

CITY OF BURLINGTON

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

*PROGRAM YEAR 2010
July 1, 2010 - June 30, 2011*



City Officials

Burlington City Council

Mayor
Ronnie Wall

| | |
|-------------------------|----------------------|
| David R. Huffman | Mayor Pro Tem |
| James B. Butler | Councilmember |
| Stephen Ross | Councilmember |
| Celo Faucette | Councilmember |

City Manager: Harold Owen

| | |
|---------------------|--|
| Robert R. Harkrader | Planning and Economic Development Director |
| Shawna B. Tillery | Community Development Administrator |
| Staci K. Harris | Community Development Technician |

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GENERAL NARRATIVES

Assessment of Five-year Goals and Objectives

During program year 2010, the City conducted the following actions to address the City's planned outcomes set forth in its Five-year Strategic Plan, 2010-2015. Actions are based on achieving the City's planned outcomes over a five-year period ending June 30, 2011.

Affordable Housing

Priority Needs:

- Elderly and low and moderate-income homeowners in need of housing rehabilitation.
- Affordable housing for low and moderate-income homebuyers.

Goal: Provide decent and affordable housing for low and moderate-income households. (Multi-year Goal: 50 houses rehabilitated and 5 homebuyers assisted through homeownership).

Objectives:

DH-1. Provide access to affordable, decent housing by rehabilitating homes for low and moderate-income homeowners.

DH-2. Assist low and moderate-income households to become homeowners by making homeownership affordable.

As of June 30, 2011, the City completed 110% percent of its five-year goal for housing rehabilitation. Table 1 on page 2 and the maps in the appendix display the City's performance during the 2010 program year to achieve its specific objectives and address identified housing needs.

During the program year, the City rehabilitated eleven (11) owner-occupied houses using Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) Program, and leveraged resources. Of these houses, the City renovated and made accessible homes for one (1) disabled heads of households. Elderly individuals headed six (6) of the households. For two (2) homeowners, the City reconstructed dilapidated homes. Of the seven (9) units tested, the City used interim controls or abatement procedures to reduce the lead-based paint hazards in two (2) positive units. (See section on Lead-based paint hazard reduction activities for further discussion.) All rehabilitated units were brought from substandard to standard conditions and made energy efficient.

Table 1: Summary of Specific Housing Objectives

| Specific Obj. # | Outcome/Objective Specific Objectives | Sources of Funds | Performance Indicators | Year | Expected Number | Actual Number | Percent Completed |
|--|---|------------------|---|------------------------|-----------------|---------------|-------------------|
| DH-1 Availability/Accessibility of Decent Housing | | | | | | | |
| DH-1.1 | Provide affordable decent housing by reducing the number of substandard units occupied by the elderly and low and moderate-income homeowners. | CDBG | Number of units rehabilitated. | 2010 | 10 | 11 | 110% |
| | | | | 2011 | 10 | | % |
| | | HOME | Number occupied by elderly. | 2012 | 10 | | % |
| | | | | 2013 | 10 | | % |
| | | | Number brought to standard. Number qualified as Energy Star Number made accessible. Number made lead safe. | 2014 | 10 | | % |
| | | | | MULTI-YEAR GOAL | | 50 | 11 |
| DH-2 Affordability of Decent Housing | | | | | | | |
| DH-2.1 | Address need for affordable decent housing by increasing homeownership among low and moderate-income homebuyers. | HOME | Number of first time homebuyers. | 2010 | 1 | 0 | 0% |
| | | | | 2011 | 1 | | % |
| | | | | 2012 | 1 | | % |
| | | | | 2008 | 1 | | % |
| | | | | 2009 | 1 | | % |
| | | | | MULTI-YEAR GOAL | | 10 | 23 |

The City did not undertake any rental housing rehabilitation projects. Therefore, it did not address “worst case” needs for renters who are unassisted, very low-income renter households paying more than half of their income for rent, living in seriously substandard housing or households that had been involuntarily displaced.

As a member of a HOME Program Consortium, the City did not receive any homebuyer’s assistance funds for program year 2010. The City did expend the remaining \$2,833.10 of Alamance County down-payment assistance remaining from previous program years.

Table 2 summarizes the City’s housing accomplishments by income levels of the households during the program year.

**Table 2. Affordable Owner Housing Accomplishments
Program Year 2010**

| Housing Category | 0-30% of MFI | 31-50% of MFI | 51-60% of MFI | 61-80% of MFI | Section 215 | Total |
|--------------------------|---------------------|----------------------|----------------------|----------------------|--------------------|--------------|
| Owners (Rehabilitations) | 3 | 5 | 0 | 3 | 0 | 11 |
| Homebuyers (Assisted) | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 5 | 3 | 0 | 5 | 0 | 11 |

As a further strategy to create opportunities for homeownership for low and moderate-income households, the City supported the activities of non-profits to develop affordable housing. The City assisted Alamance County Community Services Agency (ACCSA), its Community Housing Development Organization (CHDO), continued endeavors to develop homes on Apple Street in the Apple Tree Village subdivision on city-owned lots. During the program year, ACCSA has worked extensively with getting a potential homebuyer qualified. The potential client had credit issues which were resolved but one of the three credit reporting agencies still is reporting a lower score. The client has contacted this credit agency and is currently waiting on a response. The current construction plan is set for fall 2011. There were other efforts completed at the subdivision which will be discussed in the self-evaluation section.

During the program year, ACCSA publicized the availability of lots, accepted applications and counseled potential first-time homebuyers. The agency processed 27 requests and counseled 74 applicants for its homeownership program. Of these applicants, 22 families closed on loans. The agency also referred one homebuyer to the homebuyer education class in Greensboro. ACCSA also assisted in the weatherization of 12 homes in Alamance County.

During the program year, the City received calls regarding issues with rental properties and the need for the emergency financial assistance. As a standard procedure the City referred these individuals to ACCSA for assistance through the Housing Counseling Program and Emergency Assistance Program.

Since 2007, ACCSA has administered an Individual Development Account (IDA) Program to encourage low-income families to save funds for homeownership, secondary education or a small business. Participants must save a minimum of \$50 each month for a two-year period. At the end of two years, their accumulated savings are matched dollar for dollar. During the program year 2010, the agency continued the program with seven families acquiring savings in their accounts. Of these families, two individuals are pending graduation of the program. ACCSA also provided financial management training to ten individuals.

In 2007, the City conveyed a tract of land on Rauhut Street to Habitat for Humanity to effectuate the construction of five (5) houses. The City purchased the land with CDBG funds as part of the Rauhut Street revitalization project in the 1980's. Habitat for Humanity has completed two homes on this tract of land. Habitat's current focus is completing a subdivision located in Graham. Pending the completion of it in 2011, Habitat plans to complete the Rauhut Street construction and a new 35 home subdivision in East Burlington.

Homeless Activities

Priority Needs:

- Homeless individuals and homeless families with children in need of a range of housing and services.
- Homeless persons with special needs in need of housing and service options.
- Effective partnerships between provider agencies to enhance service planning and delivery.

Goal: Provide services and housing for the homeless.

Objectives:

SL-1. Promote accessibility to services and housing for the homeless for the purpose of creating a suitable living environment.

DH-1. Promote accessibility/availability of decent housing for the homeless with special needs.

The City continued to work with local agencies to provide a network of services and housing options for homeless individuals and homeless families with children.

Continuum of Care:

Organized in January 2000, the Alamance County Interagency Council for Homeless Assistance (ACICHA) oversees the local formal Continuum of Care, a community-based, comprehensive and coordinated housing and service delivery system. ACICHA meets monthly to interact, gather information and develop projects to apply for HUD funds and any other applicable funds to fill the gaps and unmet needs of the homeless or persons threatened with homelessness. Each year, the Council revises its "gaps analysis" to determine the unmet needs in services or programs for the homeless.

Since 2005 ACICHA has been a member of the Balance of State Continuum of Care. Over the past several years, ACICHA has successfully received Continuum of Care Homeless Assistance Program funds to make decent housing accessible and available for the disabled homeless and transitional housing for homeless families. ACICHA also participates in the Carolinas Homeless Information Network (CIHN) to help to improve the planning and delivery of services to the homeless.

As a member of the Balance of State Continuum of Care, ACICHA successfully applied for 2008 Continuum of Care funds to renew two Shelter Plus Care Grants. The Alamance County Interagency plans to submit an application for 2011 Continuum of Care funds as a member of the Balance of State Continuum. Residential Treatment Services (RTS) requested a renewal of their 2009 Supportive Housing Program (SHP) grant for its Mebane Street Transitional Housing Project. In December 2010, RTS received confirmation they were funded for \$180,676 for a three year grant cycle. The Local Management Entity and Graham Housing Authority will again request Shelter Plus Care funds to renew their 2001 and 2003 grants.

Other Homeless Activities:

The existing housing and service providers will continue to address the needs of the homeless and potentially homeless during the program year. Allied Churches of Alamance County and Family Abuse Services operate emergency shelters and provide supportive services for the homeless. Residential Treatment Services provides emergency or crisis beds and transitional housing for substance abusers or the mentally ill.

Residents remain in the shelters from several days to months depending on their needs. The shelters offer supportive services, such as counseling and case management, to help the homeless persons make the transition to permanent housing. Through the local continuum of care system, the agencies have cooperative arrangements with federal, state and local human service agencies/departments, educational institutions, Alamance Regional Medical Center, local police and sheriff departments, state and civic groups to offer various supportive services.

Grant funding in the amount of \$1 Million was allocated in December 2009 to three Alamance County community partners for the Alamance County Homeless Prevention and Rapid Re-Housing (HPRP) Program. This funding provides assistance to households who would

otherwise become homeless-many due to economic crisis and provides assistance to rapidly re-house persons who are homeless. Collaboration for this program occurs between United Way of Alamance County, Alamance County Community Services Agency and Burlington Development Corporation.

The United Way of Alamance County is the lead agency and provides grant management and oversight. Alamance County Community Services Agency provides the homeless prevention services and Burlington Development Corporation provides the re-housing services. As of summer 2011, 86% of the grant funding has been expended. From December 2010 through June 2011, 30 individuals have been served through re-housing efforts. From November 2009 through June 2011, 560 individuals and households have been served through prevention efforts and 91 individuals have been served through rehousing efforts. The grant cycle will end in 2012 or when funds are fully expended.

Allied Churches:

Allied Churches provided overnight shelter to 619 different homeless individuals to create access to a suitable living environment. This was a 27% increase from the previous program. Included in this number were 31 families consisting of 35 adults and 51 children. Individuals, not in families, were comprised of 307 males and 95 females.

For lunch meals, the agency's Good Shepard Kitchen served an average of 125 meals per day each weekday. The kitchen served a total of 31,900 individual lunches to the unemployed, underemployed, disabled, and homeless.

Throughout the program year, Allied Churches used its resource library to tutor and provide enrichment activities for homeless children. Area teachers volunteer to provide free individual tutoring to children throughout the year. Allied Churches has also continued to meet the growing need of shelter guests through capacity building with local health and human service agencies to provide case management. The Center has also continued to have two mental health providers on-site one day a week for see clients.

Allied Churches continued its outreach efforts to address chronic homelessness and other homelessness by operating a satellite outreach center in the City of Graham, the county seat. In March 2011, this center moved to Burlington and is located within walking distance of the existing emergency shelter. The prior drop-in center's location required transporting clients from the shelter to the drop-in facility. Operating hours were cut in early 2010 at the Graham facility but the new Burlington facility operates five days a week. This move allowed for an expanded facility with more focused and varied services. The new location is within walking distance to the shelter and allows guests a better opportunity to receive additional services. The Center provides referral services, computers, telephones, and a safe haven for the homeless population in Burlington.

Family Abuse Services:

During the past year, Family Abuse Services served 78 victims of domestic violence and child abuse (43 women and 35 children) in its women's shelter. The agency answered 324 crisis calls and counseled the callers. During the program year the transitional housing facility housed seven victims which include four women with three children.

To the community and its clients, Family Abuse Services provided other services. Family Abuse Services advocates issued 733 restraining/protection orders during the fiscal year. The agency answered 462 calls for court advocacy and served 705 individuals in-person for their court appearance. Their community educator conducted puppet shows and male violence presentations for the school and other groups and made presentations to business and churches. During the year, the agency partnered with the County Department of Social Services to help disburse Alamance County's share of Temporary Assistance for Needy Families (TANF) funds. These funds are used to help victims of domestic violence move into safe long-term housing. The agency also offered supportive services, such as support groups for 44 women and general case management to ensure the women in the emergency shelter may make the transition to independent living.

Each year, the City of Burlington allocates to Family Abuse Services one-third of the revenue received from a special (5%) surcharge on the liquor local restaurants and bars purchase to sell as mixed drinks. During the past fiscal year, the City granted almost \$27,464.67 to the agency. The City also continued to fund the positions for the two officers to investigate reports of domestic violence and assist the victims to obtain legal action, emergency shelter and other needed services.

Since 2004, Family Abuse Services has provided the Alamance County Visitation Center with grant funds from the North Carolina Governor's Crime Commission. The Center's program is a collaborative partnership between Family Abuse Services, Healthy Alamance, Alamance County Department of Social Services, and the Burlington Police Department to promote healthy and safe relationships with parents and their children in a safe environment, free from family conflict. At the Burlington Police Department, the Center offers a "safe haven" for victims of domestic violence to take their children to be exchanged for visits with their estranged spouses or mates. Since July 2005, the Center has maintained one-hour supervised visits with the children, when necessary, at the FAS offices. During the 2010 program year, the Center rendered 210 services 196 supervised visits and 4 monitored exchanges.

A significant improvement to the services available to victims of domestic violence has been establishment of the Family Justice Center. In July 2010, the center opened to effectively serve the needs of crisis clients in Alamance County. The Center offers services to victims of domestic violence who have been threatened with physical, sexual, or emotional violence. Services available at the Center include assisting with filing a protective order, referral to a safe shelter, substance abuse counseling, support groups, child care and legal support. The Family Justice Center also houses two police officers through the Burlington Police Department and

Alamance County Sheriff Office's domestic violence units. UNC Horizon, Legal Aid of North Carolina, Department of Social Service Child Protective Service Unit, and District Attorney (available by appointment) are housed at the Center. It is a seamless one stop center for persons experiencing violence in Alamance County.

Residential Treatment Services:

Residential Treatment Services Hall Avenue Facility has 25 beds of which eight are emergency or crisis beds and 17 are residential beds for homeless and non-homeless substance abusers or the mentally ill. Of the total beds in the facility, the agency estimates that homeless individuals occupy 13-15 beds or approximately 62 percent of the beds as a rule. The agency continued to counsel substance abusers at Allied Churches emergency shelter.

Residential Treatment Services received notice in December, 2010, that the Mebane Street facility would receive HUD funding to provide Permanent Supportive Housing for homeless women with substance abuse issues, mental health issues, or co-occurring disorders. This is a six bed facility and, during the time period of July 1, 2010 through June 30, 2011, it served a total of 8 homeless women with substance abuse and/or mental health issues.

Burlington Development Corporation:

Since 2008, Burlington Development Corporation, a non-profit affiliate of Burlington Housing Authority, has operated the STEPS and HOPE programs funded by two 2006 Continuum of Care Supportive Housing Program grants. Supportive Tools Enhance Program Success (STEPS) is a transitional housing program offering private units for four homeless families. Housing Opportunities Producing Empowerment (HOPE) is a program leasing housing for six chronically homeless and disabled individuals. Participants in both programs receive treatment, medical and supportive services.

Graham Housing Authority:

Graham Housing Authority has one Shelter Plus Care grant and administers three other Shelter Plus Care grants for the Alamance-Caswell Local Management Entity. During program year 2010, the housing authority administered the rental portion of the projects averaging 36 participants. For the Shelter Plus Care grant GHA housed 9 single adults, 1 adult in families, 1 child, and 3 families. The housing authority transitioned two Shelter Plus Care participants out of the program to Section 8 Housing Choice Vouchers during the year.

Local Management Entity:

The Local Management Entity (LME) has two Shelter Plus Care grants that are administered by the Graham Housing Authority. Two of the grants were combined in program year 2010 and one grant was renewed. During the program year, the LME housed 21 single adults, 5 adults in families, 5 children, and 4 families through the three grants. This agency

provided supportive services to the homeless with special needs participating in the Shelter Plus Care projects and other programs for the homeless.

The LME also provided supportive services to both homeless and non-homeless persons with special needs. As an alternative to institutional living, the LME continued to provide supportive services to the residents of Belleshire Apartments and Hillendale Apartments, independent apartments for persons disabled by chronic mental illness. The LME contracted with the State Mental Health Association to operate the apartment facilities. Additionally, the LME remained the local lead agency for the Key Program in Alamance County. The Key program offers rental assistance to persons with a disability and a source of income less than 30 percent of the area median income. This program can provide housing to up to 33 persons in Alamance County. As of June 30, 2011 25 persons were housed in this program.

Alamance County Community Services Agency:

Through its Self-Sufficiency and Housing Services program, Alamance County Community Services Agency (ACCSA) placed 91 very low-income families or individuals residing in substandard dwellings and/or threatened with homelessness in affordable, decent housing. ACCSA supplied counseling and case management services. The agency also provided limited financial help for security deposits and prorated rent and/or mortgage assistance for 559 households to obtain or maintain their housing.

Non-Homeless with Special Needs

Priority Needs:

- Non-homeless persons with special needs in need of housing and services.

Goal: Provide services and housing for non-homeless with special needs.

Objective DH.1: Promote accessibility/availability of decent housing for non-homeless with special needs.

Family Abuse Services, Ralph Scott Lifeservices, Residential Treatment Services, and the Local Management Entity (LME) served the homeless and non-homeless persons with special needs. The non-profit organizations continued to provide independent, supervised living quarters and supportive services for their clientele with special needs.

Family Abuse Services housed four victims of domestic violence with three children in its four-unit transitional housing facility during the program year. The agency counseled the women on health care, substance abuse, money management, child care; arranged for job training and other education; and assisted with job searches, securing transportation, permanent housing, furniture, and clothing. Residents of the transitional facility have special needs that are not met during their tenancy in the emergency shelter.

During the program year, the City allocated funds to assist Family Abuse Services upgrade the carpeting in the four unit apartment complex in its Transitional Housing Facility. The facility houses low-income domestic violence victims and their children. At the end of the program year, the agency had completed the project.

Ralph Scott Lifeservices supplied housing and supportive services to the developmentally disabled. The agency provided group homes, independent apartments with supportive services and vocational facilities for the developmentally disabled.

Residential Treatment Services continued to provide medical treatment, counseling and supportive services for the non-homeless substance abusers, the mentally ill and dually diagnosed persons at its facilities. The agency operated an emergency crisis center as well as group homes, apartments and transitional housing with supportive services for its clientele. RTS also provided its counseling and supportive services for Allied Churches at the homeless shelter and at their facility and accepted referrals from all local agencies

Each year, the City sets aside for Residential Treatment Services two-thirds of the revenue received from a special (5%) surcharge on the liquor local restaurants and bars purchase to sell as mixed drinks. During the past fiscal year, the City allocated approximately \$54,929.33 to the agency.

The Local Management Entity (LME) provided supportive services to both homeless and non-homeless persons with special needs. As an alternative to institutional living, the LME continued to provide supportive services to the residents of Belleshire Apartments and Hillendale Apartments, independent apartments for persons disabled by chronic mental illness. The LME contracted with the State Mental Health Association to operate the apartment facilities. Additionally, the LME remained the local lead agency for the Key Program in Alamance County. The Key program is for persons with a disability source of income less than 30 percent of the area median income.

During the 2010 program year, the LME continued to partially fund the drop-in center for the mentally ill and substance abusers. The LME contracted with Allied Churches to operate the facility. Member organizations/agencies of the local Interagency Council (Continuum of Care) provide services at the center.

Other Activities

Graham Housing Authority gives priority for the elderly and the disabled to receive housing vouchers, if vouchers are available, to move into supportive housing units. The elderly and disabled are not placed on the waiting list as a rule.

For low and moderate-income persons with physical disabilities, elderly and frail elderly, the City modified their dwellings as part of the rehabilitation of their residences during the

program year. These modifications include installing bathtubs with bars, handicapped commodes, single lever faucets, adding banisters, constructing ramps, and other improvements to make the house accessible for the resident. In program year 2010, the City completed one (1) home reconstruction for a disabled homeowner. This reconstruction included an accessible bathroom, appropriate flooring, and widened doorways for improved accessibility needs. During the year, the City completed a total of 11 units including six (6) dwellings with elderly heads of households.

The City expediently issued Certificates of Consistency with its Consolidated Plan to non-profits applying for funds to develop housing opportunities for the disabled homeless and supportive housing for persons with disabilities and to the public housing authority for proposed programs and plans. Upon request, the City also provided technical assistance and letters of support for various agencies' grant applications as well as information about potential grant opportunities.

Non-Housing Community Development Activities

Priority Needs:

- Improvement or development of public infrastructure to revitalize neighborhoods.
- Access to local public facilities and services that contribute to neighborhood development and/or deliver recreational or human services.
- Promotion of job training and development.

Goal: Provide a suitable living environment and promote economic development.

Objective SL-1: Improve or develop public infrastructure and facilities to revitalize low and moderate-income areas.

In its Five-year Strategic Plan, the City proposed to undertake one public facility or infrastructure improvement project per year to ensure new or improved availability/access to a suitable living environment for low and moderate-income area residents. During the program year, the City conducted one projects. (See project map in appendix for project location.)

In a low to moderate-income area located in East Burlington the City installed water and sewer lines along a portion of Hunt St. The area serviced by the installation of these lines will be built by Habitat for Humanity. This project will offset the infrastructure cost for Habitat for Humanity when new home construction begins.

Objective SL-1.2: Enhance access to local public facilities and services that deliver recreational and human services to HUD target populations.

During the 2010 program year the City completed one recreation project at the City-owned Fairchild Park. For this project the City undertook the development of a recreational

soccer park project. This project is located adjacent to Fairchild Park in East Burlington. This area is considered to be a low to moderate-income area and this project will service those individuals and families who live in East Burlington. This area of Burlington lacks a facility where individuals and families can play pick-up soccer and this project served as the solution. The project included site planning, field preparations, irrigation system, landscaping, playground equipment and comfort station installation.

To update the quality of a public facility for persons who are victims of domestic violence. The City provided funds to assist Family Abuse Services (FAS) to upgrade the carpeting in the four apartments of its Transitional Housing Facility. This facility serves low-income domestic violence victims and their children.

Other Neighborhood Revitalization Activities

The City's goal to provide a suitable living environment for low and moderate-income area residents includes improving the safety and livability of neighborhoods. Over the five-year period of its Strategic Plan, the City proposed various strategies to increase the safety of neighborhoods.

Since 2003, the City has maintained a designated area for its Weed and Seed Strategy. The strategy is to link services and resources to "weed" out the crime and "seed" efforts to revitalize the East Burlington area and improve the quality of life. During the 2010 program year, the City continued its "Weed and Seed Strategy" by operating safe havens at City-owned recreation centers, undertaking actions to weed out crime, and developing and/or continuing programs to revitalize the area.

Since 2007, the City of Burlington continued the "Connecting Burlington Communities" (CBC) initiative. CBC is a comprehensive effort, involving City departments, community leaders and citizens, to improve the overall quality of life for Burlington residents. By consolidating the efforts of City departments with community input, the goal is to improve neighborhood appearances, reduce street crime and instill pride throughout the Burlington communities. Citizens may anonymously submit "tip cards," call a dedicated CBC hotline or send an e-mail message to register concerns or complaints. The appropriate City department investigates and responds to the tips.

Objective EO-1.1: Stimulate employment opportunities for low and moderate-income individuals by partnering with state agencies to provide job training program.

To stimulate access to economic opportunities during the 2010 program year, the City partnered with the North Carolina Home Builders Association and the North Carolina Housing Finance Agency to operate a local program to train construction workers. Through this program, the City paid the Home Builders Association to provide job training in the construction industry for low-income area residents and/or homeless persons. Of the 19 enrollees in the classes, 13 participants completed the training. Individuals completing the training included one

female. The program graduates were comprised of eight Whites, four Blacks, and one Hispanic. All program participants were low-income persons, of which approximately 90% had extremely low incomes. The Home Builders Association is following up the program participants to determine how many successfully find employment or pursue additional training/education.

The City also conducted the following outreach activities to encourage women and minority owned businesses to participate in its Community Development Program and the employment of low and moderate-income area residents for HUD funded projects:

- 1) Mailed letters, applications and information and also verbally explained the housing rehabilitation program to prospective contractors.
- 2) Advertised the program in the *Burlington Times News* and to attract minority and women contracting businesses.
- 3) Encouraged contractors during pre-construction conferences to hire local residents as employees and use area suppliers on projects funded by the Program.
- 4) Continued to advertise the City of Burlington's Rehabilitation Program with new brochures and updates to the City's web-site.

Table 4 summarizes the City's performance in meeting its proposed five-year non-housing community development goals and objectives.

Table 3: Summary of Specific Community Development Objectives

| Specific Obj. # | Outcome/Objective Specific Objectives | Sources of Funds | Performance Indicators | Year | Expected Number | Actual Number | Percent Completed |
|---|---|------------------|---|------------------------|-----------------|---------------|-------------------|
| SL-1 Availability/Accessibility of Suitable Living Environment | | | | | | | |
| SL-1.1 | Improve or develop public infrastructure to revitalize low and moderate-income areas. (Goal: One project per year – Number of beneficiaries will vary depending upon area.) | CDBG | Number of persons with new access to facility or infrastructure. | 2010 | 1 | 1 | 100% |
| | | | | 2011 | 1 | | % |
| | | | Number of persons with improved access to facility or infrastructure. | 2012 | 1 | | % |
| | | | | 2013 | 1 | | % |
| | | | Number served by public facility or infrastructure that is no longer substandard. | 2014 | 1 | | % |
| | | | | MULTI-YEAR GOAL | | | 5 |
| SL-1.2 | Enhance access to local public facilities and services that deliver recreational and human services to HUD target populations. (Goal: One project per year – Number of beneficiaries will vary depending upon area.) | CDBG | Number of persons with improved access to service. | 2010 | 1 | 2 | 200 % |
| | | | | 2011 | 1 | | % |
| | | | Number receive service or benefit that is no longer substandard. | 2012 | 1 | | % |
| | | | | 2013 | 1 | | % |
| | | | | 2014 | 1 | | % |
| | | | | MULTI-YEAR GOAL | | | 5 |
| EO-1 Availability/Accessibility of Economic Opportunity | | | | | | | |
| EO-1.1 | Stimulate employment opportunities for low and moderate-income individuals by partnering with state agencies to provide job training program. | CDBG | Number of persons assisted. | 2010 | 12 | 13 | 110% |
| | | | | 2011 | 12 | | % |
| | | | Number of persons with improved access to service. | 2012 | 12 | | % |
| | | | | 2013 | 12 | | % |
| | | | | 2014 | 12 | | % |
| | | | | MULTI-YEAR GOAL | | | 60 |

Affirmatively Furthering Fair Housing

In January 2011, the City completed an updated analysis of impediments to fair housing choice in its jurisdiction. The prior analysis of impediments was completed in 2006 and the current AI was an update to the previous AI. In the updated AI the City identified two primary concerns that can have an impact on equal housing choice in the Burlington area. The first impediment identified is the availability of access to affordable homeownership, rental units, and prevention of predatory lending. The second impediment identified is the need for accelerated Fair Housing outreach with the housing industry including developers, realtors, financial institutions, and insurers.

The City has instituted several actions to overcome the effect of the impediments identified above. The following list describes the actions:

- Maintain partnerships and coordinate with realtors, public/private housing providers and housing counselors – the City will refer potential first-time homebuyers to certified housing counselors at Alamance County Community Services Agency and/or local mortgage lenders and to the Consumer Credit Counseling Service of Burlington.
- Conduct accelerated Fair Housing outreach with housing industry including developers, realtors, financial institutions, and insurers.
- The City will continue to distribute and display brochures on fair housing and fair housing laws at entities in the community. The City will also maintain an up-to-date website with fair housing information.
- The City will also work to complete more outreach in the Latino community and analyzing lending audits.

In program year 2010 the City completed a list of activities to affirmatively further fair housing. The following list details those activities:

- 1) Conducted the following education/outreach effort on fair housing choice: Distributed HUD pamphlets, "Fair Housing, It's Your Right Equal Opportunity for All" and "Are you a Victim of Housing Discrimination," to public facilities. Placed pamphlets in the public information rack in the City Municipal Building. Replenished supply of information periodically.
- 2) Contacted Alamance County Community Services during the year to confirm they had an adequate supply of fair housing materials.
- 3) Completed the last allocation of down-payment assistance for low and moderate-income first-time homebuyers using ADDI funds.
- 4) Referred potential first-time homebuyers for housing counseling to certified housing counselors at Alamance County Community Services Agency, the banks and the Consumer Credit Counseling Agency of Burlington.
- 5) Increased and maintained affordable owner-occupied housing stock through the City's existing housing rehabilitation loan programs.

- 6) Rehabilitated homes of disabled and elderly households to make the houses more accessible based on their physical limitations, thereby, enabling them to continue to reside in their homes.
- 7) Referred homeowners threatened with foreclosure on their property or with credit problems to Consumer Credit Counseling Service, Resolution Mitigation Services, and/or Legal Aid. Legal Aid, as appropriate and necessary placed the homeowners with the UNC or Duke Law Clinics.
- 8) Referred landlords and eligible potential tenants to Graham Housing Authority to obtain rental assistance through the Section 8 program.
- 9) Referred eligible rehabilitation clients to Alamance County's Housing rehabilitation grant program.
- 10) Referred clients with rental housing problems to Alamance County Community Services for assistance through their Housing Counseling Program.
- 11) Contacted Burlington-Alamance County Association of REALTORS to confirm their use of Fair Housing practices. The Association sent the City the Fair Housing Declaration they use for clients.
- 12) Contacted HUD's fair housing office to discuss two cases but determined these cases did not fall under the provision of the Fair Housing Act.
- 13) Advertised and conducted a fair housing forum in the fall of 2010. Distributed "Fair Housing Equal Opportunity for All" and "Are you a Victim of Housing Discrimination?"
- 14) Completed a Fair Housing brochure, which promotes the fair housing resources and tools available to citizens.
- 15) Verified and documented with HUD concerning potential housing issues.
- 16) Created a fair housing webpage on the City of Burlington's website which details fair housing information to citizens.
- 17) Expended \$9,003.29 for Fair Housing activities (AI and internal staff translations).
- 18) Completed a Hispanic housing survey through assistance with a City staff member.
- 19) Marketed the survey to Centro La Comunidad.

Other Actions

Obstacles to Meeting Underserved Needs

In the Action Plan, the City proposed actions to leverage private and other public funds to fill gaps to finance projects. During the program year, the City leveraged its housing rehabilitation funds with owners' contributions and State Construction Training Program funds. For qualified homeowners, the City referred the applicants to Alamance County Community Services Agency's weatherization and other programs. The agency weatherized 12 homes in Alamance County during the year. For energy crisis intervention or replacement of heating systems, the City also referred homeowners to the agency for assistance if funds were available. The agency provided energy crisis assistance for 599 households

The City proposed actions to coordinate efforts with other agencies and public entities to develop, finance and provide programs, services and housing for low and moderate-income people, the homeless and special needs populations. To leverage funds for affordable housing

projects, staff supplied information to non-profits, such as Habitat for Humanity and Alamance County Community Services Agency, applying for private and public funds. Staff also provided technical assistance such as developing house plans, made referrals to information sources and furnished other support/information upon request. The City provided information and letters of support and other technical assistance as needed for agencies, such as the Burlington Housing Authority, to apply for supplemental funds.

The City regularly attended monthly Community Council meetings held by the United Way to maintain connections with housing and community needs in the City. These monthly meetings allow for a networking/collaboration opportunity for City staff to stay aware of the needs in the community.

To meet the needs of persons with special needs, the City worked with other agencies to provide housing options. Staff also served as a member of the Alamance County Interagency Council for Homeless Assistance to identify housing needs and options for the homeless, to plan projects and to assist with funding applications.

To identify underserved needs in its jurisdiction, the City encouraged citizen participation in program development. City staff discussed potential funding proposals with community groups, individual citizens and representatives of various organizations and explained the process for submitting a funding proposal. Before any public hearing or area meeting, the City advertised in the local daily newspaper and sent notices to various agencies and organizations. The City made funding applications or plans available for public review before submitting the proposals to the funding agency.

Foster Affordable Housing

Actions to foster affordable housing for low and moderate-income households are discussed in the description of affordable housing activities and CDBG Narratives. The City used CDBG and HOME Program funds for housing projects, such as housing rehabilitations and down-payment assistance, during the program year. To further encourage the production of affordable housing for lower income first-time homebuyers, the City conveys, when available, City-owned lots to non-profits to construct houses.

The City follows an affirmative marketing policy for units assisted through its housing program, whatever the funding source. During the program year, the City undertook the following actions to affirmatively market its housing rehabilitation and homebuyer assistance program:

- 1) Encouraged citizen participation to find out the community housing needs during the planning process to apply for program funds.
- 2) Informed the public, potential purchasers, and owners about its affirmative marketing policy and commitment to nondiscrimination, equal opportunity and fair housing choice.

- 3) Marketed the remaining funds for its homebuyer assistance program to banks, public housing authorities, and local non-profit housing counselors.
- 4) Verified the household income of the occupants before rehabilitating an occupied unit or the prospective homebuyers before providing down-payment assistance to purchase a home.
- 5) Marketed Apple Tree Subdivision (CHDO Project) and Housing Rehabilitation Program on City of Burlington's website.
- 6) Distributed brochures to local agencies for Housing Rehabilitation Program.
- 7) Conveyed a parcel to Habitat for Humanity for development of two single family homes.

Barriers to Affordable Housing

In the Action Plan, the City proposed to undertake several actions to moderate any negative effects of its public policies. These proposed actions were as follows:

- Ensure City regulations provide sufficient land use and density categories to allow the development of various housing types, including affordable housing, and avoid requirements that could produce discriminatory patterns.
- Encourage affordable housing development by funding infrastructure projects or, when feasible and eligible for HUD funding, sharing the cost for infrastructure development with a non-profit or other public entity.

During the reporting period, the City executed the following to address these proposed actions:

- 1) Provided technical assistance and allocated funds for the local CHDO to continue developing City-owned property for affordable housing in the Apple Tree Village subdivision on Apple Street.
- 2) Served as a member of the Steering Committee and Planning Committee for the local Weed and Seed Initiative to improve the designated area in East Burlington and thereby, to encourage development. Targeted the area for infrastructure/public facility improvement projects, such as water and sewer project in one neighborhood and several recreation improvements in East Burlington.

Institutional Structure/Coordination Efforts

For program year 2010, the City planned several actions to eliminate gaps in the institutional structure for conducting its affordable and supportive housing programs. These actions were as follows: (a) participate with other entities to provide affordable housing, (b) coordinate and integrate its housing assistance with non-profit housing agencies, (c) participate in North Carolina Construction Training Partnership Program, and (d) use the technical expertise of various City departments as well as Community Development Program staff. The City also supported activities to enhance the provision of housing options and coordination of services between public and private housing providers and social service agencies.

During the program year, the City undertook the following activities to accomplish these proposed actions to overcome gaps in the institutional structure and enhance local coordination:

- 1) Participated in the Greensboro/Guilford/Burlington/Alamance Housing Consortium for the HOME Program to maximize the available funds for affordable housing. Administered Alamance County's HOME Program besides its own program.
- 2) Participated in the North Carolina Construction Training Partnership Program to provide job training for 13 low-income persons and leverage funds to improve the affordable housing stock for low-income area residents.
- 3) Served on the Steering Committee and Planning Committee of the local Weed and Seed Initiative to make the designated area of East Burlington a safer and more livable area of the community.
- 4) Cooperated with other City departments and citizens to inaugurate and execute the "Connecting Burlington Communities" (CBC) initiative to improve the overall quality of life for Burlington residents.
- 5) Served as a member of the Alamance County Interagency Council for Homeless Assistance to promote and augment the local Continuum of Care system. Assisted with the updating of statistics on homelessness, 10-year Plan to End Homelessness, and available services.
- 6) Provided technical assistance and financial support to ACCSA, the local CHDO, to continue developing the City-owned property in the Apple Tree Village subdivision. The CHDO counseled clients to become homeowners. The CHDO is working to complete the construction of the sixth house in the subdivision. Marketed Apple Tree Village Subdivision on City of Burlington's website.
- 7) Leveraged public and private funds to make the improvements of properties feasible and thereby, kept affordable housing available in the housing market.
- 8) Communicated, exchanged information and made referrals between various government agencies and non-profits that provide supportive facilities and services and/or housing programs.
- 9) Marketed Housing Rehabilitation Program through a brochure detailing the program. This brochure was distributed to local agencies and uploaded to the City of Burlington's website.
- 10) Incorporated all the requirements of the City of Burlington's Housing Rehabilitation revisions to the Contractor Manual for the Housing Rehabilitation Program.
- 11) In May 2011 the City advertised for three days a contractor recruitment ad in the local newspaper.
- 12) Responded expediently to requests to provide Certificates of Consistency and letters of support and/or information for non-profits to apply for funds to deliver housing assistance for persons with special needs and the homeless and the public housing authority to set up or continue programs.
- 13) Continued to administer the City's housing programs with experienced staff from various City departments.

Public Housing Improvements and Resident Initiatives

Two public housing authorities, Burlington Housing Authority and Graham Housing Authority, own and operate public housing units that are available to low and extremely low-income residents throughout the County. Graham Housing Authority also administers a countywide Section 8 housing choice vouchers program.

Burlington Housing Authority:

Burlington Housing Authority (BHA) has completed several public housing improvement projects in program year 2010. These improvements are listed in the below table.

| Project | Number of Complexes Improved | Approximate Number of Units Improved |
|---|-------------------------------------|---|
| Installation of New HVAC Systems (note: all public housing units are now centrally heated and cooled) | 1 Complex & Central Office | 100 Units |
| Renovation work at Willowcreek | 1 Complex | 70 Units |
| Completion of New Landscaping and Planting at Crump Village | 1 Complex | 70 Units |
| Completion of Bathroom Renovation (grab bars, vanities, and tub surrounds) | 1 Complex | 50 Units |

Resident Initiatives

Burlington Housing Authority (BHA) will continue its programs and initiatives to encourage residents to become involved in management. The housing authority Resident Initiatives Programs to counsel, support and train residents on security and crime prevention, drug prevention, management, leadership, and small business operations. Through these programs, residents become involved in resolving problems with drugs, vandalism, resident safety, etc. BHA also counsels and supports residents' pursuing education/career training opportunities and becoming homeowners or renters in the private housing market.

The public housing communities elect 16 residents to serve as officers and representatives on the Resident Advisory Council, which includes two representatives per community complex. A representative from the Resident Advisory Council serves on the Burlington Housing Authority Board of Commissioners as an equal voting member. During the program year, the Resident Advisory Council accomplished several notable activities. Notable actions are as follows: developed Community Day by partnering with City and County agencies and businesses; encouraged participation in National Night Out; conducted and implemented scholarship program; implemented VISTA program and; residents trained and engaged in planning and implementation of public housing beautification project.

To increase volunteerism and assist with mandated Community Service Work, 10 AmeriCorps VISTA Volunteers are enrolled under BHA sponsorship. Of these 10 VISTA

Volunteers, two are public housing residents. The VISTA members assist resident volunteers who perform various activities to improve their community. Burlington Housing Authority has over 150 residents involved in the Community Services Work Program. Notable activities during the year included: sponsorship of the first Spring Break Fest –designed to keep older youth occupied in wholesome activities during the week of Spring Break; scholarship fundraiser that raised over \$20,000; development of a manual for volunteer programs, service providers and donors and; the grants team secured grants in excess of one million dollars. VISTA Volunteers also assisted in coordinating a small business training program whereby three females started a screen print workshop through knowledge learned in training and were able to secure a small business loan from a local credit union. VISTA Volunteers were also instrumental in submitting an application to receive an Award of Merit from the National Association of Housing and Redevelopment Officials (NAHRO) for the success of the small business training program.

To improve resident skills academically, BHA continued a resident academic scholarship program. Eligible residents over 18 years of age with a high school diploma or GED can be considered for financial assistance upon enrollment in any certifiable education/skill training program. During program year 2010-11, five residents participated in the program. To date, BHA has assisted 51 residents through the program. Additional eligible residents will be enrolled, as funding is available.

The housing authority continued to sponsor supportive programs for its residents. The housing authority currently has 70 youths participating in its after school enrichment program, a year round program. Alamance County United Way provided funds for materials and equipment for the after school program. For school age children, BHA partners with others to offer scouting programs and to encourage participation in the recreation programs of the local parks and recreation departments.

To encourage homeownership, BHA conducted a Family Self-Sufficiency (FSS) Program that supports the residents' efforts to save funds to purchase a home or move into an unsubsidized dwelling. BHA secured a grant to provide counseling services and referrals for the program participants. The housing authority has 32 residents enrolled in its program. Of the program enrollees, 14 successfully completed the program. One participant has purchased homes and three are current renting in an unsubsidized dwelling.

Gang prevention, intervention and suppression is an Alamance County project administered by Burlington Housing Authority in which all seven law enforcement agencies of the County have joined to implement successful efforts. Through the Juvenile Justice and Delinquency Prevention Grant and supportive program 28 youth of the County were engaged in academic, social and gang prevention training. Academically the overall GPA was 2.61 with several GPA scores of 3.2 and above. This project involved nine teams of male and females from six different cities. Mandatory tutorial assistance was provided. BHA's youth received the award with the highest overall GPA scores.

The housing authority continued its initiatives to prevent crime and promote the safety and security of its residents. BHA conducted a Drug Elimination Program. The housing authority hired off-duty policemen to patrol the public housing sites, to conduct drug arrests and to provide drug prevention activities for the youth. Burlington Housing Authority also has a part-time crime prevention investigator on staff for the residents to report criminal activities and to act as a liaison with the Burlington Police Department.

During the year, the housing authority continued to conduct the Training for Manhood Program for 30 participants and the P.H.A.S.A.C. Basketball Program for 28 participants (including cheerleaders). The program encourages youth residents to gain self-esteem, succeed in school and develop alternative activities to joining gangs.

The HOPE and STEPS program operated by the Burlington Development Corporation remains an active source of additional housing in Burlington. The STEPS program which is transitional housing had three families participating through June 30, 2011. Two of the STEPS participant families moved into permanent housing during the program year. The HOPE program which is for chronically homeless and disabled individuals had five families participating through June 30, 2011. Each participant family in the HOPE program has remained stably housed.

Graham Housing Authority:

Graham Housing Authority (GHA) upgraded the kitchen cabinets in select public housing units. The housing authority completed annual inspections and required owners of dwellings leased to Section 8 tenants to comply with the applicable Housing Quality Standards.

Resident Initiatives

Graham Housing Authority (GHA) continued to train and encourage residents to participate on the Resident Advisory Board and in developing and managing programs and policies for the residents. The public housing communities elected six (6) residents to serve on the Resident Advisory Board. During the year, the Resident Advisory Board spearheaded the following activities: landlord meet and greet, organized and sponsored an annual picnic for Ralph Clayton Homes, and held an annual senior holiday dinner.

Upon the request of the Resident Advisory Board, one of its trained members may serve on the Graham Housing Authority Board of Commissioners. The Resident Advisory Board has chosen not to select a member to serve on the Board of Commissioners. Training to serve on the Board of Commissioners will be an on-going activity.

At various public housing sites, the housing authority offered tutoring, educational and cultural enrichment programs for residents. Piedmont Community College conducted weekly onsite individual interviews with residents to recruit and enroll students. The Community College representative assessed the resident's potential vocational abilities, assisted with securing financial aid and enrolled interested residents in their programs.

During the program year, the housing authority continued its crime prevention program. The housing authority has a contract with Graham Police Department for protective services. This program encourages residents to become involved in resolving problems with drugs, vandalism and resident safety by reporting incidents to the police. The housing authority also sponsored alcohol and drug awareness program through this initiative.

Through a Family Unification Program, GHA helped 36 families who are threatened with homelessness or separation from their children to find decent, affordable housing. GHA provides rental assistance to make the units affordable and thereby, encourage the families to reunite.

GHA's participation in the Section 8 program is been consistent for several years. There are currently 2,321 persons being served through the Section 8 Housing Program which includes 974 are families. There is currently a 1,248 persons waiting list for the Section 8 Program as of June 30, 2011.

During the year, Graham Housing Authority worked with other area agencies, participating in the local continuum of care, to execute multi-year Shelter Plus Care grants for the disabled homeless population in Alamance County. The housing authority administers one grant and the rental portion of all of the projects. During the program year six singles, two adults in families, six children, and one family were served by GHA's grant. During the year, two Shelter Plus Care participants transitioned out of the program to Section 8 Housing Choice Vouchers.

The housing authority also administers housing choice vouchers granted by the Housing Opportunities for Persons with Aids (HOPWA) Program. During the year, GHA housed one participant through the HOPWA Program.

Lead-Based Paint Hazard Reduction

As part of its housing activities, the City continued actions previously instituted to raise its program participants' awareness of lead-based paint hazards. The City's policy is to inform residents of units scheduled for rehabilitation or potential homebuyers about the health dangers of lead poisoning, especially to children. Staff gives additional information on how to prevent and protect young children from lead poisoning to residents of older housing units. If the dwelling could potentially contain lead-based paint, the City encourages these households to test the children for lead poisoning at the County Health Department. The County Health Department actively conducts clinics to test children and educational programs/mailings to explain the importance of lead screening for children.

During the program year, the City inspected any home built before 1978 for potential lead-based paint hazards and required actions to contain any potential hazard noted. For units in its housing rehabilitation program, the City contracted with a certified firm to inspect and prepare lead-based paint risk assessments and to perform clearance tests, when required. All

contractor performing work on lead positive home were verified to have completed the Renovation, Repair, and Paint training. Certified contractors completed either the required interim controls or abatement procedures to reduce the lead-based paint hazards during the rehabilitation of two (2) positive units. All of these units passed the clearance tests.

Anti-Poverty Actions

Through its established programs and policies, the City strived to alleviate the impact of poverty and to reduce the number of households living below the poverty level. The City coordinated its efforts among public and private housing providers and health and human service agencies to meet its objectives. Activities pursued are as follows:

- 1) Rehabilitated dwellings for three extremely low-income (incomes 0-30% of Median Family Incomes (MFI)), five very low income (incomes 0-50% of Median Family Income (MFI)), and two (incomes 61% to 80% of Median Family Income (MFI)) to improve the availability of safe, decent, sanitary, and affordable housing in the marketplace.
- 2) Encouraged the revitalization of low-income neighborhoods by installing water and sewer connections, completing 1st phase of soccer park project in a low and moderate-income area, adding picnic sites, upgrading playground equipment, purchasing recreation tables and chairs, and installing an updated drinking water fountain.
- 3) Assisted with carrying out the planned activities of the City's Weed and Seed Program, an initiative to comprehensively address crime, socioeconomic problems, and environmental problems in a designated low and moderate-income area. Completed the two infrastructure projects in East Burlington the designated Weed and Seed area.
- 4) Continued to conduct activities to develop affordable housing for low and moderate-income families on City-owned lots in the existing Apple Tree Village subdivision on Apple Street.
- 5) Supported and cooperated with other governmental entities, agencies and non-profit organizations providing programs and services for impoverished and low-income groups. Referred eligible individuals seeking assistance to appropriate agencies, such as Alamance County Community Services Agency, Alamance County, Graham and Burlington Housing Authorities, Loaves and Fishes, Allied Churches, and Salvation Army, etc. (Refer to discussion in section on institutional structure and coordination efforts.)

Local Monitoring and Compliance

Throughout the program year, the City of Burlington conducts monitoring reviews of the HUD-funded programs, including its public services projects and CHDO's projects, to ensure compliance with the required regulations, statutes, procedures, standards, and affordability. During the year, the City periodically reviews and assesses the available resources, expenditures and accomplishments to determine whether the planned activities are effectively meeting the City's goals and objectives.

For all types of projects, staff maintains project files documenting the City's compliance with regulations, such as environmental reviews, income eligibility of household(s) or project

area(s), lead-based paint, relocation, Davis-Bacon Act, housing quality standards, affirmative marketing, and financial management. Review and update of these files is an ongoing process. The City also records its activities and efforts to encourage fair housing, citizen participation, equal opportunity, handicap accessibility, long-term affordability, and special needs housing. Audits and continual reviews of revenue and expenditures ensure financial accountability.

For its public service project, the City randomly checks the Library System's reported CDBG purchases to ensure the funds are used for the North Park library. The City reviews monthly reports on the construction training classes conducted by the North Carolina Home Builders Association. City staff and the program coordinator collaborate to set up classroom space and housing projects for the trainees to gain direct work experience. Staff routinely inspects job sites when trainees work on residential rehabilitation and/or reconstruction projects.

For public facilities and infrastructure improvements, the City routinely visits project sites to monitor eligibility and feasibility before beginning the project. During the project, the City visits and/or ensures compliance with regulations and labor and safety standards and procedures. The City certifies satisfactory progress and completion of the project as payments are issued to the contractor(s).

As a policy, the City Community Development Division examines dwellings to assess the condition and feasibility of the proposed rehabilitation project. Throughout the project, staff and/or the rehabilitation specialist inspect a job a minimum of twice a week and if necessary, once a day. Both the frequency and duration of inspections depend upon the progress, problems or uniqueness of the job. Periodically, the Community Development Administrator and Community Development Technician inspect progress on a job. In addition, the Community Development Division requires documentation of inspections by the City's Inspection Department and the Rehabilitation Specialist/Class 3 Building Inspector before paying a contractor. At the completion of a project, the Rehabilitation Technician and the property owner inspect a job to ensure satisfactory completion. The City's Chief Building Inspector and the Rehabilitation Specialist/Class 3 Building Inspector also must certify final inspection of the job. For vacant units or units vacated temporarily during the rehabilitation process, the City's Inspector Department issues a Certificate of Occupancy.

Each year, with the assistance of the City, the Lead Entity of the Housing Consortium re-certifies the eligibility of the designated local CHDO to participate in the HOME Program. The City also annually requires the CHDO to submit a copy of their audit and an IRS 990 form. Throughout the year, the City provides technical assistance and monitors and inspects the work on the houses developed by the CHDO. The CHDO provides to the City information documenting the eligibility of the homebuyers and other pertinent records pertaining to the project.

Annually, during the applicable period of affordability, the City monitors the compliance of property owners, who received HOME Program rental housing rehabilitation funds, with the program standards for tenant income eligibility, rent affordability, and property standards. As

required, the City periodically inspects the rental units to ensure the condition of the unit meets program property standards.

Leveraging

During program year 2010 the City leveraged various other public and private resources to address the proposed housing and community development activities in its Consolidated Plan. For housing rehabilitation projects, the North Carolina Housing Finance Agency provided Construction Training Program (CTP) funds to partially finance the construction costs to renovate or complete the renovation of two dwellings during the year. One of those dwellings one was a complete reconstruction. To match HOME Program expenditures for rehabilitations, the City allocated a portion of its closed-out Rental Rehabilitation Program loan payments. Other financial resources used for rehabilitation work were grants and private funds contributed by property owners.

As compared with the previous program years, program year 2010 saw an increase in the amount of leveraged funds. ADDI funds contributed a large portion of the leveraged funds in program year 2008. In program year 2010 the remaining ADDI funds from 2008 were expended. Program year 2010 saw a combination of funding from state, local and private funds.

Table 5 identifies the various leveraged resources available and the expenditure of these funds in 2010-11 for the City's housing and community development activities. The amounts are rounded to the nearest dollar.

**Table 4. Leveraged Resources
Program Year 2010**

| Funding Source | Available Funds | Expenditures |
|--------------------------------------|------------------------|---------------------|
| State: | | |
| CTP | 65,000 | 65,000 |
| Local: | | |
| HOME Match | 24,376 | 24,376 |
| City (Fairchild Park Soccer Project) | 30,000 | 30,000 |
| Private: | | |
| Homeowners | 5,455 | 5,455 |
| GameTime (Budget Amendment Project) | 30,000 | 30,000 |
| Total | 154,831 | 154,831 |

Summary of Citizen Comments

September 7, 2011, the City of Burlington placed a notice of the preparation of its Consolidated Annual Performance and Evaluation Report (CAPER) for program year 2010 in the local newspaper, the Burlington Times News. The notice stated that the City would hold a public hearing on September 20, 2011 for citizens to comment on its performance of the Community Development Program activities during 2010 program year. Copies of the report

would be available for public review for fifteen (15) days, September 8-23, 2010 in the City Planning and Community Development Department, Burlington Municipal Building. During this period, citizens did not submit any oral or written comments on the CAPER.

On September 20, 2011, the City Council held a public hearing on its performance report. No citizens commented at the hearing.

Self-Evaluation

Throughout the program year, the City internally maintains status reports on its housing program(s) and public infrastructure/facilities projects or neighborhood revitalization efforts. The City periodically reviews and assesses the available resources, expenditures and accomplishments to gauge whether the planned activities are effective or need to be modified. It also maintains records of funds leveraged for projects. For non-quantifiable inputs and outcomes, the City gathers information on resources used, such as staff activities and assistance to help other governmental entities/agencies, non-profits and organizations to address homelessness, housing for persons with special needs, and various human services needs, and the qualitative results.

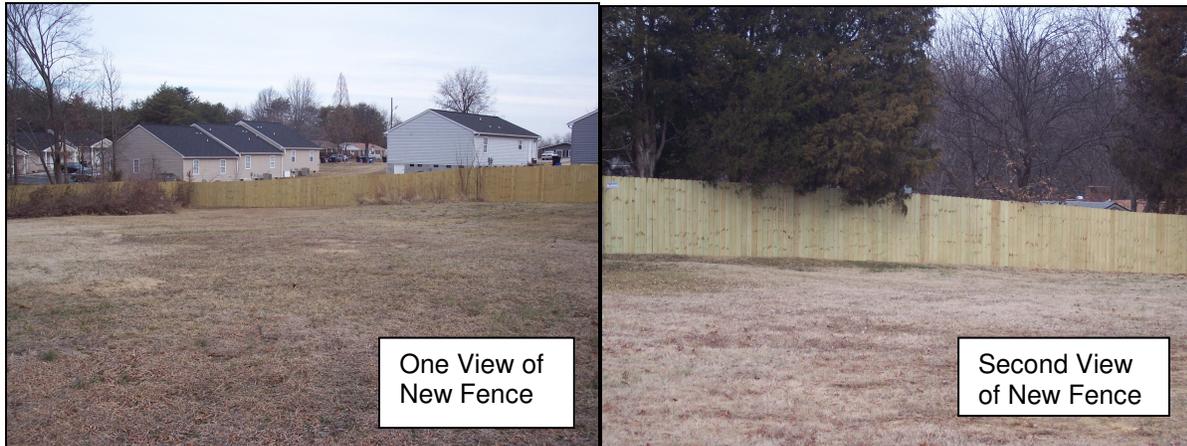
During the program year, the City enters planned and actual accomplishments for each activity into HUD's Integrated Disbursement and Information System (IDIS) in accordance with the CPD Outcome Performance Measurement System framework. The City also accesses IDIS reports to track its progress using resources relative to accomplishments and to the HUD benchmark for timeliness for expending funds. (Examples are the following IDIS reports C04PR01, C04PR05, C0PR07, and C0PR36) At the end of the program year, the City uses the IDIS reports and internal information to aggregate its data on accomplishments. In the "Assessment of Five-year Goals and Objectives" section, the City reviewed and appraised the aggregated data on its accomplishments and progress in meeting the priority needs and objectives identified in its Consolidated Plan.

In the 2010 program year, the City successfully addressed its five-year goal to provide decent and affordable housing to low and moderate-income families by rehabilitating houses and providing homebuyer assistance. At the end of the year, the City had completed the rehabilitation of eleven (11) units. As the first year of the 2010-2015 Consolidated Plan, the City had completed rehabilitation on 11 units. For program year 2010, the City has met its one-year goal for rehabilitating 10 units.

Using American Dream Down-payment Initiative (ADDI) funds, the City provided down-payment assistance to its final first-time homebuyers. The ADDI program is no longer funded through HUD. The final expenditure for ADDI funds was made in program year 2010.

To expand homeownership opportunities during the past program year, the City supported non-profit efforts to develop affordable housing for low and moderate-income homebuyers. The City assisted financially and technically Alamance County Community Services Agency (ACCSA), its CHDO, continued endeavors to develop homes in the Apple Tree Village

Subdivision on city-owned lots. The City maintained and updated the webpage on the City's website to promote the Apple Tree Village Subdivision. During the program year, ACCSA worked to qualify a potential participant and plans to start construction in October 2011. Credit issues as discussed earlier in the report have caused delayed construction. In the fall 2010 a new privacy fence was installed along a portion of the subdivision to reduce foot traffic. In the spring 2011 the City's Grounds Division provided two crab apple trees to accent the subdivision's sign. A picture of the new fence and trees are located below



On properties conveyed by the City, Habitat for Humanity plans to start construction of homes on Rauhut St in early 2012. In program year 2011 the Ben Court Subdivision in Graham was the focus of Habitat's activity. This 18-house subdivision will be completed by late 2011 at which time the Rauhut Street subdivision will begin.

Other future developments for Habitat for Humanity include a 35 home subdivision in East Burlington acquired by Habitat through bankruptcy. In April 2011 a parcel acquired by the City through foreclosure was transferred to Habitat for Humanity in April 2011. Habitat will develop this lot with two homes in the coming years.

For the homeless, the City's five-year goal is to provide services and housing by promoting the accessibility/availability to create a suitable living environment for the homeless and decent housing for the homeless with special needs. Through the local continuum of care network, the City made an impact on the needs of the homeless population as indicated in its five-year assessment discussion. The City continued to financially assist Family Abuse Services, the emergency shelter provider for victims of domestic violence. City staff also served on the Alamance County Interagency Council for Homeless Assistance (ACICHA).

As a member of the Balance of State Continuum of Care, the Alamance County Interagency Council successfully applied for 2010 Continuum of Care funds to renew two renewals.

The City set a five-year goal to provide services and housing for the non-homeless with special needs by promoting accessibility/availability of decent housing to this population group. In program year 2010 the City allocated funds for to upgrade carpeting at the transitional housing facility operated by Family Abuse Services. Additionally, the City distributed a portion of the revenue from a special liquor surcharge to Family Abuse Services, the provider of services for the provider of services for victims of domestic violence and their children. Throughout the year, the City supplied information, letters of support and Certificates of Consistency with its Consolidated Plan for various agencies' grant applications to address the area supportive housing needs for the non-homeless.

In the five-year assessment section, the City reviewed its progress on improving public infrastructure and enhancing access to public facilities to address its goal to provide a suitable living environment. The City proposed to undertake one public facility or infrastructure improvement project each year. Using CDBG funds, the City installed water and sewer lines along a portion of Hunt Street. Habitat for Humanity owns the track of land this project will assist. This the first infrastructure project of the 2010-2015 Consolidated Plan. The City met its goal by 100% by completing one project to improve or develop public infrastructure in low and moderate-income areas.



To improve access to the public facilities and services, the City provided financial assistance to the library located in the Mayco Bigelow Community Center at North Park, a City-owned park. The park is located in a low and moderate-income area. Continued city support ensures the library is able to provide and maintain its current level of service to the area.

The City has enhanced access to local public facilities and services that deliver recreational and human services to HUD target population. For program year 2010, the City completed the development of the first phase of a soccer park project at the City-owned Fairchild. The project will serve the citizens of the East Burlington by providing an area to play recreational soccer. This area was in need of this type of facility since the only other pick-up soccer park was in the western part of the City. The City also updated the quality of a public facility for persons who are victims of domestic violence. The City provided funds to assist Family Abuse Services to upgrade the carpeting in the four apartments of its Transitional Housing Facility. As part of the first year of the five-year strategic plan, the City has improved the availability/accessibility of local public facilities, such as special needs housing or treatment centers and the branch library in a community center, by conducting two (2) projects – 200% of its multi-year goal of five projects.

In the Consolidated Plan, the City proposed to promote economic development over the five-year period. To stimulate employment opportunities for low and moderate-income individuals, the City conducted a training program for construction workers during the year. The City partnered with the North Carolina Home Builders Association and the North Carolina Housing Finance Agency to provide job training in the construction industry. Additionally, during the year, the City encouraged women and minority owned businesses to participate in its Community Development Program and contractors to employ low and moderate-income area residents in HUD funded projects. (See discussion of non-housing community development activities in the five-year assessment narrative.)

Over the past year, the City has successfully strived to employ various strategies to address its proposed five-year goals and objectives. At this time, the City will continue its existing strategies, but continually review and assess the progress and success of its programs. When necessary, the City will institute revisions to its programs and budgets to effectively use its resources to achieve its desired results.

COMMUNITY DEVELOPMENT BLOCK GRANT NARRATIVES

Relationship of Expenditures to Plan and Strategies

Table 6 summarizes the City's expenditure of CDBG funds for housing activities and non-housing community development activities. Reported expenditures include the program income and revolving loan funds used for projects. Funds spent for program administration are not shown in the table.

**Table 5. CDBG Expenditures
Program Year 2010**

| Activity | Expenditures |
|-------------------|---------------------|
| Housing Projects | \$100,757 |
| Public Facilities | \$323,051 |
| Public Services | \$86,285 |
| Relocation | \$3,068 |
| Total | \$513,161 |

Housing Projects

An objective in the City’s Consolidated Plan is to provide decent housing by reducing the number of substandard units occupied by low and moderate-income homeowners. In the 2010 program year, the City planned to rehabilitate 10 housing units for low and moderate-income households. During the program year, the City completed the rehabilitation of 11 owner-occupied houses. In the affordable housing discussion of the five-year assessment narrative, Table 2, Affordable Owner Housing Accomplishments, identifies the assisted households by income levels.

In Table 6, the total CDBG expenditures for housing projects include the cost for lead-based paint hazard inspections and temporary relocations. Of the total expenditures for housing projects, the City spent approximately \$100,757 of its revolving CDBG loan funds – over \$44,091 for three housing rehabilitations, \$2,220 for lead-based paint hazards inspections for four houses, and about \$54,446 for additional activity delivery costs. The City paid \$3,068 of CDBG funds for temporary relocation costs for two homeowners during the rehabilitation of their dwellings. During the program year, the City primarily used HOME Program funds for housing rehabilitation projects. Funds from the HOME Program and Construction Training Program used for rehabilitations, required lead-based paint reduction procedures, and temporary relocations are not included in the total expenditures for housing projects shown in Table 6.





Public Facilities

Several objectives for public facilities improvement are outlined in the City's five-year Consolidated Plan. These objectives include improving access to public infrastructure in East Burlington and improving the recreational facilities for residents in East Burlington. In program year 2010 the City completed one project for each objective of public facility improvement.

For improvement to the public infrastructure the City's five-year focus is to target a improvement project in a low to moderate-income neighborhood to revitalize the area for provide a suitable living environment.

To meet this objective the City completed two projects in East Burlington. The first project improved public infrastructure by installing new water and sewer lines along Hunt Street in East Burlington. The City expended \$45,437 to install water and sewer lines along a portion of Hunt Street. The area serviced by the installation of these lines will be built by Habitat for Humanity. This project offset costs for Habitat for Humanity when new home construction will begin. The second project was a recreation improvement. For this project the City undertook the development of a soccer park project at the City-owned Fairchild Park Community Center. The City expended \$219,189 to complete the first phase of the soccer park project. This included the purchase and installation of playground equipment, purchase and installation of a comfort station, fencing around the field, purchase of soccer equipment, grading, irrigation, seeding, paving/gravel work, tree removals, permitting, and professional services. Due to some scheduling and permitting issues there was a delay in seeding along with some final project components. The City worked with internal departments to get this work finished. Since seeding for the park began in the late spring 2011 it requires the turf to have a good growing season in order for it to maintain and function as a proper soccer project. Through early fall, the City's Public Works Department will finish graveling the parking lot, installing landscaping, curbs, sidewalks, and a four-way stop. Pending a good growth season of the turf the park should open in Spring 2012.

Accessibility and availability of decent housing and services for the non-homeless population is another specific five-year objective for the City. During the 2010 program year, the City expended \$5,000 to install new carpeting in the transitional apartments operated by Family Abuse Services.



Fence Installation at Fairchild Park



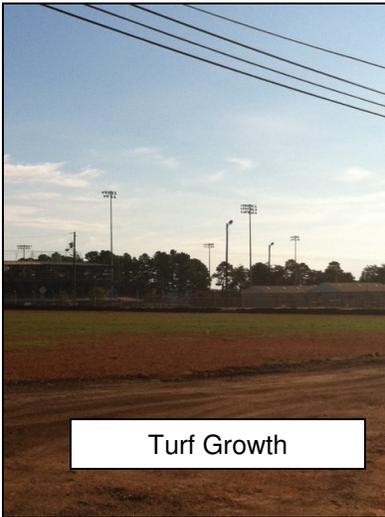
Grading Work at Fairchild Park



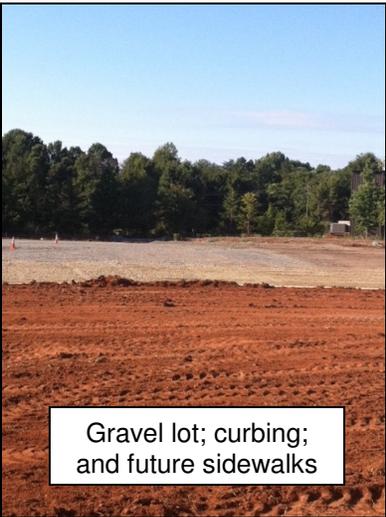
Finished grading



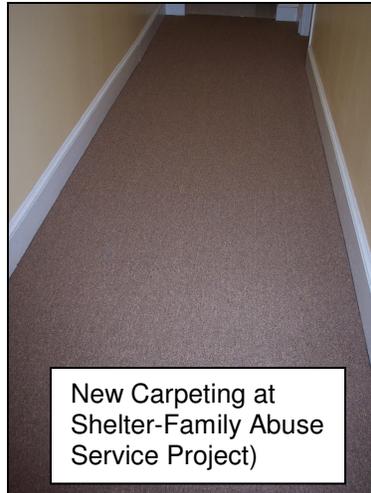
Comfort Station



Turf Growth



Gravel lot; curbing; and future sidewalks



Public Services

In the 2010 Action Plan, the City Community Development Program allocated \$10,000 to support the public library branch in the Mayco Bigelow Community Center at North Park. The library primarily serves a low and moderate-income area. During the program year, the library circulated 9,002 materials for use in the library and in the patrons' homes. Library patrons accessed the computer 1,628 times, improving their computer skills and gaining information. This increased by 20% compared with last year's numbers. The library presented 99 children's programs with 2,187 children attending. The children programs presented increased by 30 and attendees increased by 36%. For the program year, the door count at the branch library was 4,298 patrons.

In response to local employment and affordable housing needs, the City invested \$65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is a tri-party venture between the City, North Carolina Housing Finance Agency (NCHFA) and North Carolina Home Builders Association (NCHBA). The City paid North Carolina Home Builders Association to recruit the trainees who were low-income or homeless and to conduct two eight-week classes and "hands-on" training. HBA also helped the students with job preparation (i.e. proper work ethic, interviewing and job search strategies) and job placement activities. During the spring 2011, a new program incorporating green building skills and facility maintenance was introduced. Students were able to receive additional training beside general construction.

Of the 20 enrollees in the program, four individuals did not graduate, two individuals left for early employment, 13 individuals completed the training. The graduates attended class, constructed utility buildings, and observed and working at housing rehabilitation/ construction sites of the City and Habitat for Humanity. North Carolina Housing Finance Agency provided \$65,000 for the hard construction or rehabilitation costs of eligible program-related projects identified and undertaken by the City. During the program year, the City used \$65,000 of Construction Training Program (CTP) funds to leverage HOME Program funds spent to renovate

two (2) homes. The CTP funds will be repaid to the HOME Program account when the housing loans become due.

One budget amendment project was classified under the public service category and is discussed in the budget amendment section.



Budget Amendment

Changes in Priorities and Objectives

In December 2010 the City of Burlington completed a substantial amendment to its CDBG 2009-10 Action Plan to reallocate unused funds from several completed community development projects. These funds were reallocated to complete several recreation projects.

Under the objective to provide improved recreation facilities for residents in East Burlington the City completed four separate projects. The City reallocated \$64,800 of CDBG funds to complete the following projects.

At Fairchild Park, the City used \$11,285 to purchase 250 chair and 27 tables to replace worn out chairs and tables for the community center. This project was funded through the budget amendment under the public service category.

At North Park, the City used \$11,081 to purchase and install a new drinking water foundation and to install six permanent picnic sites with permanently attached tables at various sites throughout North Park.

At various parks in East Burlington the City completed picnic site improvement projects. The City used \$12,343 to purchase permanently placed picnic tables and grills for Elmira Park, Northwest Park, Robinson Park, Fairchild Park, North Park and Forest Hills Park.

As part of a playground equipment upgrade, the City used \$30,000 to purchase upgraded playground equipment for Robinson Park, Petersburg Park, North Park, Forest Hills, and Fairchild Park. The equipment installed at Forest Hills was appropriate for preschool

children to supplement activities for the WE School which is held at the Community Center. The other parks had equipment installed appropriate for children ages 5-12. The company which the City used to purchase this equipment matched the City's contribution dollar for dollar so the City was able to leverage this project for additional equipment.

These projects were completed as of June 30, 2011 and the funds were expended to benefit a low to moderate income area of East Burlington.





Assessment of Efforts to Carry Out Planned Actions

During the program year, the City pursued the resources identified in the action plan. The City leveraged federal and state funds, local resources, and private funds to execute its planned projects and strategies. In the section on “Leveraging,” the City discusses its use of other funds for housing rehabilitation projects.

To address community needs, the City conducted public improvement and facilities projects in East Burlington neighborhoods, low and moderate-income areas. The City completed a sewer line project and a various recreation facility improvements in East Burlington. (See discussion of the City’s actions to address “Non-Housing Community Development Priority Needs” in the Five-Year Assessment Section.)

For persons with special needs, the City provided funds to renovate a public facility for victims of domestic violence. For persons who were victims of domestic violence, the transitional living facility was updated with new carpeting.

The City promptly processed requests certifying consistency with its Consolidated Plan for local applicants for HUD funds. In the discussions of actions to promote the accessibility and availability of housing/services for the homeless and supportive housing for the homeless and non-homeless and efforts to foster the institutional structure/coordination, the City described its support and response to requests from other agencies.

During the program year, the City did not hinder implementing the proposed actions in the Consolidated Plan by any action or willful inaction.

National Objectives

All of the City’s activities executed during the program year met a national objective. The City’s expenditures benefited 100% low and moderate-income clientele.

Displacement

During the program year, the City did not permanently displace any residents to rehabilitate their dwellings or to carry out any activities involving acquisition of an occupied property using CDBG funds. Any demolition work occurred as part of a housing rehabilitation project and did not permanently displace the residents. If necessary, the City temporarily relocated the homeowner to facilitate rehabilitation of the property.

Economic Development

The City did not undertake any economic development project that created or retained jobs for low and moderate-income persons. Through the Construction Training Partnership Program, the City provided occupational training for 13 low-income or homeless persons to become construction workers. The Home Builders Association (HBA) also helped the students develop job preparation skills and strategies and assisted with potential job placements in the construction trade. HBA follows up on the students to ascertain how many find employment or have another positive outcome, such as entering schools. Other activities included efforts to revitalize the City's "Weed and Seed" designated area, to encourage women and minority owned businesses to participate in its Community Development Program, and to advocate for the employment of low and moderate-income area residents for HUD funded projects. See discussion in five-year assessment section.

Limited Clientele Activities

In the 2011 program year, the City conducted a limited clientele activity for victims of domestic violence. The City also carried out limited clientele activities by providing occupational training for low-income or homeless persons to become construction workers. All other City activities directly benefited low and moderate-income individuals and households or an identified low and moderate-income area.

Program Income

The Financial Summary (IDIS Report C04PR26), HUD-4949.3 form and attachments relate the program income generated during the 2010 program year. The City received approximately \$67,552 from monthly loan payments or lump sum repayments to its revolving loan fund.

Rehabilitation

The City Housing Rehabilitation Program provided funds to correct Minimum Housing Code violations, to reduce lead-based paint hazards, and to improve the energy efficiency in single-family dwellings occupied by low and moderate-income homeowners. During the program year, the City funded these projects with the following sources: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Rental Rehabilitation Program income (local match for HOME Program), North Carolina Housing Finance Agency Construction Training Partnership (CTP) Program, revolving loan funds, and

leveraged private funds. As of June 30, 2011, the City completed the rehabilitation of eleven (11) owner-occupied units.

Table 7 shows the racial/ethnic composition of the assisted households in the eleven (11) completed units.

**Table 6. Racial/Ethnic Composition
Assisted Households
Program Year 2010**

| Racial/Ethnic Status | Households |
|----------------------|------------|
| White | 2 |
| Black | 8 |
| Hispanic | 1 |
| Total | 11 |

Table 8 breaks down the City's expenditures during the program year for housing rehabilitation projects by funding source/program. Expenditures for completed and unfinished housing rehabilitation projects include appropriations, revolving loan funds, program income, and local matching funds for the HOME Program.

**Table 7
Housing Rehabilitation Projects
Expenditures by Funding Source
Program Year 2010**

| Funding Source | Expenditures |
|----------------|------------------|
| CDBG | \$44,091 |
| HOME Program | \$285,383 |
| State CTP | \$65,000 |
| Total | \$394,474 |

Of the total expenditures for housing rehabilitation projects, the City spent \$2,220 of CDBG revolving loan funds and \$2,460 of HOME Program funds to inspect, prepare risk assessments and test for clearance of lead-based paint hazards for the housing rehabilitation projects. For the temporary relocations of families during the rehabilitation of their dwellings, the City expended an additional \$3,068 of CDBG funds and almost \$11,693 of HOME Program funds. Expenditures for temporary relocations are not included in the total rehabilitation costs for housing projects.

Project delivery costs for staff and other direct costs to conduct the housing rehabilitation program amounted to an additional expenditure of about \$56,666 of CDBG revolving loan funds. The Housing Rehabilitation map shows the geographic location of the City's investment in rehabilitation projects by census tracts.

At the end of the program year, the City had preliminarily inspected six (6) houses. Of these houses, the City plans to rehabilitated three (3) in FY 10-11 and plans to rehabilitate n the other two (2) in FY 11-12. Plans are to bid out the work on these houses upon receiving any required lead-based paint inspection reports and risk assessments, finalizing the work write-ups and pending the completion of the legal and other paperwork.

Neighborhood Revitalization Strategies

The City of Burlington does not have a HUD-approved neighborhood revitalization strategy.

APPENDIX

**MAPS
FINANCIAL SUMMARY
IDIS REPORTS**

MAPS

On the following pages the following maps are list.

A: Completed Projects for FY 2010-11

B: Completed Budget Amendment Projects for FY 2010-11

C: Completed CDBG Rehabilitation Projects for FY 2010-11

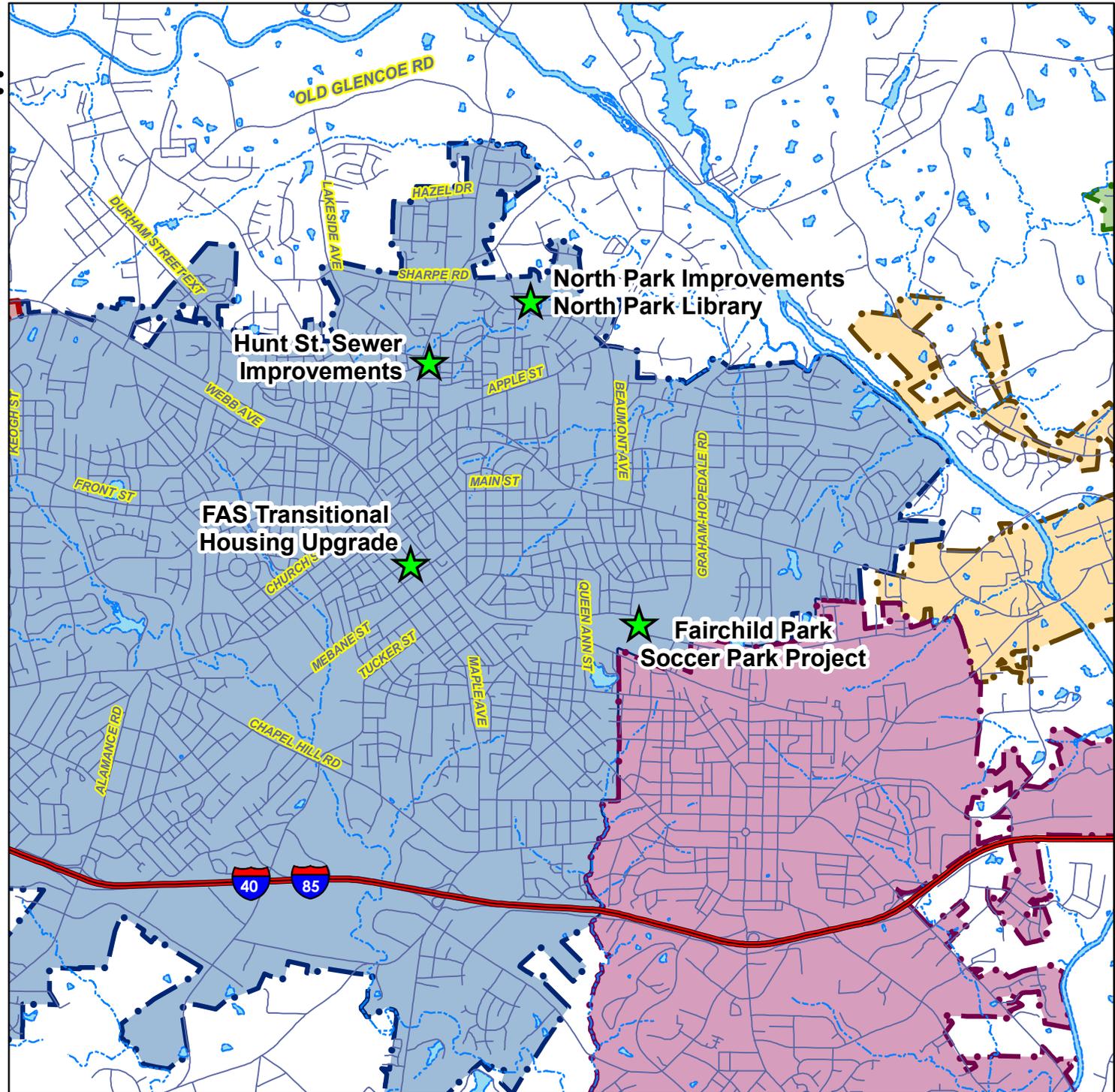
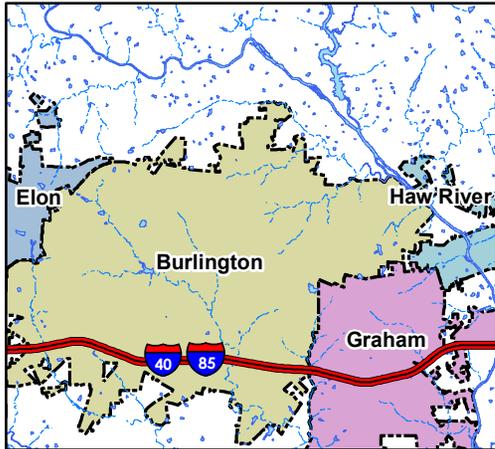
D: Completed HOME City Rehabilitation Projects for FY 2010-11

E: Completed HOME County Rehabilitation Projects for FY 2010-11

City of Burlington Completed Projects: 2010-2011



City of Burlington, GIS Division
June 28, 2011



This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Burlington nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

City of Burlington Completed Budget Amendment Projects: FY 2009-2010



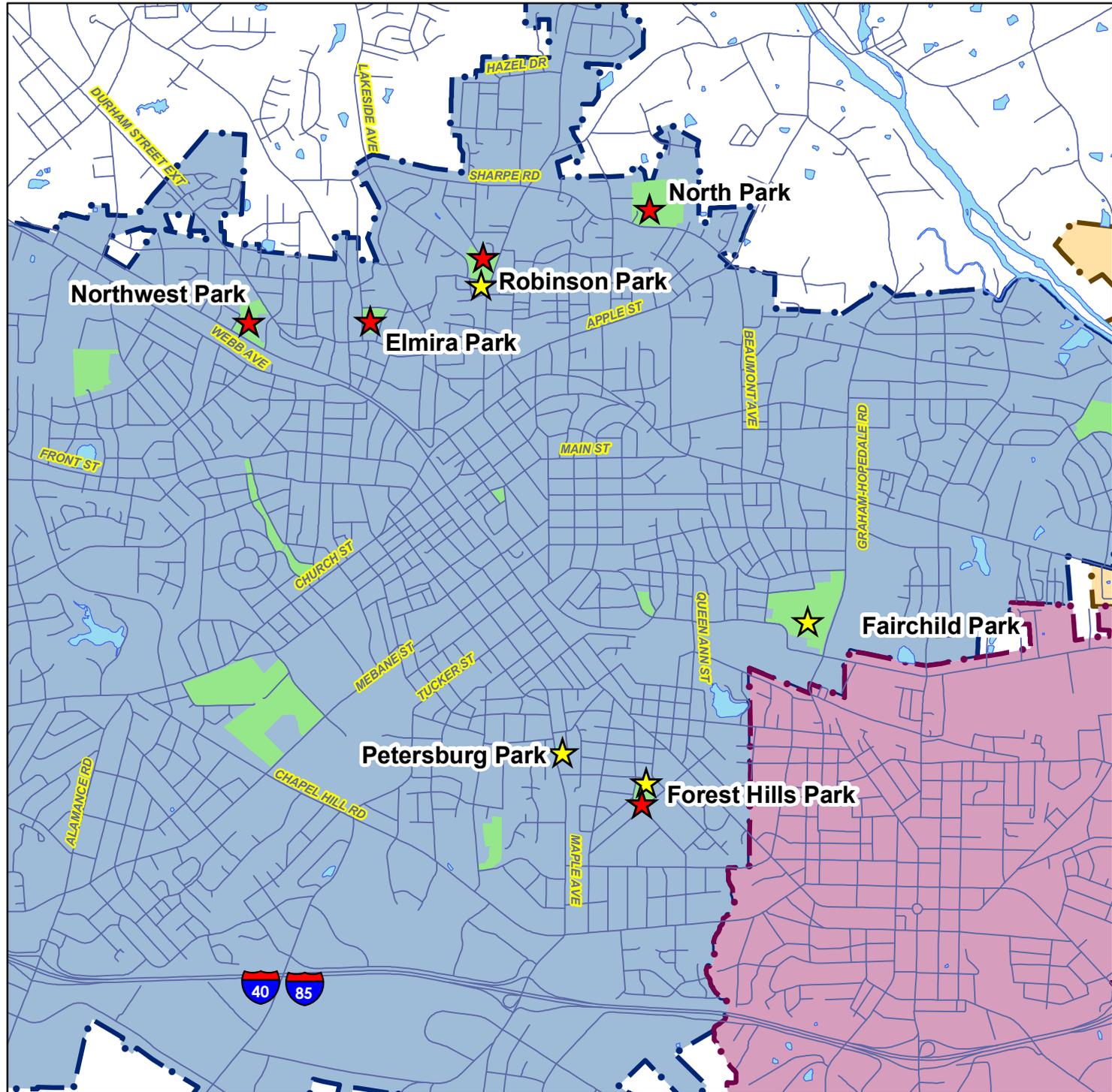
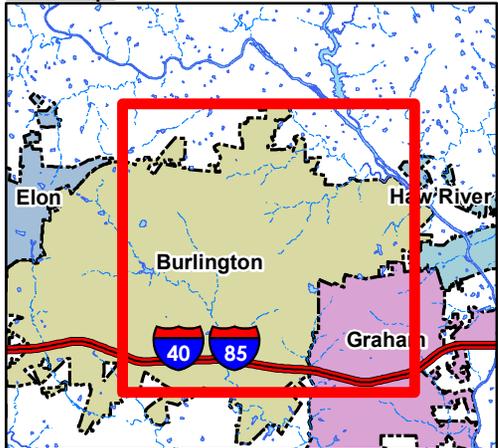
City of Burlington, GIS Division
June 29, 2011

Legend

-  Park Upgrades
-  Playground Equipment Upgrade

 1 inch = 3,300 feet

Area Map:



This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Burlington nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

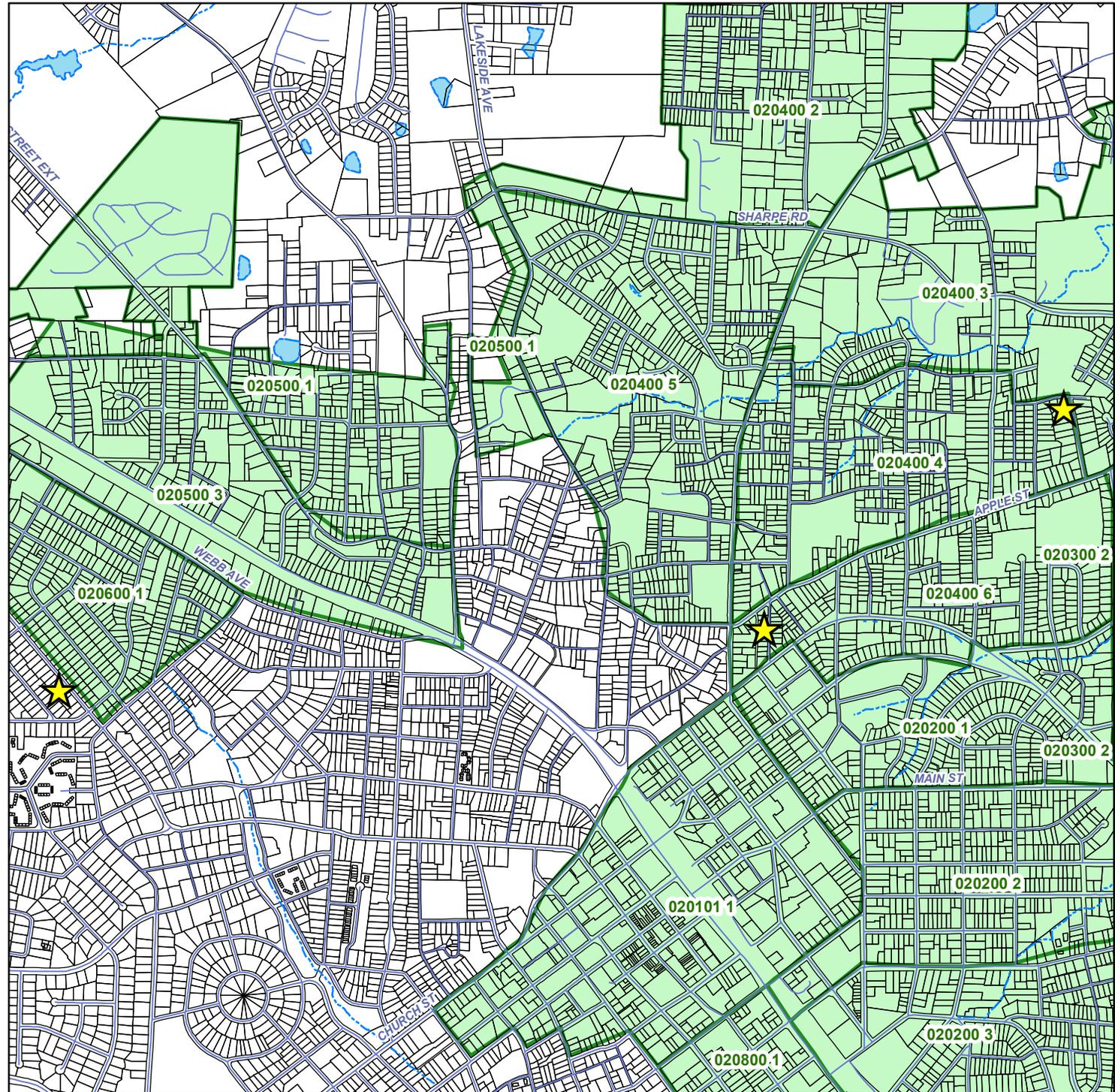
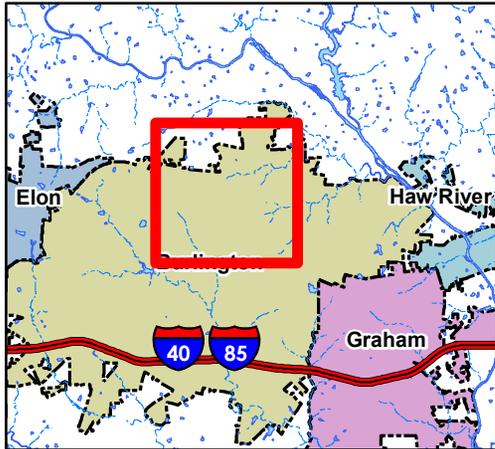
Completed CDBG Rehab Projects: 2010-2011



City of Burlington, GIS Division
June 29, 2011



1 inch = 1,603 feet



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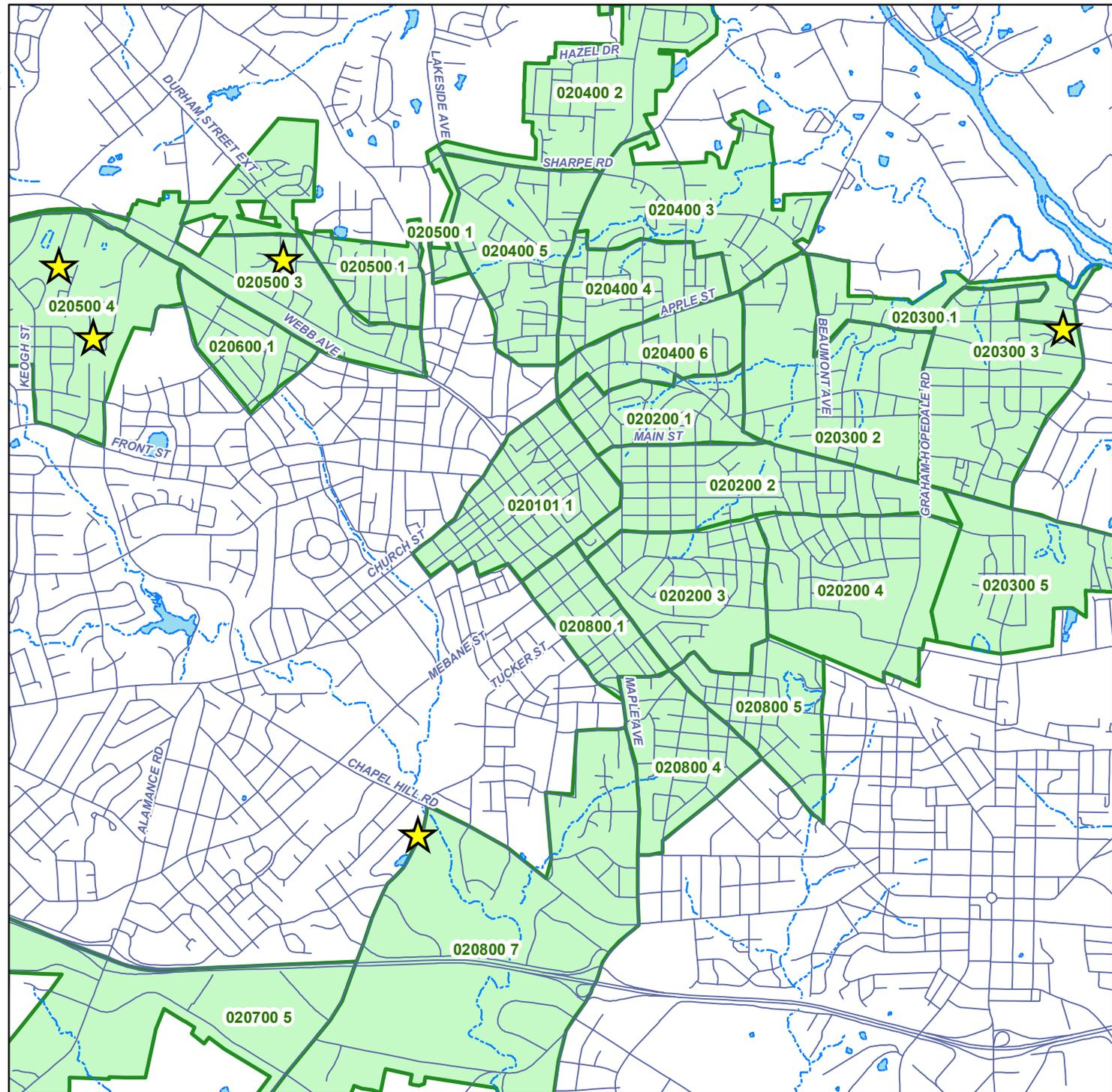
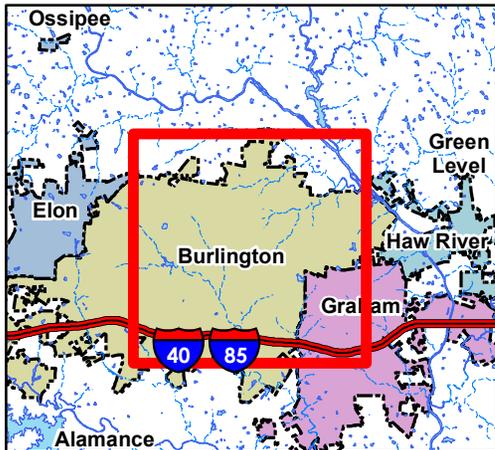
City of Burlington Home Rehab Projects: 2010-2011



City of Burlington, GIS Division
June 28, 2011



Not to Scale



This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Burlington nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.

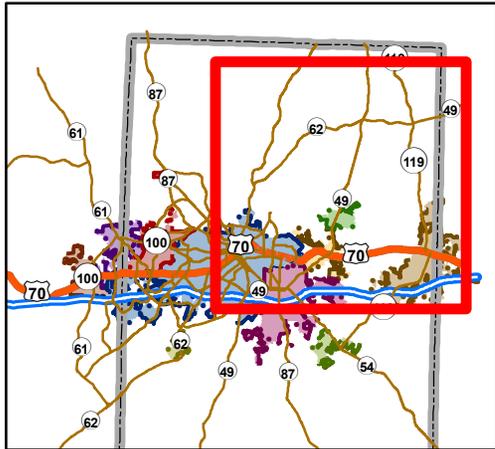
HOME County Rehab Projects: 2010-2011



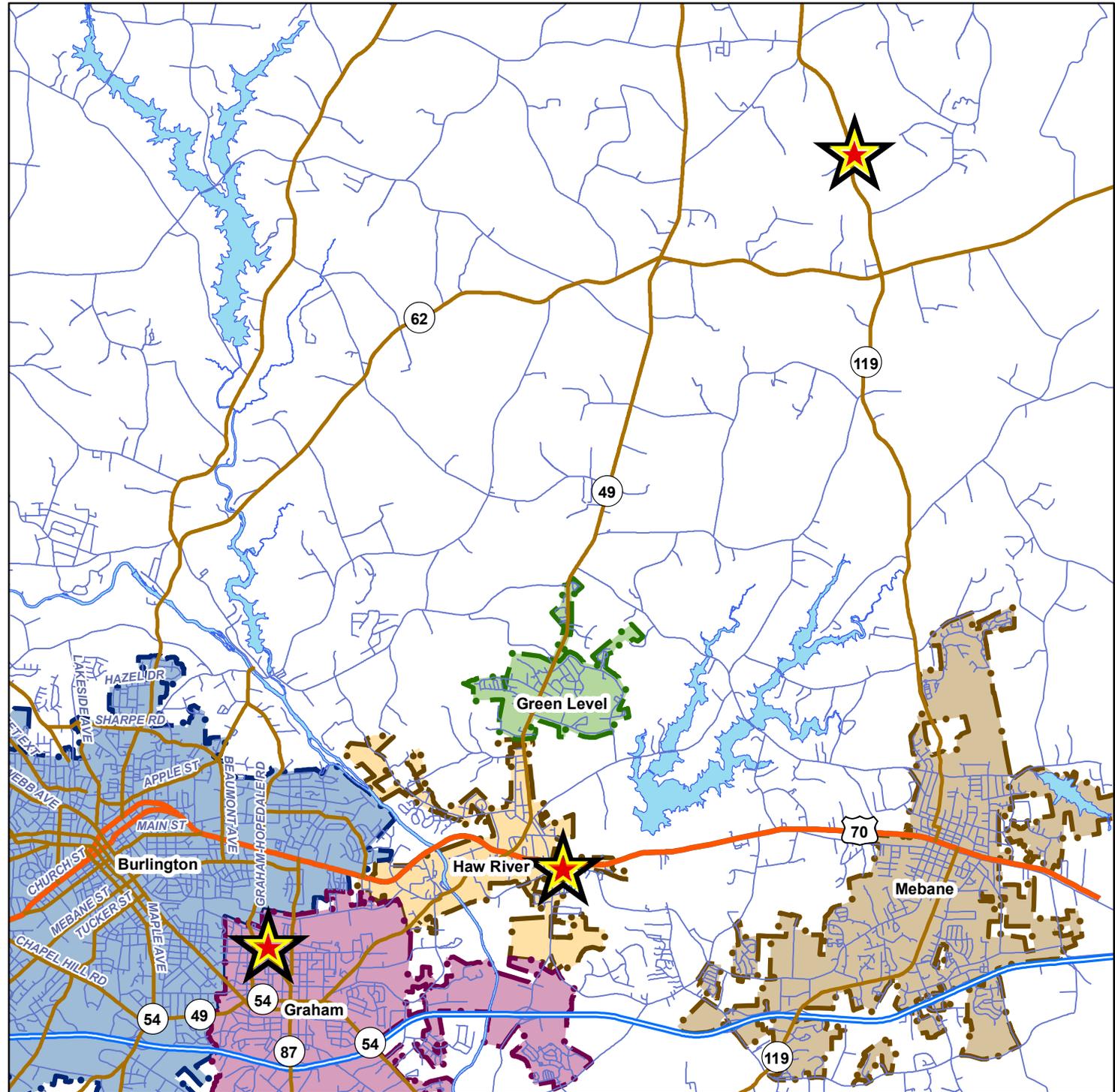
City of Burlington, GIS Division
June 28, 2011



1 inch = 8,501 feet



This map was compiled from the GIS resources of the Burlington Regional GIS Partnership for public planning and agency support purposes. These resources include public information sources of different scale, time, origin, definition and accuracy, which aspects produce inconsistencies among features represented together on this map. Neither the City of Burlington nor the Partnership shall be held liable for any errors in this map or supporting data. Primary public information sources from which this map was compiled, in conjunction with field surveys where required, must be consulted for the verification of the information contained within this map.



**Financial Summary
GPR (HUD-4949.3)**

Financial Summary Grantee Performance Report

Community Development Block Grant Program

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

OMB Approval No. 2506-0077 (Exp.5/31/97)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2506-0077), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Do not send this form to the above address.

| | | |
|---|---|--|
| 1. Name of Grantee <u>City of Burlington</u> | 2. Grant Number <u>B-10-MC-37-0002</u> | 3. Reporting Period From <u>07-01-10</u> To <u>06-30-10</u> |
|---|---|--|

Part I: Summary of CDBG Resources

| | | | |
|---|-----------------------|----------------------------|-----------|
| 1. Unexpended CDBG funds at end of previous reporting period (Balance from prior program years) | | \$ | 833,702 |
| 2. Entitlement Grant from form HUD-7082 | | \$ | 477,189 |
| 3. Surplus Urban Renewal Funds | | \$ | |
| 4. Section 108 Guaranteed Loan Funds (Principal Amount) | | \$ | |
| 5. Program Income received by: | Grantee (Column A) | Subrecipient (Column B) | |
| a. Revolving Funds | \$ | \$ | |
| b. Other (Identify below. If more space is needed use an attachment) | | | |
| | \$ | \$ | |
| | \$ | \$ | |
| c. Total Program Income (Sum of columns a and b) | | \$ | 67,522 |
| 6. Prior Period Adjustments (if column is a negative amount, enclose in brackets) | | \$ | 0 |
| 7. Total CDBG Funds available for use during this reporting period (sum of lines 1 through 6) | | \$ | 1,378,413 |

Part II: Summary of CDBG Expenditures

| | | | |
|--|--|----|---------|
| 8. Total expenditures reported on Activity Summary, forms HUD-4949.2 & 4949.2A | | \$ | 571,117 |
| 9. Total expended for Planning & Administration, form HUD-4949.2 | | \$ | |
| 10. Amount subject to Low/Mod Benefit Calculation (line 8 minus line 9) | | \$ | |
| 11. CDBG funds used for Section 108 principal & interest payments | | \$ | 0 |
| 12. Total expenditures (line 8 plus line 11) | | \$ | 571,117 |
| 13. Unexpended balance (line 7 minus line 12) | | \$ | 857,296 |

Part III: Low/Mod Benefit This Reporting Period

| | | | |
|--|--|----|---------|
| 14. Total Low/Mod credit for multi-unit housing expenditures from form HUD-4949.2A | | \$ | 0 |
| 15. Total from all other activities qualifying as low/mod expenditures from forms HUD-4949.2 and 4949.2A | | \$ | 513,161 |
| 16. Total (line 14 plus line 15) | | \$ | 513,161 |
| 17. Percent benefit to low/mod persons (line 16 divided by line 10 this reporting period) | | | 100 % |

| Part IV: Low/Mod Benefit for Multi-Year Certifications (Complete only if certification period includes prior years) | |
|--|--|
| Program years (PY) covered in certification | PY <u>2009</u> PY <u>2010</u> PY <u>2011</u> |
| 18. Cumulative net expenditures subject to program benefit calculation | \$ 1,036,417 |
| 19. Cumulative expenditures benefiting low/mod persons | \$ 1,036,417 |
| 20. Percent benefit to low/mod persons (line 19 divided by line 18) | 100 % |
| Part V: For Public Service (PS) Activities Only: Public Service Cap Calculation | |
| 21. Total PS expenditures from column h, form HUD-4949.2A | \$ 86,285 |
| 22. Total PS unliquidated obligations from column r, form HUD-4949.2A | \$ 0 |
| 23. Sum of line 21 and line 22 | \$ 86,285 |
| 24. Total PS unliquidated obligations reported at the end of the previous reporting period | \$ 0 |
| 25. Net obligations for public services (line 23 minus line 24) | \$ 86,285 |
| 26. Amount of Program Income received in the preceding program year | \$ 86,285 |
| 27. Entitlement Grant Amount (from line 2) | \$ 477,189 |
| 28. Sum of line 26 and line 27 | \$ 560,574 |
| 29. Percent funds obligated for Public Service Activities (line 25 divided by line 28) | 15 % |
| Part VI: Planning and Program Administration Cap Calculation | |
| 30. Amount subject to planning and administrative cap (grant amount from line 2 plus line 5c) | \$ 544,711 |
| 31. Amount expended for Planning & Administration (from line 9 above) | \$ 57,936 |
| 32. Percent funds expended (line 31 divided by line 30) | 11 % |

Instructions

Name of Grantee: Enter the grantee's name as shown on the approved Grant Agreement (form HUD-7082) for the most recently completed program year.

Grant Number: Enter the grant number assigned by HUD to the Community Development Block Grant for the most recently completed program year.

Period Covered: Enter the beginning date and ending date for the most recently completed program year.

CITY OF BURLINGTON

**CDBG Financial Summary
(IDIS Report CO4PR26 & HUD Form 4949.3)
July 1, 2010 - June 30, 2011
Attachment for CDBG Program Income;
Adjustments and Loans & Receivables**

A. Program Income:

1. Total program income to revolving fund:

Single – unit housing rehabilitation revolving fund \$ 67,552

2. Float – funded activities \$ - 0 –

3. Other loan repayments by categories \$ - 0 -

B. Prior Period Adjustments:

The City of Burlington did not have any prior period adjustments during the reporting period.

C. Loans and Other Receivables:

1. Float-funded activities outstanding as of the end of the reporting period. \$ - 0 -

2. Outstanding CDBG loans

a. Rehabilitation loan activity

| | |
|----------------------|-------------|
| - Number of Loans | 98 |
| - Principal Balance | \$2,199,555 |
| - Number of Defaults | \$ - 0 - |
| - Amount of Defaults | \$ - 0 - |

b. Home Purchase Incentive Program (Mortgage Loans)

| | |
|----------------------|-----------|
| - Number of Loans | 7 |
| - Principal Balance | \$122,235 |
| - Number of Defaults | - 0 - |
| - Amount of Defaults | - 0 – |

3. Parcels acquired or improved with CDBG funds that are available for sale at end of reporting period.

Alamance County Tax Map (ACTM) 62-269-119
 ACTM 62-271-Lots 75, 76 (2 parcels)
 ACTM 12-42-Lots 24a, 25 (2 parcels)
 ACTM 12-43-65

4. CDBG loans in default \$ - 0 -
5. Lump sum drawdown agreements \$ - 0 -

D. Reconciliation

Unexpended CDBG balance (Line 16, CO4PR26) \$857,296

Reconciliation:

Add:

| | | |
|---------------------------------|------------|-----|
| LOC Balances | \$ 452,303 | |
| Cash on Hand: | | |
| Grantee Program Account | \$ 14,242 | |
| Sub-recipients Program Accounts | \$ - | 0 - |
| Revolving Fund Cash Balances | \$ 332,764 | |
| Section 108 Cash Balances | \$ - 0 - | |

Subtract:

| | | |
|---------------------------------------|-----------|--|
| Grantee CDBG Program Liabilities | (- 0 -) | |
| Subrecipient CDBG Program Liabilities | (- 0 -) | |

Total Reconciling Balance: \$799,309

Unreconciled Difference: \$ 57,987

Explanation of Unreconciled Difference:

Over the years, HUD changed the required reporting format and method for calculating figures and accounting for funds available, expenditures and other figures for the Grantee Performance Report (GPR). For the 1993-94 GPR, HUD began requiring the attachments for the 4949.3 form. HUD changed the format for the attachment for the 1994-95 annual report.

The City has made CDBG loans and received payments on these loans since 1976. To account for the specific dollar amounts included in the \$57,987 unreconciled difference, the City auditors would have to prepare a similar reconciliation for each year of the local

Community Development Program's operation. We would need to try to recalculate our GPR's and CAPER's for each year.

**IDIS Report
CDBG Financial Summary
(C04PR26)**

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR 26 - CDBG Financial Summary Report

DATE: 8/24/2011
TIME: 2:27:39 pm
PAGE: 1/2

| | |
|--|-----------------|
| Grantee | BURLINGTON , NC |
| Program Year | 2010 |
| PART I: SUMMARY OF CDBG RESOURCES | |
| 01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR | 833,702.00 |
| 02 ENTITLEMENT GRANT | 477,189.00 |
| 03 SURPLUS URBAN RENEWAL | 0.00 |
| 04 SECTION 108 GUARANTEED LOAN FUNDS | 0.00 |
| 05 CURRENT YEAR PROGRAM INCOME | 100,757.23 |
| 06 RETURNS | 0.00 |
| 07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE | (33,235.23) |
| 08 TOTAL AVAILABLE (SUM, LINES 01-07) | 1,378,413.00 |
| PART II: SUMMARY OF CDBG EXPENDITURES | |
| 09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION | 511,241.50 |
| 10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT | 1,919.45 |
| 11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10) | 513,160.95 |
| 12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | 56,879.13 |
| 13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS | 0.00 |
| 14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES | 1,076.47 |
| 15 TOTAL EXPENDITURES (SUM, LINES 11-14) | 571,116.55 |
| 16 UNEXPENDED BALANCE (LINE 08 - LINE 15) | 807,296.45 |
| PART III: LOWMOD BENEFIT THIS REPORTING PERIOD | |
| 17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS | 0.00 |
| 18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING | 0.00 |
| 19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES | 511,241.50 |
| 20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT | 1,919.45 |
| 21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20) | 513,160.95 |
| 22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11) | 100.00% |
| LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS | |
| 23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION | PY: PY: PY: |
| 24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION | 0.00 |
| 25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS | 0.00 |
| 26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24) | 0.00% |
| PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS | |
| 27 DISBURSED IN IDIS FOR PUBLIC SERVICES | 86,284.68 |

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR 26 - CDBG Financial Summary Report

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| | |
|---|--------------|
| 28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | 0.00 |
| 29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 0.00 |
| 30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS | 0.00 |
| 31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30) | 86,284.68 |
| 32 ENTITLEMENT GRANT | 477,189.00 |
| 33 PRIOR YEAR PROGRAM INCOME | 250,097.00 |
| 34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP | (182,574.84) |
| 35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34) | 544,711.16 |
| 36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35) | 15.84% |
| PART V: PLANNING AND ADMINISTRATION (PA) CAP | |
| 37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION | 56,879.13 |
| 38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR | 0.00 |
| 39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR | 0.00 |
| 40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS | 1,076.47 |
| 41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40) | 57,955.60 |
| 42 ENTITLEMENT GRANT | 477,189.00 |
| 43 CURRENT YEAR PROGRAM INCOME | 100,757.23 |
| 44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP | (33,235.23) |
| 45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44) | 544,711.00 |
| 46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45) | 10.64% |

**CITY OF BURLINGTON
CDBG FINANCIAL SUMMARY
(IDIS REPORT C04PR26)
July 1, 2010 – June 30, 2011
Attachments/Explanations**

Line 7. Adjustment to Compute Total Available

Line 5 does not accurately report the revolving loan funds (program income) earned during the program year 2010 and disbursed for the housing rehabilitation project. To correct the total amount of available resources (line 8) for the program year, the City subtracted \$33,235.23 in line 7 to show the revolving loan funds earned. The actual amount of program income earned was \$67,552.16 and the actual amount expended for housing rehab was \$100,757.23. The total resources available in line 8 reconcile with the City's financial records and audit reports.

Line 10. Adjust to Compute Total Amount Subject to Low/Mod Benefit

| <u>Activity/Project</u> | <u>Source*</u> | <u>Amount Expended</u> |
|---|-------------------|----------------------------|
| <i>Adjustments for Program Year 2009</i> | | |
| North Park Improvements (FY 09-10) | IDIS/Cash on Hand | -\$6322.03 |
| Revolving Loan Funds (FY 09-10) | IDIS/Cash on Hand | <u>-250.00</u> |
| Total | | -\$6,572.03 |
| | | |
| <i>Adjustments for Program Year 2010</i> | | |
| North Park Improvement (FY 10-11) | IDIS/Cash on Hand | +1,538.50 |
| Fairchild Soccer Park Project | IDIS/Cash on Hand | <u>+6,952.98</u> |
| Total | | \$8,491.48 |

Line 10 does not include the following adjustments:

In June 2010, North Park Improvements expenditures of \$6,322.03 were dispersed with cash on hand for expenditures incurred in program year 2009. In July 2009, the City had drawn down these funds and there they were included in Line 19 Detail Report from IDIS. This was adjusted for in program year 2009 and therefore needed to be removed.

In June 2010 an additional housing rehab (Revolving Loan) expense was incurred for \$250.00. The draw down from IDIS was in July 2010. This expense was included in the Line 19 Detail Report from IDIS. This was adjusted for in program year 2009 and therefore needed to be removed.

In July 2011 an additional North Park Improvements expense was incurred for \$1,538.50. This expense needed to be included in Line 19 detail since it was for project expenditures incurred in program year 2010.

In July 2011 an additional Fairchild Park Soccer Park project expense was incurred for \$6,952.98. This expense needed to be included in Line 19 detail since it was for project expenditures incurred in program year 2010.

In line 10, the City calculated the total disbursements of \$513,160.95 made subject to low/mod benefit calculation in line 11.

Note: In February 2011 a drawdown was made from IDIS code 166 (Park Upgrades at Various City Parks). This drawdown included frame kits which should have charged to IDIS code 165 (North Park Upgrades). An internal City journal entry of \$888.00 was made to adjust for this incorrect charge. The total draw down for the picnic site improvement is \$12,343.01 not \$13,231.01 and the total draw down for North Park Upgrades is \$11,081.28 not \$10,193.28

Line 14. Adjustment to Compute Total Expenditures

| | | |
|----------------|------|--------------------|
| Administration | IDIS | + .10 |
| Administration | IDIS | -\$3,790.03 |
| Administration | IDIS | <u>+\$4,866.40</u> |
| Total | | \$1,076.47 |

*Line 14 adjustments:

In July 2010, \$3,790.03 was ordered for Administration expenses incurred in program year 2009. This expense was included in the Line 14 Detail Report from IDIS. It was adjusted for in program year 2009 and therefore needs to be removed.

In March 2011, a total \$3,280.55 was ordered from IDIS. The City paid the correct amount \$3,280.65 therefore .10 needs to be added back to Line 14 detail.

In July 2011, \$4,866.40 was ordered for Administration expense incurred in program year 2010. This expense was not included in the Line 14 Detail Report from IDIS but needs to be included since it was for administrative activities for program year 2010.

To correct the amount of expenditures (line 15) for the 2010 program, the City adjusted the amount reported in IDIS by adding the net administrative costs \$4,866.50 and subtracting \$3,790.03 in line 14 to accurately reflect the total disbursement of \$57,955.60 for Administration during program year 2010.

With adjustments in lines 10 and 14, the total expenditures shown in line 15 reconcile with the City's financial records and audit reports.

Line 20. Adjustment to Compute Total Low/Mod Credit

All disbursements other than planning/administration expenditures were for activities benefiting low and moderate-income person. Adjustments to line 20 are the same as line 10 (+1,919.45 includes subtracting \$6,572.03 and adding \$8,491.48) to report accurately the total amount of expenditures for low and moderate-income benefit activities shown in line 19 for the computation of line 21.

Line 34. Adjustment to Compute Total Subject to PS Cap

Line 33 incorrectly states the prior year program income. The correct amount of program income received in program year 2010-11 is \$67,522.16. To correct the reported program income in line 33, the City adjusted the amount by subtracting \$182,574.84 in line 34.

Line 40. Adjustment to Compute Total PA Obligations

In line 40, the City added \$4,866.50 and subtracting \$3,790.03 of administrative expenses to show accurately expenditures during the program year. See adjustment made in line 14.

Line 44. Adjustment to Compute Total Subject to PA Cap

Line 43 incorrectly reports the current year program income and therefore, required adjusting to correct current year program income earned. Adjustments in line 44 are the same as line 7 – subtracting \$33,235.23 to record receiving \$67,552.16 of program income (revolving loan funds) during program year 2010-11.

**IDIS Report
Summary of Consolidated Plan Projects
Program Year 2010
(C04PR06)**

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR06 - Summary of Consolidated Plan Projects for Report Year

DATE: 8/4/2011
 TIME: 3:44:57 pm
 PAGE: 1/2

| Plan IDIS Year Project | Project Title and Description | Program | Project Estimate | Committed Amount | Amount Drawn Thru Report Year | Amount Available to Draw | Amount Drawn in Report Year | |
|---------------------------|---------------------------------------|--|---------------------|---------------------|-------------------------------------|--------------------------------|-----------------------------------|--------------|
| 2010 1 | Housing Rehabilitation (RL) | Provide housing rehab assistance for eligible property owners residing in single-family houses at scattered sites. | CDBG | \$100,000.00 | \$100,757.23 | \$100,757.23 | \$0.00 | \$100,757.23 |
| 2 | Fairchild Park Upgrades | Development and installation of soccer fields at City-owned Fairchild Park. | CDBG | \$219,189.00 | \$219,189.32 | \$212,236.34 | \$6,952.98 | \$212,236.34 |
| 3 | Hunt Street Water and Sewer | Install water and sewer lines along Hunt Street to Dudley Street and Key Street | CDBG | \$70,000.00 | \$45,437.20 | \$45,437.20 | \$0.00 | \$45,437.20 |
| 4 | Family Abuse Services Housing Upgrade | Plans to provide funds to assist Family Abuse Services upgrade carpet in four apartments in its Transitional Housing Facility for low-income domestic violence victims and their children. | CDBG | \$5,000.00 | \$4,999.98 | \$4,999.98 | \$0.00 | \$4,999.98 |
| 5 | Construction Training Program | Invest in program to provide job training in the construction industry and housing assistance for low-income area residents. NC Home Builders Association will conduct job-training courses with financial assistance from the City. NC Housing Finance Agency will provide funds to the City to rehabilitate eligible affordable housing for low-income households. | CDBG | \$65,000.00 | \$65,000.00 | \$65,000.00 | \$0.00 | \$65,000.00 |
| 6 | Relocation | Funding provided to cover the eligible temporary relocation expenses incurred during the rehabilitation program. | CDBG | \$10,000.00 | \$3,068.25 | \$3,068.25 | \$0.00 | \$3,068.25 |
| 7 | ADMINISTRATION | Payment of program administrative expenses, such as salaries and benefits for program staff, costs incurred for consultants to conduct CD activities or planning, and payment of other eligible administrative expenses. | CDBG | \$98,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 8 | North Park Library | Provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area. | CDBG | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$0.00 | \$10,000.00 |
| 9 | FAIRCHILD PARK IMPROVEMENTS | Purchase tables and chairs to supplement a local public facilities and services that contribute to neighborhood development. This project will be implemented at Fairchild Park Recreation Center | CDBG | \$11,284.68 | \$11,284.68 | \$11,284.68 | \$0.00 | \$11,284.68 |
| 10 | NORTH PARK UPGRADES | Plans to provide funds to install six concrete slabs which will be fitted with six permanent picnic tables and grills. A drinking water fountain is also planned to be purchased and installed. | CDBG | \$13,058.13 | \$10,193.28 | \$8,654.78 | \$1,538.50 | \$8,654.78 |

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR06 - Summary of Consolidated Plan Projects for Report Year

DATE: 8/4/2011
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| Plan IDIS Year Project | Project Title and Description | Program | Project Estimate | Committed Amount | Amount Drawn Thru Report Year | Amount Available to Draw | Amount Drawn in Report Year |
|---------------------------|--|---------|---------------------|---------------------|-------------------------------------|--------------------------------|-----------------------------------|
| 2010 11 | PARK UPGRADES AT VARIOUS CITY PARKS Plans to provide funds to install thirty permanently secured picnic tables and permanent grills at five different City-owned Parks. These park include: Elmira, Northwest Park, Robinson Park, North Park, Fairchild Park, and Forest Hills Park. | CDBG | \$12,360.00 | \$13,231.01 | \$13,231.01 | \$0.00 | \$13,231.01 |
| 12 | PLAYGROUND EQUIPMENT UPGRADES The City will install playground equipment at Petersburg Park, Robinson Park, North Park and Fairchild Park which will be designed for children ages 5-12 years old. An equipment set will be installed at Forest Hills Park for pre-school children to assist in WE School run at this location. All five sets of playground equipment will be installed at City-Owned parks in areas identified as low to moderate areas. | CDBG | \$30,000.00 | \$30,000.00 | \$30,000.00 | \$0.00 | \$30,000.00 |

**IDIS Report
CDBG Activity Summary
Program Year 2010
(C04PR03)**



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
CDBG Activity Summary Report (GPR) for Program Year 2010
BURLINGTON

Date: 04-Aug-2011

Time: 8:29

Page: 1

PGM Year: 2006
Project: 0009 - ADMINISTRATION
IDIS Activity: 128 - ADMINISTRATION

Status: Completed
Location: CITYWIDE BURLINGTON, NC BURLINGTON, NC
27216-1358

Objective:
Outcome:
Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 01/06/2009

Financing

Funded Amount: 96,309.46
Drawn Thru Program Year: 91,443.06
Drawn In Program Year: 38,492.98

Description:

PAYMENT OF PROGRAM ADMINISTRATIVE EXPENSES FOR PROGRAMSTAFF, CONSULTANTS AND OTHER ELIGIBLE ADMINISTRATIVE EXPENSES.

Proposed Accomplishments

Annual Accomplishments Accomplishment Narrative

Year # Benefitting

PGM Year: 2007
Project: 0007 - ADMINISTRATION
IDIS Activity: 135 - ADMINISTRATION

Status: Open
Location: unknown BURLINGTON, NC 27216

Objective:
Outcome:
Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 09/09/2010

Financing

Funded Amount: 9,833.30
Drawn Thru Program Year: 9,833.30
Drawn In Program Year: 9,833.30

Description:

PROGRAM ADMINISTRATION EXPENSES-SALARIES & BENEFITS FOR PROGRAM STAFF,COSTS INCURRED FOR CONSULTANTS, AND OTHER ELIGIBLE ADMIN. EXPENSES.

Proposed Accomplishments

Annual Accomplishments Accomplishment Narrative

Year # Benefitting

PGM Year: 2008
Project: 0006 - ADMINISTRATION
IDIS Activity: 143 - ADMINISTRATION

Status: Open
Location: unknown BURLINGTON, NC 27216

Objective:
Outcome:
Matrix Code: General Program Administration (21A) National Objective:

Initial Funding Date: 01/14/2010

Description:

ADMINISTRATIVE EXPENSES INCURRED FOR PLANNING AND ADMINISTRATION OF THE CITY'S COMMUNITY DEVELOPMENT PROGRAM.

Financing

Funded Amount: 54,672.58

Drawn Thru Program Year: 52,429.90

Drawn In Program Year: 8,552.85

Proposed Accomplishments

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

PGM Year: 2009

Project: 0002 - NORTH PARK IMPROVEMENTS

IDIS Activity: 147 - NORTH PARK IMPROVEMENTS

Status: Completed

Location: 849 SHARPE RD BURLINGTON, NC 27217

Objective: Create suitable living environments

Outcome: Availability/accessibility

Matrix Code: Neighborhood Facilities (03E)

National Objective: LMA

Initial Funding Date: 10/20/2009

Description:

REPAIR DILAPIDATED ROOF STRUCTURE ON PUMP ROOM FOR CITY-OWNED NORTH PARK POOL.

Financing

Funded Amount: 103,196.93

Drawn Thru Program Year: 103,196.93

Drawn In Program Year: 6,322.03

Proposed Accomplishments

Public Facilities : 1

Total Population in Service Area: 4,143

Census Tract Percent Low / Mod: 69.20

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2009 Repair dilapated pool structure at City-owned pool at North Park Community Center.

PGM Year: 2009

Project: 0007 - HOUSING REHABILITATION

IDIS Activity: 152 - HOUSING REHAB

Status: Completed

Location: unknown BURLINGTON, NC 27215

Objective: Provide decent affordable housing

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A)

National Objective: LMH

Initial Funding Date: 06/29/2010

Description:

PROVIDE HOUSING REHAB ASSISTANCE FOR ELIGIBLE PROPERTY OWNERS RESIDING IN SINGLE-FAMILY HOUSES AT SCATTERED SITES.

Financing

Funded Amount: 128,392.00

Drawn Thru Program Year: 128,392.00

Drawn In Program Year: 250.00

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|--------------|----------|---------------|----------|--------------|----------|---------------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American: | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Asian: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian/Other Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other multi-racial: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian/Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Female-headed Households: | 1 | | 0 | | 1 | | | |

Income Category:

| | Owner | Renter | Total | Person |
|------------------|--------------|---------------|--------------|---------------|
| Extremely Low | 1 | 0 | 1 | 0 |
| Low Mod | 1 | 0 | 1 | 0 |
| Moderate | 0 | 0 | 0 | 0 |
| Non Low Moderate | 0 | 0 | 0 | 0 |
| Total | 2 | 0 | 2 | 0 |
| Percent Low/Mod | 100.0% | | 100.0% | |

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2009 2

PROVIDE HOUSING REHAB ASSISTANCE FOR ELIGIBLE PROPERTY OWNERS RESIDING IN SINGLE-FAMILY HOUSES AT SCATTERED SITES. USED HOME PROGRAM FUNDS TO PAY REHABILITATION COSTS TO COMPLETE 9 ADDITIONAL HOUSING UNITS FOR LOW AND MODERATE-INCOME FAMILIES. THESE UNITS REPORTED IN HOME PROGRAM COMPLETION REPORTS AND IN ANNUAL REPORT OF HOUSING CONSORTIUM FOR HOME PROGRAM.

PGM Year: 2010

Project: 0001 - Housing Rehabilitation (RL)

IDIS Activity: 155 - Homeowner Housing Rehabilitation

Status: Completed

Objective: Provide decent affordable housing

Location: Address Suppressed

Outcome: Availability/accessibility

Matrix Code: Rehab; Single-Unit Residential (14A)

National Objective: LMH

Initial Funding Date: 06/30/2011

Description:

Provide housing rehab assistance for eligible property owners residing in single-family houses at scattered sites.

Financing

Funded Amount: 100,757.23
 Drawn Thru Program Year: 100,757.23
 Drawn In Program Year: 100,757.23

Proposed Accomplishments

Housing Units : 10

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|--------------|----------|---------------|----------|--------------|----------|---------------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Black/African American: | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Asian: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian/Other Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other multi-racial: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian/Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 3 | 0 | 0 | 0 | 3 | 0 | 0 | 0 |
| Female-headed Households: | 1 | | 0 | | 1 | | | |

Income Category:

| | Owner | Renter | Total | Person |
|------------------|--------------|---------------|--------------|---------------|
| Extremely Low | 0 | 0 | 0 | 0 |
| Low Mod | 2 | 0 | 2 | 0 |
| Moderate | 1 | 0 | 1 | 0 |
| Non Low Moderate | 0 | 0 | 0 | 0 |
| Total | 3 | 0 | 3 | 0 |
| Percent Low/Mod | 100.0% | | 100.0% | |

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting
 2010 3

The City provided housing rehab assistance for three eligible property owners residing in single-family houses at scattered sites within the City limits of Burlington. The City also used the revolving loans funds through to activity for other associated eligible program expenses

PGM Year: 2010
Project: 0002 - Fairchild Park Upgrades
IDIS Activity: 156 - Fairchild Park Upgrades

Status: Completed
Location: 1451 Graham St Burlington, NC 27217-4339

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) National Objective: LMA

Initial Funding Date: 09/02/2010

Financing

Funded Amount: 219,189.32
Drawn Thru Program Year: 212,236.34
Drawn In Program Year: 212,236.34

Description:

Development and installation of soccer fields at City-owned Fairchild Park.

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 933
Census Tract Percent Low / Mod: 61.60

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2010

Funds were provided for the recreation department to complete a soccer park project at City owned property at Fairchild Parks. Funds were provided to fence, install irrigation, provide grading work, purchase playground equipment, permitting, site control plans, and graveling. The project will be funded with some remaining City funds in the late summer to complete the parking. Materials were purchased throughout the year with some graveling and stone being purchased in July due to some coordination efforts with teh grading and irrigation.

PGM Year: 2010
Project: 0003 - Hunt Street Water and Sewer
IDIS Activity: 157 - Hunt Street Water and Sewer

Status: Open
Location: 900 Block of Hunt Street Burlington, NC 27215

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Water/Sewer Improvements (03J) National Objective: LMA

Initial Funding Date: 08/12/2010

Financing

Funded Amount: 45,437.20
Drawn Thru Program Year: 45,437.20
Drawn In Program Year: 45,437.20

Description:

Install water and sewer lines along Hunt Street to Dudley Street and Key Street.

Proposed Accomplishments

People (General) : 1
Total Population in Service Area: 784
Census Tract Percent Low / Mod: 67.50

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

2010

The City expended CDBG funds to install water and sewer lines along a portion of Hunt Street. The area that was affected will be service lots, which are owned by Habitat for Humanity. Plans are to build homes on these lots after the completion of the Ben Court project. The installation of the water and sewer will provide service connections to these lots.

PGM Year: 2010
Project: 0004 - Family Abuse Services Housing Upgrade
IDIS Activity: 158 - Family Abuse Services Housing Upgrade

Status: Completed
 Location: Address Suppressed

Objective: Create suitable living environments
 Outcome: Availability/accessibility
 Matrix Code: Homeless Facilities (not operating costs) (03C) National Objective: LMC

Initial Funding Date: 08/12/2010

Financing

Funded Amount: 4,999.98
 Drawn Thru Program Year: 4,999.98
 Drawn In Program Year: 4,999.98

Description:

Plans to provide funds to assist Family Abuse Services upgrade carpet in four apartments in its Transitional Housing Facility for low-income domestic violence victims and their children.

Proposed Accomplishments

Public Facilities : 1

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 1 |
| Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| Asian: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian/Other Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other multi-racial: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian/Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 1 |

Female-headed Households: 0

Income Category:

| | Owner | Renter | Total | Person |
|---------------|-------|--------|-------|--------|
| Extremely Low | 0 | 0 | 0 | 4 |
| Low Mod | 0 | 0 | 0 | 0 |

| | | | | |
|------------------|---|---|---|--------|
| Moderate | 0 | 0 | 0 | 0 |
| Non Low Moderate | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 4 |
| Percent Low/Mod | | | | 100.0% |

Annual Accomplishments

Accomplishment Narrative

| | |
|------|---------------|
| Year | # Benefitting |
| 2010 | 4 |

CDBG were provided to assist Family Abuse Services upgrade carpeting in four apartments in its Transitional Housing Facility for low-income domestic violence victims and their children.

PGM Year: 2010
Project: 0005 - Construction Training Program
IDIS Activity: 159 - CONSTRUCTION TRAINING PROGRAM

Status: Completed
Location: City-Wide Project Burlington, NC 27215

Objective: Create economic opportunities
Outcome: Availability/accessibility
Matrix Code: Employment Training (05H) National Objective: LMC

Initial Funding Date: 07/28/2010

Financing

Funded Amount: 65,000.00
Drawn Thru Program Year: 65,000.00
Drawn In Program Year: 65,000.00

Description:

Invest in program to provide job training in the construction industry and housing assistance for low-income area residents. NC Home Builders Association will conduct job-training courses with financial assistance from the City. NC Housing Finance Agency will provide funds to the City to rehabilitate eligible affordable housing for low-income households.

Proposed Accomplishments

People (General) : 1

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|----------|----------|----------|----------|----------|----------|-----------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 1 |
| Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 |
| Asian: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian/Other Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other multi-racial: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian/Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 0 | 0 | 0 | 0 | 0 | 0 | 13 | 1 |
| Female-headed Households: | 0 | | 0 | | 0 | | | |

Income Category:

| | Owner | Renter | Total | Person |
|------------------|-------|--------|-------|--------|
| Extremely Low | 0 | 0 | 0 | 12 |
| Low Mod | 0 | 0 | 0 | 1 |
| Moderate | 0 | 0 | 0 | 0 |
| Non Low Moderate | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 13 |
| Percent Low/Mod | | | | 100.0% |

Annual Accomplishments

Accomplishment Narrative

| Year | # Benefitting |
|------|---------------|
| 2010 | 13 |

City invested in the Construction Training Program to provide job training in the construction industry and housing assistance for low-income area residents. NC Home Builders Association will conducted the job-training courses with financial assistance from the City. NC Housing Finance Agency provided funds to the City to rehabilitate eligible affordable housing for low-income households.

PGM Year: 2010
Project: 0006 - Relocation
IDIS Activity: 160 - Relocation for Homeowner Housing Rehabilitation

Status: Open
 Location: City Wide Burlington, NC 27215

Objective: Provide decent affordable housing
 Outcome: Availability/accessibility
 Matrix Code: Relocation (08) National Objective: LMH

Initial Funding Date: 10/26/2010

Financing

Funded Amount: 3,068.25
 Drawn Thru Program Year: 3,068.25
 Drawn In Program Year: 3,068.25

Description:

Funding provided to cover the eligible temporary relocation expenses incurred during the rehabilitation program

Proposed Accomplishments

Households (General) : 10

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|-------|----------|--------|----------|-------|----------|--------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian/Other Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other multi-racial: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian/Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | |
|---------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Hispanic: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 0 |

Female-headed Households: 0 0 0 0 0 0 0 0 0

Income Category:

| | Owner | Renter | Total | Person |
|------------------|-------|--------|-------|--------|
| Extremely Low | 0 | 0 | 0 | 0 |
| Low Mod | 0 | 0 | 0 | 0 |
| Moderate | 0 | 0 | 0 | 0 |
| Non Low Moderate | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 |
| Percent Low/Mod | | | | |

Annual Accomplishments Accomplishment Narrative

Year # Benefitting

PGM Year: 2010
Project: 0008 - North Park Library
IDIS Activity: 163 - North Park Library

| | | | |
|-----------|---|--------------|---|
| Status: | Completed | Objective: | Create suitable living environments |
| Location: | 849 Sharpe Rd Burlington, NC 27217-1637 | Outcome: | Availability/accessibility |
| | | Matrix Code: | Public Services (General) (05) National Objective: LMA |

Initial Funding Date: 03/11/2011

Financing

| | |
|--------------------------|-----------|
| Funded Amount: | 10,000.00 |
| Drawn Thru Program Year: | 10,000.00 |
| Drawn In Program Year: | 10,000.00 |

Description:
 Provide funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area.

Proposed Accomplishments

People (General) : 1
 Total Population in Service Area: 865
 Census Tract Percent Low / Mod: 82.90

Annual Accomplishments Accomplishment Narrative

Year # Benefitting

| | |
|------|---|
| 2010 | Provided funds to purchase books, periodicals, and supplies and for financial assistance for the library located in the Mayco Bigelow Community Center at North Park, a City-owned park in a low and moderate-income area. Children programs for the year increased by 30 and attendance at these programs increased by 58% as compared with last year. Number of material circulated for use in library or patrons' homes was 9,002. Computers were accessed 1,628 times. The total number of patrons was 4,298. |
|------|---|

PGM Year: 2010
Project: 0009 - FAIRCHILD PARK IMPROVEMENTS
IDIS Activity: 164 - FAIRCHILD PARK IMPROVEMENTS

Status: Completed
Location: 827 S Graham Hopedale Rd Burlington, NC 27217-4327

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Public Services (General) (05) National Objective: LMA

Initial Funding Date: 02/03/2011

Financing

Funded Amount: 11,284.68
Drawn Thru Program Year: 11,284.68
Drawn In Program Year: 11,284.68

Description:

Purchase tables and chairs to supplement a local public facilities and services that contribute to neighborhood development.
This activity will occur at the Fairchild Park Recreation Center

Proposed Accomplishments

People (General) : 1
Total Population in Service Area: 933
Census Tract Percent Low / Mod: 61.60

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting
2010

The City purchased 27 tables and 250 chairs which were used to upgrade the tables and chairs at the City owned Fairchild Park Community Center

PGM Year: 2010
Project: 0010 - NORTH PARK UPGRADES
IDIS Activity: 165 - NORTH PARK UPGRADES

Status: Completed
Location: 849 Sharpe Rd Burlington, NC 27217-1637

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Parks, Recreational Facilities (03F) National Objective: LMA

Initial Funding Date: 04/15/2011

Financing

Funded Amount: 10,193.28
Drawn Thru Program Year: 8,654.78
Drawn In Program Year: 8,654.78

Description:

Plans to provide funds to install six concrete slabs which will be fitted with six permanent picnic tables and grills.
A drinking water fountain is also planned to be purchased and installed.

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 865
Census Tract Percent Low / Mod: 82.90

Annual Accomplishments

Accomplishment Narrative

Year # Benefitting

The City purchased materials install six concrete slabs which will be fitted with six permanent picnic tables and grills. The installation of the picnic sites would occur during the summer of 2011. All materials were purchased before June 30, 2011. Drinking water fountain was installed in spring 2011.

| | | | |
|-----------------------------------|--|---|---|
| PGM Year: | 2010 | Objective: | Create suitable living environments |
| Project: | 0011 - PARK UPGRADES AT VARIOUS CITY PARKS | Outcome: | Availability/accessibility |
| IDIS Activity: | 166 - PARK UPGRADES AT VARIOUS CITY PARKS | Matrix Code: | Parks, Recreational Facilities (03F) National Objective: LMA |
| Status: | Completed | Description: | |
| Location: | 810 Wicker St Burlington, NC 27217-2363 | Plans to provide funds to install thirty permanently secured picnic tables and permanent grills at five different CityownedParks. | |
| Initial Funding Date: | 02/17/2011 | These park include: Elmira, Northwest Park, Robinson Park, North Park, Fairchild Park, and Forest Hills Park | |
| Financing | | | |
| Funded Amount: | 13,231.01 | | |
| Drawn Thru Program Year: | 13,231.01 | | |
| Drawn In Program Year: | 13,231.01 | | |
| Proposed Accomplishments | | | |
| Public Facilities : | 1 | | |
| Total Population in Service Area: | 4,527 | | |
| Census Tract Percent Low / Mod: | 64.10 | | |
| Annual Accomplishments | Accomplishment Narrative | | |
| Year # Benefitting | | | |
| 2010 | City purchased materials for the installtion of permanently secured picnic tables and permanent grills at five different City-owned Parks. These park include: Elmira, Northwest Park, Robinson Park, North Park, Fairchild Park, and Forest Hills Park. The materials were purchased by June 30, 2011 with installation being completed through the summer of 2011. | | |

| | | | |
|-----------------------------------|--|---|---|
| PGM Year: | 2010 | Objective: | Create suitable living environments |
| Project: | 0012 - PLAYGROUND EQUIPMENT UPGRADES | Outcome: | Availability/accessibility |
| IDIS Activity: | 167 - PLAYGROUND EQUIPMENT UPGRAGES | Matrix Code: | Parks, Recreational Facilities (03F) National Objective: LMA |
| Status: | Completed | Description: | |
| Location: | 1407 Maple Ave Burlington, NC 27215-6839 | The City will install playground equipment at Petersburg Park, Robinson Park, North Park and Fairchild Park which willbe designed for children ages 5-12 years old. | |
| Initial Funding Date: | 01/10/2011 | An equipment set will be installed at Forest Hills Park for pre-school children to assist inWE School run at this location. | |
| Financing | | All five sets of playground equipment will be installed at City-Owned parks in areas identified as low to moderate areas. | |
| Funded Amount: | 30,000.00 | | |
| Drawn Thru Program Year: | 30,000.00 | | |
| Drawn In Program Year: | 30,000.00 | | |
| Proposed Accomplishments | | | |
| Public Facilities : | 5 | | |
| Total Population in Service Area: | 4,092 | | |
| Census Tract Percent Low / Mod: | 64.30 | | |

Annual Accomplishments**Accomplishment Narrative**

Year # Benefitting

2010

The City installed playground equipment at Petersburg Park, Robinson Park, North Park and Fairchild Park which will be designed for children ages 5-12 years old. An equipment set will be installed at Forest Hills Park for pre-school children to assist in WE School run at this location. All five sets of playground equipment will be installed at City-Owned parks in areas identified as low to moderate areas.

Total Funded Amount: \$905,565.22

Total Drawn Thru Program Year: \$889,964.66

Total Drawn In Program Year: \$568,120.63

**IDIS Report
Summary of Accomplishments
Program Year 2010
(C04PR23)**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR23 (1 of 7) - Count of CDBG Activities with Disbursements by Activity Group &
 Matrix Code

| Activity Group | Activity Category | Underway Count | Underway Activities Disbursed | Completed Count | Completed Activities Disbursed | Program Year Count | Total Activities Disbursed |
|-------------------------------------|---|----------------|-------------------------------|-----------------|--------------------------------|--------------------|----------------------------|
| Acquisition | Relocation (08) | 1 | \$3,068.25 | 0 | \$0.00 | 1 | \$3,068.25 |
| | | 1 | \$3,068.25 | 0 | \$0.00 | 1 | \$3,068.25 |
| Housing | Rehab; Single-Unit Residential (14A) | 0 | \$0.00 | 2 | \$101,007.23 | 2 | \$101,007.23 |
| | | 0 | \$0.00 | 2 | \$101,007.23 | 2 | \$101,007.23 |
| Public Facilities and Improvements | Homeless Facilities (not operating costs) (03C) | 0 | \$0.00 | 1 | \$4,999.98 | 1 | \$4,999.98 |
| | Neighborhood Facilities (03E) | 0 | \$0.00 | 1 | \$6,322.03 | 1 | \$6,322.03 |
| | Parks, Recreational Facilities (03F) | 0 | \$0.00 | 4 | \$264,122.13 | 4 | \$264,122.13 |
| | Water/Sewer Improvements (03J) | 1 | \$45,437.20 | 0 | \$0.00 | 1 | \$45,437.20 |
| | | 1 | \$45,437.20 | 6 | \$275,444.14 | 7 | \$320,881.34 |
| Public Services | Public Services (General) (05) | 0 | \$0.00 | 2 | \$21,284.68 | 2 | \$21,284.68 |
| | Employment Training (05H) | 0 | \$0.00 | 1 | \$65,000.00 | 1 | \$65,000.00 |
| | | 0 | \$0.00 | 3 | \$86,284.68 | 3 | \$86,284.68 |
| General Administration and Planning | General Program Administration (21A) | 2 | \$18,386.15 | 1 | \$38,492.98 | 3 | \$56,879.13 |
| | | 2 | \$18,386.15 | 1 | \$38,492.98 | 3 | \$56,879.13 |
| | | 4 | \$66,891.60 | 12 | \$501,229.03 | 16 | \$568,120.63 |

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
 PR23 (2 of 7) - CDBG Sum of Actual Accomplishments by Activity Group and
 Accomplishment Type

DATE: 8/4/2011
 TIME: 8:45:09 am
 PAGE: 1/1

| Activity Group | Matrix Code | Accomplishment Type | Open Count | Completed Count | Program Year Totals |
|------------------------------------|---|---------------------|------------|-----------------|---------------------|
| Acquisition | Relocation (08) | Households | 0 | 0 | 0 |
| | | | 0 | 0 | 0 |
| Housing | Rehab; Single-Unit Residential (14A) | Housing Units | 0 | 5 | 5 |
| | | | 0 | 5 | 5 |
| Public Facilities and Improvements | Homeless Facilities (not operating costs) (03C) | Public Facilities | 0 | 4 | 4 |
| | Neighborhood Facilities (03E) | Public Facilities | 0 | 4,143 | 4,143 |
| | Parks, Recreational Facilities (03F) | Public Facilities | 0 | 10,417 | 10,417 |
| | Water/Sewer Improvements (03J) | Persons | 784 | 0 | 784 |
| | | | 784 | 14,564 | 15,348 |
| Public Services | Public Services (General) (05) | Persons | 0 | 1,798 | 1,798 |
| | Employment Training (05H) | Persons | 0 | 13 | 13 |
| | | | 0 | 1,811 | 1,811 |
| | | | 784 | 16,380 | 17,164 |

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR23 (3 of 7) - CDBG Beneficiaries by Racial / Ethnic Category

DATE: 8/4/2011
TIME: 1:48:20 pm
PAGE: 1/1

| Housing-Non Housing | Race | Total Persons | Total Hispanic Persons | Total Households | Total Hispanic Households |
|--------------------------------|------------------------|--------------------------|---------------------------------------|-----------------------------|--|
| Housing | White | 0 | 0 | 1 | 0 |
| | Black/African American | 0 | 0 | 4 | 0 |
| | Total | 0 | 0 | 5 | 0 |
| Non Housing | White | 12 | 2 | 0 | 0 |
| | Black/African American | 5 | 0 | 0 | 0 |
| | Total | 17 | 2 | 0 | 0 |
| Total | White | 12 | 2 | 1 | 0 |
| | Black/African American | 5 | 0 | 4 | 0 |
| | Total | 17 | 2 | 5 | 0 |

IDIS

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR23 (3 of 7) - CDBG Beneficiaries by Racial / Ethnic Category

DATE: 8/4/2011
TIME: 1:48:20 pm
PAGE: 1/1

| Housing-Non Housing | Race | Total Persons | Total Hispanic Persons | Total Households | Total Hispanic Households |
|--------------------------------|------------------------|--------------------------|---------------------------------------|-----------------------------|--|
| Housing | White | 0 | 0 | 1 | 0 |
| | Black/African American | 0 | 0 | 4 | 0 |
| | Total | 0 | 0 | 5 | 0 |
| Non Housing | White | 12 | 2 | 0 | 0 |
| | Black/African American | 5 | 0 | 0 | 0 |
| | Total | 17 | 2 | 0 | 0 |
| Total | White | 12 | 2 | 1 | 0 |
| | Black/African American | 5 | 0 | 4 | 0 |
| | Total | 17 | 2 | 5 | 0 |

| Income Levels | | Owner Occupied | Renter Occupied | Persons |
|---------------|-----------------------|-------------------|--------------------|---------|
| Housing | Extremely Low (<=30%) | 1 | 0 | 0 |
| | Low (>30% and <=50%) | 3 | 0 | 0 |
| | Mod (>50% and <=80%) | 1 | 0 | 0 |
| | Total Low-Mod | 5 | 0 | 0 |
| | Non Low-Mod (>80%) | 0 | 0 | 0 |
| | Total Beneficiaries | 5 | 0 | 0 |
| Non Housing | Extremely Low (<=30%) | 0 | 0 | 16 |
| | Low (>30% and <=50%) | 0 | 0 | 1 |
| | Mod (>50% and <=80%) | 0 | 0 | 0 |
| | Total Low-Mod | 0 | 0 | 17 |
| | Non Low-Mod (>80%) | 0 | 0 | 0 |
| | Total Beneficiaries | 0 | 0 | 17 |

**IDIS Report
Summary of Accomplishments
Program Year 2010
(C04PR83)**

Public Facilities and Infrastructure

| | Create Suitable Living | | | Provide Decent Housing | | | Create Economic Opportunities | | | Total |
|---|------------------------|--------|---------|------------------------|--------|---------|-------------------------------|--------|---------|--------|
| | Access | Afford | Sustain | Access | Afford | Sustain | Access | Afford | Sustain | |
| ----- | | | | | | | | | | |
| Number of Persons Assisted | | | | | | | | | | |
| with new access to a facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| with improved access to a facility | 10,421 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,421 |
| with access to a facility that is no longer substandard | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ----- | | | | | | | | | | |
| Totals : | 10,421 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,421 |

Number of Households Assisted

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| with new access to a facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| with improved access to a facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| with access to a facility that is no longer substandard | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ----- | | | | | | | | | | |
| Totals : | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Public Services

| | Create Suitable Living | | | Provide Decent Housing | | | Create Economic Opportunities | | | Total |
|--|------------------------|--------|---------|------------------------|--------|---------|-------------------------------|--------|---------|-------|
| | Access | Afford | Sustain | Access | Afford | Sustain | Access | Afford | Sustain | |
| ----- | | | | | | | | | | |
| Number of Persons Assisted | | | | | | | | | | |
| with new (or continuing) access to a service | 0 | 0 | 0 | 0 | 0 | 0 | 13 | 0 | 0 | 13 |
| with improved (or continuing) access to a service | 5,231 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5,231 |
| with new access to a service that is no longer substandard | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ----- | | | | | | | | | | |
| Totals : | 5,231 | 0 | 0 | 0 | 0 | 0 | 13 | 0 | 0 | 5,244 |

Section 3 Report

Part II: Contracts Awarded

1. Construction Contracts:

| | |
|---|----|
| A. Total dollar amount of all contracts awarded on the project | \$ |
| B. Total dollar amount of contracts awarded to Section 3 businesses | \$ |
| C. Percentage of the total dollar amount that was awarded to Section 3 businesses | % |
| D. Total number of Section 3 businesses receiving contracts | |

2. Non-Construction Contracts:

| | |
|---|----|
| A. Total dollar amount all non-construction contracts awarded on the project/activity | \$ |
| B. Total dollar amount of non-construction contracts awarded to Section 3 businesses | \$ |
| C. Percentage of the total dollar amount that was awarded to Section 3 businesses | % |
| D. Total number of Section 3 businesses receiving non-construction contracts | |

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form HUD-60002, **Section 3 Summary Report, Economic Opportunities for Low- and Very Low-Income Persons.**

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any **public and Indian housing programs** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of \$200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to **contracts and subcontracts in excess of \$100,000** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts, which are to be completed for all programs covered by Section 3. Part I relates to **employment and training**. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F). Part II of the form relates to **contracting**, and Part III summarizes recipients' **efforts** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit one copy of this report to HUD Headquarters, Office of Fair Housing and Equal Opportunity. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. **Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.**

- HUD Field Office: Enter the Field Office name .
1. Recipient: Enter the name and address of the recipient submitting this report.
 2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
 3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
 - 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
 6. Reporting Period: Indicate the time period (months and year) this report covers.
 7. Date Report Submitted: Enter the appropriate date.

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e. supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: (Mandatory Field) Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: (Mandatory Field) Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: (Mandatory Field) Enter the number of Section 3 residents that were trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contracts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts – Self -explanatory

Submit one (1) copy of this report to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office. The Section 3 report is submitted by January 10. Include only contracts executed during the period specified in item 8. PHAs/IHAs are to report all contracts/subcontracts.

* The terms "low-income persons" and very low-income persons" have the same meanings given the terms in section 3 (b) (2) of the United States Housing Act of 1937. **Low-income persons** mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that

The Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. **Very low-income persons** mean low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments or smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

City of Burlington, North Carolina
Section 3 Report
(HUD Form 60002)

July 1, 2010-June 30, 2011

Attachment

Part 1: Employment and Training

Employed Opportunities were also given to participants in the Construction Training Program (CTP). During program year 2010, 19 participants were enrolled with 13 participants graduating. According to the available tracking as of June 30, 2011 three individuals have received job placement

Part II: Contract Awarded

1. Construction Contract:

During the reporting period, the City of Burlington did not award any Community Development Block Grant (CDBG) construction contracts in excess of \$200,000 for Section 3 covered project. The City awarded the following contracts:

| | |
|---|----------|
| Installation of Fence at Fairchild Park Soccer Field | \$11,425 |
| Remaining Fence Work Preparation at Fairchild Park Soccer Field | \$5,980 |
| Irrigation at Fairchild Park Soccer Field | \$26,900 |
| Grading work at Fairchild Park Soccer Field | \$33,000 |

For (3) single-family housing rehabilitation project, the City awarded approximately \$42,402 of Community Development Block Grant (CDBG) funds. The City primarily used HOME Program funds to perform housing rehabilitation projects.

2. Non-Construction Contracts:

The City did not award any CDBG non-construction contracts for Section 3 covered activities during the program year.

To meet the lead-based paint regulations for federal funded project, the City paid \$5,190 to a certified firm for the lead-based paint inspections and risk assessment for (4) units. The City has an agreement with the firm to perform these tasks as needed.

MWBE Report