



2023 Consolidated Annual Performance Evaluation Report
(CAPER)

City of Roswell
Grants Division
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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

The City of Roswell received notice of its Program Year 2023 Community Development Block Grant (CDBG) award in the amount of \$442,071 on April 17, 2023. On July 10, 2023 the Mayor and City Council adopted Roswell's 2023 Annual Action Plan (AAP) which allocated these funds to the Roswell Housing Authority (RHA) for the demolition and clearance of 199 Grove Way and to the City's Grants Division for planning and administration. The City then submitted its 2023 AAP to the U.S. Department of Housing and Urban Development (HUD) for approval, and the grant agreement with HUD was executed on October 6, 2023. The HUD-required environmental review for the RHA's demolition is currently underway and the project is progressing as planned.

It is important to note that many of the tables in this report were automatically generated through HUD's Integrated Disbursement and Information System (IDIS) for the City's 2023 Program Year. The City's Program Year aligns with a calendar year and started on January 1, 2023 and runs through December 31, 2023. However, as with past years, the City's CDBG allocations were not solidified via agreement until the fall. Thus the 2023 CDBG activities had only three months to progress for this report and have not yet had a chance to register beneficiaries. Additionally, the City started a new five-year Consolidated Plan, which determines the City's goals for 2023-2027 CDBG funds. The new Consolidated Plan established different goals than the previous five years, so accomplishments from prior-year CDBG and CDBG-Coronavirus (CDBG-CV) projects that were completed within the 2023 Program Year are noted in the narratives but were not included in the HUD-generated tables due to incongruence.

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)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Clearance and Demolition	Affordable Housing	CDBG: \$353,657	Buildings Demolished	Buildings	1	0	0.00%	1	0	0.00%
Improve access and quality of housing	Affordable Housing	CDBG: \$0	Other	Other	0	0				
Planning and administration	Planning and administration	CDBG: \$88,414	Other	Other	1	0	0.00%	1	0	0.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

In 2023, the City allocated \$353,657 (80 percent of total 2023 funding) to its first goal of demolition and clearance. The funds will be used to demolish and clear the site of the 40 dilapidated apartments at 199 Grove Way. The property was deemed unsafe and uninhabitable by a structural engineering report and all the residents have been evacuated. The City began the HUD-required environmental review process in December 2023, and it anticipates that process will be completed by spring 2024. The City initiated the procurement process for the demo in February 2024 and the project is on track to be completed by summer 2024.

The demolition and clearance of the site allows the City to make progress on its second goal of improving the quality of and access to housing in Roswell. In November 2023, the RHA was awarded Low Income Housing Tax Credits (LIHTC) through the Department of Community Affairs (DCA) to redevelop the site with 102 affordable housing units. While the City did not allocate any 2023 CDBG funds directly to this goal, it is considering using subsequent year CDBG funds to guarantee a Section 108 Loan in the approximate amount of \$2.2 million through HUD. The loan funds would be used for site work in preparation of the construction, and the City’s future CDBG awards would be used to repay the loan.

The City allocated \$88,414 (20 percent of total 2023 funding) to its final goal of planning and administration. These funds will be used for costs associated with maintaining the grant including staff, HUD-required advertising, environmental reviews, and fair housing compliance.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	0
Hispanic	0
Not Hispanic	0

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

Narrative

While the City hasn't reported any beneficiaries from 2023 projects, it did serve a total of 808 low to moderate income (LMI) persons using prior-year CDBG and CDBG-CV funds in Program Year 2023. Of the total, 383 were Hispanic, 257 were Black/African American, 116 were White, 37 were Other/Multi-Racial, 12 were Asian, 2 were Black/African American and White, and 1 was Native Hawaiian /Other Pacific Islander. These beneficiaries came from projects initiated through the City's Public Works or Recreation and Parks Departments, or the City's valued nonprofit partners like the Child Development Academy, Drake House, Easter Seals, Enable of North Georgia, HomeStretch, North Fulton Community Charities, and Senior Services North Fulton.

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	442,071	0

Table 3 - Resources Made Available

Narrative

The City allocated \$353,657 (80 percent) to the Roswell Housing Authority and \$88,414 (20 percent) to CDBG planning and administration.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Census Tract 011405-Block Group 3			
City-Wide	100		Priority Area

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City does not restrict the use of its CDBG funds to one specific area. However, in 2020 the City identified Census Tracts 114.05, Block Group 3 as a targeted priority area. The Block Group is comprised of 70 percent low to moderate income residents, and thus qualifies for HUD's area benefit classification. In 2023, the City allocated 80 percent of its CDBG funds to the Roswell Housing Authority, which is in Census Tract 114.05.

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.

The City reallocated prior-year CDBG funds in the amount of \$80,362.65 to the Roswell Housing Authority's demolition and clearance of 199 Grove Way. This leveraged 2023 CDBG funds in the amount of \$353,657 to fund the activity. Additionally, the City's CDBG commitment helped clear the site for the LIHTC redevelopment which was over \$20 million.

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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

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

Table 6 – Number of Households Supported

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

While the City hasn't reported any housing beneficiaries from 2023 projects, it did serve a total of 65 LMI households through rehabilitation projects using prior-year CDBG and CDBG-CV funds in Program Year 2023. Of the total served, 42 were White and 25 were Black/African American. These projects were carried out by Enable of Georgia, which provides housing for adults with special needs, and HomeStretch, which provides housing for homeless or at-risk families.

In regards to the City's 2023 funding and associated goals, once the Roswell Housing Authority's Phase I demolition and redevelopment of 199 Grove Way is complete in 2025, the City's funds are anticipated to serve 82 LMI households by replacing 40 dilapidated affordable units with 102 new affordable units.

Discuss how these outcomes will impact future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

Of the 65 beneficiaries served in 2023 with prior-year funding, 56 were extremely low income, 5 were low income, and 4 were moderate income.

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 City allocated \$353,657 (80 percent) of its 2023 CDBG funding to the Roswell Housing Authority for a redevelopment project which will increase affordable housing in the area by 82 units. These units are essential for helping to house unsheltered or at-risk persons.

The City also grew its Nonprofit Partnership Program (NPP) to 30 partner organizations. The NPP was established in 2017 to help community organizations with funding, volunteers, and outreach. Of the now 30 member group, 10 provide housing services to Roswell residents in need.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City focused its 2023 CDBG funding on removing the unsafe and uninhabitable housing units at 199 Grove Way. The project paves the way for a major redevelopment effort that will increase the affordable housing in the area and relieve the burden of emergency shelter and transitional housing needs.

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

While the City did not directly focus any of its 2023 CDBG funds on these components, it did support several nonprofit partners through its NPP that provide these services such as the Drake House, Family Promise, and North Fulton Community Charities.

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

While the City did not directly focus any of its 2023 CDBG funds on these components, it did support several nonprofit partners through its NPP that provide these services such as the Be The Voice, Family Promise, and Habitat for Humanity.

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

Actions taken to address the needs of public housing

The City of Roswell does not own or operate any public housing. Instead, it supports the independent Roswell Housing Authority (RHA). In 2023, the City allocated \$353,657 of its 2023 CDBG funds and \$80,362 of its prior-year CDBG funds to the RHA for the demolition and clearance of 40 structurally unsound affordable housing units. These funds were used to support the RHA's application for LIHTCs to replace the demolished units with 102 new housing units. Along with potentially using its subsequent annual CDBG awards to guarantee a Section 108 for the RHA, the City also pledged another \$2 million in local support.

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

The RHA formerly had a tenant council comprised of its residents. Unfortunately, the council was disbanded due to safety concerns during the pandemic and from the structural concerns of its main campus and meeting area. In the meantime, the City signed an intergovernmental agreement to allow the RHA board to meet at Roswell City Hall and the board is supportive of reestablishing the tenant council once the redevelopment is complete.

Actions taken to provide assistance to troubled PHAs

The City of Roswell does not have any troubled Public Housing Authorities.

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 hired BluLynx Solutions to complete its new Analysis of Impediments to Fair Housing Choice Plan (AI), which was completed in 2023. The City held multiple public meetings and conducted a City-wide survey to glean feedback from residents and other housing stake-holders. The City identified four potential impediments: 1) Fair Housing Education and Outreach; 2) Continuing Need of Affordable Housing; 3) Economic Opportunities to Improve Housing Choice; and 4) Continual review, monitoring, and update of public policies. The City will conduct fair housing education in 2024 and is supporting the RHA's efforts to improve the affordable housing stock in Roswell. Additionally, the City is working towards a developing a new economic strategic plan and actively reviews policies to limit or remove future housing barriers.

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

The City has pledged over \$2 million to support the redevelopment of the Roswell Housing Authority, and it is considering applying for a Section 108 loan in 2024.

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

The City follows its lead-based paint policy for each project, but it did not create a specific project for reducing lead-based paint hazards.

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

The City has pledged over \$2 million to support the redevelopment of the Roswell Housing Authority, and it is considering applying for a Section 108 loan in 2024. The City also maintained its 30-member Nonprofit Partnership Program, which helps provide various types of support to address poverty and the conditions that lead to poverty.

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

The City has a long-established dedicated Grants Division that manages all federal, state, and local grants. In 2012, the City created a full-time Grants Specialist position to oversee its first-year CDBG program as an entitlement community. The City maintains that position to date, and even expanded its capacity in 2023 by establishing a second full-time Grants Specialist position. The Grants Division also includes a part-time Grants Coordinator position that is responsible for overseeing the City's 30-member. All three positions report the Grants Division Manager, who reports to the City's Director of Finance.

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

The City supported the Roswell Housing Authority's major redevelopment, and it also maintains its 30-member Nonprofit Partnership Program, whose members provide essential supportive services to many of the same residents.

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 hired BluLynx Solutions to complete its Analysis of Impediments in 2023. This include numerous meeting with the public including City leadership, service providers, RHA tenants, and other housing stakeholders. The top two impediments were the need for fair housing education and the need for affordable housing. The City wasn't able to schedule any fair housing education initiatives in 2023, but will schedule training and education sessions in 2024. The City addressed its second impediment by pledging over \$2 million in support for the RHA's redevelop efforts and is considering the possibility of applying for another \$2 million through a Section 108 loan in 2024.

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 completed monitoring for most of its subrecipient activities at the end of 2022. The 2022 CDBG funds were allocated to City waterline projects, which are just now underway. The 2022 waterline projects and any remaining subrecipient projects completed in late 2023 will be monitored in 2024.

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.

For its 2023 CAPER, the City opened a 15-day public comment period from March 8, 2024 to March 25, 2024. It notified the public of the comment period by placing an ad on March 7, 2024 in the Roswell-Alpharetta Herald and by posting the notice on the City's website. The City also provided hard copies of the draft report at City Hall, the Roswell Housing Authority, the Roswell Library, and the East Roswell Library. Additionally, staff held a public hearing to discuss the plan and address any other CDBG concerns at Roswell City Hall on March 21, 2024. All comments will be submitted to HUD with this report.

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.

There were no changes to the City's program objectives.

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

No

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

N/A

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					
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

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

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The City did not have any activities that qualified for Section 3 compliance in 2023. It has two CDBG waterline projects from Program Year 2022 that are pending environmental reviews. Once the reviews are complete, the City will follow its purchasing policies to comply with Section 3 and procure a contractor. This includes posting the bid through the Georgia Procurement Registry with DOAS-State Purchasing and its internal bid platform with Bonfire. The bid packet will include a preference for Section 3 businesses and information on how to qualify as a Section 3 business. It also includes specifications regarding outreach of Section 3 subcontractors and workers for any new hires, which involves contacting the Roswell Housing Authority and North Fulton Community Charities.

Draft