

**CONSOLIDATED ANNUAL
PERFORMANCE &
EVALUATION REPORT
(CAPER)**

Program Year 2022

October 1, 2022, to September 30, 2023

**CITY OF
WACO**

HOUSING & COMMUNITY DEVELOPMENT

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.

Over the past program year, the City of Waco pursued the goals and objectives outlined in the PY 2022 Annual Action Plan and the PY 2019-2023 Consolidated Plan. This year the City of Waco invested HOME Investment Partnerships Program (HOME) and Community Development Block Grant (CDBG) funds to provide:

- Decent Housing
- Suitable Living Environment
- Homeless Activities

Key accomplishments include:

- **Homebuyer Activities-** Assisted three first-time homeowners with down payment and closing assistance. A total of approximately \$75,000.00 was allocated to first-time homeowners.
- **Rehabilitation** - Assisted 16 families with rehabilitation in the amount of \$517,288.97 to preserve Waco's existing housing stock.
- **Public Services-** Talitha Koum – Provided a therapeutic mental health center for six young children. Mission Waco My Brother's Keeper – Provided case management and shelter services to 293 homeless persons. Inspiracion Parent-Child Education – Provided parent and early childhood education to 179 low-income families. Family Abuse Center – Provided services to 666 victims of domestic violence.
- **Housing**– Grassroots Roof Repair Program – Completed 23 roofs for low- to moderate-income individuals.
- **Tenant-Based Rental Assistance (TBRA)-** Provided rental assistance to 38 families/individuals.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration and Planning	Administration and Planning	CDBG: \$ / HOME: \$	Other	Other	0	0				
Adult and Youth Education & Job Training	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	20	20.00%		0	
CARES-CV Housing Assistance Program	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	150	97	64.67%		0	
CARES-CV Shelter for Homeless	Homeless	CARES ACT CDBG-CV: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	12	34	283.33%		0	
CARES-CV Shelter for Homeless	Homeless	CARES ACT CDBG-CV: \$	Homelessness Prevention	Persons Assisted	0	0			0	

CARES-CV Small Business Grant Program	Non-Housing Community Development	CARES ACT CDBG-CV: \$	Businesses assisted	Business es Assisted	41	73	178.05%		1	
CHDO Activities	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Househol d Housing Unit	4	3	75.00%	1	1	100%
Children Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	78	267	342.31%	47	245	
Code Enforcement	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/For closed Property Care	Househol d Housing Unit	93368	13961	14.95%			
Domestic Violence Shelter	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1519		500	666	
Domestic Violence Shelter	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	400	1519	379.75%	500	666	

Domestic Violence Shelter	Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Downpayment/closing Cost Assistance	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	34	11	32.35%	9	3	33.33%
HMIS		CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	22000	0	0.00%			
Homeless Shelter & Transitional Housing	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	559				
Homeless Shelter & Transitional Housing	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	445	863	193.93%		293	
Homeless Shelter & Transitional Housing	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	78	205	262.82%		293	

Housing Development /Acquisition and Rehab	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	4	1	25.00%	2	0	
Housing Rehabilitation/Reconstruction	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	320	90	28.13%	29	42	
Park Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	146615	977.43%			
Park Improvements	Non-Housing Community Development	CDBG: \$	Other	Other	0	0				
Site Development	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	10	0	0.00%	1	0	0.00%
Small Business Education	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	10	0	0.00%			
Small Business Loan Fund	Small business loan program	CDBG: \$	Businesses assisted	Businesses Assisted	10	0	0.00%			

Substance Abuse	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	48	32.00%			
Tenant-based Rental Assistance	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	75	79	105.33%	7	38	

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.

Significant affordable housing and non-housing community development needs were incorporated into allocation priorities. Throughout the 2022-2023 program year, the City addressed:

- The preservation and rehabilitation of existing single-family homes through the City’s homeowner-occupied rehabilitation program and our partner, Grassroots Community Development roof repair program which primarily assist very-low, low-, moderate income families, the elderly, and handicapped;
- Homeownership and housing stock through the down payment assistance program and the development of new homes which target low- and moderate-income families, particularly for first-time homebuyers;
- Homelessness through the continuation of emergency shelter, transitional housing, and supportive services to the City’s homeless population to return families and individuals to independent living in permanent housing;
- Improvement of access and ensuring equitable access to housing resources for persons with special needs;
- Preservation, provision and improvement of social and health services and accessibility to these services to the elderly, youth, and

families/persons with special needs;

- Expansion of access to economic opportunities for low, low-mod income residents;

In addition to addressing "High Needs" priorities, the City continues to make available a significant portion of the federal grants to programs and activities that directly benefited low-income residents with affordable housing and health and human services needs.

Additionally, the lack of funding to reduce gaps in services and duplication of effort amongst service providers has hindered the ability to provide effective and efficient services that meet the identified needs of low-income and special need populations. To address this issue, the City continues to evaluate and rank requests from organizations seeking public service funding. City staff and officials evaluated the requests for funding in regard to the organization's capacity and ability to provide the service, the need and proposed use of the federal funds, the targeted population and numbers to be served, and the addressing of identified priority needs contained in the Consolidated Plan.

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	652	31
Black or African American	391	11
Asian	16	0
American Indian or Alaskan Native	8	0
Native Hawaiian or Other Pacific Islander	3	0
Asian & White	2	
Black/African American & White	12	1
Am. Indian/Alaskan Native & Black/African American	2	
Other Multi-Racial	92	
Total	1,181	43
Hispanic	398	2
Not Hispanic	783	41

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

Narrative

During the 2022 program year, funded agencies were required to submit monthly performance and beneficiary reports. Information on the racial and ethnic status of the families assisted was entered into IDIS. The table above shows a total of 1,224 beneficiaries served by race and ethnicity.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,384,540	1,719,750.13
HOME	public - federal	782,472	451,490.21

Table 3 - Resources Made Available

Narrative

The City was awarded \$1,384,540 in CDBG funds, had access to \$1,723,651.02 in unexpended funds from the end of the Previous Program Year, and \$32,541.29 in Program Income for a total of \$3,140,732.31 in CDBG resources available.

Total CDBG funds spent in Program Year: \$1,322,972.37 and CARES Act \$396,777.76 reported in the PR 23. These CARES activities include ED Direct Financial Assistance (18A), Other Public Improvements (03Z), Childcare Services (05L), and Subsistence Payment (05Q).

The City received \$43,291.96 in revolving loan funds which increases the total balance to \$200,208.64 to be utilized for low-income housing.

The City disbursed a total of \$ 351,562.06 in HOME funds in the Program Year (PR23 report) and \$99,928.15 in HOME-ARP admin funds. The City was awarded \$782,472 in HOME grant funds and an additional \$2,412,874 in HOME ARP funds, had access to \$1,544,440 unexpended from the end of the previous program year for a total of \$4,739,786 in HOME grant funds.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Eligible			
Citywide			

Table 4 – Identify the geographic distribution and location of investments

Narrative

In accordance with the successful past targeting of federal funds in identified low-moderate income areas, the City made available a percentage of the CDBG and HOME funds for affordable housing and activities located in **CDBG Areas and various parts** of the City. The City is predominately composed of low-moderate income areas, so the funds are disbursed throughout the City due to these demographics. When developing and implementing activities and projects an analysis of the following is reviewed: number and percentage of low-income residents, number and percentage of occupied dwelling units

needing rehabilitation or reconstruction, opportunities for investment (i.e., availability of infill lots), condition of infrastructure, availability, and condition of recreational areas, past target area designation, the existence of active neighborhood associations, the interest of residents in forming neighborhood associations, and other information determined by the City to be relevant to the concentrating of neighborhood revitalization funds.

HOME projects are carried out in various parts of the City neighborhoods for extremely low, low, and moderate-income households. The HOME statute provides for a reduction of the matching contribution under three conditions: 1) fiscal distress; 2) severe fiscal distress; and 3) for Presidentially-declared major disasters covered under the Stafford Act. HUD has previously determined that the City of Waco has been in severe fiscal distress and as a result received a 100 percent reduction in match. This reduction was effective for PY 2022. However, for PY 2023, HUD has informed the City that its fiscal situation has improved and only meets one of HUD's criteria for fiscal distress and will only receive a 50% match reduction.

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.

Development and planning of programs eligible to receive federal funding were approached with the concept of maximizing the extent of the federal dollar commitment with the least actual dollar commitment required to make the project feasible. Leveraging was also accomplished through the coordination of programs with non-profit and for-profit partners and volunteer work groups providing labor and assistance.

Publicly owned land or property was not used to address the needs identified in the plan.

Most of the housing programs within the City of Waco are offered through partnerships. The partnerships are as follows:

- NeighborWorks Waco, Inc. brings \$ 225,000 in corporate funding.
- The City's Lot Sale program has allowed contractors to purchase City lots at a reduced cost. The program has assisted to encourage new home construction in the inner City on vacant lots.
- Public service programs geared toward assisting low-income, the homeless, and those at risk of being homeless were funded with Community Development Block Grant (CDBG) funds in conjunction with local funds, state funds, private funds, and other federal funding.
- My Brother's Keeper leverages grant funds with private donations, the Texas Workforce Commission, and Continuum of Care grant funds.
- CDBG funds leveraged local government funds through the Lead is Preventable Program.
- The utilization of ARPA funds involved collaboration with local entities, including the African American Chamber of Commerce, Hispanic Chamber of Commerce, StartUp Waco, and Grassroots CDC. This partnership enhanced economic opportunities for 116 small businesses.

1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	\$2,191
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$2,191
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$2,191

Table 5 – Fiscal Year Summary - HOME Match Report

Project No. or Other ID	Date of Contribution	Cash	Forgone Taxes, Fees, Charges	Appraised Land/ Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated Labor	Bond Financing	Total Match
421 Turner			\$1,055					\$1,055
1421 Springdale			\$636.00					\$636.00
3008 Sarah Street			\$210.00					\$210.00
1100 Pembroke			\$290.00					\$290.00

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Balance on hand at beginning of reporting period \$				
55,916.44	88,705.13	55,916.44	30,916.44	88,705.13

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					White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	\$47,163.86	0	0
Number	0	0	0	1	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	\$47,163.86	0	\$47,163.86			
Number	1	0	1			
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					White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	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							
Households Displaced		Total					White Non-Hispanic
			Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Parcels Acquired			0	0	0	0	
Businesses Displaced			0	0	0	0	
Nonprofit Organizations Displaced			0	0	0	0	
Households Temporarily Relocated, not Displaced			0	0	0	0	
Number		0	0	0	0	0	0
Cost		0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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	0	0
Number of Non-Homeless households to be provided affordable housing units	47	57
Number of Special-Needs households to be provided affordable housing units	0	0
Total	47	57

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	7	38
Number of households supported through The Production of New Units	2	1
Number of households supported through Rehab of Existing Units	29	16
Number of households supported through Acquisition of Existing Units	9	2
Total	47	57

Table 12 – Number of Households Supported

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

The City continued its rehabilitation/reconstruction loan program to maintain and prolong the life of the City's affordable housing stock. The substantial rehabilitation program assists in halting the deterioration of units being occupied by low-income residents.

The City’s CHDOs (NeighborWorks Waco, Inc., Waco Community Development Corporation, and Waco Habitat for Humanity) continued to build new single-family homes for low-income homebuyers and provided homebuyer education to prospective homebuyers.

The City continues to encourage participation in housing development and accessibility through HOME program initiatives.

The City’s Homebuyer assistance program has provided much-needed assistance, with deferred loans for the down payment and closing costs, to eligible homebuyers.

All homebuyers complete basic homebuyer education and/or financial literacy programs prior to receiving assistance. Encouraging participation and partnerships in the City’s housing programs have increased interest in the development of affordable housing. Efforts such as credit counseling, homebuyer counseling, financial literacy programs, and other initiatives to eliminate barriers to affordable housing are in place. The limited number of qualified applicants continues to restrain the number of down payment and closing costs loans.

There is still a need for additional first-lien financing institutions that are willing to make loans to applicants with credit issues. The acquisition programs are moving slowly, and the numbers remained about the same as last year.

The City focused on grant funds to support the most at-risk population with a Tenant Based Rental Assistance Program administered by the Behavioral Health Network. This program provides a deposit and first year's rental subsidy to individuals who qualify. Collaborations with the Heart of Texas Homeless Coalition and other agencies to address homelessness and other special needs are elaborated in CR-25.

Discuss how these outcomes will impact future annual action plans.

The city plans to meet all the future annual action plan goals.

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	1,009	38
Low-income	68	2
Moderate-income	90	3
Total	1,167	43

Table 13 – Number of Households Served

Narrative Information

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)
Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Heart of Texas Homeless Coalition has undertaken several approaches to ensure that homeless families and individuals in the geographic area covered by the jurisdiction are located, assessed, and provided with the services and housing interventions that they need.

The Heart of Texas MHMR's PATH Team is the primary outreach team in the jurisdiction's area. Their outreach includes weekly outreach with partners that include Waco PD, McLennan County Sheriffs' department, City Code Enforcement, Parks, and Facilities departments along with the Salvation Army, and the Waco VA. The PATH Team conducts regular outreach activities to the unsheltered homeless population and these outreach workers are able to make contacts and build relationships with these unsheltered homeless individuals. These relationships help to connect these homeless individuals to resources and housing opportunities in the community. The PATH Team is also responsible for assessing the needs of this population and in referring these individuals to the two local coordinated assessment intake locations where these individuals are assessed using a standardized assessment intake form and a prioritization tool called the VI-SPDAT.

The Salvation Army staff regularly conducts outreach activities and offers a summer canteen program that provides food and water for unsheltered homeless individuals and families. Visitors to the canteen are assessed to determine their individual needs and are referred to services or to the coordinated assessment intake locations.

The Heart of Texas Homeless Coalition and the City of Waco, serving as the lead CoC and HMIS agency, has also worked to facilitate meetings with local City officials that have led to a partnership with the Waco Police Department to create a system where local homeless outreach workers are contacted when the police receive a call regarding unsheltered homeless individuals. This arrangement has helped to connect unsheltered homeless individuals to services and has assisted in reducing the number of homeless involved in the local criminal justice system.

The approaches used by the Heart of Texas Homeless Coalition and its community partners have helped the jurisdiction to make significant progress in meeting its objective of reducing and ending homelessness through an increased number of homeless individuals identified and assessed.

This initial step of identifying and assessing homeless individuals and families is an integral step in the process of providing permanent housing solutions to those who lack a permanent fixed residence in our community.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Heart of Texas Homeless Coalition (HOTH) recognizes that emergency shelter and transitional housing provide a key piece in the puzzle when it comes to moving homeless individuals into permanent housing. To fairly assess the needs of those receiving all types of homeless services, the HOTH has implemented a coordinated assessment system that utilizes a standardized prioritization tool called the VI-SPDAT. This tool is evidence-based and provides an acuity score that helps intake service professionals to make the most appropriate referral to services based on the needs of the individual or family. Factors, such as mental health, substance abuse, age, medical concerns, education, and social support can be taken into consideration when determining the appropriate support services or housing intervention method to be used.

The HOTH also works to ensure that the emergency shelter and transitional housing offered in the jurisdiction's area are of high quality and that they perform effectively. Transitional Housing providers have been annually evaluated by the HOTH's Scoring and Ranking Committee that ranks each organization for HUD Continuum of Care Program Competition funding based on its performance on a number of indicators.

The City of Waco is the lead agency for HMIS and provides information on the performance and needs of homeless individuals housed in emergency shelters and transitional housing. Each provider with the exception of the VA and domestic violence facilities is required to participate in the HMIS system that collects information on those utilizing these services. This information has been used for planning purposes to better meet the needs of those staying in an emergency shelter or transitional housing and expedite them into permanent housing.

This coordination and dedication to improving programs have helped to create a system where those who stay in emergency shelters are engaged in services, moved to transitional housing, or placed into permanent housing. This approach is a key part of the strategy that has reduced the number of homeless individuals from 600 to 195 in the past 15 years.

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

Helping low-income individuals and families avoid homelessness is a key goal of the Heart of Texas Homeless Coalition. A diversion program has been created where intake staff for each homeless shelter and the coordinated assessment locations have been trained to help those seeking shelter to identify immediate alternate housing arrangements outside of the shelter system.

This approach helps these individuals and families to identify locations in their own support network where they will be able to stay while they work to return to permanent housing of their own. This not only frees up resources for those who are most in need of assistance, but it also helps individuals and families avoid becoming homeless in the first place. In some instances, agencies are able to provide financial assistance or services to help these individuals remain in their own housing.

The CoC and HMIS lead agency in conjunction with the CoC committee and stakeholders also work with local hospitals, jails, and other institutions to create a housing plan for individuals who are at risk of becoming homeless upon their release. These institutions have also been provided with a phone number and the address of the coordinated access intake locations in the event that they need to be referred to services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Heart of Texas Homeless Coalition along with CoC partners have made significant progress in helping homeless persons make the transition to permanent housing, in reducing the amount of time that individuals and families experience homelessness, and in helping to prevent reoccurrences of homelessness in families and individuals who were recently homeless. HMIS expanded to non-standard practices that have included utilizing HMIS in our Waco Independent School district as a point of reference and also in our local food pantries. This data and point of contact have enabled us to continue to see a decline in homelessness as well as prevent homelessness in some cases. The jurisdiction's area has seen a decline in overall homelessness from 600 in 2005 to a total of 195 homeless individuals in 2022.

The Heart of Texas Homeless Coalition has also worked diligently to increase the number of affordable housing options available to low-income individuals. This work is carried out by the Permanent Housing Taskforce which meets monthly to coordinate outreach efforts to landlords in the hopes of educating these individuals about the potential benefits of making units available to this population.

While the duration of case management differs between service providers, each shelter does provide case management after discharge for its participants. This service helps these individuals and families to stay on track and avoid falling back into homelessness. Each provider also requires that those staying in the shelter must engage in case management after a short period of stay in the emergency shelter. This helps to engage these individuals and families and connect them with services or permanent housing options that shorten the length of time that these individuals remain homeless.

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

Actions taken to address the needs of public housing

The City and its CDBG/HOME programs do not manage the public housing in Waco and cannot take direct actions to address the public housing needs. However, the Waco Housing Authority has continued its long-range modernization program to preserve and improve public housing units. The agency received 2,315 Housing Choice Vouchers and 72 Mainstream Vouchers to assist clients who locate housing independent of renting from the Public Housing rental properties. The agency owns, operates, and maintains 634 units of public housing. The Waco Housing Opportunities Corporation (WHOC) is a 501(c)3 non-profit created to provide additional affordable housing and services to lower income households by acquiring funds that are not available directly to the WHA. The employees of the WHA provide services to WHOC and the Board of Commissioners of the WHA are the directors of WHOC. The City has begun discussions with the WHA to develop ways to partner with the to increase the number of housing units and see if there are any other ways we can partner to address the needs of those who need housing assistance.

The Waco Public Facility Corporation (WPFC), also a 501(c) 3 non-profit, issues bonds on behalf of the WHA with the WHA Board of Commissioners serving as directors of WPFC. The activities of both the WHOC and WPFC assist the housing authority in improving its housing stock and its resident programs.

The WHA plan states that they continue to provide for over 3,000 families and to be the largest housing provider in Waco. They continue to increase the number of landlords participating in Section 8 and working with organizations involved in revitalizing neighborhoods in Waco. Their Section 8 Homeownership Program continues to assist 13 families with the opportunity for homeownership by making monthly payments towards the family's mortgage on their behalf. WHA partners with the Family Abuse Center, the Advocacy Center, and CASA to help tenants who are victims of domestic abuse or child neglect/abuse.

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

The City of Waco continues its assistance to Waco Housing Authority (WHA) by encouraging resident management participation and homeownership. The Waco Housing Authority continues to provide social services to their residents through partnerships with agencies such as Heart of Texas Behavioral Health Network, Caritas, VA, and the McLennan Community College Adult Education Programs.

To better assist housing clients to become involved in management and participate in homeownership, WHA administers the Family Self-Sufficiency (FSS) Program. The FSS program serves 79 families with a total escrow of \$203,671.16. While participating in the program, participants complete the following goals.

- Obtaining or maintaining employment
- Continuing to pursue higher education
- Continue to maintain first time businesses with supportive mentorship and education

The unique value of the FSS program is that clients are able to receive supportive case management to reach their individual goals towards self-sufficiency.

Waco Housing Authority also provides computer labs on-site for resident and neighborhood use. The Community Computer Learning Centers sponsor relationships with Waco ISD, McLennan Community College for GED programs, family game and movie nights, as well as computers for study use. We have collaborated with other community entities such as Habitat for Humanity and financial literacy programs to use the labs.

Actions taken to provide assistance to troubled PHAs

The Waco Housing Authority received a High-Performance Rating for 2019-2020 for meeting or exceeding the three statutory standards of completeness, consistency, and compliance.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Waco's primary barriers to affordable housing are not created through local policies. The city has made a concerted effort to streamline the development process and offer fee waivers for some development fees. A Housing Coalition was formed to examine barriers to housing developments and explore ways to expand the stock of affordable housing.

The City will continue to monitor its ordinances and regulations to ensure it does not adopt any policies or procedures that would be a barrier to affordable housing.

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

The City of Waco continues to work with the Prosper Waco Initiative involving numerous organizations and institutions in Waco to find ways to reduce the number of families living in poverty.

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

The City continues to inform its citizens of lead-based paint hazards through its housing programs. All units rehabilitated under these programs include the reduction of lead-based paint hazards. The City, in an effort to meet lead-based paint regulations, has attended training and workshops dealing with lead-based paint issues. The City had applied for and received a grant allocation from the Office of Lead Hazard Control to address the lead-based paint hazard issues within the City of Waco. Although the grant period ended on September 30, 2023, the City through its utilization of CDBG and American Rescue Plan Act (ARPA) funds will continue to operate its Lead is Preventable Program.

A large population of residential housing developments in Waco were built prior to 1978 located in the low-to-moderate income census tracts; however, some owner-occupied and acquisition units that were assisted with grant funding were built after 1978.

With the implementation of various programs which require a pre-lead-based assessment, the program policy, and procedures manual addresses compliance with the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September 1999. The procedures include:

1. Notification
2. Identification
3. Treatment (if necessary)

When applicable, the City will use outside Lead Testing Agencies for technical assistance, risk assessment, and clearance of properties being rehabilitated. The City requires all contractors to have at least completed the Lead Safety Renovation, Repair, and Painting course in order to perform major rehabilitation activities on homes constructed before 1978 for this program.

The City's Housing Rehabilitation Specialist has taken initial courses for the Lead Risk Assessor and Lead Inspector per the requirements set forth by the Texas Dept of State Health Services and the City began implementation of the EPA's Renovation Repair and Painting rule in April 2010.

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

Actions planned to reduce the number of poverty-level families

- Continue to provide and expand affordable housing programs to reduce the economic impact of rent and homeownership burdens on low-income households,
- Continue to provide economic development incentives utilizing local funds to encourage the retention and creation of employment opportunities available to low-income residents,
- Continue to include and enforce requirements of Section 3 in applicable contracts utilizing federal funds,
- Continue to support local non-profit organizations that provide educational courses in homebuyer and homeowner responsibilities, home maintenance, budgeting, nutrition, parenting, affordable rental units, and other health and human services,
- Continue to support public service activities that enhance the quality of life of low-income residents,
- Continue to support public service activities that allow youth to meet their maximum potential and ultimately leave the poverty environment,
- Encourage and initiate efforts to promote collaboration and reduce duplication of effort amongst the region's entities and public service providers, and

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

During the year the City took the following actions to overcome gaps in institutional structures and enhance coordination:

The City continues to participate in monthly Housing Coalition meetings where members prioritize housing needs and develop strategies and specific activities to enhance affordable housing in the City of Waco.

Members include:

- Employees representing the three active Community Housing Development Organizations (CHDOs) including, Waco Habitat for Humanity, NeighborWorks Waco, and Grassroots

- Development Corporation (formerly Waco Community Development Corporation);
- the Waco Housing Authority;
- the Heart of Central Texas Independent Living Center; Aging & Disability Resource Center;
- and the City of Waco.

The City continues to use CDBG funds to support the area’s HUD-required Homeless Management Information System (HMIS). HMIS “links those in need to those who care” and connects area social service agencies that serve the homeless. This allows agencies to better meet the needs of their clients, maintain data regarding service use, and prevent duplication of services. Currently, nine agencies are utilizing the Homeless Management Information System (HMIS).

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

The City of Waco has been having discussions with the Continuum of Care board and the Heart of Texas Coalition Board on how to better serve the homeless population. Prosper Waco has become a part of the discussion to look at and analyze data regarding this underserved population.

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

The City has instituted the use of both English and Spanish brochures that contain information as to the appropriate location for obtaining information or making complaints involving fair housing matters.

The City also posted general Fair Housing information on the City’s webpage.

The Director of Housing and Community Development is the Fair Housing Administrator and has the responsibility of implementing the City’s Fair Housing Ordinance by investigating complaints.

The City of Waco has a Fair Housing Ordinance, which supports the administration and enforcement of state fair housing laws providing for fair housing consistent with the federal fair housing law.

Proposed actions to overcome impediments under Fair Housing Activities include:

- strict adherence to the existing Ordinance,
- continued sponsorship of Fair Housing Activities through educational forums,
- attendance to fair housing training provided and sponsored by the United States Department of Housing and Urban Development (HUD),
- providing more education and information to all persons, and
- working closely with organizations focusing on fair housing.

www.WacoHousingSearch.org utilizes user-friendly housing search capabilities and contains useful

information including tenant education brochures, rental affordability calculators, and links to other helpful sites. Funding for website hosting was provided by the City of Waco and community partners.

The City passed the "Credit Access Businesses Regulation" (also known as payday lenders) ordinance regulating payday lenders regarding predatory lending. The purpose of the Ordinance is to protect the welfare of the residents of the city by monitoring credit access businesses in an effort to reduce abusive and predatory lending practices. The article establishes a registration program for credit access businesses, imposes restrictions on extensions of consumer credit made by credit access businesses, and imposes recordkeeping requirements on credit access businesses. As an alternative, the City of Waco and Waco ISD have lending programs.

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.

The City of Waco provided effective monitoring of all HOME and CDBG funded organizations, projects, and activities to ensure compliance with city, state, and federal regulations, policies, and contracts. Monitoring focused on the following areas:

- 1) Financial – Staff reviewed requests for expenditures to ensure that all funded requests are for authorized activities on approved projects. Activity agreements, expense documentation, and beneficiary reports must be provided for funds to be expended. As part of the contract agreement, each subrecipient that receives any CDBG or HOME funding (including CHDOs) must submit either an independent audit or financial review to ensure fiscal accountability.
- 2) Environmental – All projects and individual activities requiring environmental reviews per HUD regulations were reviewed for clearance prior to funding approval. The review was completed by staff, with the assistance of other departments and outside consultations as needed. Remediations of impact were implemented where required. Projects or activities unable to meet environmental requirements were reviewed to determine alternative acceptable solutions, and if no alternatives are identified, the project was not funded with federal funds.
- 3) Programmatic – Measurable results or accomplishments are expected on all funded projects and are evaluated through the monitoring process. Progress toward project goals was reviewed on a monthly or quarterly basis. The City’s reimbursement of funds for project expenditures is directly correlated with the reporting of accomplishments.
- 4) Subrecipient & CHDO Monitoring – Agencies receiving City CDBG, HOME, or CHDO funds enter a contract which describes funding amount, services provided, time frame for providing services, compliance responsibilities, reimbursement procedures, and reporting requirements. Each agency must submit performance reports, containing beneficiary information, such as the number, race, and income level of persons assisted. Each agency is monitored a minimum of once annually for each program year, with all organizations receiving a desk review as needed and at least one site visit. Agencies receiving funds will be closely monitored to ensure the timeliness of expenditures. Technical Assistance and training is provided to subrecipients on an as needed basis.
- 5) Labor Standards - Compliance with labor standards on eligible construction sites has been monitored by City staff through on-site interviews and desk reviews of bid documents, payrolls, and reports.

6) MBE/WBE - Solicited bids and services from MBE /WBE); Supported maintenance of MBE/WBE directory; Utilized regional certified local and regional W/M/DBEs; Reported W/M/DBE participation to federal funding agencies; Worked with the Purchasing Department to track W/M/DBE participation percentages; and Strengthened ties with the City's economic development initiatives as needed.

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.

The proposed PY 2022 Consolidated Annual Performance and Evaluation Report was advertised as a Public Notice on December 5, 2023. It was published in the local *Waco Tribune-Herald* newspaper. A public hearing is scheduled to take place during the December 19, 2023, regular meeting of Waco City Council. The details of that meeting are provided in the Public Notice. The draft report is available for viewing from December 7th through December 21st, at the City of Waco's Housing and Community Development Department, City Secretary's Office, and Waco-McLennan County Library locations between the hours of 8am to 5pm. It was also uploaded to the City's website.

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 City has reviewed all housing programs with the City Council to evaluate whether they are in congruence with the City's Goals, the Prosper Waco goals, and addressing the community needs of reducing poverty and increasing affordable housing options.

The City currently does not have any changes to its program however the City Council continues to review all of the programs to make sure we are meeting the needs.

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

No

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

CR-50 - HOME 24 CFR 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 24 CFR §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.

The following three units were inspected and passed the city's compliance review inspection. Each received homebuyer down payment assistance.

1. 1212 Payne St, Waco, TX 76704
2. 1803 Seneca Ave, Waco, TX 76707
3. 421 Turner St., TX 76740

Heart of Texas Regional Mental Health Mental Retardation, d/b/a Behavior Health Network provides HOME-funded Tenant Based Rental Assistance. Each unit is inspected and any deficiencies noted must be corrected before clients sign a lease agreement. As clients enter the program or are re-certified, inspections are done throughout the year. Thirty-eight (38) units were inspected during the program year—no deficiencies to be reported in the Housing Quality Standards (HQS) Inspection Form.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

The City continues to market all housing programs to all persons in the community through the City website and advertisements and programming on the City's public television station and social media platforms such as Facebook, Twitter, YouTube, Instagram.

The City provides brochures in English and Spanish. Also, the City's CHDOs provide English and Spanish versions of brochures and forms to their clients.

Our CHDO's have affirmative marketing plans for their HOME funded units. We are working with the CHDOs to ensure their marketing outreach is sufficient to promote affordable housing options to those who need assistance.

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

The City was awarded \$782,472 in HOME funds. The beginning balance for PY 2022 was \$55,916.44, an additional \$88,705.13 was received, \$55,916.67 was expended and the balance on hand is \$88,705.13.

Projects include:

- Partially funded one (1) down payment assistance; and
- Partial support of tenant based rental assistance program that served 38 households.

Owner and tenant characteristics will be reported in CR-10 and CR-20.

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)

The City's Homebuyer Assistance program has been successful in placing families into affordable housing, increasing homeownership (first-time homebuyers), and has provided the City with an increased tax base.

Housing rehabilitation and preservation/reconstruction programs provide for units being rehabilitated/reconstructed.

The City's Lot Sales and Tax Abatement programs have allowed contractors to build in the inner City at reduced rates due to the waiving of construction-related fees, lien waivers, and the selling of City lots at a discounted price.

By providing incentives for the contractors, they are able to pass the savings on to the buyers, whereby providing safe, decent, attractive homes to low- to moderate-income households.

The City's Code of Ordinances allow for the construction of single-family dwellings on smaller lots within the Imagine Waco downtown plan in certain zoning districts though the approval of a special use permit by the city council. The goal of the special use provision is to allow the redevelopment of infill lots to achieve the following goals: Increase housing stock by increasing the number of usable parcels for residential use; smaller homes will generally be built and sold at a more affordable price; use of existing infrastructure will support sustainability goals by reducing the demand for sprawl and focusing housing in and around existing services.

CR-58 – Section 3

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

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

Table 14 – Total Labor Hours

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

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative