

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.

During FY2017, the city fulfilled its obligation to address several of the priority needs and associated goals identified in the strategic plan.

The R.O.S.E.S. program provided supportive services for LMI or presumed LMI homeowner or renter households. It allowed these households to gain access to public services and address the priority need for in-home services for seniors, frail elderly & the disabled.

Funding for HAVEN provided victims of domestic violence and/or sexual assault with access to public services such as education, legal advocacy, immediate medical / forensic examination, counseling, and emergency housing. It addresses the priority need for services for victims of domestic violence.

Funding for SOS provided operational costs to operate programs that help in need gain access to public services. Case management is a large component to operational costs. It addresses the priority need for operational costs of homeless assistance programs.

The city's housing rehabilitation program addresses the priority of renovating the city's housing stock and allows single-family homeowners to renovate their dwellings while managing the affordability of those renovations.

Trees were purchased and planted in LMAs of the city. It addressed the priority need for improved facilities and infrastructure in LMAs.

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
Enhance Economic Development Opportunities	Non-Housing Community Development		Buildings Demolished	Buildings	2	0	0.00%			
Gain Access To Public Services	Homeless Non-Homeless Special Needs	CDBG: \$66000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	168		75	126	168.00%
Gain Access To Public Services	Homeless Non-Homeless Special Needs	CDBG: \$66000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	600	0	0.00%			
Gain Access To Public Services	Homeless Non-Homeless Special Needs	CDBG: \$66000	Homeless Person Overnight Shelter	Persons Assisted	125	11	8.80%	350	7	2.00%
Gain Access To Public Services	Homeless Non-Homeless Special Needs	CDBG: \$66000	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Gain Access To Public Services	Homeless Non-Homeless Special Needs	CDBG: \$66000	Homelessness Prevention	Persons Assisted	125	0	0.00%	50	0	0.00%

Improve Exit. Single-Family Homes & Affordability	Affordable Housing	CDBG: \$600000	Homeowner Housing Rehabilitated	Household Housing Unit	175	50	28.57%	35	24	68.57%
Improve Public Facilities & Infrastructure	Non-Housing Community Development	CDBG: \$355555	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1580		2400	690	28.75%
Improve Public Facilities & Infrastructure	Non-Housing Community Development	CDBG: \$355555	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	1000	0	0.00%			

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

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

FY2017 (July 1, 2017 - June 30, 2018) is the 2nd year in the city's 5 year consolidated planning efforts. Below is a list of the priority need and the corresponding CDBG-funded activity to help fulfill the need. This clearly links the annual action plan activities to the priority needs of the strategic plan.

R.O.S.E.S.'s supportive services addressed the following priority: in-home services for seniors, frail elderly & disabled. It was identified as a high priority.

HAVEN's services for victims of domestic violence & sexual assault addressed the following priority: services for victims of domestic violence & sexual assault. It was identified as a high priority.

SOS's operational costs for its homeless assistance programs addressed the following priority: operational costs of homeless assistance

programs. It was identified as a high priority.

The housing rehabilitation program addressed the following priority: housing rehabilitation needs of the owner-occupied single-family households. It was identified as a high priority.

The neighborhood tree planting program and plantings along Sherman Drive addressed the following priority: facilities and infrastructure improv. in LMI areas. It was identified as a high priority.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	113
Black or African American	6
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	119
Hispanic	0
Not Hispanic	119

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

Narrative

According to the 2012-2016 American Community Survey 5-Year Estimate, 91% of the city's population is white while 3.4% is black or african american. 2.5% of the city's population is of hispanic or latino descent. The racial and ethnic data for families assisted with CDBG funds correlates with the above city-wide percentages: 95% white, 1% black or african american.

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	1,633,445	865,124
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Royal Oak			Entitlement Community

Table 4 – Identify the geographic distribution and location of investments

Narrative

CDBG public service activities (ROSES, HAVEN & SOS) and the housing rehabilitation program benefited individuals city-wide. The following public improvement activities targeted low- to moderate-income areas (census tracts & block groups) of the city: neighborhood tree planting program & tree planting along Sherman Drive.

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.

All FY2017 activities were implemented with CDBG funds. Leveraged funds were not required; nor provided.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	30	24
Number of Special-Needs households to be provided affordable housing units	0	0
Total	30	24

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	30	26
Number of households supported through Acquisition of Existing Units	0	0
Total	30	26

Table 6 – Number of Households Supported

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

The city did define a goal of assisting thirty low-to moderate-income households with loans to rehabilitate their single-family dwellings. The goal amount is an approximation only. Actual number of units rehabilitated is dependent upon the amount of funds available and the total cost to rehabilitate based on individual needs. The city did not define a goal of affordable rental housing.

Discuss how these outcomes will impact future annual action plans.

The outcome will have no impact on future annual action plans. The number of qualified households awaiting assistance - on the "waiting list" - will help determine future amount of funds within annual action plans.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	80	0
Low-income	42	0
Moderate-income	28	0
Total	150	0

Table 7 – Number of Households Served

Narrative Information

53.3% were extremely low-income
 28% were low-income
 18.7% were moderate-income

The City of Royal Oak is a member of the Oakland County HOME Consortium. Oakland County's Community & Home Improvement Program is the lead agency for HOME. Oakland County will report all HOME progress in its reports.

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

Each year, The Alliance For Housing, Oakland County's C.o.C., conducts its HUD-required Point-In-Time (PIT) count of homeless individuals throughout Oakland County. In years past, there was only one deployment center for the entire county. For the past three years, city staff has worked with The Alliance For Housing and group of volunteers that operate the PIT count each year. Hundreds of volunteers canvass know portions of the county in search of those without shelter on one night each January. City staff offers the use of the City of Royal Oak's Farmers' Market as a deployment center for volunteer canvassing southern Oakland County. Anywhere from 60-100 volunteers utilize the facility to gather, deploy and return. During their canvass of south Oakland County, volunteers distribute a small care package to those they encounter. Additionally, they collect data which helps identify reasons for homelessness and the number of homeless in our community. This data forms the goals and objectives of the CoC and other organizations dedicated to addressing the needs of the homeless and those at risk of becoming homeless.

The Alliance For Housing collaborates with various agencies to end homelessness. Each year, it organizes social service agencies to a one day event – Community Resource Day. In the fall of 2016, Genesis The Church, just north of downtown Royal Oak, was the host site. It was not an ideal facility for the event and was unable to provide adequate parking. The city offered The Alliance For Housing the opportunity to utilize the city's farmers' market for the fall 2017 event. Historically, approximately 30 agencies are in attendance and nearly 200 attendees seeking their services. The event occurred on November 1, 2017 at the Royal Oak Farmers' Market.

Addressing the emergency shelter and transitional housing needs of homeless persons

According to the 2013 Annual State of Homelessness Report by The Alliance For Housing - Oakland County's Continuum of Care, 2013 HMIS data revealed that the top three reasons for homelessness for adults are: 1) eviction, 2) domestic violence, 3) mental health issues. The city contracts with HAVEN to provide public services for those who are victims of domestic violence. Too often their household is not a safe environment. HAVEN provides emergency shelter to Royal Oak residents who are victims of domestic violence and sexual assault. The city contracts with the South Oakland Shelter to provide a wide variety of services to the homeless or those at risk of becoming homeless. SOS utilizes case management so that individual clients gain access to job and financial education, training, food, transportation, and lodging. Providing emergency shelter and transitional housing helps individuals gain access to the public services they need to live health, independent lives and not be trapped in the cycle of homelessness or elevated risk of becoming homeless.

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

The city utilizes CDBG funds to help SOS operate their homeless assistance programs. These programs are available to individuals and families exiting health care facilities, mental health facilities, foster care, corrections facilities, etc. SOS's case management is designed to craft plan for individuals to gain access to public services such as housing, health care, social services, employment, education, etc. On November 1, 2017, the annual Community Resource Day (CRD) was held at city's farmers' market.

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

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

Actions taken to address the needs of public housing

The City of Royal Oak does not own or maintain public housing. No action was taken to address the need.

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

The City of Royal Oak does not own or maintain public housing. No action was taken.

Actions taken to provide assistance to troubled PHAs

The City of Royal Oak does not own or maintain public housing. No action was taken.

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)

At its July 20, 2015 meeting, the Royal Oak City Commission approved the rezoning of along E. 11 Mile Rd. for a dense multi-family development. E. 11 Mile Rd. is a bus transit corridor. The site plan includes the construction of a 36 “micro” unit apartment complex. The apartment units are 352 gross square feet on the first floor, 315 gross square feet on the second floor, and 406 gross square feet on the third floor. The unit square footage are much smaller than any recently constructed apartment building within the city. A reduction in the square footage may possibly correlate to a reduction in the gross rent per unit. In recognition to its location along a transportation corridor and the size of the apartment units, the city commission approved a reduction in the total number of parking spaces required for the development.

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

The underserved may include special needs individuals, minority concentrations, those experiencing homelessness or those at-risk of becoming homeless, victims of domestic violence or sexual assault, returning veterans, the frail and elderly, large families, etc. The city expended CDBG funds to its at-home senior assistance program (R.O.S.E.S.). CDBG funds were expended to assist those experiencing homelessness or those at-risk of becoming homeless via the South Oakland Shelter (SOS). The city allocated CDBG funds to assist the South Oakland Citizens For The Homeless but this organization failed to meet the terms and conditions to the agreement. As a high risk subrecipient, the city did not provide CDBG funds to their efforts. CDBG funds were also provided to HAVEN, a local service agency that assists victims of domestic violence and sexual assault.

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

The city's CDBG-funded housing rehabilitation program assists single-family homeowners with the renovating their house. The necessary steps are taken to identify / test for the presence of LBP, ensure the homeowners is aware of its presence and affects by providing them the report and informational material, ensure that contractors are knowledgeable and certified in both the encapsulation of and removal of LBP, specifically note its presence in written specifications, conduct testing for the presence of LBP after the renovations have occurred, and provide the homeowner with the test results.

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

The city utilized CDBG funds to conduct a housing rehabilitation program. The city believes poverty-level families will financially and emotionally benefit greatly from livable single-family homes. A stable living environment can lead to great economic stability and upward economic mobility. The city actively

seeks Section 3 (low-income residents or businesses) in every CDBG-funded project. The selection of Section 3 firms can provide economic gain to poverty-level families.

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

The city relies on existing agencies to assist its residents with access to a wide variety of public services. All of the city's CDBG subrecipients are required to utilize HMIS. This creates a seamless information system to assist clients in need that may utilize different agencies for different services. The information system helps reduce redundant institutional efforts and keeps clients on track with their case management efforts. Unfortunately, during PY2016 The South Oakland Citizens For The Homeless lost their daily director, moved to another location outside the city limits and failed to implement HMIS. Therefore, the city determined their organization to be high risk and did not enter into contract.

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

The city continues to participate in the Oakland County HOME Consortium which greatly strengthens its knowledge of and access to the Oakland County Continuum of Care, other HUD-funded levels of government within Oakland County, and a broad network of social service agencies. Regular meetings and networking strengthen our knowledge of the local needs and the institutional structure to deliver results. The city has worked with the Oakland County Continuum of Care to host its Community Resource Day at the city's farmers' market in the fall of 2017. This event has over 40 service providers under one roof to help those in need gain access to public services and available housing.

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 following impediment was identified: strength in promoting public awareness and education concerning fair housing. During PY2017, the city continued its commitment to promoting public awareness and education of fair housing rights to its residents by publishing HUD's Live Free ad campaign posters in the city's Insight magazine. Insight is mailed to every housing unit (30,200+) within the city on a quarterly basis. Staff created a fair housing awareness segment which airs throughout the week on the city's local access cable channel. Each year the Royal Oak City Commission proclaims April as Fair Housing Awareness month. In anticipation of April as Fair Housing Month, staff posted HUD-provided posters at visible locations on all four floors of city hall. Additionally, on May 14, 2018, staff attended a fair housing seminar with Margaret Brown from the Fair Housing Center of Metro Detroit at Oakland County offices. The PY2017 annual action plan included funding for fair housing testing. In January of 2018, staff reached out to the Fair Housing Center of Metro Detroit to enter into contract for testing services. The FHCMD indicated it would not be able to modify their insurance policy for an additional insured endorsement to cover the city's elected and appointed officials. The insurance provisions are required of any contractor entering into agreement with the city. The city must reduce its liability associated with various contractual service agreements. In doing so, we require all contractors

to provide an additional insured endorsement. Unfortunately, the city was not able to enter into contract with the FHCMD for fair housing services.

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 planning division of the City of Royal Oak's community development department is the lead department responsible for overseeing the CDBG program. This oversight involves coordinating with other city departments and social service organizations to ensure compliance with all applicable regulations. The city publishes notices as required and has made additional information available through the City of Royal Oak's website and at the municipal library. The monitoring includes a combination of on-site visits, as needed progress reports to collect data and invoice requests, telephone, e-mail and in-person communication. The planning division will continue to monitor the program through reporting tools that track the performance management strategies. In addition, the city completes an annual financial and program audit through a second party provider. The planning division has developed a memorandum of understanding (MOU) accompanied by a revised agreement, at HUD's request, to formalize its relationship with subrecipients. Each subrecipient, whether an internal city department or an outside agency, will be required to sign the MOU and the agreement prior to the commitment of CDBG funds. The documents will be reviewed annually to clearly outline the scope of work, the role and responsibility of each position, and dollar amount of CDBG funding granted. Staff also ensures that individual CDBG-funded activities maintain an active outreach to minority businesses when seeking services to assist in the implementation of the CDBG-funded project. Projects that involve laborers and mechanics must be competitively bid with women, minority and Section 3 owned businesses in mind at each step. Staff ensures that the first step involves the publication of the notice to bid in a minority-owned business publication. Federal required data is collected for all bidders that response to assess the level of participation of women, minority, and Section 3 owned businesses. Periodically, staff of the housing rehabilitation actively solicit the participation of local minority contractors.

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

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

The following public notice was published one-time on Wednesday, August 1, 2018 in the print version of The Royal Oak Tribune & Oakland Press and the electronic / on-line version of The Royal Oak Tribune,

Oakland Press and Macomb Daily. The notice was also posted to the city's website:
<https://www.romi.gov/272/Public-Notices>

Under the guidelines established by the US Department of Housing & Urban Development (HUD), notice is hereby given that the City of Royal Oak has opened a 15-day comment period and is making the draft Program Year 2016-2017 CAPER available for public review and comment. The CAPER covers Community Development Block Grant (CDBG) community development objectives undertaken during the period of July 1, 2016 through June 30, 2017. The purpose of the notice of public comment is to gain input and comment on the city's efforts in meeting its goals and objectives described in the HUD-approved Consolidated Plan and PY 2017 Annual Action Plan. Written comments may be directed to the Planning Division of the Community Development Department, City Hall, 211 Williams Street, Royal Oak, Michigan 48067. The city will incorporate received comments into the final CAPER prior to submission to HUD. An electronic copy of the draft CAPER will be available upon publication of this notice on the city's website (romi.gov) under the CDBG portion of the Planning Division's webpages. A paper copy of the CAPER will also be available at the office of the Planning Division, City Hall, 211 Williams Street, Royal Oak, Michigan 48067 upon request. Upon timely request, the city will provide reasonable accommodation to enable individuals with disabilities or Limited English Proficiency to participate in public comment, including access to materials in alternative formats.

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.

The City of Royal Oak did not modify its program objectives during FY2017. It's objective remains: "to address the housing and community needs to low- and moderate-income (LMI) residents by taking advantage of opportunities to ensure decent and affordable housing, a suitable living environment and where applicable, expand economic development".

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

No

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

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