

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 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 Strategic 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 Strategic 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 2017 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 2017 Annual Action Plan and the progress in achieving the overall five-year goals and objectives established in the Strategic Plan.

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
CDBG Planning and Administration	Planning and Administration	CDBG: \$173,300	Other	Other	5	3	60.00%	1	1	100%
Community Development Housing Organizations	Affordable Housing	HOME: \$80,000	Rental units constructed	Household Housing Unit	3	1	33.33%	1	0	0.00%
Head Start Operations	Non-Housing Community Development	CDBG: \$11,000	Public Service	Persons Assisted	1000	1194	119.40%	200	416	208.00%
HOME Administration	Administration	HOME: \$22,000	Other	Other	5	3	60.00%	1	1	100%
Homeless Shelter Operations	Homeless	CDBG: \$116,000	Homeless Person Overnight Shelter	Persons Assisted	350	220	62.86%	70	50	71.43%
Owner-Occupied Housing Rehabilitation	Affordable Housing	CDBG: \$848,670 HOME: \$405,997	Homeowner Housing Rehabilitated	Household Housing Unit	125	106	84.80%	20	23	115.00%

Public Housing Strategy	Public Housing	CDBG: \$15,000	Public Facility or Infrastructure	Persons Assisted	500	500	100%	500	500	100.00%
Tenant Based Rental Assistance	Affordable Housing Public Housing	HOME: \$40,000	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	53	106.00%	10	23	230.00%

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.

62% of the CDBG funds expended in 2017 provided Owner-Occupied Housing Rehabilitation. This program that improved sustainability of decent affordable housing for 23 low-income homeowners brought 7 housing units into code compliance and eliminated health and safety issues through emergency repair for 16 homeowners.

15% of CDBG funds expended in 2017 supplemented public service activities that include the Beautiful Beginnings Center for homeless families and the Head Start Program. The Beautiful Beginnings Center provided temporary emergency shelter to 50 homeless persons in 2017. The Beautiful Beginnings Center fulfills 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 shelter to permanent housing and increasing the percentage of homeless persons becoming employed. The Head Start Program utilizes a center-based preschool setting to ensure that all of the children enrolled have the school readiness and literacy skills necessary for Kindergarten. Head Start Program staff assist all children and families with other services that may include referrals for mental health, developmental services, nutritional or medical services and much more. 416 children and families were served in the Head Start Program during the fiscal year 2017.

17% of CDBG funding was expended on administration related costs.

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	HOME
White	144	8
Black or African American	291	14
Asian	1	0
American Indian or American Native	13	1
Multi Racial - Other	40	0
Total	489	23
Hispanic	40	0
Not Hispanic	449	23

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

Narrative

Terrebonne Parish Consolidated Government's Housing and Human Services Department identifies priority need and offers services and programs to eligible households regardless of race or ethnicity. This table is generated by the HUD Consolidated Annual Performance and Evaluation Report (CAPER) template and the information reported reflects demographic information provided by participants and is recorded in the HUD reporting system.

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	CDBG	1,210,269	779,558
HOME	HOME	546,854	294,046
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

The CDBG and HOME resources available in Table 3 above include program income received in 2017 and carryover funds from 2017. The 2016 CDBG allocation was \$851,502.00, funds in the amount of \$282,468.15 were carried over from the previous year and program income in the amount of \$76,298.74 was collected. The HOME allocation was \$226,102.00, funds in the amount of \$307,504.69 were carried over from the previous year and program income in the amount of \$13,246.63 was collected.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation
Houma-Terrebonne Housing Authority	1	1
Parishwide	99	100

Table 4 – Identify the geographic distribution and location of investments

Narrative

Terrebonne Parish Consolidated Government adheres to the belief that it is important for community development activities to benefit citizens throughout the parish. As CDBG and HOME funds are targeted to benefit very low to low-income persons, these monies are used for parish-wide projects and programs that directly benefit the intended groups.

\$15,000.00 in CDBG funds carried over from 2014 was set aside for playground equipment at the Senator Circle (family housing) location. The Houma-Terrebonne Housing Authority had not requested the funding as of December 31, 2016. In April of 2017, TPCG amended its 2014 Annual Action Plan which reallocated the entire funding amount to the Mechanicville Multi-Purpose Center Project for the purchase and installation of approximately 3000 feet of chain link security fencing, playground equipment and building signage. The Mechanicville Multi-Purpose Center is adjacent to the Senator Circle public housing development.

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.

2017 CDBG and HOME allocations were leveraged with other federal, state, local and private resources of approximately \$1,330,000.00.

The HOME Program requires that participating jurisdictions provide match funds in an amount no less than 25% of the total HOME funds drawn down for project costs during the federal fiscal year. During FFY 2017, which was from October 1, 2016 – September 30, 2017, \$171,073.94 in HOME funds was expended. TPCG's match requirement of 25% totaled \$42,768.49. Local general fund dollars provided for the match requirement.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	42,768
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	42,768
4. Match liability for current Federal fiscal year	42,768
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
REHAB030317	03/03/2017	10	0	0	0	0	0	10
REHAB040417	04/04/2017	64	0	0	0	0	0	64
REHAB051717	05/17/2017	2,891	0	0	0	0	0	2,891
REHAB061417	06/14/2017	9,903	0	0	0	0	0	9,903
REHAB071417	07/14/2017	9,054	0	0	0	0	0	9,054
REHAB091917	09/19/2017	7,681	0	0	0	0	0	7,681
TBRA 012717	01/27/2016	892	0	0	0	0	0	892
TBRA030317	03/03/2017	968	0	0	0	0	0	968
TBRA040417	04/04/2017	157	0	0	0	0	0	157
TBRA051717	05/17/2017	1,248	0	0	0	0	0	1,248
TBRA061417	06/14/2017	1,068	0	0	0	0	0	1,068
TBRA071417	07/14/2017	1,069	0	0	0	0	0	1,069
TBRA091917	09/19/2017	3,063	0	0	0	0	0	3,063
TBRA121516	12/15/2016	3,725	0	0	0	0	0	3,725
TBRA122216	12/22/2016	976	0	0	0	0	0	976

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	14,718	14,718	9,018	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	1	0	0	1	0	0
Dollar Amount	1,940	0	0	1,940	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

There were no major HOME funded projects, relocation or acquisition activities in 2017.

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	10	19
Number of Non-Homeless households to be provided affordable housing units	21	23
Number of Special-Needs households to be provided affordable housing units	0	0
Total	31	42

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	19
Number of households supported through The Production of New Units	1	0
Number of households supported through Rehab of Existing Units	20	23
Number of households supported through Acquisition of Existing Units	0	0
Total	31	42

Table 12 – Number of Households Supported

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

It was estimated that 31 households would be provided with affordable housing during the third year of the Strategic Plan. This goal was exceeded by 1.35%, with 42 households actually being served as reported in Table 11 above.

The goal to provide affordable housing to homeless households was met by providing Tenant Based Rental Assistance to 19 families successfully exiting a homeless shelter or transitional housing. The goal to provide affordable housing to the non-homeless was met by providing housing rehabilitation services to 23 owner occupied households. Due to limited funding available for CHDO set-aside, the production of a new unit was not met in 2017.

A Community Housing Development Organization (CHDO) is a private nonprofit, community-based service organization that has obtained or intends to obtain staff with the capacity to develop affordable housing for the community it serves. A minimum of 15 percent of HOME allocations are statutorily required to be set-aside for housing development activities in which qualified CHDOs are the owners, developers and/or sponsors of the housing. TPCG plans to utilize the set-aside from 2017 and 2018 to produce 1 new unit in program year 2018.

Discuss how these outcomes will impact future annual action plans.

Overall TPCG exceeded its affordable housing goals during the third year of the 2015-2019 Strategic Plan. Therefore, the Parish intends to continue making a positive impact utilizing the same techniques and strategies in the future.

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	11	10
Low-income	12	13
Moderate-income	0	0
Total	23	23

Table 13 – Number of Households Served

Narrative Information

CDBG and HOME funds are targeted to benefit very low- to low-income persons by providing parish-wide programs that directly benefit the applicant household of such programs.

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

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.

A network of service providers and governmental agencies has been identified by the Louisiana Coastal Homeless Coalition that provide an array homeless services. This network directs unsheltered homeless persons, as well as, persons at-risk of homelessness to the Louisiana Coastal Homeless Coalition's Coordinated Entry System staff located at Start Corporation's local office. The primary purpose of the coordinated entry system is to make rapid, effective, and consistent service provider matches through a standardized access and assessment process.

Addressing the emergency shelter and transitional housing needs of homeless persons

Member agencies of the Louisiana Coastal Homeless Coalition provide the following facilities and services.

Beautiful Beginnings Center (985) 580-8105 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 (985) 876-9976 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 (985) 872-0757 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.

Homeless Prevention and Rapid Re-Housing (985) 873-6547 Terrebonne Parish Consolidated Government's Housing and Human Services Department administers a program that provides short-term rental assistance and housing stabilization assistance to eligible families that are homeless or at-risk of homelessness.

New Start for Veterans (985)873-7784 Start Corporation provides 12 single room occupancy units to homeless male veterans.

Safe Start 2 (985) 879-3966 Start Corporation provides transitional housing to homeless single females and females with children who are victims of domestic violence.

Tenant Based Rental Assistance (985) 873-6798 Terrebonne Parish Consolidated Government's Housing and Human Services Department administers a Tenant Based Rental Assistance Program, which provides housing subsidies for up to 24 months to homeless families successfully transitioning from emergency shelter. This program is funded with Home Investment Partnerships Program funding.

The Network (985) 851-4488 Gulf Coast Social Services provides vouchers for homeless individuals and families for overnight placement in local hotels or shelters.

Veteran's Shelter (985)879-3966 Start Corporation, the Louisiana Coastal Homeless Coalition lead agency, triages the needs of identified veterans and provides both rapid re-housing and permanent supportive housing resources.

Visions (985) 868-2620 Options for Independence provides 10 housing vouchers that include supportive services to young adults ages 18 to 29.

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 Louisiana Coastal Homeless Coalition provides homeless prevention through a network of member agencies to help prevent at-risk individuals and families from becoming homeless. These agencies provide crisis intervention that includes, but is not limited to case management, counseling, rental assistance, mortgage assistance, utility assistance, food, clothing, medicine, emergency home repair and job training. The Coalition also participates in the statewide homeless prevention discharge plan. This results in a proactive coordinated system detailing protocols with local releasing institutions that have put them in place. The discharge plan addresses post discharge needs including housing, case management, employment, health care, identification documents, mental health, substance abuse, and other supportive services.

The Department of Social Services (DSS), Office of Community Services, as the public child welfare agency in Louisiana along with Region III's Office of Community Services has implemented policies and procedures designed to avoid discharging foster care youth into homelessness to the maximum extent practicable.

The Department of Health and Hospitals (DHH) relative to "Addictive Disorders" along with Region III's Office for Addictive Disorders will not discharge people into homelessness and has developed a continuum of care to allow individuals to go into housing. The discharge plan begins upon entry into the program. Supportive services are provided once temporary or permanent housing is located.

The Louisiana Office of Mental Health (OMH) along with Region III's Office of Mental Health has directed publicly funded mental health institutions to avoid discharging persons into homelessness, to the maximum extent practicable. Furthermore, upon an individual being diagnosed with a mental illness, an individualized discharge plan is created.

The Louisiana Department of Corrections (DOC) along with Region III's Department of Corrections has directed publicly funded correctional institutions to avoid discharging persons into homelessness, to the maximum extent practicable. Furthermore, each inmate has an individualized re-entry plan that begins upon arrival into the correctional facility. The plan covers areas including housing, education, risk assessment, substance abuse, health and mental health. Resource fairs are held for inmates just prior to release to allow them to connect with agencies providing the services they will need upon release. Housing has been identified by the Corrections Department as a key component in the discharge plan followed by employment. An online training was developed by the Department of Discharge Planning called, "Preventing Homelessness – Discharge Planning from Correctional Facilities". The state-wide training focuses on the housing needs of released prisoners.

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

Many homeless individuals and families have complex barriers that must be addressed before they are able to maintain themselves in permanent housing. Social Workers and/or Case Managers will assist individuals in identifying these barriers, whether they are personal barriers requiring mental health, substance abuse treatment or various other barriers; such as a lack of child care or the need for employment training. Once barriers are identified, services to address these barriers must be identified and linkages to supportive services established. While some supportive services, such as training in daily living skills and budgeting are available in shelters or transitional programs, most will be provided

through linkages made to governmental programs and non-profit service providers by case managers.

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

Actions taken to address the needs of public housing

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 TPCG. Although the TPCG Department of Housing & Human Services does not participate in the management of the Houma-Terrebonne Housing Authority, there is collaboration between agencies. The Department of Housing and Human Services provides two Head Start classrooms that are located within the Senator Circle public housing complex and USDA Commodities are distributed quarterly by the Department at Bayou Towers, the public housing complex for the elderly and at a site within walking distance of Senator Circle. The TPCG Community Development Division also provides technical assistance to the Houma-Terrebonne Housing Authority for the completion of HUD Environmental Review requirements upon request.

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

Resident meetings are held each month at both the Senator Circle and Bayou Towers locations in an effort to resolve any housing related issues and make recommendations for improvement.

The Opportunity Now Program offered by the Houma-Terrebonne Housing Authority creates paths for self-sufficiency by providing GED courses, certified nursing assistant classes, life skills training, work readiness and youth empowerment classes.

Catholic Housing Services provides homeownership training to interested persons throughout the community.

Actions taken to provide assistance to troubled PHAs

The Houma-Terrebonne Housing Authority is not designated as troubled.

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 public policies have been identified that have a negative effect on affordable housing and residential investment.

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

TPCG continues to seek new funding sources for programs to address underserved needs. The lack of adequate funding is the major obstacle in providing the services needed.

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

TPCG complies with the Federal Lead Based Paint Regulations that went into effect in September of 2000. In 2017, State licensed in-house inspectors utilized an XRF analyzer to conduct program required lead based paint inspections.

The latest Louisiana Healthy Homes and Childhood Lead Poisoning Prevention Program Surveillance System Report stated that less than 1.3% of the children tested in Terrebonne had elevated lead levels. Because Terrebonne has such a low rate of lead poisoning 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.)

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

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.

Family Self Sufficiency (985) 873-6799 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.

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

Beautiful Beginnings Center (985) 580-8105 In an effort to promote self sufficiency, emergency shelter residents are required to work at least 30 hours per week to remain sheltered. Supportive services and assistance in transitioning into permanent housing for each family was 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.

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

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-Terrebonne 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).

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

The TPCG Department of Housing and Human Services coordinates with Community Development Corporations, (CDCs) Community Housing Development Organizations (CHDO), lenders, public and social service agencies to identify opportunities to create private/public partnerships for project finance and development to leverage federal, state and local funds.

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

TPCG's latest analysis of impediments to fair housing choice 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, and*
- 4. Lack of sufficient financial literacy.*

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

- 1. Links to the publications "Equal Opportunity for All", "Reasonable Accommodations for Persons with Disabilities" and HUD's "Buying a Home Guide" are located on TPCG's Community Development webpage, http://www.tpcg.org/index.php?f=community_development&p=related_info, along with links to HUD's "Fair Housing Complaint" and "Multifamily Housing Complaint" pages.*
- 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 2017 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.*
- 4. The Department of Housing & Human Services placed a fair housing message on the TPCG main webpage with a link to public service announcements for the entire month of April that can be viewed at <http://www.youtube.com/watch?v=84k2iM30vbY>*
- 5. Section 8 Landlords and prospective landlords are provided with Nan McKay's "The Owner Handbook" that covers HUD's fair housing requirements.*

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

On the project level, compliance begins with the development of the Annual Action Plan. CDBG National Objective eligibility is documented for each proposed project. Administration and Public Services caps are also calculated and documented in the plan. Upon Annual Action Plan approval, an environmental clearance is conducted on each Project/Activity.

Funding spreadsheets encompassing all annual activities is updated following each funding draw to ensure expenditures are within the approved allocations and balance with HUD's Integrated Disbursement and Information System (IDIS) expenditure reports.

A program policy and eligibility checklist are used for all housing programs.

A contract is executed with Start Corporation for the operational management of the Beautiful Beginnings Center. Informal site visits are conducted weekly and formal monitoring is conducted annually by a State ESG and TPCG official. In addition, annual reports listing the income level, race and ethnicity of each participant/family for entry into IDIS is required.

Head Start is an inter-departmental program that is supplemented by CDBG. Head Start utilizes poverty guidelines to determine eligibility and each classroom is located in a low-income area. Annual reports listing the income level, race and ethnicity of each participant/family for entry into IDIS is required.

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 IDIS 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.

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 2017 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 2017 Annual Plan.

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.

A public notice was published in TPCG's official journal, The Courier, on April 19, 2018 announcing the availability to review and comment on the Consolidated Annual Performance Evaluation Report (CAPER) covering TPCG's Community Development Block Grant and HOME Investment Partnerships Program activity for the year ending 2017 and on the TPCG newsroom web page <http://www.tpcg.org/index.php?f=news> A hard copy of the CAPER was made available along with an electronic copy posted on TPCG's Community Development webpage http://www.tpcg.org/index.php?f=community_development&p=index

The review and comment period was April 20, 2017 to May 4, 2017.

CR-45 - CDBG 91.520(c)

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

The Houma-Terrebonne CDBG program did not have any significant changes to program objectives in 2017.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

All 19 HOME-assisted TBRA rental units were inspected prior to occupancy. Because the term of assistance is typically 12 months, there were only 3 re-examinations required in 2018. HOME assisted CHDO owned units were inspected in FY 2015 and are required to be re-inspected 2018. Many of the HOME-assisted CHDO owned rental units are inspected more frequently than required because they are occupied by Housing Choice Voucher (Section 8) holders. The Housing Choice Voucher program requires housing units to be inspected not less than once every twenty four months.

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

Affirmative marketing consists of actions to provide information and otherwise attract eligible persons in the housing market area to available housing without regard to race, color, national origin, sex, religion, familial status, or disability.

The Department of Housing & Human Services provides information regarding fair housing on its community development webpage http://www.tpcg.org/index.php?f=community_development&p=related_info that includes links to the HUD "Equal Opportunity for All" booklet and Fair Housing complaint forms. HUD fair housing posters are also displayed throughout the TPCG Department of Housing and Human Services.

Terrebonne Parish Consolidated Government partners with homeless agencies that provide emergency shelter and transitional housing, along with other member agencies of the Louisiana Coastal Homeless

Coalition to inform persons residing in homeless shelters and transitional housing about the availability of permanent housing through the Tenant Based Rental Assistance Program (TBRA). This marketing process has been very successful. Referrals are received on a consistent basis.

Community Housing Development Organizations (CHDOs) that own single-family rental units funded by the HOME Program are encouraged to market their units to the Terrebonne Parish Section 8 Program and Start Corporation to attract eligible persons who may otherwise not be aware of and apply for available affordable housing. In 2017, 60% of the CHDO rental units had tenants that were Section 8 Participants and 80% of CHDO tenants had incomes that are considered very-low.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

CHDO project repayments in the amount of \$14,718.48 was collected in 2017 and reported in IDIS as program income. \$13,246.63 was expended on Tenant Based Rental Assistance subsidy payments and \$1,471.85 (10% of the program income collected) was allocated to administrative costs. The total reported number of activities and owner/tenant characteristics are combined with the totals as reported in all other sections of the CAPER.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Terrebonne Parish Consolidated Government's Department of Housing and Human Services offers the following services to the residents of Terrebonne Parish that are funded by various Federal, State and local sources in addition to CDBG and HOME that foster affordable housing.

Tenant Based Rental Assistance (985) 873-6798 Terrebonne Parish Consolidated Government's Housing and Human Services Department administers a Tenant Based Rental Assistance Program, which provides housing subsidies for up to 24 months to homeless families successfully transitioning from emergency shelter. This program is funded with Home Investment Partnerships Program funding.

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.

Family Self Sufficiency (985) 873-6799 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.

Housing Rehabilitation (955) 873-6798 - This program assists low-income homeowners in maintaining decent, safe, and sanitary and energy efficient housing through rehabilitation. Owner-occupied single family dwellings are repaired to meet housing codes and environmental requirements.

Weatherization (985) 873-6817 Funding is 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.