



2014 Program Year CAPER



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

Program Year 5 CAPER Executive Summary response:

In order to receive federal funding as an Entitlement community, Terrebonne Parish Consolidated Government is required by the U.S. Department of Housing and Urban Development (HUD) to establish and implement a Consolidated Plan. The overall goals established by HUD and set forth in the regulations are to provide decent affordable housing, to provide suitable living environments and to expand economic opportunities for very low, low and moderate income individuals. The purpose of the Consolidated Plan is to identify Terrebonne Parish's housing and community development needs, establish goals and objectives for addressing those needs and to identify the programs and funding required to achieve established goals and objectives.

This document, the 2014 Consolidated Annual Performance and Evaluation Report (CAPER), evaluates Terrebonne Parish Consolidated Government's performance in funding and implementing the priority housing and community development activities reported in the 2014 Annual Action Plan and the progress in achieving the overall five-year goals and objectives established in the Consolidated Plan.

General Questions

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 5 CAPER General Questions response:

The following table lists all projects for the reporting period and includes proposed accomplishments, actual accomplishments, objectives and outcomes.

*16 First Time Homebuyers received assistance from TPCG’s CDBG Disaster allocation, which is not part of the regular entitlement allocation.

Matrix Code and Description	Proposed Accomplishment	Actual Accomplishment	Objective	Outcome
03T Operating Costs of Homeless Programs Homeless Assistance Services	70	86	2	1
05L Child Care Services Head Start Operations	200	368	3	1
05S Rental Housing Subsidies Tenant Based Rental Assistance	15	20	2	2
13 Direct Homeownership Assistance to First Time Homebuyers	12	17*	2	2
14A Rehab; Single-Unit Residential Housing Rehabilitation/Replacement	13	33	2	3
14G Acquisition- for Rehabilitation CHDO Housing Development	1	0	2	2
14H Rehabilitation Administration Rehabilitation Administration	50	115	2	3
Total	361	639		

Objectives

- 1- Suitable living environment
- 2- Decent Housing
- 3- Economic Opportunity

Outcomes

- 1- Availability/Accessibility
- 2- Affordability
- 3- Sustainability

Breakdown of the CPD formula grant funds spent in 2014

CDBG Expenditures	Expenses
Head Start Operations	30,000.00
Homeless Assistance	103,550.00
Economic Opportunity	133,550.00
Rehab/Replacement	864,337.37
Rehab Administration (administration for CDBG and HOME)	215,837.87
Decent Housing	1,080,175.24

HOME Expenditures	Expenses
First Time Homebuyer	8,180.29
Tenant Based Rental Assistance	14,621.16
Rehab/Replacement	207,612.47
Decent Housing	230,414.37

Changes as a Result of Experiences

The term of the Tenant Based Rental Assistance Program is being extended from 12 months to up to 24 months in an effort to give families the time required to become self-sufficient.

Impediments to Fair Housing Choice

Terrebonne Parish's last analysis was completed on July 8, 2011. The analysis found the following impediments:

1. Insufficient state-wide fair housing system capacity to respond to questions or concerns to address fair housing needs.
2. Lack of an effective referral system, as interested persons are referred to too many different places.
3. Lack of sufficient fair housing outreach and education.
4. Lack of sufficient financial literacy.

Actions taken to overcome effects of the impediments found are as follows:

1. Fair housing information that includes links to the HUD "Equal Opportunity For All" booklet, "Bad Landlords In Federal Housing" publication, fair housing public service announcements and Fair Housing complaint forms have been added to TPCG's community development webpage.
2. Fair housing complainants that have internet access will be referred to the HUD Housing Discrimination on-line form. Complainants that do not have internet access will be provided with a printed form, HUD's 1-800 number and/or HUD's Office of Fair Housing and Equal Opportunity mailing address.
3. The Terrebonne Parish President and Council officially proclaimed April 2014 as Fair Housing Month in Terrebonne. This proclamation was made at a public meeting that was aired on Houma Television for two weeks and was also made available on the Terrebonne Parish Council webpage. The Department

of Housing & Human Services placed a fair housing message on the TPCG main webpage with a link to the "Accents" and "It's illegal to Discriminate (signed version) public service announcements for the entire month of April that can be viewed at <http://www.youtube.com/watch?v=84k2iM30vbY> Fair Housing posters received from the National Fair Housing Alliance were displayed at TPCG government offices.

4. Section 8 Landlords and prospective landlords are provided with Nan McKay's "The Owner Handbook" that covers HUD's fair housing requirements.
5. Community Development staff periodically meet with local real estate agencies to provide a summary of programs and services provided by the Housing & Human Services Department, which includes an explanation of fair housing and non-discrimination requirements.
6. Links to the publications "Buying a Home Guide" and "8 Signs of Predatory Lending" are located on TPCG's Community Development webpage http://www.tpcg.org/index.php?f=community_development&p=related_info

An analysis of the geographic distribution of racial and ethnic populations of the Houma-Terrebonne Consolidated Area was conducted by comparing the average share of a certain population to the share of all census tracts in the Houma-Terrebonne Consolidated Area. The computed census tract shares were then plotted on a geographic map to determine if the areas exhibited a disproportionate share. HUD defines a population as having a disproportionate share when a particular portion of that population is more than 10 percentage points higher than the jurisdiction average. The analysis found disproportionate shares of the African American population in the City of Houma and the northern areas of Terrebonne Parish. A similar spatial evaluation of the concentration of the Hispanic population revealed that while there were no disproportionate shares, the majority of the Hispanic population was in or near Houma. An analysis of the Asian population showed that there were no disproportionate concentrations in the Houma-Terrebonne Consolidated Area and that the Asian population was fairly well distributed across all census tracts.

Pages 7 and 8 of this report show that the majority of CDBG and HOME activities were carried out Parish-Wide. Of the 33 homeowners served through the Housing Rehabilitation/Replacement Program 13 homeowners reside in the City of Houma and 7 reside in northern Terrebonne. 18 of the 20 homeowners served in these disproportionate areas were African American. The Head Start Program, which is subsidized by CDBG has 3 centers in Houma with 4 classrooms and 2 centers in north Terrebonne with 3 classrooms.

Actions taken to address obstacles to meeting underserved needs listed in Action Plan

Terrebonne Parish Consolidated Government's Department of Housing and Human Services offers the following variety of services to the residents of Terrebonne Parish that are funded by various Federal, State and local sources in addition to CDBG and HOME that provide additional assets to help meet underserved needs.

Section 8 Housing Assistance Program (985) 873-6799: This program allows families to pay no more than 30% of their household income to basic housing costs. When including the value of housing subsidy payments made by the Parish for rental assistance, many families on this program are able to avoid falling below the poverty

line.

Family Self Sufficiency: The Section 8 Program provides all participants the opportunity to take part in the Family Self Sufficiency Program. This program encourages families to enter into a five year contract that sets specific goals to be obtained. As income increases during the contract period rental payments that are reduced to the landlord are deposited into an escrow account. Once the self sufficiency goals have been obtained and/or the participant no longer requires housing assistance payments, they are allowed to withdraw the funds that were deposited into their account.

Weatherization (985) 873-6817: Monies are received from the U.S. Department of Energy through the Louisiana Housing Corporation to assist low-income families, particularly the elderly and handicapped, to make their homes more energy efficient.

CSBG Grants (985) 873-6817: The U.S. Department of Labor through its CSBG grants will fund a variety of human and economic development services and activities for low-income families and individuals. These activities will be used to assist low income people to become financially stabilized through budget management, crisis intervention strategies, short term mortgages/rent, first month's rent and utilities.

LIHEAP (985) 873-6817: The Low Income Home Energy Assistance Program provides emergency assistance for energy bills for low-income families. Funds are received from the U.S. Department of Energy through the Louisiana Housing Corporation.

FEMA (985) 873-6817: These funds are received from the U.S. Department of Federal Emergency Management Agency through the Emergency Food and Shelter National Board Program. Emergency rent assistance or mortgage payments will be provided for needy low-income families.

Commodities (985) 873-6817: The U.S. Department of Agriculture Surplus Commodities Program and Second Harvesters Food Bank provide food for low-income families on a quarterly basis. Approximately 1200 families utilize this program throughout the year. Monies typically used to purchase food can be expended on other family necessities.

Head Start (985) 580-7273: Daycare services are provided for 200 children yearly, allowing parents to become employed or to participate in educational programs thus fostering economical opportunities.

Tenant Based Rental Assistance (985) 873-6547: Very-low and low-income homeless families with children will be provided with direct rental subsidies for twenty four months. When including the value of housing subsidy payments made by the Parish for rental assistance, many families on this program are able to avoid falling below the poverty line.

Housing Rehabilitation/Replacement (985) 873-6798: Of the households to benefit from this program, approximately 80% are expected to be below poverty. The housing program will not raise families out of poverty, but will allow these families to make better use of their limited incomes.

The Parish will continue to seek new funding sources for programs to address underserved needs. The lack of adequate funding is a major obstacle in providing the services needed.

Leveraging

CDBG	HUD Funds	Federal/State/Local Leverage
<i>Head Start Operations</i>	<i>30,000.00</i>	<i>1,248,000.00 (Fed)</i>
<i>Homeless Assistance</i>	<i>103,550.00</i>	<i>27,000.00 (Parish) 45,846.78 (State)</i>

Matching Requirement

The HOME Program requires that participating jurisdictions provide match funds in an amount equal to no less than 25% of the total HOME funds drawn down for project costs. In accordance with 24 CFR 92.222, Terrebonne Parish Consolidated Government satisfied distress criteria, which provided for a 50% match reduction for FFY 2014, which was October 1, 2013 – September 30, 2014. During this time period, \$133,216.88 in HOME funds were expended. TPCG’s match requirement of 12.5% totalled \$16,652.00. Local general fund dollars provided for the match requirement. A copy of the 2014 HOME match log is attached to this report.

Managing the Process

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

Program Year 5 CAPER Managing the Process response:

TPCG verifies that each project proposed in its annual action plan meets one of three national objectives. The national objective citation is documented on the Project Sheets that are incorporated into the Consolidated Plan Management Process tool.

All activities completed in 2014 met the national objective of benefit to low and moderate-income persons. Income eligibility for each housing and public service activity is determined by household income. Before being undertaken, an environmental review of each activity is conducted to ensure regulatory compliance.

Citizen Participation

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.

Program Year 5 CAPER Citizen Participation response:

A public notice was published in TPCG's official journal, The Courier, on April 20th and 21st 2015 announcing the availability of the Consolidated Annual Performance Evaluation Report (CAPER) covering TPCG's Community Development Block Grant and HOME Investment Partnership Program activity for the year ending 2014. The CAPER was also posted on TPCG's Community Development webpage http://www.tpcg.org/index.php?f=community_development&p=index It was available for review from April 22, 2015 to May 6, 2015. No comments regarding the CAPER were received from the public.

Federal Funds Available, Committed and Expended in 2014

Entitlement Programs
Community Development Block Grant

2013 Balance	Activity	Final Use of Funds 2014	Expenses	Geographic Distribution
0.00	Head Start Operations	30,000.00	30,000.00	Parish-wide
0.00	Homeless Assistance	103,550.00	103,550.00	Parish-wide
931,480.38	Housing Rehab	556,985.25	864,337.37	Parish-wide
7,197.15	Rehab Administration	208,640.72	215,837.87	Parish-wide
211,865.77	Discontinued Program*	0.00	0.00	N/A
0.00	Administration	178,077.80	178,077.80	N/A
1,150,543.30	TOTAL	890,389.00	1,391,803.04	

**Discontinued Program funds will be moved to the Housing Rehab Program*

CDBG Program Income

2013 Program Income Balance	Activities	Allocation of 2014 Income Received	Expenses	Geographic Distribution
	Rehab/Replacement	24,550.00	33,796.63	Parish-wide
	Rehab Administration	0.00	0.00	N/A
	ECD Revolving Loan	28,088.31	0.00	N/A
	Administration IDIS	13,159.58	13,159.58	N/A
5,706.13	PROGRAM INCOME	65,797.89	46,956.21	

Home Investment Partnerships Program

2013 Balance	Activity	Final Use of Funds 2014	Expenses	Geographic Distribution
39,889.05	CHDO	43,971.15	0.00	N/A
168,540.88	First Time Homebuyer	0.00	8,180.29	Parish-wide
186,129.22	Rehab/Replacement	147,855.75	207,612.47	Parish-wide
155,819.83	Tenant Based Rental Assistance	72,000.00	14,621.61	Parish-wide
0.00	Administration	29,314.10	29,314.10	N/A
550,378.98	TOTAL	293,141.00	259,728.47	

HOME Investment Partnerships Program Income

2013 Balance	Activity	Allocation of 2014 Income Received	Program Income Expenses	Geographical Distribution
	CHDO	43,603.11	0.00	N/A
	First Time Homebuyer	0.00	7,313.26	Parish-wide
	Rehab/Replacement	0.00	13,433.19	Parish-wide
	Tenant Based Rental Assistance	0.00	20,265.15	Parish-wide
	Administration	4,844.79	0.00	N/A
23,243.76	Program Income	48,447.90	41,011.60	

Institutional Structure

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

Program Year 5 CAPER Institutional Structure response:

In an effort to overcome gaps in the institutional structure of service delivery, Terrebonne Parish Consolidated Government's Housing & Human Services Department coordinates services with the Louisiana Coastal Homeless Coalition and the Terrebonne Parish Community Action Advisory Board.

The Department of Housing and Human Services provides all Section 8, Head Start, Community Services Block Grant, Weatherization Assistance Program, Community Development Block Grant, HOME Investment Partnerships Program, and State Emergency Shelter Grant activities. The Department also partners with several groups that receive other federal funds. Among these are the Houma Housing Authority (Public Housing), Terrebonne Council on Aging (Section 202 Housing), START Corporation (811 Housing and Continuum of Care funds), Gulf Coast Teaching Services (Continuum of Care funds), and Options for Independence (Continuum of Care funds).

Monitoring

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 5 CAPER monitoring response:

Monitoring

All federally funded programs are monitored on a continual basis by the staff of the Housing and Human Services Department and the Parish Accounting Department by comparing HUD's Integrated Disbursement and Information System reports to expenses keyed into the Parish's AS/400 financial application system and excel financial reports developed by both Departments. All CDBG and HOME funded programs are included in the Terrebonne Parish Consolidated Government annual audit conducted by a licensed certified public accountant.

CDBG and HOME Sub-recipient monitoring consist of telephone conferences, meetings, monitoring visits and annual performance evaluations, as set forth in Terrebonne Parish Consolidated Government's Sub-Recipient Monitoring Procedures.

This report, the "Consolidated Annual Performance Report (CAPER)" of the past year's activities and expenditure of funds summarizes actions taken to meet the goals and priorities of the 2014 Annual Action Plan. The performance report will be available to the public for review and comment prior to submittal to HUD. The performance report serves as a tool to measure the proposed outcomes of the specific objectives set forth in 2014 Annual Plan.

Self Evaluation

Program Effects, Progress and Impact on Identified Needs

Beautiful Beginnings Center

Outcome/Objective: Improved access to decent temporary housing and economic opportunity by providing matching funds for the operation of a homeless shelter.

Indicator: Number of homeless persons that were provided with temporary shelter, match savings and case management.

Progress and Impact on Identified Needs

The Beautiful Beginnings Center provided temporary emergency shelter to 86 homeless persons in 2014. The center consists of 8 family units with 26 beds. This center meets the objectives adopted by the Louisiana Coastal Homeless Coalition by providing shelter to families with children, increasing the number of homeless persons moving from temporary to permanent shelter and increasing the percentage of homeless persons becoming employed. Shelter residents are required to gain employment or be enrolled in an accredited education program full-time. The Center offers a savings match program for residents that are working toward documented goals. Resident savings are matched up to \$500.00 for payment towards permanent housing costs upon exit. In addition, residents that meet goals and follow shelter rules throughout the duration of their stay are referred to the Tenant Based Rental Assistance Program, which provides rental assistance payments for up to 12 months.

Housing Rehabilitation/Replacement Program

Outcome/Objective: *Improved sustainability of decent affordable housing for low-income homeowners by providing repairs needed to eliminate health/safety hazards and bring housing units to Terrebonne Parish Code.*

Indicator: *The number of health and safety hazards eliminated and the number of housing units that were brought to code.*

Progress and Impact on Identified Needs

This program brought owner occupied homes that were substandard up to Terrebonne Parish Code through either rehabilitation or replacement. This activity was identified as a high priority in the Consolidated Plan. 7 housing units were completely brought to code, 2 were replaced and 24 units were repaired to eliminate health and safety hazards.

Housing Rehabilitation/Replacement Administration

Outcome/Objective: *Improved sustainability of decent affordable housing for low-income homeowners by providing application intake, eligibility screening, case management, inspections and construction management.*

Indicator: *The number of housing units inspected.*

Progress and Impact on Identified Needs

115 housing units were inspected and evaluated for placement on the waiting list, emergency repair and construction management.

First Time Homebuyers Program

Outcome/Objective: *Improved affordability of decent owner occupied housing by providing down payment and closing cost assistance to low income households.*

Indicator: *The number of low income renters that purchased a home.*

Progress and Impact on Identified Needs

The HOME Program funded First Time Homebuyers Program provided down payment and closing costs assistance to 3 first time homebuyers in 2014.

In an effort to increase homeownership and affordability of decent housing in Terrebonne Parish following Hurricanes Gustav and Ike, a Disaster First Time Homebuyer Program was developed utilizing CDBG Disaster Recovery funds. This program provides up to \$35,000.00 for down-payment and up to \$10,000.00 for closing costs. The HOME funded homebuyer program provides up to \$25,000.00 total for down-payment and closing costs combined. The CDBG Disaster Program which provides up to \$45,000.00 made the dream of homeownership a reality for 16 new homebuyers in 2014.

Tenant Based Rental Assistance

Outcome/Objective: *Improved affordability of decent rental housing by providing permanent housing opportunities to homeless families that are striving for self-sufficiency.*

Indicator: *Number of homeless families that received Tenant Based Rental Assistance.*

Progress and Impact on Identified Needs

The Tenant Based Rental Assistance Program (TBRA) provided rental subsidy payments to 20 families in 2014. The program provides subsidies to families exiting temporary shelter for up to twelve months to ease the burden of rent while attempting to become self-sufficient. In an effort to give homeless families the support and skills needed to become self-sufficient, program guidelines require that applicants first enter a local homeless facility and exit successfully. Because homeless facilities provide case management services and require residents to work, TBRA recipients are already moving towards self-sufficiency when they obtain assistance, which is essential since the program only provides a rental subsidy for 12-months.

Head Start Operations

Outcome/Objective: *Enhanced accessibility to economic opportunity by supplementing the rental costs of two Head Start classrooms and other costs associated with delivery of services to Head Start families.*

Indicator: *Number of children enrolled in the Head Start Program.*

Progress and Impact on Identified Needs

Free childcare and education services enhanced economic opportunities for Head Start families pursuing continuing education or becoming gainfully employed. The funding of this activity addresses the high priority need of "child care services". 368 children participated in the 2014 Head Start Program.

Lead-based Paint

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

Program Year 5 CAPER Lead-based Paint response:

TPCG complies with the Federal Lead Based Paint Regulations that went into effect in September of 2000. In 2014, State licensed in-house inspectors utilized an XRF analyzer to conduct program required lead based paint inspections.

Because Terrebonne has such a low rate of lead poisoning (less than 1%) and the cost of abatement greatly increases the cost of housing rehabilitation, homeowners that have applied for the Housing Rehabilitation Program with homes that have been found to have lead-based paint above what is considered de minimis will be considered ineligible for assistance. Above de minimis is equivalent to a total of 20 square feet on all exterior surfaces, 2 square feet on any interior surface in a single room or interior space or 10 percent of individual smaller components. (Window sills or troughs, stair treads, any door or window trim, door, thresholds, etc.)

According to the latest Louisiana Health Report Card, of the 967 children 6 years of age and younger screened for lead, 2 had levels of lead 10-14.9 micrograms/deciliters, 1 had 15-19.9 micrograms/deciliters and 5 had levels >20. The report reveals that only 0.8% of the children tested had elevated lead levels.

HOUSING

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 5 CAPER Housing Needs response:

- *9 homes owned by lower income families were rehabilitated or reconstructed to improve energy efficiency and comply with local housing codes.*
- *24 homes owned by lower income families were rehabilitated to remove health and safety hazards.*
- *19 low/mod income first time homebuyers were assisted with down payment and closing cost. (HOME and CDBG Disaster)*
- *20 very low-income renters received housing subsidies through the Tenant Based Rental Assistance Program.*

Specific Housing Objectives

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 5 CAPER Specific Housing Objectives response:

		Accomplishments			
<i>Renter Households</i>	<i>Goal</i>	<i>Extremely Low</i>	<i>Very Low</i>	<i>Low</i>	<i>Total Accomplishment</i>
<i>CDBG</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	
<i>HOME</i>	<i>15</i>	<i>17</i>	<i>3</i>	<i>0</i>	
TOTAL	15	17	3	0	20

Affordable Housing Objectives

All units addressed met the affordability definition of Section 215. This definition can be viewed at:

www.hud.gov/offices/cpd/affordablehousing/lawsandregs/laws/home/suba/sec215.cfm

The Housing Rehabilitation/Replacement Program addresses “worst case” housing needs through a component of the program that replaces homes that have been deemed beyond repair. Applicants that reside where zoning allows, may opt for a manufactured home. The Program also addresses needs of persons with disabilities and health/safety concerns through the Emergency Repair component.

<i>Owner Households</i>	<i>Goal</i>	<i>Extremely Low</i>	<i>Low</i>	<i>Total Accomplishment</i>
<i>CDBG</i>	<i>10</i>	<i>5</i>	<i>26</i>	
<i>HOME</i>	<i>2</i>	<i>2</i>	<i>0</i>	
TOTAL	12	7	26	33

Public Housing Strategy

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

Program Year 5 CAPER Public Housing Strategy response:

Public Housing in Terrebonne Parish is managed by the Houma-Terrebonne Housing Authority, which is a quasi-governmental agency that is not under the direct control of Terrebonne Parish Consolidated Government. Although the Department of Housing & Human Services does not participate in the management of the Houma-Terrebonne Housing Authority, there is collaboration between agencies to provide the following programs and services:

- Two Head Start classrooms on site at the Senator Circle location;
- Distribution of Commodities at the Bayou Towers location; and
- Technical assistance and environmental review determinations upon request.

Barriers to Affordable Housing

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

Program Year 5 CAPER Barriers to Affordable Housing response:

TPCG has increased its First Time Homebuyer Program subsidy, via the CDBG Disaster funded program, to eliminate the following primary obstacles preventing otherwise credit worthy first-time homebuyers from purchasing a home:

- 1) Cash that potential buyers must save in order to meet customary closing costs;*
- 2) Debt-to-income ratios that must be met in order for the buyer to qualify for mortgage financing; and*
- 3) Lack of experience working with realtors, lenders and the overall home buying process.*

TPCG has maintained its partnership with Catholic Housing Services, USDA Rural Development and other local agencies to leverage funds in an effort to foster affordable housing.

In an effort to further increase the availability of affordable housing, an owner-occupied housing development being constructed utilizing CDBG Gustav/Ike Disaster Recovery Program funds. The infrastructure is underway and 144 affordable owner occupied housing units will be built and made available to low income first time homebuyers over the next three to four years.

HOME/ American Dream Down Payment Initiative (ADDI)

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 5 CAPER HOME/ADDI response:

- 1. The First Time Homebuyers Program (FTHB), Tenant Based Rental Assistance*

(TBRA) and Community Housing Development Organization (CHDO) activities are addressed under the General and Housing section of this report.

- 2. In accordance with 24 CFR 92.222, Terrebonne Parish Consolidated Government satisfied distress criteria, which provided for a 50% match reduction for FY 2014.*
- 3. There were no applicable contracts or subcontracts in 2014.*
- 4. All TBRA and CHDO units are inspected to ensure that Housing Quality Standards are met.*

All Terrebonne Parish HOME projects are direct benefit activities with the exception of the CHDO set-aside. There were no applicable projects that required affirmative marketing actions or outreach to minority and women owned businesses.

HOMELESS

Homeless Needs

*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 5 CAPER Homeless Needs response:

Terrebonne Parish Consolidated Government is a member of the Louisiana Coastal Homeless Coalition Continuum of Care. As a member, Terrebonne Parish Consolidated Government adheres to the strategies and goals set forth by the Partnership. The Partnership's vision statement and guiding principles make prevention of homelessness or the potential return to homelessness, an integral part of the Continuum of Care.

Terrebonne Parish Consolidated Government and member agencies of the Louisiana Coastal Homeless Coalition intend to continue to provide the following facilities and services.

Beautiful Beginnings Center This emergency shelter for families with children is owned and operated by Terrebonne Parish Consolidated Government's Housing and Human Services Department. Residents are required to work to remain sheltered. Supportive services and assistance in transitioning into permanent housing for each family is provided. The Department also offers a match savings program to families residing at the Beautiful Beginnings Center. Resident savings are matched up to \$500.00 for payment directly to vendors for permanent housing costs upon exit.

Bunk House Shelter This private non-profit agency provides emergency shelter to homeless men. Residents must be working or willing to work to remain sheltered. The Terrebonne Parish Section 8 Program administers a Single Room Occupancy

Program (SRO) for single-men transitioning from emergency shelter.

The Haven This private non-profit provides housing assistance to victims of domestic violence and operates Margaret's Home, an emergency shelter for up to 14 women and children. It also provides support services to victims suffering from emotional, physical, and sexual abuse.

Tenant Based Rental Assistance (TBRA) Terrebonne Parish Consolidated Government's Housing and Human Services Department administers a Tenant Based Rental Assistance Program, which provides housing subsidies for up to 12 months to homeless families successfully transitioning from emergency shelter.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 5 CAPER Specific Housing Prevention Elements response:

The following is a list of agencies in Terrebonne Parish and the prevention services they provide:

Start Corporation

A private, non-profit organization that provides and manages several residential facilities for mentally ill adults and also provides a network of services for severely disabled persons. Job training and placement is one of these services. In order to qualify for the residential facility, qualified persons must be homeless or near homelessness. START also helps to prevent homelessness of veterans by providing emergency housing and temporary assistance for items such as utility payments, rent, and deposits.

St. Vincent De Paul

This private, non-profit organization provides assistance to the homeless and near homeless by providing funds for emergency shelter (motels), food, clothing, utilities, medicine, and transportation. It receives no federal, state, or local governmental funding.

Red Cross of Terrebonne Parish

The local chapter of the American Red Cross assists persons or families who have suffered from a natural disaster. They may provide temporary lodging for those who have been displaced because of fire, hurricane, flooding, and sometimes through evictions.

Salvation Army

Though this non-profit organization often provides clothes, food, and general assistance to the homeless.

Catholic Social Services

Catholic Social Services in Houma can assist the homeless and temporarily displaced with food, funds for medical care and temporary emergency shelter services. Catholic Social Services and also operates the Assisi Bridge House for recovering substance abusers.

The Haven

Provides support services to victims suffering from emotional, physical, and sexual abuse. It also provides housing assistance to homeless women and operates Margaret's Home, an emergency shelter for up to 14 women and children.

Beautiful Beginnings Center

This emergency shelter provides temporary housing for homeless families with children. Supportive services and assistance in locating permanent housing for each family is also provided.

Bunk House Shelter

Provides emergency shelter and housing for single men.

CSBG Grants

The U.S. Department of Labor through its CSBG grants fund a variety of human and economic development services to assist low-income people to become financially stabilized through crisis intervention strategies that include short term mortgages/rent, first month's rent, and utilities.

LIHEAP

The Low Income Home Energy Assistance Program provides emergency assistance for energy bills for low-income families. Funds are received from the U.S. Department of Energy through the Louisiana Housing Corporation.

Section 8 Housing Choice Voucher Program

This program provides safe, decent, and sanitary housing for low-income families throughout the parish while maintaining their rent payments at an affordable level.

FEMA

Emergency rent assistance or mortgage payments were provided for needy low-income families. Funding is received from the U.S. Federal Emergency Management Agency through the Emergency Food and Shelter National Board Program.

Emergency Shelter Grants (ESG)

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 5 CAPER ESG response:

N/A

COMMUNITY DEVELOPMENT

Community Development

*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 5 CAPER Community Development response:

Program- Head Start Operations

Goal- *To provide early childcare development activities to 200 children*

Objective- *Enhanced economic opportunities for low income persons*

Funded- \$30,000.00 **Expended-** \$30,000.00 **Persons served-** 368

Program- Homeless Assistance Services

Goal- *To provide temporary shelter to 70 persons*

Objective- *Improved accessibility to decent housing*

Funded- \$110,000.00 **Expended-** \$110,000.00 **Persons served-** 86

1.b.

Program- Housing Rehabilitation/Replacement

Goal 1- To rehabilitate or replace 12 homes for the provision of safe, decent, affordable housing that meets code requirements.

Goal 2- To provide emergency repair assistance that will eliminate immediate health and safety hazards.

Objective- Improve sustainability of decent housing

Funded- \$1,488,465.63 **Expended-** \$864,337.37 **Housing Units-** 31
(includes prior year carry-over)

1.c.

CDBG funds expended for non-housing activities benefited low, very low and extremely low-income persons as follows:

Extremely Low Income Persons	319
Very Low Income Persons	26
Low Income Persons	10

2. No changes in program objectives were made in 2014.

3. TPCG pursued all entitlement grants for which it was eligible. In addition, available non-entitlement grants and all known leveraging resources that address priority needs were pursued. A local grant from Synergy Bank in the amount \$25,000.00 was awarded to TPCG to install handicap ramps for low-income disabled homeowners.

All requested letters of consistency for projects that were consistent with TPCG's 5-Year Consolidated Plan were provided in a timely manner. No requests for projects that were inconsistent with the plan were made.

TPCG did not hinder the implementation of the plan by action or willful inaction.

4. All activities met a National Objective and the overall benefit certification.

5. Although there were no activities that met the requirements of the Uniform Relocation Act, Terrebonne Parish owns three relocation homes that were used to house applicants receiving Housing Rehabilitation/Replacement assistance. These homes are provided at no charge to occupants. Utilities, water, phone and cable are also provided at no charge. Clients are always given the option of a relocation home, staying with a family member or public housing.

6. No Economic Development activities were undertaken where jobs were made available.

7. Individual applications are taken to determine income eligibility.

8.a. N/A

b. N/A

c. \$41,247.89 in program income was collected from Economic Development Loan Program repayments. \$24,550.00 was collected from Housing Rehabilitation repayments.

d. N/A

9. N/A

10.a. N/A

b. There were 7 outstanding Economic Development Revolving Loans at the end of 2014 with a combined principal balance of \$201,541.77

c. There were 11 deferred CDBG Housing Rehabilitation loans made in 2014 totaling \$704,380.30. The following is a breakdown of the loans:

<i>Loan Amount</i>	<i>Term</i>
\$74,844.51	5 years
\$83,085.52	5 years
\$75,017.63	5 years
\$73,900.93	5 years
\$22,828.02	5 years
\$19,884.77	5 years
\$94,947.87	5 years
\$83,034.00	5 years
\$47,228.66	5 years
\$63,643.39	5 years
\$65,965.00	5 years
\$704,380.30	

To remain deferred, the homeowners must reside in the unit rehabilitated as their principal residence, retain ownership, maintain extended insurance coverage and keep the unit in good repair for the entire term.

d. There were no loans written off in 2014.

e. N/A

11. N/A

12. Housing Rehabilitation Program

7 homes owned by lower income families were rehabilitated or reconstructed to improve energy efficiency and comply with local housing codes and 24 homes owned by lower income families were rehabilitated to remove health

and safety hazards. A total of \$898,134.00 in CDBG dollars was expended. There were no private or other public funds involved.

13. N/A

Antipoverty Strategy

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

Program Year 5 CAPER Antipoverty Strategy response:

All of the federally and state funded programs listed below are operated within the Terrebonne Parish Department of Housing and Human Services, which provides for a one-stop-shop model. The Department also networks with other local public and private non-profit service agencies.

Section 8 Housing Assistance Program (985) 873-6799: This program allows families to pay no more than 30% of their household income to basic housing costs. When including the value of housing subsidy payments, many families on this program are able to avoid falling below the poverty line.

Family Self Sufficiency: The Section 8 Program provided all participants the opportunity to take part in the Family Self Sufficiency Program. This program encourages families to enter into a five year contract that sets specific goals to be obtained. As income increases during the contract period rental payments that are reduced to the landlord are deposited into an escrow account. Once the self sufficiency goals have been obtained and/or the participant no longer requires housing assistance payments, they are allowed to withdraw the funds that were deposited into their account.

Weatherization (985) 873-6817: Monies received from the U.S. Department of Energy through the Louisiana Housing Corporation assisted low-income families, particularly the elderly and handicapped, to make their homes more energy efficient.

CSBG Grants (985) 873-6817: The U.S. Department of Labor through its CSBG grants will funded a variety of human and economic development services and activities for low-income families and individuals. These activities assisted low income people in becoming financially stabilized through budget management, crisis intervention strategies, short term mortgages/rent, first month's rent and utility assistance.

LIHEAP (985) 873-6817: The Low Income Home Energy Assistance Program provided financial assistance to low-income families for energy bills. Funds are received from the U.S. Department of Energy through the Louisiana Housing Corporation.

FEMA (985) 873-6817: These funds are received from the U.S. Department of Federal Emergency Management Agency through the Emergency Food and Shelter National Board Program. Emergency rent assistance or mortgage payments were provided for needy low-income families.

Commodities (985) 873-6817: The U.S. Department of Agriculture Surplus Commodities Program and Second Harvesters Food Bank provided food for low-income families on a quarterly basis. Approximately 1200 families utilize this program throughout the year. Monies typically used to purchase food can be expended on other family necessities.

Head Start (985) 580-7273: Daycare services are provided for 200 children yearly, allowing parents to become employed or to participate in educational programs thus fostering economical opportunities.

Tenant Based Rental Assistance (985) 873-6547: Very-low and low-income homeless families with children were provided with direct rental subsidies for twenty four months. When including the value of housing subsidy payments made by the Parish for rental assistance, many families on this program are able to avoid falling below the poverty line.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*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 5 CAPER Non-homeless Special Needs response:

Non-homeless special needs populations include the elderly, frail elderly, persons with physical and developmental disabilities, substance abusers, persons with mental illness, and persons living with HIV/AIDS. These families and individuals are living either with families, in group facilities or independently. They have a wide variety of needs, many of which are being met without public assistance. In some cases, where parents are caring for disabled children, the future of their independence is at risk. Specific needs are varied depending upon the mobility and cognitive skills of the individual. Through interviews with the agencies serving the special needs population the following services are most often requested and are provided by the various community organizations within Terrebonne:

- *Personal care assistance*
- *Housekeeping services*
- *Medication monitoring*
- *Home health care*
- *Transportation*
- *Housing*
- *Employment rehabilitation and training*
- *Counseling and support services; and*
- *Nutritious meals*

Specific HOPWA Objectives

*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 5 CAPER Specific HOPWA Objectives response:

N/A