



City of Brookhaven, GA
2022 Consolidated Annual
Performance Evaluation Report (CAPER)

CDBG@BrookhavenGA.gov

Tarolyn Moore, CDBG Administrator

DRAFT

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.

In compliance with regulations from the U.S. Department of Housing and Urban Development (HUD), the City of Brookhaven developed the 2022 Consolidated Annual Performance and Evaluation Report (CAPER) for the reporting period of July 1, 2022 to June 30, 2023. The CAPER presents the City's accomplishments and progress towards its Five-Year Consolidated Plan 2021-2025 goals that align and focus funding from the Community Development Block Grant (CDBG) Program. Following the challenges of launching a CDBG Program during the COVID-19 global pandemic, Brookhaven initiated two 2021 Programs, Neighborhood Safety and ADA sidewalk improvements. Utilizing \$109,803 in 2021 funds and \$9,297 in 2022 funds, the City completed construction on 2021 ADA compliant curb ramps and sidewalk repair within the Buford Highway Target Area. Brookhaven's Targeted Code Enforcement activity expended \$640 and provided services in the target area by distributing bi-lingual magnets containing information highlighting housing code and tenant rights and including contact information. Additionally, the City's Neighborhood Safety activity under the purview of the Police Department hosted National Night Out, utilizing \$2,843.48 and reaching 2,478 citizens within the target area. During FY2022 staff also researched and began establishing processes for implementing the balance of 2021 projects. The City also utilized \$1,758.75 of 2022 allocated administrative funds.

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 |
|----------------------------------|--|-----------------|--|------------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| Homelessness Prevention | Homeless | CDBG: \$ | Homelessness Prevention | Persons Assisted | 100 | 0 | 0.00% | 20 | 0 | 0.00% |
| Household Stability and Security | Affordable Housing Non-Housing Community Development | CDBG: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 160 | 11,890 | 100% | 30 | 11,890 | 100% |
| Housing Quality | Affordable Housing | CDBG: \$ | Rental units rehabilitated | Household Housing Unit | 10 | 0 | 0.00% | 2 | 0 | 0.00% |
| Housing Quality | Affordable Housing | CDBG: \$ | Homeowner Housing Rehabilitated | Household Housing Unit | 10 | 0 | 0.00% | 5 | 0 | 0.00% |
| Housing Quality | Affordable Housing | CDBG: \$ | Housing Code Enforcement/Foreclosed Property Care | Household Housing Unit | 5 | 0 | 0.00% | 20 | 0 | 0.00% |
| Housing Supply | Affordable Housing | CDBG: \$ | Rental units constructed | Household Housing Unit | 50 | 0 | 0.00% | 10 | 0 | 0.00% |
| Housing Supply | Affordable Housing | CDBG: \$ | Homeowner Housing Added | Household Housing Unit | 5 | 0 | 0.00% | | | |
| Increase Median Household Income | Non-Housing Community Development | CDBG: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 50 | 0 | 0.00% | 10 | 0 | 0.00% |

| | | | | | | | | | | |
|--------------------------------------|-----------------------------------|----------|---|------------------------|-----|--------|-------|-----|--------|-------|
| Increase Median Household Income | Non-Housing Community Development | CDBG: \$ | Jobs created/retained | Jobs | 10 | 0 | 0.00% | | | |
| Neighborhood Business Districts | Non-Housing Community Development | CDBG: \$ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 200 | 0 | 0.00% | 50 | | 0.00% |
| Neighborhood Facilities Improvements | Non-Housing Community Development | CDBG: \$ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 500 | 11,365 | 100% | 100 | 11,365 | 100% |
| Non-Homeless Special Needs | Non-Homeless Special Needs | CDBG: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 100 | 2,478 | 100% | | | |
| Non-Homeless Special Needs | Non-Homeless Special Needs | CDBG: \$ | Homeowner Housing Rehabilitated | Household Housing Unit | 0 | 0 | | 5 | 0 | 0.00% |
| Reduce Environmental Hazards | Non-Housing Community Development | CDBG: \$ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 200 | 0 | 0.00% | 100 | 10 | 0.00% |
| Reduce Environmental Hazards | Non-Housing Community Development | CDBG: \$ | Homeowner Housing Rehabilitated | Household Housing Unit | 10 | 0 | 0.00% | 2 | 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's highest funded priority in 2022 was Housing Quality city-wide and in Buford Hwy Target Area. Goals were to improve owner occupied and rental units as well as targeted code enforcement. Brookhaven brought on specialized personnel to manage the CDBG funds. During the 2022 year the City will begin identifying eligible applicants. The City recognizes the inspection, application and bid process will be extensive as we launch this program and anticipate that we will begin assisting applicants in the 2023 program year. The second highest funding priority was ADA sidewalk improvement and repair in the Buford Highway Target Area, supporting both Neighborhood Facilities Improvements and Neighborhood Business Districts allowing access to those businesses. The ADA sidewalk improvement and repair activity resulted in the completion of 14 hazard repairs and 11 ADA pad installation/repairs early in the 2022 plan year. The City expended \$119,100 towards this project with this project benefiting the entire community of 11,365 residents residing within the census tracts of the target area. The next highest priority was \$4,302.58 for Planning and Administration. These activities advanced the goals of Housing Supply, Housing Quality, Household Stability and Security, Increase Median Household Income, Homeless Prevention, Neighborhood Business Districts, Non-homeless Special Needs, and Neighborhood Facility Improvements and served the entire Brookhaven low/mod population. Brookhaven made strides in supporting its Neighborhood Safety Goal, hosting National Night out on the national event day in the Buford Highway Target Area, serving an estimated 2,478 low/mod individuals based on turnout and area demographics. The City's Department of Community Development expended \$640 for the creation and distribution of a bi-lingual fair housing magnet that serves as an education and resource tool to provide citizens in the Buford Highway Target Area information on Fair Housing Rights and contact information as well as targeted enforcement.

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 | 10,326 |
| Black or African American | 2,486 |
| Asian | 494 |
| American Indian or American Native | 537 |
| Native Hawaiian or Other Pacific Islander | 0 |
| Total | 13,843 |
| Hispanic | 2,267 |
| Not Hispanic | 11,576 |

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

Narrative

The City completed construction on 2021 ADA compliant curb ramps and sidewalk repair within the Buford Highway Target Area utilizing \$109,803 in 2021 funds and \$9,297 in 2022 funds. It is anticipated that this project benefited the entire community of 11,365 residents residing within the census tracts of the target area. Brookhaven's Targeted Code Enforcement activity expended \$640 and provided services in the target area (comprised of 11,890 persons) by desiminating magnets containing information highlighting housing code and tenant rights. Additionally, the City's Neighborhood Safety activity under the pervue of the Police Department hosting National Night Out utilized \$2,843.48 and reached 2,478 citizens within the target area.

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 | 336,933 | 124,342.23 |

Table 3 - Resources Made Available

Narrative

The City completed construction on 2021 ADA compliant curb ramps and sidewalk repair within the Buford Highway Target Area utilizing \$109,803 in 2021 funds and \$9,297 in 2022 funds. Brookhaven's Targeted Code Enforcement activity expended \$640 and the City's Neighborhood Safety activity under the pervue of the Police Department hosted National Night Out utilized \$2,843.48 . The City has initiated activities and contracts for that program and anticipates all will be started and the majority completed in the 2023 Plan Year. Administrative expenses for CDBG program managemet utilized \$1,758.75 during 2022. The PR26 captures administrative funds totaling \$73,000 that were under contract in 2021 but not drawn until 2022. The City's is working to develop program descriptions and requests for proposals in order to utilize all 2021 and 2022 remaining resources.

Identify the geographic distribution and location of investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|-------------------------------------|----------------------------------|---------------------------------|-----------------------|
| Buford Highway Corridor Target Area | 75 | 75 | Priority Area |

Table 4 – Identify the geographic distribution and location of investments

Narrative

Through the process of developing the 2021-25 Consolidated Plan, the City identified the Buford Highway corridor as a priority target area due to high incidence of low-grade housing, and density of low/ mod households. The City of Brookhaven has targeted its scarce federal resources in low- and moderate-income neighborhoods in an effort to undertake comprehensive redevelopment activities that benefit residents and have lasting change. The remaining funding is allocated to Administration and serving low/mod individual needs identified in other pockets of the City through the Community outreach process and available demographics.

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.

Resources are scarce and targeting will remain a critical tool to maximize the impact of the CDBG funds through additional leverage of city, state, and federal funds. Amenities in target area were installed in the program year, creating a safe community gathering space. Additionally, the City utilized Special Purpose Local Option Sales Tax to build a state of the Art Public Safety Center, with a community education and outreach center in the Target Area. The City has worked closely with the Metropolitan Atlanta Rapid Transit Agency to monitor and assist on design and community outreach for the conversion of the Buford Hwy Bus route to Arterial Rapid Transit, using the MARTA sales tax funds totaling \$49 million. At this time, the City is developing a Buford Highway Improvement Plan & Economic Development Strategy with an estimated project cost of \$12,190,000 in local funds. Additionally, in efforts to aid local traffic congestion, improve air quality and provide safer pedestrian nodes, in the 2022 Program year the following financial commitments were made:

- Brookhaven received \$700,000 in Federal Highway Administration funds and is contributing \$175,000 in local funds, working with the Georgia Department of Transportation to design a vehicular bridge from Buford Hwy over I-85 with to include a multi-use trail that will allow target area residents easier access to employment opportunities at Emory Executive Park and Children's Healthcare of Atlanta flagship campus opening in 2024. Combined job creation projections for the medical campuses is 30,000. In the 2022 the City continued planning and engineering on Peachtree Creek Greenway Phase II, leveraging this federally funded project that will increase pedestrian access to transit, jobs, retail and community support services while providing access to greenspace and community gathering space for the Buford Hwy target area. Total federal commitment in that project to date is \$5,599,544 with a local committed match of \$1,399,886 through federal fiscal year 2024.

The City has maintained our partnerships with key stake holders and worked with Goodwill, Salvation Army, the St. Vincent de Paul Society, and the Latin American Association in order to continue identifying highest need and plan for providing targeted aid, childcare, as well as fair housing choice and career education. The City continues to work with the DeKalb County Continuum of Care to access funds and services that are distributed to the County and combine with CDBG funded programs in Brookhaven to address homeless, avoid eviction and advance home ownership.

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 | 50 | 0 |
| Number of Non-Homeless households to be provided affordable housing units | 50 | 0 |
| Number of Special-Needs households to be provided affordable housing units | 50 | 0 |
| Total | 150 | 0 |

Table 5 – Number of Households

| | One-Year Goal | Actual |
|--|---------------|----------|
| Number of households supported through Rental Assistance | 0 | 0 |
| Number of households supported through The Production of New Units | 0 | 0 |
| Number of households supported through Rehab of Existing Units | 10 | 0 |
| Number of households supported through Acquisition of Existing Units | 0 | 0 |
| Total | 10 | 0 |

Table 6 – Number of Households Supported

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

As a new grantee during COVID, Brookhaven faced challenges with our initial start up of housing activities. During 2022 we have been able to begin the process of developing the frame work to determine how to best provide assistance to our low-mod income citizens. It remains difficult to predict outcomes, however the City is confident that we will be able to meet our goals over the 5-year time frame as stated in the Consolidated Plan. We will continue to make adjustments to improve outcomes as we learn.

Discuss how these outcomes will impact future annual action plans.

The City does not anticipate that 2022 outcomes will negatively impact future annual plans. We are currently in the process of developing the frame work to dedetermine how to best provide housing assistance to our low to moderate income citizens and feel confident that we will be able to achieve our goals within the 5-year consolidated plan.

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

Although the City has not completed affordable housing activities, the following activities have been successfully carried out: Construction on 2021 ADA compliant curb ramps and sidewalk repair within the Buford Highway Target Area utilizing \$109,803 in 2021 funds and \$9,297 in 2022 funds. It is anticipated that this project benefited the entire community of 11,365 residents residing within the census tracts of the target area. Brookhaven’s Targeted Code Enforcement activity expended \$640 and provided services in the target area (comprised of 11,890 persons) by distributing bi-lingual fair housing magnets containing information highlighting housing code and tenant rights. Additionally, the City’s Neighborhood Safety activity under the perview of the Police Department hosted National Night Out utilized \$2,843.48 and reached 2,478 citizens within the target area. National Night Out was a successful event that showcased the vital importance of police-community partnerships and citizen involvement in making their community safer. This event received considerable leveraging in the form of vendor participation, donations for swag bags for the community and donated time from City of Brookhaven employees.

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

While homeless services are provided by DeKalb County, the extremely limited resources and the high need are addressed locally. The City reaches out to the homeless by establishing crucial partnerships with the Salvation Army, located in Brookhaven providing local services to the homeless population. The City's dedicated Community Policing Officer meets with homeless individuals weekly at the Salvation Army Service Center, at their encampments or on the street and assists in connecting to services provided through non-profits, the State of Georgia and the Dekalb County Continuum of Care. Additionally, the City Code Enforcement Department identifies homeless individuals and makes contact when able. Information is transferred to the Police Department Community Outreach services for referral. Efforts are made to contact the individual to assess need and connect to services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City conducts outreach and works through the Salvation Army and Dekalb County services to transport willing persons to shelters and connect to the appropriate county and not-for-profit programs. The City meets with the County Continuum of Care (CoC) Group to monitor and reconsider programs. Initially the City faced considerable challenges with being able to gain access to CoC staff to form a partnership for the coordination of services. After sustained efforts, the City was able to develop and maintain a necessary and valuable line of communication and coordination. City staff attends the County Continuum of Care monthly meetings and all other partner meetings to assess how we can best provide assistance.

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

The City will continue work with the DeKalb county continuum of care and known social service agencies to formalize the established partnerships tasked with identifying risk and avoiding

homelessness. Partnerships established during COVID remains strong and vital to our continuing work of assisting citizens with avoiding homelessness. In the 2022 program year, the City began collaborating with several organizations to help and find resources for persons seeking asylum.

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

While these are all services that are the responsibility of DeKalb County, Brookhaven worked with the Salvation Army and DeKalb County services to shelter willing persons through the appropriate county programs. Presently the DeKalb County waiting list for affordable units is closed, so working to increase access to shelter beds, services and transition housing is critical. The City's partnership with the homeless mission at the Salvation Army and direct outreach through community policing efforts seek to establish relationships to identify the most at risk individuals and those who have recently been discharged. Additionally, the City continues to fund a full-time 24/7 mental health responder in the Brookhaven Police Department who assists in evaluation and authorizes healthcare transport in lieu of any detention. This fast tracks at-risk individuals into a more robust system if required.

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

Actions taken to address the needs of public housing

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

Actions taken to provide assistance to troubled PHAs

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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)

No affordable units were developed in the 2022 plan year. Funding is not adequate to develop or build affordable housing units due to the high cost of land in the target area and extremely limited funding. According to the most recent data on the cost of living, Brookhaven has an overall cost of living index of 125 which is 1.2 times higher than the national index of 100 and 1.4 times higher than Georgia's index of 91. Given that resources to develop affordable housing is extremely limited locally and in the County, the Community Development Department continues to educate developers on the restrictions and the incentives offered to encourage the market. The City of Brookhaven adopted our Analysis of Impediments to Fair Housing Choice (AI) Plan as part of the planning process to become a CDBG entitlement community in 2021. Identified impediments included gentrification, low use of Housing Choice vouchers by landlords and market forces. Georgia's status as a land rights state and extremely limited state investment in affordable housing amplify the problem. Brookhaven has taken proactive steps and passed a city-wide affordable housing ordinance.

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

The City of Brookhaven does not directly operate any public facilities that meet underserved needs. However, the City remains an active partner with Latin American Association to provide a food pantry in the target area utilizing general fund dollars to sustain that effort. The city applied for additional FHWA funds to further the development of a multi-use path providing last mile connectivity to transit and safer pedestrian access to schools, work, and commercial areas in the Buford Highway target area. Amenities in target area were installed in the program year, creating a safe community gathering space. Additionally, the City utilized Special Purpose Local Option Sales Tax to build a state of the Art Public Safety Center, with a community education and outreach center in the Target Area. The City has worked closely with the Metropolitan Atlanta Rapid Transit Agency to monitor and assist on design and community outreach for the conversion of the Buford Hwy Bus route to Arterial Rapid Transit, using the MARTA sales tax funds. At this time, the City is developing a Buford Highway transportation and safety improvement plan that is expected to be completed in the 2023 program year. Additionally, as reported in the 2021 CAPER, Brookhaven passed a Special Service Tax District program and dedicated funds to a pedestrian bridge that will be constructed over Interstate I-85 safely connecting the Buford Hwy Target Area to the growing healthcare campuses of Children's Healthcare of Atlanta and Emory Hospital. Work on this project continues and it is currently in the planning phase.

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

Initial studies during the development of the 2021 – 2025 Consolidated Plan did not identify a substantial number of housing units located within the City of Brookhaven that contained lead-based paint. However, the City will address lead-based paint hazards in properties that receive CDBG funds. Additionally, the city will identify neighborhoods where children could be at high risk for lead poisoning and provide education and outreach to those families. The city will also seek additional funding to remove lead-based paint hazards in units with young children and expand the inventory of lead safe housing units. This remains an important Activity in the Consolidated Plan and staff intends to work to identify households or public area and allocate funds in the 2023, 2024 or 2025 Action Plans.

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

The actions are identified in the 2021, 2022 and 2023 Action Plans and will launch during the 2024 Program Year.

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

The City's grants management policy, adopted 2016 and amended 2019 established Brookhaven's grants management system and staff is continually updating training on State and Federal grants management. As the CDBG program is new and encompasses a steep learning curve, staff relied heavily on the local HUD office, the HUD website and training modules, the Integrated Disbursement and Information System (IDIS) handbook and the IDIS help desk to work through multiple issues. During the 2021 Action Plan year, the City followed guidance and consulted with other CDBG communities to issue Bid Document for construction of sidewalks. During the 2022 Action Plan Year, this agreement will be issued based on guidance available on the CDBG site and in consultation with other communities in order to identify best practices. Brookhaven also consulted with HUD staff and used resources available on the HUD site to complete the Substantial Amendment and the Environmental Documents relative to the bid. The 2021 Action Plan Year, challenged by delayed funding, use of all Administrative funds in the planning process, and COVID related disruptions allowed an outstanding opportunity for Brookhaven to assess institutional needs and identify any weaknesses prior to initiating Activities. Based on that, in the 2022 Plan Year, the City intends to increase staffing with specific CDBG expertise and experience as well as maintain the highest level of training for staff associated with the program.

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

Public Housing is operated by DeKalb County as it is a function of the DeKalb County Housing Authority. The County receives all federal public housing funds.

During the 2022 Plan Year, Brookhaven continued our relationship with the Latin American Association through establishment of a local food bank; Salvation Army through homeless outreach; and Los Vecinos

de Buford Highway through partnering with code enforcement to monitor landlords addressing an emergent plumbing problem in a multi-family complex. While these activities were not funded through CDBG, they lay the groundwork for Activities throughout the Consolidated Plan years. Brookhaven joined the working group for the DeKalb County Continuum of Care and Asylum Seekers in order to identify and coordinate services and response.

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

Brookhaven continues to work directly with landlords in order to swiftly address code violations and educate tenants on rights and processes for reporting. The City developed and disseminated Tenant Resource magnets within the Buford Highway Target Area by Code Enforcement. By scanning the QR Code on the magnets, residents received access to information on their housing rights, how to report a code violation and links to resources for services. High need, the cost of land, and extremely limited resources do not allow for the City to control the price of apartments or home purchases, however the Economic Development Department continues to meet with Affordable Housing developers to express Brookhaven's interest in partnering on an affordable housing choice project.

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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

Brookhaven initiated two 2021 Programs, Neighborhood Safety and ADA sidewalk improvements. Utilizing \$109,803 in 2021 funds and \$9,297 in 2022 funds, the City completed construction on 2021 ADA compliant curb ramps and sidewalk repair within the Buford Highway Target Area. Brookhaven's Targeted Code Enforcement activity expended \$640 and provided services in the target area by distributing magnets containing information highlighting housing code, contact information and tenant rights. Additionally, the City's Neighborhood Safety activity under the purview of the Police Department hosted National Night Out utilized \$2,843.48 and reached 2,478 citizens within the target area. During FY2022 staff also researched and began establishing processes for implementing the balance of 2021 projects. Administrative expenses for the management of the program utilized \$1,758.75 of 2022 allocated funds. All activities used best practices.

For construction projects, the City utilized the competitive sealed bid process and followed our established procurement policy. All vendors were required to meet with city staff to review CDBG guidelines that are included in the agreement. The ADA sidewalk improvements construction project was managed by the Public Works Department and monitored by the Department of Strategic Partnerships as the CDBG Administrator. The Administrator completed all federally required reporting, environmental, Davis Bacon, etc., prior to initiating, making payment and/or closing out the activity.

The Public Services projects; Code Enforcement Fair Housing Magnets, Police Department National Night Out and administrative expenses were all procured as small purchases and followed Brookhaven's procurement policy. Each activity was monitored by the Department of Strategic Partnerships as the CDBG Administrator.

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.

In compliance with the 15-day public review period for annual reports specified in the City's Citizen Participation Plan, a public comment period for the City's 2022 CAPER began on September 11, 2023 and ended September 25, 2023. Posting and comment period was advertised in the Champion Newspaper in English and Mundo Hispanico in Spanish. Notification of the public comment period was also publicized in English and Spanish language on social media. The City also advertised and hosted a public hearing on

September 26, 2023, at the Brookhaven City Hall and a presentation was given, broadcast on Zoom and Facebook. Spanish language translation was available.

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.

None at this time.

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

No

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

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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.

None at this time.

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

No

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

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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. | | | | | |
| Other. | | | | | |

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

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