

Farmington CDBG

2012 CAPER

Consolidated Annual Performance Evaluation Report

**Proposed Adoption Date
December 10, 2013**



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GENERAL

Executive Summary

The City of Farmington 2012 Annual Action Plan fiscal year ran from October 1, 2012 to September 30, 2013. The year's grant amount was \$352,185. This Consolidated Annual Performance and Evaluation Report (CAPER) is the fourth in the current 2009-2014 Consolidated Plan's five-year cycle.

Table 1

2012 Annual Action Plan Project Budgets							
2012 Total CDBG Grant	\$	352,185.00	Public Service	Capital Project	Planning and Admin		
		Public Service Budget 15% Max	\$ 52,827.75				
		Capital Project Budget 65%		\$228,920.25			
		Planning and Admin 20% Max				\$ 70,437.00	
Agency	Project Description	Public Service	Capital Project	Percent of Total Budget	*Project Expenditures	Project Balances	% of Project Budget Remaining
Four Corners Foundation	A PATH Home Transitional Housing		\$228,893.00	65.0%	\$ 228,893.00	\$ -	0.0%
San Juan College	Day Care Assistance	\$ 8,000		15.0%	\$ 7,994.61	\$ 5.39	0.1%
San Juan County Partnership	Rental Assistance	\$ 12,000			\$ 12,000.00	\$ -	0.0%
Northwest New Mexico Seniors	Senior Home and Respite Care	\$ 12,000			\$ 10,211.72	\$ 1,788.28	14.9%
ECHO	Financial Literacy/Credit Repair Classes	\$ 10,000			\$ -	\$ 10,000.00	100.0%
MASADA	Transitional Treatment Services	\$ 8,827.75			\$ 8,818.16	\$ 9.59	0.1%
City of Farmington Parks	Lessons to Live - Swimming lessons for low income children	\$ 2,000			\$ 1,995.00	\$ 5.00	0.3%
City of Farmington CDBG	Planning and Administration	\$ 70,437.00		20.0%	\$69,865.22	\$ 571.78	0.8%
					Total Expenditures	Total Balance	Total % Remaining
					\$339,777.71	\$12,380.04	3.6%

Projects Selected For Funding - 2012 Annual Action Plan Amendment

Funding for the 2012 Annual Action Plan Amendment came from numerous project balances and is detailed in Table 3 of this report.

2012 Amendment Budget	\$	99,419.66	Public Service	Capital Project	Percent of Total Budget	*Project Expenditures	Project Balances	% of Project Budget Remaining
Four Corners Foundation		A PATH Home Transitional Housing		\$ 37,730.49	38.0%	\$37,730.49	\$ -	0.0%
Childhaven		Kitchen and nursery remodel		\$ 61,689.17	62.0%	\$4,264.22	\$ 57,424.95	93.1%

*All expenditures as of 9/30/13, the end of the fiscal year.

2012 Annual Action Plan and 2012 Annual Action Plan Amendment	*Total Expenditures	Total Balance	
	\$381,772.42	\$69,804.99	

General Questions

1. *Assessment of the one-year goals and objectives:*
 - a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*

A PATH Home –

Foundation and framing are underway. The 12 one-bedroom transitional housing units for families with children are expected to be complete and operational in the spring of 2014. All funding from Action Plans 2011, 2012, and 2012 Amended have been expended.

Accomplishments will be collected during the first year of operations and then entered into the IDIS system.



San Juan County Partnership Emergency Rental Assistance -

San Juan County Partnership has completed their contract and expended 100% of their CDBG funding. A total of 11 households with 19 children were assisted with move-in or eviction prevention assistance. The racial breakdown of the heads of households was nine American Indian, one African American, and one White. Five of the assisted were female heads of households and one of the assisted households had a member who was disabled.

San Juan College Family Resource Center Daycare Assistance –

San Juan College daycare assistance has completed their contract and expended 99.9% of their funding. A total of 16 students with 19 children were assisted with a total of 7,800 hours of daycare service. The racial breakdown of the students was 12 American Indian, two African American, one Hispanic, and one White. Four of the students were female heads of households.

Northwest New Mexico Seniors Home Care –

The Senior Home Care project provides home and respite care to frail elderly, who are over 65 with documented medical conditions. Each senior client typically received three to six hours of service every week they were in the program. This year a total of 893 hours of service were provided to 17 seniors. Three participants were Hispanic and 14 were White. At the end of the fiscal year, 85% of their funding was expended.

Credit Repair and Financial Counseling –

The contractor selected to manage this project has withdrawn from the contract. A key staff member retired and ECHO was unable to hire a new person to run Financial Literacy/Credit Repair classes. In response to this development, a letter of interest was published and there were two responses. Because there was more than one response, a new Request for Proposals (RFP) was published on October 16, 2013, to find a new contractor to manage this project. The RFP closes on November 7, 2013. The City of Farmington understands that this project is important for the community to address needs identified in the 2011 Analysis of Impediments to Fair Housing Choice.

Lessons to Live Swimming –

This project offered subsidized swimming lessons to youth in low-income families, reducing the drowning risk by teaching aquatics skills to be safe in, on, and around the water. A total of 57 students enrolled and 35 completed all of the classes. The racial breakdown of the enrolled students was 32 American Indian, 2 African American, 12 Hispanic, and 11 White. Thirty-seven of the children were from female head of householders. All but \$5 of this project's funding was expended.

MASADA House Transitional Housing Addiction Treatment -

MASADA House provided counseling and treatment services to women living in the MASADA House transitional care facility. Clients are presumed to be principally low-income persons due to their homeless status as residents of a transitional housing shelter undergoing substance abuse counseling. A total of 25 women were provided services. The racial breakdown of the residents was 12 American Indian, 7 Hispanic, 4 White, and two were Hispanic/Native American. By April 2013, all but \$9.59 of this project's budget was expended.

b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

Table 2 shows budgeting and expenditures for all 2012 Annual Action Plan and 2012 Amendment projects. At the top of the table are the total 2012 budget and the available funding for Public Service and Capital Projects. The columns include the Agency and Project description, the project budget, whether the project is Capital or Public Service, the percent of the budget, project expenditures as of September 30, 2013, the project balance, and the percent of remaining funds.

The bottom of the table shows the same information for the two 2012 Amendment projects.

Table 2

2012 Annual Action Plan Project Budgets							
2012 Total CDBG Grant	\$	352,185.00	Public Service	Capital Project	Planning and Admin		
			\$ 52,827.75				
				\$228,920.25			
						\$ 70,437.00	
Agency	Project Description	Public Service	Capital Project	Percent of Total Budget	*Project Expenditures	Project Balances	% of Project Budget Remaining
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ECHO	Financial Literacy/Credit Repair Classes	\$ 10,000			\$ -	\$ 10,000.00	100.0%
MASADA	Transitional Treatment Services	\$ 8,827.75			\$ 8,818.16	\$ 9.59	0.1%
City of Farmington Parks	Lessons to Live - Swimming lessons for low income children	\$ 2,000			\$ 1,995.00	\$ 5.00	0.3%
City of Farmington CDBG	Planning and Administration	\$ 70,437.00		20.0%	\$69,865.22	\$ 571.78	0.8%
					Total Expenditures	Total Balance	Total % Remaining
					\$339,777.71	\$12,380.04	3.6%

Projects Selected For Funding - 2012 Annual Action Plan Amendment								
Funding for the 2012 Annual Action Plan Amendment came from numerous project balances and is detailed in Table 3 of this report.								
2012 Amendment Budget	\$	99,419.66	Public Service	Capital Project	Percent of Total Budget	*Project Expenditures	Project Balances	% of Project Budget Remaining
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Childhaven				\$ 61,689.17	62.0%	\$4,264.22	\$ 57,424.95	93.1%

*All expenditures as of 9/30/13, the end of the fiscal year.

2012 Annual Action Plan and 2012 Annual Action Plan Amendment	*Total Expenditures	Total Balance	
	\$381,772.42	\$69,804.99	

The \$99,419.66 budget for the 2012 Annual Action Plan Amendment does not represent additional funding from HUD, but it is made up of leftover funding from previously approved CDBG projects. Table 3 shows the remainder or balance of funding from the various projects that went into 2012 Annual Action Plan Amendment budget.

Table 3

2012 Annual Action Plan Amendment Funding Sources	
Project Titles	Remaining Funding by Project
2010 Downtown Streetscape and Façade	\$76,576.36
2011 Downtown Façade	\$19,922.74
Remaining from 2012 Annual Action Plan Budget	\$27.25
2011 San Juan County Partnership	\$0.54
2010 Daycare Assistance	\$10.29
2011 Daycare Assistance	\$12.03
2010 Public Service Classes SJC	\$2,870.45
Total 2012 Annual Action Plan Amendment	\$99,419.66

Table 4a shows a breakdown of budgets and expenditures by type of HUD Outcome Objectives for all 2012 projects. The definitions of the Outcome and National Objectives are shown on Tables 4b and 4c below.

Table 4a

2012 Project Expenditures by Outcome Objectives									
2012 Annual Action Plan Projects	National Objective	SL-1	SL-2	SL-3	DH-1	DH-2	EO-1	EO-2	
A PATH Home Transitional Housing	LMC	\$ 228,893.00							Budget
		\$ 228,893.00							Expenditures
Day Care Assistance	LMC							\$ 8,000.00	Budget
								\$ 7,994.61	Expenditures
Rental Assistance	LMC					\$ 12,000.00			Budget
						\$ 12,000.00			Expenditures
Senior Home and Respite Care	LMC		\$ 12,000.00						Budget
			\$ 10,211.72						Expenditures
Financial Literacy/Credit Repair Classes	LMC						\$ 10,000.00		Budget
							\$ -		Expenditures
Masada Transitional Treatment Services	LMC	\$ 8,827.75							Budget
		\$ 8,818.16							Expenditures
Lessons to Live - Swimming lessons for low income children.	LMC						\$ 2,000.00		Budget
							\$ 1,995.00		Expenditures
2012 Amendment Projects									
A PATH Home Transitional Housing	LMC	\$ 37,730.49							Budget
		\$ 37,730.49							Expenditures
Childhaven Kitchen and Nursery Remodel	LMC			\$ 61,689.17					Budget
				\$ 4,264.22					Expenditures
		SL-1	SL-2	SL-3	DH-1	DH-2	EO-1	EO-2	
Total Budgeted		\$ 275,451.24	\$ 12,000.00	\$ 61,689.17	\$ -	\$ 12,000.00	\$ 12,000.00	\$ 8,000.00	Budget
Total Expended		\$ 275,441.65	\$ 10,211.72	\$ 4,264.22	\$ -	\$ 12,000.00	\$ 1,995.00	\$ 7,994.61	Expenditures

Table 4b

Outcome Objective Definitions			
	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Table 4c

National Objective Definitions	
LMC	Low Moderate Income Clientele
LMA	Low Moderate Area
LMH	Low Moderate Housing
SBA	Blight Area
SBR	Blight Urban Renewal

- c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*

Credit Repair and Financial Counseling –

The contractor selected to manage this project has withdrawn from the contract. A key staff member retired and ECHO was unable to hire a new person to manage the Financial Literacy/Credit Repair classes. In response to this development, a letter of interest was published and there were two responses, so a new RFP is underway to find a contractor to run this project. The City of Farmington understands that this project is important for the community to address needs identified in the 2011 Analysis of Impediments to Fair Housing Choice.

1. *Describe the manner in which the recipient would change its program as a result of its experiences.*

The change that we would like to see is an increase to the 15% public service cap. The majority of highly-ranked community needs relate to public service projects and not to construction projects. Given the significant reduction in program funding and the local economy, public services in the community have been negatively impacted. If the 15% public service cap were increased or waived, funding for these important projects could be maintained at a consistent level.

2. *Affirmatively Furthering Fair Housing:*
a. *Provide a summary of impediments to fair housing choice.*

The following section on impediments comes directly from the findings of the 2011 Analysis of Impediments to Fair Housing Choice (AI). For a full description of the identified impediments and the source data please refer to the 2011 Analysis of Impediments to Fair Housing Choice, which is available on-line on the City of Farmington Web Page, at <http://fmtn.org/DocumentCenter/View/170>

Summary of Impediments

i. Economic Impediments

- ≠ Impediment Identified: Unemployment**
- ≠ Impediment Identified: Income by Race, Age, and Family Type**
- ≠ Impediment Identified: Race and Age in Poverty**
- ≠ Impediment Identified: Disability**

ii. Geographic Segregation Impediment

- ≠ Impediment Identified: Racial Segregation by Geographic Area**

iii. Affordability Impediments

- ≠ Impediment Identified: Rental Affordability**
- ≠ Impediment Identified: Purchase Affordability**

iv. Credit and Lending Impediments

- ≠ Impediment Identified: Loan Denial Rate by Race**
- ≠ Impediment Identified: Loan Approval Rates for Minorities in Equal Income Groups**
- ≠ Impediment Identified: Credit History and Lending Approval Rates**
- ≠ Impediment Identified: Loan Denial Rates by Geographic Area**
- ≠ Impediment Identified: Higher Loan Rates for Lower Income Families**
- ≠ Impediment Identified: Higher Loan Rates for Minorities**
- ≠ Impediment Identified: Predatory Lending**

v. Zoning Impediments

- ≠ Impediment Identified: Limited land area zoned for Low-income Housing**
- ≠ Impediment Identified: Nonconforming Uses**
- ≠ Impediment Identified: NIMBY “Not in My Backyard”**

vi. Discrimination Impediment

≠ Impediment Identified: Discrimination Complaints

*** Note: The substantiated complaints referred to in this impediment relate to complaint data provided by the HUD Fair Housing Department and the Farmington Community Relations Commission (CRC). In the last five years, HUD received two substantiated complaints, one in 2005 and one in 2006. In Farmington, the CRC received one substantiated complaint in 2009. Please see the 2011 Analysis of Impediments to Fair Housing Choice (pages 72-77) for details of this impediment.

vii. Knowledge-Based Impediments

- ≠ Impediment Identified: Knowledge of Fair Housing Rights**
- ≠ Impediment Identified: Knowledge of Fair Housing Law**

b. Identify actions taken to overcome effects of impediments identified.

In the 2012 Annual Action Plan fiscal year, the City Farmington undertook 17 actions to address Fair Housing impediments identified in the 2011 AI. The actions undertaken are listed under the type of impediment identified in the 2011 AI. Following each action taken is a discussion of the impact the action had.

i. Actions Affecting Economic Impediments

1. In the FY 2013 City of Farmington budget, which began on July 1, 2013, \$76,670 was made available to the Four Corners Economic Development organization. Providing funding for this organization is a recommended action in the 2011 AI to address the identified impediment of unemployment.

Impact – Four Corners Economic Development uses this funding with the goal of bringing new businesses and industry to Farmington, San Juan

County, and the Four Corners area. Four Corners Economic Development is an important group in the community that focuses on marketing the community to draw in new businesses and economic-based jobs.

2. The approved 2012 Annual Action Plan established the following projects that benefit the low-income community.
 - A PATH Home – Transitional housing units for families with children.
 - San Juan County Partnership - Rental assistance to prevent and end homelessness.
 - San Juan College Family Resource Center Daycare Assistance – Assisting college students with children to stay in school.
 - Northwest New Mexico Seniors Home Care – Helping seniors stay in their own homes longer.
 - Credit Repair and Financial Counseling – The goal of this class is to improve the credit scores of low-income families to improve their chances of purchasing a home.
 - MASADA House Transitional Housing Addiction Treatment – Providing counseling and training to increase the chances of beating substance abuse.

Impact – These six projects represent approximately \$280,000 in services and construction to benefit the low-income community.

3. The City of Farmington is an equal opportunity employer. As a part of that commitment, the City files the EEO-4 Form, which reports on the income and race of employees.

Impact – Compliance with the equal opportunity employer requirements is another way the City of Farmington provides economic opportunities for all racial groups and persons with disabilities.

ii. Actions Affecting Geographic Segregation Impediment

4. The City's CDBG Division is in the process of developing a new Needs Assessment for the 2014 Consolidated Plan. The Racial Segregation data has been collected from the 2010 Census and 2011 ACS. This data will be analyzed and descriptive maps will be developed by the end of the year.

Impact – Continuing to monitor racial concentrations for minority and special needs groups in the community provides the CDBG program the tools needed to assess needs in the community and guide funding into projects that will do the most good for the community.

iii. Actions Affecting Affordability Impediments

5. The City's CDBG program has funded an Emergency Rental Assistance project again this year. San Juan County Partnership provides move-in assistance and eviction prevention.

Impact – This year the Emergency Rental Assistance project primarily assisted minority homeless persons to move into traditional housing.

6. In an effort to monitor housing conditions for minority and special needs groups, the CDBG Division prepared and published the 2012 Housing Affordability report in preparation for the new Needs Assessment, which will be a part of the 2014-2018 Consolidated Plan.

Impact – Continuing to monitor housing needs and housing affordability for minority and special needs groups in the community provides the CDBG program the tools needed to assess needs in the community and guide funding into projects that will do the most good for the community.

iv. Actions Affecting Credit and Lending Impediments

7. The 2012 Annual Action Plan funded a Credit Counseling/Financial Literacy class this year with a \$10,000 budget.

Impact – This important class has not had a chance to provide an impact yet. As mentioned previously, the selected agency withdrew from the contract and the City has issued a new RFP to find a new contractor.

v. Actions Affecting Zoning Impediments

8. The City's Unified Development Code was amended to create a new Special Use Permit process to allow Nonconforming Uses to become conforming. The Ordinance was passed by the City Council on October 25, 2011.

Impact – Adoption of this new Special Use Permit process was a proposed action in the 2011 AI. The benefit of this action gives the owner of a grandfathered use a legal method to make a residential use conforming. Lending institutions generally will not grant loans on a grandfathered property, which can affect the property's value. Because grandfathered residential uses tend to be in older neighborhoods in transition, this new recourse tends to benefit housing that is more affordable and in neighborhoods with a higher concentration of minorities.

vi. Actions Affecting Discrimination Impediments

9. After publishing the 2011 CAPER, and in preparation for the new AI, the Farmington CDBG Division researched the status of recent Discrimination Complaints filed with HUD. There were six complaints filed from 2010 to May of 2013. Two of these cases were judged as No Cause and three were withdrawn. These complaints and those filed with the City of Farmington Community Relations Commission and the Navajo Nation Human Rights Commission will be made a part of the new 2014 AI.

Impact – Continued monitoring of discrimination complaints filed with HUD provides the City with feedback on progress the community is making and on how well the public awareness component of AI Actions is progressing.

vii. Actions Affecting Knowledge-Based Impediments

10. The RFP for the 2013 Annual Action Plan was updated to clarify that Fair Housing law compliance would be required for any CDBG project.

Impact – This action will provide early notice to agencies seeking grant funds that Fair Housing requirements will apply.

11. Public notices for the 2013 Annual Action Plan and this 2012 CAPER were published in English and Spanish. In addition, public notices were posted at the Farmington Indian Center, the Sycamore Park Community Center, and the San Juan Center for Independence. These facilities work with minority populations and the disabled. In addition, the Sycamore Park Community Center is located in a low-income targeted neighborhood. During the 2012 fiscal year, seven public notices were published in English and Spanish with a total expenditure of \$772.37.

Impact – Publishing the notices in English and Spanish helps to include the local Spanish population in the public processes. Physically posting notices at these facilities helps expand the number of persons who are aware of the public actions, and helps to include special needs populations in the public process.

12. Fair Housing public information display at the Farmington Home EXPO. This event was held in the first weekend of March 2013 at the County Fairgrounds and is hosted by the San Juan County Home Builders Association. Booths at this event represent homebuilders, contractors, lenders, and real-estate agents. CDBG Staff worked 12 hours, and City staff worked a total of 54 hours at the booth. Bilingual Fair Housing posters and literature were presented to the public, and a PowerPoint slide show ran with Fair Housing information. Data from the 2012 Housing Affordability Update and the 2011 AI was shared with the public.

Impact – There were numerous positive conversations with the public. At this event, the housing industry was specifically in attendance with contractors, developers, lenders, and real estate agents. Therefore, the Fair Housing message was targeted to key segments of the business community.

13. Fair Housing public information display at the San Juan County Fair. A City of Farmington public outreach booth was setup at the County Fair from August 5 to August 10, 2013. CDBG staff worked 8 hours at the booth, and City staff worked a total of 44 hours at the booth. Fair Housing posters and literature were displayed as well as a Power Point Presentation with Fair Housing slides. The Priority Needs Ranking Survey and Fair Housing Survey were also advertised and made available to the public.

Impact – There were numerous positive conversations with the public and other booth staff. People from around the City and County were made aware of Fair Housing issues, such as, how to make a complaint and that the City of

Farmington was a contact for Fair Housing information. A large number of Fair Housing pamphlets were handed out to the public.

14. A Fair Housing Survey was conducted to assess the public's knowledge and support of fair housing law, to understand their experiences with housing and discrimination, and to identify and assess barriers to fair housing in the community. To advertise the surveys, there were two noticed public meetings at the Sycamore Park Community Center and at the San Juan Center for Independence. There were also four CDBG staff presentations at meetings held by Four Corners Economic Development, Comprehensive Homeless Assistance Providers (CHAP), the Chamber of Commerce, and the Community Relations Commission. Links to the on-line survey were provided to public service providers and they were encouraged to have their clients participate.

Impact – There were two advertised public meetings and four presentations to key groups in the public including business owners, policy makers, service providers, and government agencies. The results of the surveys will be included in the 2014 AI.

15. During Fair Housing Month, April 2013, the City of Farmington distributed a Fair Housing and Non-Discrimination Information and Training Guide as training for all City of Farmington staff. The guide provided a background on laws and regulations regarding fair housing issues and provided information on how to handle fair housing complaints from the public.

Impact – This type of training has never been done with City employees before. Every employee now has a basic knowledge of Fair Housing, the protected classes, and the information on how to forward a member of the public with a fair housing question.

16. During Fair Housing Month, April 2013, the CDBG Division published a Fair Housing article in the City Visions, which is an employee newsletter.

Impact – This newsletter article reinforced the employee training.

17. Also during Fair Housing Month, a newspaper advertisement ran in the Farmington Daily Times for four days and an internet banner ran on the Paper's web site over two weeks for 10,000 views.

Impact – This newspaper and internet advertisement provided significant public exposure for Fair Housing issues.

3. *Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.*

A PATH Home – This construction and operations project provided funding for transitional housing and substance abuse counseling.

Child Care Assistance – Young families disproportionately suffer a higher percentage of poverty. To address this need, this project has provided daycare assistance for low-

income families who are attending San Juan College and trying to improve themselves.

San Juan County Partnership Emergency Rental Assistance – This project provided move-in assistance and eviction prevention assistance to prevent and end homelessness.

Elderly and Disabled Home Making Services – This project provided frail elderly a helping hand so they could live in their own homes longer. The home care recipients had a service provider visit them for 2 hours each week and the respite care recipients had a service provider visit for 6 hours each week. The assistance provided varied and included cooking, cleaning, errands, or driving.

Transitional Treatment Service – MASADA House provided counseling, training, supervision, and housing to homeless individuals with addictions.

Lessons to Live Swimming - This project offered subsidized swimming lessons to youth in underserved populated areas, reducing the drowning risk by teaching aquatics skills to be safe in, on, and around the water.

4. *Leveraging Resources*

a. *Identify progress in obtaining “other” public and private resources.*

The City of Farmington supports Community Service Agencies through service contracts that benefit the community. Table 5 below, details the City of Farmington Fiscal Year 2013 (July 1, 2012 to June 13, 2013) budget for Community Services.

Table 5

City of Farmington Fiscal Year 2013 Community Service Budget from the City's General Fund	
Total Behavioral Health	\$100,000
4 Winds Recovery Center	\$273,600
The Roof Operations Contract	\$57,000
Family Crisis Center	\$12,000
PATH/Daily Bread	\$15,000
Childhaven	\$24,000
Northwest NM Seniors	\$1,400
PMS - Roundtree	\$20,000
4 Winds Grant Pass Thru	\$300,000
Sexual Assault	\$15,000
Community Relations Comm.	\$20,000
NM Centennial	\$25,000
ECHO Back Packs	\$6,500
Total	\$869,500

- b. *How Federal resources from HUD leveraged other public and private resources.*

The Four Corners Foundation's A PATH Home project has a total estimated project cost of \$830,000 and the total CDBG funding from 2011, 2012, 2012 Action Plans as amended, and the 2013 Action Plan totals \$588,214.93. Therefore, the CDBG funding will assist in leveraging approximately \$241,000 of private funding for this project.

- c. *How matching requirements were satisfied.*

The CDBG regulations do not have a matching requirement, and none of the contracts for 2012 Annual Action Plan Projects required matching funds.

Managing the Process

1. *Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.*

A detailed IDIS drawdown spreadsheet and a contract-based expenditure spreadsheet are used to ensure accurate financial record keeping. CDBG Staff has met with the project contractors and monitored their projects, finances, and client files with informal conversations, invoice review, and with formal on-site monitoring. All action plan projects had a project summary and eligibility review worksheet completed and turned in for HUD's review with the 2012 Annual Action Plan. Updates to the CDBG procedure manual have been made to cover additional Fair Housing compliance needs.

Citizen Participation

1. *Provide a summary of citizen comments.*

All applicable citizen participation requirements were met to create the 2012 CAPER. A public hearing was held with the City Council on December 10, 2013, for adoption by Resolution. A 30-day public review and comment period beginning November 9, 2013 was noticed in English and Spanish in the paper. Notices for the public review and hearing were also posted in English and Spanish at the Farmington Indian Center, the Farmington Senior Center, the Sycamore Park Community Center, and the San Juan Center for Independence.

The opportunity for language, hearing, and accessibility assistance was made a part of the public notification and the 2012 CAPER was available for public review at the Public Library, City Clerk's Office, Community Development Department, and was posted on the City's web page. New this year, the 711 Telecommunications Relay Service is cited in the public notices.

- A copy of the Adopted Resolution is attached at the end of this report.
- The Public Hearing advertisement is attached at the end of this report.
- There were no comments from the public submitted in writing or provided during the public hearing.

The following are key dates of 2012 CAPER Work Schedule that details the process of developing this CAPER, the public review and comment period, and the public notices prior to the adoption by the City Council.

**2012 CAPER
Work Schedule**

Due 90 Days After End of Fiscal Year

- Accomplishment Reports Due from Contractors October 10
- **Public Review and Comment Begins (30 days) November 9**
**Draft Copy to Mayor & Council, Library, Web – Bilingual Notice to Sycamore Park
 Community Center, Indian Center, and Center for Independent Living**
- Distribute/Publish Draft CAPER November 12
- Public notice for Dec 10 CC publish date (15 days)November 24
- **City Council Presentation and Adoption date December 10, 7:00 pm**

2. *In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration).*

The following Contract Accounting tables provide detailed expenditures for all CDBG contracts. At the bottom of each table is the contract balance. That cell is color coded green if the project has expended all funding and orange if there is a balance of funding.

Four Corners Foundation A PATH Home				
Action Plan	2011 and 2012		2012 Amend	
	PO 181357 Contract #11-88847A		PO 182076 Contract #13-96953R-B	
Budget by Contract	395,484.44		\$ 37,730.49	
Contract Term	7/31/2013	Date of Payment	7/31/2013	Date of Payment
First Invoice for \$38,605 Split >	874.51	7/16/2013	\$ 37,730.49	7/16/2013
	\$ 37,811.12	7/17/2013		
	\$ 294,010.79	7/17/2013		
	\$ 62,788.02	7/30/2013		
Total Expenditures	\$ 395,484.44		\$ 37,730.49	
Contract Balance	\$ -		\$ -	

Daycare Assistance San Juan College Contract Accounting		
Fiscal Year	2012	
	Agreement #12-92696F PO# 181172	
Budget by Contract	\$	8,000.00
Contract Term	October 1, 2012 to September 30,2013	
		Date of Payment
	\$	3,004.02
	\$	375.50
	\$	2,019.09
	\$	1,153.77
	\$	1,442.23
Total Expenditures	\$	7,994.61
Contract Balance	\$	5.39

Rental Assistance San Juan County Partnership Contract Accounting		
Fiscal Year	2012	
	Agreement #11-86632 PO# 181107	
Budget by Contract		12,000.00
Contract Term	October, 2012 to September 30,2013	
		Date of Payment
	\$	4,755.97
	\$	4,396.59
	\$	2,128.36
	\$	719.08
Total Expenditures	\$	12,000.00
Contract Balance	\$	-

Senior Home Care NW NM Seniors Contract Accounting		
Fiscal Year	2012	
	PO# 181110	
Budget by Contract	\$	12,000.00
Contract Term	Oct 21, 2012 to Sept 30, 2013	
		Date of Payment
	\$	531.03 1/8/2013
	\$	707.39 1/22/2013
	\$	832.24 2/26/2013
	\$	957.55 3/19/2013
	\$	746.81 4/23/2013
	\$	1,121.57 5/21/2013
	\$	1,147.93 7/16/2013
	\$	1,642.39 7/30/2013
	\$	1,424.48 8/20/2013
	\$	1,100.33 9/24/2013
Last Invoice Received October 9, 2013	\$	1,788.28 10/15/2013
Total Expenditures	\$	12,000.00
Contract Balance	\$	-

MASADA House Transitional Treatment Contract Accounting Women's Facility		
Fiscal Year	2012	
	Agreement #12-92696E	
Budget by Contract		8,827.75
Contract Term	to September 30, 2013	
		Date of Payment
	\$	1,877.16 1/12/2013
	\$	1,532.90 2/12/2013
	\$	1,984.70 2/13/2013
	\$	3,423.40 4/9/2013
Total Expenditures	\$	8,818.16
Contract Balance	\$	9.59

2012 Lessons to Live		
	Aquatic Center	
	12-92696G	PO 181116
Budget by Contract	\$ 2,000.00	
Contract Term	9/31/2013	Date of Payment
	\$ 175.00	2/12/2013
	\$ 770.00	3/12/2013
	\$ 595.00	4/16/2013
	\$ 35.00	5/16/2013
	\$ 420.00	7/16/2013
Total Expenditures	\$ 1,995.00	
Contract Balance	\$ 5.00	

Childhaven Remodel		
Fiscal Year	2012 Amended	
	PO # 179914	
Budget by Contract	\$ 61,689.17	
Contract Term	to June 30, 2014	
		Date of Payment
	\$ 4,264.22	9/24/2013
Total Expenditures	\$ 4,264.22	
Contract Balance	\$ 57,424.95	

Geographic Distribution

No projects during the 2012 Annual Action Plan fiscal year are area-based projects. However, the San Juan County Partnership Emergency Rental Assistance project is a citywide activity.

The following Map shows the project locations of the 2012 and 2012 Amended Projects.

Institutional Structure

1. *Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.*

Effort in this area has focused mainly on improving CDBG procedures and training. CDBG staff has also attended meetings with the Comprehensive Homeless Assistance Providers (CHAPS) in an effort to enhance communication between the City and public service providers.

Monitoring

1. *Describe how and the frequency with which you monitored your activities.*

The City of Farmington monitors the CDBG program in the following ways:

- Training
- Informal Monitoring
- Formal Monitoring
- Invoice Monitoring
- Financial Monitoring
- Contract Monitoring
- Accomplishments
- CAPER
- Long Term Monitoring

Training – The CDBG Division works with the management and caseworkers of partner agencies to ensure that all key personnel understand their contract's scope of services, pertinent Federal Regulations, and accomplishment reporting. This occurs after contracts are signed and as part of the project startup. This year, all contractors with new agreements were provided training.

Informal Monitoring – Farmington is a relatively small community and the CDBG Division staff has frequent contacts with its partner agencies. Phone calls are also made to check up on specific issues or just to see how things are going. Occasionally memos to the project file are created to document these conversations if issues are found.

Formal On-Site Monitoring – At the request of and with the assistance of the City's HUD representative, the CDBG Division developed a multi-page monitoring worksheet. This worksheet includes a wide variety of review questions and regulation compliance check-offs. In conjunction with contract requirements, the partner agency is provided a copy of the worksheet and an appointment is made for an on-site visit. During that visit, case files are reviewed, the worksheet is filled out, and any findings or concerns are noted. A copy of the final worksheet is provided to the partner agency for their review. Any findings or concerns will be corrected and documentation of the corrections kept in the project file. All public service contracts had annual formal monitoring this year.

Invoice Monitoring – All partner agencies are required to submit documented invoices for CDBG reimbursement payments. The documentation must include justification of paid expenses and required accomplishments. The CDBG Division reviews the invoices to ensure that they are both eligible and reasonable costs. This is the most frequent type of monitoring that occurs, as it is performed with every invoice submitted.

Financial Monitoring – This type of annual monitoring reviews the progress made in the implementation of the CDBG project and the progress of spending project funds prior to targeted project completion dates. A report on this monitoring is developed after March 31 or the end of the second CDBG fiscal quarter.

Contract Monitoring – The CDBG Division monitors expenditures by project contract to ensure that funds are being drawn down in a timely manner and to ensure contract compliance. This type of monitoring is linked to the processing of invoices and the annual Financial Monitoring reported in the CAPER.

Accomplishments – All contracts for CDBG projects include, in the scope of services, a requirement to provide an end of the year accomplishment report. This includes all data required to report accomplishments in HUD's IDIS web page.

CAPER – The Consolidated Annual Performance Evaluation Report (CAPER) is a summary of the year's monitoring efforts. This report is developed by the CDBG Division, made available to the public for review and comment, presented to and adopted by the City Council, and submitted to HUD for Federal review. The CAPER focuses on accomplishments, financial reporting, and compliance with Federal regulations.

Long Term Monitoring - The City of Farmington has developed some CDBG projects that have long-term compliance requirements such as the development of housing, the operation of facilities, and liens on properties that are forgivable over time. These types of projects and long-term scopes of services require an annual monitoring effort for 5, 10, or 15 years. Long term monitoring results are included in the annual CAPER.

2. *Describe the results of your monitoring including any improvements.*

All public service projects had Formal On-Site Monitoring this year and the following are the results of the formal monitoring for the public service projects this year:

San Juan College Daycare – Income verification methods were discussed. From recent HUD direction, a minimum of 2 months of income data should be used to estimate annual income. The college provided most recent financial audit, and the Family Resource Center staff was asked to confirm that CDBG was still on the audit distribution list. San Juan College is the only agency that the City has worked with that receives more than \$500,000 in Federal assistance. Therefore, HUD requires that the City of Farmington review the College's annual audit. The City's Accounting Division performed a review of the College's audit and a review letter was placed in the project files. No issues were found with the monitoring or the Audit.

San Juan County Partnership Emergency Rental Assistance – Methods of calculating the annual income was discussed, a minimum of 2 months of income data should be used to estimate annual income. A particularly difficult case of a waitress with variable hours and tips was reviewed with HUD. Per HUD direction, in future cases of income verification, a worksheet showing the calculations used to determine the annual income should be part of the records for complicated cases. During the next contract training session for the 2013 Annual Action Plan, the issue of an income verification calculation worksheet will be discussed and future on-site monitoring will specifically review these worksheets and look at how income is calculated and documented. No other issues were found during the City's CDBG on-site monitoring.

Northwest New Mexico Seniors - In future contracts, this project may drop income verification and use the presumed low-income objective due to the services being provided only to frail elderly persons. According to HUD, projects that serve seniors may presume that clients are low-income. In the case files, are Health Risk Assessments that document the medical issues of the client. Also, the income verifications of the clients were viewed. CDBG staff viewed these records but no copies made for privacy issues. Minutes from a recent board meeting were provided. At the time of the on-site monitoring, the invoices were behind schedule. However, the last invoice was submitted on October 9, 2013, and all funding was expended. No issues were found during the City's CDBG on-site monitoring.

MASADA House Women's Shelter - This project qualifies as presumed low income, by HUD standards, because the Clients are homeless. Client case files have a record of referrals from other agencies to document the homeless status of the clients. The project files confirm the agency that the client comes from. Typical referrals include 28-day programs, jail, and homeless shelters. No issues were found during the City's CDBG on-site Monitoring.

The following are the results of Long Term Monitoring for this year:

MASADA House Transitional Housing Construction – CDBG assistance was provided to purchase and remodel the MASADA Women's facility, therefore long term monitoring should be conducted to show that the facility is operating in compliance with their contract for the required 10 years. However, because the facility is also receiving CDBG operation funding, those results are listed above in the annual monitoring section. From the City's CDBG on-site monitoring visit and the review of case files, it was apparent that the shelter is in good condition and still being used as a transitional housing facility in compliance with the operations portion of the agreement with the City of Farmington.

This facility received its certificate of occupancy on July 28, 2011, so long term monitoring will continue until 2021.

M & H Construction Rental Housing Project – This project constructed a total of seven (7) rental housing units, with four (4) of which reserved for low-income residents. A first full year's data was collected and entered into the HUD IDIS reporting web page, and the project was closed in IDIS. For the 2012 CAPER, the first long term monitoring of this project occurred at the apartment manager's home, where the client files are stored, on October 10, 2013. During this meeting, it was found that the minimum number of low-income tenants was maintained. However, a provision in the contract requiring that a 4-bedroom and a 3-bedroom apartment be reserved for low-income persons and used as an affordable unit was not currently being complied with. This has started a contract compliance process. M&H's low-income client files have records from the San Juan County's Housing Authority, who is providing tenants to this project and is verifying income through their rental voucher system.

This facility received its certificate of occupancy on September 27, 2011, so long term monitoring will continue until 2026.

Catholic Charities Transitional Housing – This project constructed four (4) transitional housing units in an existing building located at 115 and 119 West Broadway. The contract was signed in 2007 and construction finished in 2008. This monitoring looked at verification of the homeless status of clients. All clients must meet the definition of homeless to enter into the program. Intake worksheets with certification signatures of both the client and staff member were reviewed in recent case files by City CDBG staff during an on-site monitoring visit October 22, 2013. Also reviewed, were records of the types of services, training, and counseling provided to clients. The housing contracts between Catholic Charities and their clients are being updated at the request of the NM Mortgage Finance Authority, who is providing funding for a portion of the operations. No issues were found during the on-site monitoring visit.

This facility's contract specifically requires that operations and long term monitoring continue until December 31, 2018.

3. *Self Evaluation*

- a. *Describe the effect programs have in solving neighborhood and community problems.*
- b. *Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*

The following 2012 Annual Action Plan projects made a difference in the community and met the priority needs of the Consolidated Plan:

A PATH Home – This project will meet one of the highest needs of the community identified in the 2009-2014 Consolidated Plan: Transitional housing that serves the needs of those recovering from dependency. Transitional Housing for homeless families with children was ranked 9.15 out of 10 and transitional housing for chronic substance abuse was ranked 8.11 out of 10.

San Juan College Daycare - Daycare Assistance is a project identified in the 2009-2014 Consolidated Plan's Strategic Plan and had a ranking of 6.56 out of 10 in the Consolidated Plan's Needs Assessment. Daycare Assistance was also identified in the 2008 San Juan County Needs Assessment. Helping young parents stay in college, by helping with their daycare needs, provides them with economic opportunities.

San Juan County Partnership Emergency Rental Assistance - Emergency Rental Assistance is a project identified in the Consolidated Plan's Strategic Plan and had a ranking of 8.26 out of 10 in the Consolidated Plan's Needs Assessment. This project provides move-in assistance to the homeless and eviction prevention to households who are at risk of becoming homeless.

Northwest New Mexico Seniors - The 2009-2014 Consolidated Plan identified a disproportionate growth in the over 85-years age group and showed a lower median income for those over 65. Senior Home Care is a project identified in the Consolidated Plan's Strategic Plan and had a ranking of 5.68 out of 10 in the Consolidated Plan's Needs Assessment. Senior Home Care was also identified as a need in the 2008 Community Needs Assessment. By providing home care and respite care for the frail elderly, this project is addressing the identified needs of the community.

MASADA House Transitional Treatment Services - This project had a ranking of 6.89 out of 10 in the Consolidated Plan's Needs Assessment, and serves the needs of those recovering from dependency.

Lessons to Live Swimming – Youth Services had a ranking of 7.44 out of 10 in the Consolidated Plan's Needs Assessment. The City of Farmington has rivers, lakes, arroyos, and agricultural ditches running throughout the community. By providing free swimming lessons to children in low-income families, the City is both providing youth services and is providing essential safety education to children who might otherwise never learn to swim.

Childhaven Construction – This project was funded with the 2012 Amendment and is currently in the design phase. Youth Centers is a project identified in the Consolidated Plan's Strategic Plan. The project had a Consolidated Plan Needs Assessment ranking of 7.79 out of 10 and was also identified as a community need in the 2008 San Juan County Needs Assessment. This project will improve the existing facility to provide safe and secure monitoring of the children who stay at Childhaven.

- c. *Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*

The emergency rental assistance project keeps families from becoming homeless and gives move-in assistance to homeless families. The San Juan College Daycare project provides economic opportunity by encouraging young parents to further their education. Both A PATH Home and the MASADA House transitional treatment projects provided a suitable living environment for homeless individuals and families.

d. *Indicate any activities falling behind schedule.*

The A PATH Home project was behind schedule at the beginning of the 2012 fiscal year. This was also reported in the 2011 CAPER. However, construction began this year and the project has expended all CDBG funds.

The Credit Repair/Financial Literacy project never started this year. On July 10, 2013, the contractor withdrew from the contract with the City of Farmington, and no funding was expended. The City recognizes the importance of this class and is in the process of issuing a new RFP to find another contractor to offer this class to the low-income public.

- e. *Describe how activities and strategies made an impact on identified needs.*
f. *Identify indicators that would best describe the results.*

A PATH Home –This project meets one of the highest identified needs of the community: Transitional housing that serves the needs of those recovering from dependency. Indicators for this project would be the number of clients served, the number of clients who successfully exit the project, and the number of clients who stay sober for at least 5 years. Another long-term indicator for this type of project would be a reduction of the overall substance dependency rate in the community.

San Juan County Partnership Emergency Rental Assistance - By helping the homeless get into traditional housing and preventing homelessness, this project is meeting the identified needs of the community. Indicators for this project include the number of households provided move-in assistance and the number of assisted households who stay out of homelessness for at least 5 years.

San Juan College Daycare Assistance – Daycare assistance was an identified need in the last two consolidated plans. This project helps young parents stay in college by helping with their daycare needs. The City has received a number of antidotal stories about students who have received daycare assistance who could not have stayed in school and have gone on to graduate. These success stories show the impact that this program has had and that it addresses the community's identified economic needs. Two indicators for this project would be number of students assisted with daycare and the number of the assisted students who graduate from San Juan College.

Northwest New Mexico Seniors Home Care – Homemaker and respite services provide an opportunity for the elderly to live at home or with family and stay out of nursing homes longer. The 2009-2014 Consolidated Plan identified a disproportionate growth in the over 85-years age group and showed a lower median income for those over 65. By providing home care and respite care for the frail elderly, this project is addressing the identified needs of the community. The additional amount of time that an elderly

person was able stay in his or her own home before entering assisted or hospice care would be a result indicator.

Credit Repair and Financial Counseling – This specific activity was identified in the 2011 Analysis of Impediments to Fair Housing Choice as the recommended action to address the identified impediment of poor credit, which is a significant factor in loan denials. The number of persons successfully completing the class, improving their credit scores, and becoming a homeowner would be an indicator for this project.

Lessons to Live Swimming – This project offered subsidized swimming lessons to youth in low-income families, reducing the drowning risk by teaching aquatics skills to be safe in, on, and around the water. The number of youth successfully completing the class and a reduction of drowning deaths in the community would be indicators for this class.

MASADA House Transitional Housing Addiction Treatment - This project meets one of the highest identified needs of the community: Transitional housing that serves the needs of those recovering from dependency. Clients are presumed to be principally low and moderate-income persons due to their homeless status as residents of a transitional housing shelter undergoing substance abuse counseling. One Indicator for this project would be the number of clients served, the number of clients who successfully exit the project, and the number of clients who stay sober for at least 5 years. Another long-term indicator for this type of project would be a reduction of the overall substance dependency rate in the community.

- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*

The primary barrier was that of funding. The \$352,185 that the City of Farmington received from HUD to fund the 2012 Annual Action Plan is a huge benefit to the community. However, there are many directives that HUD expects the City to address. In the Consolidated Plan, CDBG Staff was required to assess the needs of the community, housing, homelessness, poverty, special populations; the list is long and varied. The Consolidated Plan has wonderful strategies and an overall vision of helping every socio-economic segment of society and yet the funds are just not enough to provide meaningful assistance to even those in the greatest need as defined by HUD.

Another significant barrier to fulfilling the goals of the Farmington Consolidated plan is the HUD required 15% service cap. Many of the highest prioritized needs identified in the Consolidated Plan are considered public services by HUD and only 15% of the total grant funds may be used for that type of project.

- h. Identify whether major goals are on target and discuss reasons for those that are not on target.*

Farmington's major goals are being met. With the exceptions discussed in this report, Annual Action Plan projects are being successfully managed, and goals

and objectives of the Consolidated Plan are being met within the limited CDBG budget.

- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*

The Credit Repair/Financial Literacy project lost its contractor and the CDBG program is in the process of seeking a new contractor through a new RFP.

Lead-based Paint

- 1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.*

No Action Plan projects required lead-based paint inspections this year. The emergency rental assistance project does not qualify for TBRA status, as it is not Home or Section 8 funded. In addition, the project allows only a one month subsidy which does not activate the 100-day minimum standard of § 35.115 Exemptions.

HOUSING

Housing Needs

- 1. Describe Actions taken during the last year to foster and maintain affordable housing.*

The Farmington City Council adopted its first Affordable Housing Ordinance on November 27, 2012.

This ordinance was a recommended policy strategy in the Affordable Housing Strategic Plan, adopted in 2011. It now provides the City the ability to donate or pay a portion of costs related to affordable housing including: land; construction of affordable housing; costs of conversion or renovation of existing buildings into affordable housing; costs of financing or infrastructure needed to support affordable housing projects; and costs of acquisition, operating or owning affordable housing.

A copy of the Affordable Housing Plan and the Affordable Housing Ordinance are included in this report in the Attachments

Specific Housing Objectives

- 1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.*

The 2012 Annual Action Plan had no housing construction projects.

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

The 2012 Annual Action Plan had no housing construction projects.

3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

The San Juan County Partnership Emergency Rental Assistance project addresses affordable housing and the “worst-case” housing needs by helping the homeless get into traditional housing and preventing homelessness. The Racial breakdown of the clients was nine American Indian, one African American, and one White. Five of the assisted were female heads of households and one of the assisted households had a member who was disabled.

Also addressing the “worst-case” housing needs are two transitional housing projects A PATH Home and MASADA House.

There was no specific 2012 CDBG project that addressed the purchase of housing, but a new Financial Literacy/Credit Counseling class in the 2012 Annual Action Plan was funded.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The Annual Action Plan had no projects that affected public housing. According to the HUD USER Low-Income Housing Tax Credit Database, there are five low-income apartment complexes that were developed with tax credits in the City of Farmington. Table 6 below shows all of the tax credit rental projects in San Juan County reported by the HUD USER database. There is another tax credit housing project located in Farmington that is not in the HUD database: La Terraza located at 900 Cannery Court.

Table 6

Low Income Housing Tax Credit Rental Projects In San Juan County

HUD ID Number:	Project Name:	Project Address:	Project City:	Project State:	Total Number of Units:	Total Low Income Units:
NMA1995015	EATON VILLAGE APARTMENTS	2550 E 16TH ST	FARMINGTON	NM	60	60
NMA1996015	EATON VILLAGE APARTMENTS	2550 E 16TH ST	FARMINGTON	NM	36	36
NMA1999040	MESA VILLAGE	555 DEKALB RD	FARMINGTON	NM	60	60
NMA2002005	APPLE RIDGE APARTMENTS	1600 CLIFFSIDE DR	FARMINGTON	NM	81	80
NMA2004035	LADERA VILLAGE	3500 N BUTLER AVE	FARMINGTON	NM	60	45
NMA1995025	PINOS BLANCOS II APARTMENTS	600 W BLANCO BLVD	BLOOMFIELD	NM	40	40
NMA2000020	DEER HOLLOW SENIOR APARTMENTS	501 BERGIN LN	BLOOMFIELD	NM	20	20
NMA2005040	HIDDEN VALLEY VILLAGE	717 RUTH LN	BLOOMFIELD	NM	60	60
NMA1993005	AZTEC PROPERTIES	401 S PARK AVE	AZTEC	NM	30	30

Source: HUD USER Low-Income Housing Tax Credit Database - <http://lihtc.huduser.org/>

Barriers to Affordable Housing

1. *Describe actions taken during the last year to eliminate barriers to affordable housing.*

Emergency Rental Assistance - San Juan County Partnership provided emergency rental assistance in the form of eviction prevention and move-in assistance to the homeless and potentially homeless. A total of 11 households with 19 children were assisted with move-in or eviction prevention assistance. The Racial breakdown of the clients was nine American Indian, one African American, and one White. Five of the assisted were female heads of households and one of the assisted households had a member who was disabled.

Work in the new Community Needs Assessment for the 2014-2018 Consolidated Plan is underway. The Community Needs Assessment will include a section on Housing Affordability.

HOMELESS

Homeless Needs

1. *Identify actions taken to address needs of homeless persons.*
2. *Identify actions to help homeless persons make the transition to permanent housing and independent living.*
3. *Identify new Federal resources obtained from Homeless SuperNOFA.*

San Juan County Partnership provides move-in rental assistance to help persons transition to permanent housing. The transitional housing projects, A PATH Home and MASADA House, assist homeless persons to transition into permanent housing.

Specific Homeless Prevention Elements

1. *Identify actions taken to prevent homelessness.*

Emergency Rental Assistance - San Juan County Partnership provided emergency rental assistance in the form of eviction prevention and move-in assistance to the homeless and potential homeless. This year, 11 families with a total 19 children were provided emergency rental assistance.

COMMUNITY DEVELOPMENT

Community Development

1. *Assessment of Relationship of CDBG Funds to Goals and Objectives*
 - a. *Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*

Table 7 below, shows the Action Plan Potential Projects List that is part of the 2009 - 2014 Consolidated Plan. The potential projects in bold and shaded in grey relate to the Action Plan projects that are addressed in this CAPER. The fourth column shows which project fits with the potential projects. This shows that all of this year's projects and funding are part of the goals and objectives of the 2009 - 2014 Consolidated Plan. The Affordable Housing Association (AHA) ranking number (1-10) was an initial ranking in the Consolidated Plan developed from public input, but other sources of priority ranking were also considered. For example, the Senior Services project was only in the second quartile of ranking from the public input; however, the Housing Needs Assessment identified disproportionate population growth in the over 85 age category and disproportionately low median incomes in the over 65 age category, which provided further justification for the project.

Table 7

Action Plan Potential Projects List							
	Eligible Activities	AHA Ranking	Potential Action Plan Project	2012 Annual Action Plan and 2012 Amended Projects	Outcome Objectives	National Objectives	
Public Facilities and Improvements	01 Acquisition of Real Property 570.201(a)	4.94	Purchase of land in the MRA downtown area for the use of low mod income rental housing.		DH-2	LMH	
	03 Public Facilities and Improvements (General) 570.201	6.95					
	03A Senior Centers 570.201(c)	4.83	Expansion of existing facility		SL-1	LMC	
	03B Handicapped Centers 570.201(c)	6.11	Construction of a Center for Disabled Services		SL-1	LMC	
	03C Homeless Facilities (not operating costs) 570.201(c)	7.89	Construction or expansion of homeless shelter		SL-1	LMH	
	03D Youth Centers 570.201(c)	7.79	More youth centers-youth services		SL-1	LMA	
	03E Neighborhood Facilities 570.201(c)	7.42	Parks and recreation for youths		SL-1	LMA	
	03F Parks, Recreational Facilities 570.201(c)	6.26	Parks and recreation for youths		SL-1	LMA	
	03G Parking Facilities 570.201(c)	4.53					
	03H Solid Waste Disposal Improvements 570.201(c)	5.32					
	03I Flood Drain Improvements 570.201(c)	5.16					
	03J Water/Sewer Improvements 570.201(c)	4.89	Sewer line extension in Targeted Low Mod Neighborhoods. Could pay a portion of the line and for hookups.		SL-1	LMA/URG	
	03K Street Improvements 570.201(c)	5.75	Street improvements for south side community. Making a bridge/cross over across Murray preventing individuals from being hit.		SL-1	LMA	
	03L Sidewalks 570.201(c)	5.78	Sidewalks		SL-1	LMA	
	03M Child Care Centers 570.201(c)	7.84	Child care centers- Providing child care services for individuals and families so they are able to search for jobs.	Childhaven	SL-1	LMC	
	03N Tree Planting 570.201(c)	6.16					
	03O Fire Stations/Equipment 570.201(c)	5.44					
	03P Health Facilities 570.201(c)	6.03					
	03Q Abused and Neglected Children Facilities 570.201(c)	8.21	Expansion of existing facilities		SL-1	LMC	
	03R Asbestos Removal 570.201(c)	7.05					
	03S Facilities for AIDS Patients (not operating costs) 570	5.84					
	03T Operating Costs of Homeless/AIDS Patients Programs	7.79	Provide operational funds to increase services		SL-1	LMC	
	Public Services	04 Clearance and Demolition 570.201(d)	5.58	Removal of Dilapidated structures in the MRA or Targeted low income neighborhoods.		SL-1	LMA/URG
		04A Clean-up of Contaminated Sites 570.201(d)	5.74				
		05 Public Services (General) 570.201(e)	5.97	English Proficiency, Parenting, and Life Skills Classes		EO-1	LMC
05A Senior Services 570.201(e)		5.68	Programs to assist the seniors	Northwes New Mexico Senior Home Care	SL-1	LMC	
05B Handicapped Services 570.201(e)		6.25	Transportation, daycare, home care		SL-1	LMC	
05C Legal Services 570.201(e)		7.11	Legal aide for tenant landlord responsibilities		SL-1	LMC	
05D Youth Services 570.201(e)		7.44	More youth centers-youth services	Childhaven	SL-1	LMA	
05E Transportation Services 570.201(e)		8.06	Extended hours and routes, Sundays and holidays.		SL-1	LMA/LMC	
05F Substance Abuse Services 570.201(e)		6.89	Transitional housing-construction for women in substance abuse. Halfway house/or similar for adults coming out of detention, detox	A PATH Home and MASADA House	DH-1	LMC	
05G Battered and Abused Spouses 570.201(e)		6.58	Transitional living shelters for survivors of domestic violence and their children. Expansion of existing facilities.		DH-1	LMC/URG	
05H Employment Training 570.201(e)		8.37	Training of workers who have lost their job		EO-1	LMC	
05I Crime Awareness 570.201(e)		5.72	More funding for community outreach programs		SL-1	LMA	
05J Fair Housing Activities (if CDBG, then subject to 570.201(e))		7.11		ECHO Financial Literacy/Credit Repair Classes	EO-1	LMC	
05K Tenant/Landlord Counseling 570.201(e)		6.74	Counsel to handle legal issues concerning mediation between Tenant/Landlord		DH-1	LMC	
05L Child Care Services 570.201(e)		6.56	Child care centers- Providing child care services for individuals and families in transitional living so they can look for work. Child care for students at San Juan College for Employment Training	San Juan College Day Care	EO-1	LMC	
05M Health Services 570.201(e)		6.67					
05N Abused and Neglected Children 570.201(e)		8.68	Expansion of existing facilities.		SL-1	LMC	
05O Mental Health Services 570.201(e)		7.63					
05P Screening for Lead-Based Paint/Lead Hazards Poison 570.201(e)		5.03	Testing program for housing or pay for testing for children in poverty		SL-1	LMC/LMA	
05Q Subsistence Payments 570.204		6.37		San Juan County Partnership Rental Assistance	DH-2	LMC	
05R Homeownership Assistance (not direct) 570.204		6.79	Homeownership subsidy such as homebuyer and subsidies for low income/moderate income families		DH-2	LMC	
05S Rental Housing Subsidies (if HOME, not part of 5% 570.204		7.95	Emergency rental assistance to prevent and end homelessness.	San Juan County Partnership Rental Assistance	DH-2	LMC	
05T Security Deposits (if HOME, not part of 5% Admin c		6.79	Move-in assistance		DH-2	LMC	
06 Interim Assistance 570.201(f)		5.79					
07 Urban Renewal Completion 570.201(h)		5.95					
08 Relocation 570.201(i)	5.47	Relocation of any families displaced by CDBG project		DH-2	LMC		
11 Privately Owned Utilities 570.201(l)	4.68						
12 Construction of Housing 570.201(m)	6.21	Paying for the extension of sewer lines to low income housing development to allow higher density and lower prices.		SL-2	LMC/LMA		
13 Direct Homeownership Assistance 570.201(n)	6.37	Affordable housing assistance, down payment matching assistance, paying for points to lower payments.		DH-2	LMC		

1st Quartile <5.93 = Low Need
 2nd Quartile <6.79 = Med Need
 3rd Quartile <7.46 High Need
 4th Quartile <9.15 Highest Need

Table 7 continued

Rehabilitation	14A Rehab; Single-Unit Residential 570.202	6.74	Home rehab to assist low income		DH-2	LMC
	14B Rehab; Multi-Unit Residential 570.202	6.68	Rehab for low income rentals		DH-2	LMC
	14C Public Housing Modernization 570.202	7.05				
	14D Rehab; Other Publicly-Owned Residential Buildings 570.202	6.42				
	14E Rehab; Publicly or Privately-Owned Commercial/Industrial 570.202	5.53	Downtown facade improvement matching grant		EO-3	LMA
	14F Energy Efficiency Improvements 570.202	6.95	Pay for 75% of energy efficiency improvements for families that earn less than 80% MFI		DH-2	LMC
	14G Acquisition - for Rehabilitation 570.202	6.26	Purchase dilapidated buildings for rehab		SL-2	LMA
	14H Rehabilitation Administration 570.202	5.89				
	14I Lead-Based/Lead Hazard Test/Abate 570.202	6.26	Test building prior to any rehab		SL-2	LMA/LMC
	15 Code Enforcement 570.202(c)	6.53	Code enforcement- Hire inspector to keep rentals up to code.		DH-1	URG
CDBG	16A Residential Historic Preservation 570.202(d)	4.74				
	16B Non-Residential Historic Preservation 570.202(d)	4.53	Downtown rehab project, matching money for added costs of Historic Preservation		EO-3	LMA
	18C Micro-Enterprise Assistance	5.21				
	19C CDBG Non-profit Organization Capacity Building	6.00	Training matching funds for CDBG service providers		EO-1	URG
	19D CDBG Assistance to Institutes of Higher Education	5.21				
	19E CDBG Operation and Repair of Foreclosed Property	5.58				
	Acquisition of existing rental units	7.05	Purchase multi-family units which may be lost to redevelopment and retain for low-income rentals		DH-2	LMH
	Production of new rental units	7.95	Provide money per unit reserved for low income rentals. Extra funding for very low income		DH-2	LMH
	Rehabilitation of existing rental units	7.84	Rehab for low income rentals		DH-1	LMH
	Rental assistance	8.26	Emergency rental assistance		DH-2	LMC
Housing Needed	Acquisition of existing owner units	7.32				
	Production of new owner units	7.37				
	Rehabilitation of existing owner units	7.26				
	Homeownership assistance	8.68	Affordable housing assistance, down payment matching assistance, paying for points to lower payments.		DH-2	LMC
	52. Elderly	7.39	Elderly housing- Retirement homes - Assisted	Northwest New Mexico Seniors	DH-1	LMC
	53. Frail Elderly	7.42	Home and Respite Care		SL-1	LMC
	54. Persons w/ Severe Mental Illness	7.42	Supported housing for the mentally ill and disabled		DH-1	LMC
	55. Developmentally Disabled	7.55				
	56. Physically Disabled	7.53				
	57. Alcohol/Other Drug Addicted	7.63	Substance abuse transitional housing.	A PATH Home and MASADA House	DH-1	LMC
Supportive Services Needed	58. Persons w/ HIV/AIDS & their families	6.95				
	59. Public Housing Residents	7.05				
	60. Elderly	7.25	Home and Respite Care	Northwest New Mexico Seniors	DH-1	LMC
	61. Frail Elderly	7.25	Home and Respite Care		DH-1	LMC
	62. Persons w/ Severe Mental Illness	7.10	Construction of a Center for Disabled Services		SL-1	LMC
	63. Developmentally Disabled	6.79	Construction of a Center for Disabled Services		SL-1	LMC
	64. Physically Disabled	6.95	Construction of a Center for Disabled Services		SL-1	LMC
	65. Alcohol/Other Drug Addicted	7.26	Funding for rehab program expansion	MASADA House	SL-1	LMC
	66. Persons w/ HIV/AIDS & their families	6.74				
	67. Public Housing Residents	6.63				
Homeless Population	1. Homeless Individuals	8.58	Transitional living for adults who are homeless. Improvements to existing emergency shelters	A PATH Home and MASADA House	DH-2	LMC
	2. Homeless Families with Children	9.15	Homeless facilities for families not just adults. - Homeless facilities- Expand and renovate existing facilities	A PATH Home	DH-2	LMC
	1. Chronically Homeless	7.53				
	2. Severely Mentally Ill	7.89				
	3. Chronic Substance Abuse	8.11	Provide funds for treatment centers	MASADA House	SL-1	LMC
	4. Veterans	8.11	Veterans-rental assistance program for homeless veterans, PMS		DH-2	LMC
	5. Persons with HIV/AIDS	6.74				
	6. Victims of Domestic Violence	8.00	Transitional housing, Units for families		DH-2	LMC
	7. Youth (Under 18 years of age)	7.84	Transitional living- Adolescents who are transitioning out of foster care/juvenile justice to prepare them to live independently or in supportive housing.		DH-2	LMC
			1st Quartile <5.93 = Low Need			
		2nd Quartile <6.79 = Med Need				
		3rd Quartile <7.46 High Need				
		4th Quartile <9.15 Highest Need				

- b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.

There were no new affordable housing projects this year.

- c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

Table 8 summarizes all accomplishments for the 2012 Annual Action Plan's fiscal year. It shows the number assisted by income categories and the breakdown of clients by race. It also tracks the number of households with a person who is disabled, and the number of Female Head of Households, which is required for Fair Housing.

*The MASADA House Women's Treatment project documents that the clients are homeless and by Federal regulation, they are presumed to be low-income.

Table 8

2012 Accomplishment Summary						
	2012 Annual Action Plan Fiscal Year Total All Projects	Lessons to Live Swim Lessons	San Juan County Partnership Rental Assistance	San Juan College Daycare Assistance	Northwest New Mexico Seniors	MASADA House Women's Treatment
		Households	Households	Households	Households	Clients
Anyone Disabled in Household	12	8	1	0	3	0
Female Head of Household	66	20	5	4	12	25
Income		Children	Households	Households	Households	Clients*
< 80% MFI	9	5	2	2	0	0
< 50% MFI	40	25	5	9	1	0
< 30% MFI	77	27	4	5	16	25
Race		Children	Households	Households	Households	Clients
White	31	11	1	1	14	4
American Indian	67	32	9	12	0	14
Hispanic	23	12	0	1	3	7
African American	5	2	1	2	0	0
Total Assisted	126	57	11	16	17	25

*MASADA House Clients are presumed low-income due to the clients meeting the definition of homelessness.

Chart 1 below depicts the percentage of those assisted by income level using the same data as in Table 7.

Chart 2 below depicts the percentage of those assisted by Race using the same data as in Table 7.

Chart 1

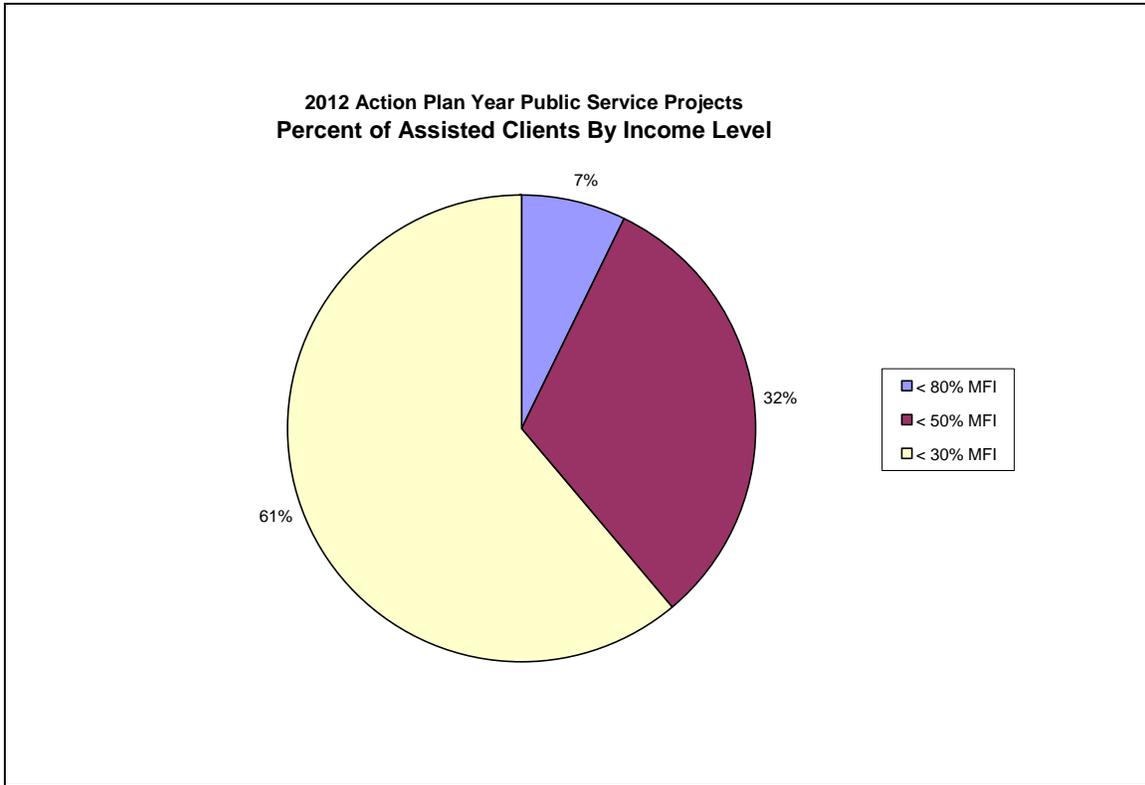
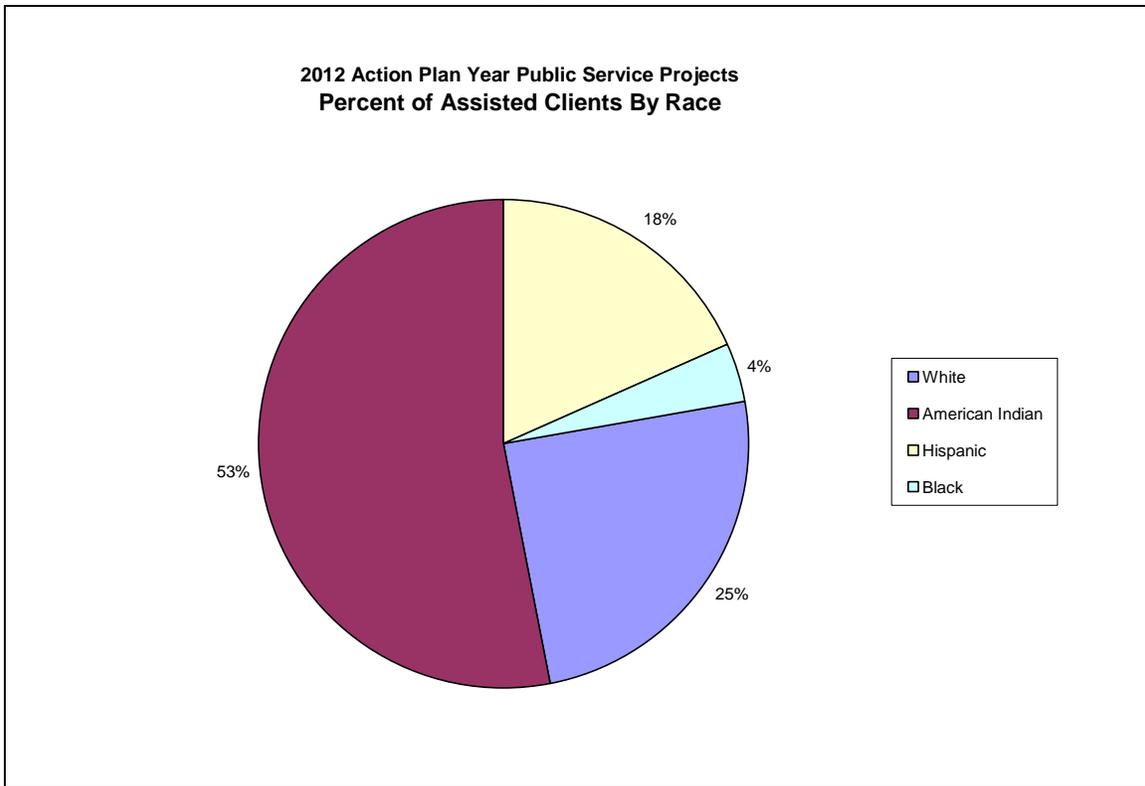


Chart 2



2. *Changes in Program Objectives*

- a. *Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.*

There were no changes made to the Consolidated Plan objectives this year.

3. *Assessment of Efforts in Carrying Out Planned Actions*

- a. *Indicate how grantee pursued all resources indicated in the Consolidated Plan.*

The 2009 Consolidated Plan did not specify any funds other than the CDBG Entitlement Grant.

- b. *Indicate how grantee provided certifications of consistency in a fair and impartial manner.*

The certification of consistency in the 2009-2014 Consolidated Plan is Farmington's commitment that all projects in Annual Action Plans are consistent with the goals and strategies of the Consolidated Plan. Table 7 under Community Development 1. a. above, shows that all Annual Action Plan projects for the 2012 project year were part of the original Potential Project Table in the 2009 - 2014 Consolidated Plan.

- c. *Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.*

CDBG staff has worked diligently to implement the 2012 Action Plan. Any issues with project delays are detailed in this CAPER.

4. *For Funds Not Used for National Objectives*

- a. *Indicate how use of CDBG funds did not meet national objectives.*
b. *Indicate how did not comply with overall benefit certification.*

All funds budgeted and expended were used only for projects that were consistent with the 2009 Consolidated Plan's Strategic Plan or fit within its Potential Project List. All of those projects are both consistent with the national objectives and certified as eligible projects by City Staff. Project eligibility worksheets were submitted with the 2012 Annual Action Plan for HUD's review.

5. *Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property*

- a. *Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.*
b. *Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.*
c. *Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.*

No Action Plan projects required the displacement or relocation of any residents.

6. *Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons*
- a. *Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.*
 - b. *List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.*
 - c. *If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.*

CDBG staff is not aware that any new jobs were created as a result of the 2012 Annual Action Plan Projects. No projects qualified under eligibility or objective standards based upon job creation.

7. *Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate-income benefit.*
- a. *Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.*

Not applicable to this CAPER. All projects are LMC or presumed low-income.

8. *Program income received*
- a. *Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.*
 - b. *Detail the amount repaid on each float-funded activity.*
 - c. *Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.*
 - d. *Detail the amount of income received from the sale of property by parcel.*

No 2012 Action Plan Project generated any program income.

9. *Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:*
- a. *The activity name and number as shown in IDIS;*
 - b. *The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;*
 - c. *The amount returned to line-of-credit or program account; and*
 - d. *Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.*

Not applicable to this CAPER.

10. *Loans and other receivables*

- a. *List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.*
- b. *List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.*
- c. *List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.*
- d. *Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.*
- e. *Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.*

Not applicable to this CAPER.

11. *Lump sum agreements*

- a. *Provide the name of the financial institution.*
- b. *Provide the date the funds were deposited.*
- c. *Provide the date the use of funds commenced.*
- d. *Provide the percentage of funds disbursed within 180 days of deposit in the institution.*

Not applicable to this CAPER.

12. *Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year*

- a. *Identify the type of program and number of projects/units completed for each program.*
- b. *Provide the total CDBG funds involved in the program.*
- c. *Detail other public and private funds involved in the project.*

Not applicable to this CAPER.

13. *Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies*

- a. *Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.*

Not applicable to this CAPER.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

One project in the 2012 Action Plan Year fits within the Antipoverty Strategy. The San Juan College Daycare Assistance project makes it easier for parents to pursue education so that they can improve their employability in the long-term.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

The 2012 Annual Action Plan Senior Care project assists the frail elderly and their families to allow them to live in their homes longer than would otherwise be possible.

No specific 2012 Annual Action Plan projects address the needs of persons with HIV/AIDS.

1.5 TIMELINESS STANDARD Sec. 507.902 (a)

HUD definition of the 1.5 Timeliness Standard:

Sixty days prior to the end of the grantee's current program year, the amount of entitlement grant funds available to the recipient under grant agreements but undisbursed by the U.S. Treasury is more than 1.5 times the entitlement grant amount for its current program year

Sixty days prior to the end of the 2012 Annual Action Plan fiscal year, the City of Farmington timeliness ratio was 0.73, which is well below the maximum allowed.

IDIS - PR56		U.S. Department of Housing and Urban Development Office of Community Planning and Development Integrated Disbursement and Information System				DATE: 08-08-13 TIME: 13:43 PAGE: 1			
Current CDBG Timeliness Report Grantee : FARMINGTON, NM									
PGM YEAR	PGM YEAR START DATE	TIMELINESS TEST DATE	CDBG GRANT AMT	--- LETTER OF CREDIT BALANCE --- UNADJUSTED ADJUSTED FOR PI		DRAW RATIO UNADJ ADJ		MINIMUM DISBURSEMENT TO MEET TEST UNADJUSTED ADJUSTED	
2011	10-01-11	08-02-12	389,368.00	466,554.15	466,554.15	1.20	1.20		
2012	10-01-12	08-02-13	352,185.00	255,716.95	255,716.95	0.73	0.73		

AFFIRMATIVE MARKETING PROCEDURES

The City of Farmington CDBG program has developed Affirmative Marketing Procedures in compliance with Housing and Urban Development Fair Housing and Equal Opportunity guidelines. All future CAPERs will report on the application, monitoring, and enforcement of these procedures. A copy of the new procedure is in the attachments at the end of this report.

ATTACHMENTS

IDIS Reports

- PR01
- PR03
- PR05
- PR07
- PR23
- PR26
- PR56

Public Notices

- Resolution
- Affirmative Marketing Procedures
- Affordable Housing Ordinance
- Affordable Housing Plan