

BOROUGH OF CARLISLE
Community Development Block Grant (CDBG) Program

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Program Year 2019
(July 1, 2019 – June 30, 2020)



SUMMARY OF ACCOMPLISHMENTS

Introduction

The CAPER is an annual requirement of the CDBG Program, which is used to report to the community and to the U.S. Department of Housing & Urban Development (HUD) on the Borough's community investment of its CDBG monies and its performance on various programmatic requirements. The Program Year (PY) activities shared via the CAPER include, but are not limited to:

- Housing needs and how those needs were addressed with CDBG funds;
- CDBG expenditures during the fiscal year;
- Accomplishments during the year; and
- Performance assessment on the Borough's goals and requirements.

Programmatic Requirements

- **Timeliness:** Unexpended funds may not total more than **1.5** times the current year's grant. HUD checks this ratio annually on May 2. The Borough's ratio was **1.19** on May 2, 2020, for PY 2019. This ratio is in compliance with HUD's Timeliness expenditure requirements. The Borough continues to be in compliance with the Timeliness rule, and the PY 2019 ratio represents an improvement in the Borough's performance.
- **Low- and Moderate-Income (LMI) Benefit:** The Borough has established three-year Low-Mod Multi-Year Certifications to meet its LMI benefit expenditure requirement of at least **70%**. The Borough is in its second year of the Multi-Year Certification and has achieved an expenditure percentage of **73.91%** with a PY 2019 LMI expenditure of \$209,464.98 and a two-year cumulative LMI expenditure of **\$401,633.15**. This programmatic requirement has been met.
- **Public Service Cap:** A maximum of **15%** of funds may be obligated for public service activities as compared to the 2019 grant allocation and the prior year's

program income (\$370,090 – no program income was earned in PY 2018). In 2019, the Borough obligated and spent \$53,309.65 or **14.4%** for this category of activities.

- **Administration and Planning Cap:** No more than **20%** of the 2019 grant allocation (\$370,090) plus program income (\$0 in PY 2018) may be obligated for administration and planning activities. In 2019, the Borough obligated and expended \$52,938.22 and had no unliquidated administrative obligation with no 2018 program income. The total obligation and expenditure was **14.30%** of the 2019 grant allocation.

PY 2019 Housing Accomplishments

The Borough spent CDBG funds on the following housing programs:

- **Homeownership:** No funds were distributed for acquisition or for other allowable homeownership investments per CDBG regulations.
- **Owner-Occupied Housing Rehabilitation:** A total of \$45,732.95 was expended to assist three households.
- **Rental Housing Rehabilitation:** The Borough of Carlisle is currently developing program parameters and requirements via ordinance. After the requisite ordinance is enacted, then the Rental Housing Rehabilitation Program will begin.
- **Sidewalk/ADA Improvements:** Two households was assisted with \$2,484.71 in CDBG funds.
- **Code Enforcement:** The Borough expended \$107,937.67 in CDBG funds on Code Enforcement during the year. 5,795 households benefitted from these efforts.

Other PY 2019 Accomplishments

- **Carlisle Streetview Program:** The Borough continues to market this well-received and award-winning program aggressively. Two businesses had their facades rehabilitated; however, these expenditures were not recorded in the PR-26 CDBG Financial Summary Report.
- **Economic Development/Shopsteading:** The Borough's Shopsteading Program has won many awards since its inception. This trend is expected to continue in future program years. Two businesses were assisted in 2019 with \$70,000 in CDBG Entitlement Funds and Program Income; these expenditures are not included in the PR-26 CDBG Financial Summary Report generated by HUD's Integrated Disbursement & Information System (IDIS). In exchange for this funding, two jobs for LMI individuals will be created – one job at each business.

- **Public Services:** The Borough continued to support the Hope Station Opportunity Zone, the Summer Neighborhood Program, and enhanced police patrols through the Hope Station Opportunity Zone Neighborhood and Carlisle's other LMI areas. The COVID-19 Pandemic delayed the start of the Summer Neighborhood Program. As in previous program years, the Borough supported the Employment Skills Center's Workforce Development Training Program.
- **Public Facilities:** The Borough funded sidewalk and ADA improvements, assisting two households. Construction was completely shut down for several months as a result of the COVID-19 Pandemic.
- **Racial/Ethnic Composition for LMI Benefit Activities:** Hispanic – 10; White (non-Hispanic) – 5,543; Black (non-Hispanic) – 4,088.

CDBG Financial Summary:

- Unexpended Balance End of Previous Year - \$0
- PY 2019 Entitlement Grant - \$370,090.00
- PY 2019 Program Income - \$47,655.59
- Total Funds Available in PY 2019 - \$417,745.59
- PY 2019 Expenditures - \$363,336.97
- Unexpended Balance End of PY 2019 – \$54,408.62 (includes Program Income)

Evaluation and Comments:

In PY 2019, all programmatic requirements were met. The Borough even improved on some of its performance measures – such as timeliness – in comparison with previous program years.

The Borough met most of its goals in the maintenance of decent, affordable housing through direct assistance to homeowners and by enforcing codes and improving neighborhood facilities. The Owner-Occupied Rehabilitation Program remains readily available, and the number of households served has remained roughly the same compared to the previous year. The Borough intends to expand marketing efforts for this program. In various ways, the Borough continued to support the homeless shelters located in its jurisdiction, which serve homeless persons from throughout Cumberland County.

Public facilities were improved during the year; however, the advent of the COVID-19 Pandemic and its continued effects caused the Commonwealth of Pennsylvania to shut down construction completely for several months. As such, several of the Borough's CDBG-funded public works projects were delayed and rescheduled for PY 2020. Redevelopment efforts include support of small businesses establishing themselves in town and creating jobs. Support of the successful Hope Station Community Services Program continues. The Hope Station neighborhood has the highest percentage of resident LMI persons and families in poverty. Hope Station staff expanded services

within its target area during Program Year 2018. The benefits of this expansion have been noted in PY 2019, and future program years will continue to bear the fruit of this important expansion.

The Borough strategically invested its CDBG grant among housing rehabilitation programs, code enforcement, social services, economic development, and facilities improvements to provide safe, decent, and affordable housing; increase economic opportunities; and enhance the general quality of life for its residents. As in previous years, the Borough focused its CDBG-funded activities in the Census Block Groups with the highest concentrations of poverty and with the greatest deterioration of facilities and housing stock. Carlisle Borough looks to build on its 2019 performance in PY 2020.