance
2023	1	Administrative B-23-MC-01-0003	685	Salary & Fringe B-23-MC-01-0003	Open	CDBG	\$36,000.00	\$36,000.00	\$0.00
			686	Travel & Education	Open	CDBG	\$7,854.04	\$7,854.04	\$0.00
			687	Office Equip & Maintenance	Open	CDBG	\$7,614.64	\$7,614.64	\$0.00
		Project Total					\$51,468.68	\$51,468.68	\$0.00
	2	Public Services B-23-MC-01-0003	690	MOMS	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			691	St. Vincent de Paul	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			692	Children's Museum of the Shoals	Completed	CDBG	\$1,000.00	\$1,000.00	\$0.00
			693	FHA Transit	Open	CDBG	\$10,000.00	\$7,500.00	\$2,500.00
			694	Common Ground Shoals	Completed	CDBG	\$12,000.00	\$12,000.00	\$0.00
			697	Shoals Community Clinic	Completed	CDBG	\$10,000.00	\$10,000.00	\$0.00
			700	HCCNWAL	Completed	CDBG	\$995.46	\$995.46	\$0.00
		Project Total					\$53,995.46	\$51,495.46	\$2,500.00
	3	Public Facilities & Improvements B-23-MC-01-0003	689	Florence Lauderdale Public Library	Open	CDBG	\$110,000.00	\$21,025.00	\$88,975.00
			701	Florence Park & Recreation Department	Completed	CDBG	\$41,000.00	\$41,000.00	\$0.00
		Project Total					\$151,000.00	\$62,025.00	\$88,975.00
	4	Residential Rehabilitation B-23-MC-01-0003	688	Community Action Agency of Northwest Alabama	Open	CDBG	\$100,000.00	\$64,137.23	\$35,862.77
		Project Total					\$100,000.00	\$64,137.23	\$35,862.77
	5	Economic Development B-23-MC-01-0003	696	Big Man BBQ	Completed	CDBG	\$20,600.00	\$20,600.00	\$0.00
		•	702	Laura's Studio of Performing Arts	Completed	CDBG	\$15,000.00	\$15,000.00	\$0.00
			705	Pak N Ship	Completed	CDBG	\$20,000.00	\$20,000.00	\$0.00
			708	Safari Adventures in Hair	Completed	CDBG	\$6,000.00	\$6,000.00	\$0.00
		Project Total					\$61,600.00	\$61,600.00	\$0.00
	Program Total					CDBG	\$418,064.14	\$290,726.37	\$127,337.77
	2023 Total						\$418,064.14	\$290,726.37	\$127,337.77
Program Grand Tot	al					CDBG	\$418,064.14	\$290,726.37	\$127,337.77
Grand Total							\$418,064.14	\$290,726.37	\$127,337.77

# **PY2023 IDIS PR26 Report**



PART I: SUMMARY OF CDBG RESOURCES	
01. UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	344,816.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME.	7,249.30
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 PUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
96a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	352,065.30
PART II: SUMMARY OF COBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	367,110.40
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	367,110.40
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	43,614.64
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)	410,725.04
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(58,659.74)
PART III: LOWMOD 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	367,110.40
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOWINGD CREDIT (SUM, LINES 17-20)	367,110.40
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: PY: PY:
24 CLIMULATIVE 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	40.000
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	50,522.12
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)	50,522.12
32 ENTITLEMENT GRANT	344,816.00
33 PRIOR YEAR PROGRAM INCOME	17,398.33
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	362,214.33
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.95%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	43,614,64
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40) 42 ENTITLEMENT GRANT	43,614.64
43 CURRENT YEAR PROGRAM INCOME	344,816.00 7,249.30
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	7,249.30
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	352,065.30
45 TOTAL SUBJECT TO FA CAP (SUM, LINES 42-44) 46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41A.INE 45)	12.39%
AN LEUKEN LAND AGENCIER LAN LA MATTER FOR THE ARTHUR AN	12.39%



# Office of Community Planning and Development

07-29-24

13:02

TIME:

PAGE:

U.S. Department of Housing and Urban Development Integrated Disbursement and Information System

PR26 - CDBG Financial Summary Report Program Year 2023

FLORENCE , AL

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

No data returned for this view. This might be because the applied filter excludes all data.

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

No data returned for this view. This might be because the applied filter excludes all 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
2020	6	676	6850946	Salvation Army of the Shoals-CV	03C	LIMC	\$1,500.00
2023	2	700	6875018	HOONWAL	03C	LMC	\$638.73
2023	2	700	6893054	HOONWAL	030	LMC	\$356.73
					03C	Matrix Code	\$2,495.46
2023	2	692	6846806	Children's Museum of the Shoals	030	LMC	\$1,000.00
2023	2	694	6847661	Common Ground Shoels	030	LMC	\$9,360.11
2023	2	694	6893055	Common Ground Shoals	030	LIVIC	\$2,639.89
					03D	Matrix Code	\$13,000.00
2023	3	689	6844241	Florence Lauderdale Public Library	03E	LMA	\$6,400.00
2023	3	689	6853188	Florence Lauderdale Public Library	900	LMA	\$1,110.00
2023	3	689	6862426	Florence Lauderdale Public Library	03E	LMA	\$1,522,50
2023	3	689	6871436	Florence Lauderdale Public Library	360	LMA	\$6,178,75
2023	3	689	6885981	Florence Lauderdale Public Library	03E	LMA	\$2,455.00
					03E	Matrix Code	\$17,666.25
2023	3	701	6869802	Florence Park & Recreation Department	03F	LMA	841,000.00
	-	102	GDGGGGE	Professional Park of Presidential Sequentiality	03F	Matrix Code	\$41,000.00
2022	3	674	6840162	DV Hope Garden	03N	LIWA	\$28,640.00
2022	3	0/4	0040102	DV Hope darben			
2020	53			Park Burning B	03N	Matrix Code	\$28,640.00
2020	6	695	6853196	FHS- Engineering Program	050	LMC	\$10,000.00
					05D	Matrix Code	\$10,000.00
2022	2	672	6768318	FHA Transit	05E	LIVIA	\$3,022.12
2023	2	693	6846824	PrtA Transit	050	LMA	\$7,500.00
					05E	Matrix Code	\$10,522.12
2023	2	690	6840739	MOMS	05F	LMA	\$10,000.00
					05F	Matrix Code	\$10,000.00
2023	2	697	6853195	Shoals Community Clinic	05M	LMA	\$7,638.00
2023	2	697	6875018	Shoals Community Clinic	05M	LMA	\$2,362.00
					OSM	Matrix Code	\$10,000.00
2023	2	691	6843692	St. Vincent de Paul	05Q	LMC	\$10,000.00
					06Q	Matrix Code	\$10,000.00
2022	6	681	6803007	Community Action Agency of Northwest Alabama	14A	LMH	\$13,647.68
2022	6	681	6816574	Community Action Agency of Northwest Alabama	14A	LMH	\$47,217.68
2022	6	681	6831183	Community Action Agency of Northwest Alabama	14A	LMH	\$18,732.19
2022	6	681	6836306	Community Action Agency of Northwest Alabama	14A	LMH	\$2,108.90
2022	6	681	6846789	Community Action Agency of Northwest Alabama	14A	LMH	817.600.44
2022	6	681	6854559	Community Action Agency of Northwest Alabama	14A	LMH	\$693.02
2023	4	688	6866710	Community Action Agency of Northwest Alabama	14A	LMH	811.148.57
2023	4	688	6876591	Community Action Agency of Northwest Alabama	14A	LWH	\$1,196.58
2023	4	688	6889399	Community Action Agency of Northwest Alabama	14A	LIMH	815,341.42
		Septe 1	0.000	and the state of t	144	Matrix Code	\$127,686.57
2021	4	707	6889961	Banget Patisserie	18A	LMU	\$15,000.00
2022	4	684	6801549	Florence ROCKSI- Taylor Grace Longcrier	18A	LMA	\$3,000.00
2022	4	684	6811066	Florence ROCKSI- Taylor Grace Longcrier	18A	LMA	\$500.00
2023	5	696	6853186	Big Man BBQ	18A	DMD	\$20,600.00
2023	5	702	6869802	Laura's Studio of Performing Arts	18A	LMU	\$15,000.00
2023	5	705	6889961	Pak N Ship	184	LMU	
2025		100	0009901	Pak is disp			\$20,000.00
2022	200	enn.	ananar.		184	Matrix Code	\$74,100.00
2022	4	680	6800707	Companion Coffee Roasters & Co	190	LWA	\$12,000.00
					180	Matrix Code	\$12,000.00



# Office of Community Planning and Development U.S. Department of Housing and Urban Development Integrated Disbursement and Information System

07-29-24

13:02

TIME:

PAGE:

PR26 - CDBG Financial Summary Report

Program Year 2023 FLORENCE , AL

Plan Year	Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
Total	000,000		O CANCEL COMP.		14 10 10 10		\$367,110.40

## 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 respon- to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2020	6	695	6853196	Yes	FHS- Engineering Program	B20MC010003	EN	05D	LMC	\$10,000.00
								05D	Matrix Code	\$10,000.00
2022	2	672	6768318	No	FHA Transit	B22MC010003	PI	05E	LMA	\$3,022.12
2023	2	693	6846824	No	FHA Transit	B23MC010003	EN	05E	LIMA	\$7,500.00
								05E	Matrix Code	\$10,522.12
2023	2	690	6840739	No	MOMS	B23MC010003	EN	05F	LWA	\$10,000.00
								05F	Matrix Code	\$10,000.00
2023	2	697	6853195	Yes	Shoals Community Clinic	B23MC010003	EN	05M	LMA	\$7,638.00
2023	2	697	6875018	Yes	Shoals Community Clinic	B23MC010003	EN	05M	LMA	\$2,362.00
								05M	Matrix Code	\$10,000.00
2023	2	691	6843692	No	St. Vincent de Paul	B23MC010003	EN	05Q	LMC	\$10,000.00
								05Q	Matrix Code	\$10,000.00
				No	Activity to prevent, prepare for, and respond to Coronavirus				State	\$30,522.12
				Yes	Activity to prevent, prepare for, and respond to Coronavirus				_	\$20,000.00
Total									35	\$50,522.12

# 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
2023	1	685	6871441	Salary & Fringe 8-23-MC-01-0003	21A		\$36,000.00
2023	1	687	6875003	Office Equip & Maintenance	21A		\$7,614.64
					21A	Matrix Code	\$43,614.64
Total						100000000000000000000000000000000000000	\$43,614,64

# **Website Publication**

