



## COMMUNITY PARTNERSHIP OFFICE

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# **2013 – 2014**

# **Community Development Block Grant**

## **Consolidated Annual Performance Evaluation Report**

**December, 2014**

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## **EXECUTIVE SUMMARY**

The Consolidated Annual Performance Evaluation Report (CAPER) details how the City of Loveland, Colorado expended Community Development Block Grant (CDBG) funds from October 1, 2013 through September 30, 2014, hereafter referred to as the 2013-2014 grant year, or the 2013-2014 program year.

The City of Loveland received \$291,697 in CDBG funding for the 2013-2014 grant year, and spent an additional \$17,936 from a prior year allocation for a total of **\$309,633**. By the end of the program year \$6,781.53 (2.2%) remained unspent; all of the unspent funding was in the bricks and mortar category.

Sixty-six percent (66%) of total funds spent were used for the rehabilitation of existing affordable housing units, down payment assistance for low to moderate income residents, or public facilities. Fourteen percent (14%) of spent funds provided public services to homeless and near homeless individuals and families, including victims of domestic violence. Nineteen percent (19%) of funds paid for administration of the CDBG program. When the unspent funding in the bricks and mortar category is spent, the percentages will be 67%, 14% and 19% respectively.

Eighteen-thousand three-hundred and sixty-three (18,363) people were served with CDBG funds during the program year, 133 units of housing were rehabilitated to provide affordable housing to low and moderate income families, and one home was purchased with down payment assistance during the program year.

The CAPER provides details required by the U.S. Department of Housing and Urban Development showing how activities funded with CDBG met goals established in the 2010-2015 Consolidated Plan, followed by detailed spending during the fourth grant year, including how persons with low income and special needs were served, how housing needs were addressed, and how the public was made aware of the City's use of funds.

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## FIVE YEAR PLAN: ASSESSMENT OF PROGRESS

The 2010-2015 Consolidated Plan identifies the City of Loveland’s 5-year plan to address homelessness, housing, and poverty. Below are the goals, activities, objectives, indicators, planned and actual inputs and outputs, and outcomes of the 5-Year plan by the end of the fourth year as a result of the 2013 grant process and allocation by the City of Loveland Affordable Housing Commission. Note that the inputs (planned and actual) only include funding from the first four years, while the planned outputs include the 5-year planned outputs and cumulative achievements. Case management listed under Goal #3 does not include any inputs: funding for these services was provided by the City of Loveland general fund. Additional information about these services can be found starting on page 4 under *Public Services*. Changes to the original allocation can also be found on page 4.

Goal #1							
Create and maintain housing opportunities for households with low income. Funding priority shall be given to activities serving households with low income below 50% of the area median income.							
Activities	Objectives	Indicators	CDBG Inputs		Outputs		Outcomes
			Planned	Actual	Planned	Actual	
Rent Assistance/ Housing Counseling	Decent Housing	# persons assisted	\$54,600	\$45,425	5,000	3,827	Availability/ Accessibility and Affordability
Property Purchase		# units	\$111,940	\$111,940	100	25	
Down Payment Assistance		# units	\$60,000	\$71,500	100	13	
Housing Rehabilitation		# units	\$359,307	\$363,951	179	670	
Goal #2							
Provide services to homeless and near-homeless persons through shelter, case management, transitional and permanent housing.							
Activities	Objectives	Indicators	CDBG Inputs		Outputs		Outcomes
			Planned	Actual	Planned	Actual	
Transitional Housing	Suitable Living	# units	\$0	\$0	5	0	Availability/ Accessibility
Shelter & Case Mgt for Individuals		# persons assisted	\$69,513	\$69,513	500	844	
Shelter & Case Mgt for Families		# families assisted	\$43,152	\$43,152	90	146	
Goal #3							
Decrease poverty in the community by financially supporting services and facilities that meet basic needs and provide self-sufficiency opportunities.							
Activities	Objectives	Indicators	CDBG Inputs		Outputs		Outcomes
			Planned	Actual	Planned	Actual	
Facility Construction	Suitable Living	# facilities	\$297,733	\$247,806	3	3	Availability/ Accessibility
Case Mgt		# persons assisted	\$0	\$0	5,000	10,844	

## YEAR FOUR ACCOMPLISHMENTS: 2013-2014

Housing Activities (66%)						
Activity	Agency (see CODES p.4)	National Objective & Outcome	Goal	Actual	Planned \$	Actual \$
Acquisition	HNS	LMC/SL-1	20,200	16,556	\$155,240	\$155,240
	SAVA	LMC/SL-1	50	135	\$10,000	\$10,000
	LHA	LMH/DH-2	1 family	1 family	\$5,000	\$5,000
Rehabilitation	LHA	LMH/DH-2	1 unit	1 unit	\$10,000	* \$4,890
	LHA	LMH/DH-2	10 families	9 families	\$10,000	* \$8,328
	VOA	LMH/DH-1	129 people	123 people	\$17,300	\$17,300
SUB TOTAL					\$207,540	\$200,758

Public Services Activities (14%)						
Activity	Agency	National Objective & Outcome	Goal	Actual	Planned \$	Actual \$
Domestic Violence	ATV	LMC/SL-1	13 families	12 families	\$6,376	\$6,376
Homeless Assistance	HNS AH	LMC/SL-1	100 people	66 people	\$8,535	\$8,535
Homeless Assistance	HNS 137	LMC/SL-1	155 people	243 people	\$13,048	\$13,048
Housing Counseling	N2N	LMC/DH-2	1,250 people	1,351 people	\$15,795	\$15,795
SUB TOTAL					\$43,754	\$43,754

Program Administration (19%)				
Activity	Agency	Objective & Outcome	Planned \$	Actual \$
Program Administration	City of Loveland	Sub-recipient assistance and HUD reporting	\$58,339	\$58,339
TOTAL			\$309,633	\$302,851

Outcome / Objective Codes	Availability/ Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environ.	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

\*Balance rolled over to 2014-2015 grant year

### Agency Code

**ATV** – Alternatives to Violence

**LHA** – Loveland Housing Authority

**SAVA** – Sexual Assault Victim Advocate Center

**HNS** - House of Neighborly Service

**N2N** - Neighbor to Neighbor

**VOA** - Volunteers of America

### MEETING NATIONAL OBJECTIVES

All activities funded during the 2013-2014 program year fell under the Low/Mod (LMI) objective, specifically, Low/Mod Limited Clientele (LMC) and Low/Mod Housing (LMH) activities. The National Objective used for each activity can be found on the table on page 3.

### CHANGES IN FUNDING DISTRIBUTION

As stated, the 2013-2014 allocation for the City of Loveland was \$291,697. An additional amount of \$17,936 was distributed during the program year.

The City of Loveland returned \$17,936 to HUD in April 2013. The funding was originally allocated to the Loveland Housing Authority and was used for water rights for the Community Events Center on the Mirasol campus, which was an ineligible expense. The \$17,936 was reallocated to the House of Neighborly Service for the Community Life Center public facility.

IDIS report PR23 found starting **on page \_\_ of this** report includes \$1,009.85 that was allocated to the Loveland Housing Authority during the 2012-2013 grant year and remained unspent at the beginning of the 2013-2014 grant year. It also shows \$74,970 that was returned to HUD in November, 2013 and was reallocated and spent during the 2014-2015 grant year. Because these funds were not distributed during the 2013-2014 grant year, little other information will be discussed in this report.

### PUBLIC SERVICE ACTIVITIES (GOAL #3)

The City of Loveland contributes \$500,000 each year to area non-profits that provide public services to low and moderate income Loveland residents. Goal #3 (page 2), *Decrease poverty in the community by financially supporting services and facilities that meet basic needs and provide self-sufficiency opportunities*, is further described in the Consolidated Plan as “assisting low-income households through public service activities including child care, case management, mental health, health care, services to persons with disabilities and seniors.” The following organizations received a portion of the distributed \$500,000 to address these six issues.

2013-2014 Human Services Grant Recipients					
Agency	Program	Amount Requested	Amount Allocated	Planned Outputs	Actual Outputs
Alternatives to Violence	Case mgmt.	\$35,000	\$20,170	727	368
Disabled Resource Services	Disabilities	\$22,129	\$13,262	1,110	2,249
Elderhaus Adult Day Programs	Disabilities	\$24,008	\$8,187	36	38
Northern Colorado AIDS Project	Case mgmt.	\$10,000	\$5,022	29	36

Project Self-Sufficiency	Case mgmt.	\$24,000	\$16,126	210	211
Rehab Visiting Nurses Assoc.	Health care	\$25,000	\$14,270	26	22
Respite Care	Disabilities	\$15,000	\$7,218	11	11
Thompson Valley Preschool	Child care	\$15,000	\$8,644	130	61
Touchstone Health Partners	Mental health	\$35,000	\$23,516	202	382
WINGS/Easter Seals	Disabilities	\$20,000	\$10,244	36	46
<b>TOTALS</b>		<b>\$225,137</b>	<b>\$126,659</b>	<b>2,517</b>	<b>3,424</b>

A list of the results produced by all of the public service agencies funded by the City of Loveland during the 2013-2014 grant year, and benefitting Loveland residents, is as follows:

- 3,440 students received information about mental health and suicide through the Alliance for Suicide Prevention.
- 12 families received housing free from abuse of a violent partner through Alternatives to Violence.
- 368 people received counseling and support to leave a violent relationship through Alternatives to Violence.
- 33 site-impaired residents received 8,736 hours of news and other broadcasts to keep them informed of local issues through Audio Information Network.
- 1,429 young people received services and attended events at the Boys & Girls Club.
- 327 adults increased reading comprehension; basic skills in math, writing, and computer literacy; and GED preparation assistance through the Center for Adult Learning. 55 students received their GED and at least 5 started attending college.
- About 400 people were served about 22,000 meals and 8,800 To-Go Bags were given to the homeless and very low-income adults through the Community Kitchen.
- 75 children were placed with a Court Appointed Special Advocate (CASA) after a dependency and neglect case was started through CASA.
- 78 children were able to spend quality time with non-custodial family members through the Harmony House, operated by CASA.
- 175 seniors received support and assistance with paperwork for local and state benefits through Catholic Charities of Larimer County's senior program.
- 164 people received counseling and support to leave a violent relationship through Crossroads Safehouse.
- 2,249 people with disabilities worked with case managers to aid in independent living through Disabled Resource Services.
- 95 physically and/or mentally disabled residents were able to attend a support facility through Elderhaus, Respite Care, or WINGS.
- 75 Loveland residents with low vision received a sight evaluation, and skills training and support.
- 10,300 residents received food from the Food Bank for Larimer County, 10,854 residents received food from the House of Neighborly Service, and 478 young people received weekend food from KidsPak.

- 39 very low-income Loveland residents received employment support and 12 secured permanent employment.
- 3,746 community members received financial assistance to help with a utility bill, prescription drugs, or other basic needs through the House of Neighborly Service.
- 65 children received care through the House of Neighborly Service while their parent or parents attended classes at the Center for Adult Learning.
- 150 abused youth completed at least one interview with a trained forensic interviewer through the Larimer County Child Advocacy Center.
- 45 youth, living without parents, received a high school diploma or completed a GED and/or were able to find and maintain a job through the Matthews House.
- 17 at-risk youth received time management, social skills and work experience through Loveland Youth Gardeners
- 6 adults suffering from memory impairment received care through the Stepping Stones program of the McKee Medical Center Foundation.
- 505 home-bound residents received a hot meal through Meals on Wheels.
- 61 residents received foreclosure prevention assistance through Neighbor to Neighbor.
- 36 Loveland residents living with HIV/AIDS received specialty case management and medical care through Northern Colorado AIDS project.
- 1 community member received charity care through Pathways Hospice.
- 61 parents received case management as they worked toward career and/or educational goals leading to self-sufficiency through Project Self-Sufficiency.
- 22 residents with acute health care issues received skilled care or were able to engage in self-care through Rehabilitation and Visiting Nurse Association.
- 267 seniors, unable to drive or take public transportation, received more than 8,000 rides through Senior Alternatives in Transportation.
- 143 low-income children were able to attend child care or preschool through Thompson Valley Preschool or Thompson First Steps Nursery because parents received subsidized tuition assistance.
- 382 low-income residents received mental health and substance abuse treatment through Touchstone Health Partners.
- 165 grand parents who are raising their grandchildren received support and assistance through the Touchstone Health Partners Grandfamilies Program.
- 132 young people received substance abuse counseling through Turning Point.
- 163 women received health education and assistance through the Women's Resource Center of Larimer County.

#### ASSESSMENT OF ANNUAL PROGRESS

The City of Loveland distributed grant funding during the 2013-2014 program year to further the three goals listed on page 2 with some success and resulted in meeting 90% (four years) or higher of the five year planned outputs 56% of the time. Areas where the outputs did not produce a minimum of 80%, and likely will not achieve the planned outputs at the end of five years, include purchasing property for low income housing, down-payment assistance for low



income home buyers, and additional transitional housing units. There is also the possibility that the housing counseling output will not be met.

- The number of lots purchased by Habitat for Humanity to build low income housing, and reported in the CAPER, is not expected to increase dramatically over the next year. Note that many of the lots purchased by Habitat for Humanity are not reported in the CAPER because CDBG funding was not used.
- The down payment assistance program was not funded with CDBG during the last year of the five-year Consolidated Plan, which means the total outputs will not increase. Again, only CDBG funded down payments are reported in the CAPER. The program has other funding sources but results from those sources are not reported here.
- There are not any agencies in Loveland that are currently working on building additional transitional housing. However, one provider of transitional housing just reported that the agency moved from a two-year program to a nine-month program, which means that more than twice the number of families are able to be served with transitional housing locally.

Outputs that were successful include increasing (and rehabilitating) public facilities, housing rehabilitation, case management for low income Loveland residents, and overnight shelter for homeless families and individuals, including domestic violence victims.

## **PROGRAM NARRATIVE**

### **AFFIRMATIVELY FURTHERING FAIR HOUSING**

As described in the City of Loveland 2010-2015 Consolidated Plan, and as part of the City of Loveland's certification to affirmatively further fair housing, the City assumes the responsibility of fair housing by conducting an Analysis of Impediments to Fair Housing Choice (AI) and by taking appropriate actions to overcome the effects of any impediments identified by the analysis. The City of Loveland updated the Analysis of Impediments to Fair Housing Choice in 2012. A copy of the current analysis is available online at: <http://www.cityofloveland.org/index.aspx?page=901>.

The following actions were taken in 2014 and were submitted with the City of Loveland 2014-2015 Annual Action Plan:

- The Community Partnership Office (CPO) attended a meeting of residents of the Lago Vista mobile home park and the Colorado Civil Rights Commission so that residents would have a local person to contact should they wish to discuss issues while the CCRC was working on a discrimination case. The mobile home park is located in the County, not the City of Loveland.
- The CPO worked with a member of the Colorado Civil Rights Commission and the Long Term (flood) Recovery Center to ensure that case managers received Fair Housing training, including addressing questions about providing services and housing to undocumented flood survivors.
- Fair housing posters were placed at the Long Term Recovery Center and one non-profit.
- The CPO created an "If you don't speak English well" card that was distributed to 19 non-profits, including information about two translation services and the use of 2-1-1 for no-cost translation of Spanish during business hours.
- The CPO monitors quarterly reports to understand whether or not subrecipients are marketing to clients Lease Likely to Apply. Currently, one grantee has not met the measure for race or female-headed households. Overall, the measures have been met to date.
- The CPO is working to have membership of the Affordable Housing (AHC) and Human Services Commissions (HSC) reflect the current demographic attributes of Loveland. The HSC meets the measure for people with disabilities and non-Caucasian. The AHC currently does not. The CPO is looking for resources to assist in producing this result and has reached out to other communities.
- The CPO received information from a local non-profit that two local property management companies were requiring a deposit of double the amount if the applicant was low-income. The office will try to determine if this is occurring and understand the circumstances such as whether it disproportionately affects people with disabilities.
- The CPO was informed of alleged discrimination against two men with HIV/AIDS and asked that Northern Colorado AIDS Project contact the Office of Fair Housing to receive

assistance with a resolution and/or to file a complaint.

- The CPO is engaging in on-going discussions with City of Loveland Code Enforcement, Larimer County Health, and the City of Fort Collins Office of Neighborhood Services to better understand how to assist Loveland community members living in inexpensive housing that is unsafe and/or unsanitary. Most of these residents would be homeless if their housing was condemned.
- The CPO reviewed the Public Works/City of Loveland Transportation LEP plan to determine if it would be useful as a plan for this office to adopt.
- The CPO is continuing to request the expertise of the Disabilities Advisory Commission to look at multi-family housing and true accessibility of these projects.
- The City of Loveland Community Partnership Office investigates all suggestions of discrimination or barriers to fair housing. In 2014 to date, no fair housing violations have been filed as a result of these conversations.

The City of Loveland hired a consultant to advise and provide technical assistance to the Community Partnership Office to ensure Fair Housing Compliance. Consultation with Bruce Adelson, formerly with the Office of Fair Housing/Compliance began in November, 2014. The following actions will take place over the next six to nine months with the assistance of Mr. Adelson:

- The CPO will conduct a survey of funded nonprofit organizations serving Loveland residents to better understand their language capabilities and the degree to which staff members have received training appropriate to the service provided.
- The City will start working on a policy to more fully address effective communication and accessibility during public meetings.
- Plan to increase the diversity of boards and commission ...
- The CPO will ask all funded nonprofits to participate in a Title VI webinar to ensure understanding and responsibility ...
- In honor of Martin Luther King Jr. the City of Loveland will
- Surveys from Loveland Connect. This will be completed by the end of the year. What were the questions?
- CPO specific LEP. City LEP.
- The CPO added a question to the CDBG grant (LLTA) and will now add a question to the HSG report. This is how we will monitor for LLTA. "Describe your marketing efforts to reach people who are historically the least likely to apply to your program" to start to address this issue with grant recipients in 2014.
- I speak cards. (19)
- LLTA questions.
- NCAP issue.
- Healthy community – rehab to diversify neighborhoods. Also to rehab substandard housing.
- Section 3.
- Loveland Connect forms. Calls.
- AR

Other areas in which the CPO will request assistance:

Housing discrimination appears to be taking place, particularly for persons with disabilities, in the area of reasonable accommodations. Many people, both tenants and landlords, may not understand housing discrimination, including what it is, how it occurs, and what they can do about it. Nor do they understand reasonable accommodations required by the Americans with Disabilities Act. The CPO will work with the Affordable Housing Commission to see if there are any training opportunities.

- *Marketing to Least Likely to Apply:* There exists the possibility that racial/ethnic minorities have disproportionately higher housing needs as shown on Table 24 (of the AI), which indicates that Native Americans and Pacific Islanders are underserved compared with City of Loveland residents living in poverty and eligible for housing through the Loveland Housing Authority.
- *Affordable Housing:* A lack of affordable housing units disproportionately affects some protected populations, including accessible housing for persons with disabilities and housing for single-female parent families. The disproportionality analysis for (the AI) showed that persons with disabilities and families headed by a single-female are more likely to be living in publicly-assisting housing and could benefit from additional affordable housing.

The CPO has requested that the statement include familial status and that all agendas and other communications about public meetings have this information in Spanish as well. These actions are expected to be accomplished in January 2014.

All legal ads placed by the CPO are now read via Audio Information Network ([www.aincolorado.org](http://www.aincolorado.org)) to reach site impaired residents. Audio Information Network is “Colorado’s only volunteer-based, broadcast and audio information service for the state’s blind, visually impaired, and print disabled residents.” Note that this organization was funded by the City of Loveland Human Service Commission in 2013.

The CPO works to provide housing for persons with disabilities by directing funding to organizations that support this population. In 2012-2013, 31.3% of all CDBG funding was used to retain existing housing stock through rehabilitation; 17.2% of the rehabilitation funding was used to provide assistance to seniors and people with disabilities through Volunteers of America.

#### **Actions to be taken in 2015:**

The items listed below, that were submitted on the AI, have not yet been completed.

The CPO, along with the Loveland Housing Authority, Disabilities Advisory Commission, Human Services Commission, Disabled Resource Services, and area housing agencies, specifically Neighbor to Neighbor, will promote the distribution of information on fair housing to clients,

representatives of the Real Estate industry (including apartment owners and managers), and the lending industry, through public awareness events and meetings. The CPO will support the Disabilities Advisory Commission, Disabled Resource Services, and Building Inspection Office to develop printed information regarding disabilities and reasonable accommodations that can be made to address these special needs

The CPO will support the Disabilities Advisory Commission, Disabled Resource Services and other organizations that serve persons with disabilities, and Building Inspection and Current Planning to explore projects and programs that address housing accessibility, including the need for and design of accessible housing units and developments, visitability and practical housing standards.

The CPO will ensure that local housing providers and services organizations receive information on Immigration and Fair Housing, including the legal way to ask questions to determine the legal status of a community member seeking housing.

The City of Loveland has an amplification device for a community member with a hearing impairment wanting to attend a City Council meeting. It has not been requested to date. This information will be added to notices and advertisements made by Audio Information Network in 2014.

Hispanic/Latino households appear to have higher mortgage loan denial rates than non-Hispanic/Latino households. The reasons behind these higher loan denial rates may be simply due to credit history or related issues, but this cannot be determined from the available data and is a consideration that will be monitored. As a starting point, additional data from the Federal Financial Institutions Council (FFIC) website will be monitored annually.

The CPO will support area agencies to continue to develop written materials and other outreach efforts in Spanish, as well as other languages, as may be needed.

The CPO will work with agencies that are providing housing to market to individuals and families that are least likely to apply for their housing, including working to identify the manner in which targeted groups may receive information about available housing.

For a copy of the full AI or any updates, please contact Alison Hade at (970) 962-2517 or [alison.hade@cityofloveland.org](mailto:alison.hade@cityofloveland.org).

#### **ACTUAL ACCOMPLISHMENTS COMPARED TO PROPOSED GOALS**

A comparison of proposed goals from the Consolidated Plan and the 2013-2014 Annual Action Plan with actual numbers of low to moderate income households served during the reporting period can be found in the tables on pages 2, 3 and 4, and is described under *Assessment of Annual Progress* starting on page 6. The City of Loveland always distributes CDBG grant funding to area non-profit organizations to produce the results of the Consolidated Plan versus completing projects “in-house”. If a local agency is not in a

position to begin a new project that would impact Consolidated Plan results, funding is distributed based on the grant proposals received, with the highest priority going to projects that assist in meeting the five-year strategic plan. .

During the 2013-2014 program year, worst case needs (defined as low-income renters with severe cost burden, in substandard housing, or involuntarily displaced) and accessibility needs of persons with disabilities were addressed by the listed organizations in the following manner.

- The House of Neighborly Service/Angel House program provided overnight shelter through churches, day shelter and case management at their office, and access to transitional housing for homeless families. This overnight shelter and case management program served 66 people during the grant year. The transitional housing program was not funded by the City of Loveland during the 2013-2014 grant year so accomplishments for that program will not be reported in the CAPER.
- The House of Neighborly Service/137 Connection program provided overnight shelter through churches when the overnight temperature was below 20 degrees, and day shelter and case management for homeless individuals. This program served 243 people during the grant year.
- Catholic Charities of Larimer County, the Mission program, and the Fort Collins Rescue Mission provided overnight shelter and services to homeless Loveland residents throughout the year. Neither program was funded by the City of Loveland during the 2013-2014 grant year so accomplishments are not available.
- Alternatives to Violence provided transitional housing and case management for victims of domestic violence who would otherwise have to remain with an abusive partner or face homelessness. This program served 12 families during the grant year.
- The Loveland Housing Authority (LHA) manages the Housing Choice Voucher program in Loveland and currently has 525 vouchers. LHA gives priority to homeless residents.
- The Loveland Housing Authority manages 11 apartment complexes, many of which offer subsidized rent to ensure that occupants are not cost burdened.
- Volunteers of America provided safety improvement repairs that allowed seniors and the disabled to remain in their homes instead of having to move to an assisted living facility or some other type of housing. This program provided services to 123 families during the grant year.
- Loveland Habitat for Humanity received a waiver of development and other fees totaling \$197,208 for nine homes, most of which will be completed by the end of the year. Habitat for Humanity ensures that the cost of home ownership is affordable for 100% of their clients, all of which live between 30% and 60% of the AMI.

- Pedcor Investments, a for-profit housing development company, received a partial waiver of development fees totaling \$1,512,887 to build 224 units of multi-family housing for residents living at or below 60% of the AMI.
- Phase II of the Mirasol Senior Living Community was completed in 2014, providing 60 units of affordable senior housing to residents living between 30% and 60% of the AMI. These housing units will hopefully reduce the housing burden that many seniors experience.
- The Housing Authority has two programs to help Loveland residents with rehabilitation of their homes. The Larimer Home Improvement Emergency Program offers a grant of up to \$1,000 to help pay for emergency repairs such as a burst pipe or a broken furnace. This program is available to residents earning no more than 50% of the area median income. The Larimer Home Improvement Program provides low-interest loans of up to \$24,999 to residents at or below 80% of the area median income. These two programs provided assistance to ten families during the grant year.
- Neighbor to Neighbor provided housing counseling to 1,351 Loveland residents, to prevent homelessness, stabilize families and promote self-sufficiency.
- Services were provided through the Sister Mary Alice Murphy Center for Hope located in Fort Collins, to families and individuals who are homeless or on the brink of homelessness. The mission of the Center for Hope is to help these families and individuals achieve stability and long-term self-sufficiency. This program was not funded by the City of Loveland during the 2013-2014 grant year and accomplishments are not available.
- Disabled Resource Services, Elderhaus Adult Day Program, Easter Seals/WINGS, Meals on Wheels, Audio Information Network, SAINT, Catholic Charities of Larimer County, Community Kitchen, Food Bank for Larimer County, Northern Colorado AIDS Project, Respite Care, and Rehabilitation and Visiting Nurses Association are local non-profit agencies that partner with the City to provide case management, housing counseling, housing, meals, and transportation to persons with disabilities, including seniors. Specific results produced by these agencies can be found starting on page 5. Some of these agencies were funded by the City of Loveland during the 2013-2014 grant year.

#### CONTINUUM OF CARE

During the 2013-2014 program year, actions taken to prevent homelessness, help homeless persons make the transition to permanent housing and independent living, and address the needs of homeless persons and persons needing supportive housing, including persons with HIV/AIDS, follows.

- A sheltered Point-in-Time count was held on the evening of January 21<sup>st</sup> to help the City gauge the extent of homelessness in Loveland. The count showed that 36 homeless individuals slept in two churches, and 50 people were living in two-year transitional housing on that one night in January.
- The CPO produced the third annual Loveland Homeless Connect, a one-day, one-stop event to offer direct services from about 45 organizations to our homeless



and near homeless on October 24<sup>th</sup>. About 270 people attended the one day event, which is about 100 more participants than the year prior.

- The CPO partners with 137 Connection, a program of the House of Neighborly Service that offers a day center and an overnight inclement weather shelter, whenever possible. In 2013, the CPO assisted 137 develop a program requiring able-bodied homeless individuals to provide volunteer work in the community in order to participate in the night program. In 2013, about 80% of the homeless clients of 137 Connection volunteered. In 2014, 100% of participants must contribute at least four hours a week.
- In 2015, the CPO will work with 137 to help strengthen staff member's relationships with law enforcement to provide greater partnership when issues arise.
- Homeward 2020, the organization behind the 10-year plan to end homelessness in Fort Collins, has continued to provide leadership for the Northern Front Range Continuum of Care. Vanessa Fenley, Homeward 2020's director, is working to ensure that homelessness is addressed regionally. The NFRCC is still working on various aspects of HEART Act implementation, specifically HMIS, and the number of local organizations that can be supported via Colorado Coalition for the Homeless given the number of staff available for this function.
- In 2013, the Affordable Housing Commission voted to qualify the Loveland Housing Authority's next housing project, The Edge, as affordable. This qualification allows the Housing Authority to lock in fees at the 2013 level, which helps reduce the cost of building. The Edge will provide 70 affordable multi-family homes, 10 of which will be designated for veterans. Building will begin in 2015.
- ArtSpace, a Minneapolis based company that builds and manages low income housing for artists, received tax credits to build a 30 unit complex in Loveland ([www.artspace.org](http://www.artspace.org)). This housing is expected to be completed in 2015.
- The Northern Colorado AIDS project manages seven housing vouchers and provides rental assistance for others. During 2014, NCAP helped nine other clients locate housing.

In 2014, other actions specific to the areas listed above:

#### PREVENTING HOMELESSNESS

- Rent assistance and housing counseling to prevent homelessness was provided to 1,351 Loveland residents through Neighbor to Neighbor.
- Goodwill will open an employment office in Loveland to assist our hard to place job seekers, including homeless individuals, with job placement assistance.

#### TRANSITION TO PERMANENT HOUSING:

- Transitional housing and case management was provided by Alternatives to Violence and the House of Neighborly Service/Angel House program. HNS turned their two-year program into a nine-month program, to increase the number of families served. Currently, results for a much shorter program are positive.



- Twelve (12) Loveland residents currently have VASH vouchers. An additional 14 vouchers became available for Larimer County veterans in 2013. The CPO connected six local groups that work with veterans to the VASH administrator with the hope of getting more Loveland veterans into housing. There were still a few vouchers available in 2014.
- Almost 600 people were housed in low-income housing through the Loveland Housing Authority, including housing for disabled residents with support from Disabled Resource Services. 525 Housing Choice Vouchers were managed by the Housing Authority.

#### NEEDS OF HOMELESS PERSONS:

- Free tents, sleeping bags, coats, and other winter gear was provided to the homeless through House of Neighborly Service. Gear was also distributed during Loveland Connect in October.
- Free hot meals for the homeless and near homeless were provided by the Community Kitchen and the Front Porch Café. The Community Kitchen now serves breakfast and gives to-go bags of food to people unable to access food during the evening hours. Meals served by the Community Kitchen can be found on page 5.
- Homeless shelter, meals, case management and support was provided through House of Neighborly Service/137 and Angel House, and Catholic Charities of Larimer County. The number of people served by House of Neighborly Service/137 and the Angel House can be found on page 3.

#### HELP FOR PERSONS WITH HIV/AIDS:

- Treatment plans that included access to transportation, shelter, substance abuse and mental health assistance, and specialty medical care for persons diagnosed with HIV or AIDS was provided to 36 Loveland residents through the Northern Colorado AIDS project.

#### ADDRESSING OBSTACLES TO MEET UNDERSERVED NEEDS

The primary obstacle to addressing underserved needs is an insufficient level of financial resources to impact housing, services for the homeless, and services for persons with low income, along with a consistent or an increased demand for services provided by many area non-profit organizations due to ongoing economic issues. Of particular need in Loveland is additional housing for very low-income residents and permanent supportive housing for our chronic homeless.

During the 2013-2014 grant year, the following activities addressed obstacles to meeting underserved needs:

- The City of Loveland invested \$500,000 of City general funds through the Human Services Grant program to assist persons with low income. See activities listed under *Public Services* starting on page 5 for a list of results produced during the grant year. In 2013, the Loveland City Council agreed to invest \$500,000 each year starting in 2014 and to consider raising the funding in the future based on need and inflation.

- Funds leveraged through the CDBG and HSC grant processes totaled more than 2.07 million in Larimer County to produce the results listed on pages 3 through 7.
- In December 2012, the House of Neighborly purchased a new office building that will allow the organization to expand their services and accommodate another 13 non-profits all serving low income residents under one roof. The Community Life Center, “modeled after 19<sup>th</sup> Century Settlement Houses to encourage strong neighborhood communities by providing support for individuals, families and children by meeting basic needs and providing enriching activities for people of all ages”, started serving people in the summer of 2014 with four organizations moving into the new space. Further expansion in 2014 will provide enough space for the additional 10 organizations.
- Alternatives to Violence recently purchased a house that will be rehabilitated to provide shelter for eight families that have been displaced by family violence. The purchase was completed in October and the rehabilitation is expected to be completed in the first quarter of 2015.
- Catholic Charities Senior Services program ensures that low-income and at-risk seniors in Loveland stay independent and in their own homes for as long as it is safely possible. CC's Senior Services program offers no cost referrals and assistance applying for benefits and community resources, advocacy and representation on behalf of clients, translation/interpretation for Spanish-speaking clients, assistance accessing transportation, and comprehensive and progressive case management to seniors in Loveland. The social caseworkers can work individually with seniors in their homes and provide ongoing support to ensure they remain housed and stay connected with health care providers and community resources.

#### **FOSTER AND MAINTAIN AFFORDABLE HOUSING**

The City of Loveland invests a substantial portion of allocated CDBG funding to maintain housing as affordable by assisting organizations with rehabilitation. If these organizations had to pay for the rehabilitation, a portion of the cost would likely be passed on to the occupant of the housing unit.

The office of Development Services of the City of Loveland has been discussing a program to assist for-profit landlords rehabilitate homes for low-income individuals or families in a manner that will keep the rents affordable for many years. Unfortunately, the program has not yet been funded. Further exploration of this program will occur via community outreach and research for the next iteration of the City of Loveland Consolidated Plan, which will be completed in 2015.

#### **ELIMINATE BARRIERS TO AFFORDABLE HOUSING**

The City of Loveland provided development and building permit waivers and reductions to help create nine units of new affordable single-family housing and 224 units of multi-family housing for a total investment of about \$1.7 million for housing projects. Development and permit fees are often cited as a barrier to affordable housing.

In addition, \$20,795 in CDBG funds were used to provide housing counseling and down payment assistance, both of which can be barriers to affordable housing, and \$37,300 to keep people safely in their homes.

#### OVERCOMING GAPS AND ENHANCING COORDINATION

The City of Loveland works closely with all major non-profit human service agencies in Loveland, the Loveland Housing Authority, local developers and builders, and other entities providing funding to non-profits and affordable housing developments. Over the past year, in addition to working with these groups, the Community Partnership Office partnered with the following groups to jointly address community issues, specifically issues around poverty:

- **United Way of Larimer County/Loveland Advisory Committee** to enhance services and funding for non-profit agencies located in Loveland.
- **United Way of Larimer County/Community Impact grant committee member** to review proposals submitted by agencies working to create financial stability for families.
- **Northern Front Range Continuum of Care** to address homelessness, affordable housing, and greater regional collaboration in the implementation of the HEARTH Act as described on page 14 under Homeward 2020.
- **Larimer Home Improvement Program Board of Directors** to provide low-income loans for housing rehabilitation, and funding in the case of an emergency.
- **Family Consumer Council and House of Neighborly Service** to continue to determine the services that should be included at the Community Life Center, which started operating in 2014. For more information about the CLC, please see page 18. This commitment was completed in 2014.
- **Northern Colorado Alliance for Non-Profits** to promote collaboration and provide a venue for agencies to network and learn about other agency services.
- **Healthier Communities Coalition Board of Directors** to raise community awareness and improve the health of the children, youth and families in Larimer County. This commitment was completed in 2014.
- **Emergency Food and Shelter Program Board** to ensure that Loveland organizations receive adequate representation and financial assistance from this funding source.

#### IMPROVING PUBLIC HOUSING AND RESIDENT INITIATIVES

The City of Loveland does not own or operate public housing. The Loveland Housing Authority manages just under 600 housing units on 11 properties in Loveland; while these units are not technically considered public housing, the Housing Authority is the greatest provider of housing for low-income Loveland residents.

The Loveland Housing Authority replaced their Quality of Life Team with a Resident Advisory Board to oversee events and a Resident Council for each of their properties to

engage residents in these events. Some of the Residents Councils are more active than others. For example, the residents of the Silver Leaf apartment complex asked the CPO with assistance planning a tour of historic Loveland in 2013. The City of Loveland Historic Preservation Commission paid for a bus for about 20 seniors to visit and hear about Loveland's historic landmarks. The event was incredibly successful and was continued in 2014.

#### **REDUCING LEAD-BASED PAINT HAZARDS**

All recipients of CDBG funding through the City of Loveland are required, by legal contract, to comply with lead-based paint requirements as a condition of receiving grant funds, unless the project is, and will remain, senior-only housing. When an activity involves a housing purchase, rehabilitation or any other activity covered by lead paint regulations, the CPO educates the grant recipient on the requirements for testing, and if necessary, abatement and clearance. Due to limited CDBG funds received by the City of Loveland, the city also informs all grant applicants of the lead-based paint regulations prior to any award being made, as the expense of complying can sometimes prohibit an activity from being completed.

The house purchased by Alternatives to Violence to provide shelter for victims of domestic violence has extensive lead paint inside which will need to be mitigated prior to allowing residents a safe haven. Alternatives to Violence has identified a certified contractor to complete the work.

#### **ENSURING COMPLIANCE WITH PROGRAM AND COMPREHENSIVE PLAN REQUIREMENTS**

The City of Loveland does not accept CDBG applications for projects that do not meet CDBG eligibility requirements or Consolidated Plan requirements. In addition, all projects must comply with the City of Loveland Comprehensive Plan.

#### **REDUCING THE NUMBER OF PERSONS LIVING BELOW THE POVERTY LEVEL**

The City's effort to reduce the number of persons living below the poverty level include:

- Providing grant funding to low income Loveland residents through the Human Services Grant Program. Grants are allocated to support agencies that provide food, shelter, physical and mental health care as well as services that prevent crises, and assist in sustaining independent living, all of which addresses issues of poverty.
- Housing assistance is provided through projects and programs receiving funding through the City, including housing counseling, rent assistance, and affordable home ownership.
- The CPO sits on the United Way Loveland Advisory Council to participate in conversations and programs that address poverty in Loveland. United Way is committed to reducing the number of people in poverty by 50% by 2025.
- The Loveland City Council increased funding of fee waivers in 2014 to \$1.7 million from \$1.4 million in 2013 and \$193,000 in 2012.
- The Matthews House Empowering Youth Program serves youth ages 16-21 who are either homeless or lack significant family support in their lives as they transition into adulthood. The program helps youth with life skills instruction, including cooking and

nutrition, money management, anger management, employment readiness, parenting skills, health, and substance abuse and prevention.

- The City of Loveland is creating the next ten-year Comprehensive Plan ([www.createloveland.com](http://www.createloveland.com)). The CPO has been working with the Strategic Planning Department to expand the Citizen Participation plan to include more low-income Loveland residents.
- The Economic Development department in the City of Loveland is dedicated to bringing primary employers to the City to support ongoing economic growth, thereby providing for employment opportunities at all income levels.

#### LEVERAGING RESOURCES

CDBG funds are key to leveraging other public and private resources to address needs, and often leverage state housing funds, CDBG funds from the City of Fort Collins, HOME pass-through dollars, local foundations, and many private sources. The table below shows the amount and type of other funds leveraged for programs in which City of Loveland CDBG funding was spent.

ACTIVITIES	AGENCY	2013-14 CDBG	Federal/ State	United Way	Donations/ Other	Total
Housing Rehab	Housing Authority	\$10,000	\$325,121		\$225,000	\$560,121
Housing Rehab	Housing Authority	\$10,000	\$25,000			\$35,000
Housing Rehab	Volunteers of America	\$17,300			\$39,784	\$57,084
Down Payment	Housing Authority	\$5,000	\$205,260		\$175,000	\$385,260
Public Facility	House of Neighborly Svc	\$155,240			\$3,407,781	\$3,563,021
Public Facility	Sexual Assault Victim Advocate Center	\$10,000	\$175,224		\$271,126	\$456,350
Public Services	Alternatives to Violence	\$6,376	\$26,803		\$79,878	\$113,057
Public Services	HNS/Angel House	\$8,535		\$10,512	\$42,790	\$61,837
Public Services	HNS/137 Connection	\$13,048	\$5,000	\$7,000	\$27,700	\$52,748
Public Services	Neighbor to Neighbor	\$15,795	\$29,532		\$101,800	\$147,127
		\$251,294	\$791,940	\$17,512	\$4,370,859	\$5,431,605

The \$500,000 funding contributed to the grant process through City of Loveland leverages an additional (approximately) \$9.2 million for Loveland based programs. These programs produced the bullet item list of results starting on page 4.

#### CITIZEN COMMENTS

The 2013-2014 CAPER was available to the public for comment from December 8, 2013 through December 22, 2014. Copies were available at the City of Loveland CPO Office, the CPO website, and the Loveland Public Library. **No comments were received.**

#### SELF-EVALUATION

The City of Loveland's CDBG funds assisted the community in making an impact on identified affordable housing and homeless needs: 133 families were assisted with housing rehabilitation, one family received assistance with a down payment on their new home, 16,566 people received food and other assistance at the new Community Life Center, 135 people received sexual assault trauma care at the new office of Sexual Assault Victim Advocates, 243 chronically homeless single adults and 66 people in families received shelter and case management, 12 families that escaped domestic violence received housing and support, and 1,351 persons at risk of homelessness received financial assistance and counseling to help keep them in their homes. Other city funds granted locally assisted tens of thousands of Loveland residents outlined under Goal #3.

Not all of the goals that were submitted with the 2010-2015 Consolidated Plan will be met, as described on page 6. With about \$200,000 in CDBG/Bricks & Mortar funding, the City of Loveland is unable to provide much financial support for any major housing project. Instead, we are continuing to focus on maintaining and strengthening our partnerships and looking for opportunities for new partnerships to better address needs, including the dire need for affordable housing for people living at 30% AMI, and Permanent Supportive Housing for many of our chronically homeless.

#### **CHANGES IN PROGRAM OBJECTIVES**

While the overall program objective did not change during the program year, the use of funds did. For more information, see page 4, *Changes in Funding Distribution*.

#### **CARRYING OUT CERTIFICATIONS**

The City of Loveland Community Partnership Office remains consistent with the Consolidated Plan by granting funding to agencies providing services to homeless individuals and families, and providing affordable housing or housing rehabilitation to low/moderate income households. CDBG funding is accessed through a grant application process. All applications for CDBG funds are reviewed by volunteer commissioners who make funding recommendations that are reviewed, and ultimately adopted, by the Loveland City Council. The volunteer commission is aware of the goals and objectives of the Consolidated Plan and makes funding decisions appropriate to long-term goals. The City also pursues sub-recipients that have the capability and capacity to seek other resources to make projects and activities viable.

As noted, in addition to distributing CDBG funding, the City of Loveland CPO also distributes \$500,000 of general fund dollars, which also partially addresses the goals of the Consolidated Plan. This funding and allocation process is similar to the CDBG funding process.

The City of Loveland follows all U.S. Department of Housing and Urban Development requirements, including certifications of consistency. Certifications of consistency are provided to entities seeking other funding resources for activities that meet the needs of households with low income that are carried out in Loveland.

#### **COMPLYING WITH 70% LMI BENEFIT**

CDBG funds were used exclusively for activities benefiting low to moderate income persons to meet national objectives.

#### **ANTI-DISPLACEMENT AND RELOCATION**

None of the 2013-2014 CDBG activities involved or resulted in displacement or relocation. All relevant notices were issued.

#### **ECONOMIC DEVELOPMENT**

CDBG funding was not used for economic development. Economic development is not a part of the current Consolidated Plan.

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## **FINANCIAL NARRATIVE**

### **PROGRAM INCOME**

The City of Loveland Community Partnership Office does not collect program income.

Page 4 of the City of Loveland sub-recipient contract reads:

15. CDBG Fund Income. The Subrecipient shall pay all income generated from CDBG funds to the City's CDBG Program. In the event the City allows the Subrecipient to use the income for other CDBG activities, the Subrecipient shall do so in accordance with the provisions of this Contract, which shall apply to such use. Program income that is acquired by the Subrecipient must be expended prior to any grant funds used for the same purpose.

Should a CDBG funded program discontinue services, the City of Loveland will require that program income be returned to the City as long as income is continuing to be generated.

### **GENERAL FINANCIAL INFORMATION**

At the beginning of the program year, the CPO had \$309,633 in CDBG funding: \$17,936 that had previously been returned to HUD for an ineligible project and \$291,697 received for 2013-2014. By the end of the grant year, \$6,781.53, or 2.2% remained unspent.

The Community Partnership Offices does not participate in or does not have:

- Revolving loan fund
- Float-funded activity
- Lump sum drawdown agreement
- Income received from the sale of a property
- Property owned by sub-recipients with CDBG funds that is available for sale
- Neighborhood Revitalization Strategy (NRS) area

### **CDBG FUNDING SPENT ON REHABILITATION**

Funding spent on rehabilitation activities during 2013-2014 can be found on page 3 under Housing Activities. 133 single-family units of housing were rehabilitated during the program year.

- The Loveland Housing Authority received \$10,000 (spent \$4,890) for the Larimer Home Improvement Program (LHIP). One family received a low interest loan for health, safety, handicap, and energy efficiency modifications to their homes.
- The Housing Authority also received \$10,000 (spent \$8,328.47) to provide emergency repairs for nine very low income families. This program provides up to \$1,000 to pay for repairs such as a burst pipe or a broken furnace.
- Volunteers of America received \$17,300 and rehabilitated 123 single-family senior homes with grab bars, handrails, chair platforms, wheelchair ramps, and other home maintenance needs to allow seniors to remain in their homes.



## DISALLOWED ACTIVITIES

Not applicable.

## NOTES TO FINANCIAL REPORTS

A summary of financial information for 2013-2014 is as follows:

<b>2013-2014 Allocation</b>		<b>\$291,697.00</b>
Unspent prior years	\$22,770.15	<u>\$17,936.00</u>
<b>Total to be spent</b>		<b>\$309,633.00</b>

Allocated for PY 2013-2014	IDIS Code	Original	Realloc.	New Alloc.	Spent	Balance
Program Administration	248	\$58,339.00		\$58,339.00	\$58,339.00	\$0.00
House of Neighborly Service/Public Facility	249	\$155,240.00		\$155,240.00	\$155,240.00	\$0.00
Sexual Assault Victim Advo. Ctr/Public Facility	250	\$10,000.00		\$10,000.00	\$10,000.00	\$0.00
Housing Authority/Rehab Loans	251	\$10,000.00		\$10,000.00	\$4,890.00	\$5,110.00
Housing Authority/Emergency Rehab	252	\$10,000.00		\$10,000.00	\$8,328.47	\$1,671.53
Volunteers of America/SF Rehabilitation	253	\$17,300.00		\$17,300.00	\$17,300.00	\$0.00
Housing Authority/Down Payment Assistance	254	\$5,000.00		\$5,000.00	\$5,000.00	\$0.00
Alternatives to Violence/Public Service	255	\$6,376.00		\$6,376.00	\$6,376.00	\$0.00
HNS/Angel House/Public Service	256	\$8,535.00		\$8,535.00	\$8,535.00	\$0.00
HNS/137 Connection/Public Service	257	\$13,048.00		\$13,048.00	\$13,048.00	\$0.00
Neighbor to Neighbor/Public Service	258	\$15,795.00		\$15,795.00	\$15,795.00	\$0.00
<b>Total Allocated</b>		<b>\$309,633.00</b>	<b>\$0.00</b>	<b>\$309,633.00</b>	<b>\$302,851.47</b>	<b>\$6,781.53</b>

IDIS report PR23 includes \$1,009.85 that was allocated to the Loveland Housing Authority during the 2012-2013 grant year and remained unspent at the beginning of the 2013-2014 grant year. It also shows \$74,970 that was returned to HUD in November, 2013 and was reallocated and spent during the 2014-2015 grant year.

**Appendix A**  
**Summary of Accomplishments**  
**IDIS – C04PR23**

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**Appendix B**  
**Summary of Consolidated Plan**  
**Projects for Report Year**  
**IDIS – C04PR06**

**Appendix C**  
**CDBG Activity Summary Report**  
**IDIS – C04PR03**

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**Appendix D**  
**CDBG Housing Activities**  
**IDIS – C04PR10**

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**Appendix E**  
**CDBG Financial Summary Report**  
**IDIS – C04PR26**

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