

Dakota County 2016 Consolidated Annual Performance and Evaluation Report (CAPER)

July 2016 to June 2017

To be submitted to HUD
on September 28, 2017

Prepared by the Dakota
County CDA



CR-05 - Goals and Outcomes

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

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Dakota County is a grantee designated to receive federal funding through the U.S. Department of Housing and Urban Development (HUD) for the following entitlement programs: Community Development Block Grant (CDBG); HOME Investment Partnership (HOME); and Emergency Solutions Grant (ESG). Dakota County is designated as the lead agency for the Dakota County HOME Consortium, and assumes the role of monitoring and oversight of the HOME funds for the Consortium, which includes Anoka, Dakota, Ramsey, and Washington counties and the cities of Woodbury and Coon Rapids. As the grantee of CDBG funds, Dakota County directly works with the various municipalities (municipal sub-recipients) within the County to provide access to this funding stream.

The Dakota County Community Development Agency (CDA) has administered these federal funds on behalf of Dakota County since the County became an entitlement jurisdiction in 1984. Each of the three entitlement programs has eligible activities in which the funds can be utilized. The CDA directly partners with the municipalities, consortium members, and the social services division of the County to implement the programs. The CDA is charged with ensuring the requirements are met and will continue to provide the administrative guardianship of all three programs through its agreement with the County.

Each grantee must prepare a Consolidated Plan and subsequent Annual Action Plans in order to receive this federal funding which helps further affordable housing and community development activities. As a follow up to these plans, each grantee must also prepare a Consolidated Annual Performance and Evaluation Report (CAPER) detailing the progress the grantee has made towards achieving the goals and meeting the objectives outlined in the Annual Action Plan. This CAPER covers the 2016 Action Plan, the second year of the approved 2015-2019 Consolidated Plan for Dakota County.

The 2015-2019 Consolidated Plan and the 2016 Action Plan identified objectives, priorities, strategies, and outcomes to achieve the housing and community development needs of the residents of Dakota County. The following chart lists the priorities for Dakota County for the Five-Year Consolidated Plan.

2015-2019 Consolidated Plan - Dakota County

| Objective | | | | Priority | Strategy | | Outcome | | | |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|----------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 6 | Support planning efforts that address the housing, community and economic development needs of Dakota County and continue to foster partnerships with community stakeholders. | | | | 1 | Increase the affordable housing choices for low-and moderate-income households. | Homelessness | a. Support the implementation and operation of coordinated access entry sites for families, youth and singles b. Support housing stabilization initiatives for homeless populations c. Support the operation of emergency shelter facilities d. Create additional permanent supportive housing units e. Support creation or renovation of shelter facilities for homeless | Planning and Administration a. Support all of the goals and strategies with planning and administration | • 100 Households provided Rapid Rehousing Assistance • 50 Homeless Prevention |
| | | | | | | | Affordable Rental Housing | a. Assist households to secure housing through new construction b. Improve energy efficiency of rental units c. Rehabilitate and preserve affordability in multifamily units d. Provide rental assistance to families and singles e. Support fair housing activities | | • 350 Rental Units constructed • 100 Rental Units rehabilitated • 60 Households Assisted with rental assistance |
| | | | | | 2 | Preserve and improve existing housing to maintain affordability. | Affordable Homeowner Housing | a. Assist households to become homeowners b. Increase supply of affordable homeowner housing c. Improve energy efficiency of owner occupied housing units d. Rehabilitate and preserve affordability in single family units e. Provide homeowner counseling and short term assistance f. Support fair housing activities | | • 600 Homeowner Units rehabilitated • 500 Direct Financial Assistance to Homebuyers • 15 Homeowner Units (re)constructed |
| | | | | | | | 3 | Increase access and quality of living by providing public services and supporting public facilities. | | Community Development |
| | | | | | Public Services | a. Support programs that fulfill basic needs (food and shelter) for people who are low-income and/or homeless b. Support programs for youth c. Support programs for seniors d. Support transportation services | | | | • 17,000 Persons benefited from public services |
| | | | | | 4 | Support community development that revitalizes neighborhoods and removes safety and blight hazards. | Neighborhood Revitalization | a. Address vacant or substandard properties that may or may not be suitable for rehab b. Address water and sanitation hazards c. Address contamination clean up issues d. Historic Rehabilitation | | • 150 Households assisted • 5 Buildings demolished • 1 Historic Property Rehabilitation |
| | | | | | | | 5 | Support economic development that enhances the workforce and businesses. | | Economic Development |

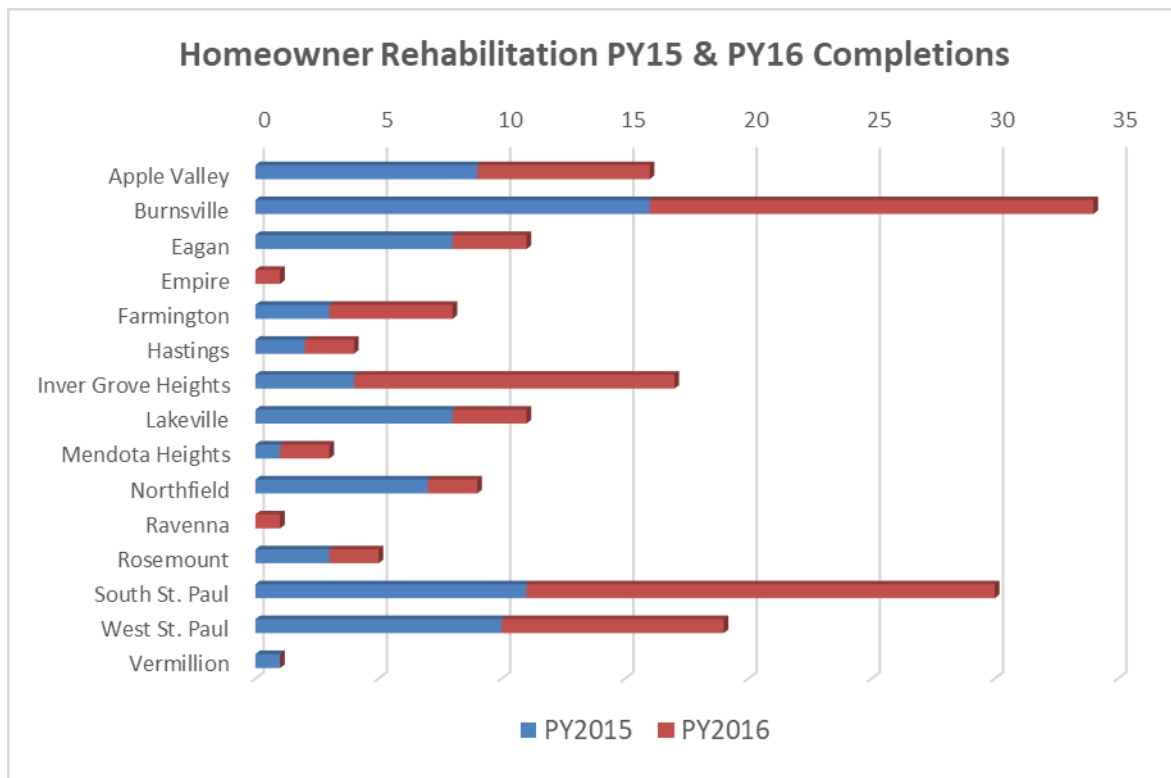
CDBG Program Highlights

Homeowner Rehabilitation

The CDA's primary method of maintaining existing affordable housing is through Homeowner Rehabilitation. Low-and moderate-income homeowners work with CDA Rehabilitation Specialists to determine the scope of work to be done and this work is then paid for with a 0% interest, deferred loan administered by the CDA. Loans range from a minimum of \$15,000 to a maximum of \$25,000. In program year 2016, the CDA closed on 84 homeowner rehabilitation loans. 69 of these loans were funded with CDBG, 14 were funded with local funds (HOPE and General Fun), and four were funded through the Minnesota Housing Finance Agency. Loans funded through MHFA carry a maximum of \$27,000. The City of Burnsville chooses to allocate a portion of its CDBG funding to a Remodel Grant program. This program provides grants to low-and moderate-income homeowners in the amount of \$4,500. In program year 2016 the CDA provided three (3) Remodel Grants to residents of Burnsville. The City of South St. Paul previously administered a Homeowner Rehabilitation program that served two (2) households in Program Year 2016. The City of Northfield completed one (1) Homeowner Rehabilitation project. In total completed 87 Homeowner Rehabilitation projects.



(Photos Courtesy of Dakota County CDA)



Public Services

The cities of Apple Valley, Burnsville, Eagan, Farmington, and Lakeville allocate a portion of their CDBG funds to Public Services. The services primarily include programming for Youth and Seniors. The City of Burnsville also allocates funding to an EMS Grant program that assists income-eligible households in paying for Emergency Medical Service costs. Burnsville also provides funding for a Community Support Worker to assist income-eligible households with referrals to services throughout the community. In Program Year 2016 these five (5) cities combined to serve a total of 4,452 persons of which 97.93% were low- or moderate-income.

HOME Program Highlights

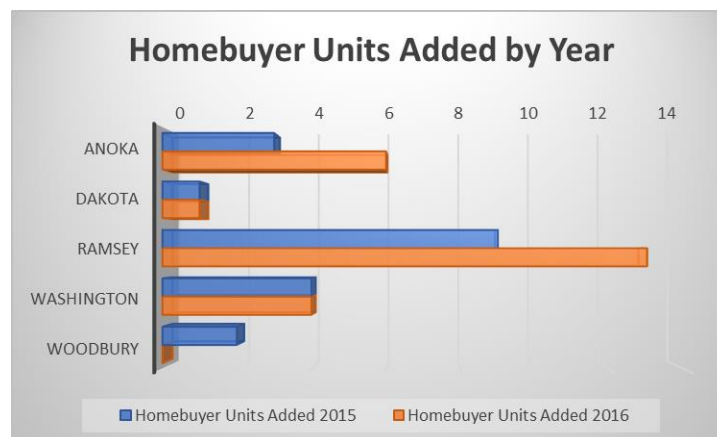
The CDA sold one of its NSP lots to Habitat for Humanity to construct a single family home. The CDA also allocated approximately \$30,000 of HOME funds and approximately \$70,000 of NSP funds to the new construction. Per Habitat for Humanity's policies, the family assisted in the building of the unit. In addition to 500 hours of sweat equity dedicated to the project, the family attended a homebuyer education course. The family of six closed on the four-bedroom home shown in the photo in the Summer of 2016.

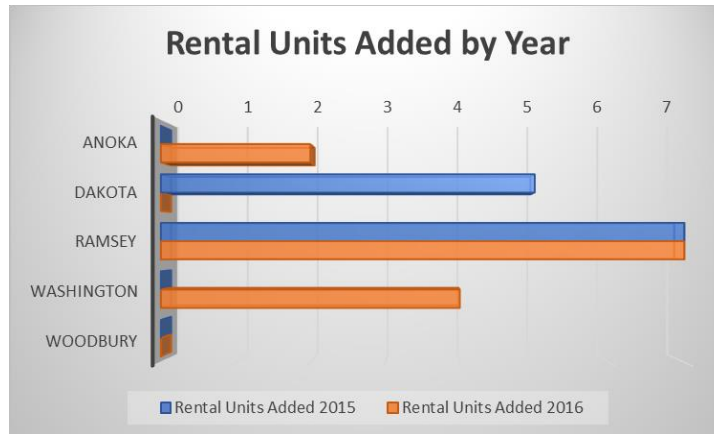


(Photo Courtesy of Dakota County CDA)

HOME Consortium

The Dakota County HOME Consortium consists of the counties of Anoka, Dakota, Ramsey and Washington as well as the City of Woodbury. In FY2016 the HOME Consortium added 24 units of Homeowner Housing and 13 units of Rental Housing. This was done primarily through Down Payment Assistance programs, new construction, and rehabilitation. Additionally, Anoka County administered a Tenant-Based Rental Assistance program that served 39 households in FY2016. Below is the breakdown of HOME Consortium members' completions for Program Years 2015 and 2016, the first two years of the Dakota County HOME Consortium Consolidated Plan.





Washington County CDA – Generation Acres Phase II

The Washington County Community Development Agency worked with Habitat for Humanity on the construction of four (4) townhomes in the City of Hugo. The homes were sold to income eligible homebuyers below 80% of the Area Median Income.



(Photo Courtesy of Washington County CDA)

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 |
|-----------------------|-----------------------------------|----------------------|---------------------------------------------------------------------------------------------|------------------------|---------------------------|-------------------------|------------------|-------------------------|---------------------|------------------|
| Affordable Housing | Affordable Homeowner Housing | CDBG/HOME/HOPE | Public Service Activities Other than Low/Moderate Income Housing Benefit | Persons Assisted | 250 | 165 | 66.00% | 50 | 80 | 160.00% |
| | | | Homeowner Housing Added | Household Housing Unit | 50 | 35 | 70.00% | 10 | 16 | 160.00% |
| | | | Homeowner Housing Rehabilitated | Household Housing Unit | 600 | 170 | 28.33% | 75 | 87 | 116.00% |
| | | | Direct Financial Assistance to Homebuyers | Households Assisted | 352 | 183 | 51.99% | 70 | 76 | 108.57% |
| | Affordable Rental Housing | CDBG/HOME/HOPE/LIHTC | Rental Units Constructed | Household Housing Unit | 527 | 107 | 20.30% | 105 | 57 | 54.29% |
| | | | Rental Units Rehabilitated | Household Housing Unit | 198 | 151 | 76.26% | 39 | 151 | 387.18% |
| | | | Tenant-Based Rental Assistance/Rapid Rehousing | Households Assisted | 120 | 86 | 71.67% | 24 | 39 | 162.50% |
| | | | Other | Other | 2 | 0 | 0.00% | | | |
| | Homelessness | ESG/CoC/FHPAP | Tenant-Based Rental Assistance/Rapid Rehousing | Households Assisted | 100 | 42 | 42.00% | 20 | 30 | 150.00% |
| | | | Homelessness Prevention | Persons Assisted | 50 | 0 | 0.00% | 10 | 0 | 0.00% |
| Community Development | Non-Housing Community Development | CDBG | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 500 | 8263 | 1652.60% | 125 | 4427 | 3541.60% |
| | | | Public Service Activities Other than Low/Moderate Income Housing Benefit | Persons Assisted | 300 | 2517 | 839.00% | 0 | 0 | 0.00% |

| | | | | | | | | | | |
|-----------------------------|------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------|------------------------|-------|------|---------|------|------|---------|
| Economic Development | Non-Housing Community Development | CDBG | Façade Treatment/business building rehabilitation | Business | 5 | 2 | 40.00% | 1 | 1 | 100.00% |
| | | | Businesses Assisted | Businesses Assisted | 5 | 2 | 40.00% | 1 | 1 | 100.00% |
| Neighborhood Revitalization | Non-Housing Community Development | CDBG | Rental Units Constructed | Household Housing Unit | 0 | 0 | 0.00% | 0 | 0 | 0.00% |
| | Non-Housing Community Development | | Homeowner Housing Added | Household Housing Unit | 0 | 0 | 0.00% | 0 | 0 | 0.00% |
| | Non-Housing Community Development | | Homeowner Housing Rehabilitated | Household Housing Unit | 125 | 66 | 52.80% | 30 | 38 | 126.67% |
| | Non-Housing Community Development | | Buildings Demolished | Buildings | 5 | 2 | 40.00% | 1 | 2 | 200.00% |
| | Non-Housing Community Development | | Other | Other | 1 | 1 | 100.00% | 0 | 0 | 0.00% |
| Planning and Administration | Affordable Housing, Public Housing, Homeless Non-Homeless Special Needs, Non-Housing Community Development | CDBG/HOME/ESG | Other | Other | 10 | 6 | 60.00% | 2 | 5 | 250.00% |
| Public Service | Non-Housing Community Development | CDBG | Public Service Activities Other than Low/Moderate Income Housing Benefit | Persons Assisted | 17000 | 7791 | 45.83% | 3400 | 4452 | 130.94% |

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

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

In FY2016, Dakota County expended \$1,921,448.57 of CDBG funds. The funds were primarily spent on the Homeowner Rehab program, which provides 0% deferred loans between \$15,000 and \$25,000 to homeowners in the low- to moderate-income categories. In 2016, 86 homeowner rehab projects were completed, which is greater than was anticipated for the year. The Homeowner Rehab program used \$1,433,456.11 of CDBG funds for the various eligible

activities.

The CDA operates a First Time Homebuyer program which is driven by down payment assistance for eligible homebuyers. For FY2016, 67 down payment assistance loans were provided and each of them was designated to a First Time Homebuyer. Additionally, the City of Northfield chooses to operate its own Down Payment Assistance program. In FY2016 the City of Northfield provided one down payment assistance loan to an eligible homebuyer.

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 | HOME | ESG |
|---------------------------------------------------------|---------------|-----------|-----------|
| White | 11,105 | 44 | 26 |
| Black or African American | 1,288 | 27 | 32 |
| Asian | 245 | 3 | |
| American Indian or American Native | 50 | 1 | |
| Native Hawaiian or Other Pacific Islander | 8 | | |
| American Indian or Alaskan Native & White | 14 | | |
| Asian & White | 24 | | |
| Black or African American & White | 177 | 1 | |
| Amer. Indian or Alaskan Native & Black or African Amer. | 7 | | |
| Other or Multi-Racial | 600 | | 7 |
| Total | 13,518 | 76 | 65 |
| Hispanic | 567 | 1 | 6 |
| Not Hispanic | 12,951 | 75 | 59 |

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

Narrative

The table above lists the numbers of beneficiaries by race and ethnicity assisted with HUD-Funded programs in 2016. The numbers above show households and individuals served through Housing and Non-Housing activities. CDBG includes Public Services, Public Facilities/Improvements, Acquisition and Housing. HOME includes New Construction of Rental/Homebuyer Units, Down-Payment Assistance and Tenant Based Rental Assistance. ESG includes Rapid Re-housing.

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 | CDBG | 2,669,660 | 2,318,581 |
| HOME | HOME | 2,690,992 | 3,042,120 |
| HOPWA | HOPWA | 0 | 0 |
| ESG | ESG | 150,546 | 99,397 |
| Other | Other | 750,000 | 730,880 |

Table 3 - Resources Made Available

Narrative

The table summarizes PY16 resources that were available to Dakota County for the year and the actual amount including program income from CDBG and HOME activities. The “Resources Available” for HOME includes the entire Consortium, but the amount that was expended was only for Dakota County. Program income received from CDBG is generally from the Homeowner Rehab program, in which loans were paid off during FY2016. In FY2016 the Dakota County CDA received \$897,266 in program income for the CDBG program and \$889,453 for the HOME Consortium. Of the \$889,453 only \$36,259 was program income strictly for Dakota County. As a whole the HOME Consortium expended \$450,433 in Program Income and Program Income Admin funds. The remainder of Program Income was included in the 2017 Action Plan as required by HUD.

The Other category includes CDA local funding. HOPE funding accounted for \$400,000 and General Fund accounted for \$350,000. These funding sources were used to supplement the CDA’s Homeowner Rehabilitation program.

Identify the geographic distribution and location of investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|-------------|----------------------------------|---------------------------------|-----------------------|
| | | | |

Table 4 – Identify the geographic distribution and location of investments

Narrative

Dakota County and its participating municipal subrecipients do not target the use of the federal funds to any one specific area within the County. Generally, funds are used to support programs that provide a benefit to all eligible residents county-wide rather than to areas of concentration. The municipal subrecipients may further refine the area to within city-limit

boundaries for projects utilizing CDBG funding awards.

Dakota County's status as an "Urban County" is supported by the municipalities of the County, particularly those communities that could qualify as entitlement jurisdictions individually. By remaining a collective whole, it enables the County to receive more funding, reduces the administrative burden, and allows for program efficiencies. As a result, the municipalities are partners in implementing the CDBG program directly within their communities and 75% of the funds are set-aside for the municipalities.

For HOME funding, each member of the Consortium is awarded a percentage of the overall allocation based upon the share percentage determination HUD provides. Dakota County has not chosen to disperse HOME funding to specific geographies rather it will wait to identify a HOME eligible project. The location of the project will be considered but other factors such as site control, project financing and feasibility, and project readiness will heavily dictate where the funds are utilized.

ESG funds are used for tenant based rapid re-housing assistance with each client determining which community in which they prefer to live. ESG is not directed to any one community, but it must be used within Dakota County.

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.

CDBG

For CDBG, the homeowner rehab program leverages state funding to provide additional loan resources to homeowners to complete rehab projects on their home, primarily mobile homes. Additionally, there are other strategies that leverage private homeowner contributions such as the well sealing program and the abatement of street assessments. CDBG funded business loan activities require owner investment as well.

ESG

The ESG program requires a 1:1 dollar match. ESG utilizes levy funds to meet the match requirement.

Local Funds

The First Time Homebuyer program leverages private investment with state and federal dollars, as well as the local HOPE Program, to provide down payment assistance in addition to the homebuyers' minimum \$1,000 investment towards the purchase of the home. Private investment and equity is the major funding source when LIHTC are used to construct new rental housing. For match funds, the HOPE Program requires a 2:1 match of funds committed to a project.

HOME

HOME Program's 25% match on funds drawn is met by the various funding streams that may be combined in a rental development project or by donated time and money when working with Habitat for Humanity. Using the Neighborhood Stabilization Program (NSP) funds, Dakota County CDA acquired several foreclosed properties during the economic downturn. The existing homes were in unfavorable conditions and were demolished to remove the safety and blight hazards they posed. A handful of these land bank lots were sold to Community Housing Development Organizations (CHDO) and non-CHDO organizations to develop affordable housing options for homeowners. It is likely this type of partnership will continue with some of the remaining lots.

Other parcels of land that have been acquired by the CDA have been through tax-forfeiture. The CDA in one case has rehabilitated the property and sold the single-family home. The other parcel is zoned for multifamily and commercial development. The CDA is continuing to explore the best options for the parcel.

| Fiscal Year Summary – HOME Match | |
|--------------------------------------------------------------------------------|---------------|
| 1. Excess match from prior Federal fiscal year | 63,584,686.00 |
| 2. Match contributed during current Federal fiscal year | 1,822,316.68 |
| 3. Total match available for current Federal fiscal year (Line 1 plus Line 2) | 65,407,002.68 |
| 4. Match liability for current Federal fiscal year | 685,558.73 |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | 64,721,443.95 |

Table 5 – Fiscal Year Summary - HOME Match Report

| Match Contribution for the Federal Fiscal Year | | | | | | | | |
|------------------------------------------------|----------------------|----------------------------|-------------------------------|------------------------------|-------------------------|---------------------------------------------------------|----------------|-----------------------|
| Project No. or Other ID | Date of Contribution | Cash (non-Federal sources) | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated labor | Bond Financing | Total Match |
| Anoka (2851) – 208 Clay Street | 10/26/2015 | \$6,414.00 | | | | | | \$6,414.00 |
| Anoka (2840) - Habitat 4375 121st Blaine | 5/12/2016 | \$195,731.00 | | | | | | \$195,731.00 |
| Anoka (2840) - Habitat 4382 121st Blaine | 5/12/2016 | \$195,731.00 | | | | | | \$195,731.00 |
| Anoka (2840) - Habitat 4391 121st Blaine | 5/12/2016 | \$195,731.00 | | | | | | \$195,731.00 |
| Anoka (2840) - Habitat 4396 121st Blaine | 5/12/2016 | \$195,731.00 | | | | | | \$195,731.00 |
| Anoka (2840) - Habitat 4397 121st Blaine | 5/12/2016 | \$195,731.00 | | | | | | \$195,731.00 |
| Anoka (2847) - SAHI - 8 East Road | 6/23/2016 | \$20,554.00 | | | | | | \$20,554.00 |
| Anoka (2852) - SAHI - 102c S Drive | 8/13/2016 | \$40,100.00 | | | | | | \$40,100.00 |
| Dakota (2774) Habitat - Humboldt | 12/19/2016 | | | | | \$15,234.42 | | \$15,234.42 |
| Dakota (2837) Habitat - MacArthur | 6/30/2017 | | | | | \$40,977.85 | | \$40,977.85 |
| Dakota (2776) Keystone Crossing TH | 11/21/2016 | \$83,201.91 | | | | | | \$83,201.91 |
| Dakota (2865) SCD CAP - Aldrich | 6/13/2017 | \$32,166.00 | | | | | | \$32,166.00 |
| Dakota (2864) Legends of Apple Valley | 12/22/2016 | | | | | | \$171,389.50 | \$171,389.50 |
| Ramsey (2807) Villages at Frost English | 7/28/2017 | | \$433,624.00 | | | | | \$433,624.00 |
| Washington - none | | | | | | | | \$0.00 |
| Woodbury - none | | | | | | | | \$0.00 |
| Total | | | | | | | | \$1,822,316.68 |

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

| Program Income – Enter the program amounts for the reporting period | | | | |
|----------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------|---------------------------------------|---------------------------------------------------------|
| Balance on hand at beginning of reporting period \$ | Amount received during reporting period \$ | Total amount expended during reporting period \$ | Amount expended for TBRA \$ | Balance on hand at end of reporting period \$ |
| \$339,312.42 | \$892,231.45 | \$449,020.30 | 0 | \$782,523.57 |

Table 7 – Program Income

| Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | Total | Minority Business Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts | | | | | | |
| Dollar Amount | \$625,689.21 | 0 | 0 | 0 | 0 | \$625,689.21 |
| Number | 4 | 0 | 0 | 0 | 0 | 4 |
| Sub-Contracts | | | | | | |
| Number | 21 | 0 | 0 | 0 | 0 | 21 |
| Dollar Amount | \$466,630.00 | 0 | 0 | 0 | 0 | \$466,630.00 |
| | Total | Women Business Enterprises | Male | | | |
| Contracts | | | | | | |
| Dollar Amount | \$625,689.21 | 0 | 4 | | | |
| Number | 4 | 0 | \$625,689.21 | | | |
| Sub-Contracts | | | | | | |
| Number | 21 | 3 | 18 | | | |
| Dollar Amount | \$466,630.00 | \$76,570.00 | 390,060.00 | | | |

Table 8 - Minority Business and Women Business Enterprises

| Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------------------------|----------------------------------|---------------------------|-----------------|---------------------------|
| | Total | Minority Property Owners | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | 0 | 0 | 0 | 0 | 0 |
| Dollar Amount | 0 | 0 | 0 | 0 | 0 | 0 |

Table 9 – Minority Owners of Rental Property

| Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--------------|
| Parcels Acquired | 7 | \$397,226.00 |
| Businesses Displaced | 0 | 0 |

| | | |
|-------------------------------------------------|---|------------|
| Nonprofit Organizations Displaced | 0 | 0 |
| Households Temporarily Relocated, not Displaced | 2 | \$2,669.04 |

| Households Displaced | Total | Minority Property Enterprises | | | | White Non-Hispanic |
|----------------------|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | 0 | 0 | 0 | 0 | 0 |
| Cost | 0 | 0 | 0 | 0 | 0 | 0 |

Table 10 – Relocation and Real Property Acquisition

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 | 20 | 30 |
| Number of Non-Homeless households to be provided affordable housing units | 10 | 0 |
| Number of Special-Needs households to be provided affordable housing units | 0 | 0 |
| Total | 30 | 30 |

Table 11 – Number of Households

| | One-Year Goal | Actual |
|----------------------------------------------------------------------|---------------|------------|
| Number of households supported through Rental Assistance | 0 | 30 |
| Number of households supported through The Production of New Units | 70 | 20 |
| Number of households supported through Rehab of Existing Units | 120 | 138 |
| Number of households supported through Acquisition of Existing Units | 2 | 75 |
| Total | 192 | 263 |

Table 12 – Number of Households Supported

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

The CDA's method for providing affordable housing to homeless households is through ESG ongoing Rental Assistance. In FY2016 Dakota County provided ongoing Rental Assistance to 30 households.

The City of Northfield identified two affordable apartment buildings that were acquired by a local non-profit organization with the assistance of CDBG funds. The acquisition and

rehabilitation of these two buildings will maintain affordability for 43 rental units in Northfield. While the CDA will not reach the one year goal for supporting households through the production of new units, future plans for acquisition will put the CDA in position to meet the five-year Consolidated Plan goal.

Discuss how these outcomes will impact future annual action plans.

Future annual action plans will continue to anticipate the number of households served and/or housing units added based on the capacity of funding available for the program year. It is expected that prior year funds are expended on the eligible activities they are allocated for and those accomplishments will be reported when complete.

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 Persons Served | CDBG Actual | HOME Actual |
|--------------------------|-------------|-------------|
| Extremely Low-income | 25 | 33 |
| Low-income | 40 | 43 |
| Moderate-income | 66 | 0 |
| Total | 131 | 76 |

Table 13 – Number of Households Served

Narrative Information

The HOME Consortium's affordable housing activity assisted a total of 39 families through the Tenant-Based Rental Assistance Program and eight families with Down Payment Assistance. HOME Consortium members also developed 16 homeowner units and 13 rental units. CDBG, Minnesota Housing Finance Agency, General Fund and HOPE funds assisted 86 households with Homeowner Rehabilitation Loans.

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

Dakota County continues to utilize CoC funding to reach out to shelter and unsheltered persons. The CoC studies risk factors of first time homelessness through a two part annual needs assessment. 1) A survey of community providers (food shelves, housing providers, schools, police, etc.) focused on barriers and type of resource needed for households to maintain stable housing. 2) Conducting focus groups with persons who access homeless prevention programs or shelter to collect their experiences and needs. The CoC utilizes 211 food shelves, homeless school liaisons, etc. to quickly identify households at risk of homelessness to connect them to CE and emergency services. A screening tool is utilized by CE Access Points to assess for prevention and diversion services. 3) The CoC maximizes homeless prevention/diversion funding by using State-funded Family Homeless Prevention and Assistance Program, ESG, TANF Block Grant and General Assistance to fund strategies most likely to prevent 1st time homelessness (short/medium term rental assistance, utility assistance, landlord/tenant mediation, etc.).

Addressing the emergency shelter and transitional housing needs of homeless persons

Dakota County addresses these needs primarily with CoC and ESG funding. The main use of ESG is Rapid Rehousing which can include first month's rent, damage deposits and ongoing rental subsidies. Dakota County's ESG program supported 30 households that included 33 adults and 32 children through these activities in FY2016.

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

Dakota County's protocols for the discharge of persons from publicly funded institutions and other systems of care are designed to prevent immediate homelessness. Below is a summary of the policies, procedures and proposed changes from SMAC's CoC application.

Health Care: Releasing medically fragile, homeless people is a growing problem. Medical respite beds are available in the metro area and the CoC is collaborating with metro providers to establish a program that houses homeless persons being released from hospitals. Healthcare for the Homeless monitors and provides medical services in shelters. The American Red Cross provides emergency social services during non-business hours to accommodate discharge. Hospital social workers make referrals to Social Services, then individuals are offered adult protection services. If eligible, clients are offered direct assistance in obtaining housing. If not eligible for Social Services or case coordination through Public Health Nursing, they are referred to Economic Assistance to determine eligibility for financial aid. If there is a safety concern, the county may place non-disabled adults in a motel in lieu of shelter for up to three days.

Foster Care: Protocol is in place so no one is discharged from foster care without stable housing. Minnesota legislation directs counties to develop discharge plans with all foster care youth at age 16. All youth receive a notice regarding their rights. Foster care youth may stay in foster care until age 21 or choose to live independently and work with their case manager to identify and secure permanent housing, including accessing resources for a damage deposit and rental assistance. All youth transitioning from foster care develop a discharge plan with their county case manager; the plan includes needs, goals, resources and a support system. The CoC reviews the foster care discharge policy with county staff annually. Child protection staff responsible for discharge and case management participate in monthly CoC meetings.

Mental Health: Protocol is in place so no one is discharged from a mental health facility without stable housing. The state mandates all persons committed to any of the state's regional treatment facilities are assigned a mental health case manager through the county in which they live or last claimed residency. Discharge planning begins while the individual is committed and housing remains a part of the treatment plan after discharge to ensure housing is maintained. Persons leaving mental health facilities are typically discharged to adult foster care or other state resources to assist with housing stability.

Corrections: The State of Minnesota, Department of Corrections (DOC) staff complete an intake assessment when an inmate enters a facility and determines eligibility for county services and income support. If an inmate is homeless upon entering, their correctional officer coordinates with county personnel for housing search. State Prisons conduct training classes for inmates leaving the facility that deal with issues that inmates encounter upon release, including housing. DOC has worked with members of the SMAC to eliminate significant barriers to rehousing ex-offenders.

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

The Dakota CDA and Dakota County Social Services are currently partnering with the faith community to develop additional resources for emergency shelter for single adults and youth in Dakota County. We have identified ESG funding as a vital revenue source for development and operation of emergency shelter. Dakota County has seen an increase in needs for emergency shelter for singles and youth and has a lack of capacity to meet these shelter needs. Heading Home Dakota and its workgroups actively coordinate with the Suburban Metro Continuum of Care to identify unmet local needs and create additional resources for shelter and transitional housing.

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

Actions taken to address the needs of public housing

The Dakota County CDA operates 243 units of scattered site public housing in addition to 80 units at Colleen Loney Manor. The scattered site public housing is a combination of two, three, and four-bedroom units. Colleen Loney Manor primarily consists of one bedroom units. Each fiscal year a minimum of 40% of the households served are at or below 30% of the Area Median Income.

The CDA's public housing program is maintained and operated through the Capital Fund Program. The needs of each property are assessed every five years and improvements and modernizations are made based on those needs.

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

The CDA, as well as Consortium members, have developed a Citizen Participation Plan that encourages the participation of residents of public/assisted housing in the development of plans and reports. This is encouraged through a public comment period and scheduled public hearings. Additionally, the CDA sends mailings to each public housing and Housing Choice Voucher participant to solicit comments during the development of the annual PHA Plan. Lastly, a public housing resident has been added to the CDA's Board of Commissioners.

In order to help residents participate in homeownership the CDA offers the Home Stretch Homebuyer Education course and one-on-one homeownership counseling. The course focuses on a variety of topics relating to homeownership and includes presentations by realtors, mortgage specialists and housing inspectors. Individual counseling with CDA homeownership specialists allows participants to assess their individual situation and develop a plan to achieve homeownership.

Actions taken to provide assistance to troubled PHAs

Neither the Dakota County CDA nor any HOME Consortium members are designated as a troubled PHA.

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)

Dakota County does not establish countywide policies for land use and development. When the CDA has plans for a new development, CDA staff work with city staff in order to meet the zoning and land use requirements of that city. Nevertheless, Dakota County CDA maintains its relationship and works closely with all units of government throughout the county to support all affordable housing. This includes support of new rental construction, tenant based rent assistance, new owner construction (i.e. Habitat homes), special needs housing, and housing rehabilitation. Housing advocacy groups and the CDA will continue to work together to further affordable housing opportunities within all communities.

To address potential barriers in individual cities, the CDA has created an incentive program for cities to support affordable housing efforts in their cities. In 2006 the CDA created the Redevelopment Incentive Grant (RIG) Program. The RIG Program provides competitive grants of up to \$250,000 to Dakota County cities to assist with redevelopment planning and implementation efforts. To be eligible for funding, cities are required to demonstrate support for affordable housing efforts, and additional points are awarded to cities that include affordable housing in their redevelopment plans. In FY2016, the CDA provided \$1,295,000 million in RIG grants to six cities to assist with redevelopment efforts.

The CDA works closely with private developers to address barriers posed by limited access to private financing. The CDA can assist by providing gap financing and working together with city staff and private developers to provide development support. In 2001, the CDA and Dakota County created the Housing Opportunities Enhancement (HOPE) Program. The HOPE program provides deferred loans of up to \$500,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in the County.

To combat Nimbyism, the CDA educates concerned residents about its affordable housing program and works with housing advocacy groups to further affordable housing opportunities within all communities. The CDA holds an open house event at all CDA developed properties for citizens to see what a CDA development looks like and how they are managed upon completion of a project. Annually, the CDA hosts a Senior Showcase in the Fall to highlight select senior housing developments throughout the County. Additionally, a Senior Spotlight is held in the Spring to focus on a specific senior development. Every attempt is made to address concerns of residents.

In the current economic climate, addressing underserved housing needs has become increasingly more difficult. To make housing affordable to very low income households, deep subsidies are needed. Appropriations for housing programs have seen reductions and are not at levels to solely support affordability gaps. The CDA will continue to wisely invest its Federal funds in viable projects and combine federal sources with other resources so that it can continue to provide Dakota County residents with affordable housing options.

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

The CDA partners with other organizations to address the needs of those most underserved, and is an active member of the Affordable Housing Coalition (AHC), which is an independent, public/private collaboration that facilitates County-wide planning of homeless services and resources. The creation of affordable rental housing has been the method used most by the CDA to provide options for seniors and working families. For homeowners, the CDA assists underserved households when looking to purchase a home by providing credit counseling and first time homebuyer education. Additionally, down payment assistance is available. The homeowner rehabilitation program assists households in maintenance and upkeep of their homes with an affordable deferred loan.

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

The CDA will continue to assess homes built prior to 1978 through the Homeowner Rehabilitation Loan program and address any hazards as part of the program if lead-based paint has been identified in connection to the work to be performed.

All residents of properties managed by the CDA (public housing) and Housing Choice Voucher clients are notified and provided with the pamphlet “How to protect yourself from Lead”. Of the Homeowner units rehabilitated by the CDA in FY2016, 55 were tested for lead-based paint, 27 of those required interim controls and \$23,030 was expended by the CDA to complete the testing.

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

Dakota County Community Services division is the main provider of services that address the needs of those in poverty. In partnership with the County, the CDA refers all those needing additional services beyond the housing assistance and affordable housing opportunities the CDA is able to offer to help those in poverty.

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

Dakota County designated the administration of the CDBG and HOME programs to the Dakota County Community Development Agency (CDA). The Dakota County CDA maintains a strong

relationship with County departments, cities and other agencies (private and non-profit) throughout County.

The CDA was established in 1971 pursuant to special Minnesota legislation to serve the cities and residents of Dakota County. The CDA operates under a seven-member Board of Commissioners appointed by the Dakota County Board. The CDA is a separate local government unit from Dakota County, but coordinates with the County to effectively and efficiently deliver housing and community development programs and services for the residents of Dakota County.

As the administrator of the CDBG program for the County and the participating cities, the CDA meets individually with each CDBG municipal subrecipient to discuss the activities, timeliness requirements, and regulations. To help cities understand the CDBG program better, the CDA developed a CDBG manual that details program requirements and the process for allocating and awarding funds. CDA staff also offer an annual CDBG workshop in the Fall to review the latest funding application, and concentrate on providing information on one or two HUD regulations (i.e. Davis Bacon, procurement, etc.). In addition to the relationships within the County, Dakota County CDA is the lead administrator for the Dakota County Consortium and works with staff from Anoka, Ramsey and Washington counties and the City of Woodbury to implement the activities funded with HOME dollars. The Consortium has monthly conference calls and quarterly in person meetings to discuss any changes in program regulations, monitoring, and the activities being put into operation.

ESG is administered by the CDA but implemented by Dakota County Community Services division and People, Inc. The CDA reviews annually ESG files for compliance and draws down all funds on a quarterly reimbursement basis.

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

Dakota County CDA staff regularly attend the monthly Affordable Housing Coalition meetings, and the Housing and Services Committee meetings to coordinate funding decisions to specifically address homelessness among individuals, families and unaccompanied youth. Social service staff deeply connected to the social needs of residents will continue to be partners in the supportive and rapid rehousing programs.

The written standards for ESG are replications of the Suburban Metro Area Continuum of Care (SMAC - includes Anoka, Carver, Dakota, Scott, and Washington Counties) adopted standards to further align with the CoC and all the other resources being used to combat homelessness. These written standards are updated on an on-going basis to ensure continued high performance when serving the homeless population.

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 Dakota County CDA proactively complies with the Fair Housing Act and other civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 in order to ensure that all people have equal access to the housing of their choice. To support compliance with these fair housing related acts and laws the CDA participates in several Fair Housing activities.

The Fair Housing Implementation Council (FHIC) is a collaborative group representing the Twin Cities metropolitan area entitlement jurisdictions and other governmental agencies; Dakota County CDA represents Dakota County on the FHIC. The purpose of the FHIC is to facilitate and initiate implementation of activities having metro-wide significance identified in the regional Analyses of Impediments to fair housing choice (AI). In 2014, the FHIC contracted with HousingLink to author an AI for 2015-2019. The AI evaluates housing-related policies and practices that may prevent fair housing choice and identified several fair housing impediments.

The 2014 AI became the subject of a fair housing complaint filed against the cities of Minneapolis and Saint Paul. The complaint alleged the AI was deficient in its analysis and findings related to its analysis and findings related to fair housing impediments. As a result the cities of Minneapolis and Saint Paul entered into a Voluntary Compliance Agreement (VCA) with HUD and the complainants, of which the cities were obligated to produce an addendum to the 2014 AI (AI Addendum). In 2016 the FHIC contracted with Mosaic Community Planning, LLC to conduct the AI Addendum. The AI Addendum specifically addresses the housing discrimination, gentrification and displacement, barriers to housing choice, and the conditions of segregation and integration in the seven-county area that includes Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington Counties in Minnesota. The AI addendum process was advised by a committee of community stakeholders assembled by HU and known as the Fair Housing Advisory Committee.

On May 15, 2017 the FHIC notified the HUD Region V Office of Fair Housing and Equal Opportunity (FHEO) that the provisions of the VCA had been satisfied and submitted the AI Addendum. Consequently, on July 17, 2017 HUD Region V FHEO provided the FHIC members with a formal written determination that issues of noncompliance had been resolved.

Going forward the 2017 AI Addendum, 2014 AI and the previously completed AI (2009 AI) will be used by Dakota County as the basis for determining the annual Action Plan funding activities.

In program year 2016, Dakota County jointly funded and participated in the following fair housing activities to attempt to address the impediments to fair housing choice facing the region and in Dakota County.

Continued efforts to complete the addendum to the 2014 Analysis of Impediments for 2015-2019 by following the steps outlined in the “Road Map to Revise the Analysis of Impediments” dated February 26, 2016. The AI Addendum was completed in May 2017 and in July 2017 the HUD Region V FHEO provided formal written determination they will be accepting the amended Analysis of Impediments certification. Dakota County will continue taking action to overcome the identified impediments.

The Dakota County CDA’s Housing/Rental Assistance department is planning to hold a Fair Housing Training with an attorney in November 2017. Previously a training was held December 16, 2015 that was presented by a Homeline Attorney. The training will invite area landlords and property owners to discuss a variety of issues related to rental housing and the HCV program, as well as fair housing and equal access to housing. Additionally, the department held monthly landlord/owner workshops, which included a brief discussion on fair housing.

Through the homebuyer and homeownership resource connection at the CDA, homeownership counselors assist potential homebuyers of color and help prepare them for long-term homeownership success. The First Time Homebuyer (FTHB) program may offer additional assistance with down payment and closing costs. Homebuyer Education and Counseling services at the CDA continued to be promoted at Dakota County community events and fairs, city offices, churches, and social service agencies. Additionally, the CDA does weekly direct outreach to potential lender and realtor partners within Dakota County, as well as to libraries, to make sure the CDA FTHB program is widely available. The CDA also mailed information on the FTHB program to all CDA residents within their Workforce Housing and Public Housing units. The CDA is tracking their program demographics to ensure they are reaching a diverse clientele that is reflective of Dakota County demographics overall. The CDA strives to reach deeper into minority and Hispanic households with their FTHB program than the overall County demographics, but presently the CDA is looking to ensure the FTHB program is at least as representative as the County as a whole. The CDA also advertised these services on their website.

The CDA made available information pertaining to the fair housing complaint process to homebuyers during Homestretch classes and homebuyer counseling.

Foreclosure literature was and will continue to be mailed to recipients of Pre-Foreclosure Notices and Notices of Pendency educating them about the foreclosure process and the services offered by the CDA. Foreclosure clients are presently being referred to partner

agencies until October 2017 while new CDA staff are being trained. Dakota County continued to promote the loan scam alert campaign Look Before You Leap on the CDA website. Furthermore CDA staff and partner agencies continued to discuss mortgage scams with foreclosure prevention clients by asking the following questions:

- Did anyone offer to help modify your mortgage, either directly, through advertising, or by any other means such as a flyer?
- Were you guaranteed a loan modification or asked to do any of the following: pay a fee, sign a contract, redirect mortgage payments, sign over the title to your property, or stop making loan payments?
- The responses will be recorded.

Fair Housing Ads were published in the local newspapers during the month of April as part of April's Fair Housing Month, ads were targeted to minority populations by publishing in La Voz Latina, St. Paul Voice and the South St. Paul Voice.

Multi-language Fair Housing posters are prominently displayed in the front lobby of the CDA office as well as smaller posters in staff cubicles where staff and program participants meet.

The CDA continued to supply additional posters to the other service organizations at the Affordable Housing Coalition meetings. The Fair Housing symbol is displayed on all CDA brochures as well as on the CDA website.

Continue to market the ECHO rental fair housing video/program. To help new Minnesotans understand their rights and responsibilities as tenants, Twin Cities PBS (TPT) program "ECHO" produced a short video in five languages, covering the basics of tenant and landlord rights and obligations. The program "A Good, Safe Place to Live" is available in these languages: Hmong, Karen, Somali, Spanish and basic English. The program was developed in collaboration with more than thirty community and governmental partners, including housing and redevelopment authorities and community development agencies from the seven-county metro area, as well as legal aid organizations, state housing authorities and others.

The program premiered statewide on TPT's Minnesota Channel on April 11, 2016, and is also available on DVD, and online at tpt.org/echo. In addition, a curriculum for English Language Learning classrooms is in development, allowing adult learners to discover more about housing issues while mastering English. Furthermore, ECHO plans to pair its cultural outreach coordinators with educators around the state to help communities absorb this important information.

The CDA website provides information about fair housing as well as contact information to local fair housing groups and a link to HUD's Housing Discrimination Complaint Form. There is also a link to HousingLink, which includes Fair Housing videos in several languages, as well as additional information on available subsidized housing, housing data and research and other housing resources.

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 CDA conducts on-going desk monitoring of its activities, the Consortium activities and the municipal subrecipients. This monitoring includes review of reimbursement requests and quarterly reports. The Dakota County CDA also conducts a risk assessment each year to determine which municipal subrecipients to select for onsite monitoring. The risk assessment uses criteria similar to HUD risk assessment criteria.

The CDA provides each of the municipal subrecipient quarterly reports which detail CDBG funding remaining for the designated activities as well as addresses the individual 1.5 timeliness ratio the CDA requests each subrecipient to achieve. The CDA continues to perform desk-monitoring of the municipal recipients through the reimbursement requests and quarterly reports. The results of the monitoring has been that all cities are in compliance with the program.

HOME monitoring was contracted out to Affordable Housing Connections (AHC) and they conducted their monitoring throughout the last year. They request reports from the owners/managers of the HOME units in each of the members' jurisdictions. They also do on-sight monitoring of selected project files and complete the inspection of units required in each year.

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

Please see "Citizen Participation Plan" on the Dakota County CDA website: www.dakotacda.org

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

The CAPER must be available for citizens to comment on before its submission to HUD. The draft CAPER report was made available for review by the public at the CDA building, and it was published on the CDA and Dakota County websites.

A minimum 15-day notice to receive public comments for the CAPER was published on August 18, 2017, in the *Star Tribune*, and the notice was placed on the Dakota County CDA's website and on Dakota County's website. A public hearing notice was published on August 29, 2017, and the notice was placed on both the CDA's and the County's websites. The Dakota County Board of Commissioners a public hearing on September 12, 2017. No comments were received during the public comment period nor at the public hearing.

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.

All changes made to the CDA's CDBG program were activity-level changes that did not modify the overall objectives of the agency. The program continues to focus on the creation and maintenance of affordable housing, public services, public facilities improvements, economic development, and neighborhood stabilization.

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

No

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

N/A – Dakota County is not a BEDI grantee.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Affordable Housing Connections conducted physical inspections of 21 HOME-assisted developments owned/managed by the Dakota County CDA, one HOME-assisted property owned by a nonprofit and four HOME-assisted properties owned by private developers. A total of 33 annual reports were reviewed and 100 units were inspected and corresponding tenant files reviewed.

The following charts detail inspections, audits, file reviews and findings for HOME-assisted developments in Dakota County.

CDA Properties

| DEVELOPMENT | INSP DATE | RESULTS OF PHYSICAL INSPECTION | RESULTS OF DESK AUDIT AND TENANT FILES REVIEW |
|-----------------------|-----------|--------------------------------|---------------------------------------------------------------------------|
| BV Heart of the City | 7/20/17 | No Findings | No file review findings; No report findings. |
| Rsmt Carbury Hills | 7/18/17 | No Findings | No file review findings; Corrected PY2016 HOME report received on 9/6/17. |
| LV Cedar Valley | 7/19/17 | No Findings. | No file review findings; No report findings. |
| AV Cobblestone Square | 7/20/17 | No Findings | No file review findings; No report findings. |
| LV Country Lane | 7/19/17 | No Findings | No file review findings; Corrected PY2016 HOME report received on 9/6/17. |
| SSP Dakota Heights | 7/20/17 | No Findings | No file review findings; No report findings. |
| Hillside Gables | 7/17/17 | No Findings | No file review findings; No report findings. |

| | | | |
|--------------------------------|---------|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Inver Hills/Riverview Ridge | 7/20/17 | No Findings | No file review findings; Corrected PY2016 HOME report received on 9/6/17. |
| IGH Lafayette | 7/20/17 | No Findings | Documentation of corrections for file review findings received on 8/5/17; Corrected PY2016 HOME report received on 9/6/17. |
| Eagan Lakeshore THs | 7/17/17 | No Findings | Documentation of corrections for file review findings received.; Corrected PY2016 HOME report received on 9/6/17. |
| Eagan Lakeside Pointe | 7/17/17 | No Findings | Documentation of corrections for file review findings received on 8/5/17; Corrected PY2016 HOME report received on 9/6/17. |
| Hstgs Marketplace | 7/18/17 | No Findings | Temporary noncompliance: HH income over HTC 140% limit. Rent has been increased to the maximum allowed at the property. Compliance will be restored when HH moves out and unit is occupied by qualified HH or if current HH's income falls below HTC's 140% limit. |
| LV Meadowlark | 7/19/17 | No Findings | No file review findings; No report findings. |
| Eagan Northwood | 7/17/17 | No Findings. | No file review findings; No report findings. |
| Eagan Oak Ridge | - | POA Ended 9/1/16; Desk Audit Only | No report findings. |
| Eagan O'Leary Manor | 7/17/17 | No Findings | No file review findings; No report findings. |
| Hstgs Pleasant Ridge | 7/18/17 | No Findings | No file review findings; No report findings. |
| LV Prairie Crossing | 7/19/17 | No Findings | No file review findings; No report findings. |
| AV Quarry View | 7/20/17 | No Findings | No file review findings; No report findings. |
| Pres Homes Valley Ridge Senior | 3/29/17 | 1 building finding; Completed work order received 4/3/17 | Documentation of corrections for file review findings received on 5/9/17; Corrected PY2016 HOME report received on 5/2/17. |

| | | | |
|------------------|---------|-------------|----------------------------------------------|
| Twin Ponds THs | 7/18/17 | No Findings | No file review findings; No report findings. |
| West Village THs | 7/18/17 | No Findings | No file review findings; No report findings. |

Private Developers

| DEVELOPMENT | INSP DATE | RESULTS OF PHYSICAL INSPECTION | RESULTS OF DESK AUDIT AND TENANT FILES REVIEW |
|----------------------------------------|-----------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Shelter Corporation Cedar Villas | 5/9/17 | 2 unit findings; Completed work orders received 5/12/17 | No file review findings; No report findings. |
| Sherman Associates Grande Market Place | 8/8/17 | 4 building findings; Completed work orders received 9/20/17 | No file review findings; No report findings. |
| Duffy Development Hidden Ponds | 6/6/17 | 8 unit findings. Completed work orders received 9/5/17 | No file review findings; Corrected owner certification received 9/5/17 |
| TCHDC Rosemount Greens | 6/8/17 | 2 unit findings; Completed work order/image of cleared HVAC closet received 6/13/17 | No file review findings; No report findings. |

Nonprofit Owners

| DEVELOPMENT | INSP DATE | RESULTS OF PHYSICAL INSPECTION | RESULTS OF DESK AUDIT AND TENANT FILES REVIEW |
|--------------------------|-----------|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fraser Apple Grove Court | 3/22/17 | All deficiencies corrected on the inspection date. | No file review findings; No report findings. |
| Tasks Dakota Lodge | - | POA End 1/1/17; Desk Audit Only | Units 2 & 4 – files requested from owner on 8/29/17 and must be reviewed before project is recommended to PJ for close out. Corrected PY2016 HOME report received on 8/29/17. |

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The CDA establishes an Affirmative Fair Housing Marketing Plan for each of its HOME development projects. An assessment of groups that may be less likely to apply based on location and other factors is completed and a marketing plan is developed. The CDA will determine a marketing strategy that will reach the under-represented groups and also connect with community members associated with those groups.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The Dakota County HOME Consortium receipted \$889,453 in program income in FY2016. Of that approximately \$450,433 was drawn. Combined with prior year Program Income on hand, the Dakota County Consortium included \$778,483 in the 2017 Action Plan. Below is a summary of the owner/tenant characteristics for completed projects in PY2016. The CDA and Consortium members do not earmark program income for specific activities. The funding is either spent prior to drawing entitlement funds or added to the following year Annual Action Plan.

| | Total, Rentals and TBRA | | Total, Homebuyers and Homeowners | | Grand Total | |
|--------------------------------|-------------------------|-----------------------------|----------------------------------|-----------------------------|-----------------|-----------------------------|
| | Units Completed | Units Completed - Hispanics | Units Completed | Units Completed - Hispanics | Units Completed | Units Completed - Hispanics |
| White | 36 | 1 | 8 | 0 | 44 | 0 |
| Black/African American | 13 | 0 | 14 | 0 | 27 | 0 |
| Asian | 1 | 0 | 2 | 0 | 3 | 0 |
| American Indian/Alaskan Native | 1 | 0 | 0 | 0 | 1 | 0 |
| Black/African American & White | 1 | 0 | 0 | 0 | 1 | 0 |
| Total | 13 | 0 | 24 | 0 | 76 | 0 |

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Dakota County CDA's mission is to provide decent, safe and affordable housing to low income residents of Dakota County. To achieve this, the CDA works with the cities to develop new affordable housing options for seniors and the low to moderate income workforce. The CDA assists first time home buyers with educational outreach and offers competitive first mortgages as well as down payment assistance. CDA also strives to improve and preserve the existing housing stock by providing zero interest deferred rehab loans to low income homeowners and grant funded weatherization services to achieve more efficiency.

In addition to CDBG and HOME funding, the CDA also administers the Public Housing and Housing Choice Voucher Section 8 Programs. The CDA owns and manages 324 scattered site

public housing units located throughout Dakota County. The CDA currently administers over 2,600 Housing Choice Vouchers and 80 special vouchers using state and levy dollars. In program year 2016 the CDA served 93 families through the Family Unification Program and 28 families through the Veterans Affairs Supportive Housing program. Both the public housing units and housing assistance provide very low income residents with affordable housing options.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

| | |
|----------------------------------------------------------------------------------------------|---------------|
| Recipient Name | DAKOTA COUNTY |
| Organizational DUNS Number | 963108121 |
| EIN/TIN Number | 411253302 |
| Identify the Field Office | MINNEAPOLIS |
| Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance | |

ESG Contact Name

| | |
|--------------------|---------------------------|
| Prefix | Mrs |
| First Name | Margaret |
| Middle Name | M |
| Last Name | Dykes |
| Suffix | 0 |
| Title | Assistant Director of CED |

ESG Contact Address

| | |
|-------------------------|------------------------------|
| Street Address 1 | 1228 Town Centre Dr |
| Street Address 2 | 0 |
| City | Eagan |
| State | MN |
| ZIP Code | 55123- |
| Phone Number | 6516754464 |
| Extension | 0 |
| Fax Number | 0 |
| Email Address | mdykes@dakotacda.state.mn.us |

ESG Secondary Contact

| | |
|----------------------|------------------------------------------------|
| Prefix | Mrs |
| First Name | Lisa |
| Last Name | Alfson |
| Suffix | 0 |
| Title | Director of Community and Economic Development |
| Phone Number | 6516754467 |
| Extension | 0 |
| Email Address | lalfson@dakotacda.state.mn.us |

2. Reporting Period—All Recipients Complete

| | |
|--------------------------------|------------|
| Program Year Start Date | 07/01/2016 |
| Program Year End Date | 06/30/2017 |

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name
City
State
Zip Code
DUNS Number
Is subrecipient a victim services provider
Subrecipient Organization Type
ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

| Number of Persons in Households | Total |
|---------------------------------|----------|
| Adults | 0 |
| Children | 0 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 0 |

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

| Number of Persons in Households | Total |
|---------------------------------|-----------|
| Adults | 33 |
| Children | 32 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 65 |

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

| Number of Persons in Households | Total |
|---------------------------------|----------|
| Adults | 0 |
| Children | 0 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 0 |

Table 18 – Shelter Information

4d. Street Outreach

| Number of Persons in Households | Total |
|---------------------------------|----------|
| Adults | 0 |
| Children | 0 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 0 |

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

| Number of Persons in Households | Total |
|---------------------------------|-----------|
| Adults | 33 |
| Children | 32 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 65 |

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

| | Total |
|--------------------------|-----------|
| Male | 29 |
| Female | 36 |
| Transgender | 0 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 65 |

Table 21 – Gender Information

6. Age—Complete for All Activities

| | Total |
|--------------------------|-----------|
| Under 18 | 32 |
| 18-24 | 5 |
| 25 and over | 28 |
| Don't Know/Refused/Other | 0 |
| Missing Information | 0 |
| Total | 65 |

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

| Number of Persons in Households | | | | |
|-----------------------------------|-------|-----------------------------------|----------------------------|--------------------------------------------|
| Subpopulation | Total | Total Persons Served – Prevention | Total Persons Served – RRH | Total Persons Served in Emergency Shelters |
| Veterans | 0 | 0 | 1 | 0 |
| Victims of Domestic Violence | 0 | 0 | 11 | 0 |
| Elderly | 0 | 0 | 0 | 0 |
| HIV/AIDS | 0 | 0 | 0 | 0 |
| Chronically Homeless | 0 | 0 | 7 | 0 |
| Persons with Disabilities: | | | | |
| Severely Mentally Ill | 14 | 0 | 14 | 0 |
| Chronic Substance Abuse | 7 | 0 | 7 | 0 |
| Other Disability | 13 | 0 | 13 | 0 |
| Total (Unduplicated if possible) | 34 | 0 | 34 | 0 |

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

| | |
|--------------------------------------|-------|
| Number of New Units - Rehabbed | 0 |
| Number of New Units - Conversion | 0 |
| Total Number of bed-nights available | 0 |
| Total Number of bed-nights provided | 0 |
| Capacity Utilization | 0.00% |

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

The CoC engages ESG recipients including agencies that receive direct allocations (Dakota CDA) and State recipients in developing plans, funding decisions, performance standards and evaluating outcomes. For State ESG recipients CoC members who do not have a conflict participate in scoring and ranking recommendations. State ESG performance standards were developed with CoC representatives from around the state, and reflect the purpose of ESG shelter, prevention and rapid re-housing funds to 1) keep people safely sheltered, 2) re-house homeless persons, and 3) ensure persons are stably housed. Performance reports are sent to the CoC's Data and Evaluation Committee for review of sub-recipient performance. The CoC has collaborated with all ESG recipients to create written standards that define practices for all ESG funded programs within the CoC. The CoC regularly discusses and evaluates the role of ESG-funding within its homeless response system utilizing Coordinated Entry and HMIS data.

The Dakota County ESG program evaluates the same outcomes data as the CoC. For this reporting period, the outcomes were as follows:

Housing Stability – 89.23%

Maintain or Increase Total Income – 81.82%

Maintain or Increase Earned Income – 21.21%

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

| | Dollar Amount of Expenditures in Program Year | | |
|---------------------------------------------------------------------------------------|-----------------------------------------------|----------|----------|
| | 2014 | 2015 | 2016 |
| Expenditures for Rental Assistance | 0 | 0 | 0 |
| Expenditures for Housing Relocation and Stabilization Services - Financial Assistance | 0 | 0 | 0 |
| Expenditures for Housing Relocation & Stabilization Services - Services | 0 | 0 | 0 |
| Expenditures for Homeless Prevention under Emergency Shelter Grants Program | 0 | 0 | 0 |
| Subtotal Homelessness Prevention | 0 | 0 | 0 |

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

| | Dollar Amount of Expenditures in Program Year | | |
|---------------------------------------------------------------------------------------|-----------------------------------------------|---------------|---------------|
| | 2014 | 2015 | 2016 |
| Expenditures for Rental Assistance | 84,548 | 44,868 | 63,486 |
| Expenditures for Housing Relocation and Stabilization Services - Financial Assistance | 28,677 | 11,735 | 21,954 |
| Expenditures for Housing Relocation & Stabilization Services - Services | 18,881 | 1,254 | 0 |
| Expenditures for Homeless Assistance under Emergency Shelter Grants Program | 0 | 0 | 0 |
| Subtotal Rapid Re-Housing | 132,106 | 57,857 | 85,440 |

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

| | Dollar Amount of Expenditures in Program Year | | |
|--------------------|-----------------------------------------------|------|------|
| | 2014 | 2015 | 2016 |
| Essential Services | 0 | 0 | 0 |
| Operations | 0 | 0 | 0 |
| Renovation | 0 | 0 | 0 |

| | | | |
|-----------------|----------|----------|----------|
| Major Rehab | 0 | 0 | 0 |
| Conversion | 0 | 0 | 0 |
| Subtotal | 0 | 0 | 0 |

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

| | Dollar Amount of Expenditures in Program Year | | |
|-----------------|------------------------------------------------------|-------------|-------------|
| | 2014 | 2015 | 2016 |
| Street Outreach | 0 | 0 | 0 |
| HMIS | 0 | 0 | 6,760 |
| Administration | 17,685 | 5,750 | 7,197 |

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

| Total ESG Funds Expended | 2014 | 2015 | 2016 |
|---------------------------------|-------------|-------------|-------------|
| | 149,791 | 63,607 | 99,397 |

Table 29 - Total ESG Funds Expended

11f. Match Source

| | 2014 | 2015 | 2016 |
|-------------------------|-------------|-------------|-------------|
| Other Non-ESG HUD Funds | 0 | 0 | 0 |
| Other Federal Funds | 149,791 | 63,607 | 99,397 |
| State Government | 0 | 0 | 0 |
| Local Government | 0 | 0 | 0 |

| | | | |
|---------------------------|----------------|---------------|---------------|
| Private Funds | 0 | 0 | 0 |
| Other | 0 | 0 | 0 |
| Fees | 0 | 0 | 0 |
| Program Income | 0 | 0 | 0 |
| Total Match Amount | 149,791 | 63,607 | 99,397 |

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

| Total Amount of Funds Expended on ESG Activities | 2014 | 2015 | 2016 |
|-----------------------------------------------------------------|-------------|-------------|-------------|
| | 299,582 | 127,214 | 198,794 |

Table 31 - Total Amount of Funds Expended on ESG Activities