



Community Development Block Grant
CAPER
2022 - 2023

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The 2022-2023 program year focused on assistance for homeless and those at-risk of homeless. The legal services program, provided by Legal Services of South-Central Michigan (LSSCM), was able to assist 244 City residents in 100 households using CDBG funding. Overall, LSSCM assisted 544 residents in 197 households, which demonstrates the need for housing assistance within the City. The home rehabilitation program, FIX Program, completed 2 housing rehabilitation projects. Over the past couple of years, the program struggled with contractors and cost, but is now running strong. One Sheep Ministries is a mobile food distribution that provided food boxes to 384 residents in 118 households.

The City is constantly exploring new ways to involve community organizations in an effort to increase program awareness and assistance and provide a network of available services.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Assistance for Homeless & At-Risk	Homeless	CDBG: \$67500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	851		200	683	341.50%
Assistance for Homeless & At-Risk	Homeless	CDBG: \$67500	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		15	0	0.00%

Assistance for Homeless & At-Risk	Homeless	CDBG: \$67500	Homelessness Prevention	Persons Assisted	500	467	93.40%	0	299	
Assistance for LMI residents with HIV/AIDS	Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15	0	0.00%			
Assistance for Mentally Ill Persons	Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0.00%			
Blight Removal and Code Enforcement	Non-Housing Community Development	CDBG: \$30903	Buildings Demolished	Buildings	0	1		2	0	0.00%
Blight Removal and Code Enforcement	Non-Housing Community Development	CDBG: \$30903	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	1000	0	0.00%	10	0	0.00%
Brownfield Redevelopment Plans	Non-Housing Community Development		Brownfield acres remediated	Acre	100	0	0.00%			
Demolition of Vacant & Abandoned Structures	Neighborhood Improvement		Buildings Demolished	Buildings	10	0	0.00%			
Down Payment Assistance	Affordable Housing		Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

Down Payment Assistance	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	10	0	0.00%			
Education and Job Training	Non-Housing Community Development		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Establish Microenterprise Fund	Non-Housing Community Development		Jobs created/retained	Jobs	25	0	0.00%			
Further Fair Housing	Affordable Housing Homeless Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40	0	0.00%			
Home Rehabilitation	Affordable Housing Non-Homeless Special Needs	CDBG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	20	4	20.00%	3	4	133.33%
Homeless Shelter Assistance	Homeless		Homeless Person Overnight Shelter	Persons Assisted	100	0	0.00%			
Homeless Shelter Assistance	Homeless		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	20	0	0.00%			
Homeless Shelter Assistance	Homeless		Housing for Homeless added	Household Housing Unit	15	0	0.00%			

Housing Cost & Accessibility for Seniors	Non-Homeless Special Needs		Homeowner Housing Rehabilitated	Household Housing Unit	5	0	0.00%			
Housing Cost Assistance for Homeless & At-Risk	Homeless		Homelessness Prevention	Persons Assisted	20	0	0.00%			
Infrastructure Improvements	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	0	0.00%			
Planning / Market Studies	Non-Housing Community Development	CDBG: \$60000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Planning / Market Studies	Non-Housing Community Development	CDBG: \$60000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	100	0	0.00%			
Planning / Market Studies	Non-Housing Community Development	CDBG: \$60000	Businesses assisted	Businesses Assisted	10	0	0.00%			
Planning / Market Studies	Non-Housing Community Development	CDBG: \$60000	Other	Other	1	0	0.00%	1	0	0.00%

Public Facility Improvements	Non-Housing Community Development	CDBG: \$458357	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	12	1.20%	1000	0	0.00%
Public Infrastructure for Economic Development	Non-Housing Community Development		Jobs created/retained	Jobs	50	0	0.00%			
Recreational Opportunities	Non-Housing Community Development		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	0	0.00%			
Senior Services	Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0.00%			
Support for Domestic Violence Victims	Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20	0	0.00%			
Support Substance Abuse Services	Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			

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

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

During the past few years, the City of Monroe has focused its efforts on improving housing conditions, assistance for homeless and those at-risk of homeless, and improving public facilities.

Assisting homeless and at-risk residents is essential to maintaining a stable community. Legal Services of South-Central Michigan (LSSCM) provides residents facing foreclosure or eviction assistance with the legal progress. The goal of the program is for residents to stay in their home, however in times where this is not possible, LSSCM will work with clients to find affordable and sustainable housing. The City of Monroe has also used funds to provide emergency rental assistance through the Monroe County Opportunity Program. One Sheep Ministries provided mobile food distribution in low-mod income areas.

Improving housing conditions is another goal of the City of Monroe. The FIX Program allows income qualified residents funding to make essential repairs to their home and completed two projects during this program year.

Goal	Category	Funding	Indicator	Actual	Unit of Measure
Assistance for Homeless & At-Risk	Homeless	30,000	Operating Costs of Homeless/AIDS Patients Programs	158	Persons
Assistance for Homeless & At-Risk	Homeless	21,868.76	Homeless Facilities (not operating costs)	158	Persons
Assistance for Homeless & At-Risk	Subsistence Payment	150,000	Subsistence	65	Households

Table 2 - CDBG-CV Accomplishments - Program Year

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	578
Black or African American	135
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	713
Hispanic	13
Not Hispanic	700

Table 3 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The City of Monroe uses CDBG funds to assist residents that are in greatest need. Historically, this has reflected a majority of minority residents. Table 2 shows a shift in ethnicity which may be attributed to the increased need assistance and effects of the COVID-19 pandemic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$1,001,848.84	\$129,999.92

Table 4 - Resources Made Available

Narrative

During the 2022-2023 program year, the City of Monroe used a majority of funds for legal assistance for foreclosure and eviction counseling, emergency rental and mortgage assistance and one mobile food distribution. During the 2023-2024, the City plans to completed some larger public facilities projects in low-mod income areas.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide	17	100	
Neighborhood Enterprise Zone	41		
Orchard East	41		

Table 5 – Identify the geographic distribution and location of investments

Narrative

The City is continuing to meet the needs of the community and has focused their investment on City wide activities so the most persons in need can received assistance.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

While activities that were completed during this program year did not leverage funds, the City of Monroe is constantly looking for ways to leverage funding

Monroe County Opportunity Programs runs the day-to-day operations of the ALCC and with the work completed, they have received additional grants for a mobile medical and dental program, food services and meals, and afterschool activities. While these grants were not used in the renovation and are unrelated to the City, they are an example of the possibilities that are available after CDBG funding is received.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	100	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	100	0

Table 6 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	26
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	3	2
Number of households supported through Acquisition of Existing Units	0	0
Total	3	26

Table 7 – Number of Households Supported

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

The biggest difference in goals in the “Number of Non-Homeless households to be provided affordable housing units” category. The City is completely a residential housing strategy and will use that as a guide when it comes to providing affordable housing.

Discuss how these outcomes will impact future annual action plans.

These outcomes will not directly impact future annual action plans. The City recently completed its Consolidated Plan to address the ever-changing needs of the community.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	1	0
Low-income	1	0
Moderate-income	0	0
Total	1	0

Table 8 – Number of Households Served

Narrative Information

The City of Monroe continues to make affordable housing a priority through home rehabilitation and emergency payment assistance and is constantly looking for opportunities to make housing affordable.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

During the 2022-2023 program year, the City of Monroe continued to provide emergency legal services through Legal Services of South-Central Michigan (LSSCM) to assist those at risk of homelessness by foreclosure and eviction. The City is also a member of the Monroe County Network on Homelessness which meets monthly and consists of various shelters and programs geared to address the needs of the homeless population in the area.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City's foreclosure and eviction counseling program is designed to help keep people in their homes whenever possible. In the event they are unable to resolve issues, LSSCM will work with clients to find new, affordable housing.

Additionally, during the monthly meeting of the Monroe County Network on Homelessness, updates are provided as to beds available, programs and services, and provides a place for problem solving and supportive services.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Monroe provides funding to Legal Services of South-Central Michigan (LSSCM) to assist those facing homelessness. Through LSSCM, residents are able to receive foreclosure and eviction counseling - the intent of which is to keep residents in their homes. In the event of foreclosure or eviction, LSSCM assists clients in finding programs to address their specific problems and housing needs.

Emergency mortgage and rental assistance through MCOP is a great partnership. Provides a variety of services so persons seeking assistance can receive wrap-around services.

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

LSSCM and MCOP provide assistance and access to resources for those facing eviction and foreclosure or high housing costs.

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

Actions taken to address the needs of public housing

In the past, the City has worked with the Monroe Housing Commission and they have been a subrecipient of CDBG funding. While the Commission is not currently a not receiving funds, the City of Monroe continues to maintain contact throughout the year regarding potential projects and any needed assistance.

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

The City of Monroe encourages public housing residents to become more active and involved in their community. The City will be exploring activities to gain more involvement.

Actions taken to provide assistance to troubled PHAs

The Monroe Housing Commission is in good standing.

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

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

One of the City of Monroe's main barrier to creating new affordable housing is its age. Monroe is Michigan's third oldest community making it fairly built-out with a lack of vacant space for new developments.

The City of Monroe updated its Zoning Code in 2020 and part of the update was to provide flexibility for multifamily dwelling units in the City, allowing for additional affordable units in traditional neighborhoods. A residential housing strategy will be completed during the 2023-2024 program year. This plan will look at the City as a whole, neighborhood characteristics, rental, blight and housing need to provide a complete picture of housing needs in the community and provide a direction to meet those needs.

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

The City of Monroe feels feedback from the community is essential in order to provide the services needed by its residents. Comments and suggestions made by the public are taken into consideration during the creation of the Consolidated Plan and Annual Action Plan. It is important to gain the support of residents and community organizations when proposing new projects or activities. In order for any project to be successful, there must be community buy-in. The City is also a part of Monroe County Network on Homeless. This provides a monthly opportunity to meet with local agencies to discuss community needs.

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

The Lead Based Paint Remediation Program was created to work in conjunction with a state program that remediates lead-based paint hazards in homes. The Monroe County Health Department has been the primary point of contact for alerting the City when a low- or moderate-income family has a child with elevated levels of lead and is in need of assistance to address the problem. The City did not expend funds during the 2022-2023 grant year.

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

The City's efforts to reduce poverty continue. These involve tax incentives for businesses locating in the City of Monroe; as well as a living wage ordinance, which requires businesses receiving subsidies to maintain a minimum wage, helping employees afford housing in the City.

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

The City of Monroe continues to cooperate with local, non-profit organizations and service providers, such as Monroe County Opportunity Program (MCOP) and the Monroe County Network on Homelessness. This ongoing dialogue with these organizations allows the City to make adjustments ensuring the CDBG program is sensitive to the needs of residents and that programs undertaken will address those needs.

The City is also working towards extending those connections and will host informational meetings on the CDBG program and work we are doing to encourage more organizations to participate.

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

The City provides grant funds to Legal Services of South-Central Michigan to assist with homelessness and the threat of homelessness. As noted in this report, Legal Services of South-Central Michigan provides assistance to low- and moderate-income homeowners who are at risk of foreclosure, eviction or other factors that may put a resident at-risk of homelessness.

The City has, and continues to, work with Monroe County Opportunity Program (MCOP) to provide emergency rental assistance for households affected by COVID-19. During the 2022-2023 program, there was need for non-COVID emergency assistance. The City worked with MCOP to provide emergency assistance.

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

The City of Monroe is completed a residential housing strategy plan during the 2023-2024. It is the City hopes that with this new plan, the updated the Zoning Code and Analysis of Fair Housing, we can understand the challenges, needs and impediments of the community.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Consolidated Plan is used as a guide to ensure that project outcomes align with established goals. As projects or activities near completion, City staff again reviews them for compliance with governing regulations and guidelines; and upon submission of reimbursement requests and before payments are made, staff will confirm that all paperwork and records are in order. The City of Monroe also completes a single audit every year that includes a review of the CDBG program.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Monroe places public notices in the Monroe News, which is the local newspaper of record. The Monroe News has both print and e-editions. The City also held a public comment period and public hearing at the September 5, 2023 City Council meeting. The CAPER has been made available for review at City Hall and on the City's website.

CR-45 - CDBG 91.520(c)

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

Like many cities, Monroe faced challenges in years following the COVID-19 and have slowly started to recover. The FIX Program faced the biggest challenge with construction costs increasing and difficulty finding contractors. This year the program completed two projects and seems to be pivoting back on track. The objectives laid out in the City's Consolidated Plan are important to the City as a whole and we will continue to strive to meet those objectives.

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

No

CR-58 – Section 3

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

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

Table 9 – Total Labor Hours

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

Other.					
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Table 10 – Qualitative Efforts - Number of Activities by Program

Narrative

The City of Monroe did not complete any Section 3 eligible activities; however, the City does make efforts to employ minority or women-owned business when working with contractors and agencies.